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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, after the official minutes have been reviewed and approved by the City Commission.

Monday, October 12, 2015 – Frankfort City Commission Special Meeting – 4:45 p.m.

City Hall Commission Chambers

Mayor/Commissioners in Attendance

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

Architectural Review Board Appointments

The name of John Downs was submitted to serve a term on Frankfort's Architectural Review Board. The Commission approved the appointment.

Monday, October 12, 2015 – Frankfort City Commission Work Session – 5 p.m.

City Hall Commission Chambers

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

Citizen John Gray requested that the City Commission remove a Parade Permit Ordinance that will revise the current Parade and Special Event policy from October's agenda. One of his concerns was noise created by Bike Night which occurs every Monday night from May until October on St. Clair Street. After much discussion and input from many citizens, the Commission recommended that the groups involved

attempt to compromise. The Parade/Special Events Ordinance revision will be removed from the agenda for October and reviewed.

Citizen Donna Hecker of Walk/Bike Frankfort informed the Commission that her organization was currently conducting a survey to gather information for the creation of an updated master plan. She requested the survey be placed on the city website. The Commission agreed.

Citizen Phillip Albers approached the Commission regarding a retaining wall he wishes to have built on his property. Mr. Albers explained that he had been informed by Public Works and Planning and Zoning that he would be required to have engineering drawings. He requested a copy of the written policy requiring such drawings. Planning and Zoning Director Gary Muller produced information from the State Building Guidelines.

Mid-South Basketball Tournament

Robin Antenucci, Frankfort Convention Center, requested the Commission support the Mid-South Men's and Women's Basketball Tournament by agreeing to financially support the tournament for the duration of the current contract which is through 2019. The Commission agreed to support the tournament, however, they pointed out that future Commissions would set budgets for subsequent years.

Two Creeks Paving

Glen Mitchell, representing the Two Creeks Neighborhood Association, approached the Commission to request the City pay for additional paving in relation to a sewer project in the neighborhood. Funds were budgeted for a portion of the paving, however, the Association believes additional paving is needed due to damage from sewer and contractors' equipment. Bill Scalf, Sewer Director, indicated the City had already completed \$10,000 to \$12,000 of paving that was over and above the original scope of work. He recommended the City stay with the current scope of work for the project. The Commission agreed with the Department recommendation.

Franklin County Humane Society TNR Update

Sam Marcus of the Franklin County Humane Society gave a brief update on the Trap, Neuter and Release Feral Cat Program. He indicated the Humane Society had altered 216 cats in the last five months and presented educational sessions regarding TNR to the South Frankfort Neighborhood Association. He further indicated the Humane Society was doing all they could manage currently and had doubled the original budget for this project. However, it was too early to determine the success of the program. He said a decrease in their cat intake numbers would be a positive sign.

Trail Town Report

Ed Council presented a progress report to the Commission regarding Frankfort being named a Trail Town. Mr. Council said being a Trail Town would indicate Frankfort was working to connect its resources by utilizing recreational pursuits like walking, biking and horseback riding. He also said he would like to make a submittal to the program and have a ceremony accepting the designation by the end of the year. He further requested the Commission support a Youth Advisory Council for the program. The Commission agreed to place a resolution in support of the project on the October agenda.

Plant Board Special Meeting Request

Members of the Commission requested a special meeting with staff and members of the Frankfort Plant Board to discuss several items including the project at Tanglewood. After much discussion the Commission agreed to set the meeting for Tuesday, October 27, 2015 at 5 p.m. The Commission is

currently putting together a list of questions for the Plant Board and encouraged citizens to send any questions they may have to the City Manager. The meeting will be open to the public.

Computer Aided Dispatch (CAD) Request

Police Chief Jeff Abrams reported to the Commission that 911 Dispatch was in need of a new Computer Aided Dispatch (CAD) system. He further informed the Commission that the Department had researched various options and Geo-Connects was the best and least expensive option. The Department has secured a grant for the purchase and installation of the system. The Commission directed Chief Abrams to move forward.

Building Permit Term Options

Planning and Zoning Director Gary Muller brought Permit Term Options related to code violations to the Commission at their request. Currently issued permits are valid for 180 days; and remain valid as long as the work relating to the permit has not suspended or been abandoned for a consecutive 180 days. After some discussion of the various options the Commission directed Mr. Muller to take a look at the parameters of all options and bring his recommendation back to the Commission in writing.

Downtown Database Inventory

Planning and Zoning Director Gary Muller discussed how databases with inventory of vacant property in the City were currently being utilized by organizations such as Downtown Frankfort, Inc., KCDC and the Chamber of Commerce. He also indicated his department has mapping on its website which includes zoning maps and flood maps. Once an interactive map has been completed staff could include information such as vacant and abandon properties. The Commission directed Mr. Muller to move forward with mapping and asked that residential information and demographics be added.

Emergency Management Inter-Local Agreement

Commissioner Roach reported that he, Mayor May and Emergency Management Director Tom Russell met with Judge Huston Wells to discuss cost sharing of Emergency Management services between the County and City. According to Commissioner Roach, the Judge indicated the County was not willing to put forth more funds to the City and if the County took over EM Services they would expect \$75,000 annually from the City. Commissioner Roach then indicated he felt the current situation was favorable over the changes discussed. The Commission agreed.

City Guide

Community Relations/Grants Manager Rebecca Hall reported information regarding the creation of a Frankfort City Resident Guide. Ms. Hall indicated the City could have a guide printed, however, it would be fairly expensive and would quickly be outdated. She indicated the IT department was researching a City Guide App for smart phones that would be considerably less expensive and easily updated. The Commission directed Ms. Hall and IT Director Bobby Ripy to move forward with the project.

Property Foreclosures

City Attorney Rob Moore presented six properties that are currently scheduled to go into foreclosure due to liens against those properties. These property owners have until October 24 to either pay funds owed to the City in full or set up a payment plan. If neither option is taken a foreclosure complaint will be filed. The City Attorney said he would provide more information at the November work session.

Legislator Meetings

Members of the City Commission requested the City meet with members of the State Legislators to discuss various issues two or three times annually. The entire Commission was in agreement.

Old Business

Commissioner Roach asked the Commission to revisit the possibility of an Order which would allow the Mayor or City Manager to sign budgeted contracts under \$20,000.00. After some discussion it was agreed that the City Attorney would draft an Order to allow the City Manager to request the Mayor to sign items valued at \$20,000 or less. A report with all contracts/agreements would be presented to the Commission for approval every month. Mr. Moore will draft the order and it will be placed on the October voting agenda for consideration.