

**AGENDA**  
**MEETING OF THE CITY COUNCIL**  
**VERSAILLES MUNICIPAL BUILDING**  
**September 3, 2024 AT 5:30 P.M.**

1. Prayer
2. Pledge
3. Roll Call
4. Approval of August 20, 2024 Minutes
5. Public Comment
6. Resolution 2024-10 A Resolution Encouraging The Planning Commission To Require Private Developers Construct Multiuse Paths In Specified Areas
7. Quotes- Demolition of House at Parcel # 30-0000-044-03 (168 Kroger Way)
8. Quotes- Demolition of Barn at Parcel # 30-0000-044-03 (168 Kroger Way)
9. Request To Surplus Contents Of House And Barn At 168 Kroger Way And Donation Of Usable Items To Charity
10. Edgewood Farm Access Road
11. TIF Discussion
12. Next Step Consulting Proposal
13. Housing Task Force Recommendation - Versailles Zoning Ordinance
14. Mayor Miscellaneous
15. Council Miscellaneous/Committee Reports
16. Department Directors
17. Adjournment

**SUBJECT TO REVISION**

AUGUST 20, 2024  
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MINUTES OF REGULAR COUNCIL MEETING  
VERSAILLES MUNICIPAL BUILDING/5:30 P.M.

**ROLL CALL:** MAYOR BRIAN TRAUOGOTT PRESIDED OVER THE MEETING. ALSO PRESENT WERE COUNCIL MEMBERS CHANTEL BINGHAM, MARY BRADLEY, LAURA DAKE, LISA JOHNSON, GARY JONES, AND ANN MILLER. CITY ATTORNEY BILL MOORE WAS ALSO PRESENT.

**DEPT. HEADS:** BRANDON BROWN, BART MILLER, MIKE MURRAY, AND ELIZABETH REYNOLDS WERE PRESENT REPRESENTING THEIR RESPECTIVE DEPARTMENTS.

**MOTION BY BRADLEY, SECONDED BY BINGHAM TO APPROVE AND ADOPT THE MINUTES OF THE AUGUST 6, 2024 SPECIAL COUNCIL MEETING.**

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

**MOTION BY BINGHAM, SECONDED BY JONES TO APPROVE AND ADOPT THE MINUTES OF THE AUGUST 13, 2024 COUNCIL WORK SESSION AS AMENDED TO CLARIFY A STATEMENT ON PAGE TWO.**

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

**MOTION BY JONES, SECONDED BY MILLER TO TAKE THE MEMORANDUM OF AGREEMENT REGARDING THE FOOD PANTRY OFF THE TABLE.**

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

**MOTION BY JOHNSON, SECONDED BY MILLER TO APPROVE THE MEMORANDUM OF AGREEMENT WITH AN AMENDMENT TO LIMIT THE DURATION TO TWO YEARS.**

Mayor Traugott noted that the other entities have approved the MOA as is.

Council member Johnson stated that the changes would be adding “for two years” to paragraph (a) and removing everything after “execute” in paragraph (h).

Ms. Johnson stated that the council absolutely supports the Food Pantry but there are concerns with the time of change and restructuring. Council member Miller also provided a statement supporting the Food Pantry and stated that she does not make decisions based on future votes she may or may not get in an election.

Council member Bingham noted that approving the MOA without the amendment would still easily provide a way for the City to opt out after two years.

Council member Bradley stated that this whole discussion has given her pause and is frightening for the people who need the Food Pantry.

The vote was as follows: Bingham, Dake, Johnson, and Miller voting aye. Council members Bradley and Jones voted nay.

Mayor Traugott advised the Food Pantry Board not to advertise for the position until a MOA is fully executed by all three bodies.

Public Comment

Michael McLean addressed the council and stated that no one can replace Sharon Hardin and that there is a very real possibility the Food Pantry will close if the council doesn't stop delaying the MOA.

Lillie Cox also spoke in support of the Food Pantry. She stated that she just recently became involved volunteering with the Food Pantry and that she sees the countless hours that Ms. Hardin and all of the volunteers give. She expressed the urgency to get someone into the Executive Director position so they can train under Sharon Hardin.

Council member Johnson stated that the Council does support the Food Pantry but that there are fifteen to twenty other socially important non-profits here in Woodford County.

Rich Pictor, Executive Director of Parks and Recreation, provided an update on Park Street. He stated that Park Street will be closed to through traffic beginning August 27<sup>th</sup>. He stated that they are currently in major demo mode on the Big Spring Park project. Mr. Pictor stated that he had met with Head Start and they, and their buses, will have access. He also noted that library parking will still be available.

Council member Bradley asked if any of the playground items being removed could be redirected to Russelltown Park? Mr. Pictor stated that they are all too large and due to the National Safety Guidelines, they won't fit at that park. However, he stated that they will be purchasing smaller items.

At the request of Council member Bradley, City Attorney Bill Moore provided second reading of Ordinance 2024-20 An Ordinance Amending Sections 50.25, 50.27, and 50.29 of the Versailles Code of Ordinances to Provide for Annual Adjustment of the Rates Charged for Water and Sewer Services Based Upon Changes in the Consumer Price Index, as follows:

CITY OF VERSAILLES  
ORDINANCE NO. 2024-20

**TITLE: AN ORDINANCE AMENDING SECTIONS 50.25, 50.27 AND 50.29 OF THE VERSAILLES CODE OF ORDINANCES TO PROVIDE FOR ANNUAL ADJUSTMENT OF THE RATES CHARGED FOR WATER AND SEWER SERVICES BASED UPON CHANGES IN THE CONSUMER PRICE INDEX.**

Whereas, the Versailles City Council has determined that it would be appropriate to revise the charges for water and sewer service provided by the City in accordance with the Consumer Price Index;

**NOW, THEREFORE, BE IT ORDAINED IN THE CITY OF VERSAILLES, KENTUCKY as follows:**

Section 1. Section § 50.25 of the Versailles Code of Ordinances is hereby amended as follows:

**§ 50.25 WATER RATES FOR USERS WITHIN CITY LIMITS.**

(A) Effective with the meter reading for the month of July, 2013, 2024 except as otherwise provided, the water rates for water rendered by the water system of the city within the city limits, and service to water districts rendered at any place, shall be determined as follows:

| <u>Gallons of water used per month</u>       | <u>Monthly charge per 1,000 gallons</u> |
|----------------------------------------------|-----------------------------------------|
| Minimum monthly charge (incl. 1,000 gallons) | \$8.11 \$9.05                           |
| Per 1,000 gallons                            |                                         |
| Kentucky River Authority Withdrawal fee      | \$0.26                                  |
| 1,000 to 150,000 gallons                     | \$4.41 \$4.92                           |
| Next 850,000                                 | \$4.26 \$4.76                           |
| All over 1,000,000                           | \$4.23 \$4.73                           |

(B) The above rates shall increase by two percent (2%) the amount reported by the increase or decrease in the Consumer Price Index as calculated by the Kentucky Department of Local Government pursuant to KRS 83A.075 annually for the next ten years beginning July 1, 2016 2025 and continuing each July 1 thereafter until July 1, 2025 2034.

(C) §50.25(B) notwithstanding, rates may not increase by an amount less than one percent (1%) or more than five percent (5%) without City Council approval.

Section 2. § 50.27 of the Code of Ordinances of the City of Versailles is hereby amended as follows:

**§ 50.27 WATER RATES FOR USERS OUTSIDE CITY LIMITS.**

(A) Effective with the meter reading for the month of July, ~~2013~~ 2024, except as otherwise provided, water rates for water furnished by the city outside its corporate limits shall be as follows:

| <u>Gallons of water used per month</u>       | <u>Monthly charge per 1,000 gallons</u> |
|----------------------------------------------|-----------------------------------------|
| Minimum monthly charge (incl. 1,000 gallons) | \$9.74 <u>\$10.98</u>                   |
| Per 1,000 gallons                            |                                         |
| Kentucky River Authority Withdraw fee        | \$0.26                                  |
| 1,000 to 150,000 gallons                     | \$5.16 <u>\$5.81</u>                    |
| Next 850,000                                 | \$4.87 <u>\$5.49</u>                    |
| All over 1,000,000                           | \$4.75 <u>\$5.36</u>                    |

(B) The above rates shall increase by two percent (2%) the amount reported by the increase or decrease in the Consumer Price Index as calculated by the Kentucky Department of Local Government pursuant to KRS 83A.075 annually for the next ten (10) years beginning July 1, ~~2016~~ 2025 and continuing each July 1 thereafter until July 1, ~~2025-2034~~.

(C) SS 50.27(B) notwithstanding, rates may not increase by an amount less than one percent (1%) or more than five percent (5%) without City Council approval.

Section 3. Section § 50.29 of the Versailles Code of Ordinances is hereby amended as follows:

**§ 50.29 SEWER RATES.**

(A) Inside city. There shall be charged to and collected from all parties making use of the sewage facilities of the combined and consolidated water and sewer system of the city, within the city limits, a monthly sewer service rate as follows:

(1) Effective with the meter reading for the month of February, ~~2018~~ July, 2024 the sewer rates charged for the sewer service provided to users within the city limits as set forth below:

| <u>Gallons of water used per month</u>       | <u>Monthly charge per 1,000 gallons</u> |
|----------------------------------------------|-----------------------------------------|
| Minimum monthly charge (incl. 1,000 gallons) | \$13.23 <u>\$14.45</u>                  |
| Per 1,000 gallons of water usage             |                                         |
| 1,000 to 150,000 gallons                     | \$7.16 <u>\$7.82</u>                    |
| Next 850,000                                 | \$6.39 <u>\$6.99</u>                    |
| All over 1,000,000                           | \$6.28 <u>\$6.87</u>                    |

(B) Outside city. There shall be charged to and collected monthly from all parties not residing within the corporate limits whose sewage facilities are connected to the sewer system of the city including all customers of water districts, the following sewer rates:

(1) Effective with the meter reading for the month of February, ~~2018~~ July, 2024 the sewer rates charged for sewer service provided to users outside the city limits as set forth below:

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| <u>Gallons of water used per month</u>          | <u>Monthly charge per 1,000 gallons</u> |
|-------------------------------------------------|-----------------------------------------|
| Minimum monthly charge<br>(incl. 1,000 gallons) | \$16.95 \$18.59                         |
| Per 1,000 gallons of water usage                |                                         |
| 1,000 to 150,000 gallons                        | \$9.69 \$10.78                          |
| Next 850,000                                    | \$8.58 \$9.48                           |
| All over 1,000,000                              | \$8.57 \$9.46                           |

(C) The above rates shall increase by two percent (2%) the amount reported by the increase or decrease in the Consumer Price Index as calculated by the Kentucky Department of Local Government pursuant to KRS 83A.075 annually on July 1, 2025 until July 1, 2025-2034.

(D) §50.29(C) notwithstanding, rates may not increase by an amount less than one percent (1%) or more than five percent (5%) without City Council approval.

Section 4. This ordinance shall become effective after passage and publication as required by law.

Introduced and given first reading at a meeting of the City Council of the City of Versailles, Kentucky, held on the 6<sup>th</sup> day of August, 2024, and fully adopted after the second reading at a meeting of said council held on the 20<sup>th</sup> day of August, 2024.

CITY OF VERSAILLES

ATTEST:

BRIAN TRAUGOTT, MAYOR

ELIZABETH REYNOLDS, CITY CLERK

MOTION BY BRADLEY, SECONDED BY MILLER TO APPROVE AND ADOPT ORDINANCE 2024-20 AN ORDINANCE AMENDING SECTIONS 50.25, 50.27, AND 50.29 OF THE VERSAILLES CODE OF ORDINANCES TO PROVIDE FOR ANNUAL ADJUSTMENT OF THE RATES CHARGED FOR WATER AND SEWER SERVICES BASED UPON CHANGES IN THE CONSUMER PRICE INDEX.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

At the request of Council member Bradley, City Attorney Bill Moore provided second reading of Ordinance 2024-21 General Taxation Ordinance, as follows:

CITY OF VERSAILLES  
ORDINANCE NO. 2024-21  
GENERAL TAXATION ORDINANCE

WHEREAS, the total assessment value of all real property subject to general taxation within the City as of January 1, 2024 is \$1,207,101,595; and

WHEREAS, the total assessment value of all personal property subject to general taxation within the City as of January 1, 2024 is \$77,178,472; and

WHEREAS, the total assessment value of motor vehicle and watercraft property subject to general taxation within the City as of January 1, 2024 is \$99,750,063; and

WHEREAS, the City is authorized under KRS 132 to levy a tax rate on all real property within the City, as well as having the authority to levy other taxes.

NOW BE IT ORDAINED BY THE CITY OF VERSAILLES, KENTUCKY, TO-WIT:

**Section 1. REAL PROPERTY TAX RATE**

There is hereby levied and imposed an ad valorem tax of 5.0 cents on every \$100.00 of real property assessment subject to being taxed by said City for general government purposes.

**Section 2. PERSONAL PROPERTY TAX RATE**

There is hereby levied and imposed a personal property tax rate of 10.0 cents on every \$100.00 of personal property assessment subject to being taxed by said City for general government purposes.

**Section 3. MOTOR VEHICLE AND WATERCRAFT TAX RATE**

There is hereby levied and imposed a motor vehicle and watercraft tax rate of 12.0 cents on every \$100.00 of motor vehicle and watercraft assessment subject to being taxed by said City for general government purposes.

The taxes herein levied by said City of Versailles, Kentucky, together with other revenue, license fees, services and other sources of income shall be and same are hereby appropriated from the General Fund for general government operating purposes.

This Ordinance shall become effective after passage and publication as required by law.

All Ordinances in conflict herewith to the extent of such conflict are hereby expressly repealed.

Introduced and given first reading at a meeting of the Versailles City Council, held on the 6<sup>th</sup> day of August, 2024 and fully adopted after a second reading at a meeting of said Council held on the 20<sup>th</sup> day of August, 2024.

ATTEST:

ELIZABETH REYNOLDS, CITY CLERK

APPROVED:

BRIAN TRAUGOTT, MAYOR

**MOTION BY DAKE, SECONDED BY BRADLEY TO APPROVE AND ADOPT ORDINANCE 2024-21 GENERAL TAXATION ORDINANCE.**

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Mayor Traugott pointed out last week's Woodford Sun headline which referenced the county's change to their tax rate while the City made a bigger percentage cut to their tax rate and did not get a similar news story.

Public Works Director Bart Miller presented Resolution 2024-9 relating to a cable franchise agreement with Spectrum. He noted that it was prepared by Attorney Linda Ain who specializes in franchise agreements and fees. He stated that we are currently operating without a cable franchise and we have been on month-to-month since 2020.

**MOTION BY DAKE, SECONDED BY BINGHAM TO APPROVE AND ADOPT RESOLUTION 2024-9 AWARDDING A NON-EXCLUSIVE FRANCHISE TO SPECTRUM MID-AMERICA, LLC FOR A TERM OF TEN (10) YEARS FOR A CABLE TELEVISION SYSTEM WITHIN THE CONFINES OF THE CITY OF VERSAILLES, KENTUCKY.**

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

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Mr. Miller presented the following bids for milling and resurfacing of city streets:

|                          |              |
|--------------------------|--------------|
| H.G. Mays Corporation    | \$246,548.60 |
| Lexington Quarry Company | \$255,280.30 |
| Mago Construction        | \$262,100.00 |
| Louisville Paving        | \$267,858.28 |
| Imperial Asphalt         | \$320,981.96 |

MOTION BY MILLER, SECONDED BY BINGHAM TO APPROVE AND ACCEPT THE BID AS PRESENTED BY H.G. MAYS CORPORATION FOR THE MILLING AND RESURFACING OF CITY STREETS IN THE AMOUNT OF \$246,548.60.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Mayor Traugott presented electric quotes for nine new quad outlets for vendor power for the Downtown project as follows:

|                |            |
|----------------|------------|
| Dixon Electric | \$7,350.00 |
|----------------|------------|

MOTION BY BINGHAM, SECONDED BY MILLER TO APPROVE AND ACCEPT THE QUOTE AS PRESENTED BY DIXON ELECTRIC FOR NINE NEW QUAD OUTLETS FOR VENDOR POWER AT THE DOWNTOWN PROJECT IN THE AMOUNT OF \$7,350.00.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Mayor Traugott also presented quotes for a new 100 amp panel in the stage garage and new food truck outlets beside the garage at the Downtown Project as follows:

|                |             |
|----------------|-------------|
| Dixon Electric | \$15,255.00 |
|----------------|-------------|

MOTION BY BINGHAM, SECONDED BY DAKE TO APPROVE AND ACCEPT THE QUOTE AS PRESENTED BY DIXON ELECTRIC TO INSTALL A NEW 100 AMP PANEL IN THE STAGE GARAGE AND NEW FOOD TRUCK OUTLETS BESIDE THE GARAGE AT THE DOWNTOWN PROJECT IN THE AMOUNT OF \$15,255.00.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

He also presented a quote to increase the pedestal amp to 100 amps and add more circuits along the wood rail fence, as follows:

|                |            |
|----------------|------------|
| Dixon Electric | \$6,775.00 |
|----------------|------------|

MOTION BY BINGHAM, SECONDED BY BRADLEY TO APPROVE AND ACCEPT THE QUOTE AS PRESENTED BY DIXON ELECTRIC TO INCREASE THE PEDESTAL AMP TO 100 AMPS AND ADD MORE CIRCUITS ALONG THE WOOD RAIL FENCE AT THE DOWNTOWN PROJECT IN THE AMOUNT OF \$6,775.00.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Assistant Fire Chief Brandon Brown presented the following quotes for signage for Versailles Fire Station #1:

|                                |             |
|--------------------------------|-------------|
| Ruggles Sign Company           | \$17,100.00 |
| Integrated Science Group (ISG) | \$24,743.40 |

MOTION BY BRADLEY, SECONDED BY BINGHAM TO APPROVE AND ACCEPT THE QUOTE AS PRESENTED BY RUGGLES SIGN COMPANY FOR SIGNAGE FOR VERSAILLES FIRE DEPARTMENT STATION #1 IN THE AMOUNT OF \$17,100.00.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

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Assistant Chief Brown presented the following quotes for concrete coating for the bay floors at Station #1. He noted that Epoxy Hero offers a 50-year warranty and they are local to Central Kentucky.

|            |             |
|------------|-------------|
| Epoxy Hero | \$17,000.00 |
| Armourflo  | \$17,926.00 |

MOTION BY JOHNSON, SECONDED BY MILLER TO APPROVE AND ACCEPT THE QUOTE AS PRESENTED BY EPOXY HERO FOR CONCRETE COATING FOR THE BAY FLOORS AT STATION #1 IN THE AMOUNT OF \$17,000.00.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Assistant Chief Brown also presented the following quotes for kitchen cabinets for Station #1:

|                        |             |
|------------------------|-------------|
| Hager                  | \$27,952.77 |
| Nation Custom Cabinets | \$35,950.01 |

MOTION BY BRADLEY, SECONDED BY JOHNSON TO APPROVE AND ACCEPT THE QUOTE AS PRESENTED BY HAGER CABINETS FOR KITCHEN CABINETS FOR STATION #1 IN THE AMOUNT OF \$27,952.77.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Mayor Traugott presented the following quotes for a new fence at the Downtown project. He recommended the higher quote which is all wood.

|                      |                                                           |
|----------------------|-----------------------------------------------------------|
| Stewart Construction | \$19,575.00 (includes 100 feet of black chain link fence) |
| Stewart Construction | \$22,875.00 (all wood fence)                              |

MOTION BY DAKE, SECONDED BY BINGHAM TO APPROVE AND ACCEPT THE QUOTE AS PRESENTED BY STEWART CONSTRUCTION FOR THE INSTALLATION OF A FENCE AT THE DOWNTOWN PROJECT IN THE AMOUNT OF \$22,875.00.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Assistant Chief Brown presented change orders for the Station #1 renovations, he noted that one included a large credit as a result of purchasing the items outright and saving sales tax.

MOTION BY MILLER, SECONDED BY JOHNSON TO APPROVE CHANGE ORDER #0004 FOR THE VERSAILLES FIRE STATION #1 RENOVATIONS IN THE AMOUNT OF \$6,009.00 FOR MODIFYING THE WINDOWS.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

MOTION BY BRADLEY, SECONDED BY BINGHAM TO APPROVE CHANGE ORDER #0010 FOR THE VERSAILLES FIRE STATION #1 RENOVATIONS WHICH IS A CREDIT IN THE AMOUNT OF \$33,171.00 FOR OWNER PURCHASE OF CABINETS AND VANITIES.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

MOTION BY JOHNSON, SECONDED BY MILLER TO APPROVE CHANGE ORDER #0007 FOR THE VERSAILLES FIRE STATION #1 RENOVATIONS IN THE AMOUNT OF \$1,452.00 TO UPGRADE THE BUNKROOM DOORS.

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.



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Public Works Director Miller presented the proposed placement of seven new stop signs at Chinese Road and School House Road.

**MOTION BY DAKE, SECONDED BY MILLER TO APPROVE THE PLACEMENT OF SEVEN NEW STOP SIGNS AT CHINOE ROAD AND SCHOOL HOUSE ROAD.**

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Mayor Traugott distributed information on the possibility of creating a TIF. He stated that the revenue would be used to construct a parking structure where the current Head Start building is located. He noted that there is the current hotel project downtown which requested that the City do the TIF because it would open up new revenue sources for that project. Mayor Traugott stated that he has always been hesitant in the past because it didn't seem like the TIF was worth paying for the required studies. He noted that creating a TIF would designate funds from those areas inside the TIF area, it would not create additional taxes. The council agreed to proceed with further discussions.

Mayor Traugott presented a promissory note regarding a past loan from the City of Versailles Enterprise Fund to the General Fund for the purchase of Edgewood. He stated that this promissory note has a more aggressive repayment plan.

**MOTION BY BRADLEY, SECONDED BY BINGHAM TO APPROVE THE PROMISSORY NOTE BETWEEN CITY OF VERSAILLES ENTERPRISE FUND AND CITY OF VERSAILLES GENERAL FUND AS PRESENTED.**

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Mayor Miscellaneous

Mayor Traugott announced that the City deposited \$7.1 million today in the sale to TKC Distilling. He announced their upcoming groundbreaking on August 26<sup>th</sup>.

He stated that he wanted the City to be aggressive in completing the planned road at the Paddock Drive/U.S. 60 intersection.

He announced the Thursday night concert series being held this week 7:00pm – 9:00pm at the Downtown Market and Entertainment District.

Mayor Traugott noted the Flood With Love events and concerts to be held Friday and Saturday at the same area.

He stated that City Hall will be closed Monday, September 2<sup>nd</sup> in observance of Labor Day.

Council Miscellaneous/ Committee Reports

Council member Dake read a letter from Ken Kerkhoff announcing his resignation as Chair of the Downtown Revitalization Committee effective August 31, 2024. Mayor Traugott praised Mr. Kerkhoff's work in that position.

Council member Johnson reminded everyone that the Mentors & Meals Team Trivia Night will be held August 29<sup>th</sup> at Woodford Inn.

Council member Miller requested the Mayor to work with the City Attorney to claim title to the approximately feet of property beside the City's vacant lot on High Street.

Council member Bingham wished a Happy Birthday to Ms. Miller.

Department Directors

Public Works Director Miller announced the Twilight Festival will be held downtown on Saturday, September 7<sup>th</sup> from noon until 9:00pm.

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Assistant Fire Chief Brown presented a quote for five sets of turnout gear as follows:

America's Bravest Equipment Company                      \$18,025.00

He noted that they are an approved vendor through the Kentucky Fire Commission.

**MOTION BY JOHNSON, SECONDED BY MILLER TO APPROVE AND ACCEPT THE QUOTE AS PRESENTED BY AMERICA'S BRAVEST EQUIPMENT COMPANY FOR FIVE SETS OF TURNOUT GEAR IN THE AMOUNT OF \$18,025.00.**

The vote was as follows: Bingham, Bradley, Dake, Johnson, Jones and Miller voting aye.

Police Chief Mike Murray announced that Assistant Chief Rob Young and Detective Nathan Craig, along with the investigative teams, have been awarded the 2024 Johnny A. Massengale Award for their work on the Bryan Carroll case.

Mayor Traugott announced that he would be resigning from his position as Mayor effective October 1, 2024. He stated that he had accepted a position with Kentucky League of Cities to begin October 21<sup>st</sup> as Chief Member Services Officer.

Mayor Traugott adjourned the meeting without objections.

APPROVED:

BRIAN TRAUGOTT, MAYOR

ATTEST:

ELIZABETH C. REYNOLDS, CITY CLERK

RESOLUTION 2024-10

A RESOLUTION ENCOURAGING THE PLANNING COMMISSION TO REQUIRE PRIVATE DEVELOPERS  
CONSTRUCT MULTIUSE PATHS IN SPECIFIED AREAS

WHEREAS, connectivity for non-motorized modes of transportation has been a longstanding policy objective of the City of Versailles; and

WHEREAS, many improvements towards that goal have happened in the recent past; and

WHEREAS, some gaps inevitably remain and proper planning needs to take place to ensure opportunities to close those gaps are pursued; and

WHEREAS, a connection between Old Dry Ridge Rd and U.S. 60 (which includes Huntertown Road) is an attainable goal that requires participation from private parties; and

WHEREAS, a connection on the south side of Falling Springs Blvd that would safely take residents of Adena and any new developments to a signalized crosswalk is an attainable goal that requires participation from private parties; and

WHEREAS, House Bill 443 from the 2024 Regulation Session of the General Assembly requires that beginning July 1, 2025, any requirement related to subdivision plats and development plans must be in the form of objective standards that must be applied ministerially.

NOW THEREFORE BE IT RESOLVED by the Versailles City Council that:

The Planning Commission is encouraged to explore options to amend subdivision regulations or other applicable governing documents to require private developers to construct adequate multi-use paths on or adjacent to their development between Huntertown Road and U.S. 60 in order to promote connectivity to Huntertown Road, as well as fronting the south side of Falling Springs Blvd and that such requirements be in the form and order that they would comply with 2024 RS House Bill 443 when it becomes effective.

Approved and adopted by the Versailles City Council on the 3<sup>rd</sup> day of September, 2024.

CITY OF VERSAILLES

BRIAN TRAUGOTT, MAYOR

ATTEST:

ELIZABETH REYNOLDS, CITY CLERK

**QUOTES – Demolition of Parcel # 30-0000-044-03 (168 Kroger Way)**

9/3/24

| COMPANY             | QUOTE       |
|---------------------|-------------|
| GRUBBS EXCAVATING   | \$39,975.00 |
| WOODFORD EXCAVATION | \$44,800.00 |

Grubbs Excavating Inc.  
642 Pinckard Pike  
Versailles, KY 40383  
859-873-6247  
859-983-9583

Job Proposal

For: City of Versailles

Re: Demo of house & garage, 168 Kroger Way, Versailles

To: Dan Knight

Grubbs Excavating will demolish house, garage & swimming pool, remove concrete walls & footers, dispose of debris in approved landfill, and clean up disturbed area.

Total cost-- \$ 39,975.

Thank you,

Eddie Grubbs  
Grubbs Excavating Inc.

**Daniel Knight**

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**From:** Galen Young <gyoung@woodfordexcavation.com>  
**Sent:** Tuesday, August 27, 2024 8:08 PM  
**To:** Daniel Knight  
**Cc:** Justin Lucas  
**Subject:** House Demo 168 Kroger Way

Dan,

Complete structure demolition of 168 Kroger Way

- Includes house, garage and pool
- Includes haul and legal disposal
- Includes demolition of footers
- Excludes removal of regulated waste

**All for the lump sum of \$44,800.00**

Complete structure demolition of barn

- Includes haul and legal disposal
- Includes demolition of footers
- Excludes removal of regulated waste

**All for the lump sum of \$9,200.00**

This quote excludes,

- Bonding
- Trees and limbs
- Permits
- Asphalt
- Removal of regulated waste
- Filling basement and pool

Galen D. Young

Woodford Excavation & Transport Inc.

PO Box 122  
310 Fielding Dr.  
Versailles, KY 40383

office (859) 873-2237  
facsimile (859) 873-5885  
cell (859) 621-3180

**QUOTES – Demolition of Barn # 30-0000-044-03 (168 Kroger Way)**

9/3/24

| COMPANY             | QUOTE       |
|---------------------|-------------|
| GRUBBS EXCAVATING   | \$10,500.00 |
| WOODFORD EXCAVATION | \$9,200.00  |

Grubbs Excavating Inc.  
642 Pinckard Pike  
Versailles, KY 40383  
859-873-6247  
859-983-9583

Job Proposal

For: City of Versailles

Re: Demo of barn, 168 Kroger Way, Versailles

To: Dan Knight

Grubbs Excavating will demolish barn, remove concrete & footers, if applicable, dispose of debris in approved landfill, and clean up disturbed area.

Total cost-- \$ 10,500.

Thank you,

Eddie Grubbs  
Grubbs Excavating Inc.



## Daniel Knight

---

**From:** Galen Young <gyoung@woodfordexcavation.com>  
**Sent:** Tuesday, August 27, 2024 8:08 PM  
**To:** Daniel Knight  
**Cc:** Justin Lucas  
**Subject:** House Demo 168 Kroger Way

Dan,

Complete structure demolition of 168 Kroger Way

- Includes house, garage and pool
- Includes haul and legal disposal
- Includes demolition of footers
- Excludes removal of regulated waste

**All for the lump sum of \$44,800.00**

Complete structure demolition of barn

- Includes haul and legal disposal
- Includes demolition of footers
- Excludes removal of regulated waste

**All for the lump sum of \$9,200.00**

This quote excludes,

- Bonding
- Trees and limbs
- Permits
- Asphalt
- Removal of regulated waste
- Filling basement and pool

Galen D. Young

Woodford Excavation & Transport Inc.

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310 Fielding Dr.  
Versailles, KY 40383

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*Work Authorization for Phase II*

# **ENGINEERING & CONSTRUCTION SERVICES**

*Edgewood Farm Access Road  
Versailles, Kentucky*

*August 28, 2024*

*Thoroughbred Proposal: 002078*

**DESIGN ENGINEER CONSTRUCT**





(859) 785-0383  
PO BOX 481  
LEXINGTON, KY 40588

August 28, 2024

Mr. Brian Traugott, Mayor  
City of Versailles  
196 S. Main Street  
Versailles, Kentucky 40383  
p. 859-873-4581  
e. btraugott@versaillesky.com

RE: Work Authorization for Engineering & Construction Services  
Edgewood Farm Access Road  
Kroger Way, Versailles, Kentucky 40383  
Proposal No. 002078

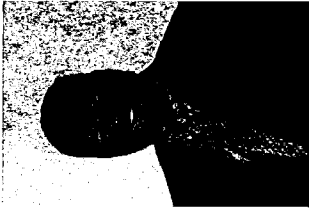
Mr. Traugott:

**Thoroughbred** appreciates this opportunity to provide engineering & construction services for Edgewood Farm Access Road project in Versailles, Kentucky. Included in this work authorization is our additional scope of services in support of construction drawings (including construction administration & resident project representative) and its associated fee.

Please review this proposal document and let us know if you have any questions or need any additional information. Thank you for the opportunity to be a part of this project.

Sincerely,

THOROUGHbred



Jordan Haney, PE  
Principal Engineer






Daniel Rehner, PE  
Director of Civil Engineering

[WWW.THOROUGHbredFIRM.COM](http://WWW.THOROUGHbredFIRM.COM)

# PROJECT UNDERSTANDING

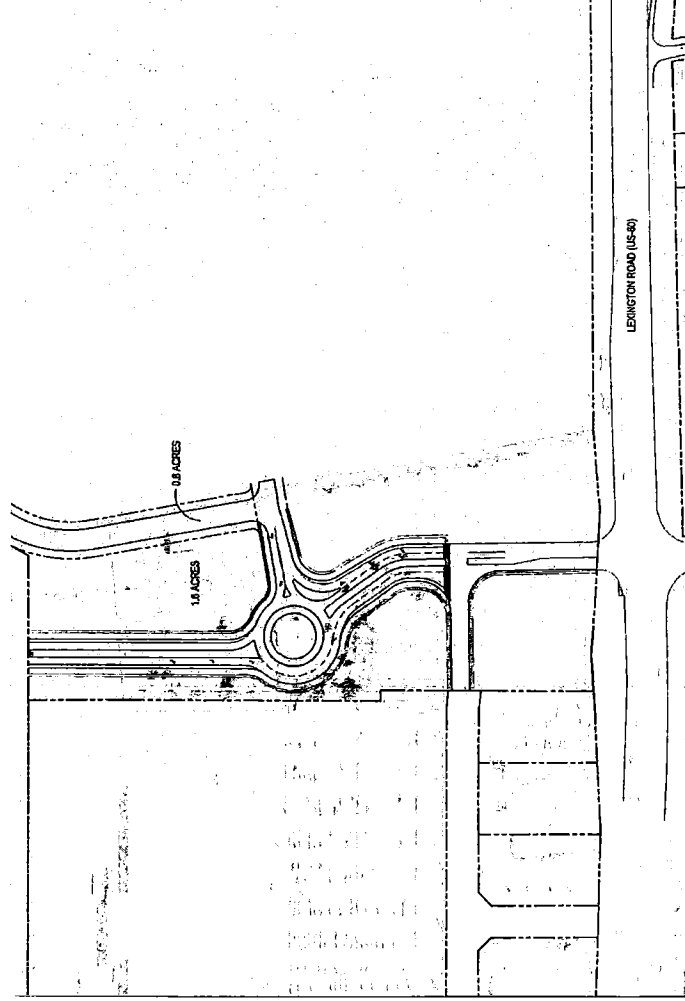
Thoroughbred has been working with the City of Versailles over the last several years on the industrial and agricultural land previously owned by Edgewood Farm LLC. The property is located near the intersection of Kroger Way and US 60. As part of the property acquisition and subsequent sale of the industrial land to TKC, an access road from US 60 to the property was discussed. In order to obtain the right of way, Thoroughbred assisted with conceptual design, cost opinion, and surveying services in support of the KPDI grant that was obtained for the property as well as land acquisition from the Fields Trust. You have since closed on the property and are ready to move forward with the project and complete construction drawings and put the project out for bid and construction. The KPDI timeline requires that expenses be incurred and reimbursed by the end of 2025.

You have requested Thoroughbred provide you with scope and fee information to perform engineering and construction related services. Below are the services included in our proposal:

-  **Geotechnical Evaluation** per 2005 Kentucky Transportation Cabinet(KyTC) Geotechnical Guidance Manual
-  **Civil Engineering and Construction Administration** per local and State requirements
-  **Resident Project Representative / Quality Assurance** per the industry standard and project requirements

A more detailed scope of services is outlined in the following sections of this proposal.

## CONCEPT PLAN



Edgewood Farm Access Road | Versailles, Kentucky | August 28, 2024 | Proposal No.: 002078

(859) 785-0383 | [www.thoroughbredfirm.com](http://www.thoroughbredfirm.com)

1

 **THOROUGHbred**  
DESIGN | ENGINEER | CONSTRUCT

## SCOPE OF SERVICES

Our proposal includes performing geotechnical services to observe the subsurface conditions existing across the site. These geotechnical efforts will allow us to complete a report in general accordance with the Kentucky Transportation Cabinet's (KYTC) Geotechnical Guidance Manual, June 2005 version.

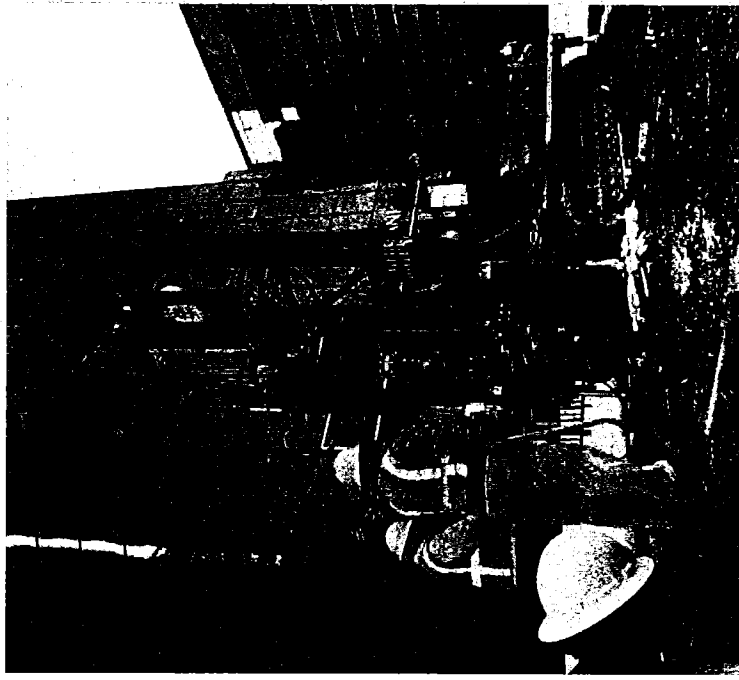
We will explore the subsurface conditions with our geotechnical drill rig and perform a geophysical subsurface investigation. We anticipate the following items to be completed during our services:

- ▶ We will perform up to ten sample borings. These borings will be along the proposed roadway section and will extend to refusal.
- ▶ Boring holes will be left open for a period of at least 24 hours at which time ground water levels will be obtained.
- ▶ Boring locations will be surveyed by GPS equipment.

We anticipate our Laboratory Testing will include the following items:

- ▶ Natural Moisture Contents (ASTM D2216)
- ▶ Atterberg Limit (ASTM D4318)
- ▶ Percent Finer than #200 sieve (ASTM D1140)
- ▶ Standard Proctor (ASTM D698)
- ▶ California Bearing Ratio (CBR) for pavement recommendations (ASTM D1883)
- ▶ Soil Unit Weight (ASTM D7363)
- ▶ Unconfined Compressive Strength of Soil Samples (ASTM D2166)

*Specific laboratory tests and number of tests may vary depending on the actual site conditions encountered, anticipated civil design, and project location.*



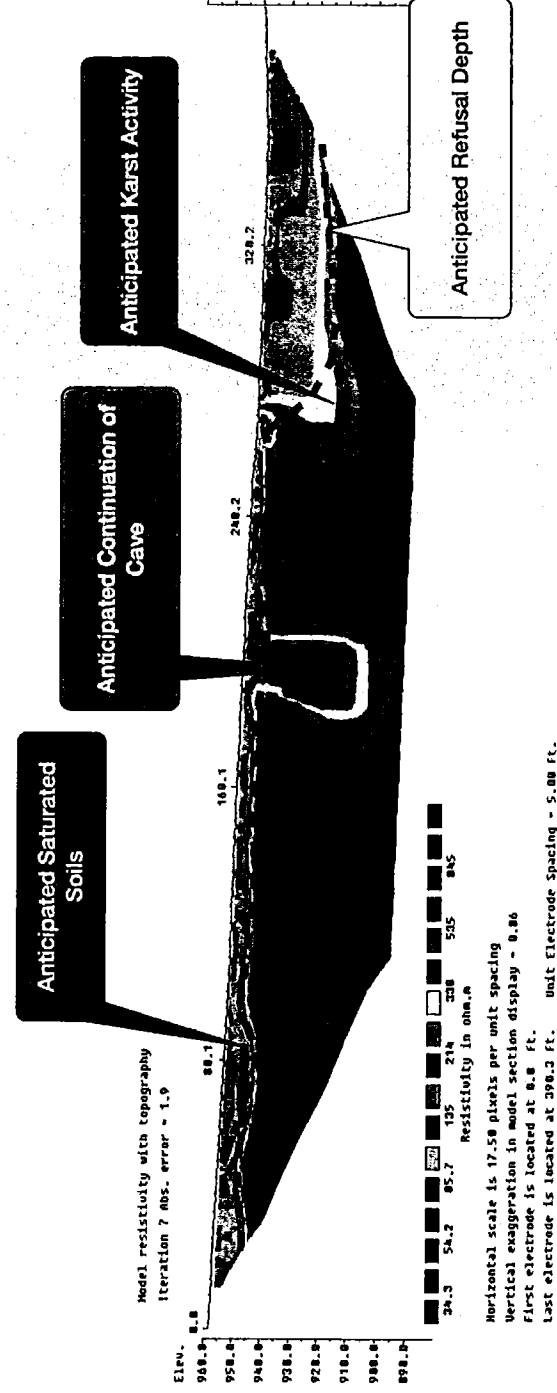
## SCOPE OF SERVICES

(continued)

Our proposal includes a geophysical subsurface investigation using Electric Resistivity Imaging (ERI) of the site. ERI is similar to an X-Ray by your doctor prior to surgery or in our case drilling. Geophysical exploration is a Thoroughbred standard to our geotechnical efforts as ERI may likely find anomalies in the ground. ERI technology will help to direct our efforts over simply guessing where to drill. In our experience, not doing ERI and guessing is far more costly than the financial costs to the project.

Prior to drilling, we will explore the subsurface using Electric Resistivity Imaging (ERI) and anticipate the following items to be completed during our services:

- ▶ Electric Resistivity Imaging (ERI) - Thoroughbred Engineering will use a 4point light 10W Earth resistivity meter for subsurface imaging in the building pad area. Our ERI efforts creates a tomography, or visual representation, of the subsurface and its properties. We use this tomography to analyze depths to rock, water levels, and karst activity.
- ▶ We will deploy to the site for initial geophysical surveying efforts. We will begin by conducting two-dimensional surveys. We anticipate up to 4 lines performed 400 linear feet long.
- ▶ We will analyze the results of the initial survey to quantify any abnormalities in the area of proposed development. If abnormalities such as buried debris, abrupt changes in bedrock, or karst activity is found, we will deploy again to the site to conduct three-dimensional analysis of the areas. If additional efforts are required to outline these areas, those will be completed at an additional fee.
- ▶ If karst activity is identified and quantified, we will provide an evaluation of the stability of the soils and hydraulic conductivity and will be included in our geotechnical report.
- ▶ Each individual survey will be noted and marked with GPS to generate mapping.
- ▶ Each survey will produce a tomography similar to that below and the tomograph will be included in our geotechnical report.

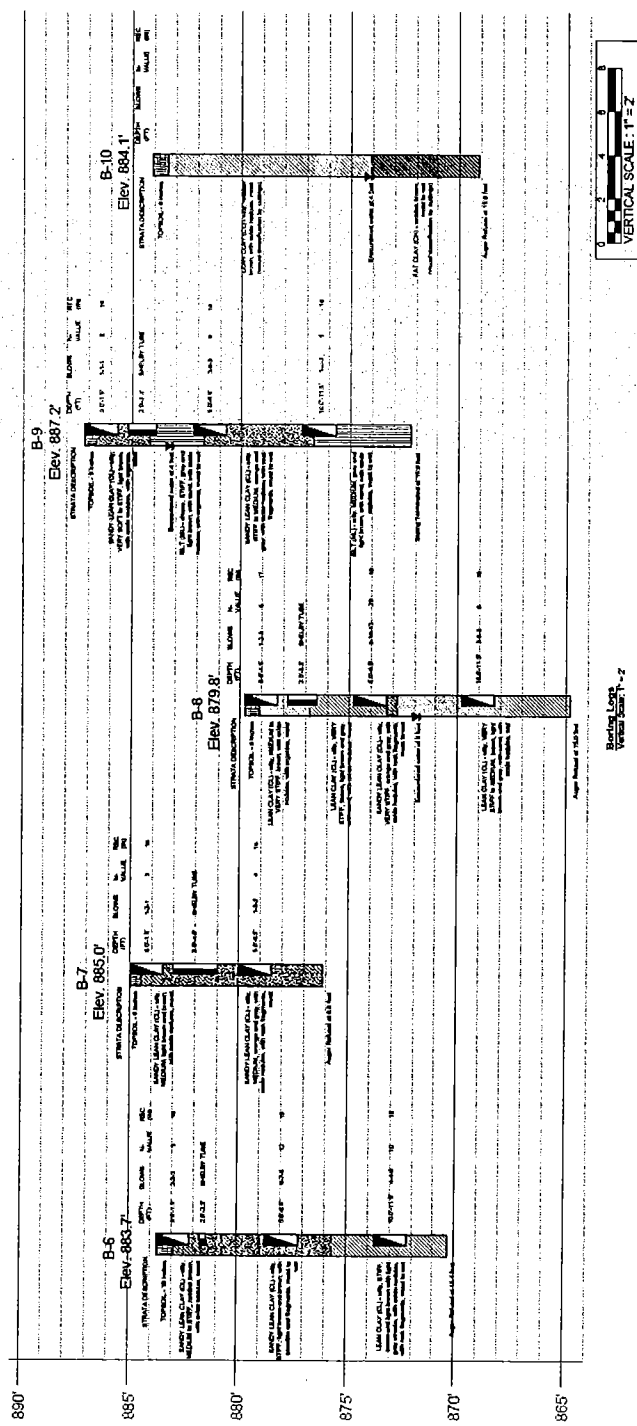


## SCOPE OF SERVICES

(continued)

In addition to the items noted previously, we will:

- ▶ Assign a Professional Engineer to conduct the field reconnaissance, direct the drilling, sampling operations, logging the obtained samples and completing the Ground Penetrating Radar and Electrical Resistivity operation.
- ▶ Provide a geotechnical report meeting your needs and the Geotechnical Recommendations portion of this proposal.
- ▶ Prior to drilling, contact the state/local underground utility locator hot-line to comply with applicable regulations. Typically, these services will contact primary utility providers that are members. As such, they do not locate all public utilities and private lines. We will stay away from known utility right-of-ways and the locations marked by the regulatory locator. We will only drill at locations that have been cleared by such personnel. Please be aware that we are not responsible for damages to, or arriving from, utility lines that are not properly identified by others.
- ▶ Meet the project requirements and standard Kentucky Transportation Cabinet boring log guidelines. Soil classification(s) will be conducted per the Unified Soils Classification System (USCS) or as otherwise noted.
- ▶ Check water levels in the borehole. Please note that water level readings will not be taken from rock coring locations as water will be used to cool the rock coring bit. Once we have obtained our water level readings, the borings will be backfilled with auger cuttings. These holes may subside overtime and require backfilling. The property owner should be advised of this and they may need to backfill the borings at a later time. The fee for grouting of borings or additional trips to the site for these purposes has not been included in this proposal.



# SCOPE OF SERVICES

(continued)

You should know that we expect the site will be accessible with a trailer-mounted drill rig. Thus, we have not included additional costs associated with difficult site access (i.e. - bulldozer, tow truck, etc.). However, if our equipment does become unmovable due to loss of traction, we may need assistance. It is understood that the cost for assistance will be added to our fee at the time of invoice.

Our equipment may cause ruts or sub-grade damage. We will backfill ruts or other disturbance at the time of our visit to level the ground as best as possible.

We have also included surveying services as a part of this proposal and will work in conjunction with these geotechnical services. We will utilize our GPS surveying equipment to locate the boring test holes and locate those on our plan map. This could aid in a better understanding of the construction if specific information about a location is requested. We will be able to locate that boring test hole with greater accuracy than using a standard tape and elevation level. Please forward us an electronic site plan in Autocad format.

## RECOMMENDATIONS

Our report and efforts will be conducted in accordance with KYTC Geotechnical Guidance Manual (June 2005), Section 200 Project Initiation through 600 Engineering Analysis

- ▶ Summary of subsurface findings
- ▶ Summary of standards used for field, and laboratory testing and geotechnical analysis
- ▶ A general discussion of the primary geotechnical related issues affecting project design and construction
- ▶ Summary of preliminary recommendations for the development of the project site

# DELIVERABLES

Our report will also be issued in PDF format and on 24x36 inch sheets.



# THOROUGHbred

DESIGN | ENGINEER | CONSTRUCT



## SCHEDULE

The critical project schedule is shown below. The critical items after authorization of each phase includes:

- ▶ 72 Hour Call Before You Dig Waiting Period.
- ▶ Scheduling of the Drill Rig - We can be on-site drilling within fifteen days of authorization of roadway alignment, weather provided.
- ▶ We will have a completed report to you in about four weeks of completion of our field efforts, weather and circumstances beyond our control provided.

## COMMUNICATION

We anticipate our geotechnical communications to include:

- ▶ Informing you 72 hours before our on-site operations begin.
- ▶ Within 48 hours of our on-site operations being completed, we will issue a brief summary of our work and any unanticipated or unusual findings.
- ▶ Before we issue our finalized geotechnical report, we recommend a meeting with you and/or your design team to discuss the findings that will be presented in our report. We have included one meeting in our budget.

## GENERAL QUALIFICATIONS

Our lump sum fee reflects grading fill and cut slopes will be at 3H:1V or shallower and underlain by stiff soil. Steeper slopes or poor soils may require a slope stability analysis which has not been included in our proposed scope of services.

We assume we will have permission to work on the site with our equipment and personnel. The equipment will leave some areas disturbed. We will try to limit site disturbance, however, our fee does not include restoring the site to its original condition. We will backfill the exploration areas with the cuttings, however, some settlement of the backfilled material may occur.

Our services do not include the determination of the presence, delineation or evaluation of wetlands. Our personnel have not been trained to recognize wetland areas. Thus, we accept no responsibility for damage to areas classified as wetlands that are not made known to us prior to our entry onto the site.

We should be informed of any possible contamination of the soil, bedrock or groundwater on the site prior to drilling to prevent spreading of the contamination. If contaminated soil or groundwater is encountered during the exploration process, it is possible that the contamination may be spread to other soil zones or aquifers that were not previously contaminated. Since it is impossible to eliminate the risk of encountering existing contamination during exploration and because the geotechnical exploration is an essential aspect of the services that we are providing, our firm is not responsible for any claim which may arise as a result of contamination allegedly caused by the geotechnical exploration.



# FEE SUMMARY

The fees associated with providing the total services outlined in this document include:

| Scope Item |  |
|------------|--|
|------------|--|

|                           |  |
|---------------------------|--|
| ▶ Geotechnical Evaluation |  |
|---------------------------|--|

|  |             |
|--|-------------|
|  | \$21,950.00 |
|--|-------------|

You should also know that our fee is dependent to the design and site. If those items change and they may necessitate an expanded scope of services. If scope of services changes are required, we will inform you immediately as we become aware of those items.



# SCOPE OF SERVICES

Our civil engineering and utility design phase will be completed per Versailles-Midway-Woodford County Planning Commission & Kentucky Division of Water Regulations. We previously completed existing topographic survey that will be utilized by our design team as a baseline for the existing conditions. This is critical as the site will need to flow into the existing commercial development and US 60. Our civil team will use the existing conditions survey, along with the geotechnical evaluation, to prepare a set of construction drawings for submittal to the owner, utility providers, and state the for review.

Below outlines our anticipated civil design scope of services:

| Civil / Site Scope of Services     | Included |    | Comments                                                                                               |
|------------------------------------|----------|----|--------------------------------------------------------------------------------------------------------|
|                                    | Yes      | No |                                                                                                        |
| Site Topographic Survey            | X        |    | Previously completed during Due Diligence Phase                                                        |
| Zoning Change                      | X        |    |                                                                                                        |
| Concept Plan                       | X        |    |                                                                                                        |
| - 1-2 Submittals                   |          |    |                                                                                                        |
| - 2-4 Submittals                   |          |    |                                                                                                        |
| - 5 or Greater Submittals          |          |    |                                                                                                        |
| DOT Encroachment / Entrance Permit | X        |    |                                                                                                        |
| - 1 Entrance                       | X        |    |                                                                                                        |
| - 2 Entrances                      | X        |    |                                                                                                        |
| - 3 Entrances                      | X        |    |                                                                                                        |
| - Off-Site Roadway Improvements    | X        |    |                                                                                                        |
| - Traffic Impact Study             | X        |    |                                                                                                        |
| Preliminary Development Plan       | X        |    |                                                                                                        |
| - Technical Review                 |          |    |                                                                                                        |
| - Commission / Public Review       |          |    |                                                                                                        |
| - Public Meeting                   |          |    |                                                                                                        |
| - Variance Request                 |          |    |                                                                                                        |
| - Waiver Request                   |          |    |                                                                                                        |
| Construction Drawings              | X        |    | -To be reviewed by Owner, Utility Providers, and Versailles-Midway-Woodford County Planning Commission |
| - Technical Review                 | X        |    |                                                                                                        |
| - Commission / Public Review       |          | X  |                                                                                                        |
| - Public Meetings                  |          | X  |                                                                                                        |

# SCOPE OF SERVICES

(continued)

| Civil / Site Scope of Services        | Included |    | Comments                                               |
|---------------------------------------|----------|----|--------------------------------------------------------|
|                                       | Yes      | No |                                                        |
| Roads / Drives & Parking              | X        |    |                                                        |
| - 0-100 Feet Roads/Drives             |          | X  |                                                        |
| - 100-500 Feet Roads/Drives           |          | X  |                                                        |
| - 500-1000 Feet Roads/Drives          |          | X  |                                                        |
| - 1000 Plus Feet Roads/Drives         | X        |    |                                                        |
| - 0-50 Parking Spaces                 |          | X  | No parking spaces anticipated                          |
| - 50-100 Parking Spaces               |          | X  |                                                        |
| - 100-500 Parking Spaces              |          | X  |                                                        |
| - 500 Plus Parking Spaces             |          | X  |                                                        |
| - Sidewalks Internal Minor            |          | X  |                                                        |
| - Sidewalks Internal Extensive        |          | X  |                                                        |
| - Sidewalks Main Road / Property Line | X        |    |                                                        |
| - Loading Docks Required              |          | X  |                                                        |
| - Traffic Signage & Striping Only     | X        |    |                                                        |
| - Traffic Signals                     |          | X  |                                                        |
| - Traffic Calming                     | X        |    | Roundabout planned at four lane to two lane transition |
| <hr/>                                 |          |    |                                                        |
| Grading and Drainage                  | X        |    |                                                        |
| - 0-1 Acre Disturbance                |          | X  |                                                        |
| - 1-5 Acre Disturbance                |          | X  |                                                        |
| - 5-25 Acre Disturbance               | X        |    |                                                        |
| - Greater than 25 Acre Disturbance    |          | X  |                                                        |
| - Surface Drainage System Only        |          | X  |                                                        |
| - Storm Sewer System Only             |          | X  |                                                        |
| - Combined Surface & Storm System     | X        |    |                                                        |
| - Detention / Retention Design        | X        |    |                                                        |
| - Green Infrastructure Design         |          | X  |                                                        |
| <hr/>                                 |          |    |                                                        |
| Erosion Prevention & Sediment Control | X        |    |                                                        |
| - EPSC Plan Only                      | X        |    |                                                        |
| - SWPPP Report                        |          | X  |                                                        |

# SCOPE OF SERVICES

(continued)

| Civil / Site Scope of Services         | Included |    | Comments                                                            |
|----------------------------------------|----------|----|---------------------------------------------------------------------|
|                                        | Yes      | No |                                                                     |
| Utility Design                         |          |    |                                                                     |
| - On-site Domestic Water               | X        |    |                                                                     |
| - Off-site Domestic Water              |          | X  | Versailles Municipal Utilities & KY DOW to review and approve plans |
| - On-site Fire Water                   |          | X  |                                                                     |
| - Off-site Fire Water                  |          | X  |                                                                     |
| - On-site Sanitary Sewer (Gravity)     | X        |    | Versailles Municipal Utilities & KY DOW to review and approve plans |
| - Off-site Sanitary Sewer (Gravity)    |          | X  |                                                                     |
| - On-site Sanitary Sewer (Force Main)  |          | X  |                                                                     |
| - Off-site Sanitary Sewer (Force Main) | X        |    |                                                                     |
| - Pump Station Design                  |          | X  |                                                                     |
| - On-site Natural Gas                  |          | X  |                                                                     |
| - Off-site Natural Gas                 |          | X  |                                                                     |
| - Conduit for Underground Utilities    |          | X  |                                                                     |
| Landscaping                            |          |    |                                                                     |
| - Building Front                       | X        |    |                                                                     |
| - Utility / Dumpster Screening         |          | X  |                                                                     |
| - Parking Lot Islands                  |          | X  |                                                                     |
| - Property Line Buffer                 |          | X  |                                                                     |
| - Median & Roundabout                  |          | X  |                                                                     |
| - Signature Entrance                   | X        |    |                                                                     |
| - Irrigation System Required           |          | X  |                                                                     |
| Permitting                             |          |    |                                                                     |
| - Stormwater                           | X        |    |                                                                     |
| - Erosion Control / Grading            | X        |    |                                                                     |
| - Sanitary                             | X        |    |                                                                     |
| - Water                                | X        |    |                                                                     |
| - USACE Streams / Wetlands             |          | X  |                                                                     |
| - KYDOW Streams / Wetlands             |          | X  |                                                                     |
| - Endangered Species                   |          | X  |                                                                     |
| - FAA                                  |          | X  |                                                                     |

# SCOPE OF SERVICES

(continued)

| Civil / Site Scope of Services     | Included |    | Comments                                                                                                                                                                                                                        |
|------------------------------------|----------|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                    | Yes      | No |                                                                                                                                                                                                                                 |
| Project Submissions / Owner Review | X        |    |                                                                                                                                                                                                                                 |
| - Schematic Design                 |          | X  |                                                                                                                                                                                                                                 |
| - Design Development               |          | X  |                                                                                                                                                                                                                                 |
| - 50% Construction Drawings        | X        |    |                                                                                                                                                                                                                                 |
| - 75% Construction Drawings        |          | X  |                                                                                                                                                                                                                                 |
| - 90% Construction Drawings        | X        |    |                                                                                                                                                                                                                                 |
| - Submit Plans Only to Client      |          | X  |                                                                                                                                                                                                                                 |
| - Review Plans with Client         | X        |    |                                                                                                                                                                                                                                 |
| - Multiple Bid Packages Required   |          | X  |                                                                                                                                                                                                                                 |
| - Other                            |          | X  |                                                                                                                                                                                                                                 |
| Bid Administration                 | X        |    | Assume plans and specifications will be posted by the city website and posted in the local newspaper. If plans are to be posted at other plan room locations, that would result in additional fees based upon posting location. |
| - Specifications & Bid Documents   | X        |    |                                                                                                                                                                                                                                 |
| - Bid Posting                      | X        |    |                                                                                                                                                                                                                                 |
| - Pre-Bid Meeting                  |          |    |                                                                                                                                                                                                                                 |
| - Addendums                        | X        |    |                                                                                                                                                                                                                                 |
| - Bid Opening                      | X        |    |                                                                                                                                                                                                                                 |
| - Bid Review & Recommendation      | X        |    |                                                                                                                                                                                                                                 |

# FEESUMMARY

The **Lump Sum fees** associated with providing the total civil engineering site design services outlined in our scope of services include:

| Scope Item                                          |             |
|-----------------------------------------------------|-------------|
| ▶ Civil Construction Documents & Bid Administration | \$80,000.00 |
| ▶ Utility Design                                    | \$60,000.00 |

Pricing is good for 3 weeks from the date of the proposal. If design and site items change and they necessitate an expanded scope of services, we will inform you immediately as we become aware of those items. We will not exceed our budget without your approval. Our fee does not include any submittal, permit or other regulatory fees. As those come up we will inform you of them. Invoicing will be completed at the end of each phase or on a percentage complete monthly. Unit rates, if applicable, are good for 12 months from the date of authorization.

# SCOPE OF SERVICES

Thoroughbred will continue our civil engineering and geotechnical efforts by providing construction administration during the construction phase. By providing these services, our team will be able to stay engaged during the construction process to be able to help solve problems and assist in administering the project through completion.

Below outlines our anticipated construction administration scope of services:

| Scope of Services               | Included |    | Comments                                                                                |
|---------------------------------|----------|----|-----------------------------------------------------------------------------------------|
|                                 | Yes      | No |                                                                                         |
| Construction Administration     | x        |    |                                                                                         |
| - Pre-Construction Meeting      | x        |    |                                                                                         |
| - Submittal & RFIs              | x        |    |                                                                                         |
| - Shop Drawing Review           | x        |    |                                                                                         |
| - Site Visits (Daily)           |          | x  |                                                                                         |
| - Site Visits (Every Two Weeks) | x        |    |                                                                                         |
| - Site Visits (Monthly)         | x        |    |                                                                                         |
| - Monthly Progress Meetings     | x        |    |                                                                                         |
| - Pay Applications Review       | x        |    |                                                                                         |
| - As-Built Drawings Required    | x        |    | As-Built will be required for sanitary sewer, storm sewer, roadway, and detention ponds |

Our representatives do not have the authority to supervise the work nor direct contractor personnel. It is understood that our firm will not be responsible for job or site safety on this project. Job and site safety will be the sole responsibility of the contractor.



# SCOPE OF SERVICES

In addition to providing construction administration for the project, it is imperative that to ensure that construction meets the design intent as well as local and state regulations, that onsite observation during construction is completed. This is anticipated to meet the requirements of the Kentucky Building Code Special Inspections, City of Georgetown Roadway Standards, and Georgetown Municipal Water & Sewer Services.

Below outlines our anticipated 3rd party materials testing scope of services:

**Roadway Construction Inspections per City of Versailles Roadway & KYTC Standards**

**Water & Sewer Line Installation Observation per GMWSS Requirements**

## Roadway Construction Inspections

- 1 Ensure the roadway is constructed as provided in the construction drawings including but not limited to:
  - a Proper compaction of subgrade soils and granular base placement in accordance with Geotechnical Recommendations and KyTC Standards
  - b Observe Proofroll and provide recommendations as required to remediate
  - c Complete California Bearing Ratio (CBR) testing on completed subgrade to determine conformance with pavement section from construction drawings
  - d Observe placement of storm sewer structure and piping installation in accordance with plans and specifications

## Water & Sewer line Installation Observation

- 1 Ensure the waterline is constructed as provided in the waterline & sewerline construction drawings including but not limited to:
  - a Proper Excavation Depth and Width
  - b Proper Pipe Bedding Course
  - c Proper Pipe Size and Joint Construction
  - d Proper Excavation Backfill
  - e Proper Pipe Notification Installation (Tracer Wire, Metallic Tape, etc.)

# SCOPE OF SERVICES

## TEAM QUALIFICATIONS

Jordan Haney, P.E., S.I., will be the Materials Testing Engineer of Record (EIR) and will lead our Resident Project Representative and Materials testing team if awarded the project. Mr. Haney has a proven track record of providing quality construction services in Central Kentucky. Jordan, and his staff, are certified by the International Code Council (ICC) in four (4) IBC/KBC Special Inspection categories including the categories needed for this project.

Jonathan Hale, P.E., S.I., will be supporting Mr. Haney. Mr. Hale is a licensed professional engineer in the Commonwealth of Kentucky. His experience includes multimillion dollar projects and is no stranger to tight deadlines and complex construction issues.

## OUR REPORTING

Our reporting will utilize the latest technologies for construction reporting by Omnant Technologies. All team members will obtain an account on the system and as reports are generated via iPad/iPhone, etc., you will be able to view the RPR reporting live. Omnant Technologies meets the requirements of the project for reporting and also allows reporting of deviations and any correspondence associated with them. As the project is on-going, you can view any deviation and its status instantly.

## ADDITIONAL INFORMATION

We request 48 hours notice prior to the start of construction and a 24 hours notice each time our presence at the job site is required afterward. Our presence at the job site and our performance of testing services must not be construed as relieving the contractor from his responsibility to comply with the plans and specifications. Our representatives do not have the authority to supervise the work nor direct contractor personnel. It is understood that our firm will not be responsible for job or site safety on this project. Job and site safety will be the sole responsibility of the contractor.

# FEE SUMMARY

# FEE OVERVIEW

Based upon our understanding of the project requirements and understanding of the project goals we present the following costs associated with our scope of services. Below fees do not include any costs of permitting fees that would be required as part of the proposed development.

## Fee Summary

|                                                  | Service Fee Total   |
|--------------------------------------------------|---------------------|
| Geotechnical Evaluation                          | \$21,950.00         |
| Civil Construction Drawings & Bid Administration | \$80,000.00         |
| Utility Design                                   | \$60,000.00         |
| <b>Total Project Fee (Lump Sum) =</b>            | <b>\$161,950.00</b> |

## Fee Summary

|                                                                    | Service Fee Total  |
|--------------------------------------------------------------------|--------------------|
| Construction Administration (T&M Billed based upon Unit Rates)     | \$20,000.00        |
| Resident Project Representative (T&M Billed based upon Unit Rates) | \$75,000.00        |
| <b>Total Project Fee (Estimated Sum) =</b>                         | <b>\$95,000.00</b> |

### Notes:

- Pricing is good for 30 days from the date of the proposal.
- If design and site items change and they necessitate an expanded scope of services, we will inform you immediately as we become aware of those items.
- We will not exceed our budget without your approval. Our fee does not include any submittal, permit or other regulatory fees. As those come up we will inform you of them.
- Invoicing will be completed at the end of each phase or on a percentage complete monthly.
- Unit rates, if applicable, are good for 12 months from the date of authorization. Rates will defer to Thoroughbred's standard unit rates after 12 months.
- Construction Administration and Resident Project Representative / 3rd Party Materials Testing will be completed on a T&M Basis utilizing the unit rates on the following page.

# FEE SUMMARY

# FEESCHEDULE

## UNIT RATE TABLE

| ITEM                                                            | Rate                  |
|-----------------------------------------------------------------|-----------------------|
| Principal Engineer                                              | \$225/hour            |
| Senior Engineer/Project Manager                                 | \$200/hour            |
| Project Engineer                                                | \$160/hour            |
| Staff Engineer/Landscape Architect                              | \$120/hour            |
| Drafting                                                        | \$95/hour             |
| Survey Field Crew                                               | \$225/hour            |
| Resident Project Representative / Field Technician              | \$95/hour             |
| Construction Fill Sample (including classification and proctor) | \$350/sample          |
| Nuclear Density Gauge                                           | \$25/day              |
| Administration                                                  | \$95/hour             |
| Mileage                                                         | \$1.00/mile           |
| Weekend/Overtime Rates                                          | Hourly Rate x 1.5     |
| Reimbursable Expenses                                           | Actual Expense x 1.25 |

A description of our unit efforts are below:

- ▶ All rates presented above are considered to be portal to portal
- ▶ Overtime will be considered for any efforts in a given day over 8 hours and all time associated with weekend work.





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## Next Step Network | Consulting Services

### **Next Step Consulting Contact:**

Kelly Fleck, VP of Homeownership  
[k.fleck@nextstepus.org](mailto:k.fleck@nextstepus.org)

### **Consultant Overview:**

Next Step's mission is to put sustainable homeownership within reach of everyone while transforming the manufactured housing industry through consumer education, affordability and energy efficiency.

Next Step has delivered its system of Manufactured Housing Done Right® for over a decade. We have also successfully provided technical support to other housing providers to help families buy better homes with better loans. Next Step is a national leader in the manufactured housing sector, and our team has over 50 years of combined experience in the field.

### **Factory-Built Housing Core Competencies & Content Expertise**

- Due Diligence, Program Feasibility and Design
- Market and Affordability Data
- Home Specifications and Sourcing
- ENERGY STAR® and Zero Energy Ready Homes (ZERH) Programs
- Project Predevelopment, Zoning and Construction Planning
- Training for Developers
- Homebuyer Education and Counseling
- Marketing and Outreach
- Training for Housing Counselors
- Mortgage Products and Preferred Lenders
- Zoning and Policy

### **Understanding our Client:**

Next Step will work with the City of Versailles, KY to provide consulting services for a demonstration project in Versailles, KY. This project will consist of a manufactured home that can be financed conventionally for Fannie Mae, Freddie Mac or government-insured programs. The demonstration aims to ensure long-term affordability for a homeowner who will reside in the home as their principal place of residence, and subsequent purchasers will be afforded the same



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opportunity. The consultant will advise the city and its development team on how to best meet project goals and ensure that the homebuyer has available lending housing options, access to downpayment programs (contingent upon availability and eligibility), and homebuyer education services.

### Project Deliverables

### Cost

#### Technical Assistance – through July 2025

\$4,000

Next Step will provide technical assistance for long-term affordability, methods for restricting resale, and ability to pay analysis and introductions to a lender network that integrates homebuyer education for its customers. The project scope is for one home, with the consulting contract to be paid through the sale of the home.

#### Consulting Pricing and Payment Terms

Based on the client's deliverables, Next Step presents this proposal to the client at a total cost of \$4,000. The proposal amount is good for 60 days, and the project will start when the client signs and returns the proposal. The consultant will submit an invoice before the home closing and pay it at closing.

Client Signature \_\_\_\_\_

Date \_\_\_\_\_





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## The Next Step Team

Next Step is a national leader for housing providers working with the manufactured housing industry. The Next Step team has over 50 years of combined experience working with manufactured housing.

### **Stacey Epperson, President & Founder**

Stacey Epperson has over a decade of experience in financing and sourcing manufactured housing and 30 years of experience in affordable housing development. She has built a national network of mission-driven nonprofits, leaders in the manufactured housing industry, and lending institutions to provide energy-efficient homes and better loans for supported homebuyers. In 2012, Stacey was elected an Ashoka Fellow for her innovative approach to creating an independent distribution channel for affordable manufactured housing. She was recognized as one of CFED's Innovators-in-Residence and completed the Achieving Excellence in Community Development Program at Harvard.

Stacey received an MPA at Western Kentucky University and attended the University of Kentucky Patterson School of Diplomacy and International Commerce. She serves on the advisory boards of the Inclusive Capital Partners Foundation and the Federal Home Loan Bank of Cincinnati and on the Manufactured Housing Consensus Committee, a federal advisory panel.

### **Amy Barnard, VP of Next Step Homes**

Amy has been with Next Step for more than seven years. Before joining Next Step, Amy worked for Clayton Homes for ten years as a Product Designer in the engineering department, drafting for manufactured and modular homes in various manufacturing facilities. Amy was responsible for all the construction drawings and ensuring the homes met the current HUD and IRC codes. Amy worked with various third-party engineers to acquire blueprints of the homes approved through HUD and local municipalities. Amy also worked with modular multifamily and commercial modular units in drafting and sales work, as well as subdivision planning and development for manufactured and modular home developments. With Next Step, Amy has served as a proxy for the Department of Energy (DOE) working group for energy-efficiency standards in manufactured housing, led multiple trainings on how manufactured homes are constructed, and worked with organizations to promote manufactured housing as a viable, affordable housing solution. Amy teaches "Construction for Factory-Built Housing" for NeighborWorks America at its Training Institutes held across the US.







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### **Grant Beck, VP of Strategic Partnerships**

Grant drives the organization's overall strategic marketing and communications direction. Grant has eight years of nonprofit marketing and communications experience, overseeing brand management, digital communications and messaging, social media strategy and press relations for national nonprofit organizations. Before his role at Next Step, Grant was the communications and marketing manager for Rebuilding Together – a national housing organization that completes critical home repairs for low-income homeowners. He also worked as the communications officer for the Equal Rights Center – a nonprofit civil rights advocacy organization based in Washington, D.C. Grant holds a BA in Media Arts and Design from James Madison University.

### **Kelly Fleck, VP of Homeownership**

Kelly leads the development strategy to implement a comprehensive factory-built homebuyer education and counseling training program and oversees the dissemination strategy to launch nationally. Kelly has 20 years of experience in affordable housing. She began her career as an AmeriCorps Member serving as a housing counselor. Throughout her career, Kelly has continued to make affordable housing her mission as a housing counselor and mortgage loan originator. She has spent the last eight years as a Homeownership Center Director at Frontier Housing, overseeing the counseling and lending departments. Kelly holds a BA from Morehead State University, a professional certificate in Homeownership and Community Lending, and is a licensed MLO.

### **Kathryn Gwatkin-Goulding, Chief Impact Officer**

Kathryn has over 20 years of experience in the sector, primarily in community economic development, affordable housing, and asset building. She has consulted for various clients in her home base of Southern California, ranging from community-based nonprofits to the Los Angeles County Anti-Racism, Diversity and Inclusion Initiative. Before launching her consulting practice, Kathryn worked for Prosperity Now (formerly CFED), a national nonprofit focused on expanding economic opportunity. There, she helped launch and eventually assumed leadership of I'M HOME, a field-building and grant-making initiative that used factory-built housing to promote affordable homeownership and wealth creation. While at Prosperity Now, she supported the incubation and launch of Next Step, going on to serve on the organization's board for its first decade. She has also worked as a Program Associate at the Ford Foundation and as part of ACCION International's technical assistance team at BancoSol, a Bolivian microfinance institution. Kathryn holds a master's degree from the School of Public & International Affairs at Princeton University and a bachelor's degree from Amherst College.



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### **Destine Hammond, Communications Manager**

Destinie Hammond is the Communications Manager for Next Step, managing internal and external communication initiatives and increasing brand visibility. Destinie has worked in communications and marketing strategy development for nonprofits, corporations, and startups for nearly a decade. Before Next Step, Destinie helped to improve transportation equity and mobility first in New Orleans, where she helped launch New Orleans' first bikeshare program, and then in North America as the communications manager for the North American Bikeshare & Scootershare Association (NABSA). Earlier in her career, she was fortunate to combine her education in Mass Communications with her love of animals while serving as the Digital Media Coordinator at the Louisiana Society for the Prevention of Cruelty to Animals (LASPCA).

### **Sarah Gerecke, Consultant**

Sarah Gerecke, principal at SSG Community Solutions LLC, creates program and policy solutions to complex affordable housing and community development challenges. Her clients include national and local foundations and national think tanks; projects include advising cities on land use policy and affordable homeownership strategies, creating cross-sector responses to COVID-19 housing challenges, and developing mission-based projects for the banking and real estate industry. She has an extensive national network of experts to call upon for complex issues. An Adjunct Associate Professor of Urban Planning, she teaches several graduate law and policy seminars at NYU on New York City public management, land use, housing, and community development. She is also a Non-resident Fellow at the Urban Institute.