

PLEDGE OF ALLEGIANCE - Commissioner Cox
INVOCATION - City Manager Mike Flynn

PRESIDING :

Mayor Edallen York Burtner

PRESENT:

Commissioner JoEllen Reed
Commissioner Shannon Cox
Commissioner Ramsey Flynn
Commissioner Kitty Strode

City Manager Mike Flynn, Deputy City Clerk Dianna Layne, HR/Risk Manager Tammy Shelton, Interim Finance Director Michelle Lucas, and the City Clerk were present.

City Attorney William A. Dykeman was present via phone.

Upon determining that a quorum was present for the transaction of business, Mayor Burtner called the March 2, 2020 special meeting to order at 4:30 p.m. in the Commission Chambers of City Hall.

MINUTES

On motion by Commissioner Flynn, seconded by Commissioner Cox, and with unanimous vote, the minutes of the February 23, 2021 Special 4:30 p.m. and 5:30 p.m. meetings were approved as presented.

DEPARTMENTAL AND AGENCY REPORTS

- A. Planning & Community Development 2020 Annual Report
- B. Clark County Geographic Information System Consortium Staff Report for February 2021
- C. Clark County Geographic Information System Consortium minutes from the January 26, 2021 meeting
- D. Clark County Geographic Information System Consortium Accounts Payable as of January 31, 2021
- E. Clark County Geographic Information System Consortium Financial and Budget Summary for January 2021
- F. Winchester Municipal Utilities Balance Sheet as of January 31, 2021
- G. Clark County KY-ASAP minutes from the January 21, 2021 meeting
- H. Winchester/Clark County Tourism Commission Financial Information as of January 31, 2021
- I. Winchester/Clark County Tourism Commission minutes from the January 19, 2021 meeting

On motion by Commissioner Reed, seconded by Commissioner Flynn, and with unanimous vote, the Departmental and Agency Reports were approved as presented.

INFORMATIONAL ITEMS

- A. Thank you note to the Winchester Fire/EMS from Clarence and Nancy Woosley on their assistance when Mr. Woosley slipped and fell on East Broadway
- B. Report on Unemployment Rate in 17 Counties
- C. EPA Semi-Annual Phone Conference Agenda for February 17, 2021 (Consent Decree)
- D. Email from Interim Finance Director Michelle Lucas regarding the totals for the recent City Emergency Declaration Totals
- E. Correspondence from Department for Local Government regarding the Winchester CRF Reimbursement Project No. C2-130
- F. Correspondence from Department for Local Government regarding the Winchester CRF Reimbursement Project No. C148

WORK SESSION

**Short-Term Transient Room Tax
Tourism Director Nancy Turner**

Ms. Nancy Turner, Director of the Tourism Commission explained what the Airbnb platform was and what the Tourism Commission was requesting of the Commission. She noted in 2019 Winchester/Clark County had six Airbnb properties and now there are 20 properties. She noted this as a great revenue stream for Tourism and a great way for people to travel.

At this time she noted those participating in the Airbnb platform do not know there is a three (3%) transient room tax that must be paid. She stated Tourism will be sending a letter as well as setting up a link on several short-term rentals (less than 30 days) that will have a tax calculator for those persons having short-term rentals so they know to charge the renters instead of having to pay the room tax themselves. Ms. Turner noted this should alleviate communication issues.

Ms. Turner noted they would be putting a link on the Tourism website to inform people regarding this tax with a contact number for the Finance Office for those individuals to get more information.

Ms. Turner reported on events happening in Winchester at the high school. George Rogers Clark will be hosting the State Wrestling Championship in March, Cheer

competition in May, State Dance competition, and possibly a Track & Field competition.

Mayor Burtner thanked Ms. Turner for her presence.

**Fiscal Year 2022 Sidewalk Repair/Replacement Program
City Manager Mike Flynn and Engineering Tech Daron Stephens**

**WINCHESTER BOARD OF COMMISSIONERS SPECIAL MEETING HELD
MARCH 2, 2021 4:30 PM**

Mr. Daron Stephens, Engineering Tech presented information on the repair/replacement of sidewalks in the city limits. He noted the handicapped ramp replacement at Main Street and Broadway project was approved at the February 23rd meeting.

Mr. Stephens stated for individual sidewalks downtown, the proposal would be to bid a unit price for sidewalks, steps, masonry, handrails, and curbs. Instead of having contractors bid specific areas downtown as a lump sum, that includes excavation, removal, steel, and the mud to replace. This will allow the City to replace/repair several areas.

Mr. Stephens acknowledged the sidewalk repair/replacement would come through his office for the downtown TIF district since the City owns the downtown sidewalks. He noted the City will not be taking in the sidewalks around town. This program will use the bids that the City receives from the contractor to offer the residents around town a way to replace their sidewalks. He noted there were several around town now that have received property maintenance violations by which this program would assist them with replacement as the contractor will have several areas to correct.

He stated there will be three options for the residents with defective sidewalks:

1. Homeowner completes the work to the satisfaction of the Engineering Tech via hiring a contractor or making repairs themselves.
2. The City dispatches contractor to make the necessary repairs based on the established rate table and the homeowner pays the invoice upon the completion of the work.
3. City dispatches contractor to make the necessary repairs based on the established rate table and the homeowner signs a payment agreement to amortize the cost of the repairs plus 1% interest per month over 6 months for projects under \$500 and projects over \$500 will be financed over 12 months.

Commissioner Strode reported this was approved by the Public Works Committee.

Mayor Burtner requested this matter be brought back to the Commission at the March 16, 2021 meeting.

ADJOURN TO CLOSED SESSION

On motion by Commissioner Strode, seconded by Commissioner Reed, and with unanimous vote, the Board adjourned to closed session to discuss

XX INDUSTRIAL PROSPECTS KRS CHAPTER 61.810 (g)

Mayor Burtner called the meeting back into open session.

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**WINCHESTER BOARD OF COMMISSIONERS SPECIAL MEETING HELD
MARCH 2, 2021 4:30 PM**

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ADJOURN

With no further business, on motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, the meeting was adjourned.

Edallen York Burtner, Mayor

Joy Curtis, City Clerk