

**NOTICE  
SPECIAL MEETING VIA VIDEO TELECONFERENCE**

As a result of the state of emergency declared by the President of the United States, Governor of Kentucky, and Mayor of the City of Frankfort due to the global COVID-19 pandemic, and in accordance with recommended and mandated precautions related thereto and Kentucky Opinion of the Attorney General 20-05, the following Meeting Notice is issued:

I, William I. May, Jr. hereby call a Special Meeting of the Frankfort Board of Commissioners for Monday, July 13, 2020, at 5:00 p.m., in the Frankfort/Franklin County Emergency Operations Center, 300 West Second Street. This meeting will be in lieu of the Work Session scheduled for Monday, July 13, 2020. All items on the agenda will be considered and action will be taken.

Per KRS 61.826, this meeting is a video teleconference meeting. One or more members of the Board of Commissioners will participate via Skype or a similar video teleconferencing system. The primary location will be in the Frankfort/Franklin County Emergency Operations Center, 300 West Second Street.

Per KY Attorney General Opinion 20-05, **public attendance will not be permitted** at this meeting because, due to the highly contagious nature of COVID-19, it is not feasible for the City to provide a central physical location for public viewing. Public comments on **agenda items only** will still be accepted for the meeting, by emailing comments to [bhecker@frankfort.ky.gov](mailto:bhecker@frankfort.ky.gov) by Monday, July 13 at 4:00 PM.

The meeting will be broadcast via Frankfort Plant Board Cable 10 Live and Facebook Live: Frankfort, Kentucky - City Hall [www.facebook.com/CityofFrankfortKY/](http://www.facebook.com/CityofFrankfortKY/).

Please see [www.frankfortema.org](http://www.frankfortema.org) for additional information.

S/William I. May, Jr.  
T/Mayor

**SPECIAL WORK SESSION  
FRANKFORT BOARD OF COMMISSIONERS**

July 13, 2020  
5:00 P.M. (EDT)

PRESENT: Commissioner Katrisha Waldrige  
Commissioner Scott Tippett  
Commissioner Eric E. Whisman  
Commissioner John R. Sower  
Mayor William I. May, Jr. (5)

ABSENT: None (0)

Following roll call, Mayor May called the Work Session to order.

Laura Ross, City Solicitor, read the following citizens comment from Eric Northcutt:

I want to express my support for a potential TIF for the proposed development of Parcel B and C. It is my understanding the document before you tonight is simply a statutory requirement and does not bind the city to any future commitment of funds. If we can't approve a routine document that is non-binding or we delay approval of this document, then I think we are sending the wrong message to any developer that may be interested in taking a chance on our community. I fully support increased scrutiny on the future development agreements that will spell out our commitment of future tax revenues. We should all remember there will not be any future tax revenues if we do not develop the site and delaying the project will impact Frankfort Independent School revenues more than any other entity. Please don't block the potential growth that this city is craving for. Thank you  
~ Eric Northcutt

**Discussion Items**

The TIF Development Plan was discussed and confirmation from Keith Parker, City Manager, that all documents have been shared with the Board of Commissioners.

It was moved by Commissioner Waldrige, seconded by Commissioner Whisman, to allow staff to continue to move forward with the TIF Development Plan. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Tippett, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Additional questions were taken from the Board of Commissioners regarding TIF such as, filing of the Development Plan and working with Emergency Management on the public meeting.

Laura Ross, City Solicitor, gave the 2020 Legislative Update and highlighted the important items:

- Fees & liens
- Interlocal Agreements
- Senate Bill 150 (COVID-19)
- CERS/KRS Separation in 2021 (Retirement)
- Legal Advertisement addition (Finance & Revenue)
- Senate Bill 249

Tommy Russell, Director of Emergency Management, offered an update on the reopening preparations for City Hall and other city facilities and venues during COVID-19. Mr. Russell would prefer if City Hall and Franklin County Fiscal Court could coordinate efforts to open at the same time.

*ESRI Contract Renewal*

This memo requests authorization for the Mayor to sign the first year contract of a 3-year agreement with ESRI for an Enterprise License Agreement for GIS software and authorize the Mayor to sign all related documents (Sewer, IT and 911 Department). In July 2017 the City of Frankfort entered into a three year agreement with ESRI for Enterprise License Agreement of GIS software which expired on June 30, 2020. This contract is a renewal of another three year agreement which runs from July 1, 2020 to June 30, 2023 for a total of \$115,500.00 or \$38,500.00 per year. This renewal of an Enterprise License Agreement with ESRI gives the City unlimited access to ESRI software products for the duration of the contract. The License Agreement is being jointly funded by the Sewer Department, E911 and the IT Department. The annual cost of the License Agreement is being split between the Departments and has been included in the computer line item on each department's budget.

It was moved by Commissioner Whisman, seconded by Commissioner Tippett, to approve the contract renewal. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Waldrige, Tippett, Whisman, Sower and Mayor May (5). Those voting against the motion were none (0). The motion was thereupon adopted.

*Fort Hill signage proposal*

Commissioner Sower presented a proposal regarding Fort Hill:

- That the City of Frankfort send a letter citing Urban Woods Properties for violation of the City's lease agreement and the City's signage ordinance and instructing them to remove the Urban Woods Trails sign from the parking lot by the end of the month.

- At the base of the property where it meets Wilkinson Blvd., I propose a nice wooden sign similar to the Fort Hill sign at the entrance from Clifton Ave. which would state something like: "The Military Road: an entrance to Leslie W. Morris Park on Fort Hill; Property of the City of Frankfort Division of Historic Sites." A sign beneath it would say, "Public Parking from 8:00 AM to 5:00 PM." Remove the words: "Department of Parks and Recreation" (even from the Clifton Ave. sign) to better characterize the park as historic rather than recreational and replace it with "Division of Historic Sites". This would further solidify that any process for future development MUST go through Div. of Historic Sites.
- Signage at Clifton Ave. should also proclaim that portions of the property are on the National Register of Historic Places and Military Heritage Commission Registry, and that it is covered by the Kentucky Antiquities Act and Military Heritage Commission statutes, citing the statutes and penalties for violation.
- An identical sign to the one placed at the bottom of Wilkinson Blvd. should be placed at the entrance to the Military Road from the parking lot of Urban Woods to counter any attempts to rename, claim, or mislead Urban Woods residents about the nature of Fort Hill, the Military Road, and its status as a "City" park and trail. Underneath both wooden signs should be placed metal signs which state: The Military Road is an archeological site, use of the road is limited to foot traffic, excavation/removal of any discovered artifacts is prohibited by law, the road is protected by the Kentucky Antiquities Act (KRS 164.705 - KRS 164.735; KRS 164.990) and Military Heritage Commission (KRS 171.780-788), listing the KRS statutes and the penalties for violation (making sure to state that violation is a felony).
- Frankfort's Forgotten Cemetery: Signage needs to be apparent both at the entrance from Clifton Ave. to Frankfort's Forgotten Cemetery and at the cemetery mound itself citing the KRS statutes that protect the mound as a cemetery/grave containing human remains, and citing the penalties for desecration, destruction, alteration, etc.
- Archaeological Sites: Appropriate signage should be installed to identify the archaeological sites protected by the Kentucky Antiquities Act, citing the KRS statutes, and penalties for violation. If the site is military-related (not the Weber or Edwards farmsteads), the sign should also cite the Kentucky Heritage Commission statutes and penalties for violation. Verbiage should also include that trespassing, excavation, or removal of artifacts without permission or a permit is a violation of law.
- Sullivan House: While we're working on signage at the park, the Sullivan House sign be amended to "Inn, Tavern, & Visitor Center." Picture attached. He said people don't know that the Sullivan House is the Visitor Center - they assume it is actually a restaurant or hotel, so they don't stop by after parking. It also appears to need a paint job!

It was moved by Commissioner Tippett, seconded by Commissioner Whisman, to approve Commissioner Sower's proposal. The question was put upon the motion and the roll called. All members being present, the motion to approve the consent agenda was adopted by voice vote without objection.

Commissioner Sower stated he would like to amend the motion to include sending items proposed to the Capital City Museum staff and board.

It was moved by Commissioner Tippett, seconded by Commissioner Whisman, to approve Commissioner Sower's amendment. The question was put upon the motion and the roll called. All members being present, the motion to approve the proposal was adopted by voice vote without objection.

Keith Parker, City Manager, stated that Shawn Pickens will come back to the Board with a proposal and share with the Parks Board. Mr. Parker will reach out to Urban Woods and also ask the Parks Master Plan consultants for signage recommendations.

## Boards

1. **Frankfort Electric & Water Plant Board** - Appointment of Kathryn Dutton-Mitchell (replacing Walt Baldwin vacancy), expiring 9-23-23
2. **Board of Zoning Adjustment** - Reappointment of Margaret Townsley, expiring 7-01-24
3. **Civil Service Board for Police & Fire**- Reappointment of Kevin Mason, expiring 2-28-23
4. **Civil Service Board for Police & Fire**- Reappointment of Tonya Monsanto, expiring 2-28-23
5. **Board of Park Commissioners**- Reappointment of Steve Pewitt, expiring 5-01-24
6. **Code Enforcement Board**- Reappointment of Arthur McKee, expiring 4-24-23
7. **Frankfort/Franklin County Planning Commission** - Reappointment of Sherron Jackson, expiring 7-01-24
8. **Housing Authority** - Reappointment of Tom Grissom, expiring 1-29-24

It was moved by Commissioner Tippett, seconded by Commissioner Whisman, to approve all of the Mayors board appointments en masse. The question was put upon the motion and the roll called. All members being present, the motion to approve the proposal was adopted by voice vote without objection.

## Tentative Agenda

Commissioner Sower stated that he is still discussing the Fort Boone Pump Station item with Sewer.

Commissioner Whisman requested that staff make sure all attachments are provided with the agenda.

Commissioner Waldrige would like to add a few items to the Special Regular Meeting agenda:

- Update on the Mayors call regarding Social Justice.
- Update on the YMCA.
- Status on the sign for Wan'Dale Robinson.

It was moved by Commissioner Whisman, seconded by Commissioner Waldrige, to go into Executive Session per KRS 61.810(1)(b) Deliberations on future acquisition of real property related to a new fire station and public infrastructure, where publicity would likely affect the value of the property. The motion was adopted by voice vote. The meeting went into closed session at 6:00 p.m.

It was moved by Commissioner Sower, seconded by Commissioner Whisman, that the meeting return to open session. The motion was adopted by voice vote. The meeting returned to open session at 6:25 p.m.

It was moved by Commissioner Tippett, seconded by Commissioner Sower, that the meeting adjourn. The question was put upon the motion and the roll called. The motion was adopted by voice vote. The meeting adjourned at 6:25 p.m.

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Mayor

Attest:

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