



**BOARD OF MAYOR AND COMMISSIONERS
WORK SESSION
APRIL 27TH, 2022
IMMEDIATELY FOLLOWING REGULAR MEETING**

MINUTES

Members Present: Jonathan Elmore, Mayor
Brian Fisher, Mayor Pro Tem
Lisa Shortell, Commissioner
Lionel Laratte, Commissioner
Dee Merriam, Commissioner

Staff Present: Patrick Bryant, City Manager
Shannon Powell, Asst. City Manager
Ellen Powell, Communications Manager
Ken Morris, Finance Manager
Stephen Quinn, City Attorney

Item #1 Meeting Called to Order

Item #2 Adoption of Agenda
Commissioner Laratte moved to adopt. Commissioner Merriam seconded. All ayes.

Item #3 **Swearing-In Ceremony of New Police Chief, Harry Hess**
City Manager Bryant introduced Mr. Hess. The city's judge, Stephen Nicolas, swore him in and the BOMC extended congratulations. Chief Hess spoke to the audience, thanking his family and current and former coworkers.

Item #4 **Intergovernmental Agreement (IGA) Between the City and Downtown Development Authority (DDA) for Transfer of Property.**
The City seeks to transfer downtown properties owned by the City to the Downtown Development Authority to facilitate the redevelopment of those properties consistent with the Downtown Master Plan and other provisions as set forth by the BOMC.

City Manager Bryant gave a detailed presentation of the three development proposals the City will pursue for the downtown. He explained that although the projects are in the concept phase, the first step is to transfer property from the City to the DDA. Because this is early in the process, Mr. Bryant added, there will be plenty of opportunity for public engagement. He also covered ways the projects could be funded and offered a tentative timeline. Mr. Bryant fielded questions from the BOMC and they generally voiced their enthusiasm. City Attorney Quinn also weighed in and responded to some of the questions. There

was discussion about zoning, restroom, design guidelines, corporate chains, etc. Developer Jerry Miller spoke about chains. Commissioners Merriam and Laratte reiterated the points about these developments that are important to them, such as public restrooms and explaining in the IGA that chains are not allowed.

Item #5

Planning, Architecture and Zoning Board Interviews

After a month of advertising, the City received four applications to fill an open position on the PAZB. The BOMC will briefly interview each applicant.

Members interviewed Allison Bridges, Henry Gerling, and Bill Hover and then thanked them all for attending.

Item #6

Conditional Use Permits for Short-Term Rentals

The City has received three applications from residents requesting approval of a special use permit to operate a bed and breakfast on their respective properties.

City Manager Bryant explained how this process works. The applicants can get approved for the use and then ensure they meet the regulations as part of the business license process. City Attorney Quinn offered more thorough explanations. There was a discussion about what is considered a kitchen. One of the applicants spoke briefly.

Item #7

Majestic Circle Stormwater Project Agreement

The second of the City's five priority stormwater infrastructure projects will provide drainage improvements to properties along Majestic Circle.

City Manager Bryant gave some background information on this project. He said the winning bid is on budget. It will be voted on at the next regular meeting. If approved, staff will then meet with the firm to develop a timeline. Mr. Bryant gave for details about the location of the project as well as cost.

Item #8

Tree Service Proposal

The City released a request for proposals (RFP) seeking on-call tree services. The City received four bids. Staff recommends contracting with For All Seasons.

City Manager Bryant explained how the city handled tree issues on an ad hoc basis traditionally. To achieve the best prices, staff felt it was best to contract with one company for all these on-call tree needs. There is a bulk price to remove sick or dying trees up front and then pricing per tree after that. The group discussed certain trees and lamented the loss of some of the city's older trees.

Item #9

Public Works Facility Upgrades

The City staff received a proposal and recommends the BOMC fund up to \$70,000 to cover the cost of additional upgrades to the Public Works facility including replacement of insulation and installation of secure areas. The attached proposal includes a more detailed scope of work.

A great deal of work has been done on the public works building recently, City Manager Bryant remarked. During the process, however, other needs were identified and he explained what those were, including insulation, secure storage, a washer/dryer connection, and an air compressor.

Item #9

Public Comment

Bill Hover had a question about when a project would be starting (inaudible) and City Manager Bryant said any day now. Mr. Bryant thanked Paul Conroy for his service to the city in the police department and announced his retirement.

Item #10

Adjournment

Commissioner Merriam moved to adjourn. Commissioner Laratte seconded. All ayes.

APPROVED MAY 25TH, 2022

A handwritten signature in black ink, appearing to read "Gina Hill", written over a horizontal line.

Gina Hill, City Clerk