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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, May 9, 2016 –**

**Frankfort City Commission Work Session – 5:00 p.m.**

**City Hall Conference Room**

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 Robert Roach

Commissioner Lynn Bowers

### Citizens' Comments

- Donna Hecker of Walk/Bike Frankfort gave a brief update on the organizations events.
- Bill Cull of the Grand Theater spoke in opposition of Two-Way Traffic on West Main to be discussed later in the meeting.
- Natalie Wilkerson spoke in support of Two-way Traffic on West Main.

### Frankfort Plant Board Update

Rick Progrotsky of the Frankfort Plant Board gave an update to the Commission. According to Progrotsky the Cable division of the Plant Board is currently working with on the new State Office Building, County Buildings and KSU. They are also working with the City Transit Department to create a GPS triggered tour to be aired on the downtown trolley route. The Electric Division has installed lights at their new facility, painted light poles downtown and is working on the sub-station on East Main. Mr. Progrotsdky also reported that the Water Division's Treatment Plant treats an average of 7.6 gallons per day and work is moving forward on the new Administration Building. He continued to inform the Commission that the Plant Board would be working with the City and the Tanglewood Neighborhood Association to select a landscaping firm for the Head End Project. The City sent out a Request for Proposals (RFP) earlier this year.

### Sister City Update

Bill Marshall presented the Commission with an update on the proposed Sister City initiative stating his counterpart in Japan had presented the idea to the council of Shimamoto and they are interested in the prospect of becoming Frankfort's Sister City. Mr. Marshall pointed out that this would be primarily a cultural

exchange and urged the Commission to send a letter to Shimamoto expressing interest. It was agreed that Mr. Marshall would draft a letter for the Mayor's signature to move the project forward.

#### Sewer Back-Up Reimbursement Request

Christine Richards addressed the Commission regarding a sewer backup at her residence (238 Eastover Drive) that resulted in untreated sewer water in her basement. Ms. Richards indicated she had submitted a claim for damages to the Kentucky League of Cities (Frankfort's Liability Insurer) however, the claim was denied. She requested the Commission direct KLC to re-evaluate her claim. There were no objections from the Commission.

#### DFI Annual Report and Market Study

Kim Strohmeier, Executive Director of Downtown Frankfort, Inc., presented DFI's Annual Report and gave a brief update on the Downtown Market Study. Mr. Strohmeier reported that DFI was currently working on projects such as ArtWalk, a building inventory, a cleaner downtown, a broader volunteer base, sponsorships and a vacant building tour. Commissioner Roach urged DFI to move forward with the building inventory. Mr. Strohmeier gave a brief description of the progress of the downtown market study. He indicated a survey was available on the organization's website and urged everyone to take the survey. He further urged Commission members to forward the survey to persons outside Frankfort and Franklin County to get a broader sense of Downtown Frankfort's presence in the region.

#### W. Main 2-Way Street Report

Two-Way Traffic on West Main Street has been discussed in several previous meetings. Public Works Director Tom Bradley and David Moses of Integrated Engineering gave a brief presentation regarding their findings on the feasibility of restoring West Main Street to Two-Way traffic and addressed citizens' concerns about the previous report. After much discussion, the Commission requested a first reading of an Ordinance to restore two-way traffic on West Main Street be placed on the May 23 agenda.

#### CTAA Study

Public Works Director Tom Bradley and Transit Superintendent Greg Rogers answered questions related to the findings of the Community Transportation Association of America (CTAA) Study of Frankfort Transit presented earlier this year. The Commission agreed on four of the five suggestions including the addition of a South Route and minor changes to existing routes. The Commission discussed the issue of reduced fare for the route buses and increased fare for Demand Response (curb to curb) service. It was decided that fare for Route buses would be .25 cents and deviations (up to ¾ mile) would be \$1, while Demand Response would increase from \$1 per trip to \$2 per trip.

#### Council Chambers Sound System

Bobby Ripy, IT Director, discussed the replacement of the Council Chambers' Sound System, which has been in disrepair for a number of years. The new system would cost approximately \$13,000.00. The Commission agreed to place the item on the May 23 voting meeting agenda.

#### Old Business

- Commissioner Roach requested that Planning and Zoning Director Gary Muller conduct some research on the Sullivan Garage to determine who owns the garage and who maintains the garage.
- Commissioner Roach inquired about the status of pay periods in July. Due to there being three pay periods in July the state retirement board will recognize this as pension spiking and the City will be required to make payments to the state retirement board. Previously the Commission had discussed moving one pay period to June to avoid spiking. Human Resources Director Kathy Fields said the amount of payment would be relatively small (approximately \$5,000.00) and this only occurs every 8 years. There was no suggestion to move a pay period to June thereby leaving three pay periods in July.

- Commissioner Roach inquired about the County's Emergency Management payment to the City and was informed by Emergency Management Director Tom Russell that the payment amount would be \$8,000.00 to \$10,000.00 in FY15/16 and up to \$25,000.00 in FY16/17. This would establish a baseline payment. Commissioner Roach also inquired about Devils Hollow Road and was informed that the County would be conducting most of the repairs needed to open the road. Estimated cost for the city and county would be about \$45,000.00 each excluding the possible FEMA reimbursement.
- Commissioners Sower and Roach asked about the FY2017 Senior Center funding request which increased over the FY2016 request. Finance Director Steve Dawson was asked to research the Senior Center's past audit reports to determine changes in funding.

**Monday, May 9, 2016 –  
Frankfort City Commission Special Called Meeting – 7:30 p.m.  
City Hall Conference Room**

Mayor/Commissioners in Attendance

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

CTAA Transit Study

The Commission authorized acceptance of suggestions made on the CTAA Transit Study with some changes. The Commission agreed on four of the five suggestions including the addition of a South Route and minor changes to existing routes. The Commission further agreed that fare for Route buses would be .25 cents and deviations (up to ¼ mile) would be \$1, while Demand Response (curb to curb) would increase from \$1 per trip to \$2 per trip.

**Ordinances**

Ordinance Appropriating FY2017 Revenue

**FIRST READING:** This Ordinance appropriates revenue for Fiscal Year 2016-2017 in accordance with the budget submitted. The submitted structurally balanced budget includes receipts of \$33,539K utilizing the past surplus with no increases in fees and taxes. The budget includes employee COLA increases proposed by management of 1.5% effective for the July 15, 2016 pay date and a 1.0% increase effective for the January 13, 2017 pay date. This ordinance is scheduled to have its second reading at the May Voting Meeting.