

12-2-16

**SPECIAL MEETING CALL**

I, William I. May, Jr. hereby call a Special Meeting of the Frankfort Board of Commissioners for Monday, December 19, 2016, at 5:00 p.m., in the Council Chamber of the Municipal Building, 315 West Second Street. This meeting will be in lieu of the Regular Meeting scheduled for Monday, December 26, 2016. All items on the agenda will be considered and action will be taken.

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

**REVISED 12-16-16**

**AGENDA**

**SPECIAL REGULAR MEETING  
BOARD OF COMMISSIONERS  
315 WEST SECOND STREET  
FRANKFORT, KY 40601  
502/875-8500**

**December 19, 2016  
5:00 P.M. (EST)**

**1. INVOCATION**

**PLEDGE OF ALLEGIANCE  
Church**

**Retired - Rev. Jack Brewer – First United Methodist**

**ROLL CALL**

**MINUTES**

November 14, 2016 Special Meeting; November 14, 2016 Work Session; November 28, 2016 Regular Meeting

**2. CEREMONIAL ITEMS**

**2.1** Frankfort Police Citizens Police Academy Class of 2016 will be recognized by Chief of Police, Jeff Abrams.

- ***Maryam Kaykavoosia , Chad Prestenbach, Rachel Bertucci, Melissa Zeigler, Cynthia Howser and Sylvia Wilcoxson.***

**2.2** The Board of Commissioners traditionally recognizes city employees who are retiring or are being promoted. At this meeting, the following individual will be recognized.

- ***Paul Kirk will retire from the Street Department after 18 years and 4 months of service.***

**3. CITIZEN COMMENTS (SIGN IN SHEET – AGENDA ITEMS ONLY)**

**4. ORDINANCES**

- 4.1 SECOND READING:** An Ordinance of a zone map amendment from Planned Residential %R+ to Planned Commercial %C+for a 2.75-acre parcel of property owned by Joe and Ann Grider that is located directly south of the Brighton Park Boulevard and Tuscany Lane intersection, more specifically described as PVA Map #085-00-00-015.00.

**Purpose:** Approval of the recommendation by the Frankfort/Franklin County Planning Commission concerning a zone map amendment request by Joe and Ann Grider, who are requesting approval of a zone map amendment from Planned Residential %R+ to Planned Commercial %C+for a 2.75-acre parcel of property located directly south of the Brighton Park Boulevard and Tuscany Lane intersection, more specifically described as PVA Map #085-00-00-015.00.

**Background:** Kentucky law requires that a public hearing be held by the Planning Commission and that the Planning Commission's recommendation be forwarded to the Local Government for zone map amendments.

On October 20, 2016, the Frankfort-Franklin County Planning Commission held a public hearing to consider a zone change request for this property. The public hearing was closed (no one present spoke in opposition to the zone map amendment) and the Planning Commission adopted the report as the summary. They then approved and adopted 2 findings of fact and moved to recommend approval of a zone map amendment from Planned Residential %R+ to Planned Commercial %C+for a 2.75-acre parcel of property located directly south of the Brighton Park Boulevard and Tuscany Lane intersection, based on the 2 findings of fact. The motion to recommend approval of the requested zone map amendment passed unanimously 9-0.

Should the City Commission desire to not follow the Planning Commission's recommendation, then the item is to be tabled and a request made for a verbatim transcript of the Planning Commission meeting, which must be obtained before the item can be heard by the City Commission. The City Commission will then be required to make its own findings of fact based on the verbatim transcript or hold its own public hearing and then make findings of fact. Any action by the City Commission is to be based only upon the findings, application and evidence presented during the Planning Commission hearing and no additional evidence or testimony is to be received unless a new public hearing is held by the City Commission.

**Financial Analysis:** This Ordinance should not have a fiscal impact on the City.

**Recommendation:** Approval

***This Ordinance had its first reading on November 28, 2016***

**Attachments:**

- Ordinance

- Legal Description of property to be rezoned
- Adopted Findings of Facts,
- Staff Report reviewed by the Frankfort/Franklin County Planning Commission.
- ***Minutes from the October 20, 2016 meeting will be made available upon completion***

**Contact Person:**

**Name:** Gary Muller  
**Title:** Director of Planning and Building Codes  
**Department:** Planning and Building Codes  
**Phone:** 502/ 875-8500  
**Email:** [Gmuller@frankfort.ky.gov](mailto:Gmuller@frankfort.ky.gov)

**5. ORDERS - NONE**

**6. RESOLUTIONS**

- 6.1** A Resolution to adopt Kentucky Capital Development Corporation (KCDC) Economic Development Strategic Plan which includes downtown Frankfort.

**Purpose:** A Resolution to adopt KCDC Economic Development Plan for downtown Frankfort.

**Background:** In 2013 KCDC adopted an Economic Development Plan for downtown Frankfort to revitalize downtown by encouraging development while maintaining the historic fabric of the downtown. In 2016 the Marian Group approached KCDC regarding a project located in downtown Frankfort and asked for local support for downtown economic development. KCDC is now asking the City to also adopt their Economic Development Strategic Plan to show support for this and future projects.

KCDC and staff would like the Commission to show support for the project as noted in the Resolution.

**Financial Analysis:** All financial obligations will be approved by the Commission.

**Recommendation:** Approval

**Attachments:**

- Resolution
- Economic Development Strategic Plan

**Contact Person:**

**Name:** Terri Bradshaw  
**Title:** Executive Director  
**Department:** Kentucky Capital Dev. Corp.  
**Phone:** 502/226-5611  
**Email:** [terribradshaw@capitaldevelopment.com](mailto:terribradshaw@capitaldevelopment.com)

- 6.2** To approve a resolution authorizing the Mayor to sign an interlocal agreement with the Fiscal Court of Franklin County to allow for the sharing of building and electrical inspection services in the absence of certified personnel and at other appropriate times, and all related documents.

**Purpose:** To approve a resolution authorizing the Mayor to sign an interlocal agreement with the Fiscal Court of Franklin County to allow for the sharing of building and electrical inspection services in the absence of certified personnel and at other appropriate times, and all related documents.

**Background:** The City and County have certified building and electrical inspection programs that serve both residential and nonresidential building and electrical development activities within their respective jurisdictions. An interlocal agreement between the City and the County would allow the other jurisdiction's inspector to perform inspections when either the City's or the County's building and electrical inspectors are absent, or it would not be appropriate for the other jurisdiction's inspector to conduct the inspection.

The Kentucky Department of Housing, Buildings and Construction permits cooperative agreements among local governments to perform electrical inspections in accordance with Kentucky Revised Statute 227.470, and provides for the use of an interlocal agreement. The proposed resolution authorizes the Mayor to sign the interlocal agreement with the County and all related documents.

**Financial Analysis:** It is expected that there would be a minimal financial impact to the City.

**Recommendation:** Approval

**Attachment:**

- Resolution (To Be Provided – Under Review by County Attorney)

**Contact Person:**

**Name:** Robert C. Moore  
**Title:** City Solicitor  
**Department:** Legal  
**Phone:** 502/209-1218  
**Email:** [rmoores@stites.com](mailto:rmoores@stites.com)

**7. CONSENT CALENDAR**

*Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.*

- 7.1** Consider rejecting all bids to construct a Pipe Storage Building at the wastewater treatment plant and to authorize Mayor to sign all documents related to project (Sewer Department).

**Purpose:** To consider rejecting all bids to construct a Pipe Storage Building at the wastewater treatment plant and authorize the Mayor to sign all documents related to the project.

**Background:** The Sewer Department keeps an inventory of pipe that includes multiple sizes and material in order to be able to respond to emergencies. This pipe is stored at the treatment plant and is exposed to sunlight that deteriorates and destroys the pipe. The UV rays from the sunlight make the material brittle and eventually the pipe cannot be used has to be thrown out and new pipe purchased. This building will allow the sewer department to keep material on hand for quick response to emergencies but reduce waste by not having to dispose of pipe that has been exposed to the elements and is unfit for use.

In July 2015 Sherman Carter Barnhart Architects were contracted to design these storage buildings for pipe and PAA storage. The project was originally bid in June 2016 and all bids were rejected due to prices coming in significantly higher than the architects estimate. The architect, after speaking with several contractors, revised the project in an attempt to reduce the cost.

Bids were opened on November 30, 2016 at 2:00 pm and the results were as follows:

Morton Buildings	\$127,168.00
Omni Commercial	\$128,532.00
David Construction	\$197,700.00
Design Build Construction	\$215,000.00

All of the bids received are still well above the architect's estimate of \$75,000.00. The Sewer Department along with the project architect will meet to review the scope and determine if some of the liabilities on the contractor can be reduced so attract additional bidders and possibly reduce the price of the contract.

**Financial Analysis:** Rejecting the bids has minimal financial impact; the Sewer Department will incur some minor additional costs should we decide to rebid the project.

**Recommendation:** Reject all bids

**Attachments:**

- Letter of recommendation from Architect
- Bid Tab

**Contact Person:**

**Name:** William R. Scalf, Jr., PE  
**Title:** Director  
**Department:** Sewer  
**Phone:** 502/875-2448  
**Email:** [wscalf@frankfort.ky.gov](mailto:wscalf@frankfort.ky.gov)

- 7.2** To approve Amendment #9 to an Engineering Agreement with CDM Smith (CDM) for changes in the contract time of the Crestwood I&I Reduction Project, Schenkel Lane area, due to the need to rebid the construction when weather conditions improve in the spring, and to authorize the Mayor to sign all related documents (Sewer Department).

**Purpose:** The purpose of this item is to approve Amendment #9 to an Engineering Agreement with CDM Smith (CDM) for changes in the contract time of the Crestwood I&I Reduction Project, Schenkel Lane area, due to the need to rebid the construction when weather conditions improve in the spring, and to authorize the Mayor to sign all related documents.

**Background:** In September 2011 the Sewer Department entered into a contract with CDM to perform a preliminary assessment of the collection system of the Crestwood subdivision. In February 2012 the City approved Amendment #1 which provided for additional field testing needed prior to design. In November 2013 the City approved Amendment #2 to cover Final Design, Construction Administration and Construction Observation services for the project. In September 2014 the City approved Amendment #3 to cover additional resident construction inspection assistance, design assistance, and communications needed due to field issues encountered with storm water infrastructure. Additionally, this amendment covered services required for an 8-inch main between Laurel and Pinewood requiring additional design considerations due to a residential garage being built above it and support posts being driven into the 8-inch main. In December 2014, the City approved Amendment #4 to cover engineering and design services for approximately 200 LF of new 8-inch sanitary gravity sewer, 3 new manholes, and 3 lateral connections to properties at 130 through 134 Schenkel Lane. Based on initial field inspections, the alignment was assumed within utility right-of-ways and as a result easement analysis was not included in Amendment #4. Amendment #5 was a no-cost time extension that added additional time for design changes and for the performance of the additional work. Amendment #6 included 18 hours of additional services as well as survey services (survey not to exceed \$4,500) to verify right-of-way and easements to finalize design and construction services for the improvement project on Schenkel Lane; however, the amendment did not include additional time. In January, 2016 the City approved Amendment #7 for a time only extension to complete the activities associated with Amendment #6. In September 2016, the commission approved amendment #8 for design services for the realignment of 260 LF of new 8-inch sanitary gravity sewer, 3 new manholes, and 3 lateral connections to service the three properties from 130 to 134 Schenkel Lane, bidding services, and Resident Project Representation services during construction, for an amount of \$7,870.00. Only 1 bid was received for the construction of the project and it was substantially higher than the engineer's estimate. The commission approved the rejection of the bid in October, 2016. The project will be rebid in the spring.

Amendment #9 is a time only extension to complete the activities associated with amendment #8. The approved completion date was anticipated to be December 31, 2016, however an additional year is being requested to complete the project to allow sufficient time to rebid the project and complete construction administration and inspections during construction. This will result in a substantial completion date of December 31, 2017.

Original Agreement	\$99,483.00
Amendment #1	\$99,466.00
Amendment #2	\$89,970.00
Amendment #3	\$18,235.00
Amendment #4	\$20,205.00
Amendment #5	\$0.00
Amendment #6	\$6,960.00
Amendment #7	\$0.00
Amendment #8	\$7,870.00
Amendment #9	\$0.00
Total	\$342,189.00

**Financial Analysis:** Since this is a time only amendment, there are no financial impacts on the Department.

**Recommendation:** Approval

**Attachments:**

- Amendment #9

**Contact Person:**

**Name:** William R. Scalf, Jr., PE  
**Title:** Director  
**Department:** Sewer  
**Phone:** 502/875-2448  
**Email:** [wscalf@frankfort.ky.gov](mailto:wscalf@frankfort.ky.gov)

- 7.3** To consider approving a Sewer Extension Contract with Kentucky State University for a proposed sewer extension to serve 100 and 102 Valley View Drive in Frankfort, Kentucky and to authorize the Mayor to sign all documents related to the contract (Sewer Department).

**Purpose:** To approve a contract with Kentucky State University for a proposed sewer extension to serve 100 and 102 Valley View Drive in Frankfort, Kentucky and to authorize the Mayor to sign all documents related to the contract.

**Background:** Anyone intending to extend sewers that connect to the City Sewer system must enter into a contract with the City that spells our certain commitments that the Developer must comply with. Some of these commitments include:

- All sewers must be designed and installed in accordance with both the Kentucky Division of Water and the City of Frankfort Sewer Department standards;
- Upon completion of the project as-built drawings, signed and sealed by the engineer, must be submitted to the Sewer Department prior to final inspection and testing;
- The Developer retains ownership and is responsible for all maintenance for a period of one year from completion of construction;

- The City has the right to make connections to the system installed to make additions or further extensions of the sewer without obligation to the Developer.

Sanitary sewer plans and specifications have been prepared and submitted to the Department for review and approval. The Division of Water will review the sanitary sewer plans and specifications after City Commission approval. Final acceptance is contingent upon completion of the 30-day waiting period for testing after construction is completed and satisfactorily passing all tests.

**Financial Analysis:** Additional customers added by this sewer extension will increase revenue.

**Recommendation:** Approval

**Attachment:**

- Sewer Extension Contract (**Under City Attorney Review**)

**Contact Person:**

**Name:** William R. Scalf, Jr., P.E.  
**Title:** Director  
**Department:** Sewer  
**Phone:** 502/875-2448  
**Email:** [wscalf@frankfort.ky.gov](mailto:wscalf@frankfort.ky.gov)

- 7.4 Approval of a change order to the construction contract with Portland Utilities Construction Company, Inc. for the reconstruction of the Ewing Street pump station force main under Taylor Avenue and to authorize the Mayor to sign all documents related to the project (Sewer Department).

**Purpose:** To approve a change order to the construction contract with Portland Utilities Construction Company, Inc. for the reconstruction of the Ewing Street pump station force main under Taylor Avenue and to authorize the Mayor to sign all documents related to the project.

**Background:** The Sewer Department received bids on May 26 for reconstruction of a force main under Taylor Avenue. The force main was installed in the late 1950s and is constructed with Asbestos Concrete pipe. This material over time has become fragile and has had numerous breaks in recent years.

The construction method that is specified for use on this project is a trenchless technology called pipe bursting. This technology has several advantages over traditional open cut construction, requiring only several open pits along Taylor Avenue instead of digging up the whole road. Since the digging is limited the construction time is faster and since the asbestos is not removed from the ground it does not have to be treated as hazardous waste.

**Change Order 1:** During construction approximately 200 feet of ductile iron pipe was found and was not able to be pipe burst necessitating open cut. This change order will cover that additional cost for digging, backfilling and proper restoration of the roadway to KYTC standards.



Original Contract:	\$745,000.00
Change Order 1	<u>\$ 12,500.00</u>
Total	\$757,500.00

This project eliminates an ongoing maintenance problem with the old asbestos cement force main and the associated discharges to the Kentucky River when breaks occurred and mitigate one CSO for the Consent Judgment.

**Financial Analysis:** Funds are available in account 300.68.54555. The budget for this account is \$9,612,500 and as of October 31 this account had \$2,290,485 expended and encumbered.

**Recommendation:** Approval

**Attachment:**

- Change Order 1

**Contact Person:**

**Name:** William R. Scalf, Jr., PE  
**Title:** Director  
**Department:** Sewer  
**Phone:** 502/875-2448  
**Email:** [wscalf@frankfort.ky.gov](mailto:wscalf@frankfort.ky.gov)

- 7.5 To authorize the Mayor to sign the Engineering Agreement between the City of Frankfort and Otis Engineering whereby Otis Engineering will draft a Health and Safety Plan so that construction work at Fire Station No. 1 can be undertaken and all related documents.

**Purpose:** To authorize the Mayor to sign the Engineering Agreement between the City of Frankfort and Otis Engineering whereby Otis Engineering will draft a Health and Safety Plan so that construction work at Fire Station No. 1 can be undertaken and all related documents.

**Background:** The Commonwealth of Kentucky has agreed to deed the Fire Station No. 1 property located on Holmes Street, Frankfort, Kentucky, to the City. Construction work will be implemented at Fire Station No. 1 in 2017 in order to upgrade and improve the facilities. Due to the presence of BTEX constituents in soils at the station, a Health and Safety Plan is required prior to implementing construction activities. Otis Engineering has agreed to prepare the Health and Safety Plan for an amount less than \$10,000.00. The Health and Safety Plan will then be submitted to the State's Division of Waste Management.

**Financial Analysis:** The fiscal impact to the City will be less than \$10,000.00.

**Recommendation:** Approval

**Attachment:**

- Agreement

**Contact Person:**

**Name:** Robert C. Moore  
**Title:** City Solicitor  
**Department:** Legal  
**Phone:** 502/209-1218  
**Email:** [rmoores@stites.com](mailto:rmoores@stites.com)

- 7.6 To authorize the Mayor to sign a 4 year contract with Commonwealth Technology for the Police Department's copier lease and all related documents (Police).

**Purpose:** The purpose of the item is to enter a 4 year contract on copier lease for the Police Department.

**Background:** The current copier lease expires December 2016. We would like to stay with the current company that we have now and sign a new 4 year contract. The contract will upgrade our current equipment that is by far updated. The copiers we have now are having a hard time keeping up with our volume of work. We have had to place several service calls in the past few months.

**Financial Analysis:** The monthly lease payment will be \$563.18 and it will come from account number 100-43-53260.

**Recommendation:** Approval

**Attachments:**

- Product Specifications
- Proposal
- Contract
- Maintenance/ Support Agreement

**Contact Person:**

**Name:** Jeff Abrams  
**Title:** Chief  
**Department:** Police  
**Phone:** 502/352-2042  
**Email:** [jabrams@frankfort.ky.gov](mailto:jabrams@frankfort.ky.gov)

- 7.7 To authorize the mayor to sign a contract with My Software Solutions providing for the City's purchase of the General Ledger, Budget, and Fixed Asset Software Modules to improve recordkeeping, reporting functionality, and Finance efficiency and all related documents (Finance).

**Purpose:** The contract will allow the City of Frankfort to purchase the General Ledger Module, Budget Module, Fixed Asset Module, installation, and training from My Software Solutions.

**Background:** The City of Frankfort is currently utilizing software purchased from Creative Micro Systems Inc. (CMI) for General Ledger and Fixed Assets. Finance has recently experienced many technical problems with the software and support to correct the problems has not been timely (two week lag). We contacted the City of Hopkinsville (also using CMI Software) and they expressed concerns with the timeliness of CMI support as well.

Our annual budget is being prepared utilizing Excel spreadsheets. The proposed software from My Software Solutions will improve Finance efficiency because budget data and related history will be generated from our accounting software data base and will not have to be reentered.

The purchase price of the My Software Solutions Software includes the cost of all upgrades. Currently, the City must pay for all generational upgrades to the CMI Software (additional cost of an upgrade is approximately \$30,000/module).

Finance has checked references for My Software Solutions. We received strong recommendations from the City of Georgetown and Bardstown. Both cities said My Software Solutions Software was very user friendly, reliable, and support was timely.

**Financial Analysis:** The total cost of purchasing My Software Solutions Accounting Package is 81,500.00. The cost includes the cost of the General Ledger, Budget, Fixed Asset Module, Installation, and Training.

My Software Solutions offers a three year payment plan with no interest charges.

The payment terms are:

1) Down payment at signing (Year 1)	\$ 8,150.00
2) Year 1	24,450.00
3) Year 2	24,450.00
4) Year 3	24,450.00
5) Total Cost	\$ 81,500.00

Budget shall be amended to include funds in Account No. 100-50-56550.

**Recommendation:** Approval

**Attachments:**

- Software Solutions Pros & Cons Spreadsheet
- Quotes . Software Solutions & CMI
- Contract
- Product Information

**Contact Person:**

**Name:** Steve Dawson  
**Title:** Finance Director  
**Department:** Finance  
**Phone:** 502/875-8500  
**Email:** [sdawson@frankfort.ky.gov](mailto:sdawson@frankfort.ky.gov)

- 7.8 To authorize acceptance of the 2015-16 annual audit for the City of Frankfort and to authorize the Mayor to sign all related documents (Finance Department).

**Purpose:** To consider acceptance of the 2015-16 annual audit for the City of Frankfort as prepared by Charles T. Mitchell.

**Background:** The 2015-16 annual audit has been completed and was presented to the Board at the 12-5-16 Work Session.

**Financial Analysis:** Total funding for the 2015-16 audit is \$31,100.00 which is to be paid to the audit firm of Charles T. Mitchell. \$21,100 is allocated to the General Fund Account (100.20.53220 \$19,900.00 and 100.50.53220 \$1,200.00). \$10,000 is allocated to the Sewer Account 200.68.53220

**Recommendation:** Approval

**Attachments:** Audit was previously provided

**Contact Person:**

**Name:** Steve Dawson  
**Title:** Director  
**Department:** Finance  
**Phone:** 502/875-8500  
**Email:** [sdawson@frankfort.ky.gov](mailto:sdawson@frankfort.ky.gov)

- 7.9 To authorize the Mayor to sign the First Addendum to the Agreement to hire Tim Zisoff as the Interim City Manager, and any related documents.

**Purpose:** To authorize the Mayor to sign the First Addendum to the Agreement to hire Tim Zisoff as the Interim City Manager, and any related documents.

**Background:** By Agreement entered into with the City of Frankfort on September 26, 2016, Mr. Zisoff agreed to serve as the Interim City Manager for the period of time beginning October 4, 2016 and ending December 31, 2016, with the possibility of a thirty (30) day extension thereafter, subject to the mutual agreement of the parties. The parties wish to extend this Agreement for an additional thirty (30) days. Accordingly, the First Addendum provided that Mr. Zisoff will continue to serve as the City's Interim City Manager through close of Business on January 31, 2017. All

other terms and conditions of the Agreement whereby Mr. Zisoff was hired as the City's Interim City Manager shall remain in full force and effect.

**Financial Analysis:** There should be no financial impact to the City, as Mr. Zisoff will receive the same benefits while serving as the Interim City Manager as he would have received had he been serving as the permanent City Manager.

**Recommendation:** Approval

**Attachment:**

- Agreement

**Contact Person:**

**Name:** Robert C. Moore  
**Title:** City Solicitor  
**Department:** Legal  
**Phone:** 502/209-1218  
**Email:** [rmoores@stites.com](mailto:rmoores@stites.com)

<b>7.10</b>	<b><u>Personnel</u></b>	<b><u>Employee</u></b>	<b><u>Department</u></b>	<b><u>Date</u></b>	<b><u>Other</u></b>
	Appointment	David Duncan	Police	12/13/16	Patrol Officer I
	Appointment	Justin Stanley	Sewer	12/13/16	Sewer Tech I
	Retirement	Paul Kirk	PW Streets	12/30/16	Tech III

**Attachments:**

- **Paul Kirk Retirement Letter**

**Contact Person:**

**Name:** Kathy Fields  
**Title:** H/R Director  
**Department:** City Manager  
**Phone:** 502/875-8500  
**Email:** [kfields@frankfort.ky.gov](mailto:kfields@frankfort.ky.gov)

**8. BOARD APPOINTMENTS**

**8.1 Board of Ethics .** Appointment of Jim Ashcraft, for a term ending 12-31-19.

**Attachments:**

- Mayor's letter of recommendation
- Jim Ashcraft resume

**8.2 Board of Ethics.** Reappointment of ReneeqE. Carter, for a term ending 12-31-19.

**Attachments:**

- Mayor's letter of recommendation
- ReneeqE. Carter resume

**8.3 Kentucky Capital Development Authority (dba CCEIDA).** Reappointment of O.M. Patrick, for a term ending 12-31-20.

**Attachments:**

- Mayor's letter of recommendation
- O. M. Patrick resume

**8.4 Frankfort Human Rights Commission -** Reappointment of John J. Snyder, for a term ending 12-01-19.

**Attachments:**

- Mayor's letter of recommendation
- John J. Snyder resume

**8.5 Frankfort Human Rights Commission -** Reappointment of Anita Collins, for a term ending 12-01-19.

**Attachments:**

- Mayor's letter of recommendation
- Anita Collins resume

**9. OLD BUSINESS**

**9.1 REMOVED**

**9.2 LYONS DRIVE WATER ISSUE**

**10. NEW BUSINESS**

**10.1 MONIQUE AVERY OF THE FRANKFORT PLANT BOARD – PRESENTATION REGARDING FPB CYCLE BILLING.**

- 10.2** A Resolution in support of a request for action from the Commonwealth of Kentucky to promote positive economic impact on Frankfort.

**Purpose:** A Resolution in support of a request for action from the Commonwealth of Kentucky to promote positive economic impact on Frankfort

**Background:** KCDC's Terri Bradshaw is in the process of finalizing an informal community group's request to the City and County to provide a Resolution and send a letter of support to the Governor and his administration concerning the removal of the Capital Tower; the opening of lock 5 on the Kentucky River; placing unused state property for sale and returning it to the tax base; and revitalizing the Convention Center. Ms. Bradshaw is seeking the Commissions support to sign the Resolution and the letter to the Governor.

**Financial Analysis:** There will be no financial impact to the City at this time. Any financial decisions that may impact the City will be brought to the Commission for approval.

**Recommendation:** Approval

**Attachments:**

- Resolution
- Letter to Governor Matt Bevin
- Tower Lobbying Timeline Phase I

**Contact Person:**

**Name:** Terri Bradshaw  
**Title:** Executive Director  
**Department:** Kentucky Capital Dev. Corp.  
**Phone:** 502/226-5611  
**Email:** [terribradshaw@capitaldevelopment.com](mailto:terribradshaw@capitaldevelopment.com)

- 10.3** To authorize the renewal of the current Lease Agreement with Michael L. Harrod for leasing 35 acres of pastureland on the northeast end of Capitol View Park and authorize the Mayor to sign all related documents. The Lease Agreement shall be for a period of (5) five years, January 1, 2017 and ending December 31, 2021(Parks).

**Purpose:** The purpose of this item is to renew the current Lease Agreement with Michael L. Harrod for leasing 35 acres of pastureland on the northeast end of Capitol View Park. The Lease Agreement shall be for a period of (5) five years, January 1, 2017 and ending December 31, 2021.

**Background:** Mr. Harrod has leased this property since 1977 for agriculture and grazing purposes. This area is not used by the City because of the lack of accessibility.

**Financial Analysis:** Mr. Harrod pays rent of \$1.00 per month total \$60.00. The City will not have to maintain or mow the property.

**Recommendation:** Approval

**Attachment:**

- Memo
- Map
- Lease Agreement

**Contact Person:**

**Name:** Jim Parrish  
**Title:** Director  
**Department:** Parks, Recreation and Historic Sites  
**Phone:** 502/352-2026  
**Email:** [Jparrish@frankfort.ky.gov](mailto:Jparrish@frankfort.ky.gov)

- 10.4 DISCUSS SETTING A MEETING DATE WITH FISCAL COURT REGARDING DFI
11. COMMISSION COMMENTS REGARDING COMMISSIONER JOHN SOWER
12. CLOSED SESSION PER KRS 61.810 (1)(c) LITIGATION AND KRS 61.810(1)(f)PERSONNEL
13. DISCUSS EXTERNAL REVIEW OF THE POLICE DEPARTMENT AND RELATED ISSUES
14. ADJOURNMENT

***HAPPY HOLIDAYS!***