

**BOARD OF MAYOR AND COMMISSIONERS  
PUBLIC HEARING  
REGULAR MEETING  
MAY 11<sup>TH</sup>, 2022  
5:30 P.M.**

**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  
Gina Hill, City Clerk  
Stephen Quinn, City Attorney  
Harry Hess, Police Chief

Item #1 Meeting Called to Order

Item #2 Adoption of Agenda  
Commissioner Merriam moved to adopt. Mayor Pro Tem Fisher seconded. All ayes.

Item #3 **Hearing to Receive Public Comment on the Following Conditional Use Permits for Short-Term Rental**  
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.

Item #4 **Commissioner Comments**  
Commissioner Shortell promoted upcoming concerts on the new town green taking place in June. Commissioner Merriam announced an open house May 24<sup>th</sup> to learn more about the Covington Highway study.

Item #5 **Approval of Minutes**  
March 23<sup>rd</sup> regular meeting  
March 23<sup>rd</sup> work session  
April 13<sup>th</sup> regular meeting  
April 13<sup>th</sup> work session  
Commissioner Shortell moved to adopt the minutes. Commissioner Laratte seconded. All ayes.

Item #6

### **Conditional Use Permits for Short-Term Rentals**

The BOMC will vote on the applications submitted by the property owners mentioned above.

City Manager Bryant gave an overview of the rules surrounding these permit applications. Commissioner Shortell reminded the group that short-term rentals are now legal with new zoning. If problems arise down the road, zoning can be changed, she added. Commissioner Merriam shared concerns about on street parking that she believes may need to be addressed in the future.

- Thomas Graver at 7 Kingstone Road  
Mayor Pro Tem Fisher moved to approve. Commissioner Shortell seconded. All ayes.
- Nick & Jennifer Purdy at 42 Clarendon Avenue  
Commissioner Laratte moved to approve. Commissioner Shortell seconded. All ayes.
- Vance Van Krieken at 3231 Covington Highway  
Mayor Pro Tem Fisher moved to approve. Commissioner Merriam seconded. All ayes.

Item #7

### **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.

Commissioner Merriam moved to adopt. Mayor Pro Tem Fisher seconded. Four ayes, one nay (Laratte)

City Manager Bryant remarked that the DDA unanimously approved this IGA at the previous night's meeting. He touched on changes made to the draft and said the next steps would be for the DDA to negotiate Memorandums of Understanding (MOUs) with each of the developers. Commissioner Laratte said he would not be voting in favor of the IGA because he wanted restrictions against national chain establishments. Commissioner Shortell said she's proud of the cooperation between the DDA and BOMC. She also added some of the ways the city can legally prevent chains from opening up in these developments. Mayor Pro Tem Fisher spoke in support of the plans. Jason Graham, a partner in the hotel project, described what it's affiliation will be with a flagship hotel, such as Marriott.

Item #8

### **Resolution to Appoint Member of the Planning Architecture and Zoning Board**

The BOMC interviewed three applicants for one open position at the last work session. A vacancy has resulted from a recent resignation.

Commissioner Merriam moved to appoint Allison Bridges to the PAZB. Commissioner Laratte seconded. All ayes.

Mayor Elmore recalled that the group interviewed three applicants for this position at the previous work session. Afterwards, each member anonymously ranked their choices. Allison Bridges was consistently the top selection. Ms. Merriam encouraged applicants to volunteer again.

Item #9

**Resolution to Approve 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.

Mayor Pro Tem Fisher moved to approve. Commissioner Laratte seconded. All ayes.

City Manager Bryant explained that this project was on the priority list of the stormwater master plan completed by Brown & Caldwell. If the agreement is approved then a schedule of repairs will be made and communicated with residents.

Item #10

**Resolution to Contract for On-Call Tree Services**

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.

Commissioner Shortell moved to approve. Commissioner Merriam seconded. All ayes.

City Manager Bryant outlined the benefits of contracting with one group, saying that For All Seasons has been very good to work with and a contract could lower costs. Commissioner Shortell was happy the city has become more proactive dealing with trees. Commissioner Merriam would like to see an update to the tree canopy study. Mr. Bryant confirmed that such an update would be forthcoming. Mayor Pro Tem Fisher asked if the trees that For All Seasons need to remove would impact the canopy. Patricia Calcagno thanked the board for their attention to trees.

Item #11

**Resolution to Fund Public Works Facility Upgrades**

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.

Commissioner Merriam moved to adopt. Commissioner Shortell seconded. All ayes.

City Manager Bryant gave a quick rundown of the tasks set to be completed with this agreement, including insulation, secure storage, purchasing an air compressor, etc.

Item #12

**Public Comment**

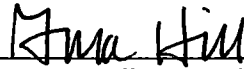
Stacey Bearden thanked the BOMC, DDA and staff for their work to bring about the proposed developments. Bill Hover remarked about the trees being removed near the lake as he anticipates construction on the North Woods project.

Item #13

Adjournment

Commissioner Laratte moved to adjourn. Mayor Pro Tem Fisher seconded. All ayes.

APPROVED MAY 25<sup>TH</sup>, 2022

A handwritten signature in black ink that reads "Gina Hill". The signature is written in a cursive style and is positioned above a horizontal line.

Gina Hill, City Clerk