

PRESENT:

Commissioner Katrisha Waldridge
Commissioner Kelly May
Commissioner Leesa Unger
Commissioner Anna Marie Rosen – Via GoToMeeting
Mayor Layne Wilkerson (5)

ABSENT: None (0)

Mayor Wilkerson called the meeting to order. The Pledge of Allegiance was recited.

Ceremonial & Recognition

Commissioner Waldridge congratulated the graduating seniors that are going to college and the KSU freshman that are moving in.

Mayor Wilkerson presented a proclamation to Coach Henry and the KSU Baseball Team proclaiming the month of August 2022 as “Kentucky State University Baseball Month”.

Citizen Comments

Lydia Roberts, a resident of Juniper Hills Subdivision, has a situation with her neighbor threatening her regarding not having a permit, a dog that has been tied up since May and her calling animal control. Ms. Roberts did notify the Police Department that she was being threatened.

Aaron Ashcraft spoke about the no mow areas that are proposed and does not agree with the concept.

Skip Hayes spoke in support of the city paying for the Franklin County Humane Society Road.

Sharon Parrish is a volunteer at the Franklin County Humane Society and would like for the city to pay for the road.

Commissioner Unger requested that consent item No. 3 (Colon Jones Agreement) be moved to action items. The item was moved without objection.

Commissioner Waldridge requested that consent item No. 9 (Capital City Museum Lease) be removed and brought back at a later date. The item was removed without objection.

Consent Calendar

The following miscellaneous and personnel items were presented:

- 1. Minutes – Work Session, July 11,2022; Regular Meeting, July 25, 2022**
- 2. Road Salt bid for 22-23 Fiscal Year – Public Works**

Authorized the purchase of road salt from Morton Salt, Inc., up to the budgeted amount of \$250,000 as needed, and for the Mayor to sign all related documents. In June 2022, the City participated in the road salt auction through KACO/KLC.

There were three bids as follows.

Morton Salt, Inc.	\$120.00 per ton
Compass Minerals America, Inc	\$121.00 per ton
Magic Salt	\$125.00 per ton

The City proposes to accept the low bid of \$120 per ton with Morton Salt, Inc. and begin purchasing salt as needed. Staff recommends approval to open a purchase order for Morton Salt in the amount of \$250,000 for salt purchase. Funds for the purchase of road salt were included in the 22-23 budget and are available in Account # 100.62.54335.

- 3. MOVED TO ACTION ITEMS - Old Landfill Maintenance Agreement with Colon Jones – Public Works**
- 4. Holly Hills Stormwater Improvements Project - Change Order 2 / Final Balancing Change Order – Public Works**

Authorized Change Order No. 2 and the final balancing change order to the contract with R.W. Davidson Contracting, for the Holly Hills Stormwater Improvements Project, and for the Mayor to sign all related documents. The Holly Hills Stormwater Improvements project has been completed. In April 2021, the Board of Commissioners approved the contract with the low bidder, R.W. Davidson Contracting for the Holly Hills Stormwater Improvements Project. Change order no. 1, approved in April 2022, added funds to the contract due to found conditions that required moving a water main and replacement of an aging sewer line. These changes along with delays in material delivery also required a contract extension of 177 days. This final change order includes increases in final quantities of bid items including asphalt and storm pipe. These increases are due primarily to the additional utility work described above. Also included are some deductions due to changes in the scope of work including removal of one headwall and jet cleaning. A net total of \$19,586.13 is added to the contract price, bringing the final cost to \$252,177.41. The KIA loan has budget availability to cover the cost of this change order. The loan funding will be routed through the Stormwater Account No. 735.00.51100. Staff recommends approval of Change Order No. 2 and the Final Balancing Change Order with R. W. Davidson Contracting in the amount of \$19,586.13 with a 147-day time extension and for the mayor to sign all related documents.

- 5. Award Contract for Purchase and Installation of Cooling Tower – Public Safety Building – Public Works**

Authorized a contract with Comfort and Process Solutions for the purposes of purchasing materials and installing a new cooling tower for the Public Safety Building and for the Mayor to sign all related documents. In 2021 the Public Works Department became aware that the cooling tower at the Public Safety Building was in need of repair. An inspection was performed, and it was noted that the bottom pan was leaking and the side walls were severely corroded. The options for repair were to replace the only bottom pan, replace the bottom pan and sidewalls, or replace the entire cooling tower. Because replacing the bottom pan requires removal of the entire cooling tower and the inspector’s opinion that the sidewalls would require replacing within a year or two, the decision was made to replace the entire cooling tower. Additionally, the new cooling tower will be stainless to avoid future corrosion issues. Public Works advertised the invitation for bids in June and July of 2022. No bids were received in June. A single bid was received at the bid opening on August 3, 2022. The bid is from Comfort Process and Solutions:

Materials Price	\$58,800.00
<u>Installation Price</u>	<u>\$11,911.00</u>
TOTAL	\$70,711.00

Funding for this project was not included in the FY2023 approved budget. **A budget amendment for the full amount to 100.64.53253 will be required.** Staff recommends approval of the contract with Comfort and Process Solutions and the Mayor to sign any related documents.

6. Woodland Tree Care Maintenance – Parks

Authorized an agreement with Woodland Tree Care for the maintenance of city right-of way and park trees and authorized the Mayor to sign any related documents. The Division of Urban Forestry falls under the Parks Department which is responsible for all city-maintained trees. This includes right-of-way trees, city owned property and park trees. The department is responsible for maintenance, planting, beautification, tree canopy, etc. Monies requested will continue to maintain this program. Woodland Tree Care is an arborist certified, dependable tree care company. The department only uses Woodland Tree Care when the job is too large for parks staff to safely maintain. Woodland Tree Care currently has the state contract (MA785 1700000493). Staff recommends approval of the use of Woodland Tree Care for tree maintenance work within the city. Award the amount of \$40,000.00 to Woodland Tree Care. Monies are available in account 100.86.53251 and approve the Mayor to sign any related documents.

7. Emergency Truck Repairs – Public Works/ Solid Waste

Authorized an emergency repair to Truck #59-1 which is a 2009 International rear loading garbage truck with a New Way body that had been used daily as a front-line route truck, until the purchase of a new rear loading truck in the 21-22 budget year. The truck will now become the primary back up rear loading truck; also, authorized the Mayor to sign all related documents. While being used on the routes the last few times, the drivers noticed trash and other material was falling out on the ground while on the routes. Once the truck was taken off the road and cleaned out a visual inspection was performed by Public Works revealing multiple holes in the body of the truck and other repairs needing to be done to the packing and ejection panels. It was discussed with the City garage about the repairs and with the amount of work needed it was best to send it to the dealer for repairs. The truck was sent to Municipal Equipment for a repair estimate; Municipal is the only dealer in the state of Kentucky and has very extensive knowledge of the repairs and process. Staff recommends that the repairs to truck #59-1 for \$26,645.11 be approved as soon as possible, funds are available in 100-65-54315 as the quote is only valid until the end of August due to the rising cost of metal and other materials need for the repairs. With these repairs completed it should help the truck to be useable for 4-5 more years until its scheduled replacement.

8. Stryker Pro-Care Agreement – Fire

Authorized a service agreement renewal with Stryker for the maintenance and repair of five Lucas CPR machines and ten Lifepak 1000 cardiac monitors for a period of one year and authorized the Mayor to sign all related documents. The Frankfort Fire Department purchased Lucas CPR machines and Lifepak 1000 cardiac monitors to aid in its mission of providing excellent pre-hospital care. These devices were placed on all frontline ambulances and allow paramedics the opportunity to identify life threatening cardiac dysrhythmias and acute myocardial infraction (heart attacks) rapidly while also bridging new treatment technologies in their treatments. Coupled with excellent Advanced Life Support practitioners, these devices have been responsible for a significant increase of diagnostics and survivability in cardiac patients. This contract renewal is for five Lucas CPR machines and ten Lifepak 1000 cardiac monitors for a period of one year requiring renewal in June of 2023. These devices, like all other mechanical devices, are essential to annual routine maintenance to insure operation, readiness, and longevity. The annual budget impact for this agreement will be \$11,162.50. Funds are budgeted annually in 100.41.53250 – EMS Maintenance and Repairs account for this expenditure. Staff recommends the Board of Commissioners approve the service agreement and approve the Mayor to sign all related documents.

9. REMOVED - Capital City Museum Artifact Storage Facility Lease – Parks

10. The following personnel items were presented:

- Promotion of Jason Monroe in the Fire & EMS Department from Fire Captain to Assistant Fire Chief, effective 8/2/22 (Fire/EMS).
- Promotion of Patrick Clayton in the Fire & EMS Department from Fire Captain to Fire Battalion Chief/Training Officer, effective 8/2/22 (Fire/EMS).
- Promotion of Josh Kyle in the Fire & EMS Department from Fire Captain to Battalion Chief, effective 8/16/22 (Fire/EMS).
- Promotion of Andrew Willet in the Fire & EMS Department from Fire Sergeant to Fire Captain, effective 8/16/22 (Fire/EMS).
- Promotion of Andrew Fiegel in the Fire & EMS Department from Fire Sergeant to Fire Captain, effective 8/16/22 (Fire/EMS).
- Promotion of Patrick Pyles in the Fire & EMS Department from Firefighter II to Fire Sergeant, effective 8/16/22 (Fire/EMS).
- Promotion of John Varner in the PW/Garage from Garage Foreman to Garage Superintendent, effective 8/2/22 (PW/Garage).
- Appoint of Dennis Daily in the PW/Transit Department as Transit Driver, effective 8/2/22 (PW/Transit).
- Appointment of John Mitchell in the PW/Solid Waste Department as PW Tech, effective 8/16/22 (PW/Solid Waste).
- Resignation of Christopher Blandford in the Fire/EMS Department as Firefighter II, effective 8/4/22 (Fire/EMS).
- Resignation of Adam Curry in the Parks & Recreation Department as Golf Superintendent and to authorize payout of accrued leave, effective 8/9/22 (Parks & Recreation).
- Resignation of William Johnston in the Police Department as Patrol Officer II and to authorize payout of accrued leave, effective 8/30/22 (Police).
- Appointment of Palmer Thompson in the Fire & EMS Department as Firefighter, effective 8/16/22 (Fire & EMS).
- Appointment of Katherine Mottola in the Fire & EMS Department as Firefighter, effective 8/16/22 (Fire & EMS).
- Appointment of Tiffany Grasch in the Fire & EMS Department as Firefighter, effective 8/16/22 (Fire & EMS).
- Appointment of William Beers in the Fire & EMS Department as Firefighter, effective 8/16/22 (Fire & EMS).

It was moved by Commissioner May, seconded by Commissioner Waldrige, that items of the Consent Agenda be adopted. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Boards

1. Frankfort Electric & Water Plant Board - Reappointment of John Cubine, expiring 9-23-26.

It was moved by Commissioner Waldrige, seconded by Commissioner May, to accept the Mayor's recommendation. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Unger, May, Waldrige and Mayor Wilkerson (4). Voting against the motion was Commissioner Rosen (1). The motion was thereupon adopted.

2. Frankfort Human Rights Commission - Appointment of Bruce Brooks (filling vacant term), expiring 12-01-23.

It was moved by Commissioner May, seconded by Commissioner Rosen, to accept the Mayor's recommendation. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

Action Items

Previously Consent Item No. 3 - Old Landfill Maintenance Agreement with Colon Jones – Public Works

The purpose of this memo is to request approval of a Maintenance Agreement with Colon Jones for the maintenance of the old City-owned landfill, and for the Mayor to sign all related documents. The agreement with Mr. Colon Jones, entered into in 2017, for ongoing maintenance at the City owned Landfill has expired. At this time the City would like to renew the Maintenance Agreement for another 5 years. Mr. Jones has agreed to continue providing services at the previously approved rate of \$1,250.00 per month. Funds are budgeted in account #100.65.53295. Staff recommends that the Agreement be approved and active for the next 5 years.

The Board of Commissioners discussed the agreement with Katie Beard, Director of Public Works. Several questions were raised about the landfill which is a public landfill on private land.

It was moved by Commissioner Unger, seconded by Commissioner Waldrige, that the item be tabled for additional information. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

1. First Reading

“AN ORDINANCE REZONING PROPERTIES LOCATED ON BROADWAY STREET AND WILKINSON BLVD WITH THE ADDRESSES OF 402 BROADWAY STREET AND 405 WILKINSON BLVD, MORE SPECIFICALLY DESCRIBED AS PVA MAP NUMBER 061-00-00-103.18, PVA MAP NUMBER 061-00-00-104.00 FROM SPECIAL GOVERNMENT DISTRICT (SG) TO URBAN MIXED-USE DISTRICT (UM)” was presented, read, and sponsored by Commissioner Waldrige. Summary: This ordinance approves a zone map amendment for the properties with the addresses of 402 Broadway Street and 405 Wilkinson Blvd more specifically described as PVA map Numbers 061-00-00-103.18 and 061-00-00-104.00, from Special Government District (SG) to Urban Mixed-Use District (UM).

2. First Reading

“AN ORDINANCE REZONING PROPERTIES LOCATED ON HOLMES STREET, WARSAW STREET, AND BARRETT AVENUE WITH THE ADDRESSES OF 211 HOLMES STREET, 213 HOLMES STREET, AND 215 HOLMES STREET, MORE SPECIFICALLY DESCRIBED AS PVA MAP NUMBERS 061-44-04-006.00, 061-44-04-007.00, AND 061-44-04-008.00 FROM GENERAL COMMERCIAL DISTRICT “CG” TO INDUSTRIAL COMMERCIAL DISTRICT “IC” was presented, read, and sponsored by Commissioner May. Summary: This ordinance approves a zone map amendment for the properties with the addresses of 211 Holmes Street, 213 Holmes Street, and 215 Holmes Street, more specifically described as PVA Map Numbers 061-44-04-006.00, 061-44-04-007.00, and 061-44-04-008.00, from General Commercial District “CG” to Industrial Commercial District “IC”. *(Commissioner Rosen requested additional information)*

3. First Reading

“A JOINT ORDINANCE OF THE CITY OF FRANKFORT BOARD OF COMMISSIONERS AND FISCAL COURT OF FRANKLIN COUNTY, KENTUCKY - AN ORDINANCE AMENDING CITY OF FRANKFORT CODE OF ORDINANCES SECTIONS 36.196 and 36.197 RELATING TO MEMBERS AND TERMS OF THE CITY/ COUNTY CAPITAL COMMUNITY ECONOMIC/INDUSTRIAL DEVELOPMENT AUTHORITY (d/b/a KCDC)” was presented, read, and sponsored by Commissioner Unger. Summary: This ordinance amends Sections 36.196 and 36.197 of the City of Frankfort Code of Ordinances to provide for the appointment and term of a jointly-appointed seventh member of the City/ County Capital Community Economic/Industrial Development Authority. *(Commissioner Waldrige wants Franklin County Fiscal Court to have knowledge before the second reading)*

4. Surplus Order for Explorer – Public Works

The purpose of this memo is to request approval to surplus a 2005 Ford Explorer and for the Mayor to sign all related documents. The Public Works Department would like to surplus a 2005 Ford Explorer. This vehicle has been used by the administrative staff and Engineering Technician to travel to job sites for inspections, maintaining right of ways, investigating complaints and travel to training. The vehicle has been wrecked and sustained body damage along with numerous other needed repairs. COF000622-700 is no longer in safe operating condition and the repairs would be too costly due to the age of the machine. The vehicle will be replaced with a new SUV leased through the Enterprise Fleet Management program. Staff recommends that the Ford Explorer be declared surplus and sold at online auction and the money returned to the General fund.

It was moved by Commissioner Waldrige, seconded by Commissioner Unger, to adopt the order. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The Order was thereupon adopted (Order No. 15, 2022 Series).

5. Firearms Surplus & Trade Order – Police

This memo is to request authorization for the Police Department to surplus outdated firearms (Appendix A) that are no longer in use, trade these firearms to Kiesler Police Supply for store credit (Appendix B) and authorize the Mayor to sign all related documents. The Frankfort Police Department works to maintain the overall quality of our firearms. The firearms listed were useful to the Police Department when purchased, but they have become obsolete, unusable, or fallen into a state of disrepair. The firearms are taking up needed space in our weapons vault, and the funds from trade-in can be utilized for new firearms/ammunition to help offset costs. Kiesler Police Supply is the state contract holder for police firearms and ammunition, and they have provided a trade-in quote of \$5,825.00. The unused firearms are taking up space in the weapons vault, but they still have trade-in value. The department has no use for the firearms because they have become obsolete, or in a state of disrepair. If approved, the firearms will be traded to Kiesler Police Supply for credit. Staff recommends surplus and trade of the firearms, and to direct the Mayor to sign all related documents.

It was moved by Commissioner Waldrige, seconded by Commissioner May, to adopt the order. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The Order was thereupon adopted (Order No. 16, 2022 Series).

6. 2022 Cleaner Water Program Grant – Prevention Park

Staff requests the Board of Commissioners to pass a resolution accepting funds in the amount of \$1,872,698.00 from the Cleaner Water Program for the Prevention Park Pump Station. These funds are provided through the American Rescue Plan Act of 2021, Coronavirus State Fiscal Recovery Fund and must be obligated by December 31, 2024.

Franklin County was allocated \$1,872,698.00 in ARPA funds for a Cleaner Water Program Project in July of 2021. At that time the Board of Commissioners voted to utilize the City portion of these funds for the Prevention Park Pump Station Project on Twilight Trail. The County and all other water districts agreed to utilize the remainder of the funds to this project. Since this will be a City Sewer Project the grant funds will be administered by the City. The Kentucky Infrastructure Authority requires the City to pass the attached resolution accepting the grant funds. There is no additional match required from the City.

It was moved by Commissioner Unger, seconded by Commissioner Waldrige, to adopt the resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 22, 2022 Series).

7. 2022 Cleaner Water Program Grant – Second Round of Funding Letter

Staff requests the Board of Commissioners to authorize the Mayor to sign a letter to the Bluegrass ADD agreeing to utilize the 2022 Cleaner Water Program Grant funds to aid the County, water districts, the City and the Plant Board. These funds are provided through the American Rescue Plan Act of 2021, Coronavirus State Fiscal Recovery Fund and must be obligated by December 31, 2024. Franklin County was awarded \$3,130,842.00 in ARPA funds for a Cleaner Water Program Project for the second round of funding. The County has proposed that the funding be split in half. The County and other water districts will utilize half of the funds and the City and Frankfort Plant Board will utilize the remaining \$1,565,421.00 for wastewater and water projects. Sewer Director Ken Hogsten is in favor of this proposal. To move forward the Board of Commissioners would need to authorize the Mayor to send a letter of consent to the Bluegrass ADD. There is no additional match required from the City.

It was moved by Commissioner Waldrige, seconded by Commissioner May, to approve the letter. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

8. Discussion of the Humane Society Road

Eric Cockley, Director of Planning & Community Development, gave a brief summary, history of the road at the new humane society and answered questions from the Board of Commissioners. Following the discussion, it was moved by Commissioner Waldrige, seconded by Commissioner Unger, to continue the conversation for 30 days until the voting meeting on September 26th. (*The city needs to know what the Humane Society wants, what can FPB do and what can Franklin County do and bring it all to the table*).

The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

9. Pilot Program for Reduced Mowing – Parks

The purpose of this agenda item is to seek Board of Commissioners input and direction for the Parks Department to begin trial areas in Capitol View and East Frankfort parks to reduce mowing areas and provide additional wildlife and pollinator areas. At the direction of the City Manager, the Parks Department was asked to identify 2-3 areas in parks to serve as trial areas for reduce mowing areas to help decrease maintenance, fuel use, and increase wildlife and pollinator areas in parks. Parks staff identified a few areas in Capitol View and East Frankfort Parks for these trial areas. The areas were discussed in the August 2022 work session. Cove Spring Park already has large area of reduced mowing. Please see attachments (on file in the City Clerk's office) showing the areas at Capitol View, East Frankfort as well as Cove Spring Park. Areas highlighted in red are areas selected to serve as the trial areas. They are relatively in lower visible areas and not near main entrances or high use facilities. Areas highlighted in yellow are other potential areas for future reduce mowing areas. The areas in red at Cove Spring Park currently are in reduced mowing status as per our agreement with the Kentucky Heritage Land Fund, of which funds were used to purchase the property. It is our opinion (parks) that these areas need to be large enough to make a noticeable impact. To move beyond these trial areas, many of these larger areas will be in higher visible areas, near entrances, high use facilities, etc. A management plan is still in process and working to determine the best practices for these areas moving forward. For example, seeding the areas with wildflowers, bush hog the areas once or twice a year to keep large brush and scrub trees from growing, etc. as many of the areas are slated for future master plan improvements. Please provide feedback and direction on moving forward with these areas. Staff will make arrangements and implement the trial areas at the direction of the Board of Commissioners.

It was moved by Commissioner Unger, seconded by Commissioner Rosen, to approve the pilot program.

The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

10. Dolly Graham Bathrooms – Parks

The purpose of this agenda item is to seek Board of Commissioners approval for the Parks Department to enter into an agreement with Hunter Kneppshield Company, Inc. out of Lagrange, KY, to construct and install a new restroom facility at Dolly Graham Park. As part of the ongoing renovation project for Dolly Graham Park, permanent restrooms are a key part of the Parks Master Plan for the park. The area has seen increased traffic due to the renovations and additions of the new playground and splash pad. The small restrooms attached to the shelter are outdated and do not serve as sufficient long-term restrooms for the park into the future. A cost-effective option for restroom construction is a modular restroom pre-built at the factory and delivered and installed on site. Parks staff has toured the construction facility in LaGrange as well as several as built restrooms at other parks, including parks in Louisville and northern Kentucky. They are constructed well, are functional, easier to maintain and are designed well to fit in the park setting. Hunter Kneppshield Company has a long history of constructing outdoor restrooms for the park setting and outdoor areas. Funds are available and budgeted for in the 2023 FY Capital Improvement funds. Total cost of construction and installation is \$198,734.00. With the addition of \$25,000.00 in contingency funds, the total being requested is \$223,734.00. \$300,000.00 was budgeted for the project. Staff recommends approval of the construction of the restrooms and approval for the Mayor to sign any related documents.

It was moved by Commissioner Unger, seconded by Commissioner Rosen, to approve the agreement. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The motion was thereupon adopted.

11. “A RESOLUTION IN SUPPORT OF BLUEGRASS ENERGY’S COOPPALOOZA EVENT AND TO DESIGNATE THE CITY OF FRANKFORT AS THE OFFICIAL SPONSOR OF THE EVENT”

It was moved by Commissioner Unger, seconded by Commissioner Waldrige, to adopt the resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 23, 2022 Series).

12. “A RESOLUTION OF THE CITY OF FRANKFORT TO DESIGNATE SEPTEMBER 2022 AS CITY GOVERNMENT MONTH”

It was moved by Commissioner Waldrige, seconded by Commissioner May, to adopt the resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 24, 2022 Series).

13. Frankfort Transit -- Federal Transit Administration (FTA) Grants Transit Center/Parking Garage Project on Parcel B Technical Support Consultant – TRC Worldwide Engineering, Inc. City/TRC Consultant Agreement & Resolution

On June 21, 2022, the City advertised a Request for Qualifications (RFQ) to procure a technical support consultant for the subject project. The deadline for responses to the RFQ was July 15, 2022. We received three responses to the advertisement. The City's selection committee met on July 25th to select the consultant that was determined to have the best qualifications. The committee selected TRC Worldwide Engineering, Inc. (TRC), based in Brentwood, TN.

After receiving concurrence from KYTC on this selection, a scoping meeting was held on August 1st to discuss the detailed set of activities and the level of effort that would be required of TRC to successfully review the design and inspect the construction of the project. Based on this scoping meeting, TRC prepared and submitted a fee proposal for their work. A negotiation meeting was held on August 11th to agree on the final fee proposal amount.

Based on the final negotiated amount (\$597,377.00), a City/TRC draft consultant agreement was presented to TRC for their review. We have received comments from TRC and have finalized an agreement prior to the City Commission's August 22nd meeting. We request the Board of Commissioners approve the final agreement at their August 22nd meeting. Upon their approval and the Mayor signing the agreement, we will seek KYTC approval to Issue a Notice to Proceed. Our goal is to have TRC working by September 1st when we receive the design/build bid packages. TRC will help us evaluate the bid-required technical document of the apparent low bidder.

It was moved by Commissioner May, seconded by Commissioner Waldrige, to adopt the resolution. The question was put upon the motion and the roll called. Those voting in favor of the motion were Commissioners Rosen, Unger, May, Waldrige and Mayor Wilkerson (5). Those voting against the motion were none (0). The Resolution was thereupon adopted (Resolution No. 25, 2022 Series).

Unfinished Business/ New Business

Commissioner May spoke about the Simon House funding, they need more personnel and the city needs to address funding. Laura Hagg, City Manager, stated that the Simon House will speak at the September Work Session, and we will get additional information at that time.

Commissioner Waldrige requested an update on the ACCESS Shelter.

Mayor Wilkerson would like to restart the contract with Commonwealth Alliances. Laura Hagg, City Manager, will reach out to the Board of Commissioners via email for their comments.

Commissioner Unger would like to look at the paid family leave program for discussion at the September Work Session.

Commissioner Waldrige reminded everyone that September 3rd is KSU Frankfort Day and the first football game.

It was moved by Commissioner Waldrige, seconded by Commissioner Unger, that the meeting adjourn. The question was put upon the motion and was adopted by voice vote. The meeting adjourned at 7:12 p.m.

Mayor

Attest:

City Clerk