Meeting Minutes

Board of Commissioners

City of Parkway Village

October 22, 2019

Mayor Paul Amshoff called the meeting to order at 6:30 p.m. at Audubon Park City Hall, 3340 Robin Road.

Roll Call: Present were Mayor Paul Amshoff, Commissioners Tabitha Bircham, Mary Rose Evans, and Meredith Rubin; City Clerk/Treasurer, Pat Gould. Commissioner Mara Cravens was absent

Visitors: Audubon Park Police Assistant Chief Teddy Laun

Tabitha Bircham motioned to approve the minutes from the September 24, 2019, Board of Commissioners meeting, Meredith Rubin seconded. Motion carried unanimously.

Vouchers for October 2019 were distributed. Meredith Rubin motioned to approve the vouchers; Tabitha Bircham seconded. Motion carried unanimously.

Assistant Chief Laun reported on criminal activity in September 2019, including a domestic on Perennial Dr and vehicle breakins. She also reported that a local television station had aired a story about recovered goods in which Audubon Park Police Officer Snook was highlighted for his work on the case. Tabitha inquired as to whether Audubon Park was continuing collection of toiletries for the domestic violence initiative. Assistant Chief Laun stated that the collection effort was continuing through October 2019 and that articles could be dropped off at the Audubon Park Clerk’s office during business hours or that she would make arrangements to collect items after hours.

The Citation Officer’s report was unavailable.

Pat gave the Treasurer’s report stating that the Operating and KMAP accounts were reconciled through September 30, 2019. The Stock Yards Bank & Trust statement was available for the Commission’s review. Tabitha Bircham motioned to accept the Treasurer’s report, Meredith Rubin seconded. Motion carried unanimously.

Pat reported that the notice of the FY17 audited financial statements had been published in The Courier-Journal within 30-days of the September 2019 meeting as required by KRS.

Pat gave the Property Tax Collector’s report stating that liens would be placed on properties with outstanding taxes due since the City records have been retrieved from the auditor. As requested by Mayor Amshoff, Pat will prepare a property tax lien report for the Commission’s review. Pat will send a sample letter to Attorney Olt to be mailed to business owners with outstanding business license filings. Pat will bring a listing of business licenses paid and owing to the November 2019 meeting. Pat also reported that the 2019-20 real property tax bills had been prepared and would be mailed to escrow agents and homeowners in November 2019.

Mayor’s Message: Mayor Amshoff stated that he had received a complaint from a Melford Ave resident related to the MSD easement. Paul referred the resident to MSD.

Visitor Comments: none

Old Business:

Tabitha will contact Mr. Sang to follow-up on the scheduling of trimming of the trees in Village Green Park.

Discussion regarding City signage – replacing white/black street signs, adding ‘no parking on grass’, and the spacing of Fire Lane signage was waived to the November 2019 meeting.

Paul will contact Thomas Grundy about spraying the vegetation along the businesses at Preston and Clarks Ln for weeds.

The Commission briefly recapped the Annual Picnic in the Park, held on Sunday, October 6, 2019. Everyone agreed the event was successful and preferred the earlier time (12:30 – 2:00 p.m.).

Usage of LGEA funds was discussed. Pat reported that replacing the City’s banners is a qualified use of these funds. Meredith will research new banner design and pricing. Pat will provide contact information for the City’s last banner purchase.

The possible speed hump installation on Linwood Avenue was waived to March 2020, as the expense would be incurred in the 2021 budget year if approved.

Adoption of the Audubon Park Code of Ordinances’ verbiage related to parking on front lawns was waived until Yvonne Miles reports to the Commission with her comments. The Commission will also obtain an opinion from Attorney Olt.

Mary Rose reported on the Preston median maintenance project. The St. Joseph Area Association is planning a ‘Follow the Buffalo’ fundraiser. They are also interested in placing a banner in the median space. Mary Rose will contact KLC about obtaining an insurance rider for the banner installation.

Mary Rose also spoke with the artist who designed the Follow the Buffalo banner, Katrina Johanson, about painting the Village Green Park sign. Tabitha will follow-up with her regarding colors and timing. Meredith Rubin motioned to expend up to $750.00 for paint and labor costs involved; Tabitha Bircham seconded; motion carried unanimously.

Mary Rose will contact the KY League of Cities to obtain an interlocal agreement regarding future investments of the City’s maturing certificates of deposit with the KLC.

The Commission discussed the annual Jefferson County League of Cities’ dinner, on Thursday, November 21, 2019, at the Jeffersonian in Jeffersontown. The City will pay for City officials to attend. Anyone choosing to invite a guest will be responsible for the additional dinner expense. The featured speaker will be Spalding University president, Tori Murden McClure. If interested in attending, Pat should be notified on or before November 11, 2019, in order to submit the reservation and payment in advance of the discount date of November 15, 2019.

Tabitha is negotiating with a new sales representative about the picnic table purchases in order to attempt to obtain the 15% discount quoted earlier in the year.

New Business:

None

Tabitha Bircham motioned to adjourn the meeting; Meredith Rubin seconded; meeting adjourned at 6:58 p.m.

Respectfully submitted:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Patricia Gould, City Clerk/Treasurer Paul Amshoff, Mayor