

**NOTICE**

Per KRS 61.826 the Board of Commissioners Work Session being held on July 10, 2023, is a video teleconference meeting. One Commissioner will participate via GoToMeeting or a similar video teleconferencing system. The primary location will be in the City Hall Board of Commissioners Council Chamber, 315 West Second Street.



## AGENDA

WORK SESSION  
BOARD OF COMMISSIONERS  
315 WEST SECOND STREET  
FRANKFORT, KY 40601  
502/875-8500 ~ [www.frankfort.ky.gov](http://www.frankfort.ky.gov)  
[www.facebook.com/CityofFrankfortKY](http://www.facebook.com/CityofFrankfortKY)

July 10, 2023  
5:00 PM

### CALL TO ORDER/ROLL CALL

### CEREMONIAL & RECOGNITION

### CITIZEN COMMENTS (SIGN IN SHEET- INDIVIDUAL REMARKS ARE LIMITED TO FIVE MINUTES)

### STAFF REPORTS

- Kathy Fields - Paid Parental Leave Ordinance Suggested Change

### DISCUSSION ITEMS - Suggested direction: 1) refer to staff or 2) direct to be brought to the voting meeting

1. Fire Station Discussion - Jason Monroe and Eric Chambers with Brandstetter Carroll
2. Police, Fire, Public Works, Finance and Sewer Pay Discussion - Kathy Fields, Dusty Bowman and Jason Monroe
3. FEMA Riverview Park Project - Katie Beard

### ACTION ITEMS

#### 4. Approval of City Manager Job Description

Attachments: Job Description, Posting  
Suggested Disposition: Receive and File; Approve

#### 5. Amendment to Strategic Initiatives Professional Services Agreement and Addition of Co-Interim City Manager Duties, Terms and Conditions

Attachments: Amended Agreement  
Suggested Disposition: Receive and File; Approve

#### 6. Memorandum of Agreement UPDATE - FIS Sports (Baseball, Softball, Tennis & Golf Teams)

The purpose of this agenda item is to update the Board of Commissioners and seek approval for the Parks Department to enter into a memorandum of agreement (MOA) for Frankfort Independent Schools Sports (Baseball, Softball, Tennis & Golf Teams). **Updating information from June 26th voting meeting consent item, moved to a discussion item. This is why the item is listed as an Action Item at the Work Session.** Staff recommends that we approve the MOA for FIS sports. Once approved staff will plan to implement and manage the MOA.

Attachments: Memo, MOA  
Suggested Disposition: Receive and File; Approve

## **7. First Reading**

**“AN ORDINANCE AMENDING CITY OF FRANKFORT CODE OF ORDINANCES, SECTIONS 40.22 AND 40.24, RELATED TO FIRE DEPARTMENT AGE LIMITS AND PROMOTIONAL PROCEDURES”.** Summary: This ordinance 1) amends Section 40.22 of the City of Frankfort Code of Ordinances to lower the age requirement for Fire Department appointments from nineteen to eighteen; and 2) amends Section 40.24 to a) redistribute the scoring percentages for Fire Department promotional examinations by raising the percentage assigned to performance assessment to 45% instead of 35%; b) delete the component percentage assigned to longevity, and instead assign one-half point for each year of service, up to 10 years, to be added to the total score; and c) change the promotional ineligibility for employees that have been suspended for three or more days within the previous 24 months to ineligibility for any suspension within the previous 24 months.

Attachments: Memo Section 40.22 and Memo Section 40.24, Ordinance  
Suggested Disposition: Receive and File; Approve Ordinance for Second Reading

## **8. First Reading**

**“AN ORDINANCE AMENDING CITY OF FRANKFORT CODE OF ORDINANCES SECTION 37.32 RELATED TO SALARY SCHEDULES AND PAY GRADE STRUCTURE”.** Summary: This ordinance amends City of Frankfort Code of Ordinances Section 37.32 to update “COF Salary Schedule” to 1) reflect the recently adopted cost of living increase; 2) move starting positions in several departments one pay band higher and remove a reclassification structure for those positions; 3) add new job titles and pay grades for a restructuring of the Finance Department; and 4) add job titles for a Risk Manager and a Transit Driver-Non CDL.

Attachments: Memo from HR, Memo from Finance, Ordinance, COF Salary Schedule 7/25/23, COF Salary Schedule 8/1/22  
Suggested Disposition: Receive and File; Approve Ordinance for Second Reading

## **DISCUSSION OF TENTATIVE AGENDA**

### **UNFINISHED BUSINESS**

### **NEW BUSINESS**

### **EXECUTIVE SESSION**

**EXECUTIVE SESSION PURSUANT TO KRS 61.810(1)(b), PROPERTY, “DELIBERATIONS ON THE FUTURE ACQUISITION OF REAL PROPERTY RELATED TO THE IMPLEMENTATION OF THE DOWNTOWN MASTER PLAN WHEN PUBLICITY WOULD BE LIKELY TO AFFECT THE VALUE” AND KRS 61.810(1)(f), PERSONNEL, “DISCUSSION OF AN EMPLOYEE’S PROBLEM RESOLUTION COMPLAINT”. ACTION MAY BE TAKEN IN OPEN SESSION.**

### **ADJOURNMENT**