

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**

Donna Hecker, representing Walk/Bike Frankfort, spoke in favor of 2-way West Main Street and offered a letter of support to the Commission that was previously submitted last summer.

Bill Cull, representing the Grand Theater, stated his board has discussed the conversion and does not support the change of 2-way West Main Street. Mr. Cull does not believe this change will bring more citizens downtown and parking is still an issue.

Natalie Wilkerson spoke in favor of 2-way West Main Street. Ms. Wilkerson believes this change will be positive for downtown Frankfort.

#### **Staff Reports**

Tom Bradley, Director of Public Works, asked the Commission to add a grant related item to the May voting meeting. Item added without objection.

Jeff Abrams, Chief of Police, requested to add a grant that helps with funding of Police Officers to the May voting meeting. Item added without objection.

Rob Moore, City Solicitor, requested 2 additions to the May voting meeting and suggested that Item 9.2 regarding Farmdale be removed. Two items were added and Item 9.2 will be removed without objection.

Gary Muller, Director of Planning and Zoning, advised the Commission of a Zoning Update Meeting on Tuesday, May 10<sup>th</sup> reviewing a section regarding economic hardship to be added in the Special Business District.

Tommy Russell, Director of Emergency Management, stated that he is still working with the IT Department to complete the Incident Inventory Resource Listing.

#### **New Business**

Commissioner Roach requested that Gary Muller, Director of Planning and Zoning, research who owns the Sullivan Parking Garage and who maintains the structure in regards to an email received.

Commissioner Roach told Gary Muller, Director of Planning and Zoning, that he has one minor change to the common misconception document. Once the document has been changed, it can be mailed and posted on the City website.

Commissioner Roach would like the Emergency Inventory Database to be efficient and assist the City with saving money. Following a brief discussion, Tim Zisoff, City Manager stated that Jennifer Hall in Public Works will maintain and update the database as needed.

#### **Discussion Items**

Rick Progrotsky, representing the Frankfort Plant Board, offered an update to the Commission regarding recent enhancements to Cable programming, working on a project video with Frankfort Transit for the Trolley, KSU pedestrian project, E. Main Substation project, new Administration Building and the continuing improvement in communication between the City and FPB. Mr. Progrotsky asked how the Frankfort Plant Board enters into a contract for landscaping services if they didn't issue the RFP. Rob Moore, City Solicitor, stated professional services are not required to follow an RFP. An invitation was extended to the Commission to tour the headend facilities.

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 suggested a letter outlining the list of opportunities of a cultural exchange be presented and signed by the Mayor. The Commission agreed for Mr. Marshall to draft a letter for approval.

Christine Richards addressed the Commission regarding a sewer backup at her residence at 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 the insurance company to re-evaluate her claim. The Commission directed Rob Moore, City Solicitor, to draft a letter to Mr. Bault to re-evaluate the claim.

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 felt very strongly that DFI should 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 requested the Commission members forward the survey to persons outside Frankfort and Franklin County to get a broader sense of Downtown Frankfort's presence in the region.

Tom Bradley, Director of Public Works, 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.

It was moved by Commissioner Bowers, seconded by Commissioner Haynes, to recess from the Work Session and go into the Special Meeting. The question was put upon the motion and adopted by voice vote. The Special Meeting was called to order at 6:30 p.m.

Following Roll Call, it was moved by Commissioner Bowers, seconded by Commissioner Haynes, to recess the Special Meeting and reconvene the Work Session to complete that agenda. The question was put upon the motion and adopted by voice vote. The Work Session reconvened at 6:31 p.m. with all members present.

Tom Bradley, Director of Public Works, and Greg Rogers, Transit Superintendent, 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.

Bobby Ripy, IT Manager, gave a brief presentation regarding the replacement of the sound system in the Council Chamber. The Commission agreed the sound system needs to be updated and this item will be placed on the May 23<sup>rd</sup> agenda.

#### **Old Business**

The Commission checked their availability to hold a Special Meeting for the Second Reading of an Ordinance rezoning 104 Cove Springs Rd. from Planned Commercial "PC" to Residential "A" District "RA". Following a brief discussion, it was decided the Special Meeting will be held on Friday, May 13, 2016 at 8:10 a.m.

Commissioner Roach requested the status on the Broadway Bridge. A bridge from a surrounding county is being dismantled and Frankfort could benefit using that piece to repair/replace the Broadway Bridge. Tim Zisoff, City Manager, will do more research and report back to the Commission.

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. Kathy Fields, Human Resources Director, said the amount of payment would be relatively small (approximately \$5,000.00) and this only occurs every 8 years. Ms. Fields recommended no change to the pay period. There was no objection from the Commission to leave the pay period the same.

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

Commissioner Roach requested that Tim Zisoff, City Manager, Steve Dawson, Finance Director, and Tommy Russell, Emergency Management Director, put together projected costs for Emergency Management for the next year.

Both Commissioners Sower and Roach asked about the FY2017 Senior Center funding request which increased over the FY2016 request. Steve Dawson, Finance Director, was asked to research the Senior Center's past audit reports to determine changes in funding.

Commissioner Haynes stated that he will not be available for the regular meeting scheduled for June 27, 2016. After a brief discussion, it was decided the meeting will be rescheduled for June 20, 2016.

Commissioner Sower stated it was a productive meeting today regarding Capital Plaza Tower with more meetings to come. There has been some concern from the Commission and citizens regarding the E/W Connector ramp onto Versailles Rd. being very backed up during the evening commute. Commissioners Sower and Roach suggested the City speak to Secretary Thomas to offer suggestions prior to the Capital Plaza Tower State workers being relocated to the new office building on Sower Blvd. Tim Zisoff, City Manager, will contact Secretary Thomas and report back to the Commission.

It was moved by Commissioner Roach, seconded by Commissioner Haynes, that the meeting adjourn and reconvene the Special Meeting. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 7:55 p.m.

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Mayor

Attest:

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City Clerk