

Direct
KIJC
A Kentucky League of Cities Publication

**IT'S NOT A BIRD,
IT'S NOT A PLANE...**

**IT'S A NEW
WAY TO TRAIN!**



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**Play Host with the
Host City Training
Program**

Applications are being accepted through
April 30

The KLC Host City program lets you decide the topic, location and time of your KLC training, and gives you the opportunity to invite other cities to join you. Once the date is set, the host city is responsible for:

- ♦ Providing and setting up the meeting facility
- ♦ Offering coffee/soft drinks and doughnuts for am program - beverages only for pm program
- ♦ Promoting regionally by sending letters and making follow up phone calls
- ♦ Selecting a member of the staff to help with meeting logistics, i.e. sign in

The host city registration fee is discounted by \$10 per person. If the host city holds KLC liability or property insurance, an additional \$10 discount is awarded.

For more information contact Karen Butcher, Leadership and Training Manager; 859-977-3711 or kbutcher@klc.org.

**Education and Training for
Loss Control**

**Community Safety and Health
Certificate Program**

As an adjunct to the POESI program, the Community Safety and Health program recognizes the training and experience of the Public Safety workforce and public officials on safety, liability and environmental issues confronting local governments. The flexible curriculum addresses best practices and resources in both public and employee protection for local communities.

FRONT PAGE NEWS

**It's Not a Bird, It's Not a Plane . . .
. . . It's a New Way to Train!**

KLC'S LEADERSHIP TRAINING CENTER CONTINUES TO EVOLVE TO MEET THE NEEDS OF OUR MEMBERS WITH INNOVATIVE PROGRAMS

As with our other services, nobody knows the business of cities quite like us. The KLC Leadership Training Center's goal is to provide

'nuts & bolts' education for city officials and employees, as well as innovative and proactive programming not available anywhere else.



Virtual Training Connection

Save money and staff time!

You're only a click away from reducing travel costs by leveraging the computer and phone to engage in training from your own desk, home, or conference room with the new LTC Virtual Learning Connection. It is a new online learning initiative created by KLC in response to member feedback.

Benefits of Web-Based training:

- ♦ Helps all of us slash time out of the office and travel expenses

- ♦ Allows members to connect globally and easily regardless of city size and location
- ♦ Engages learners with interactive, media-rich instruction
- ♦ Supplies high-quality, instructor-led training experience in real time over the web

Complimentary Orientation or 'How to Access and Navigate the Virtual Training Classroom' Sessions are available and can be scheduled by contacting Karen Butcher, Leadership and Training Manager, kbutcher@klc.org or 800-876-4552, ext 3711.

Public Official Essential Skills Institute (POESI)

Today's public official must be well versed in everything from personnel law and economic development to running effective meetings and leadership skills. The Kentucky League of Cities Leadership Training Center is committed to offering expanded educational programs for municipal officials throughout the state to promote effective leadership in local government. There is no charge to enroll in the Public Officials Essential Skills Institute.

Course Categories

- ♦ Identifying Legal Issues
- ♦ Building Personal, Professional and Political Skills
- ♦ Developing the Community
- ♦ Managing Community Resources

New Resources Available for POESI Students

For information regarding materials available at KLC contact Barb Pace, Resource Librarian at 800-876-4552 or bpace@klc.org

Examples of Educational Resources

- ♦ *How to Handle Difficult People*, (Six CD set with Workbook & Pre/Post-Tests), by Joe

Gilliam, © 2003 Rockhurst University Continuing Education Center, Inc.

- ♦ *How to Work with People: Understanding Team Dynamics*, Sixty-Minute Training Series (Video Version & 2 Workbooks), by Randall Wright, © 2000 Rockhurst College Continuing Education Center, Inc.
- ♦ *Beyond Generation X- A Practical Guide for Managers*, by Claire Raines, © 1997 Crisp Publications, Inc.



KLC LTC Factoid

KLC Training & Education by the Numbers in 2005

- 1102** individual participants (not including repeats)
- 145** City Officials Academy participants
- 429** KLC members represented
- 139** classes offered
- 221** certificate program participants
- 111** KMESHA participants

CITY CHRONICLES

More "Glocal" Communities Doesn't Mean Federal Money Isn't Needed



At this writing, we are at the tail end of a winter like no other. It was for the most part unusually warm, although it had its moments. Perhaps we could say the same of the 2006 General Assembly session!

It was exciting to see so many of you when we hosted our legislators at "City Night" in Frankfort in February. We had an awesome turnout of our local officials and our state's electoral.

As I write this in early March, I can say that we are pleased thus far with progress made in the 2006 session. That is largely the result of all the strong efforts you have made on behalf of our legislative agenda, and I thank you for that. As you know, our agenda weighs in heavily with the belief that more authority should be channeled down to the local level rather than moving in the opposite direction.

This is even more important in an age in which each of your communities now competes for people and jobs with about 18,000 other U.S. communities, not to mention more and more global competition. Many experts suggest that even as global influence increases, more than ever work must begin locally in order to compete globally. Perhaps it's time we invent a term for it. The future is "glocal."

If you are to thrive as glocal communities, you need to be the ones deciding how to raise revenue to meet your community's goals. You also need to be the ones who decide your own unique signature as a community, and how to achieve that.

I get excited when I hear a local official - like Mayor Paxton, for instance - talk about Paducah in terms of his city increasingly fulfilling its destiny in the region as a destination point for others. No doubt every one of you could regale me with the dreams you have for your city, too.

The need to make more decisions locally does not preclude getting assistance from the state and federal governments. To the contrary, what would be ideal is to take a fresh look at the sense of partnership and respect that should color relationships between all levels of government. We should all be partners in the same game - and that game is finding ways to build successful and sustainable places for people to live, play and work. Such game plans require strong local leadership that is responsible. But having the responsibility without the authority to carry it out is a prescription for failure.

Which leads us to a troubling situation. In the budget he recently sent to Congress, President Bush proposed a \$1 billion cut in the Community Block Grant Program. As you know, CDBG is an important tool used by local and state officials to tackle their most serious community development challenges.

When a similar cut was proposed last year, you came through and provided valuable information on the important projects that CDBG funded. With your help we won the day and funding was restored.

While we empathize with the government desire to cut spending, we cannot allow this to be done at the expense of important projects in our hometowns. That's why we need your help - and your voice - again. Help us keep CDBG strong, along with other funding that cities so desperately need in order to thrive.

Sincerely,

Sylvia L. Lovely, KLC Executive Director/CEO

FROM THE FIELD

❖ **Carrollton Mayor Ann Deatherage** recently received the Outstanding Local Official of 2005 award from the Municipal League of Northern Kentucky. In addition, the **City of Carrollton** and Carroll County recently joined the ranks as one of the first communities in Kentucky to complete the Kentucky Community Preparedness Program, of which Mayor Deatherage said she is VERY proud!

❖ Judges at Kentucky Rural Water Association's 11th Annual Management Conference have found the state's best tasting water in Union County. On February 15, 2006, the **City of Morganfield** and Union County was named the winner of a statewide competition to identify the tastiest water in Kentucky.



❖ **Paducah City Commissioner Robert Coleman** recently attended the National League of Cities Conference as a member of the Energy Environment and Natural Resources Committee, representing KLC. He reports that NLC will urge Congress via his committee to continue the low income Home Energy Assistance Program (LIHEAP) with increased funding. Commissioner Coleman also provided input into proposed resolutions to help Kentucky regarding the coal industry, water infrastructure financing, as well as clean-up of closed federal facilities such as the US Enrichment Corporation Plant in McCracken County.

❖ On behalf of the Kentucky League of Cities, Immediate Past President and **Maysville Mayor David Cartmell** serves the National League of Cities on the Community and Economic Development Steering Committee. While at the NLC Congress of Cities conference, he learned of new guidelines and criteria for community development needs, based upon an index created by the US Department of Housing and Urban Development. Mayor Cartmell reported, "Participating in this national committee reaffirmed for me the importance of the CDBG program, which is one of our most used tools for economic development and renovation of blighted areas."

❖ **Bowling Green Mayor Elaine Walker** has been appointed to serve on the Leadership Training Council of the National League of Cities (NLC) in 2006. The Leadership Training Council, one of several NLC Councils, provides guidance and direction to the NLC's Leadership Training Institute and serves as a vehicle for NLC leadership positions.

❖ Congratulations to our friends at **Kentucky Monthly Magazine** for their recent recognition by the Governor's Award in the Arts for Media by the Kentucky Arts Council.

KLC Direct

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The voice of Kentucky cities.

KLC Direct is published monthly by the Kentucky League of Cities (KLC). KLC is a voluntary association of nearly 400 cities and provides a multitude of services to assist in improving local government. Please address any correspondence to KLC Direct, Kentucky League of Cities, 100 East Vine Street, Suite 800, Lexington, Kentucky 40507-3700. Phone (859) 977-3700 or 1-800-876-4552. Fax (859) 977-3703. www.klc.org.

EDITORIAL STAFF

Publisher, Sylvia L. Lovely
Editor, Terri Johnson
Design/Layout, Ulysses C. Hayes
Director of Communications, Bobbie Bryant

For a full list of KLC staff visit www.klc.org.

By providing pertinent information, the Kentucky League of Cities does not necessarily endorse the views, services, programs or initiatives described in the listed references or websites, nor is the Kentucky League of Cities responsible for any statements or material contained therein. This publication provides information and links as a service to readers for their consideration.

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“Wisdom is not a product of schooling but of the lifelong attempt to acquire it.”

- Albert Einstein



KLC Direct recently won a **Lexington Addy Award** for best newsletter! Congratulations to the Communications Staff!

INSURANCE NEWS

Festivals: Have Fun but Stay Safe. . . and Covered



KLC Offers New Special Events Coverage

We have so much to celebrate in Kentucky, and the state's 'festival' season is about to hit full swing in communities across the commonwealth.

Unfortunately, sometimes with that celebration there comes an increased risk of an accident or injury, and it is important that cities do everything possible to prevent accidents. When accidents do occur it is vital that cities (and other festival sponsors) have pre-arranged insurance coverage to quickly and efficiently handle the claims for damages.

Beginning July 1, 2006, Kentucky League of Cities Insurance Agency can assist you with that solution. KLCIA has made arrangements with a specialty risk purchasing group to provide insurance coverage for your special event.

Special Event/Festival FAQ's:

Q: What is a special event?

A: KLCIS defines a special event as "Any celebration, festival or event occurring primarily outdoors that is hosted, sponsored, promoted or allowed to occur by an "insured" taking place in whole or in part on property owned or controlled by the "insured" lasting

longer than 24 hours, exclusive of set-up or tear down time." With questions concerning whether your event qualifies under the definition as a "special event," contact KLC Senior Underwriters Suzanne Reed (sreed@klc.org) or Linda Shearer (lshearer@klc.org) or 800.876.4552.

Q: How does my current KLC policy treat special events?

A: Effective July 1, 2006, damages arising from "special events" are excluded from your KLCIS general liability policy.

Q: How will the new coverage work?

A: This additional line of coverage will not only protect the named policy holder but can be endorsed to include other sponsoring organizations (such as Chambers of Commerce, tourism departments, etc.). Coverage can be obtained for events that include pyrotechnics, alcohol sales and other risky ventures. One policy can be obtained to cover all the events taking place throughout the year. With questions, contact KLC Insurance Agency Customer Service Representative Lydia Heathman (lheathman@klc.org) or 800.876.4552.

Q: How do I get the special events coverage?

A: The special events coverage is available immediately after a short application process. Contact KLC Insurance Agency Customer Service Representative Lydia Heathman (lheathman@klc.org) or 800.876.4552

Have fun but remember to be safe... and covered!

LAW ABIDING

Open Records Policies: A Must for City Governments

Compliance with the Kentucky Open Records Law is more than just providing public documents in a timely fashion. The state law also requires that every city adopt an open records policy so that the public is aware of the procedures for obtaining public documents. Most city governments comply with this requirement by enacting an ordinance that establishes a clear process by which the city will accept and respond to open records requests. In essence, the adopted policy serves as a "how-to" guide for individuals requesting public records.

The law requires that each city's Open Records policy address four major areas. First, the policy must identify the city's principal office and its regular office hours. Second, the policy must set forth the title and address of the official custodian of the city's records. By statute, this is the city clerk. Third, the policy must set forth any fees that the city will charge for reproduction of city records. And, fourth, the policy must clearly describe the procedures for obtaining access to the city's public records.

While the adopted policy must be consistent with the Open Records Act, the

city may expand upon the required elements and tailor their open records rules and regulations to suit their particular needs. For example, the city may require that all requests be written or that those that live and work inside of the jurisdiction inspect the records before the city will make copies. In addition, the policy may establish a rule that any fees the city charges for the reproduction of records must be paid in advance. Many policies also address the city's approach with regard to commercial requests for public records.

Not only is the city required to enact an open records policy, the city must display a copy of its open records policy in a prominent location accessible to the public. Generally, policies are displayed in the common areas of city hall or in the city clerk's office.

Do not be on the losing end of an Attorney General's Open Records Decision. Be sure that your city complies with the law by having a policy and posting it. If you need a model policy or need technical assistance contact the KLC legal staff.

Interactive Training

Get the best in law enforcement instruction with the best in interactive teaching tools! The MILO by IES features the latest breakthroughs in enhanced simulated learning environments with courseware covering virtually every situation your officers might face in the real world.

To learn more about IES Interactive Training contact Mark Filburn or Tony Hampton, KLC Law Enforcement Specialists at 800-876-4552.

CITY BEAUTIFUL

Free Elm Trees Now Available Under Matching Grant Program

The new Matching Tree Grant Program for 2006 has been announced by Elm Research Institute (ERI), a nonprofit organization based in New Hampshire. This unique, community-oriented promotion features disease-resistant American Liberty Elms which are the only street-proven, purebred, native American elms with a lifetime warranty against Dutch elm disease.

Here's how the Matching Tree Grant Program works: for every inch of caliper purchased, in trees 3 inch caliper and larger, ERI will donate an equal total in 1 inch or 2 inch caliper trees to be presented as a gift to the municipality of your choice for planting on public property.

Example: Should the town, a local business or resident purchase one 6-inch tree ERI will donate three 2-inch calipers, valued at \$300 each as a tax deductible gift to a community or college of your choice. This tree grant will help Elm Research Institute fulfill its mission to "re-elm" the streets of America. Contact Elm Research Institute for all the details of this unique offer. Receiving cities pay only for shipping charges for the gift trees. These trees are not available from commercial nurseries...you can get them only from Elm Research Institute.

For more information about the Matching Tree Grant Program, call ERI at 800-367-3567 (FOR-ELMS), or visit www.landscapeelms.com.

Do Drink the Water

The U.S. Environmental Protection Agency recently published a rate setting guide for small drinking water systems. Small drinking water systems are classified by the EPA as those systems which serve 3,300 or fewer persons. The 62-page report entitled "Setting Small Drinking Water System Rates for a Sustainable Future" is available through the KLC Library or the EPA's web site.

To view a copy of the report, you can visit www.epa.gov/water/infrastructure/ or contact Barb Pace, KLC Resource Librarian, at 800-876-4552.

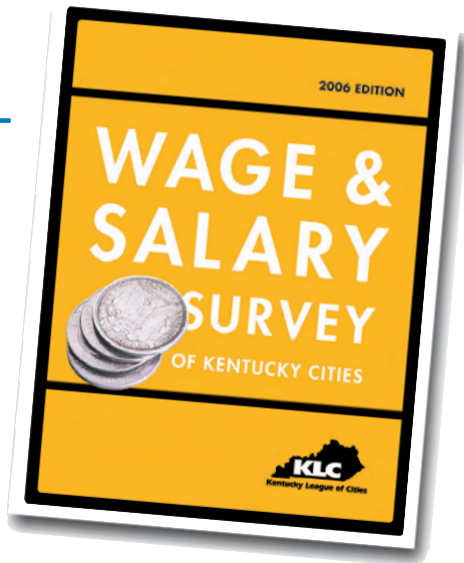
SHOW ME THE MONEY

Just in Time for Budgets - KLC Wage & Salary Survey Tool

www.klc.org/news_release.asp?id=282

Just in time for city budget preparations, the 2006 Wage and Salary Survey of Kentucky Cities is now available! We had 242 responses for the survey out of 379 member cities--for a response rate of 64 percent! This high rate of return offers our cities the most complete salary analysis in the state.

This year's report looks quite different from past editions. We have listened to our members' suggestions and have made this information much more user-friendly. Job positions are easier to find, and we have provided comparisons by class of city and area development district (ADD). All of these changes should better help our member cities address their pressing personnel issues in tight fiscal times.



Those member cities which completed and returned the survey received a complimentary copy of the 96-page report. Additional copies of the report are available to member cities for a discounted rate of \$24.99 each. The regular price for each copy is \$49.99. Electronic copies of the report will also be available to member cities on our new KLC web site coming soon!

Grant Applications Being Accepted

Money Like Water

The Governor's Office for Local Development (GOLD) will begin accepting applications for the 2006 Land and Water Conservation Fund Program on May 1. These funds can be used for reimbursement on activities that include the acquisition, development and renovation of outdoor recreation areas and facilities.

Deadline: July 1, 2006

Applications: www.gold.ky.gov

Information: Jodie McDonald at 800-346-5606 or by e-mail at jodie.mcdonald@ky.gov.

Happy Trails

The Governor's Office for Local Development (GOLD) 2006 Recreational Trails grant applications are now being accepted for creation of public trails for recreational activities such as walking, hiking, jogging and biking.

Deadline: May 1, 2006.

Applications: www.gold.ky.gov

Information: Jodie McDonald at 800-346-5606 or by e-mail at jodie.mcdonald@ky.gov.

MEMBERSHIP NEWS

Summit on Citizen Diplomacy

Join Kentucky's community, civic and business leaders, along with citizens to discuss the importance of engaging more Americans in citizen diplomacy on the local and national levels.

What: Kentucky State Summit on Citizen Diplomacy teleconference

When/Where: April 5, 2006, 2:00-5:00 p.m. EST at KCTCS locations in Louisville, Lexington, Morehead, Henderson, Owensboro, Hopkinsville, Hazard, Madisonville, Elizabethtown, Bowling Green, Ashland and Somerset.

Speakers include Sherry Mueller, President of the National Council for International Visitors will be the keynote speaker at the opening session. Other speakers will include Sylvia L. Lovely - Executive Director/CEO of the Kentucky League of Cities; Tim Honey - Executive Director/Sister Cities International; and Governor Martha Layne Collins - Kentucky World Trade Center

How: For more information, contact Kay Sargent at 859-258-3137 by phone or kays@lfucg.com by email.

Get on Board

Governor Ernie Fletcher requests that KLC recommend members for several commissions and board annually. If you would like to be considered for the following board positions, please download the short pdf application at www.klc.org (Adobe required) or contact KLC's Tammy Lyons at 800.876.4552, ext. 3741 or tlyons@klc.org.

Early Childhood Development Authority:

- ◆ Need three nominees, must include at least one male/one female of which one (1) will be appointed
- ◆ Meet at least quarterly

- ◆ 4 year term
- ◆ Per diem + expenses
- ◆ Current term expires 9-15-2006

Kentucky Transportation Center Advisory Board:

- ◆ Need three nominees of which one (1) will be appointed
- ◆ Meet at least semiannually
- ◆ 2 year term
- ◆ Expenses
- ◆ Current term expires 8-10-2006

NLC NEWS

AWARDS for MUNICIPAL EXCELLENCE

Co-sponsored by:

The National League of Cities and
CH2M HILL in recognition of James C. Howland

Call for Nominations - NLC 2006 Awards for Municipal Excellence

The Awards for Municipal Excellence recognize outstanding programs that have improved the quality of life in America's communities. Given through a partnership between the National League of Cities (NLC) and CH2M HILL, the awards honor a range of population sizes.

Entry deadline: June 21, 2006. Winners will be nationally recognized at a ceremony at NLC's Congress of Cities Conference and Exposition in Reno, Nevada, December 2006.

For more information or an application, visit www.nlc.org, under "Resources for Cities," and click on "Awards & Recognition," email mrs@nlc.org or call 202-626-3130.



2006 Homeland Security Grant Applications

- ◆ Homeland security grant applications are due to the Kentucky Office of Homeland Security by May 1, 2006
- ◆ Grant workshops are still being offered at no cost
- ◆ Information and questions can be found online at www.homelandsecurity.ky.gov or 502.564.2081

KLC REMINDERS

At KLC, we want to keep you abreast of what's happening and constantly get your feedback on programs and services. You have received or will receive the following in email or snail mail:

- ◆ Insurance renewal questionnaires (if you haven't received one, call KLC's Karen Stucker Leising, 800-876-4552)
- ◆ Leadership Training Center questionnaires
- ◆ Legislative bulletins

MEET ME AT KLC



Welcome New Staff

Katie Hook
Senior Accountant
Joined KLC January 2006

Katie can be reached at 800-876-4552, ext. 4115, or by email at khook@klc.org.

CALENDAR OF EVENTS

Educate, Celebrate, Participate

APRIL 2006

- 20** Planning & Zoning
Central Fire Department
Ashland, Kentucky
- 25** Kentucky Digital Government Summit: A Government
Technology Executive Leadership Forum
Embassy Suites, Lexington, Kentucky
(For more info visit www.govtech.net/events)
- 27-30** Southern Municipal Conference
Charleston, South Carolina

For more information or to register online, visit KLC's website at www.klc.org/leadership. With questions, contact Karen Butcher at 800-876-4552, or kbutcher@klc.org.

Mark Your Calendar!

Spread the Spirit of Earth Day
April 22, 2006



For ideas on what might work best in your city, please visit www.eppc.ky.gov/educationoutreach/earthday/. To become an Earth Day partner, contact Kate Shanks at kate.shanks@ky.gov or 502-564-5525. Earth Day is sponsored by The Kentucky Environmental and Public Protection Cabinet, with the help of partners such as Kentucky League of Cities.

We Want to Hear from You!

To submit a story or commentary for KLC *Direct* departments, please contact the KLC staff listed or go to www.klc.org. For overall feedback, contact Terri Johnson at 1-800-876-4552, ext. 3784, or tjohnson@klc.org.

KMESHA HIGHLIGHTS

Smooth Sailing in Somerset!

The seventh Annual Kentucky Municipal Environmental Safety and Health Association (KMESHA) conference held March 1-3 at the Center for Rural Development in Somerset was a huge success. Over 136 delegates attended the three day conference on Safety and Health practices for city employees. Delegates attended working sessions and tours for information on:

- ◆ Effective Safety Committees
- ◆ Fall Protection
- ◆ Playground Safety
- ◆ Indoor Air Quality
- ◆ Playground Equipment Maintenance

Highlights of the conference included plant tours of Somerset Houseboats, Play Mart Playgrounds, Inc. (playground equipment), Somerset Recycling and a fireworks safety demonstration by Lansden-Hill Pyro shows.



1. KMESHA delegates listen as the tour guide explains the time involved in customization of houseboats; 2. Delegates learn the safety measures involved in houseboat transportation; 3. Exhibit booths featured safety equipment, products and services; 4. KMESHA delegates gather to begin the Somerset Houseboat Safety Tour.

KLC Direct is designed internally to save our members money.



CITIES
MAKE LIFE MORE
LIVABLE.

March 2006 | Vol. 8 Issue 2



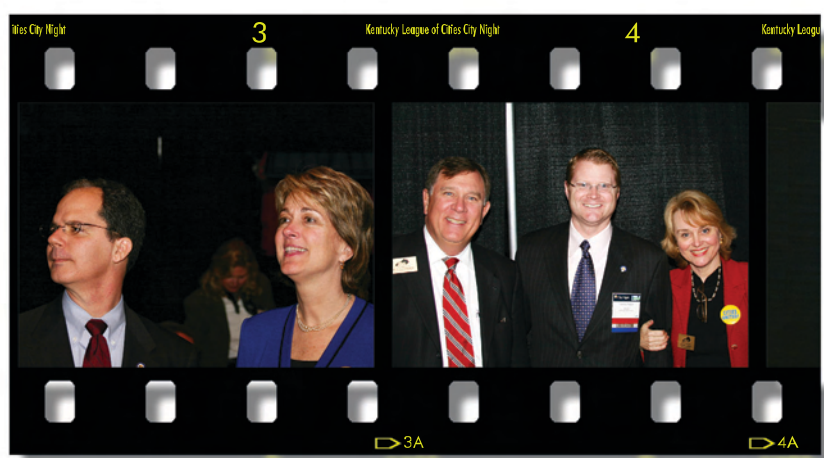
KLC Direct is a monthly publication of the Kentucky League of Cities. Any comments or article suggestions should be forwarded to: Kentucky League of Cities, 100 East Vine Street, Suite 800, Lexington, KY 40507-3700 • 859-977-3700 • 1-800-876-4552 • Fax: 859-977-3703 • www.klc.org

Pass this issue on to:

- 4. _____
- 3. _____
- 2. _____
- 1. _____

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2006 City Night Snapshots



(Identification always left to right): 1. Mayor Tom Rushing (Murray), KLC's Bert May, Senator R.J. Palmer II (D-Winchester); 2. Mayor Glenn V. Caldwell (Williamstown), Senator Damon Thayer (R-Georgetown), KLC's Jerry Deaton; 3. Senator Brett Guthrie (R-Bowling Green) and Sen. Alice Forgy Kerr (R-Lexington); 4. KLC's Neil Hackworth, Sen. Damon Thayer (R-Georgetown), KLC's Sylvia L. Lovely; 5. Mayor Bradley H. Collins (Morehead), Senator David L. Williams (R-Burkesville), Sylvia Lovely, Former Mayor Bill Nighbert; 6. Mayor Bradley H. Collins (Morehead), Ron Wolf, Sen. Gerald Neal (D-Louisville), Sylvia L. Lovely; 7. Mayor Bradley H. Collins (Morehead), Rep. Stan Lee (R-Lexington), Sylvia L. Lovely and Bernie Lovely; 8. Mayor Paul Meier (Crestview Hills), Rep. Jon E. Draud (R-Edgewood) and Mayor Bradley H. Collins (Morehead)





(Identification always left to right): 9. Mayor Bradley H. Collins (Morehead), House Speaker, Rep. Jody Richards (D-Bowling Green) and KLC's Sylvia L. Lovely; 10. Mayor Bradley H. Collins (Morehead), Mayor Michael D. Miller (Jackson), Sen. Johnny Ray Turner (D-Drift) and KLC's Joe Ewalt; 11. Sylvia L. Lovely, Mayor Bradley H. Collins (Morehead) and Sen. Walter Blevins, Jr. (D-West Liberty); 12. House Speaker, Rep. Jody Richards (D-Bowling Green) and Mayor Elaine Walker (Bowling Green); 13. Mayor Bradley H. Collins (Morehead), Sylvia L. Lovely and Rep. Rocky Adkins (D-Sandy Hook); 14. William P. "Bill" Hanes, Executive Director of the Kentucky Retirement Systems, spoke to the KLC Board before City Night. Mayor Brad Collins sitting on the right.