

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

AGENDA

CALL TO ORDER

- Chair: Mayor Doug Farnsley

APPROVAL OF MINUTES

- Approval of Minutes of the April 4, 2024, and April 15, 2024 city council meetings.

COMMENTS FROM CITIZENS

MAYOR'S REPORT

- Mayor's update on City matters.

FINANCIAL REPORTS

- Monthly financial update

COMMISSION & BOARD REPORTS

- Forestation Board

OTHER REPORTS

- Parks and Recreation Advisory Committee
- Jefferson County League of Cities
- Council Committee for reviewing and reconciling proposed versions of Ordinance No 637, Series 2024 to amend and modify the Forestation ordinance.

POLICE REPORT

UNFINISHED BUSINESS

NEW BUSINESS

- First reading of **Ordinance 636, Series 2024**, AN ORDINANCE AMENDING THE BUDGET FOR THE GENERAL FUND OF THE CITY OF PROSPECT FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024.

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
SPECIAL MEETING MINUTES

April 4, 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; City Clerk John S. Carter

Participating Remotely: Director of Public Works Ron Cundiff

Call to Order

Mayor Farnsley called the meeting to order at 2:43 p.m.

Mayor's Report

- The mayor noted that today is the City of Prospect's 50th birthday. The city was incorporated on April 4, 1974.
- The mayor recognized the great work that the city's public works staff, police department, and citizens have performed in recovering from the April 2, 2024 tornado.

Executive Session

- Council Member Evans moved to begin an executive session to discuss proposed or pending litigation pursuant to KRS 61.810(1)(c), seconded by Council Member Clark, and the motion passed unanimously. The council entered an executive session at 2:50 p.m.
- The council reconvened in regular session with no action taken in executive session at 3:53 p.m.

Mayor Farnsley appointed Council Member Fulcher as acting chairperson and departed the meeting.

Adjournment: Council Member Evans moved to adjourn, seconded by Council Member Holmes, and the motion passed unanimously. Acting Chairperson, Council Member Fulcher, declared the council meeting adjourned at 3:56 p.m.

Prepared by:

Approved:

John S. Carter, City Clerk

Douglass Farnsley, Mayor

This meeting was live-streamed on YouTube.

CITY COUNCIL REGULAR MEETING MINUTES

April 15, 2024

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

Participating Remotely: Council Member John Clark; Director of Public Works Ron Cundiff

Call to Order

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

Special Guest

Ms. Debbie Wesslund introduced herself and her candidacy for the Kentucky House of Representatives, District 48, to the Mayor and Council and asked for their support.

Approval of Minutes:

Council Member Evans moved to approve the minutes of the March 18, 2024 council meeting, seconded by Council Member Gibson, and the motion passed unanimously.

Comments from Citizens

- None

Mayor's Report

- The mayor provided an update on recovery from the April 2, 2024 tornado. The city is coordinating its response with Louisville Metro Emergency Services and has contracted Ashbritt, a contractor that specializes in emergency management and disaster response, for the cleanup of storm debris.
- The Parks and Recreation Advisory Committee has adopted the portion of U.S. 42 that passes through the city as a part of the Kentucky Department of Transportation's Adopt-A-Highway program. This first clean of U.S. 42 took place on Saturday, April 6th. Additional volunteers are being sought for two more clean-ups scheduled this year, one during the summer and one this fall.
- A special meeting of the Forestation Board is scheduled for tomorrow, April 16th to work on plans to restore Prospect's tree canopy after losing approximately 500 trees city-wide due to the April 2, 2024 tornado.
- The mayor nominated City Clerk, John S. Carter, to serve as the city's Chief Administrative Officer, Council Member Evans seconded the nomination. A roll call vote was held: **Yea:** Clark, Evans, Hines & Holmes. **Nay:** Fulcher & Gibson. The appointment passed 4 - 2.

Financial Reports

The City Clerk presented a synopsis of the city's finances through March 2024.

- Cash on hand totaled approximately \$3.8 million.
- Revenue and expenditures are on target with three months remaining in the fiscal year.
- The total restricted road aid fund is \$225,996.
- The clerk recommended that the amended budget up for consideration this evening be withdrawn due to recent significant unforeseen expenses incurred related to the April 2, 2024, tornado.

Commission and Board Reports

On behalf of the Forestation Board, Chairperson Linda Knox reported on the Forestation's written report.

- All canopy trees have been dug and utilities have been notified. Residents can expect their trees to be planted in the next week, weather permitting.
- The board is working with the council committee to finalize the revision to the Forestation Board ordinance and expects the final version to be completed very soon.
- The board's most recent meeting focused on the impact the recent tornado has had on Prospect's tree canopy and how to mitigate the impact. Ideas include updating tree lists of species widely available at local nurseries, identifying trees suited for street locations, identifying native species, and potentially offering more trees at this year's Arborfest.

Other Reports

On behalf of the Parks and Recreation Advisory Committee, Committee Member Carolyn Embry presented a written and oral report on the following:

- The Adopt-A-Highway cleanup along U.S. 42 was a huge success. Sixteen volunteers collected 30 large bags of trash. Another cleanup is scheduled for this summer.
- The first wildflower walk took place in Harrods Creek Park on Sunday, April 7th. Attendance was lower than typical due it part to a recent storm and it being spring break week. A second wildflower walk is scheduled to take place in Harrods Creek Park on Sunday, April 21st at 1 pm.
- A second bird walk is scheduled to take place in Harrods Creek Park on Sunday, April 14th.
- The first spring/summer event in the John E. Evans pavilion will take place on Sunday, April 28th at 2 pm. Shakespeare in the Park will perform 'A Midsummer Night's Dream'.
- There are currently two Eagle Scout candidates building park kiosks. One kiosk is expected to be complete by the end of May.
- The April 2, 2024 tornado downed several trees in Harrods Creek Park and damaged the bench swing on the Blue Trail. The committee has contacted the builder for a proposal to rebuild the bench swing.

On behalf of the Investment Committee, Chairperson Susan Nicholson presented a written and oral report on the following:

- The newly formed investment committee first met in the fall of 2023 and began a review of the investment policy adopted by the city council on January 25, 2023. This process included consulting with the Kentucky League of Cities [KLC] on how to clarify and simplify the investment policy. The amended investment policy presented to the city council this evening reflects the committee's recommendations that resulted from these discussions, and it recommends that the city council adopt the amended investment policy dated April 9, 2024.

- The quarterly report on investments activity was presented to the council. The year-to-date earnings on the city's investments is approximately \$41,454.

Council Member Gibson updated the council on the March 21, 2024 meeting of the Jefferson County League of Cities [JCLC] meeting.

- The last JCLC meeting featured two speakers, Cindy Sullivan, Executive Director of Trees Louisville, and Colleen Younger, Jefferson County Property Valuation Administrator.
- Cindy Sullivan spoke on the goal of increasing Louisville's tree canopy from 39% to 45%.
- Colleen Younger spoke on the methods and how often the PVA assesses property values. On April 22nd the preliminary property assessments for Jefferson County are to be complete.
- Kelly Johnson from the Municipal Road Fund spoke on how gas tax is distributed among cities as road aid.
- The details of city occupational tax, business licensing, insurance premium tax, and ad valorem tax were discussed as methods for raising city revenue.

Council Member Fulcher updated the council on the status of reviewing and reconciling proposed versions of the amended and modified Forestation Ordinance. Members of the committee are coalescing their notes to present to Linda Knox and then will meet as a committee to create a final version and proposed amendments that can be presented to the full council for its consideration.

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.
- Prospect police currently has two full-time and one part-time officer vacancies. Two full-time officers left Prospect for better-paying positions in other departments. Filling the vacant positions with quality personnel has proved difficult due to the nationwide shortage of police officers and competitive pay offers from other police departments.
- In 2023 Kentucky statutes governing the hiring of retired police officers changed so that the city no longer has to pay any retirement benefit or health care benefit to retired police officers hired on annual contracts. This change in the law will save the city approximately \$77K in one year.

Old Business

- Council Member Holmes moved for a second reading and passage of **Ordinance 635, 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, seconded by Council Member Gibson. A roll call vote was held: **Yea:** Clark, Evans, Fulcher, Gibson, Hines & Holmes. **Nay:** None. The motion passed 6 -0
- Council Member Evans moved to withdraw **Ordinance 636, Series 2024**, AN ORDINANCE AMENDING THE BUDGET FOR THE GENERAL FUND OF THE CITY OF PROSPECT FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024, seconded by Council Member Hines. A roll call vote was held: **Yea:** Clark, Evans, Fulcher, Gibson, Hines & Holmes. **Nay:** None. The motion passed 6 -0

New Business

- Council Member Fulcher moved to approve **Municipal Order 2, Series 2024**: AN ORDER CONSENTING TO ADOPTION OF THE AMENDED CITY OF PROSPECT INVESTMENT POLICY DATED APRIL 9, 2024, seconded by Council Member Holmes. A roll call vote was held: **Yea**: Clark, Evans, Fulcher, Gibson, Hines & Holmes. **Nay**: None. The motion passed 6 -0.

Adjournment: Council Member Fulcher moved to adjourn, seconded by Council Member Hines, and the motion passed unanimously. Mayor Farnsley declared the council meeting adjourned at 8:30 p.m.

Prepared by:

Approved:

John S. Carter, City Clerk

Douglass Farnsley, Mayor

This meeting was live-streamed on YouTube.

Prospect Forestation Board May 9, 2024 Meeting Report

The minutes of the April 9 and April 16 meetings were approved.

While significant storm cleanup has occurred throughout the City, Andrea noted that there are still potentially hazardous trees on private property that should be watched. She also suggested that there be a grace period for removals when possible as so much work is still being done.

There was a review of 7 recent Forestation contacts and cases. Topics ranged from questions on storm damaged trees, assistance on tree replacement and some information on ownership of 2 problem trees.

A survey of the most damaged areas in Prospect was conducted on April 23. Communities visited were: Sutherland, Hunting Creek, Hunting Creek Estates and the Meadows at Covered Bridge. Overall, the group was impressed by the amount of clean up done and the amount of repairs completed or in process.

One suggestion was to increase the size of trees being provided at Arborfest, which would increase cost or reduce the number of trees provided. The group hopes that additional funds can be available to help the community with replanting.

The 2024-2025 Tree Plan has been submitted for Council for review. Work on the Trees and Forestation Ordinance is still being done by the Special Committee so there was no specific discussion at this meeting.

The group is also hoping to establish a clear process working with Code Enforcement on tree related situations.

**CITY OF PROSPECT, KENTUCKY
ORDINANCE NO. 636, SERIES 2024**

**AN ORDINANCE AMENDING THE BUDGET FOR THE GENERAL FUND OF THE CITY OF PROSPECT
FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024**

BE IT ORDAINED BY THE CITY OF PROSPECT, KENTUCKY:

SECTION 1: The Budget for the General Fund of the City of Prospect for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024 shall be amended as follows:

REVENUE

INCOME SOURCE	ORIGINAL BUDGET Ord. No. 630, Series 2023	AMENDED BUDGET	CHANGE
Ad Valorem Property Tax	\$1,830,000	\$1,830,000	\$0
Insurance Premium Tax	\$1,435,000	\$1,435,000	\$0
Other revenues	390,350	\$390,350	\$0
Rollover of municipal road aid	\$175,000	\$175,000	\$0
Transfer from existing reserves	\$0	\$0	\$0
TOTAL REVENUES	\$3,830,350	\$3,830,350	\$0

EXPENDITURES

	ORIGINAL BUDGET Ord. No. 630, Series 2023	AMENDED BUDGET	CHANGE
City Administration	[\$904,747]	<u>\$872,648</u>	-\$32,099
Capital Outlay	[\$9,250]	<u>\$44,050</u>	+\$34,800
Community Development	[\$49,650]	<u>\$49,205</u>	-445
Total Administration	[\$963,647]	<u>\$965,903</u>	+\$2,256

	ORIGINAL BUDGET Ord. No. 630, Series 2023	AMENDED BUDGET	CHANGE
Police Department	[\$1,055,044]	<u>\$1,025,318</u>	-\$29,726
Capital Outlay	[\$28,500]	<u>\$94,154</u>	+\$65,654
Total Police	[\$1,083,544]	<u>\$1,119,472</u>	+\$35,928

	ORIGINAL BUDGET Ord. No. 630, Series 2023	AMENDED BUDGET	CHANGE
Public Works	[\$574,404]	<u>\$564,460</u>	-\$9,944
Solid Waste	[\$788,700]	<u>\$788,775</u>	+\$75
Landscape Maintenance	[\$275,500]	<u>\$289,794</u>	+\$14,294
Parks & Tree Management	[\$71,915]	<u>\$71,132</u>	-\$783
Total Public Works	[\$1,710,519]	<u>\$1,714,161</u>	+\$3,642

	ORIGINAL BUDGET Ord. No. 630, Series 2023	AMENDED BUDGET	CHANGE
TOTAL EXPENDITURES	[\$3,757,710]	\$3,799,536	+\$41,826
UNAPPROPRIATED SURPLUS	[\$72,640]	\$30,814	-\$41,826
<u>PROJECTED ENDING BALANCE - JUNE 30, 2024</u>		[\$72,640]	\$41,826

SECTION 2: This Ordinance shall be effective from and after its passage, approval and publication as required by law.

First Reading this 20th day of May 2024

Second Reading this _____ day of _____ 2024

Passed by a vote of ___ aye and ___ nays of the City Council

APPROVED/VETOED:

ATTEST:

Douglass Farnsley
Mayor

John S. Carter
City Clerk