



# City of Ashland 2020 Accomplishments



**Vision:** Ashland is: high standards, pride, integrity, and opportunity;  
*the place you want to be!*



**Mission:** Our mission is to provide our citizens with a safe, progressive environment and deliver efficient, effective, and responsive services while creating the opportunity for all to achieve an enhanced quality of life.



**Commissioner  
Cheryl Wooten Spriggs**



**Commissioner  
Marty Gute**



**Mayor  
Matt Perkins**



**Commissioner  
Josh Blanton**



**Commissioner  
Amanda Clark**

# City of Ashland, Kentucky 2020 Accomplishments

## Utilities Department

### *Water Distribution/Meter Services*

#### Hydrant Replacement & Repairs (Total of 1034 Hydrants)

- Hydrants replaced in City-12
- Hydrants repaired in City-12
- Hydrants out of service in City-4
- Replaced in Catlettsburg-2
- Removed in Catlettsburg-3
- Repaired in Catlettsburg-10

#### Main Replacement Projects Completed or In Progress

- Total main replacement by city crews 3,016ft.
- Total main replacement by contractors 3,962ft
- Parts ordered for Thurbury Rd.-740ft, Forestdale Ct.-840ft, Nunley Ct.-460ft and Slem St. 2440ft (4,480ft total). Installation will begin in January 2021

Location	Footage	City	Contractor
16 <sup>th</sup> & Carter Ave.	130	City	
Joel St.	820	City	
Dixon St. Ph 1	916	City	
34 <sup>th</sup> St.	80	City	
Dixon St Ph 2	730	City	
Raintree Ct.	220	City	
Hicks St.	120	City	
16 <sup>th</sup> St.	408		Contractor
34 <sup>th</sup> St.	112		Contractor
Simpson Rd.	3,222		Contractor

### Water Leaks

- Repaired 256 water main leaks. 83 leaks/100 miles of pipe.
- Responded to and checked 110 possible leaks which proved to be false alarms.

### Water Services

- 13-new ¾" services
- 2-new 1" services
- 4-new 2" services
- 1-new 8" services
- Renewed 79-services
- Removed 4-services
- Relocated 2-services
- Repaired 30-service
- Meter boxes raised -30
- Meter boxes lowered -3
- Meter boxes replaced -22

Valves: Valves replaced- 4, Valves installed- 10, Valves repaired- 2

Sampling: 156 TTHM samples collected, 156 HAA5 samples collected, 13 straight quarters of DBP compliance

### Pump Stations/Tanks

- Repainting and rehab of the Summit Water Tank
- Replaced Pump #1 and both drives at Debord Hill
- Pump motor #1 replaced 2-times at Floyd Street pump station
- Chlorine booster pump replaced at Rt. 5 & 503 pump station
- Drives ordered for Roberts Drive and Ashland Avenue pump stations
- In the preliminary stages of replacing Florida St. and Baugess Dr. pump stations and installation new pump station near Catletts Creek Rd.



### *Water Production: Water Treatment Plant (WTP)*

- Produced 2.779 Billion gallons of quality drinking water
- Installation of new stainless steel AWI filter underdrains and media
- Discovered a major caustic buildup that had been blocking flow from the front four filters. With help from the commission, finance, engineering, water distribution as well as contractors Marine Diving Services and Service Pump & Supply successfully cleared the impediment. This allowed the plant to replace non-working valves and sections of pipe with new stainless-steel pipe which will further help prevent future occurrence. All of this was accomplished with no interruption to service or loss of water quality.
- Replumbed Caustic feed lines
- SCADA upgrade construction began
- Installed new 36" flow meter on effluent line of plant. More accurate flow to assess production numbers and water loss
- Worked with ORSANCO to minimize Harmful Algae Bloom contamination
- River Intake trash screen installed
- River Intake mud/debris clearing initiated
- Bid accepted for Acti-Flo tube settler replacement
- Bid accepted for Carbon Fiber Wrap on 42" raw water line
- Purchased sodium hypochlorite tank after old fiberglass tank became unusable.
- Rewired Reservoir Valve House
- Installed aeration fountain in sludge basin
- Began changing plant lighting over to more cost-effective LED lighting



- Upgraded/installed numerous railing and safety guards throughout the plant
- Operator -In-Training Brown passed his IIA water treatment license exam
- Began working with Blue Water Group for Water Quality Study
- Continued to perform remedial measures for the Agreed Order. Only items remaining are Water Quality Study and Capacity Study.
- Increased security & cleaning protocols while implementing COVID-19 measures
- With engineering, collected a hydrographic survey on the city's reservoir
- Remained in compliance of Disinfection by Products (DBP) for two years in a row
- For the second year in a row the WTP set a new lowest recorded turbidity on produced water. The operators were able to achieve .015ntu more than once during the month of October 2020 and then achieved a .014ntu reading! These are extremely low turbidity numbers.
- Ashland WTP rejoined the Area Wide Optimization Program. This program helps recognize utilities that consistently produce high quality water.
- Began working with ACTC and Marshall University on an intern program
- Despite numerous challenges presented to the operators in 2020, they continued to excel and set the benchmark of quality in water production for our region.



### *Wastewater Collection*

#### **Main Replacements: (2,634')**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Central Park: 2 new manh. 707'</li> <li>• Hackworth Street: 106'</li> <li>• Hagan Court: new manhole, 263'</li> <li>• 1515 39<sup>th</sup> Street: 227'</li> <li>• Florence St-Dixon St: manh. 266'</li> </ul> | <ul style="list-style-type: none"> <li>• Sharon Road: new manhole. 380'</li> <li>• Calvin Street: 335'</li> <li>• Auburn Avenue: 125'</li> <li>• Peacock Drive: 2 new manh. 225'</li> </ul> |
|---|---|

#### **Main Repairs: 51 Main lines repaired, 626' of pipe installed/replaced.**

**New Taps:** 15 new taps installed; 329' of new lateral pipe installed (bus.& residents)

**Lateral Pipe Repairs:** 44 existing lateral jobs and 451' of lateral pipe replaced.

**Manhole Repairs:** 66 rings & lids replaced, 15 new manholes set, 13 repaired manholes

**Camera:** 19,226 feet of sewer line inspected throughout the city

### Lining: 562' of pipe-lined

- Euclid Avenue
- Sharon Road
- Auburn Avenue
- Craft Street

### Miscellaneous

- 265 Calls answered
- 5<sup>th</sup> Street pump station rehab
- Rehabilitation Project on US 23 from 47<sup>th</sup> Street to 40<sup>th</sup> Street to line the 24" main.
- Replaced 6 total pumps throughout the lift stations in the system.



### *Wastewater Treatment Plant (WWTP)*

- Maintained compliance (two violations) using our general budget, while dealing with serious limitations from COVID (slowed maintenance due to slow product shipping, social distancing restrictions, quarantine).
- Manpower Challenges: Dealt with a lack of operators due to lay off of one operator and two seasonal employees. Sadly, our Laboratory Technician abruptly passed away during a medical procedure. The lab technician position was filled by an operator, leaving us two positions short. Also, our Maintenance Technician retired.
- Hauled waste continues to be a significant source of revenue. Efficient operation of the plant remains essential to treat the high BOD and ammonia levels of hauled waste. We have started work with Strand Engineering on the preliminary design criteria of the plant upgrade project. Pilot testing of centrifuges, screw presses, and peracetic acid disinfection was done this year
- All employees attended safety meetings
- Tier II reports filed
- Continued compliance with Risk MGT Plan with help from Municipal H<sub>2</sub>O
- Installed new roofing & siding/ main BLD
- Maintained State certification for LAB
- Installed new plumbing in breakroom
- Installed a new conveyer belt motor in the filter building
- Installed a new grit screw
- Pulled new wires to filter building and installed new transformer as a result of a tanker truck damaging the wires
- Installed new concrete slab on top of manhole damaged by tanker truck
- New VFD panel for #5 Aerator
- New drive motor on #1 filter press
- New air bladders on filter presses
- New bearings on filter press rollers
- Repaired roller & put on filter press
- Purchased new aerator blade
- Purchased two new progressive cavity pumps & installed one. Other is spare
- Unclogged drains under filter building
- Pilot tested centrifuges, screw presses, & peracetic acid disinfection
- Ran two lab testing projects for Strand as part of the preliminary design criteria. Each project lasted three weeks

56,000	Pounds of Chlorine fed
100,000	Pounds of Sulfur Dioxide fed
2,700	Gallons of Polymer fed
1,649,630,000	Gallons of wastewater treated as of December 26 <sup>th</sup> (Influent)



### Pretreatment

- Maintained compliance with both state and federal standards.
- 101,112,038 gallons of industrial wastewater were treated
- Treated 21,248,081 gallons of hauled wastewater at a rate of \$34.79/1000 gallons for approximately \$739,220 in revenue
- 4 Notices of Violation were issued to various permit holders
- No revenue was generated from fines
- Collected 46 samples from industries, leaks and CSO outfalls for analysis.
- Issued discharge permit renewals for FCI, KDMC and Cintas
- Local limits were re-evaluated. New limits have been conditionally approved
- 9 Industrial User facility inspections were completed. Only these 9 facilities require inspection
- 8 Industrial Users were sampled. 1 Industrial User stopped discharging before they could be sampled
- 1 Industrial user permit was removed: Mansbach Metal
- There are currently 10 industrial users with active discharge permits
- Pollution charges from permit holders and Sanitation District 4 totaled approximately \$106,159

### Public Information Office

- Applied for 5 grants (Crumb Rubber, AARP, 2 CARES, AEP)
- Received \$1,944,172 in funding (\$1,919,172 CARES & \$25,000 AEP)
- Developed Ashland Brand and Brand Style Guide
- Increased positive narrative of the city: PR's, media spots, etc.
- Navigated the communication of COVID-19 information
- Coordinated BOC meetings to virtual
- Championing the Destination Ashland efforts
- Developed signage, plaques, and banners for downtown
- Assisted or spearheaded grand opening events: Statue Dedication, Carol Jackson Unity Center, Drive-Thru trick-or-treat, Broadway Square
- Networked to support other departments and community programs/services

- Grew Social Media platforms and improved communications

	2/4/2020	1/4/2021
<b>Facebook</b>		
Followers	8,590	10,559
Reach	3,423	58,008
<b>Instagram</b>		
Followers	1,139	1,658
<b>Twitter</b>		
Followers	452	677
Impressions	11,400	37,600
<b>YouTube</b>		
Subscribers	20	95

## Public Services

### *Animal Control*

- 388 Service calls
- 102 trips to the BCAS
  - 56 Dogs
  - 57 Cats
  - 129 others
- 99 Traps set
- 61 Rabies vector species euthanized
- 45 samples provided to USDA
- Established and patrolled problem areas twice daily
- Assisted Sanitation Dept with can delivery & replacement when not on active calls or patrolling

### *Sanitation*

- Collects ~7400 customers per week
- Purchased 500 new garbage cans
- 514 additional trash pickup calls
- 296 dead animals picked up
- 72 dumpsters rented & dumped on a weekly basis
- 913 service calls to replace cans or to repair broken lids & wheels.
- 9872 tons of MSW picked up and hauled to the landfill



### *Streets*

- Personnel: reduction in force of 3 full time employees and 4 seasonal workers
- Cleaned and maintained downtown (see below)



- Maintained lighting on Street Scape and Riverfront
- Roof replaced, remodeled offices, & other improvements to 21st St facility
- Assisted with Broadway Square
- Worked 1 snow removal event for a 2-inch snow
- Traffic control and set up for 4 special events before COVID
- Removal of old and construction of 15 new bus shelters
- Pressure wash sidewalks downtown
- Replaced 120' of 72" storm line on Hickory Ridge
- 33 Storm line repairs
- Rebuild/upgrade 6 traffic signal intersections
- Demo and haul off the old concession stand at Central Park
- Newly purchased brush chipper enabled Streets to cut low hanging limbs and brush off the City's ROW more aggressively
- Cleaned both boat ramps, hauling 85 truckloads of silt
- Water and maintain the hanging baskets 560 regular hours and 110 overtime hours, using 15,700 gallons of water
- Swept 5,469 miles of city roads
- Vacuumed 283 inlets to help prevent storm sewer & flood control issues
- Hauled 650 tons of debris to the landfill.
- Repaired 45 storm inlets
- Patched 2648 potholes
- Made 709 signs in the sign shop
- Painted street markings using 120 gallons of traffic paint
- Maintained 26 traffic signals and made 130 traffic signal repairs
- Assisted Winter Wonderland of Lights with putting up the decorations using 1,352 man-hours of labor
- Ran the Litter Abatement program with Seasonal workers cleaning up 126 miles of roadside and trash piles collecting 748 (32gallon) bags of trash
- Electrical work and lighting install at the Riverfront Walking Trail



## Floodwall

- Passed USACE Inspection of Long Branch & Downtown Systems
- Flood Prevention activities of 4 events totaled 23 days
- 18th St Station roofing replaced
- Long Branch roof repaired
- Repair leaks in walls at 10th, 18th, and 34th stations
- Repair of 34th St crane rail
- Removed utility pole and patched void in levee near 734 Carter Ave



- Removal of gas line at Long Branch levee and rebuilt turf
- Concrete foundations at all stations have been repaired and painted
- Exercised gate closures within wall
- Maintained all grass along wall and properties on Carter Ave and Beech St
- **Cranes and hoists at all stations passed inspection**
- Inventory all power control boards and placed replacement fuses at each station
- Cleaned and inventoried all gate houses and pump stations
- Installed industrial floor mats at control boards at all stations
- Daily station inspection and refuse removal along wall
- Fire extinguishers inspected and/or recharged

### **Central Garage**

- Worked with a reduction in force of Superintendent & Mechanic position
- **1733 Work orders completed**
- 237 "A" Services completed
- 316 Service calls
- New mechanic truck put into service.
- Purchase and upgraded needed tools
- Install new ventilation fan in the shop
- Install new LED shop lighting
- Ongoing cleanup and organization of facility

### **Police Department**

#### *By the Numbers*

- **Responses to Call for Service: 23,231**
- Total Citations Issued 2834 citations totaling 4070 charges
- Traffic Citations Issued 1327 citations totaling 2182 charges
- **Criminal Citations Issued 917 citations totaling 1203 charges**
- Juvenile Citations Issued 47 citations totaling 54 charges
- Warrants Served 490 totaling 565 charges
- Total Arrests 1161 people on 1615 charges
- Drug Charges 244 charges
- Vehicle Crashes 664 (reduction of 12%)
- Vehicle Crashes with Injury 99 (reduction of 4.8%)
- People Injured in Vehicle Crash. 142 (12% decrease) (2 Fatality Crashes increase)

#### *Accomplishments*

- **Home Fleet: Completed the purchase and outfitting of 19 vehicles for the assigned vehicle program. Benefits include omnipresence, cost savings & longevity of equipment.**

- AHIDTA:** Implementation of the Northeast Kentucky Drug Task Force of Boyd County being as part of the Appalachian High Intensity Drug Trafficking Area (AHIDTA). The APD as the lead agency, includes, the Kentucky State Police, Boyd County Sheriff, Catlettsburg Police, Drug Enforcement Administration, Alcohol Tobacco and Firearms and the Federal Bureau of Investigations the main goal is to interrupt the drug trafficking organizations in our area. Their mission is different than that of street level activity that field officers and detectives still investigate. 2020 statistics below.

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Totals
Meth: 1,561.8 Grams	Meth: 1,265.4 Grams	Meth: 406.17 Grams	Meth: 820 Grams	4,053.37 Grams/ 8.9 lbs
Heroin: 153 Grams	Heroin: 680.8 Grams	Heroin: 365.37 Grams	Heroin: 9.5 Grams	1,208.67 Grams/ 2.6 lbs
Guns: 11	Guns: 0	Guns: 9	Guns: 1	21
Arrests: 6	Arrests: 5	Arrests: 13	Arrests: 10	34

- In partnership with community, CED & CDBG, APD started planning and working from the **Carol Jackson Unity Center**. There, police community resource and beat officers will work with the community on relationships and needs in that area. We will also work with Enforcement to have a presence in our East Ashland area that is currently being challenged with crime and QOL issues.
- The rate of homicides in 2020 did not increase and resulted in suspects being identified and being arrested which are now awaiting trial.
- Recognition for **community policing** activities and events continue even with the COVID-19 challenges. Continued raising \$1100.00 by officers for No Shave November for Cancer Awareness. There were many accolades published by Daily Independent and on Facebook for positive actions by APD Officers.
- COVID-19 presented challenges to officer contacts with citizens. Officers continue to interact with the criminal element and put themselves in harm's way daily of contracting this illness. We have taken advantage of technology we have in place with the Mobile Data Terminal System by using the wireless device for connectivity to communicate with our citizens to keep them and our officers safe. Being able to communicate from outside the location by being directly out front and using wireless telephone technology to communicate aids in the decision-making process of not causing exposures to all during non-emergency police requests. We continue to be challenged daily by the increased number of citizens that are being diagnosed with the illness. We are continuously working on ways to police in these unprecedented times.

- APD assumed responsibility of Alcohol Administration and Enforcement. After a full year and the business challenges of COVID-19, we continue to be encouraged by our business community in remaining on time with required reporting, payments and keeping their businesses going. We are continuing to build our relationships with these businesses so that we can work together to solve and prevent problems. The new wet designation of the remainder of Boyd County is part of a new challenge we are planning for.
- COVID-19 made an impact on calls for service, actions by the department in criminal charges and investigations. The detention center is challenged on keeping illness from getting worse, and the Kentucky Supreme Court has made many rulings for officers not to arrest, cite or serve orders of the courts to prevent incarceration which is a way to reduce the demand on the court. APD also saw the calls for service decrease somewhat, and assume that COVID-19 has had an impact on actions from citizens. These actions were good and bad. With businesses shut down or minimized on customers the number of motorists were impacted on our highways. The statistics are lower across the country which was also impacted by quarantines and many different situations. Schools closed and that has also impacted how we protect our education process. We still must do it but in a different way.



## Legal Department

- Provided solid and accurate legal advice and counseling to the elected officials, city manager and all staff members on an ongoing basis.
- Advised staff and the Commission concerning Covid-19 related statutes, regulations and Executive Orders on an everchanging and ongoing basis.
- Successfully negotiated with the Board of Elections to insure the question of retaining limited sale precincts appeared on the ballot during the wet /dry election and worked to educate the public on the significance of the ballot question as presented, leading to retention of collection of the administrative fee charged on alcohol sales in the limited sale precincts for the police department's budget.
- Redrafted the city's alcohol ordinance to reflect the dual nature of alcohol sales in the city at this time, i.e., the limited sale precincts in the downtown area and the wet precincts in the remainder of the city.
- Negotiated & drafted an agreement with Boyd County Health Department to provide critical information to first responders regarding location of households with known COVID-19 positive individuals as an exception to HIPAA regulations.
- Revised existing city ordinances to comply with complex First Amendment concerns raised during the increased number of local public demonstrations.

- Drafted a comprehensive public nuisance ordinance for consideration by the Commission regarding regulation of properties known to have housed recurring nuisance activities
- As COVID all but stopped foreclosure type litigation activity, Mr Wheeler worked with the City Clerk (Ms. Maddix) and Finance to come up with creative ways to collect on delinquent taxes and occupational license fees through repayment programs offering reduction of penalty in exchange for lump sum payments.
- **CY2020 collection breakdown:**
  - **Delinquent Ad Valorem Taxes: \$336,854.99**
  - Occupational / Net Profit: \$99,528.27
  - Transient Room Tax: \$3,770.97
  - Total: **\$440,154.23**

### *Personal Recognition*

- **Mr Moore received an AV rating from Martindale Hubbell, the leading lawyer rating service in the country, for the 17th year, which constitutes the highest rating awarded for legal ability and ethics, based upon anonymous polling of the attorney peer group and in Mr Moore's case in a separate polling of the judiciary as well. This rating is awarded to only about 1% of all lawyers in the country.** According to Martindale Hubbell, this rating means that an attorney's peers judged him to be practicing law at the highest level.
- **Mr Moore selected for inclusion in Best Lawyers in America, another anonymous peer review rating service, for inclusion as a "Best Lawyer" in Commercial Litigation.**
- **Mr Wheeler recognized as Ashland Daily Independent's Readers Choice Best Attorney (2<sup>nd</sup> Year in a row)**
- **Mr Wheeler selected as a Kentucky Rising Star by Super Lawyer Magazine (3<sup>rd</sup> time)**

## Human Resources, Risk Management, Parks and Recreation

### *Human Resources*

- Completed open enrollment for Health/Dental Insurance with all employees
- Provide all employees assistance with Health Insurance, HRA & FSA
- Organized and scheduled flu shots for employees & dependents (82 shots)
- Completed exit applications for portable life insurance, if requested
- Completed 1095 reporting as required by the IRS
- **Transitioned City of Ashland Health Insurance Third Party Administrator from MedBen to Anthem BC/BS.** Worked closely with the Finance Department and Insurance Broker George Arnold with Insurance Solutions.
  - **Transferred all 800 + enrollees (employee and dependents)**
  - **Transferred all HRA/FSA enrollees (current, retirees and dependents) to McGregor & Associates; approximately 400**
- Provided new employee onboarding, questions, concerns
- Research, recommend and prepare new job descriptions as needed
- Developed online applications and General Orientation onboarding due to Kronos not being budgeted/COVID Precautions



### *By the numbers*

- Applications Received: 246
- Written Tests Given: 13
- Interviews: 59
- Completed 13 new employee orientations for benefits
- Employee Promotions: 19
- Employee Retirements: 08
- Employee Resignations: 11
- Employee Terminations: 02
- New Employees Hired: Full Time: 13; Seasonal: 19; Intern: 09

### *Risk Management*

#### **Named a 2020 KEMI Workers' Compensation Destiny Award Winner**

- Ashland 1 of only 28 winners from over 20,900 policyholders
  - Manage a formal safety program: pro-active training & employee meetings
  - Display an ongoing commitment to safety from all levels of the organization
  - Achieved preferred tier status based on claims and safety management methods
  - Maintained a loss experience modification factor of .80 or lower – CoA is at .66
  - Maintained a loss ratio of 45% or less for a minimum of 3 years – CoA is at 35%
- Qualifying award details included:
  - Safety program parameters, initiatives, claims reduction, and return to work methods
  - Safety measures implemented due to COVID-19, action plan, hazard matrix, and PPE tracking
  - Organizational best practices and initiatives supporting and promoting employee safety and health

#### **COVID-19 Healthy at Work Initial & Continuing Efforts**

- Risk Manager served as designated Healthy at Work Officer
- Developed exposure-based critical personal protective equipment (PPE) requirements
- Coordinated weekly PPE inventory status update with staff and Boyd County Emergency Mgt
- Introduced written re-opening action plan & timeline following initial shut-down
- Strong commitment with participation by all departments and divisions at all personnel levels
- Provided Red Zone updates and applicable actions per state requirements
- Coordinated year-end initial vaccination distribution for first responders, with other groups to follow



### *Risk Manager Training, Credentials, and Board Participation:*

- Attended KLC Risk & Safety Conference
- Renewed Certified Safety & Health Manager (CSHM) credential with IHMM as the Certifying Board
- Accepted request from KLC Loss Control to serve on the KLC Risk & Safety Conference Advisory Board
- Accepted request from NCCI to serve another 3-yr term on the KY Workers' Comp Appeals Board

### *Compliance, Inspection, Safety, Risk Reduction, Claim, & Project Improv. Actions*

- Received annual approvals for KY Drug Free Workplace Certification and FTA MIS Substance Testing
- Successful closure of late 2019 and early 2020 inspections by KEMI at 7 facilities and 4 work sites
- Developed additional 811 Safe Dig compliance procedural upgrades with Utilities and Public Services
- Completion achieved for department/division level safety info centers for improved visual messaging
- Receiving matching KLC Liability Grant for \$3000 toward cost of hazardous tree removal by P&R
- Initiated air quality evaluation project at the City Building, Police Station, and WD/WWC facilities
- OSHA recordables continue trending positively when comparing Local Government to BLS Stats
- Recordable Incident Rate - 3.2 COA vs. 6.5 Nationally
- Lost Time Case Rate - 0.6 COA vs. 2.3 Nationally
- Days Away, Restricted or Transferred Case Rate - 1.2 COA vs. 3.3 Nationally
- Property & casualty claim and non-claim investigations closed:
  - 108 of 117 property and liability claims / internal investigations closed - 92.3% closure rate
  - 9 liability claims and 0 property claims remain open
  - 32 of 35 workers' comp claims and near miss investigations closed - 91.4% closure rate
  - 3 active workers compensation claims remain open



### *Property and Casualty Insurance Renewal Cost:*

- Property & Casualty Renewal Cost at \$564,640 vs \$579,971 Previous Year
- Broker/Agent Contract Fee: \$14K, Property & Liability Premium:\$ 437K, Workers' Comp Premium: \$113K

- Cost Reduction Drivers: Negotiated down to \$14,000/annually after Risk MGR assumed additional duties in 2015
- Reductions in Workers' Compensation Policy Premiums over a 5-Year Period
- Premium credit ratings increased from 5% to 40%
- Loss experience modification factor reduced from .97 to .66
- Most recent policy year incurred losses at \$ 24,659 vs \$ 199,423 6 years prior
- 2020 renewal at \$113,453 vs renewal quoted in 2015 at \$308,174, prior to improvements
- Work Comp insurer dividend payment received in 12/20 for \$18,522.84, based on qualifying loss ratio
- Entered into Liability Rate Stabilization Agreement with KLC with annual rate increases not to exceed 3% through FY 23, due to a 4yr qualifying loss ratio.

## *Parks and Recreation*

### *Projects/Programs*

- Applied for Land & Water Conservation Fund 2020 Grant
- Painted/refurbish picnic tables and benches
- Replaced 2 dugout roofs at CP-1
- Replaced roof on softball field press box at Oliverio Park
- Dredged Riverfront and 47<sup>th</sup> St boat ramps two times
- Installed new pond fountains
- Painted interior offices at Roundhouse
- Preparation at garden for KDMC to plant new flowers
- Demolition of Playground Concession Building
- Completed Phase II of Playground Reno (See Below)



### *By the numbers*

- |                                 |                                    |
|---------------------------------|------------------------------------|
| • Dawson Pool Rentals – 0       | • Events at the Bandstand – 5      |
| • Dawson Pool Memberships – 0   | • Scheduled Events at the Pond – 2 |
| • Weddings at Central Park – 18 | • Events at the Riverfront - 1     |
| • Weddings at Riverfront – 2    | • Softball Games/Practices – 200   |
| • Activity Room Rentals – 27    | • Baseball Games/Practices – 500   |
| • Concerts in Central Park – 3  | • Soccer Games/Practices – 100     |
| • Log Cabin Rentals – 11        | • Cemetery Burials - 100           |

*Special Events & Activities (17 were specifically approved by the BoC)*

- Winter Wonderland of Lights
- Trick or Treat at Central Park Drive Thru Style
- Boyd County Addiction Resource Center, 8<sup>th</sup> Annual Recovery Fest
- Ashland Pickleball Club Tournament
- Boyd County Republican Women's Club, National Day of Prayer
- Martin Luther King, Jr March
- AIM, Gravy Bowl
- Holy Family Leaping Leprechaun 5K
- Alzheimer's Association Annual Walk to End Alzheimer's Drive Thru Event
- AIM, First Friday Car Cruise Parade
- King's Way Church Family Social Distancing Fun Day
- March for Change Event
- Safe Harbor Benefit Concert
- Westwood Wesleyan Church Worship Service
- Twin Memorial Service
- Girl Scouts Drive Thru Registration
- Yvonne Dekay School of Dance Performance
- 1<sup>st</sup> Baptist Family Game Night
- Alexandria Owensby for the People Bus Tour
- Walk for Hope
- First Baptist Church Water Wars
- Economy Linen Employee Appreciation Lunch
- PAC, Beehive Musical
- House of Grace Concert Event
- Blessing of the Pets Event
- Freedom Rally
- Miranda Gillum Memorial Celebration



## Fire Department

*Overall Statistics (Top Ten Primary Actions Taken from 1963 incidents)*

- Investigation: 695
- Provide basic Life Support: 249
- Emergency Medical Services: 124
- Remove Hazard: 100
- Extinguishment by Fire Service personnel: 72
- Provide First Aid and check for injuries: 71
- Assistance to gain entry: 63
- Information, investigation, and enforcement: 62
- Provide manpower: 62
- Rescue, Remove from harm: 50





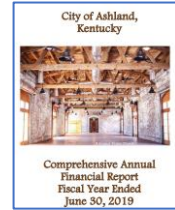
## Accomplishments

- Completed ISO review and continued our Class 2 rating (Top 5% in country)
- New Rescue pumper in production phase, delivery delayed by Covid pandemic
- Purchased Battalion Chief gas-powered pickup to replace one with diesel engine
- Hosted annual Fire department recognition dinner and started program to display accommodation bars on uniforms
- Received skid unit with portable pump for brush fires that slides on a pickup
- Purchased 6 Body Armor vests with helmets to protect personnel in possible shooter events
- Had 1 retirement and 1 resignation
- Promoted 1 Battalion Chief, 2 Captains, and 3 Engineers
- Hired 2 new firefighters
- Replaced 6 sets of Bunker gear, multiple sets of boots, and several helmets that went out of service date
- Received \$418,000 in grants to purchase a Tanker/Pumper, 3 Thermal Cameras, and a Gear Washing Machine
- Received bids for new Tanker/Pumper to be financed by 10% matching grant from Assistance to Firefighters Grant
- Received donation from Marathon Marine to purchase equipment
- Received from Kentucky Fire Commission's Area office several props to store in our drill tower because of the relocation of their local office to Morehead
- Started replacement of portable radios for command staff
- Completed building repairs on all 3 stations with painting, roof leaks, replacement of old flooring and overall general cleaning
- Up-dated operations to incorporate continuous mitigation of the Covid pandemic with increased station, vehicle, and equipment disinfecting, increased awareness of possible exposure and recognizing what level of PPE needed on all responses. Also, a more comprehensive monitoring of PPE stock to have adequate supply needed for any future outbreaks

## Finance Department

- Awarded the Comprehensive Annual Financial Report (CAFR) Certificate of Achievement for Excellence in Financial Reporting for the 13th consecutive year
- Awarded the Distinguished Budget Award from the Government Finance Officers' Association for the 6th consecutive year
- Awarded with Excellence in Financial Reporting for our production of the Popular Annual Financial Report (PAFR) for the 7th consecutive year
- Completed standard accounting, accounts payable and payroll transactions.
- Purchased new bus for Ashland Bus System
- Purchased 3 bus shelters for KDMC, Catlettsburg, Gla-Low & 13<sup>th</sup> St near ACTC

- Seamlessly implemented new Utility bill software program. New software posts credit card and online payments without manual entry



## Engineering

### *Water, Wastewater, Stormwater Projects*

#### Completed

- 34<sup>th</sup> St. Catlettsburg, CSX Waterline Replacement  
Design, CSX Permitting, Project Management, Bidding, & Construction.  
\$13,162.00 less than original anticipated cost.
- Water Treatment Plant Filter Underdrains  
Design, KDOW Permitting, Project Management, Bidding, & Construction  
Completed five months ahead of schedule.
- Summit Water Storage Tank Interior Recoating and Rehabilitation  
Design, KDOW Permitting, Project Management, Bidding, Construction.
- Water Treatment Plant Risk & Resilience Assessment  
Tech. review of assessment documents & development of Critical Spares List

#### In-Progress

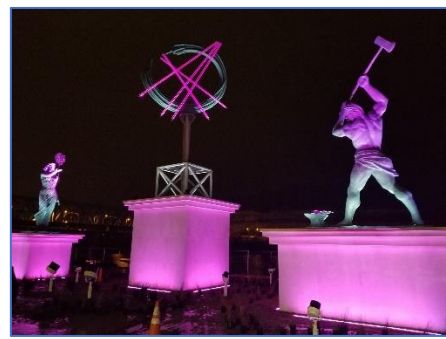
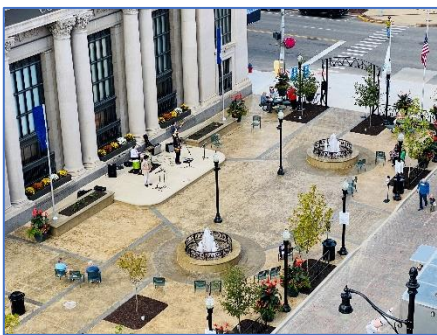
- Water Main Replacement Program – Phase 1  
Phase 1 Simpson Road Waterline placed into service
- Water Treatment Plant SCADA System  
Assist with SCADA System Technical Design, KDOW Permitting, Bidding, Construction Administration
- Point Repairs For Cured-In-Place-Pipelining (CIPP)  
Planning, Design, Bidding, Permitting, Construction Administration  
Separation of construction contract resulting in an estimated over \$80,000 savings in construction cost
- Water Treatment Plant Lamella Tube Replacement  
Assist with Technical Design and Specifications
- Cured-In-Place-Pipelining (CIPP)  
Assist with Planning, Design, Bidding, Permitting, Construction Administration
- Wastewater Treatment Plant Upgrade (Preliminary Phase)  
Tech. review, planning & evaluation of Property Acquisition and Rights-of-Entry

- Water & Sewer Utility Rate Study  
Assist with Study of Utility Rates structure and revenues
- Water Treatment Water Quality Study Tech review of assessment documents
- Water Treatment Plant Agreed Order  
Assist with Comprehensive Performance Evaluation Response and Water Quality Assessment for KDOW
- Water Treatment Plant Sodium Hypochlorite Tank Replacement  
Specifications and Procurement of New Tank, designed new reinforced concrete pad expansion
- Mitchell Street and Wadkins Street Waterline Replacement Project  
Design and KDOW Permitting
- Stormwater Drainage Line Relocation - 3515 Morgan Street  
Field Surveying, plans and specifications
- Nekirk Road Waterline Extension Project Design and KDOW Permitting
- Hicks Road Waterline Extension Project Design and KDOW Permitting
- Pollard Mills Phase 2 Waterline Replacement Asst CED w/ Planning & review
- Spring Park Sewer Line replacement Planning, Design and Bidding
- Unity Aluminum EastPark Water Service Improvements  
Assist with Planning for Water Service to Serve Unity Aluminum
- Oakview Road Storm Culvert Replacement Planning, Design and Easements

### *Buildings and Streetscape Projects*

#### Completed

- **Broadway Square Park :** Design Reviews, Bidding, Construction Administration.



#### In-Progress

- 12<sup>th</sup> Street & Winchester Streetscape New sign bidding
- **Downtown Traffic Study Project** Administering engineering study for realignment of Winchester Ave traffic and parking patterns between 13<sup>th</sup> and 18<sup>th</sup>
- Debord Hill Stair Replacement Project Review plans & specifications for CED
- **Riverfront Statues** Project oversight for landscape fence installation and lighting
- Port of Ashland Riverfront Flagpoles Foundation and pad design, procurement

## *Infrastructure Improvement Contracts Administrated*

### In-Progress

- Annual Road Resurfacing Program  
Administered Annual Resurfacing Program for 140 Miles of City Streets – Approximately 5 Miles Resurfaced in Spring 2020 and Approximately 4 Miles Resurfaced in Fall 2020
- Annual Concrete Replacement Program  
Administered Annual Concrete Replacement Program for City Sidewalks – Approximately 50 Locations Repaired in 2020
- 75/25 Sidewalk Replacement Cost Share Program  
Administered Annual Cost Share Sidewalk Replacement Program for City Sidewalks – 1 Individual Property Owner Participated in the Program in 2020
- Annual Utility Patch/Repair Program  
Administered Annual Utility Patch/Repair Program for City Utility Projects – Approximately 150 Locations Repaired in 2020

### *Permits, Building Permits, Zoning*

- Engineering Provides Annual Reviews for:
  - Commercial Building permits, Residential Building permits, Zoning reviews, Minor Subdivisions.
  - Issues Work Within Right-of-Way (ROW) permits
  - Issues Erosion Control Permits

### *Phase II Stormwater MS4 General Permit and Annual Compliance Report 2020*

- The City of Ashland, County of Boyd and City of Catlettsburg comprise the local MS4 group with the CoA Department of Engineering administering an annual compliance report submittal to KDOW
  - MS4 group contracted with HDR INC Engineering for report submittal.
  - MS4 group compiled and gathered yearly stormwater data – sent to HDR
  - HDR prepared & submitted the Illicit Discharge & Elimination (IDDE) plan
  - Kentucky Pollutant Discharge Elimination System (KPDES) Permit and the Stormwater Quality Management Plan (SWQMP) submitted to KDOW
  - City Submitted the Annual Compliance Report to KDOW
  - Updated the list of 42 city facilities for the minimum control measure #6 (MCM#6) stormwater evaluation
  - Updated Bmp Inspection Report to add to min control measure #4 (MCM#4)
  - Developed & distributed an Educational pamphlet to provide contractors with information to achieve better stormwater pollution mitigation at construction sites



## *Parks and Recreation*

- Phase II Playground  
Complete: Assisted in Planning and Compiling Bid Specs for playground project
- Phase III Playground  
In-progress: Worked with FIVCO Area Development District on submission of Land & Water Grant Application

## *Mapping and GIS*

- Engineering GIS Provides Various Maps to Support Staff and Community
  - MS4 Stormwater Mapping Project In Progress
    - Developing MS4 Stormwater map for permit requirements. Mapped to date approximately: 200 outfalls; 2,600 Catch basins; 40 Inlets; 2 miles of open ditches
  - Water System Mapping
    - Mapped new and replaced water lines – primarily along Simpson Road and Joel Street
    - Collected GPS data for water meters outside of the city limits that were not mapped
    - Maps showing under pressured fire hydrants
    - Created map of pump station districts
    - Several maps of the city's water system
    - Administering Pictometry, adding new users and data.
    - GPS service lines along Simpson Road
    - GPS data at 16th street plaza
  - Sewer System Mapping
    - GPS restaurant, school, and church grease traps with the assistance of Stanley from wastewater collection
    - Created map for sewer pump station zones
    - GPS sewer pump/lift stations with the assistance of Braiden from wastewater collection
    - GPS sewer ESO sites with the assistance of Braiden from wastewater collection
    - GPS sewer metering sites
  - Other Mapping Assistance
    - Taking photographs of Ashland landmarks and points of interest for potential tourism map
    - Making a map of said landmarks for potential use of the city's website or use in a mobile app
    - Making several maps of Central Park for city council members
    - Map of parade/march route from Paramount Theatre to Central Park Gazebo
    - Map of City owned buildings

- Using Eagle View to measure approximate heights, widths, and square footage of said buildings
- Several maps for Community Development displaying City-owned parcels and buildings on the east side of Ashland
- Surveying potential construction site at the WWTP
- Measurements for waterline leak at Catlett's Creek Bridge
- Order and setup new GIS computer
- Train intern on data collection with the Trimble Geo7x
- Created a shapefile for Ashland blocks
- Bank parcel map
- Tract map for lots near Camayo Arcade
- Voting precinct map
- Alcohol district map

### *Various Other Duties*

- Engineering Routinely Provides Support to Citizens and City Staff
  - Research to help citizens and staff determine location of waterlines, sewer lines, storm lines and Right-of-Way
  - Assist Streets for determination if problem trees are on city ROW
  - Assist Streets Department with stormwater issues and complaints
  - Assist building contractors in their permitting process
  - Investigate road slips and sinkholes
  - Prepare project estimates
  - Monitor for water leaks
  - Monitor building construction sites for stormwater runoff violations
  - Review plans for and inspecting grease traps for new construction
  - Applied for FEMA reimbursement for road slips
  - Admin reimbursement appl. for Discretionary Funding paving projects
  - Initiated development of ongoing 10-year Capital Improvements Program encompassing all utilities, streets, sidewalks, storm sewers, parks, and city buildings

## Community and Economic Development (CED) Department

### *By the numbers*

- Issued 376 permits which generated \$63,328.17 in new City revenue
- CED Inspectors processed 3,751 new Property Maintenance violations
- 1111 Citations were issued, totaling \$814,904.00
- The City was able to collect citation payments totaling \$9,950.00
- CED placed 146 property maintenance liens totaling \$112,693.21
- With assistance from CoA's legal staff, CED collected \$20,415 in lien payments

### Condemnations/Demolitions Stats

- 88 properties on the current condemned list
- 6 properties demolished

### Ashland Assisted Housing:

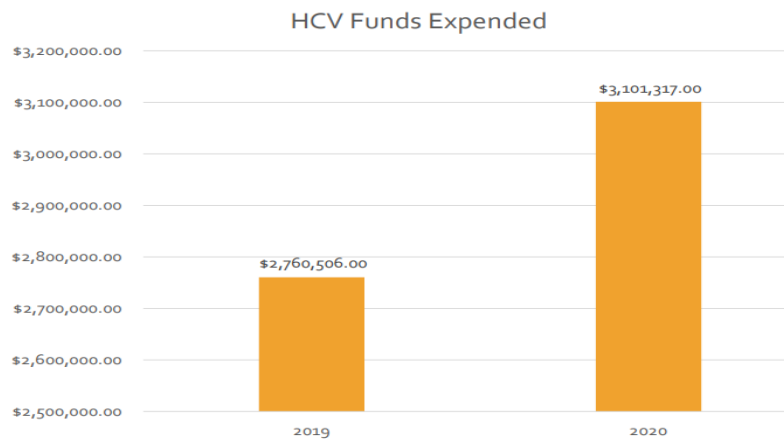
- Rated as a HIGH performing agency for the fourth consecutive year by the Department of Housing & Urban Development! The rating is determined by fourteen performance factors of the Section Eight Management Assessment Program (SEMAP). The SEMAP reviews Housing Choice Voucher program performance in money management, lease-up, housing quality standards, and expanding housing opportunities

### By the numbers

- 510 Families Assisted per Month
- 601 Applications Processed
- 63 Program Admissions
- 429 Inspections Completed
- 377 Annual Recertifications Processed
- 55 Interim Certifications Processed

### Housing Choice Voucher

- Funds Expended 12% expenditure increase over 2019
- 100% utilization of Federal Funding



### Project Based Vouchers

- Harbor Hill Apartments
  - o 34 Units designated for Domestic Violence Victims
  - o Expenditure \$236,107
- Veterans Administration Supportive Housing (VASH) Vouchers
  - o 15 Dedicated Vouchers for Homeless and at -Risk Veterans
  - o Expenditure \$68,469

- Gla-Low Project Based Vouchers
  - o 77 newly renovated units for low- income families
  - o 4 ADA mobility compliant units
  - o Dedicated parking space
  - o Washer & dryer hookups
  - o Supportive services

*Community Development Block Grant*

- Program Year 2019 Allocation \$548,505
- Total Available Funds \$1,620,963
- Total Spent Low/Moderate Benefit \$443,865
- **Projects included: Safe Harbor ADA Transitional Unit, Pollard Mills Infrastructure, Senior Center Flooring Project, and Public Service Agencies**
- Public Service Funds Expended \$104,613

*Other Accomplishments*

- **Completed the 2020 Comprehensive Plan Update**
- **Dedicated the Carol Jackson Unity Center**
- Conducted non-perishable food box deliveries for residents of the East Central and City Central neighborhoods with CDBG funds received from the CARES Act.

