

BOARD OF PUBLIC WORKS
SPECIAL MEETING
October 23, 2023

The Board of Public Works and Safety met in a special meeting on October 23, 2023, at 9:32 A.M. in the Conference Room, 301 East Clinton Street, Frankfort, Indiana.

The following action was taken: Mayor Sheets called the meeting to order. The following members were present: Mayor Judy Sheets, Megan Sheets, and Greg Miller. Also present were others, as noted in the minutes.

COMMUNITY DEVELOPMENT

The board was presented with the Envoy Vision to Execution Proposal from Rich Taylor (virtual meeting forum) and Community Development Director Kimberly Black. Three topics were discussed during the call;

- 1) Parking Demand and Policy Study with a cost of \$23,000. LVR Consultants would partner with Envoy to gather data on the City of Frankfort's downtown parking. The analysis would show what the need is for parking, timing, and help with guidelines, rules, and regulations. The analysis would take approximately 10 to 12 weeks to complete.
- 2) Single-family, Multi-family, and retail study with a cost of \$17,750.00. This analysis would be contracted to partner with Envoy for a market feasibility study complete with what type of housing need Frankfort has per square foot rent. The analysis will take approximately two months to complete. The City of Frankfort and Shan Sheridan, Economic Development Director, will be able to use this data to help businesses see the return on cost/investment.
- 3) Downtown Revitalizations Plan with a cost of \$55,000.00. The last time the Downtown Revitalization Plan was updated was in 2016. Rich suggested that both the parking and Housing study will see where the Downtown Revitalization Plan needs to be updated. The City of Frankfort Comprehensive Plan was briefly discussed during the meeting. It also needs to be updated and could have a section dedicated to downtown.

The virtual call with Envoy was an informative call with needed discussion from the Mayor and Board of Public Works members. No motions or decisions were made during the meeting.

G. Miller made a motion to adjourn the meeting, seconded by M. Sheets. Mayor Sheets adjourned the meeting at 10:26 A.M.