

January 20, 2025 Meeting Minutes

The Woodlawn Park City Council met on Monday, January 20, 2025. The meeting was called to order at 7:02 p.m. Those gathered recited the Pledge of Allegiance and then roll call was taken. **Present:** Mayor Mike Brown; Councilmembers Nancye Claypool, George Langford, Kevin Reh, Suzanna Stoll, and Doug Watson; Charlie Veeneman, Jennifer Osborne, Attorney Matt Carey, and Chief Rich Wilson. **Absent:** Councilmember Kevin Cassaro (called in to listen to the meeting)

Mayor Brown welcomed everyone to the meeting, especially Councilperson Kevin Reh as this is his first official meeting as a member of the council. Mayor Brown stated that Councilmember Cassaro was absent due to a trip to Italy and Chief Wilson is also absent due to vacation. He then announced that the flag would remain at half mast until January 28 in honor of President Carter.

The Council reviewed the minutes from the December 16, 2024, meeting. Councilmember Langford made a motion to approve the minutes and Councilmember Claypool seconded the motion. All voted in favor, excluding Councilmember Reh who abstained, and the minutes were approved.

City Pride Award: Mayor Brown decided not to recognize a specific resident since the entire city helped each other through the recent snowstorms and uplifted each other. The entire community deserves this award, as it's a special place. He will place the sign in the City Hall yard once the snow melts.

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: Mayor Brown reported on behalf of Chief Wilson that the speed monitoring machine was placed on Walser for 30 days. The machine tracked 36,797 vehicles.

- The peak time travel time was 4:00 -8:00 p.m.
- The average speed was 15.2 mph.
- 2,317 cars went 26-30 mph.
- 2,302 cars went 31-35 mph.
- 15 cars went 36-40 mph.
- 20% of cars travelling Walser were speeding.

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

Old Business:

- Westport Road Planning and Zoning Update
 - Mayor Brown attended the meeting virtually. Councilmember Langford tried to join online but was unable to connect.
 - Mayor Brown reminded the council and residents that Woodlawn Park has no vote on whether or not this gets approved. The final vote falls to the City of St. Matthews.
 - Mayor Brown believes the traffic pattern will be the worst part of this project. In general, he does not believe the surgical center is an issue as it is only being rezoned to Office-Residential.
 - Currently access to the Trilogy nursing home will be removed and Perryman will eventually be extended from Westport Road to Rudy Lane. Access to both the nursing home and the surgical center will be from Perryman.
 - A possible access road might happen behind the properties.
 - The Kentucky Transportation Cabinet (KYTC) has approved the traffic pattern, the proposed structure, and the proposed business.
 - All ten members of the Planning and Zoning Committee voted in favor of the rezoning.
 - Mayor Brown plans to ask KYTC to change the speed limit from the Watterson west towards Hubbards Lane to a 35-mph speed limit.

New Business:

- Code Enforcement Appointment
 - Mayor Brown would like to appoint Colin Lineback to the Code Enforcement Board to replace Wally Deener, who recently stepped down due to personal reasons. Councilmember Claypool 2nd the nomination and all members voted in favor.
- Ethics Ordinance
 - Mayor Brown explained that the Ethics Ordinance was passed in 1994, and he asked the council to consider the following amendments:
 - Move from five members to three.
 - Allow consecutive terms.
 - Remove language requiring political parties being represented.

Mayor Brown will place an amended version on the February agenda for a first reading.

Mayor's Report/Announcements:

- Westport Road Streetlights have been upgraded to LED, and he has already received a number of compliments about them.
- Mayor Brown was asked by the Jefferson County League of Cities' (JCLC) Nominating Committee to consider serving on the JCLC Board. He agreed to be considered, and nominees will be voted on at the February JCLC meeting.
- Mayor Brown wants to make sure everyone understands the Snow Removal Policy. Roads are plowed for the following reasons:
 1. Emergency Safety – Plowed roads allow access by emergency vehicles.
 2. Deliveries and School Buses
 3. Resident Access

- Mayor Brown explained that there is a tough balance between being fiscally responsible and treating the roads. The fees for plowing and treating the roads are as follows:
 - Under four inches - \$1,420 for every plow
 - Over six inches \$1,705 for every plow
 - Each salt application is \$1,750, however that only works down to 20 degrees. Magic Salt is used in temperatures under 20 degrees at a cost of \$2,220.
 - With the recent large snow event, the city plowed two times and salted five times for a total cost of \$15,470.
 - The second, smaller snow event, the city salted one time at a cost of \$1,750.
- Mayor Brown asked that in the future, residents wait to shovel driveways until the plow has finished clearing the street of snow Snowplows cannot be expected to prevent pushing the snow to the end of each driveway.
- Kinloch did have an issue with a lot of snow at the edge of the roadway; however, that is because that was a street that had the most garbage cans still out for collection. Plows have difficulty maneuvering around garbage cans and cars parked on the streets.

Council Focus:

Community Events – Councilmember Reh reported that the holiday decoration contest winners were announced in December. He does plan to work on another shredding and recycling event later in the spring.

Get Prepared – Councilmember Langford reported there were no drainage issues following the recent snows. He recognized today being Martin Luther King, Jr. Day.

Fence and Building Permits – Councilmember Stoll reported no new permit applications.

New Moves and Rentals – Councilmember Watson reported no active listings, and that 4240 Westport Terrace and 4245 Middlebrook Drive had both sold since the last meeting.

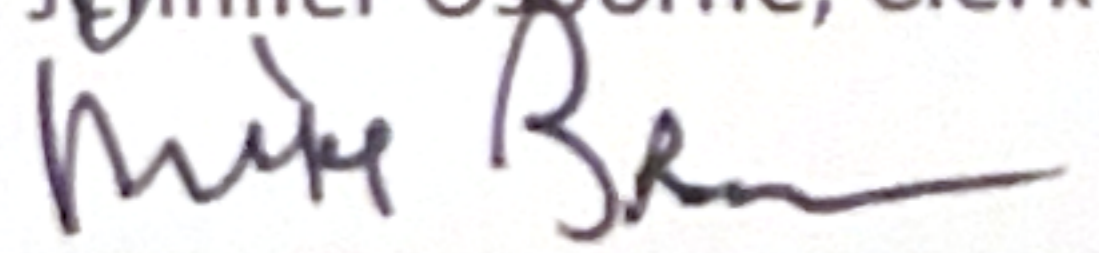
Streets and Signs – Councilmember Cassaro was not present to make a report.

Welcoming Committee/City Hall/Little Library – Councilmember Claypool stated the flag is still at half mast for President Carter and the Little Library remains well stocked.

Councilmember Claypool made a motion to adjourn the meeting and Councilmember Stoll seconded the motion. All approved and the meeting adjourned at 8:05 p.m.

Respectfully submitted,


Jennifer Osborne, Clerk


Mike Brown, Mayor

City of Woodlawn Park
Income Statement - All Funds (Modified Cash Basis)
For the Month and Six Months Ended December 31, 2024
For the Year Ending June 30, 2025 - Budget

	Current Month Actual	Year to Date Actual	Budget	Percent 50%
<u>Revenues - General Fund</u>				
Business License Receipts	\$ 300.00	\$ 450.00	\$ 1,125.00	40.00
Prior Earnings	0.00	0.00	23,282.00	0.00
Franchise Fees	541.99	3,251.94	6,500.00	50.03
Interest Income	0.31	1.84	0.00	0.00
Insurance Tax	0.00	55,854.73	110,000.00	50.78
Misc. Income	10.00	1,447.00	2,500.00	57.88
Property Taxes	1,152.85	146,596.81	148,000.00	99.05
Rental License Fees	0.00	500.00	8,250.00	6.06
Citations	25.00	75.00	200.00	37.50
HB413	0.00	1,391.08	2,800.00	49.68
Litter Abatement	0.00	0.00	600.00	0.00
Grant for Codeafication	1,500.00	1,500.00	0.00	0.00
Total Revenues - General Fund	3,530.15	211,068.40	303,257.00	69.60
<u>Expenses - General Fund</u>				
<u>Operations</u>				
Bonds & Insurance	571.68	5,437.78	13,000.00	41.83
Clerk/Treasurer	300.00	1,800.00	3,600.00	50.00
Federal Payroll Taxes	379.34	2,334.99	4,500.00	51.89
City Hall - Wingate Rd.	188.15	7,477.89	7,000.00	106.83
Legal	300.00	1,910.00	12,000.00	15.92
Accounting	1,000.00	6,316.00	12,000.00	52.63
Audit	0.00	0.00	5,000.00	0.00
Mayor & Council	1,200.00	7,200.00	14,400.00	50.00
Administration Expenses	520.40	6,048.43	11,000.00	54.99
Codification Expense	785.63	785.63	500.00	157.13
Tax Collection	0.00	6,570.52	6,500.00	101.08
Bank Service Charge	61.40	338.53	0.00	0.00
Total Operations Expense	5,306.60	46,219.77	89,500.00	51.64
<u>Beautification</u>				
Beautification - Litter Abatem	162.00	766.00	2,000.00	38.30
Grounds Maintenance	200.00	10,371.59	16,000.00	64.82
Flags and Banners	135.00	1,635.00	1,500.00	109.00
264/Westport Road	0.00	2,500.00	2,500.00	100.00
Light Repairs	0.00	600.00	2,000.00	30.00
Total Beautification Expense	497.00	15,872.59	24,000.00	66.14
<u>Public Services</u>				
Neighborhood Relations	706.86	706.86	1,500.00	47.12
4th of July Parade	0.00	215.87	150.00	143.91
Fall Chili Social	0.00	328.60	400.00	82.15
Street Lights	1,709.38	10,107.50	19,197.00	52.65
Shredding Event	0.00	0.00	1,000.00	0.00
Gift Cards	0.00	0.00	150.00	0.00
Trash Collection	7,499.40	44,996.40	90,000.00	50.00
Total Public Services Expense	9,915.64	56,355.23	112,397.00	50.14

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City of Woodlawn Park
Income Statement - All Funds (Modified Cash Basis)
For the Month and Six Months Ended December 31, 2024
For the Year Ending June 30, 2025 - Budget

	Current Month Actual	Year to Date Actual	Budget	Percent 50%
Communications				
Website & Hosting	918.11	7,488.22	10,600.00	70.64
Newsletter & Directory	0.00	0.00	3,000.00	0.00
Aweber Communications	0.00	0.00	240.00	0.00
Video Production	2,300.00	2,300.00	2,000.00	115.00
Legal Advertising	292.50	783.30	1,000.00	78.33
Total Communications Expense	3,510.61	10,571.52	16,840.00	62.78
Contingency				
Contingency - Mayor	85.00	1,345.90	5,000.00	26.92
Total Contingency Expense	85.00	1,345.90	5,000.00	26.92
Police Expense				
Police Dept (Oper. Exp.)	352.32	5,662.38	6,000.00	94.37
Police Dept. - Salaries	3,258.75	20,322.75	39,920.00	50.91
Code Enforcement	919.66	4,331.52	9,600.00	45.12
Other Police Exp	0.00	1,130.00	0.00	0.00
Total Police Expense	4,530.73	31,446.65	55,520.00	56.64
Total Gen Fund Expense	23,845.58	161,811.66	303,257.00	53.36
Excess Rev (Exp) - GF	\$ (20,315.43)	\$ 49,256.74	\$ 0.00	0.00
REVENUES - ROAD FUND				
RF - Municipal Aid Rec	\$ 0.00	\$ 4,243.00	\$ 20,000.00	21.22
Total Revenues - Road Fund	0.00	4,243.00	20,000.00	21.22
EXPENSES - ROAD FUND				
RF-Road Repair	410.00	515.50	6,000.00	8.59
Street Signs	0.00	0.00	2,000.00	0.00
Snow Removal - RF	1,750.00	1,750.00	12,000.00	14.58
Street Paving	0.00	3,600.00	0.00	0.00
Total Road Fund Expense	2,160.00	5,865.50	20,000.00	29.33
Excess Rev (Exp) - RF	\$ (2,160.00)	\$ (1,622.50)	\$ 0.00	0.00
AMERICAN RESCUE PLAN ACT FUNDS				
ARPA Prior Year Earnings	\$ 0.00	\$ 13,105.05	\$ 0.00	0.00
Amer Rescue Plan Expenses	0.00	(13,105.05)	0.00	0.00
Net Receipts (Expenses)	\$ 0.00	\$ 0.00	\$ 0.00	0.00

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City of Woodlawn Park
Statement of Assets, Liabilities and Fund Balance - All Funds (Modified Cash Basis)
December 31, 2024

ASSETS

Current Assets		
Cash on Hand- PNC	\$	92,480.89
MRA Checking - Eclipse Bank		17,882.29
Money Market - Eclipse Bank		1,211.30
PNC - ARPA FUNDS		6,494.95
		118,069.43
Total Cash		118,069.43
Rental Fee Rec - Audit Adj		250.00
Ins Prem Tax Rec - Audit Adj		19,641.76
RF-Mun. Aid Rec. - Audit Adj.		2,070.00
A/R - HB413 - Audit Adj		1,132.10
A/R - Prop Txes Aud Adj		9,670.65
		32,764.51
Total Current Assets		32,764.51
Property and Equipment		
Automobiles		22,383.73
Other Depreciable Property		1,812.87
Building Improvements		87,030.00
Infrastructure		78,235.20
Land		57,000.00
Accum. Depreciation - Automobi		(22,383.73)
Accum. Depreciation - Other		(1,812.87)
Accum. Depreciation - Building		(25,500.00)
Accum. Depreciation - Bldg Imp		(17,563.04)
Accum Depr - Infrastructure		(62,987.20)
		116,214.96
Total Property and Equipment		116,214.96
Total Assets	\$	267,048.90
LIABILITIES AND CAPITAL		
Current Liabilities		
Accounts Payable - Audit adj.	\$	4,487.85
Federal Payroll Taxes Payable		963.83
State Payroll Taxes Payable		468.70
Local Payroll Taxes Payable		253.07
Property Taxes - Other Than		216.22
Deferred Revenue - Grants		6,494.95
		12,884.62
Total Current Liabilities		12,884.62
Total Liabilities		12,884.62
Fund Balance		
Fund Bal - Fixed Assets		116,214.96
Special Rev Fund - Restricted		49,740.14
General Fund-Unrestricted		40,574.94
Net Income		47,634.24
		254,164.28
Total Fund Balance		254,164.28
Total Liabilities & Fund Balance	\$	267,048.90

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