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## Frankfort City Commission Meeting Notes

The information provided below is a preliminary, unofficial summary of the most recent meeting of the Frankfort City Commission. This information is not the official minutes of the meeting, which are required to be reviewed and approved by the City Commission. The official minutes of the meetings can be found on the City of Frankfort website at [Frankfort.ky.gov](http://Frankfort.ky.gov), after the official minutes have been reviewed and approved by the City Commission.

### **Monday, September 14, 2015 – Frankfort City Commission Work Session – 5 p.m. City Hall Commission Chambers**

Note – Typically at Work Sessions the Commission discusses items brought before them, Tentative Agenda items for the upcoming voting meeting, Old Business and New Business. Action is not typically taken during Work Sessions.

#### Mayor/Commissioners in Attendance

Mayor William May  
Commissioner Tommy Haynes  
Commissioner John Sower  
Commissioner Lynn Bowers

#### Citizens Comments

Gregory Geisler, who owes property at 404 Swigert Ave., addressed the Commission regarding sewer problems which occurred earlier this year. He commented that he had not had issues until the new sewer line was installed. Sewer Director William Scalf was advised to contact the engineer of the sewer design. He plans to have a report prior to the September Voting Meeting.

#### Downtown Building Incentive Program

Renee True made a presentation to the Commission regarding downtown buildings. He applauded efforts by the City including the Historic Preservation Grant. After much discussion by the Commission it was determined that the issue of empty buildings downtown needed to be addressed. The Commission directed staff to investigate several issues including a market study for downtown, a database to include vacant/available buildings, economic services and review of the current branding initiative's scope of work. Reports should be made during the October Work Session.

#### Sullivan Parking Garage Annual Report

Ben Steffen presented the Sullivan Parking Garage's Annual Report to the Commission. He indicated that the parking fees covered garage expenses for this year. However, with increasing maintenance costs he requested an increase of \$1 to \$2 during the next five years. The Commission supported a \$2 increase for the next five years based on future capital costs and other parking garage rates. Mr. Steffen was also advised to report back to the Commission annually over the next five years if the increase is not sufficient.

### Two Creeks Paving Request

Sewer Director Bill Scaff addressed the Commission regarding a request for additional paving by the Two Creeks Neighborhood. The neighborhood has requested additional paving due to the increased traffic associated with the Sewer Department building a new pump station in that neighborhood. The Commission requested additional information from the neighborhood group.

### Downtown Event Permits Revisions

Police Chief Abrams presented proposed changes to the downtown event permits in response to citizen concerns from business owners and South Frankfort residents. Changes would make the process stricter and more detailed. Commissioner Bowers indicated she had received comments from citizens expressing that road closures for such events were inconvenient. The Commission directed Chief Abrams to move forward with changes on the next voting meeting.

### South 127 Development Options

Planning and Zoning Director Gary Muller presented information for the possible development of South 127. The Commission supported several options Mr. Muller presented including relaxing conditions on the Noel property such as access and paving requirements. The Commission asked Mr. Muller to return to the next Work Session with more information so the property could be developed.

### Holmes Street Improvement Recommendations

Planning and Zoning Director Gary Muller presented recommendations for the Holmes Street Corridor based on a study conducted in 2006 – 2007. Mr. Muller said the City is planning to re-surface areas of Holmes Street this fall. He continued by saying that although the 2007 plan recommended Zoning changes, the funds are not currently available. The Commission agreed that the City should continue to ask the state for an engineering design along the corridor.

### Emergency Management Inter-Local Agreement

The Inter-local Agreement between the City and County for Emergency Management services was discussed by the Commission. In order to come to an agreement Mayor May was asked to set up a meeting on Emergency Management that will include the Mayor, County Judge Huston Wells and Commissioner Robert Roach.

### Order Allowing Directors to Sign Contracts Under \$20,000

City Attorney Rob Moore presented the Commission with an Order which would allow Directors to sign contracts under \$20,000.00. Staff indicated that approvals of minor contracts are sometimes held up due to the length between voting meetings. The proposed order would allow the City Manager to authorize and co-sign items valued at \$20,000 or less. Mr. Moore will make some revisions to the order, one with the City Manager and one with Mayor approval and it will be placed on the September voting agenda.