

COMMONWEALTH OF KENTUCKY
CITY OF PROSPECT
CITY COUNCIL REGULAR MEETING
Tuesday, February 20, 2024, 7:00 p.m.

AGENDA

CALL TO ORDER

- Chair: Mayor Doug Farnsley

APPROVAL OF MINUTES

- Approval of Minutes of the January 8, 2024 city council meeting.

COMMENTS FROM CITIZENS

MAYOR'S REPORT

- Mayor's update on City matters.

FINANCIAL REPORTS

- Monthly financial update
- Presentation of the 2023 Audit by Bill Meyer and Jennifer French and of Strothman & Co., now LBMC

COMMISSION & BOARD REPORTS

- Ethics Commission
- Forestation Board
- Investment Committee

OTHER REPORTS

- Parks and Recreation Advisory Committee
- Council Committee for reviewing and reconciling proposed versions of Ordinance No 633, Series 2023.
- Jefferson County League of Cities
- Putney Pond Boardwalk

POLICE REPORT

UNFINISHED BUSINESS

NEW BUSINESS

- First reading of **Ordinance 633, Series 2024**, AN ORDINANCE RELATING TO THE AMENDMENT AND MODIFICATION OF CHAPTER 37, TAXATION OF THE CODE OF ORDINANCES OF THE CITY OF PROSPECT.

- First reading of **Ordinance 634, Series 2024**, AN ORDINANCE RELATING TO THE AMENDMENT AND MODIFICATION OF CHAPTER 32, CITY COUNCIL: RULES OF PROCEDURE OF THE CODE OF ORDINANCES OF THE CITY OF PROSPECT.
- First reading of **Ordinance 635, Series 2024**, AN ORDINANCE RELATING TO THE AMENDMENT AND MODIFICATION OF CHAPTER 150, BUILDING REGULATIONS CODE OF ORDINANCES OF THE CITY OF PROSPECT.

ADJOURNMENT

Supporting documents for this meeting's agenda are archived on the city's website calendar:

<https://www.prospectky.us/>

This meeting will be conducted in part via WebEx and live-streamed to YouTube here:

https://www.youtube.com/channel/UCDMvzIGZUk_tpL2HXSagU7w

Members of the public may attend in person and see and hear all participating members at Prospect City Hall, 9200 US Hwy 42, Prospect, Kentucky.

CITY COUNCIL REGULAR MEETING MINUTES

January 8, 2024

Attending In-Person: Mayor Doug Farnsley; Council Members John Clark, John Evans, Frank Fulcher, Don Gibson, Sara Hines, and David Holmes; City Attorney F. Chris Gorman; Police Chief Jeff Sherrard; City Clerk John S. Carter

Participating Remotely: Director of Public Works Ron Cundiff

Call to Order

Mayor Farnsley called the meeting to order at 7:00 p.m.

Special Guest

Mr. Scott Reed, Metro Councilman for the 16th District, provided the mayor and city council with an update and answered questions on various issues and actions by the Louisville Metro City Council.

Approval of Minutes:

Council Member Clark moved to approve the minutes of the December 18, 2023 council meeting, seconded by Council Member Fulcher, and the motion passed unanimously.

Comments from Citizens

- None

Mayor's Report

- The opening of the "Art at City Hall" exhibition will take place on the afternoon of Sunday, January 15th and is open to the public. Artwork will be displayed in the council chambers and Todd Eberle Conference Room.
- The mayor explained why the January council meeting is scheduled early in the month. He recommended that the city ordinance defining regular council meeting dates be amended so that meetings that fall on a Federal holiday be rescheduled to the Tuesday after any Monday holiday.
- The mayor reviewed the city's accomplishments during 2023, including
 - The completion of the development of Little Hunting Creek Park [LHCP] and dedication of the "John E. Evans Pavilion" and "Charlotte's Playground".
 - Last summer the city held a successful series of six concerts under the John E. Evans Pavilion and planning for this summer's concert series is ongoing.
 - Other events held in LHCP include a law enforcement appreciation event, a Veterans Day event, and many birthday parties and family gatherings.
 - The city approved the construction of a stream crossing bridge in Harrods Creek Park that is scheduled to be built during the summer of 2024.
 - The city successfully faced significant budget challenges due to high inflation and a significant increase in the cost of solid waste services.

- The city has and continues to face challenges in police staffing due to competition from other law enforcement agencies.
- The city ordered and received several Flock cameras to be installed around the city to improve public safety.
- A vacancy on the city council was filled by Mr. John Clark who will remain in office through 2024.
- In 2024 the mayor intends to focus on his pledge to improve the city's walkability, which is to include new sidewalks, sidewalk repair, and development of the proposed Putney Pond boardwalk.

Financial Report

A financial report was not provided because the CPA monthly compiled financial report for December 2023 had not yet been prepared.

Commission and Board Reports

On behalf of the Ethics Commission, Chairperson John Embry presented the commission's annual ethics report and reminded council members, city appointees, and employees to complete and return the annual ethics disclosure form by March 1, 2024.

Other Reports

Council Member Holmes reported that the Council Committee that is reviewing and reconciling proposed versions of revised Forestation Ordinances met on January 5, 2024. The committee has concluded that it is unable to move forward until some legal questions are answered. The city attorney is working on obtaining answers to the committee's legal questions. There is an agreement among all parties that the city council needs to expeditiously codify rules regarding the removal and replacement of trees related to commercial construction.

Police Report:

Police Chief Sherrard reported:

- The details of the written report on arrests and call responses were presented.
- The number of requested Housewatches continues to be higher than last year.

Adjournment: Council Member Fulcher moved to adjourn, seconded by Council Member Clark, and the motion passed unanimously. Mayor Farnsley declared the council meeting adjourned at 7:38 p.m.

Prepared by:

Approved:

John S. Carter, City Clerk

Douglass Farnsley, Mayor

This meeting was live-streamed on YouTube.

City of Prospect
2023 Investment Report

Summary of Investments

<u>Investment Date</u>	<u>Type</u>	<u>Principal</u>	<u>APY</u>	<u>Term</u>	<u>Maturity Date</u>	<u>Redemption Value</u>	<u>Dec 31, 2023 Value</u>	
Feb. 2, 2023	CDAR-4689	\$1,000,000	4.0%	26 weeks	August 3, 2023	\$1,019,530.01	\$0	
Feb. 2, 2023	CDAR-4727	\$1,000,000	4.1%	1 year	Feb 2, 2024		\$1,037,339.58	
May 4, 2023	CDAR-0625	\$1,000,000	4.25%	13 weeks	August 3, 2023	\$1,019,882.46	\$0	
August 4, 2023	KLCIP-MM	\$975,000	4.99%*	n/a	n/a			
August 4, 2023	KLCIP-EIF	\$975,000	5.0%*	n/a	n/a		\$ 996,223.31	
Oct. 11, 2023	KLCIP-MM	\$800,000	4.99%*	n/a	n/a		<u>\$1,803,822.96</u>	
TOTAL							\$3,829,590.98	
INTEREST EARNED IN CY 2023							\$ 126,736	

*Rates as of July 31, 2023.

February 2024 Forestation Report

The Forestation Board met on February 8. Our group included KY Division of Forestry John Baggett, KY's urban forester.

Highlights of the meeting included:

- 1. John Baggett's confirmation that he had approved Prospect's reconfirmation as a Tree City and the seventh's "growth award". The growth award is a recognition of the creation of our Canopy Tree program.**
- 2. Confirmation that the League of Cities/Ecotech donated dogwood had been planted in the entrance area of The Landings.**
- 3. Planning for a memorial tree for Linda Wardell's mother which will be planted in Little Hunting Creek Park and for a requested memorial tree in Harrod's Creek Park.**
- 4. Arranging for a city newsletter article on the Canopy Tree program for which four orders/requests have already been received.**
- 5. Initiating remedial actions on hazardous trees at New Bern Court, along Sutherland Farm Road, Gunston Lane and R42 near city hall.**
- 6. Observing that Chase Bank has not yet responded to the Forestation Board's requests/recommendations regarding tree removals and tree plantings at their planned office site in Kroger Village.**
- 7. Noting that the Forestation Board supports proposed ordinance changes that would require developers to submit plans for tree removals and replacement before receiving building permits.**

Parks & Recreation Advisory Committee Report to City Council

February 20, 2024

- Harrods Creek Stream Crossing Bridge Project—The project is advancing according to plan. Bornstein Construction is working on final design plans for the bridge.

- Parks & Recreation Programs and Events
 - On January 27th, nine children enjoyed a craft project in the Prospect Library where they made pinecone bird feeders. For several children, this was the first craft event they attended. The event was organized by committee member Sallie Schneider and designed by Lauren Becker. After the craft was completed, several children and their families enjoyed the children’s area of the library, reading books to each other and playing with toys while their parents conversed.

 - Following the children’s craft time, we hosted the first nature lecture in Council Chambers. The topic, Geology of Kentucky, was presented by Jacob Crider, Educator and Naturalist of the Creasey Mahan Nature Preserve. Twenty-two residents attended the program, and many positive comments were received.

 - The next event in our lecture series will focus on Kentucky amphibians and will once again be presented by Jacob Crider. Mr. Crider plans to bring live animals for the attendees to observe. A special thanks to Sallie Schneider for organizing the lecture series.

 - The John Evans Pavilion Program/Concert Series for the spring and summer of 2024 is in the planning stages. Shakespeare in the Parks will present “A Midsummer’s Night Dream” on April 28th. Planning for the concert series is being led by committee member and Council Member David Holmes. The events will be announced when finalized.

 - A new summer event is being planned to appeal to children and families which will most likely include a performance in the John Evans Pavilion and activities in the park.

 - The Harrod’s Creek Trail Bash will return in 2024. This 5K and 10K trail run has been very popular with local runners. The event will take place on Sunday, November 17.



Prospect Police Department

Report Summary for JANUARY 2024

❖ *Call Response Reports*

- ◆ Jan 25: (015) Fight call
- ◆ Jan 23: (014) Domestic disturbance
- ◆ Jan 13: (008) Domestic violence
- ◆ Jan 13: (007) Custody dispute
- ◆ Jan 05: (019) Public disturbance
- ◆ Jan 03: (002) Harrassment

❖ *Code Enforcement Reports*

Twenty-two permits were issued in January. Other January issues included:

- ◆ Unpermitted signs removed
- ◆ Trailers in driveway
- ◆ Trash around dumpsters
- ◆ Dirt on roadway
- ◆ Bushes hanging over sidewalks

❖ *Felony Reports*

- ◆ Jan 29: (017) TBUT report date

❖ *JC3 Reports*

- ◆ Jan 23: (013) Domestic violence
- ◆ Jan 06: (003) Domestic violence (See Misdemeanor same date/report number)

❖ *Misdemeanor Reports*

- ◆ Jan 06: (003) Violation of KY EPO/DVO (See JC3 same date/report number)

❖ *Total Assists Outside of Prospect – 0*

❖ *Total Citations / Warnings other than Arrests – 4*

❖ *Total Collisions – 9 with 0 injuries*

❖ *Total People Fingerprinted – 1 resident = \$0*



Prospect Police Department

Monthly Report of Police Activities

JANUARY 2024

Activity	This Year	2023
➤ House Checks	3323	3323
➤ Traffic Activity		
Citations / Warnings Issued	4	2
Non-Injury Accidents	9	5
Injury Accidents	0	3
Citizen Assists	6	10
➤ Reports		
Misdemeanor Reports	1	1
Felony Reports	1	4
Call Responses	6	5
Miscellaneous Reports	2	2
Arrests	0	2
➤ Calls For Service		
Dispatched Runs	70	102
Officer Initiated Runs	112	155
Burglary/Robbery/Fire Alarms	17	24
includes these false alarms	16	16
➤ Code Enforcement Citations	0	0

**CITY OF PROSPECT
ORDINANCE NO. 633, SERIES 2024**

**AN ORDINANCE RELATING TO THE AMENDMENT AND MODIFICATION OF
CHAPTER 37: TAXATION OF THE CODE OF ORDINANCES OF THE CITY OF PROSPECT**

WHEREAS, Chapter 37 establishes a code of taxation for the City of Prospect; and

WHEREAS, it is the responsibility of the City Council to review ordinances periodically and amend them as appropriate, and

WHEREAS, it has been determined that modifications, corrections, additions, and clarifications are necessary to reflect the intent of the City Council,

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

Section 1. Chapter 37 is hereby amended and modified as hereinafter set forth with old language struck through, changes, and new language being underlined and reading as follows:

Chapter 37.02 Due Date; Payment

(A) No later than August ~~20~~ 31 of each year, the City Clerk shall prepare and mail, or arrange for the preparation and mailing at the expense of the city, tax bills on all real estate situated within the city. Each bill shall show each lot, the assessment due the city, and the total amount of the bill.

(B) All taxes, except ad valorem taxes on motor vehicles, shall become due on September 30

Section 2. This Ordinance shall take effect from and after its passage, signing, and publication as required by law.

First Reading on the _____ day of _____ 2024

Passed on Second Reading this _____ day of _____ 2024.

By a vote of _____ aye and _____ nay of the City Council.

APPROVED/VETOED:

ATTEST:

Douglass Farnsley
Mayor, City of Prospect

John S. Carter
City Clerk

**CITY OF PROSPECT
ORDINANCE NO. 634, SERIES 2024**

AN ORDINANCE RELATING TO THE AMENDMENT AND MODIFICATION OF CHAPTER 32: CITY COUNCIL: RULES OF PROCEDURE OF THE CODE OF ORDINANCES OF THE CITY OF PROSPECT

WHEREAS, Chapter 32 establishes the rules of procedure for the operation of city council meetings for the City of Prospect; and

WHEREAS, it is the responsibility of the City Council to review ordinances on a periodic basis and amend them as appropriate, and

WHEREAS, it has been determined by that modifications, corrections, additions, and clarifications are necessary to reflect the intent of the City Council,

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

Section 1. Chapter 32 is hereby amended and modified as hereinafter set forth with old language struck through, changes, and new language being underlined and reading as follows:

Chapter 32.21 MEETINGS.

(A) The City Council shall hold its regular meetings once a month on the third Monday of each month at 7:00 p.m. based on the official time in Prospect, Kentucky, except in December and January of each year. In December, the regular meeting shall be the Monday of the full week preceding December 25 at 7:00 p.m. ~~The January meeting will be on the second Monday of the month in honor of Dr. Martin Luther King, Jr.~~ Whenever the third Monday falls on a federal legal holiday, that regular meeting shall be held at 7:00 p.m. on the next succeeding Tuesday which is not a federal legal holiday. ~~These meeting dates may be adjusted by adoption of an annual calendar.~~

(1) The regular meeting place where City Council shall hold its meetings shall be the city hall. The City Council may, for good cause or upon determining that the city hall is not available at the time and on the date herein established for regular meetings, may change the location of the meeting place to any building within the city limits which the City Council shall then determine to be suitable and available; however, the meeting shall be open to the public; and the written notice of the unavailability of the regular meeting site and of the alternate meeting site selected by the City Council shall be published at the city hall at least one hour in advance of the meeting time established herein.

(2) All regular meetings of the City Council shall be open to the public.

(B) Special meetings of the City Council may be called by the Mayor or upon written request of a majority of the Council. In the call, the Mayor or Council shall designate the

purpose, time, and place of the special meeting with sufficient notice for the attendance of Council Members and for compliance with KRS Chapter 61.

(C) At a special meeting no business may be considered other than that set forth in the designation of purpose.

(D) The minutes of every meeting shall be signed by the City Clerk as provided under § 31.36 and by the officer presiding at the meeting.

Section 2. This Ordinance shall take effect from and after its passage, signing, and publication as required by law.

First Reading on the ____ day of _____ 2024

Passed on Second Reading this ____ day of _____ 2024.

By a vote of ____ aye and ____ nay of the City Council.

APPROVED/VETOED

ATTEST:

Douglass Farnsley
Mayor, City of Prospect

John S. Carter
City Clerk

**CITY OF PROSPECT
ORDINANCE NO. 635, SERIES 2024**

**AN ORDINANCE RELATING TO THE AMENDMENT AND MODIFICATION OF CHAPTER 150:
BUILDING REGULATIONS OF THE CODE OF ORDINANCES OF THE CITY OF PROSPECT**

WHEREAS, Chapter 150 establishes a code of building regulations for the City of Prospect; and

WHEREAS, the City of Prospect has been designated as a “Tree City”, and,

WHEREAS, the City of Prospect recognizes the importance of protecting its tree canopy for aesthetics and environmental reasons.

NOW, THEREFORE, BE IT ORDAINED AS FOLLOWS:

Section 1. Chapter 150 is hereby amended and modified as hereinafter set forth with old language struck through, changes, and new language being underlined and reading as follows:

REPLACEMENT TREES

Chapter 150.68 Tree Preservation Plan.

All plans submitted for a building permit in the City of Prospect shall include a section detailing whether such plans require the removal of existing live trees.

Chapter 150.69 Forestation Board Review

Where removal of trees is a part of such plans the City of Prospect authorizes and requires that the owner who is removing trees, replace those trees under the direction of the Forestation Board and with the Board's assistance and guidance. The City of Prospect authorizes and requires the Forestation Board to review such plans to determine the type, size, location, and number of replacement trees required to be included in said building plans before a permit shall be issued. The location of replacement trees shall be within the City of Prospect.

Section 2. This Ordinance shall take effect from and after its passage, signing, and publication as required by law.

First Reading on the ____ day of _____ 2024

Passed on Second Reading this ____ day of _____ 2024.

By a vote of ____ aye and ____ nay of the City Council.

APPROVED/VETOED:

ATTEST:

Douglass Farnsley
Mayor, City of Prospect

John S. Carter
City Clerk

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