

December 16, 2024 Meeting Minutes

The Woodlawn Park City Council met on Monday, December 16, 2024. The meeting was called to order at 7:00 p.m. Those gathered recited the Pledge of Allegiance and then roll call was taken. **Present:** Mayor Mike Brown; Councilmembers Kevin Cassaro, Nancye Claypool, George Langford, Ed Purcell, Suzanna Stoll, and Doug Watson; Charlie Veeneman, Jennifer Osborne, Attorney Matt Carey, and Chief Rich Wilson.

Mayor Brown welcomed everyone to the meeting. He then thanked Councilmember Claypool for helping to decorate City Hall for the holidays.

The Council reviewed the minutes from the November 18, 2024, meeting. Councilmember Watson made a motion to approve the minutes and Councilmember Cassaro seconded the motion. All voted in favor and the minutes were approved.

Introduce Residents/Guests: Mayor Brown opened the floor to comments from residents. None were present.

Variance Requests: Mayor Brown opened the floor to variance requests. None were presented.

Police Report: Chief Wilson reported that minimal speeding was found on Kinloch. He also asked that everyone keep their eyes open for “porch pirates.” With the holidays approaching this is a daytime crime to be vigilant about. He asked residents to take pictures of the crime in action, should they see it, and report it to him immediately because timing is essential. Chief Wilson reminded all residents to lock their vehicles.

Financial Report: Mr. Veeneman reviewed the November financial report in detail. Councilmember Cassaro made a motion to approve the financial report. Councilmember Claypool seconded the motion. All voted in favor and the financial report was approved.

Old Business:

- None presented.

New Business:

- None Presented

Mayor’s Report/Announcements:

- The City Pride Award is not presented in December because of the holiday decorating contest.
- ARPA Update – The remaining funds will be used toward roadway signs. The total cost is \$7,848, \$6,400 will come from ARPA and the remaining will come from the groundskeeping budget.
- Mayor Brown distributed his State of the City Address and reviewed a few highlights

- ARPA Funds
- Mr. Veeneman continues to work on having the audits completed for 2022 and 2023.
- The new city website was rolled out this year, allowing for residents to pay taxes and fees online. It also provides a good knowledge base for residents.
- The 70th anniversary video was completed and is posted to the website.
- Chief Wilson was sworn into office on June 17. He's been a welcome addition to the city and continues to go above what is expected of him. He is passionate about what he does and stays connected to the residents of the city. He spends more time on the street than in City Hall.
- Curbs were added on Green Meadow Circle and moving forward Mayor Brown would like pursue landscaping that area.
- The new logo was launched for the city with the help of Chief Wilson.
- Looking ahead
 - City Government Development to encourage residents to get more involved in community events or running for office.
 - Review the ethics ordinance to remove the partisan requirements for the members.
- In January 2024 we welcomed former mayors to Council meeting to recognize them for their involvement in the city over the years.
- The first shredding and recycling event was held. It was a big success and should be continued in future years.
- The Ethics Committee was sworn into office on June 17, 2024.
- The Fourth of July parade was another success.
- The Fall Social has taken off and we should look at continuing and growing the event.

Councilmember Purcell thanked everyone for the great working relationship over the years. He has enjoyed his time serving with the council and remains willing to help in the future with whatever the city needs. Mayor Brown thanked Councilmember Purcell for all of the work he did to bring people out to events and to help build community.

Councilmember Purcell announced the winners of the Holiday Decorating Contest Decorating Contest Winners

- Brightest – 6803 Green Meadow Circle
- Most Entertaining – 705 Walser
- Best Overall - 4304 Westport Road

Councilmember Claypool made a motion to adjourn the meeting and Councilmember Langford seconded the motion. All voted in favor. The meeting adjourned at 7:19 p.m. Following the meeting, all members of the new City Council were sworn into office. The Mayor, Council, and residents then gathered for a dinner catered by Salsaritas.

Respectfully submitted,

Jennifer Osborne, Clerk

Mike Brown, Mayor

City of Woodlawn Park
Mayor State of the City Report
2024 - A Year In Review
By Mayor Mike Brown

Financials

Once again, I was able to successfully obtain a grant by attending the KLC Stand Up for Your City Conference in September

- \$1,500 liability grant has been obtained to help offset the Orchid Hill sidewalk project- many spots were noted that needed repair. Cost of the project is \$3,000 of which ½ will be paid for with this grant.
- ARPA (American Rescue Plan Act) will be exhausted by the end of 2024.
 - New HVAC was installed at city hall for \$7,180
 - New banners and flags were purchased (12 along Westport Road, 10 within the city streets and a new flag) at a cost of \$4,505 (\$3,000 from ARPA and \$1,505 from budget)
 - LED Light conversion for 11 lights on Westport Road for \$2,780 will take place in early 2025.
 - Lastly, new signs will be installed at all 6 entrances, along with 6 no parking signs throughout, and 6 neighborhood watch signs for a cost of \$7,848 in early 2025.

Communication

- We continue to use our contact management system AWeber to send the monthly Mayor email newsletter that goes out to residents and/or residents relatives each month on the last Monday of the month. This has been a great way to help keep residents on what is happening in the city quickly and inexpensively. Occasionally, a Reach Alert text may go out reminding residents for example about junk day pick up, the city yard sale, emergencies or other important messages and information, etc. Residents can still sign up for this online newsletter or Reach Alert by visiting the city website and clicking on the new member packet.
- The newsletter will be mailed out in July.
- Summary of Ordinances was reviewed and a few items were moved around.
- We rolled out our new city website- special features include an option to pay property taxes online, paying permit fees online, applying for business and rental license online and much more. This new website is actually costing us a little less and its easier for us to maintain and update.

Police

- June 17, we swore in Colonel Rich Wilson to serve as our next Police Chief. He has proven to be an outstanding choice for our city as he continues to go over and beyond what is expected.
- He is passionate about his work and staying connected to the residents via being on our streets more than in the office at city hall.

Drainage

- I want to continue to encourage all our residents to keep their drainage culverts free of debris (leaves and sticks) so that water can flow freely.

Sanitation

- We are ½ way through our contract with Eco-tech. The contract expires June 30, 2027. We have added the recycling calendar to our website so residents can now check the recycle week by visiting woodlawnpark.com.

Streets and Signs

- With the leadership of Councilperson Cassaro and a few willing residents we were able to paint all 70 of our light poles.
- We will be repairing the sidewalks in Orchid Hill Place by utilizing a \$1,500 grant from the Kentucky League of Cities. The other \$1,500 will come out of the operational budget.

City Hall

- The HVAC (furnace and AC) has been replaced this year.

Grounds

- We added two asphalt curbs (one on the south side and one on the north side of Green Meadow Court.
- The burning bushes will be cut all the way back on Westport Road this winter.
- We trimmed back the brush between the Ambridge Circle and I-264 wall.

Woodlawn Park turns 70 Years Old in 2024

- A new logo was created for the city.
- Vintage t-shirts are for sale at \$20 by going online. The more we market Woodlawn Park, the more we tell our story, the better off we become.
- New Banners have been installed along Westport Road and a dozen back in the city streets.
- A video has been produced that tells our city story- I have learned from other Mayors from the state that telling our story will go a long way. You can check out the video on the front page of our website.

City Pride Awards

- Have returned and have been awarded to a resident for outstanding landscaping or overall pride taken in the upkeep of their home. A city pride sign will be placed in the resident's yard immediately following the monthly city council meeting along with a mailed certificate to the resident. (Winners will be announced each month at the city council meeting, our website and newsletter.

2025-2027 Projects

- City government development (we should all take an active role to help seek out residents with a desire to serve the government and their city either a city official seat or helping with a particular project.
- We will review the ethics ordinance and revisit it to remove the partisan language that has been there forever. Since our elections are non-partisan, it makes sense to remove this requirement.
- Some residents' house numbers are not visible, and they need to be especially considering safety and emergency personnel trying to locate your home.

Special Events

- January 15, 2024 (past Mayors received plaques for their work in the city.
- Yard Sale- May 11, 2024
- Recycle/Shredding- May 18, 2024

Respectfully submitted,



Mike Brown, Mayor
City of Woodlawn Park