

**WINCHESTER BOARD OF COMMISSIONERS SPECIAL MEETING HELD
SEPTEMBER 6, 2022 4:30 PM**

PLEDGE OF ALLEGIANCE - Commissioner Chenault

INVOCATION - City Manager Flynn

PRESIDING :

Mayor Edallen York Burtner

PRESENT:

Commissioner JoEllen Reed
Commissioner Shannon Cox
Commissioner Joe Chenault
Commissioner Kitty Strode

City Manager Mike Flynn, Deputy City Clerk Dianna Layne, 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 September 6, 2022 special meeting to order at 4:30 pm in the Commission Chambers of City Hall.

COMMENTS

Mr. Adam Kidd presented a request to close East Broadway from Main Street to Highland and a portion of Church Alley on October 1, 2022 from 11:00 am to 11:00 pm for the Grasstober Music Festival. He stated this event will benefit the Clark County Future Farmers of America (FFA).

On motion by Commissioner Reed, seconded by Commissioner Strode, and with unanimous vote, the request to close East Broadway on October 1, 2022 was approved.

MINUTES

On motion by Commissioner Cox, seconded by Commissioner Reed, and with unanimous vote, the minutes from the August 16, 2022 Special (4:30 pm) and Regular (5:30 pm) meetings were approved as presented.

DEPARTMENTAL AND AGENCY REPORTS

- A. Clark County KY-ASAP minutes from the May 19, 2022 and June 16, 2022 meetings
- B. Winchester/Clark County Transit Monthly Ridership Trends and Report as of July 2022
- C. Winchester/Clark County Parks & Recreation Attendance Log for July 2022
- D. Winchester/Clark County Parks & Recreation minutes from the July 18, 2022 meeting
- E. Winchester Municipal Utilities Departmental Report dated August 16, 2022
- F. Winchester Municipal Utilities Commission Accounts Payable - Transactions for the Period August 1-August 12, 2022

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- G. Winchester Municipal Utilities Commission minutes from the August 4, 2022 meeting
- H. Winchester/Clark County Tourism Commission minutes from the June 24, 2022 meeting
- I. Winchester/Clark County Tourism FY23 Operating Budget
- J. Winchester/Clark County Tourism Financial Information as of June 30, 2022
- K. Winchester Municipal Utilities Balance Sheet as of June 30, 2022 and July 31, 2022
- L. Winchester/Clark County Administrative Hearing Board minutes from the July 18, 2022 meeting
- M. Winchester/Clark County Industrial Development Authority Internal Financial Report for Period ending July 31, 2022
- N. Winchester/Clark County Industrial Development Authority minutes from the July 18, 2022 meeting
- O. Clark County Geographic Information System Consortium Staff Report for July-August 2022
- P. Clark County Geographic Information System Consortium Financial and Budget Summary for June 2022
- Q. Clark County Geographic Information System Consortium Accounts Payable as of June 30 and July 31, 2022
- R. Clark County Geographic Information System Consortium minutes from the June 28, 2022 meeting
- S. Clark County/Winchester Heritage Commission minutes from the July 14, 2022 meeting and the August 11, 2022 meeting agenda
- T. Winchester Licensing Board minutes from the May 2, 2022 meeting

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

INFORMATIONAL ITEMS

- A. Clark County Health Department report dated August 18, 2022 for the Clark County KY-ASAP meeting
- B. Clark County Harm Reduction Program Reporting Period for June and July 2022
- C. Winchester/Clark County Chamber of Commerce 2022 Schedule of Chamber After Hours and Breakfasts
- D. Grasstober Music Festival information for October 1, 2022
- E. Memo from Brad Sowden, Industrial Development Authority Director regarding activities from the Industrial Development Authority

WORK SESSION

**Bluegrass Community Foundation
City of Winchester Program**

Ms. Halee Cunningham from the Bluegrass Community Foundation General Counsel, and Administrator for the Clark County Community Foundation, spoke on the multiple charitable funds the Bluegrass Community Foundation manages which includes the Winchester Downtown Development Investment Funds.

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She stated the City and several others funded the Downtown Development Investment Funds (DDIF) with also an anonymous donor. She stated the DDIF grants that are approved by the DDIF Board that oversees the application process, those funds are returned to Main Street Winchester from the Community Foundation.

Ms. Cunningham reported the DDIF grant funds could be transferred to a new organization from the old organization that is doing the same work to further the initial donors' intent. If Main Street Winchester as a City entity were no longer to choose working with the DDIF, the new organization can take over the role of DDIF board. She noted the new organization would have to follow the guidelines set up and become a 501(c)3 organization that is in good standing with the IRS and to make sure that all reports are completed to make sure those funds are expended in the appropriate manner. She stated the City would need to continue working with the DDIF until a new organization took over so there would be no period of limbo, if the Commission proceeded with this plan.

She noted the funds have a total of around \$206,000.

**New MSW and U pdate Request
On Outstanding Items**

Mr. Chad Walker, 9 West Lexington Avenue spoke regarding the DDIF and Main Street Winchester program. He noted the new organization would also create an application for business grants for the downtown businesses.

Mr. Walker reported the new downtown group will consist of Father Jim Trimble, Jeffrey Hale, Mikaela Bush, Zack Pasley, and Lauren Frazer. He stated they 501(c)3 should be approved by January 1, 2023.

Mr. Walker noted the issues he still has with regard to the TIF funds and how the accounting principle was figured for those funds.

Mr. Adam Kidd stated the City should call the state auditor so any funds missing can be found. He stated the City should not go back to the auditors that made auditing mistakes.

Mayor Burtner noted the City has not taken a vote on leaving the Main Street Kentucky program. The City would have to do so and the Main Street Kentucky Program. Further, if Main Street Winchester were removed from existence, the Code of Ordinances would have to be amended.

Commissioner Reed noted when the Winchester Assistant Grant (WAG) has received their 501 (c)3 status, they would be required to come before the City Commission each year to request funding for their organization.

Mayor Burtner thanked Ms. Cunningham and Mr. Walker for their appearance at the meeting.

ADJOURN TO CL OSED SESSION

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

XX PROPERTY ACQUISITION KRS CHAPTER 61.810 (b)

CALL MEETING B ACK INTO OPEN SESSION

Mayor Burtner called the meeting back into open session.

ADJOURN MEETING

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

Edallen York Burtner, Mayor

Joy L. Curtis, City Clerk