

December 15, 2025 Meeting Minutes

The Woodlawn Park City Council met on Monday, December 15, 2025. The meeting was called to order at 7:02 p.m. Mayor Brown welcomed everyone in attendance and thanked them for being here for the December meeting. The mayor also thanked Mrs. Debra Reh for helping to coordinate the dinner this evening. Those gathered recited the Pledge of Allegiance and then roll call was taken. **Present:** Mayor Mike Brown; Councilmembers Kevin Cassaro, Nancye Claypool, James Russell Bushong, Susanna Stoll, and Doug Watson; City Clerk Jennifer Osborne, Chief Rich Wilson, Attorney Matt Carey, and Mr. Charlie Veeneman. Councilmember Kevin Reh was absent.

The council then reviewed the minutes from the November 17, 2025, city council meeting. Councilmember Claypool made a motion to approve the minutes. Councilmember Russell Bushong seconded the motion. All voted in favor, and the minutes were approved.

Financial Report: Mr. Veeneman reviewed the November 2025 Financial Report in detail. Councilmember Watson made a motion to approve the report. Councilmember Claypool seconded the motion. All voted in favor and the financial report was approved.

Introduce Residents/Guests: Mayor Brown opened the floor to comments from residents or guests. No guests were present to address the Mayor or City Council.

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

Mayor's Report: Mayor Brown presented a State of the City Address. His comments are included as an addendum to these minutes.

Old Business: The clerk performed a second reading of CITY OF WOODLAWN PARK, KENTUCKY, ORDINANCE NO. 4, SERIES 2025-2026, AN ORDINANCE AMENDING ORDINANCE NO. 45 AND TITLE VII, CHAPTER 24, SCHEDULE I.

- Councilmember Cassaro stated that Westport Road no longer has a frontage road, and it is mentioned in the ordinance. Mr. Carey replied that if the frontage road no longer exists then a violation cannot happen, so it does not need to be amended.
- Councilmember Stoll commented that the amended ordinance refers to Section B, but no Section B is shown on the ordinance. Mr. Carey stated that it might be redundancy and he will check to confirm that it is not an issue.

A roll call vote was taken with Councilmembers Cassaro, Claypool, Russell Bushong, Stoll, and Watson voting in favor. With no members in opposition, the ordinance was passed.

New Business: None presented.

Mayor Brown asked if anyone had additional items to discuss. Councilmember Claypool commended Mayor Brown for taking care of the roads during the recent weather events and Councilmember Cassaro thanked the mayor for all he does for the city.

Mayor Brown thanked the council and then invited all those present to stay for a holiday meal after the meeting.

Councilmember Claypool made a motion to adjourn. Councilmember Watson seconded the motion. All voted in favor and the meeting adjourned at 7:36 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jennifer Osborne".

Jennifer Osborne, City Clerk

A handwritten signature in cursive script that reads "Mike Brown".

Mike Brown, Mayor

CITY OF WOODLAWN PARK

STATE OF THE CITY- 2025

I would like to begin the State of the City by acknowledging the Woodlawn Park City Council for a productive and impactful year. Our Council worked diligently to craft thoughtful, forward-looking legislation, and together we passed a balanced budget. While it is a tight budget, it prioritizes public safety, enhances city beautification, and places a strong emphasis on building community among our residents.

Throughout the year, Woodlawn Park continued to provide essential services to our residents, including police protection, sanitation, snow removal, community events, streetlight maintenance, signage, and clear, consistent communication. I really cannot thank the city council, Our Police Chief Wilson, the support staff of Jennifer (clerk), Matt (attorney) and Charlie (financial accountant) for all the hard work you each put into our city government.

There are many great things that happen in Woodlawn Park each year; however, I would like to highlight just a few accomplishments from 2025.

- The City secured a 2024 Dodge Durango, fully upfitted with a police package, through a three-year lease with an annual payment of \$17,743.87 due each August. This lease was obtained through the Kentucky Association of Counties (KACO), a nonprofit organization that assists local governments in acquiring assets at very low interest rates.
- New city signs featuring our updated logo were installed throughout the city, creating a more cohesive and welcoming appearance.
- Participation in our community events more than doubled this year. Increased advertising played a key role, including placing 18 x 24 signs at each city entrance and promoting events in our printed newsletter. These efforts significantly improved outreach and resident engagement.
- LMPD's 5th Division continues to serve Woodlawn Park exceptionally well. In 2025, they brought their resource officer to participate in our Fourth of July parade, provided their radar machine on multiple occasions, and brought the Horse Mount Patrol to our Chili and Fall Social. We have also seen an increase in patrols by additional officers when Chief Wilson is not working. These efforts are made possible by Chief Wilson's strong relationships within the 5th Division, and we are truly grateful.

- The tree canopy of our city remains a top priority. This year, Woodlawn Park received nearly 30 donated trees through the Louisville Grows program. I would like to thank Councilperson Russell Bushong for his leadership in managing this project from start to finish. As trees age or become diseased and must be removed, it is critical that we continue educating residents about opportunities like this to maintain and grow our canopy.
- Woodlawn Park also participated in the Louisville Recycle Right program, helping residents understand better what should and should not be recycled. This past fall, we hosted Metro TV and John Ramsey at City Hall to produce a 30-minute episode focused on recycling and small-city government. Dr. Paula McCraney, our 7th District representative, joined seven other public officials from Louisville Metro, St. Matthews, Douglass Hills and Woodlawn Park for this important publication.
- The City Council and Mayor amended the ethics ordinance to remove outdated partisan language that previously required representation from specific political parties. The Ethics Committee is now nonpartisan, aligning it with our city government, and we approved three residents to serve on the committee.
- Communication continues to be a priority. Residents receive a mayor's monthly email on Monday following each City Council meeting, providing updates on events, announcements, and upcoming legislation. We also utilize Reach Alert for time-sensitive information and our website to post agendas, minutes, monthly financial reports, sanitation updates, and community event information.

We have accomplished a great deal together, but there is still important work ahead. As we move into the second half of this fiscal year and begin planning for the next, we must keep a close eye on our budget and look for responsible ways to increase revenue so we can continue providing the quality services our residents expect.

I am truly enthused, excited, and energized to continue serving as your mayor and this great city we all call home. At the same time, I want to be clear and transparent: we are operating within a tight budget, and that requires careful planning and thoughtful decisions.

On average, it costs about \$29,000 per month to operate Woodlawn Park. Over the past 14 years, operating expenses have continued to rise, while our property tax rate has stayed the same—or even decreased in some years. Today, our rate is \$0.111 per \$100 of assessed value.

To put that in perspective, neighboring cities without a police department have higher tax rates. Windy Hills' rate is \$0.170 per \$100, and Richlawn's is \$0.114 per \$100.

No mayor—especially in an election year—wants to talk about raising property taxes. But part of being a responsible leader is being honest about the financial realities we face and making sure our city remains strong and sustainable for the future.

Please know this: safety, beautification, and community will always remain my top priorities. I am committed to working with our council, support staff, and residents to make smart, careful decisions while planning responsibly for what lies ahead.

Thank you for coming tonight, your time, your trust, and your continued support.

City of Woodlawn Park
 Income Statement - All Funds (Modified Cash Basis)
 For the Month and Five Months Ended November 30, 2025
 For the Year Ending June 30, 2026 - Budget

	Current Month Actual	Year to Date Actual	Budget	Percent 42%
Revenues - General Fund				
Business License Receipts	75.00	75.00	1,200.00	6.25
Prior Earnings	0.00	0.00	30,069.00	0.00
Franchise Fees	542.06	2,710.30	6,000.00	45.17
Interest Income	2.97	13.11	0.00	0.00
Insurance Tax	19,553.52	68,916.30	125,000.00	55.13
Misc. Income	10.00	50.00	1,500.00	3.33
Property Taxes	339.53	141,483.37	147,000.00	96.25
Rental License Fees	250.00	1,550.00	8,250.00	18.79
Citations	0.00	150.00	200.00	75.00
HB413	0.00	1,353.16	4,000.00	33.83
Litter Abatement	0.00	0.00	600.00	0.00
2016 Dodge Charger Sale	0.00	0.00	13,000.00	0.00
Total Revenues - General Fund	20,773.08	216,301.24	336,819.00	64.22
Expenses - General Fund				
Operations				
Bonds & Insurance	655.12	7,030.88	13,350.00	52.67
Clerk/Treasurer	300.00	1,500.00	3,600.00	41.67
Federal Payroll Taxes	423.16	2,153.58	4,700.00	45.82
City Hall - Wingate Rd.	330.82	1,957.84	10,500.00	18.65
Legal	580.00	3,900.00	8,000.00	48.75
Accounting	1,166.00	5,332.00	12,000.00	44.43
Mayor & Council	1,200.00	6,000.00	14,900.00	40.27
Administration Expenses	576.56	4,490.62	11,000.00	40.82
Codification Expense	0.00	0.00	1,000.00	0.00
Tax Collection	0.00	6,595.38	6,700.00	98.44
Bank Service Charge	65.00	405.00	0.00	0.00
Total Operations Expense	5,296.66	39,365.30	85,750.00	45.91
Beautification				
Grounds Maintenance	1,458.17	8,209.01	20,000.00	41.05
Flags and Banners	0.00	611.15	1,000.00	61.12
Gr Meadow Ct Project	0.00	0.00	10,000.00	0.00
Total Beautification Expense	1,458.17	8,820.16	31,000.00	28.45
Public Works				
Beautification - Litter Abatem	120.00	734.00	2,000.00	36.70
Street Lights	1,491.60	7,517.79	19,936.00	37.71
Trash Collection	7,947.75	39,738.67	95,369.00	41.67
2 Speed Humps (Kinloch)	0.00	558.72	2,500.00	22.35
2 Stop Signs (Waiser/Alicent)	0.00	2,796.45	3,000.00	93.22
Total Public Services Expense	9,559.35	51,345.63	122,805.00	41.81
Communications				
Website & Hosting	369.11	1,972.62	10,600.00	18.61
Newsletter & Directory	0.00	1,306.69	2,500.00	52.27
Awebor Communications	0.00	0.00	600.00	0.00
Legal Advertising	192.40	1,538.60	1,500.00	102.57
Total Communications Expense	561.51	4,817.91	15,200.00	31.70

These financial statements have NOT been subjected to an audit, review or compilation engagement, and no assurance is provided on them. Substantially all disclosures required by generally accepted accounting principles have been omitted.

City of Woodlawn Park
Income Statement - All Funds (Modified Cash Basis)
For the Month and Five Months Ended November 30, 2025
For the Year Ending June 30, 2026 - Budget

	Current Month Actual	Year to Date Actual	Budget	Percent 42%
<u>Contingency</u>				
Contingency - Mayor	128.00	896.00	5,000.00	17.92
Total Contingency Expense	128.00	896.00	5,000.00	17.92
<u>Police Expense</u>				
Police Dept (Oper. Exp.)	480.58	2,162.36	5,000.00	43.25
Police Dept. - Salaries	3,831.50	19,651.25	39,920.00	49.23
Code Enforcement	700.00	3,456.66	9,600.00	36.01
Police Vehic Lease (1of3 yrs)	0.00	17,743.87	17,744.00	100.00
Police Car Maintenance	0.00	373.90	2,300.00	16.26
Other Police Expenses	0.00	1,485.68	0.00	0.00
Total Police Expense	5,012.08	44,873.72	74,564.00	60.18
<u>Community Events</u>				
Neighborhood Relations	0.00	0.00	1,000.00	0.00
4th of July Parade	0.00	423.97	250.00	169.59
Fall Chili Social	0.00	602.53	400.00	150.63
Shredding Event	0.00	0.00	700.00	0.00
Gift Cards	0.00	0.00	150.00	0.00
Total Community Events Expense	0.00	1,026.50	2,500.00	41.06
Total Gen Fund Expense	22,015.77	151,145.22	336,819.00	44.87
Excess Rev (Exp) - GF	\$ (1,242.69)	\$ 65,156.02	\$ 0.00	0.00
<u>REVENUES - ROAD FUND</u>				
RF - Municipal Aid Rec	\$ 0.00	\$ 1,348.00	\$ 20,500.00	6.58
Total Revenues - Road Fund	0.00	1,348.00	20,500.00	6.58
<u>EXPENSES - ROAD FUND</u>				
RF-Road Repair	0.00	0.00	5,500.00	0.00
Snow Removal - RF	0.00	0.00	15,000.00	0.00
Total Road Fund Expense	0.00	0.00	20,500.00	0.00
Excess Rev (Exp) - RF	\$ 0.00	\$ 1,348.00	\$ 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)
November 30, 2025

ASSETS

Current Assets

Cash on Hand- PNC	\$ 84,877.20
MRA Checking - Eclipse Bank	20,020.07
Money Market - Eclipse Bank	1,226.22

Total Cash 106,123.49

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

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)

Total Property and Equipment 116,214.96

Total Assets \$ 255,102.96

LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable - Audit adj.	\$ 4,487.85
Federal Payroll Taxes Payable	1,311.38
State Payroll Taxes Payable	355.76
Local Payroll Taxes Payable	155.30
Property Taxes - Dbl Pymt	380.86
Property Taxes - Other Than	216.22

Total Current Liabilities 6,907.37

Total Liabilities 6,907.37

Fund Balance

Fund Bal - Fixed Assets	116,214.96
Special Rev Fund - Restricted	49,740.14
General Fund-Unrestricted	15,736.47
Net Income	66,504.02

Total Fund Balance 248,195.59

Total Liabilities & Fund Balance \$ 255,102.96