

PRESENT: Commissioner Tommy Z. Haynes  
Commissioner John R. Sower  
Commissioner Robert E. Roach  
Commissioner Lynn Bowers  
Mayor William I. May, Jr. (5)

ABSENT: None (0)

Mayor May called the Work Session to order.

Mayor May called for citizen comments.

#### **Citizens Comments**

Doug Howard with Downtown Frankfort, Inc. gave an update on the status of a Market Study for downtown. Mr. Howard stated that DFI is working with the Branding Committee to see if their data would offer marketing information to include in the Market Study.

Ann Gibbs, a Frankfort Citizen, inquired on the status of the parking garage on St. Clair. The new owner has spaces available for rent according to Gary Muller, Director of Planning and Building Codes.

Several citizens spoke in favor of the W. Main 2 way project:

Jen Williamson  
Vicky Birenberg  
Natalie Wilkerson  
Craig Potts  
Doug Howard  
Ben Smith

#### **Discussion Items**

Judy Mattingly of the Franklin County Health Department spoke to the Commission a second time regarding a possible needle exchange program. Following a brief discussion, a Resolution will be placed on the December Agenda for a vote.

Dave Moses with Integrated Engineering gave a presentation regarding an engineering study his company has completed on the feasibility of the change on W. Main to a 2 way accessible street. Based on his report, there were many possible issues with the change such as parking, traffic flow and the turn radius. The Commission directed staff to work with concerned citizens and the engineering firm to see if these issues can be worked out.

Gary Muller, Director of Planning and Zoning, gave a presentation regarding recommended changes to the current Café Permit Ordinance. Following a discussion, the Commission directed staff to amend the Ordinance to lower the food receipt percentage to 10% and extend Café hours to Monday – Wednesday 11 a.m. until 10 p.m.; Thursday – Saturday 11 a.m. until 11 p.m. and Sunday 1 p.m. until 10 p.m. The amended Ordinance will have its first reading on 12-21-15.

Rachael Peake owner of Capital Cellars and Robert Carter with Serafiini's spoke in support of the changes to the Café Permit Ordinance.

Gary Muller, Director of Planning and Zoning, spoke about the Historic Preservation Grant program. The City received 33 eligible applications for the 2016 Historic Preservation Grant Program. The drawing to select participants of the available grants will take place at 4:30 p.m. on Monday, December 21, 2015 at City Hall.

Bill Scalf, Director of Sewer Department, gave a report regarding the department's Sewer Adjustment Policy. The Commission directed Mr. Scalf and City Manager Tim Zisoff to review the policy further and report back to the Commission at a future meeting.

Rob Moore, City Solicitor, offered an update to the Commission regarding Foreclosure Cost Benefits. Foreclosure proceedings have been moving forward on properties that have delinquent taxes and/or fees owed to the City. The Commission directed Mr. Moore to move forward with all foreclosures.

Commissioner Sower presented a draft Resolution regarding the Capital Plaza Tower. Following a discussion, the Commission directed Rob Moore, City Solicitor, to draft a Resolution for the January voting meeting.

*There was a brief recess at 7:47 p.m. The meeting was back in session at 7:57 p.m.*

Commissioner Roach spoke about the importance of scheduling quarterly meetings with the City, County and local legislators. Tim Zisoff, City Manager, was directed to schedule a meeting for March or April 2016 and continue to schedule meetings each quarter.

Commissioner Roach inquired on how the City will proceed with the Economic Development Incentives that were talked about at a joint meeting earlier this month. Tim Zisoff, City Manager, stated that the County has drafted a Resolution to move forward. Mr. Zisoff will obtain a copy and share with the Commission for additional review.

The Commission discussed options for funding more than \$60,000.00 needed to match a Transportation Alternatives Grant for Wayfinding Signage. After a discussion, the Commission directed Tim Zisoff, City Manager, to draft a letter to Franklin County and Tourism requesting them to share in the funding.

#### **Tentative Agenda Items**

Commissioner Bowers requested that the Commission review the time frame on the Special Event/Parade Ordinance that applicants must apply for a Special Event/ Parade Permit. Without any support from the Commission, the current Ordinance will stay on the agenda for a second reading on 12-21-15.

#### **Staff Reports**

Tom Bradley, Director of Public Works, stated that a consultant has been picked for the Pinsley Trail Project and he would like to add to the agenda. Item will be added without objection.

Rob Moore, City Solicitor, requested permission to proceed with a letter to the contractor for the liquidated damages of approximately \$22,000.00 regarding the slides at the Aquatic Center. The Commission directed Mr. Moore to proceed.

Kathy Fields, Director of Human Resources, requested permission to add 2 to 3 names to the personnel item on the agenda. Ms. Fields spoke briefly about offering employees another option for wellness aside from the YMCA, which would also include reimbursement to the employee. The Commission agreed Ms. Fields should explore the options for City employees.

Eddie Slone, Fire Chief, stated the fire at Kroger was from the new construction and was mainly located in the Pharmacy. The fire was quickly contained and the Pharmacy may be closed for a while.

**Old Business**

Commissioner Bowers commented that she is not quite sure about lowering the food receipt percentage on the Café Permit Ordinance. The first reading will be on 12-21-15 and the Commission will discuss at the meeting.

**New Business**

Commissioner Sower requested that staff look into why the ambulance service cannot transport someone outside of Frankfort. Eddie Slone, Fire Chief and Tim Zisoff, City Manager will put some numbers together and bring back to the Commission at the January Work Session.

It was moved by Commissioner Roach, seconded by Commissioner Sower, that the meeting go into closed session per KRS 61.810 (1)(f) Personnel. The question was put upon the motion and the motion was adopted by voice vote. The meeting went into closed session at 8:30 p.m.

It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the meeting return to open session. The question was put upon the motion and the motion was adopted by voice vote. The meeting returned to open session at 9:18 p.m.

It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 9:18 p.m.

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Mayor

Attest:

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City Clerk