

May 19, 2025 Meeting Minutes

The Woodlawn Park City Council met on Monday, May 19, 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 Kevin Reh, James Russell Bushong, Suzanna Stoll, and Doug Watson; City Clerk Jennifer Osborne, Chief Rich Wilson, Attorney Matt Carey, and Mr. Charlie Veeneman. **Absent:** Councilmembers Kevin Cassaro and Nancy Claypool.

Mayor Brown welcomed everyone to the meeting and thanked Councilmember Reh for his work on the city-wide shredding event.

The Council then reviewed the minutes from the April 21, 2025, city council meeting. Councilmember Watson made a motion to approve the minutes and Councilmember Stoll seconded the motion. All voted in favor and the minutes were approved.

City Pride Award: Mayor Brown chose to honor 6882 Green Meadow Circle with the City Pride Award. The residents have done an exceptional job on their landscaping and the property looks beautiful.

Introduce Residents/Guests: Mayor Brown opened the floor to comments from residents or guests.

- George Langford, 6845 Green Meadow Circle, addressed the council regarding flags on the flagpole. A neighbor suggested to him that the only flags allowed on the flagpole are the American flag, state flag, city flag, and POW flag. He appreciates the flag for mental health awareness but wonders where will the requests end and who might those requests offend. He gave literature to Mayor Brown regarding flag displays. Mayor Brown told Mr. Langford that this is a discussion item that will be added to a future agenda, once Councilmember Claypool returns.
- Ed Purcell, 4304 Westport Terrace, addressed the council about the business license fee. He believes the business license places an undue burden on small businesses that are already taxed a lot. While the fee isn't a large amount, the line item in the budget also isn't a lot. Mayor Brown stated that this is a discussion item that will be added to a future agenda.

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

Police Report: Chief Wilson reported the following:

- Parking issues seem to have improved.
- Speeding continues to be a major issue. On May 13, the chief and mayor performed speed checks on Walser in unmarked cars to get an idea of speeding in the city. Over a 40-minute time frame, 27 cars were speeding, 13 cars were going the speed limit. Of the speeding cars, 14 were over 30 mph and five were over 35 mph. Most of the drivers were headed to Green Meadow Circle. They also ran radar on Kinloch but the Chief felt

like they didn't go at the right time of day as there were not many cars driving during that time frame.

- Councilmember Watson asked the chief to elaborate on issuing speeding tickets and whether the state legislature has hindered the city's ability to issue tickets. Chief Wilson responded that he can no longer write Woodlawn Park speeding tickets. He now must issue tickets with a specific ORI number and that Woodlawn Park only retains two to three percent of the ticket fee. At this point if a ticket is issued and a resident fights the ticket it can be an average of three court appearances for him, which would end up being most of his contracted hours. This is why he believes stop signs and speed humps are a better long-term solution than issuing tickets.
- Councilmember Stoll stated that she believes the ticket still sends a message and causes the driver a headache. The chief said that he is required to go to the first appearance if a driver fights the ticket. The chief also stated that he would do whatever the council directs him to do.
- Councilmember Stoll asked if it's possible to just ticket the consistent speeders who are not swayed by a simple warning. Chief Wilson stated that he thinks there will be a noticeable difference once the stop signs and speed humps are in place. If those measures don't work, then he could issue tickets more often. Mayor Brown stated that he does not like being selective in the ticketing and if someone is speeding, they should get a ticket.
- Councilmember Stoll stated that the Indian Hills and Audubon Park police departments take action, and no one speeds in those cities. Mayor Brown replied that those police departments have more officers. Councilmember Stoll commented that trying it doesn't hurt anything.
- Councilmember Watson clarified that the city's hands are tied with issuing speeding tickets only, not parking or other citations.

Financial Report: Mr. Veeneman reviewed the April Financial Report in detail.

- The insurance premium tax exceeded budget.
- The budget will be amended before the end of the fiscal year to balance all line items.

Old Business: None presented.

New Business:

Mayor Brown took a moment to thank the Council for their input on the budget that will be presented tonight for fiscal year 2025-2026. The mayor highlighted a few items in the upcoming budget.

- Thanks to input from the council at the May meeting, Mayor Brown looked at the option of leasing a police vehicle and uncovered a leasing opportunity through the Kentucky Association of Counties (KACO) and its municipal lease program. The vehicle will cost \$53,231.61 over three years. The city will not be responsible for automotive repairs that fall under the warranty. The vehicle is a 2024 with 25 miles and is an all-wheel drive so it will be better equipped for inclement weather. Mayor Brown thanked Chief Wilson for finding this program.
 - Mr. Veeneman asked what happens if the vehicle ends up being a lemon, because another city he works with is having issues with their city vehicle. Mayor

Brown replied that the car is under warranty, so the city is not responsible for repairs.

- Councilmember Watson asked about the charges for upfitting the vehicle. Mayor Brown replied that it is included in the lease, which he chose to do because the cost is substantial. Councilmember Stoll asked if the car would have the updated police logo. Chief Wilson replied that it will have the updated logos and help promote the city. Chief Wilson also stated if the car is a lemon, then the city is able to walk away from the lease. Chief Wilson informed the council that to save expenses some of the equipment from the current vehicle will be used to upfit the new vehicle.
- Mayor Brown announced that he thinks he can sell the Charger for approximately \$13,000, which is more than he originally expected.
- The budget is heavy in beautification and public safety.
- The proposed budget includes up to \$10,000 for the Green Meadow Court Island beautification project to help cover the cost of the life size horse.
- Public Works has been added as a budget category to help residents understand the expenses it takes to run the city.
 - Mr. Veeneman asked when the sanitation contract ends. Mayor Brown stated that he believes there is one more year before it needs to be re-bid. Mr. Veeneman stated that other cities are seeing a huge increase in sanitation costs at renewal time.
- Two removable speed humps will be installed on Kinloch along with two new stop signs at the intersection of Walser and Alicent. Mayor Brown is confident that these improvements will help slow traffic.

Councilmember Stoll made a motion to introduce ordinance number 4, series 2024-2025 an ordinance estimating revenues, resources, and appropriating funds for operation of city government adopting a budget for the period of July 1, 2025, through June 30, 2026. The clerk then performed a first reading of the ordinance.

Councilmember Watson made a motion to introduce ordinance number 3 series 2024-2025 an ordinance amending ordinance number 1 series 2024-2025. The clerk then performed a first reading of the ordinance.

Councilmember Watson made a motion to introduce Ordinance number 5 series 2024-2025 an ordinance adopting the Jefferson County, Kentucky Ad Valorem Tax Assessment for the City of Woodlawn Park, Kentucky, and the levying of an ad valorem tax thereon for the general operating purpose of the city. The clerk then performed a first reading of the ordinance.

Mayor Brown began discussion of the possibility of amending the ordinance that implements a two-car maximum garage to a three-car maximum garage. Councilmember Stoll requested that the item be tabled until the full council is in attendance for discussion. Mayor Brown tabled the discussion.

Mayor's Report/Announcements

- Yard Sale report – Mayor Brown reported that 35 residents signed up to participate in the yard sale, but after driving around the city he found 47 participating residents. Mayor Brown thanked Chief Wilson for being present in the city that day.
- JCLC Louisville Bats Game- Thursday, June 19, at 6:30 p.m. – Mayor Brown asked who from the council would like to attend the JCLC bats game. The mayor had RSVPs from Councilmembers Claypool and Cassaro prior to the meeting. Councilmembers Russell Bushong, Reh, and Watson will also attend.
- JCLC meeting – Mayor Brown attended the recent meeting where representatives from Metro Public Works, Metro EMA, and MSD presented. Amy Rose from EMA recommended that cities create a fund that residents can use following catastrophes. This fund could help residents with immediate needs instead of having to wait for FEMA funds to become available. Louisville Metro also wants to help cities create a neighbor helping neighbor program. Mayor Brown stated that in the past, Chief Wilson mentioned organizing an elderly resident check-in program. MSD discussed that five pumping stations in the city's general area need to be replaced over the next 20 years. Mayor Brown also wanted to make residents aware that the back flow program is still available for anyone having sewage back-up issues.
- Hitching post on Green Meadow Court – Jeremy Doyle, resident, has agreed to build the hitching post for the Green Meadow Island beautification project. His daughter, Alyssa, will also help design the painting on the horse.
- Printed Newsletter – Mayor Brown will mail a newsletter to all residents in mid-June. The newsletter will include an explanation of who to call regarding specific issues and will break down what the police department handles compared to what code enforcement handles. Councilmember Stoll asked that the newsletter also include a reminder about leash laws.
- Stivers Road Banner – Mayor Brown stated that there are no signs on Stivers, so he is getting a banner to hang on an existing pole.
- Replace Leyland Tree Behind City Hall – The large Leyland planted behind city hall fell and Mayor Brown will look at options to replace it.
- City Signs Update – Signs were put up recently. Some of the signs were hard to read so the sign company is re-doing those signs, probably in white. The speed limit signs also listed the wrong speed limit. The corrected signs should be in place soon. Chief Wilson also recommended the no parking signs state "No Parking on Street" to make sure we are sending a clear message.

Council Focus:

Community Events – Councilmember Reh reported that approximately 20 residents participated in the computer recycling and shredding event. Mayor Brown commented that it seems like we had more items than last year. Mayor Brown thanked

Councilmember Reh for his work on the event and for helping to clean out the city hall basement.

Councilmember Reh stated that the next event is the Fourth of July parade, and he discussed proposed changes to the parade route to help more residents become involved. Councilmember Reh suggested reaching out to St. Matthews Fire Department to have a truck at the parade. Chief Wilson stated that he clocked the new route, and it is .6 miles long. All present agreed that the new route would be an improvement. Mayor Brown will add the new route to the newsletter.

Let's Get Prepared – Councilmember Russell Bushong reminded residents that they are the eyes of the city. For any drainage issue please call 540-6000.

Fence and Building Permits – Councilmember Stoll reported no new fence permits. She stated that a resident on Ambridge Circle installed a privacy fence backwards and another resident built a fence without a permit. There is a meeting tomorrow with the Code Enforcement Chairperson Jim Reh, code Enforcement Officer George Stewart, Chief Wilson, Councilmember Stoll, and Mayor Brown to discuss clarifying the entire process.

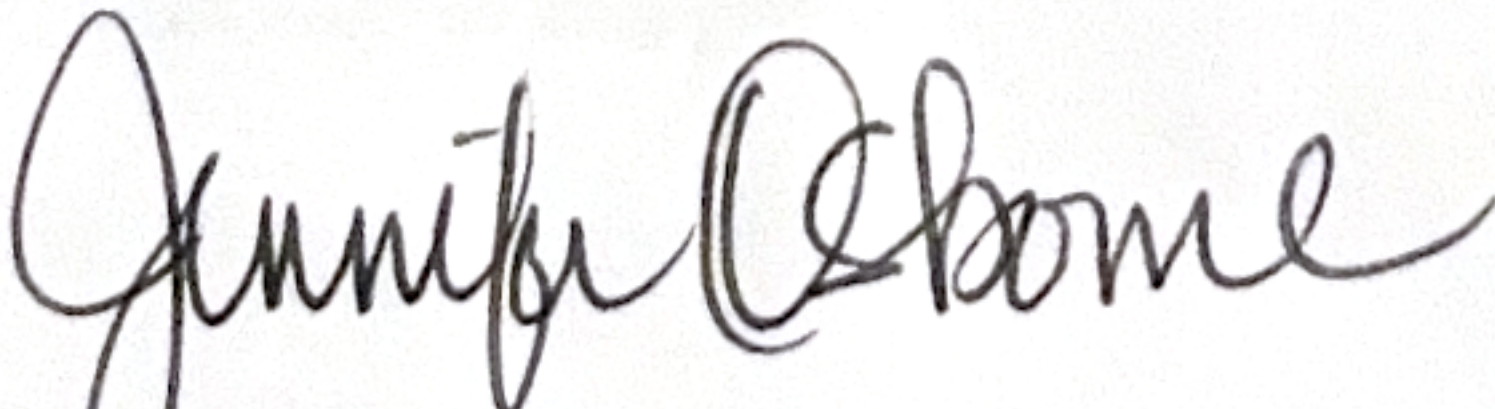
New Moves and Rentals – Councilmember Watson reported that the home sales at 6877 Green Meadow Circle and 6869 Green Meadow Circle both closed, and he has asked Councilmember Claypool to deliver welcome packets. He also reported two houses that are currently listed for sale and they are both under contract. Mayor Brown asked Councilmember Watson if any short-term rentals popped up in the city over Derby weekend. Councilmember Watson said he did extensive searches on all the major platforms, and he didn't find any.

Streets and Signs – Councilmember Cassaro was not present.

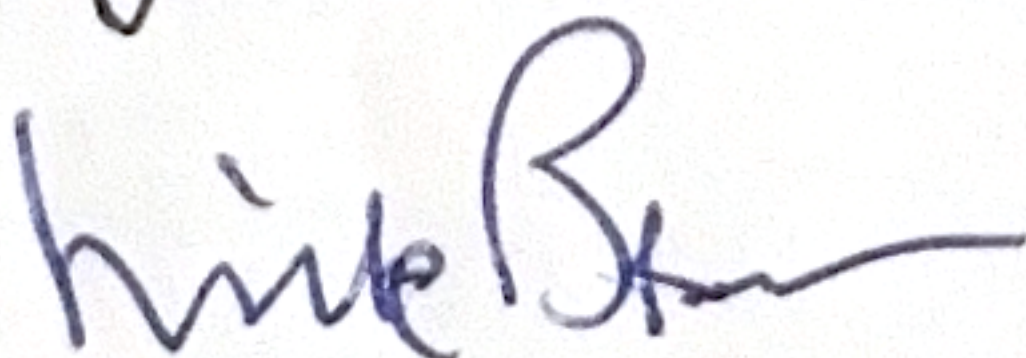
Welcoming Committee/City Hall/Little Library – Councilmember Claypool was not present, but Mayor Brown asked for residents to donate books to the Little Library.

Councilmember Watson made a motion to adjourn. Councilmember Reh seconded the motion. All voted in favor and the meeting adjourned at 8:34 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 Ten Months Ended April 30, 2025
For the Year Ending June 30, 2025 - Budget

	Current Month Actual	Year to Date Actual	Budget	Percent 83%
<u>Revenues - General Fund</u>				
Business License Receipts	\$ 150.00	\$ 1,125.00	\$ 1,125.00	100.00
Prior Earnings	0.00	0.00	23,282.00	0.00
Franchise Fees	542.06	5,420.08	6,500.00	83.39
Interest Income	0.30	3.04	0.00	0.00
Insurance Tax	2,067.10	100,758.83	110,000.00	91.60
Misc. Income	0.00	1,507.17	2,500.00	60.29
Property Taxes	299.59	149,177.04	148,000.00	100.80
Rental License Fees	2,000.00	6,100.00	8,250.00	73.94
Citations	0.00	145.00	200.00	72.50
HB413	1,288.58	3,945.46	2,800.00	140.91
Litter Abatement	0.00	0.00	600.00	0.00
Grant for Codeafication	0.00	1,500.00	0.00	0.00
Total Revenues - General Fund	6,347.63	269,681.62	303,257.00	88.93
<u>Expenses - General Fund</u>				
<u>Operations</u>				
Bonds & Insurance	1,730.68	10,710.50	13,000.00	82.39
Clerk/Treasurer	300.00	3,000.00	3,600.00	83.33
Federal Payroll Taxes	446.58	3,917.34	4,500.00	87.05
City Hall - Wingate Rd.	162.47	9,163.27	7,000.00	130.90
Legal	800.00	4,639.38	12,000.00	38.66
Accounting	1,000.00	9,619.00	12,000.00	80.16
Audit	0.00	12,000.00	5,000.00	240.00
Mayor & Council	1,200.00	12,000.00	14,400.00	83.33
Administration Expenses	1,138.51	9,044.39	11,000.00	82.22
Codification Expense	500.00	1,285.63	500.00	257.13
Tax Collection	0.00	6,570.52	6,500.00	101.08
Bank Service Charge	65.00	588.53	0.00	0.00
Total Operations Expense	7,343.24	82,538.56	89,500.00	92.22
<u>Beautification</u>				
Beautification - Litter Abatem	120.00	1,282.00	2,000.00	64.10
Grounds Maintenance	214.37	13,585.96	16,000.00	84.91
Flags and Banners	472.00	2,107.00	1,500.00	140.47
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	806.37	20,074.96	24,000.00	83.65
<u>Public Services</u>				
Neighborhood Relations	15.67	722.53	1,500.00	48.17
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	1,765.12	16,624.01	19,197.00	86.60
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	74,994.00	90,000.00	83.33
Total Public Services Expense	9,280.19	92,885.01	112,397.00	82.64

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City of Woodlawn Park
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For the Month and Ten Months Ended April 30, 2025
For the Year Ending June 30, 2025 - Budget

	Current Month Actual	Year to Date Actual	Budget	Percent 83%
<u>Communications</u>				
Website & Hosting	369.11	14,846.20	10,600.00	140.06
Newsletter & Directory	300.00	1,363.07	3,000.00	45.44
Aweber Communications	0.00	240.00	240.00	100.00
Video Production	0.00	2,300.00	2,000.00	115.00
Legal Advertising	717.80	1,511.10	1,000.00	151.11
Total Communications Expense	1,386.91	20,260.37	16,840.00	120.31
<u>Contingency</u>				
Contingency - Mayor	0.00	1,758.90	5,000.00	35.18
Total Contingency Expense	0.00	1,758.90	5,000.00	35.18
<u>Police Expense</u>				
Police Dept (Oper. Exp.)	1,301.92	8,620.31	6,000.00	143.67
Police Dept. - Salaries	4,137.63	34,207.01	39,920.00	85.69
Code Enforcement	200.00	7,364.05	9,600.00	76.71
Other Police Exp	40.06	1,170.06	0.00	0.00
Total Police Expense	5,679.61	51,361.43	55,520.00	92.51
Total Gen Fund Expense	24,496.32	268,879.23	303,257.00	88.66
Excess Rev (Exp) - GF	\$ (18,148.69)	\$ 802.39	\$ 0.00	0.00
<u>REVENUES - ROAD FUND</u>				
RF - Municipal Aid Rec	\$ 0.00	\$ 22,293.00	\$ 20,000.00	111.47
Total Revenues - Road Fund	0.00	22,293.00	20,000.00	111.47
<u>EXPENSES - ROAD FUND</u>				
RF-Road Repair	0.00	515.50	6,000.00	8.59
Street Signs	0.00	0.00	2,000.00	0.00
Snow Removal - RF	0.00	31,220.00	12,000.00	260.17
Street Paving	0.00	3,600.00	0.00	0.00
Total Road Fund Expense	0.00	35,335.50	20,000.00	176.68
Excess Rev (Exp) - RF	\$ 0.00	\$ (13,042.50)	\$ 0.00	0.00
<u>AMERICAN RESCUE PLAN ACT FUNDS</u>				
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)
April 30, 2025

ASSETS

Current Assets

Cash on Hand- PNC	\$	31,339.06	
MRA Checking - Eclipse Bank		18,712.29	
Money Market - Eclipse Bank		1,212.50	
PNC - ARPA FUNDS		6,494.95	

Total Cash			57,758.80
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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 Txs Aud Adj	9,670.65

Total Current Assets		32,764.51
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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)

Total Property and Equipment		116,214.96
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Total Assets	\$	206,738.27
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LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable - Audit adj.	\$	4,487.85
Federal Payroll Taxes Payable		1,018.31
State Payroll Taxes Payable		168.81
Local Payroll Taxes Payable		62.20
Property Taxes - Other Than		216.22
Deferred Revenue - Grants		6,494.95

Total Current Liabilities		12,448.34
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Total Liabilities		12,448.34
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Fund Balance

Fund Bal - Fixed Assets	116,214.96
Special Rev Fund - Restricted	49,740.14
General Fund-Unrestricted	40,574.94
Net Income	(12,240.11)

Total Fund Balance		194,289.93
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Total Liabilities & Fund Balance	\$	206,738.27
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