

Meeting Minutes
Board of Commissioners
City of Parkway Village
July 22, 2014

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Mara Cravens, Kim McGee, and Jim Holland; City Clerk/Treasurer Pat Gould; Citation Officer Erich Kragel; Commissioner Paul Amshoff was absent.

Visitors: Yvonne Miles of Linwood Avenue, Assistant Chief Mike Minniear of Audubon Park Police

Jim Holland motioned to approve the minutes from the June 24, 2014 Public Hearings related to the usage of KY Municipal Road Funds in Fiscal Year 2015, the proposed real property tax rate to be assessed in Fiscal Year 2015, and from the June 24, 2014 Board of Commissioners meeting; Kim McGee seconded. Motion carried unanimously.

Pat Gould presented the vouchers for July 2014, stating there were no unusual items in the voucher history. Mara Cravens motioned to approve the voucher report, Kim McGee seconded. Motion carried unanimously.

The Citation Officer's report was given verbally by Erich Kragel. Erich will email the report following the meeting.

Audubon Park Police Assistant Chief, Mike Minniear, discussed police activities and was available to address citizen concerns. The Audubon Park Police six-month report of crime in Parkway Village and the 40217 zip code area was circulated. Audubon Police continue to request assistance from Parkway Village residents in dispatching police when suspicious activity is noticed. Mary Rose asked that the police look at the graffiti in the City to determine affiliations with gang activity. Assistant Chief Minniear stated that the Audubon Police will attend the picnic in Village Green Park on September 21, 2014. Audubon Park police want to include crime information, tips and biographical information about the police force in upcoming Parkway Village newsletters.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through June 30, 2014. Pat reported that the General Funds CD at Community Union Bank has matured. With approval from the Board of Commissioners, Pat will re-invest the \$77,036.32 funds in a CD with a term of twenty-four (24) months or less at the most competitive rate available. Pat will present the financial report for the quarter and year ended June 30, 2014 at the August 2014 meeting. Mara Cravens motioned to accept the Treasurer's report; Jim Holland seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that liens will be prepared for owners with outstanding tax bills to be emailed to Attorney Olt for signature. The liens will be filed in late August or early September 2014. Jim Holland noted that the property tax ordinance inaccurately states the tax year as 2014 in paragraph two (2). Mary Rose will discuss with Sky to determine if an amended ordinance is required to be mailed.

Mayor's Message: Mayor Evans reported on the Charter Communication that Comcast has purchased Time Warner Cable and will acquire the cable franchise. Mary Evans will talk to JCLCCC and Attorney Ain to see if any action is needed on the part of Parkway Village related to the Charter Communication.

Visitor's Comments: Yvonne Miles stated that she had posted information about the upcoming November election on her Parkway Village FaceBook page, noting that terms are expiring for the Mayor and Commissioners. Pat requested that Yvonne inform the Parkway Village FaceBook page followers of the Reach Alert system and encourage registration.

Old Business:

The Commission continued discussion on the replacement surface for the Village Green Park playground. Pat circulated the cemetery owners' lease agreement for review. The Board will request a review of the lease by Attorney Olt. If there are no issues, Jim Holland motioned to request a ten-year renewal option via written notice, as required in the lease agreement. Kim McGee seconded the motion. Motion carried unanimously. Mara will contact the rubber mulch contractors and request presentations at the August 2014 Board of Commissioners' meeting.

Resident Steve Brown of 845 Linwood Avenue has agreed to serve on the Code Enforcement Board, but was not in attendance to be sworn in. Two (2) additional applicants are needed. Solicitation of City residents will continue.

Penny Keith will be contacted about usage of her wi-fi signal at the Village Green Park annual picnic to allow for residents to register with Reach Alert.

For the annual summer picnic in Village Green Park on Sunday, September 21, 2014, from 2:00-4:00 p.m., Mary Rose will contact Curtis about the hotdog donation, Mara Will contact Ken White about bun donation. Mara will also contact ProCarent to have an EMS unit on hand. Pat will email Paul to hopefully schedule a visit from Camp Taylor Volunteer Fire Department. Jim Holland suggested the Commission consider repairs and/or replacements needed for the Park's picnic tables and benches.

Mara reported that a Bible study group from Sovereign Church has offered to assist with the picnic, and to clean up the Park before and after their study.

Pat will advertise the city-wide yard sale in The Courier-Journal on the Wednesday, Thursday, and Friday preceding the event.

New Business:

Jim Holland suggested the City expend funds to have the easement between Melford and Linwood cleared of overgrown vegetation. The project would help residents and police by allowing better visibility from Preston Highway, and possibly discourage criminal activity. He suggested the City consider having the easement mowed two (2) times per year ongoing. Mara will contact Thomas Grundy for an estimate for the work. Kim McGee motioned for Mara to approve the quote if under \$500.00; Jim Holland seconded. Motion carried unanimously.

Mara reported that trimming is needed on trees blocking the totem pole on Melford near Parklawn, and on Alexander between Linwood and Melford.

Jim reported that the asphalt patch work had been completed on Linwood Avenue. If there are asphalt issues upon completion of the Louisville Water Company project in the City, Mary Rose has a contact number for the engineer.

Pat circulated information regarding FastForward (KET GED test study guide).

Pat circulated information regarding Board nominations due for the KLC.

Jim Holland motioned to adjourn the meeting. Mara Cravens seconded. Motion carried unanimously. Meeting adjourned at 8:22 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
August 26, 2014

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Mara Cravens, Kim McGee, and Paul Amshoff; City Clerk/Treasurer Pat Gould; Citation Officer Erich Kragel; City Attorney, Schuyler Olt; Commissioner Jim Holland was absent.

Visitors: Maria Mier, Kristina Gerard, Jarvis Rice, Assistant Chief Mike Minniear of Audubon Park Police, David Williams & Associates representative, Gigi Kopsis, and Bluegrass Recreation representative, Steve Norton

Mara Cravens motioned to approve the minutes from the July 22, 2014 Board of Commissioners meeting to include an amendment to reflect tree trimming needs for sign visibility at Melford Ave near Parklawn Dr and at Alexander Ave/Melford Ave; Kim McGee seconded. Motion carried unanimously.

Pat Gould presented the vouchers for August 2014, stating there were no unusual items in the voucher history. Paul Amshoff motioned to approve the voucher report, Kim McGee seconded. Motion carried unanimously.

The Citation Officer's report was circulated and given by Erich Kragel.

Audubon Park Police Assistant Chief, Mike Minniear, discussed police activities and was available to address citizen concerns. Assistant Chief Minniear stated that the Audubon Police will attend the picnic in Village Green Park on September 21, 2014. Audubon Park police want to continue to include crime information, tips and biographical information about the police force in upcoming Parkway Village newsletters.

The Board of Commissioners discussed the Code Enforcement Board (CEB) with residents interested in service, Kristina Gerard, Maria Mier, and Jarvis Rice. Another interested person, Steve Brown, could be sworn in at a near future date by Mayor Evans upon the Commission's approval. Paul Amshoff motioned to appoint the aforementioned four members to the Code Enforcement Board, Kim McGee seconded. Motion carried unanimously. Kristina Gerard, Maria Mier, and Jarvis Rice were given the oath of office by Attorney Schulyer Olt. Steve Brown will be sworn in at a near future date by Mayor Evans. Pat will send CEB members' email contact information to Attorney Olt and post CEB information on the website. Citation Officer, Erich Kragel, will begin issuing citations in September 2014.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through July 31, 2014. Pat presented the financial statement for the quarter and year ended June 30, 2014. Mara Cravens motioned to accept the Treasurer's report; Paul Amshoff seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that liens had been prepared for owners with outstanding tax bills and emailed to Attorney Olt for signature. Attorney stated that an amended ordinance is not required to be mailed. An initialed correction to paragraph two (2) of the property tax ordinance inaccurately stating tax year 2014, is necessary. Pat will bring the listing of delinquent business licenses to the September 2014 meeting.

Mayor's Message: Mayor Evans reported the letter declaring the City of Parkway Village as a 'home rule' and no longer classified as a 'sixth class' city has been mailed.

Visitor's Comments: Bluegrass Recreation representative, Steve Norton, and David William & Associates representative, Gigi Kopsis, gave presentations related to replacement of the Village Green Park playground surface. The proposals will be reviewed and discussed by the Commission. Both companies' products include wood and rubber mulch. Both companies' proposals include labor, product, repair, and installation costs. Mara will research whether the project would qualify for funding from Waste Management's Crumb Rubber and/or the KLC Safety grants. Both companies encouraged consideration of rubber mat placement in high traffic areas such as slide base and under swings.

Old Business:

Mary Rose has spoken with Toby Horowitz, the contact for the cemetery property and lease for the Village Green Park. The City of Parkway Village and the cemetery will negotiate a ten-year extension of the current lease in order to ensure the playground improvements will be utilized over a longer period of time.

Penny Keith will volunteer usage of her wi-fi signal at the Village Green Park annual picnic to allow for residents to register with Reach Alert.

For the annual summer picnic in Village Green Park on Sunday, September 21, 2014, from 2:00-4:00 p.m., Mara will post laminated signage throughout the city. Kim will place balloons at Alexander Ave entrances to the park at Melford Ave and Linwood Ave to encourage attendance. Food and drink items will be acquired by Mara, Mary Rose, and Pat. Mara will also contact ProCarent to have an EMS unit on hand. Paul will attempt to schedule a visit from Camp Taylor Volunteer Fire Department. Audubon Park police will have a patrol car and officer on hand.

The annual city-wide yard sale will be held Friday, 9/19/14, and Saturday, 9/20/14. Pat will post the event on the website, on Craigslist, and in The Courier-Journal.

Thomas Grundy submitted a bid of \$595.00 to completely clear the MSD easement between Linwood Avenue and Melford Avenue. Paul Amshoff motioned to accept the bid, Mara Cravens seconded. Motion carried unanimously. Pat will mail notification to the adjacent property owners about the project and their responsibility to maintain the easement prior to the project's implementation.

New Business:

Jarvis Rice requested the city allow him to remove the Bradford pear tree in the easement at 825 Perennial Drive and replace it with a hardwood tree (e.g. dogwood). Paul Amshoff motioned to allow the replacement, Kim McGee seconded. Motion carried unanimously. Mary Rose suggested contacting Eco-Tech about a donated tree for the easement as part of their long-term tree donation program.

Mara stated the street signage at 851 and 857 Melford Avenue was obstructed by low-hanging branches. Paul stated he would trim branches at both locations.

Paul requested the Commission begin building a case against D'Max Auto Sales & Service due to the number of disabled vehicles on the lot. Attorney Olt will research whether forcible removal of the vehicles is legal under current ordinances.

Paul Amshoff motioned to adjourn the meeting, Kim McGee seconded. Motion carried unanimously. Meeting adjourned at 8:20 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
September 23, 2014

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Mara Cravens, Kim McGee, Jim Holland, and Paul Amshoff; City Clerk/Treasurer Pat Gould; Citation Officer Erich Kragel; City Attorney, Schuyler Olt and Citation Officer Erich Kragel were absent.

Visitors: Lisa Willner

Paul Amshoff motioned to approve the minutes from the August 26, 2014 Board of Commissioners meeting, Mara Cravens seconded. Motion carried unanimously.

Pat Gould verbally presented the vouchers for September 2014, stating there were no unusual items in the voucher history. Jim Holland motioned to approve the voucher report, Paul Amshoff seconded, with the added vouchers for reimbursements due Kim McGee and Mara Cravens. Motion carried unanimously.

The Citation Officer's report was emailed by Erich Kragel and circulated.

Audubon Park Police Chief Sweeney discussed police activities and was available to address citizen concerns. Mary Rose thanked the Audubon Park police department for participating in the annual Parkway Village picnic. Officer Teddi's attendance with the patrol car was greatly appreciated.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through August 31, 2014. Mara Cravens motioned to accept the Treasurer's report; Kim McGee seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that liens had been prepared for owners with outstanding tax bills and emailed to Attorney Olt for signature. Mary Rose will contact Attorney Olt regarding the status of the liens. Pat will bring the listing of delinquent business licenses to the October 2014 meeting.

Mayor's Message: Mayor Evans thanked everyone for coordinating such a wonderful annual picnic.

Mara Cravens will send a thank you letter to ProCarent for their participation at the picnic and allowing attendees access to the EMS unit, the church group members who assisted, and to Mr. Clark for the buns donation and DJ services.

One picnic attendee was registered with the Reach Alert system.

The annual yard sale appeared to be extremely successful.

Visitor's Comments: Lisa Willner spoke to the Commission about her campaign for election to the Jefferson County Public School Board. She discussed her credentials, as well as her decision to run for the Board seat.

Old Business:

Mary Rose has spoken with Toby Horowitz, the contact for the cemetery property and lease for the Village Green Park. The City of Parkway Village and the cemetery will sign a ten-year extension of the current lease in order to ensure the playground improvements will be utilized over a longer period of time. Paul Amshoff motioned to contract with David Williams & Associates for the playground resurfacing, to include rubber mulch, border repair/replacement, and removal of the concrete buildup at the northeast corner of the area. Kim McGee seconded. Motion carried unanimously. Mara Cravens will contact David Williams & Associates and confirm they have the project.

Thomas Grundy cleared the MSD easement between Linwood Avenue and Melford Avenue, excepting trees left at the request of the adjacent property owner and tree roots grown into the fencing. Property owners will be responsible to maintain the easement going forward.

The Board of Commissioners discussed the Code Enforcement Board (CEB) structure. Yvonne Miles volunteered to review the KLC guidelines, fines, and penalties. Upon final determination of the fee schedule, Pat will post to the website. Erich Kragel, Citation Officer, will begin giving warnings with notice that future citations will result in penalty payments and enforcement by the CEB.

New Business:

The KLC 2014-15 Safety Grant will remain on the agenda pending submission for reimbursement of playground resurfacing expense.

Mary Rose will verbally survey other city officials as to whether a sticker advising citizens to review their insurance policies to assure Parkway Village is receiving all insurance surcharge fees would be helpful.

Jim Holland suggested replacement of the STOP sign at Perennial Drive and Preston Hwy with the sign in the Village Green garage. The graffiti remover has removed the reflective and red coatings. Jim suggested use of Goo-Gone instead of graffiti remover. Mary Rose will contact the engineer involved in the Preston Corridor project about replacing the STOP sign at the KFC and Preston once the project is complete at that location and any other affected intersections.

Mara proposed the City purchase a new hard drive for the City Clerk/Treasurer, Tax Collector and website editor. Jim Holland motioned to allow a budget of \$800.00 to replace necessary hardware and software. Paul Amshoff seconded. Motion carried unanimously. Pat will research and purchase needed components.

Paul stated the Commission should request bids from the 2014-15 winter snow removal/de-icing. Pat will send requests for bids to Scott Cundiff and Thomas Grundy. Information will be presented at the October 2014 Board of Commissioners meeting.

Paul Amshoff motioned to adjourn the meeting, Kim McGee seconded. Motion carried unanimously. Meeting adjourned at 7:43 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
October 28, 2014

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Mara Cravens, Kim McGee, Jim Holland, and Paul Amshoff; City Clerk/Treasurer Pat Gould; Citation Officer Erich Kragel; City Attorney, Schuyler Olt was absent.

Visitors: Audubon Police Assistant Chief Mike Minniear

Paul Amshoff motioned to approve the minutes from the September 23, 2014 Board of Commissioners meeting, Jim Holland seconded. Motion carried unanimously.

Pat Gould presented the vouchers for Octoberber 2014, stating there were no unusual items in the voucher history. Jim Holland motioned to approve the voucher report, Paul Amshoff seconded. Motion carried unanimously.

The Citation Officer's report was given by Erich Kragel and circulated.

Audubon Park Police Assistant Chief Minniear discussed police activities and stated that crime in Parkway Village and vicinity was down.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through September 30, 2014. Mara Cravens motioned to accept the Treasurer's report; Kim McGee seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that tax liens had been filed for owners with outstanding tax bills. 2014-15 tax bills are expected any day from the Property Valuation Administrator's office. Insurance premium surcharge payments are being processed for the quarter ended September 30, 2014.

Mayor's Message: Mayor Evans requested a check be processed to Anshei Sfarid in the amount of \$12.00 for a twelve-year extension of the Village Green Park lease. Paul Amshoff motioned for the twelve-year lease extension to be signed by Mayor Evans, Jim Holland seconded. Motion carried unanimously.

Old Business:

Mara Cravens reported that the Game Time contract will be signed for the rubber mulch and improvements to the Village Green Park playground. A copy will be given to Clerk/Treasurer, Pat Gould, for the City's records. Mara will be the City's contact for the project. Mara is scheduled to meet with the contractor on October 29, 2014. The Commission discussed the Code Enforcement Board (CEB). The Commission anticipates the CEB will be effective at January 1, 2015, pending approval of a fee schedule. Kim McGee will include CEB information in the upcoming quarterly newsletter and Pat Gould will input information on the City's website.

Mayor Mary Rose Evans reported that the STOP sign at Parkway Drive/Preston Highway has been replaced. Mary Rose will contact Metro Councilman Jim King's office regarding the Preston Corridor project. Mayor Evans will address issues including landscaping, sidewalks, disability access ramp at Perennial Drive.

Paul Amshoff and Jim Holland volunteered to replace the STOP sign at Perennial Drive and Preston Highway.

Mara Cravens reported that a spindle on the gazebo was in need of replacement. Erich volunteered to replace the spindle with one in the garage inventory. A reflector disc will be replaced by Pat Gould.

New Business:

Mara Cravens reported that the KLC Safety Grant deadline was November 15, 2014. The grant requires 100% of expenses to have been incurred in advance of the grant submission. The City will not submit the grant application in 2014.

Pat Gould reported that the general funds CD at Republic Bank had matured and requested a motion from the Commission to re-invest at Republic Bank for a 36-month term at 1.10%. Kim McGee motioned that the CD be re-invested as per Pat's proposal. Paul Amshoff seconded. Motion carried unanimously.

Pat Gould presented the vouchers and reimbursement request for the City's IT upgrades. The budget of \$800.00 was exceeded by \$31.90. Mara Cravens motioned to reimburse Pat for out-of-pocket expenses totaling \$342.93, including the budget overage. Paul Amshoff seconded. Motion carried unanimously. Pat thanked the Commission for the new system hardware and software and reported that the new PC was operating at an optimal level.

Kim McGee motioned to adjourn the meeting, Paul Amshoff seconded. Motion carried unanimously. Meeting adjourned at 7:25 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
November 25, 2014

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Mara Cravens, Kim McGee, Jim Holland; City Clerk/Treasurer Pat Gould; City Attorney, Schuyler Olt. Commissioner Paul Amshoff, and Citation Officer Erich Kragel were absent.

Visitors: Audubon Police Assistant Chief Mike Minniear

Mara Cravens motioned to approve the minutes from the October 28, 2014 Board of Commissioners meeting, Jim Holland seconded. Motion carried unanimously.

Pat Gould presented the vouchers for November 2014, stating there were no unusual items in the voucher history. Mara advised the City would receive four (4) invoices related to the Village Green Park playground improvement project. Jim Holland motioned to approve the vouchers, Kim McGee seconded. Motion carried unanimously.

The Citation Officer's report was not available.

Audubon Park Police Assistant Chief Minniear discussed police activities and stated that crime in Parkway Village and vicinity continued to be down.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through October 31, 2014. Mara Cravens motioned to accept the Treasurer's report; Kim McGee seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that 2014-15 tax bills were ready to be mailed.

Mayor's Message: Mayor Evans circulated Councilman Jim King's newsletter which highlighted the rain garden at the intersection of Preston and Melford near Susan's Florist. Mayor Evans also circulated Representative Jim Wayne's pre-filed bill related to tax credits for homeowner improvements related to sound insulation in the 60+ LDN contour.

There were no visitor comments.

Old Business:

Mara Cravens reported that rubber mulch and improvements to the Village Green Park playground had been completed. Mara took pictures of the project in progress and through completion. Pat will send pictures to KLCIS for insurance purposes, and will post several to the City's website. Attorney Sky Olt will ask KLCIS about liability related to the lack of a sidewalk or smooth path for strollers and wheelchairs to access the playground.

The Commission continued discussions related to the Code Enforcement Board (CEB). Attorney Olt will provide the Commission with the fee schedule used in Jeffersontown. He also stated that the fee schedule could be adopted via resolution rather than submitting an ordinance requiring a first and second reading. The Commission anticipates the CEB will be effective at January 1, 2015

Commissioner Jim Holland stated that the Preston Corridor project had not been executed as proposed and lacked landscaping, matching brick and concrete. Mary Rose suggested the Commissioners and concerned residents contact Metro Councilman Jim King's office to voice their concerns.

Jim Holland stated that the Louisville Water Company project was completed, but patchwork to the asphalt on the City's streets was uneven and cracked in several locations. He voiced concern that freezing temperatures in the upcoming winter may create additional deterioration that could result in the need for repaving of City streets. The Commission will monitor the street conditions.

New Business:

Mary Rose Evans announced the results of the November 4, 2014 elections. Mayor Evans and Commissioners Paul Amshoff and Mara Cravens were re-elected to office. Two (2) commissioners are needed to fill the vacant offices at January 1, 2015. Mayor Evans stated that the Oath of Office will be given at the December 23, 2014 meeting. All re-elected officials must receive their certificates from the Board of Elections prior to being given the Oath.

Attorney Olt presented a 2014-15 Property Tax Rate Ordinance resolution to adjust the tax rate from \$.183 to \$.176 per \$100.00 of assessed value. The resolution was needed as a result of a clerical error. Jim Holland motioned to approve the resolution, Mara Cravens seconded. The motion passed unanimously.

Mara noted that the street signage at Reading and Dorma is turned in the wrong direction. She will see if the angle can be corrected and the sign tightened.

Jim Holland motioned to adjourn the meeting, Kim McGee seconded. Motion carried unanimously. Meeting adjourned at 7:32 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
December 23, 2014

Paul Amshoff motioned that Commissioner Kim McGee preside over the meeting in Mayor Mary Rose Evans' absence. Jim Holland seconded, motion carried unanimously. Commissioner Kim McGee called the meeting to order at 6:35 p.m.

Roll Call: Present were Commissioners Kim McGee, Mara Cravens, Paul Amshoff, Jim Holland; City Clerk/Treasurer Pat Gould; Citation Officer, Erich Kragel; City Attorney, Schuyler Olt. Mayor Mary Rose Evans was absent.

Visitors: Audubon Police Chief Doug Sweeney

Paul Amshoff motioned to approve the minutes from the November 25, 2014 Board of Commissioners meeting, Jim Holland seconded. Motion carried unanimously.

Pat Gould presented the vouchers for December 2014, stating there were no unusual items in the voucher history. Kim McGee presented a receipt for postage related to the newsletter mailing which will be paid in December 2014. Paul Amshoff motioned to approve the voucher report, Mara Cravens seconded. Motion carried unanimously.

The Citation Officer's report was emailed and presented by Erich Kragel.

Audubon Park Police Chief Doug Sweeney discussed police activities and stated that was limited crime in Parkway Village and vicinity.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through November 30, 2014. Mara Cravens motioned to accept the Treasurer's report; Kim McGee seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that 2014-15 tax bills were ready to be mailed.

Mayor's Message: There was no mayor's message; however, Mayor Evans had provided a statement from Time Warner Cable related to upcoming scheduling changes.

There were no visitor comments.

Old Business:

The Commission tabled discussions related to the Code Enforcement Board (CEB) to the January 2015 meeting.

New Business:

Attorney Schuyler Olt administered the Oath of Office to Mara Cravens and Paul Amshoff. Attorney will administer the Oath of Office to Mayor Mary Rose Evans at her home following adjournment of the meeting.

There were no nominations or appointees to fill the two vacancies on the Board of Commissioners for the 2014-2015 term of office.

Pat circulated a document received from the Department for Local Government (DLG) related to the Protection of Personal Information (Security and Incident Investigation Procedures and Practices for Local Governmental Units) effective January 1, 2015. Having reviewed the document, Pat stated that there was little impact on the City of Parkway Village. Attorney Olt agreed.

Pat circulated "The Works Week" Louisville Metro Public Works Update from December 12, 2014. The Preston Streetscape project engineer, The Corradino Group, won an engineering award from the Americana Council of Engineering Companies of Kentucky Engineering Excellence Award and is now in contention for a national award in Spring 2015.

Pat will write a letter of thanks to the Camp Taylor Fire Department for bringing Santa and his elf through the City streets to celebrate the holiday season in December.

Attorney Olt suggested the Commission add the minimum wage bill to the Commission's future agenda, as there could be an impact on Parkway Village businesses, if passed.

Paul Amshoff motioned to adjourn the meeting, Kim McGee seconded. Motion carried unanimously. Meeting adjourned at 7:02 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
February 24, 2015

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Mara Cravens and Paul Amshoff; City Clerk/Treasurer Pat Gould; Citation Officer, Erich Kragel.

Visitors: Audubon Police Assistant Chief Mike Minniear, Barry Cravens

Mayor Evans noted that no meeting was held at January 27, 2015 due to the lack of a quorum. Paul Amshoff motioned to approve the minutes from the December 23, 2014 Board of Commissioners meeting, Mara Cravens seconded. Motion carried unanimously.

Pat Gould verbally presented the vouchers for February 2015, stating there were no unusual items in the voucher history. Mara Cravens motioned to approve the voucher report, Paul Amshoff seconded. Motion carried unanimously.

The Citation Officer's report was emailed and presented by Erich Kragel. There was little activity to report due to the holidays and snow events over the past several weeks.

Audubon Park Assistant Police Chief Minniear discussed police activities and stated that was limited crime in Parkway Village and vicinity. Mara Cravens requested a follow-up report on the incident involving the stolen Pizza Hut employee's car and miscellaneous goods. No arrests have been made in the case. Paul Amshoff asked if parking citations were being written for vehicles parked between 2:00 a.m. and 6:00 a.m. Assistant Chief Minniear will follow-up with Audubon Park patrols.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through January 31, 2015. Paul Amshoff motioned to accept the Treasurer's report; Mara Cravens seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that approximately forty (40) 2014-15 tax bills remained unpaid at February 17, 2015. Reminders will be mailed before March 16, 2015 to those with outstanding balances. Pat reported that the due date to submit an ordinance revising the current 5% surcharge on insurance premiums is March 23, 2015. Pat will research the rate being assessed by Metro Louisville. If the rate is 5%, the City of Parkway Village will not consider an ordinance adopting a higher surcharge percentage. Paul Amshoff motioned to increase the Parkway Village insurance premium surcharge rate, if needed, to match the surcharge rate being assessed by Metro Louisville; and, that Pat Gould will notify the Kentucky Department of Insurance before March 23, 2015. Mara Cravens seconded. Motion carried unanimously.

Mayor's Message: There was no mayor's message.

There are two (2) persons who have expressed interest in serving on the Board of Commissioners. Barry Cravens, Clarks Lane resident, was in attendance, and David Henley, Perennial Drive resident, had spoken with Mayor Evans. Paul Amshoff motioned to appoint Barry Cravens and David Henley to the vacant Commissioner seats, Mara Cravens seconded; motion carried unanimously. Barry Cravens took the oath of office, administered by Mayor Mary Rose Evans. David Henley will take the oath at Mayor Evans' home within the next seventy-two (72) hours. Mara Cravens will order nameplates for the new commissioners. Pat will update the City Officials' form and submit to the Commonwealth of Kentucky.

Pat Gould stated that the two (2) documents, Managing Government Records, and Your Duty Under the Law, would be distributed via email and/or hand-delivery before February 28, 2015, as required by the Kentucky Department for Local Government. Upon distributing, Mayor Evans will sign the Distribution Certification form and Pat will mail to the Secretary of State, retaining a copy for City of Parkway Village records.

Old Business:

The Commission tabled discussions related to the Code Enforcement Board (CEB) to the March 2015 meeting. Mayor Evans will request that Attorney Olt gather information related to other cities' ordinances and fee schedules.

New Business:

Mayor Evans suggested the Board of Commissioners begin consideration of re-codification of the City of Parkway Village's ordinances. The last publication dates back to the 1990's.

Discussions related to the minimum wage bill and potential impacts on Parkway Village businesses were waived to the March 2015 meeting.

Pat presented the KY League of Cities Insurance Company (KLCIS) renewal package for the Commission's review. Barry Cravens motioned to continue the City's insurance coverages with KLCIS and for Mayor Evans to sign the renewal form. Paul Amshoff seconded, motion carried unanimously. Mayor Evans signed the renewal form and Pat will mail the package to KLCIS before March 15, 2015 to ensure timely submission.

After a brief discussion, Paul Amshoff motioned that the Commission continue to utilize Grundy's Lawncare LLC for the Village Green Park mowing and landscaping needs, provided there are no price increases. Mara Cravens seconded; motion carried unanimously.

Paul Amshoff motioned to adjourn the meeting, Barry Cravens seconded. Motion carried unanimously. Meeting adjourned at 7:45 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
February 24, 2015

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Mara Cravens and Paul Amshoff; City Clerk/Treasurer Pat Gould; Citation Officer, Erich Kragel.

Visitors: Audubon Police Assistant Chief Mike Minniear, Barry Cravens

Mayor Evans noted that no meeting was held at January 27, 2015 due to the lack of a quorum. Paul Amshoff motioned to approve the minutes from the December 23, 2014 Board of Commissioners meeting, Mara Cravens seconded. Motion carried unanimously.

Pat Gould verbally presented the vouchers for February 2015, stating there were no unusual items in the voucher history. Mara Cravens motioned to approve the voucher report, Paul Amshoff seconded. Motion carried unanimously.

The Citation Officer's report was emailed and presented by Erich Kragel. There was little activity to report due to the holidays and snow events over the past several weeks.

Audubon Park Assistant Police Chief Minniear discussed police activities and stated that was limited crime in Parkway Village and vicinity. Mara Cravens requested a follow-up report on the incident involving the stolen Pizza Hut employee's car and miscellaneous goods. No arrests have been made in the case. Paul Amshoff asked if parking citations were being written for vehicles parked between 2:00 a.m. and 6:00 a.m. Assistant Chief Minniear will follow-up with Audubon Park patrols.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through January 31, 2015. Paul Amshoff motioned to accept the Treasurer's report; Mara Cravens seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that approximately forty (40) 2014-15 tax bills remained unpaid at February 17, 2015. Reminders will be mailed before March 16, 2015 to those with outstanding balances. Pat reported that the due date to submit an ordinance revising the current 5% surcharge on insurance premiums is March 23, 2015. Pat will research the rate being assessed by Metro Louisville. If the rate is 5%, the City of Parkway Village will not consider an ordinance adopting a higher surcharge percentage. Paul Amshoff motioned to increase the Parkway Village insurance premium surcharge rate, if needed, to match the surcharge rate being assessed by Metro Louisville; and, that Pat Gould will notify the Kentucky Department of Insurance before March 23, 2015. Mara Cravens seconded. Motion carried unanimously.

Mayor's Message: There was no mayor's message.

There are two (2) persons who have expressed interest in serving on the Board of Commissioners. Barry Cravens, Clarks Lane resident, was in attendance, and David Henley, Perennial Drive resident, had spoken with Mayor Evans. Paul Amshoff motioned to appoint Barry Cravens and David Henley to the vacant Commissioner seats, Mara Cravens seconded; motion carried unanimously. Barry Cravens took the oath of office, administered by Mayor Mary Rose Evans. David Henley will take the oath at Mayor Evans' home within the next seventy-two (72) hours. Mara Cravens will order nameplates for the new commissioners. Pat will update the City Officials' form and submit to the Commonwealth of Kentucky.

Pat Gould stated that the two (2) documents, Managing Government Records, and Your Duty Under the Law, would be distributed via email and/or hand-delivery before February 28, 2015, as required by the Kentucky Department for Local Government. Upon distributing, Mayor Evans will sign the Distribution Certification form and Pat will mail to the Secretary of State, retaining a copy for City of Parkway Village records.

Old Business:

The Commission tabled discussions related to the Code Enforcement Board (CEB) to the March 2015 meeting. Mayor Evans will request that Attorney Olt gather information related to other cities' ordinances and fee schedules.

New Business:

Mayor Evans suggested the Board of Commissioners begin consideration of re-codification of the City of Parkway Village's ordinances. The last publication dates back to the 1990's.

Discussions related to the minimum wage bill and potential impacts on Parkway Village businesses were waived to the March 2015 meeting.

Pat presented the KY League of Cities Insurance Company (KLCIS) renewal package for the Commission's review. Barry Cravens motioned to continue the City's insurance coverages with KLCIS and for Mayor Evans to sign the renewal form. Paul Amshoff seconded, motion carried unanimously. Mayor Evans signed the renewal form and Pat will mail the package to KLCIS before March 15, 2015 to ensure timely submission.

After a brief discussion, Paul Amshoff motioned that the Commission continue to utilize Grundy's Lawncare LLC for the Village Green Park mowing and landscaping needs, provided there are no price increases. Mara Cravens seconded; motion carried unanimously.

Paul Amshoff motioned to adjourn the meeting, Barry Cravens seconded. Motion carried unanimously. Meeting adjourned at 7:45 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
March 24, 2015

Mayor Mary Rose Evans called the meeting to order at 6:40 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Barry Cravens, Mara Cravens, David Henley; City Clerk/Treasurer Pat Gould; Citation Officer, Erich Kragel; City Attorney Schuyler Olt. Commissioner Paul Amshoff was absent.

Visitors: Audubon Police Chief Doug Sweeney, Yvonne Miles

Barry Cravens motioned to approve the minutes from the February 24, 2015 Board of Commissioners meeting, David Henley seconded. Motion carried unanimously.

Pat Gould presented the vouchers for March 2015, stating there were no unusual items in the voucher history. Mara Cravens motioned to approve the vouchers, Barry Cravens seconded. Motion carried unanimously.

The Citation Officer's report was emailed and presented by Erich Kragel.

Audubon Park Police Chief Sweeney discussed police activities and stated that crime was limited in Parkway Village and vicinity.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through January 31, 2015. Barry Cravens motioned to accept the Treasurer's report; David Henley seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that approximately twenty (20) 2014-15 tax bills remained unpaid. Reminder letters have been mailed to those with outstanding balances. Pat reported that the Louisville Metro Council has not increased the current 5% surcharge on insurance premiums. The Parkway Village Board of Commissioners will not consider an ordinance adopting a higher surcharge percentage.

Mayor's Message: There will be a Health/Finance Fair on March 27, 2015, at Family Scholar House. In honor of Arbor Day, Louisville Nature Center will host a tree give-a-way on April 11, 2015, from 9 a.m. to 11 a.m.

Visitors Comments: Yvonne Miles commended Audubon Park police on the rapid response to her report of a gentleman who was disabled from a fall or other condition. Chief Sweeney reported that the victim lived on Melford Avenue and that the police had continued to follow-up on the man's condition. Yvonne introduced herself to the new commissioners and informed them that she edited the residential FaceBook page for Parkway Village. She requested an updated photo of the Commission and staff be taken as soon as possible for posting to the FB page and on the website.

Old Business:

The Commission discussed the Code Enforcement Board (CEB) fee structure. Attorney Olt provided an amended ordinance for establishment of fines. Citations and related fines will be effective at May 1, 2015. There will be a \$15/week fine imposed for trash/recycling bins curbside before/after ordinance guidelines; \$15/day fine for curbside junk set out before/after ordinance guidelines; \$20/day for five days for grass growth in excess of twelve inches (12"). After five days, the City of Parkway Village will cut the front yard grass and issue an invoice to the homeowner for the expense. Maintenance of the Linwood/Melford easement will be the responsibility of adjacent homeowners and citable if not maintained to code. Other related CEB issues such as tree trimming above sidewalks and streets will be discussed further. For issues related to hazardous conditions, noise nuisances, etc. the Board suggested calls to 311 or Audubon Park police. The fee structure is subject to change. CEB fee information will be forwarded to the Code Enforcement Board members in advance of the May 1, 2015 enforcement date.

Pat will contact American Legal Publishing to obtain an estimate for a re-codification of the City of Parkway Village ordinances.

Attorney Olt stated there was no impact of the minimum wage bill on small cities.

Mara will contact Thomas Grundy and request a new contract and insurance documentation.

New Commissioners, Barry Cravens, took the oath of office at the February 2015 Board of Commissioners' meeting and David Henley took the oath of office at Mayor Evans' home on February 24, 2015.

New Business:

Administrative duties for the new Commissioner terms are as follows: Barry Cravens – Park; Paul Amshoff and David Henley – Roads/Sidewalks; Mara Cravens – Newsletter. Mara will duplicate a set of garage keys for David Henley.

David Henley motioned that Paul Amshoff be appointed Mayor Pro-Tem. Mara Cravens seconded. Motion passed unanimously.

Pat stated that audit bids for the fiscal year ended June 30, 2015 are being solicited from three accounting firms. The bids will be presented to the Commission at the April 28, 2015 meeting.

Mara Cravens stated that the asphalt patchwork on Parkway Drive done by Louisville Water Company contractors was cracking in several areas. Mayor Evans stated she will contact the Louisville Water Company about the issues.

A resident comment was received that the signage at Preston and Perennial was backward. The “No Parking From Here to Corner” on the north side of the street is not visible to vehicular traffic traveling west on Perennial. Mara will contact Andrew at Saf-Ti-Co about having the sign turned to the east and copy Commissioner David Henley.

Mara Cravens motioned to adjourn the meeting, Barry Cravens seconded. Motion carried unanimously. Meeting adjourned at 8:14 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
April 28, 2015

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Paul Amshoff, Barry Cravens, Mara Cravens, David Henley; City Clerk/Treasurer Pat Gould; Citation Officer, Erich Kragel; City Attorney Schuyler Olt was absent.

Visitors: Audubon Assistant Police Chief Mike Minniear, Corporal Laun

Mara Cravens motioned to approve the minutes from the March 23, 2015 Board of Commissioners meeting, David Henley seconded. Motion carried unanimously.

Pat Gould presented the vouchers for April 2015, stating there were no unusual items in the voucher history. David Henley motioned to approve the vouchers, Barry Cravens seconded. Motion carried unanimously.

The Citation Officer's report was emailed and presented by Erich Kragel. He stated the garage electric service was not working. If the issue is other a thrown breaker, he will contact Pat Gould to contact an electrician. The 3-part citation form was discussed. When a citation is given, the White (original) will be left on the front door of the offender's residence, the Yellow copy will be delivered to Pat Gould for mailing to the homeowner if a non-resident, and keeping a copy for the City's records. The Pink copy will be retained by Erich for follow-up of ordinance compliance. Erich will be given a complete City address listing and will look into utilization of Logic.org for homeowner information, as well as the Property Valuation Administrator's (PVA) office website. Mary Rose Evans stated that Attorney Olt had reviewed the recap of the proposed fee structure and found no issues. Mara will include this information in the upcoming newsletter to be delivered before the Code Enforcement Board is officially active. There will be an initial 15-day 'warning' period during which citations will be issued, but fines not levied in order that citizenry be knowledgeable of the new Code Enforcement Board, ordinance compliance needs, and fee structure.

Audubon Park Assistant Police Chief Minniear discussed police activities and stated that crime was limited in Parkway Village and vicinity. Asst Chief Minniear stated that more parking tickets were being issued. Corporal Laun was introduced. She is a retired officer with the Shively police force. Reports were given on robberies in the area and case status.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through March 31, 2015. Paul Amshoff motioned to accept the Treasurer's report; Barry Cravens seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that approximately twelve (12) 2014-15 tax bills remained unpaid with outstanding revenue of approximately \$3,000.00.

Mayor's Message: Mayor Evans distributed paper yard waste bags from the "Sustain Louisville" project to the Commission.

Mayor Evans discussed the need for re-codification of the Parkway Village Code of Ordinances, as the process was last undertaken in the mid-nineteen nineties. The estimated expense will be \$8,000.00. The process will take approximately nine (9) months to complete, with 40% of the cost due at project inception, 40% due at publication, and the final 20% due two (2) months after the draft is received for review. The final document will be printed upon approval of the Commission. American Legal Publishing will review the Code of Ordinances, compare to that of the Commonwealth of Kentucky, correct duplicate or inaccurate information. Ordinances passed since the last publication will be sent to American Legal Publishing (i.e. parking pads, Code Enforcement Board, home-rule governance structure). The Commission will have the option to have the Code printed in one of two formats: 12-pitch/one-page/one-column, or 11-pitch/one-page/two-columns. Paul Amshoff motioned to move forward with re-codification of the Code of Ordinances, David Henley seconded; motion passed unanimously.

Pat Gould presented three (3) bids for the upcoming fiscal year 2015 audit. All three proposals were from qualified CPA firms knowledgeable in small city government accounting. Henson & Associates bid \$4,500 for the scope, McIntyre & Wooldridge bid \$4,100, and Welenken CPAs bid \$5,000. Barry Cravens motioned to accept the bid of McIntyre & Wooldridge, Paul Amshoff seconded; motion carried unanimously.

Visitors Comments: None

Old Business:

Thomas Grundy has provided current insurance documentation.

Mary Rose stated she has attempted to contact the Louisville Water Company about the asphalt patchwork on Parkway Drive done by Louisville Water Company contractors. Mayor Evans stated she will continue to reach out to have the cracked patchwork repaired.

The signage at Preston and Perennial has been corrected. The "No Parking From Here to Corner" on the north side of the street is now visible to vehicular traffic traveling west on Perennial. Mara Cravens stated the No Parking sign at 856 Melford Avenue will be replaced. She also stated the Dorma Ave/Parkway Drive sign will be replaced due to damage.

New Business:

Pat Gould presented the preliminary property tax rate calculation for the 2015-2016 tax year. As the City cannot collect total revenue in excess of 4% above what was due in 2014-2015, the City will levy either the compensating rate of \$.157 per \$100.00 assessed value, or \$61,452.21 in gross revenue, or the 4% rate of \$.163 per \$100.00 assessed value, or \$63,910.30 in gross revenue. The first reading of the 2015-2016 property tax rate ordinance will occur at the May 2015 meeting of the Commission.

Pat Gould presented the draft budget detail for fiscal year 2016 for discussion. The first reading of the fiscal year 2016 budget ordinance will occur at the May 2015 Commission meeting.

Barry Cravens will contact LG&E about installation of a streetlight nearer to the playground area. Paul suggested a new flag pole be installed nearer to the gazebo. Mary Rose Evans will contact Toby of Anshei Sfaard to ensure there are no issues with the streetlight installation or new flag pole. Barry Cravens will research the expense for a new flag pole. Mara Cravens will have keys copied for David Henley to access the garage.

Mara Cravens is working on finalizing the Spring newsletter to include information about the newest Commission members, Code Enforcement Board members, Code Enforcement fee structure, the new playground surface, and other current information.

Paul Amshoff motioned to adjourn the meeting, Mara Cravens seconded. Motion carried unanimously. Meeting adjourned at 7:58 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

Meeting Minutes
Board of Commissioners
City of Parkway Village
May 26, 2015

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Paul Amshoff, Barry Cravens, Mara Cravens, David Henley; City Clerk/Treasurer Pat Gould; City Attorney Schuyler Olt.

Visitors: Audubon Assistant Police Chief Mike Minniear, Yvonne Miles

Paul Amshoff motioned to approve the minutes from the April 28, 2015 Board of Commissioners meeting, David Henley seconded. Motion carried unanimously.

Pat Gould presented the vouchers for May 2015, stating there were no unusual items in the voucher history. Paul Amshoff motioned to approve the vouchers, David Henley seconded. Motion carried unanimously.

The Citation Officer's report was emailed by Citation Officer Erich Kragel and circulated to the Commission

Audubon Park Assistant Police Chief Minniear discussed police activities and stated that crime was limited in Parkway Village and vicinity. Asst Chief Minniear reported on crimes in the area and case status.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through April 30, 2015. Mara Cravens motioned to accept the Treasurer's report; David Henley seconded. Motion carried unanimously.

Pat circulated a bid for the fiscal year 2015 audit proposal that is lower than the quote accepted at the April 2015 meeting. Paul Amshoff motioned to rescind the motion accepting an engagement with McIntyre & Woodridge; David Henley seconded; motion carried unanimously. Paul Amshoff motioned to engage Brian Cobb of Stuedle Spears & Company for the fiscal year 2015 audit scope and for Mayor Evans to sign the engagement letter; David Henley seconded; motion carried unanimously. Pat will request an engagement letter from Brian Cobb.

Pat Gould gave the Tax Collector's report stating that approximately twelve (12) 2014-15 tax bills remained unpaid with outstanding revenue of approximately \$3,000.00. Pat stated that reminder notices would be mailed to businesses with outstanding business license applications and fee payments after June 1, 2015. Barry Cravens questioned variances between Parkway Village and Jefferson County PVA property assessments. Pat has contacted Colleen Younger to research the concern.

Pat presented the fiscal year 2016 Property Tax Ordinance 2015-002, with a tax rate of \$.163 per \$100.00 of valuation, representing a 4% revenue increase. Paul Amshoff motioned for Attorney Schuyler Olt to give a summary first reading of Ordinance 2015-002; David Henley seconded; motion carried unanimously. Attorney Olt gave a summary first reading of Ordinance 2015-002. Mayor Evans stated that the fiscal year 2016 budget represented a balanced budget for related city services, roads, and operational expenses.

Pat presented the fiscal year 2016 Budget Ordinance 2015-001. Mara Cravens motioned for Attorney Olt to give a summary first reading of Ordinance 2015-001, David Henley seconded; motion carried unanimously. Attorney Olt gave a summary first reading of Ordinance 2015-001.

Pat will mail public notices of public hearings to be held at 6:00 p.m. and 6:15 p.m., respectively, for comments related to the fiscal year 2016 use of Kentucky Municipal Aid Funds and the proposed 2015-16 property tax rate.

Mayor's Message: Mayor Evans stated that items in the Mayor's message were included in other agenda items.

The Commission discussed a starting date for the Code Enforcement Board (CEB) of July 1, 2015, at the beginning of the new fiscal year, and after distribution of the Spring newsletter which will include information about the CEB.

Paul Amshoff stated that the new property owner at 825 Packard Avenue appeared to have used weed killer in the illegal parking pad area. Pat will mail a letter to the owner stating the pad area cannot be used for vehicular parking. A copy of the correspondence will be mailed to Audubon Park police.

Mayor Evans reported that American Legal Publishing will provide a CD-ROM in Microsoft Word format that will allow search capability in the codified ordinances.

Visitors Comments: None

Old Business:

The Spring 2015 newsletter will be finalized after Mayor Evans submits her edits to Mara Cravens.

Pat will mail postcards to homeowners abutting the MSD easement between Linwood Avenue and Melford Avenue advising that the maintenance of the easement is the responsibility of property owners and the Code Enforcement Board will take action beginning July 1, 2015, for those in violation of City ordinance.

Mary Rose stated she has contacted the Louisville Water Company about the asphalt patchwork on Parkway Drive done by Louisville Water Company contractors and has been advised that repairs will be made in the near future.

Barry Cravens will contact LG&E about installation of a light nearer to the playground area. Mary Rose Evans contacted Toby Horowitz of Anshei Sfaard to ensure there are no issues with the light installation or new flag pole. Ms. Horowitz had no issues with the streetlight or flag pole. Mara Cravens will research the expense for a new flag pole and send quotes received from Oates Flag Company for both a 20-foot and 25-foot pole to the Commission upon receipt.

New Business:

Pat stated that the owner of the 24/7 Convenience store on Preston Highway between Linwood Avenue and Reading Road is desiring of a full liquor license. If granted, the liquor license fee for the City of Parkway Village will be \$700.00. Attorney Olt stated that Metro Louisville government may not enforce ordinances related to small city liquor retailers; however, needed enforcement matters can be administered by the City of Audubon Police Department. Attorney Olt will research the Metro Louisville liquor license ordinance and report to the Commission at the June 2015 meeting.

Paul Amshoff requested that the Commission discuss a ban on front yard box gardens. Yvonne Miles requested that the ban include rock gardens. Attorney Olt stated that a small city may not have legal authority to set zoning restrictions and suggested the City utilize the nuisance ordinance for high weeds, vermin, and other related issues for garden boxes and rock gardens.

Mara Cravens stated that the Urban Unwind business at 812 Clarks Lane appears questionable. Mayor Evans will contact Chief Sweeney to visit the business and advise of unusual activities.

Mara Cravens motioned to adjourn the meeting, Paul Amshoff seconded. Motion carried unanimously. Meeting adjourned at 8:45 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor

City of Parkway Village
Public Hearing Minutes on Proposed Use of Kentucky Municipal Aid Funds for 2015-2016
June 23, 2015

Public notice of this hearing was sent by First Class Mail to property owners of the City of Parkway Village on June 8, 2015.

The public hearing convened at 6:00 p.m. at Audubon Park City Hall, 3340 Robin Rd, Louisville KY 40213, to receive public comment regarding the Parkway Village Commission's proposed use of Kentucky Municipal Aid Funds (KMAP) (Road Funds) for 2015-2016 in the City of Parkway Village.

City officials present: Mayor Mary Rose Evans, Commissioners Barry Cravens, Mara Cravens, David Henley. Clerk/Treasurer Pat Gould; Attorney Schuyler Olt

Visitors present:

No written or electronically submitted comments were received.

Attorney Schuyler Olt presented the Commission's proposals for the expenditure of KMAP funds:
for payment of the City's snow removal and de-icing agreement,
for repair/installation of City sidewalks and streets,
for lighting of City streets,
for purchase and installation of street signs and installation materials.

Hearing no further comments, the meeting was closed at 6:10 p.m.

Submitted by _____, City Clerk/Treasurer
Patricia Gould

City of Parkway Village
Public Hearing on Proposed Real Property Tax Rate for 2015-2016
June 23, 2015

Public notice of this hearing was sent by First Class Mail to property owners of the City of Parkway Village on June 8, 2015.

The public hearing convened at 6:15 p.m. at Audubon Park City Hall, 3340 Robin Rd, Louisville KY 40213, to receive public comment regarding the property tax rate proposed by the City Commission for real property in the City of Parkway Village for 2015-2016.

City officials present: Mayor Mary Rose Evans, Commissioners Barry Cravens, Mara Cravens, David Henley. Clerk/Treasurer Pat Gould; Attorney Schuyler Olt

Visitors present:

No written or electronically submitted comments were received.

Attorney Schuyler Olt presented the City Commission's proposal to set the City's tax rate on real property at 15.7 cents per one hundred dollars of assessed valuation, representing a decrease for the 2014-2015 tax rate of 17.6 cents per one hundred dollars of assessed valuation. This rate results in an expected four per cent increase in revenue over fiscal year 2016. The Commission proposed to use the revenue for general government expenses.

Hearing no additional comments related to the proposed tax rate, the meeting was closed at 6:25 p.m.

Submitted by _____, City Clerk/Treasurer
Patricia Gould

Meeting Minutes
Board of Commissioners
City of Parkway Village
June 23, 2015

Mayor Mary Rose Evans called the meeting to order at 6:30 p.m.

Roll Call: Present were Mayor Mary Rose Evans, Commissioners Barry Cravens, Mara Cravens, David Henley; City Clerk/Treasurer Pat Gould; City Attorney Schuyler Olt. Commissioner Paul Amshoff was absent.

Visitors: Audubon Assistant Police Chief Mike Minniear

Barry Cravens motioned to approve the minutes from the May 26, 2015 Board of Commissioners meeting, David Henley seconded. Motion carried unanimously.

Pat Gould presented the vouchers for June 2015. Mayor Evans requested the initial \$3,200.00 payment to American Legal Publishing be posted to fiscal year 2016, as the expense relates to budgeted funds for codification of City ordinances in fiscal year 2016. Barry Cravens motioned to approve the vouchers, David Henley seconded. Motion carried unanimously.

The Citation Officer's report was emailed by Citation Officer Erich Kragel and circulated to the Commission

Audubon Park Assistant Police Chief Minniear discussed police activities and stated that crime was limited in Parkway Village and vicinity. Asst Chief Minniear reported on crimes in the area and case status. Assistant Chief Minniear stated that Metro Louisville would issue a \$100.00 citation to the owners of the property at 848 Melford Avenue due to grass and weeds in excess of twelve inches in the back yard.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through May 31, 2015. Mara Cravens motioned to accept the Treasurer's report; David Henley seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating that approximately twelve (12) 2014-15 tax bills remained unpaid with outstanding revenue of approximately \$3,000.00. Pat stated that a new business, Alan Payne Plumbing, has submitted a business license application and license fee to operate a business at 2503 Preston Highway. Citations will be issued to businesses with outstanding licenses on or after August 1, 2015, for operating a business without a license. Citations may be appealed to the Code Enforcement Board.

Mayor's Message: Mayor Evans stated that there was green graffiti on the Village Green Park garage, with the letters ASMOS. Mara Cravens stated that graffiti cleaner was inside the garage and that she and Barry Cravens would clean the marked areas.

Pat presented the fiscal year 2016 Property Tax Ordinance 2015-002, with a tax rate of \$.163 per \$100.00 of valuation, representing a 4% revenue increase. Mayor Evans stated that a public hearing had been advertised and held, as required by KRS. Mara Cravens motioned for Attorney Schuyler Olt to give a summary second reading of Ordinance 2015-002; Barry Cravens seconded; motion carried unanimously. Attorney Olt gave a summary second reading of Ordinance 2015-002. Mara Cravens Motioned to approve Ordinance 2015-002; Barry Cravens seconded. Motion carried unanimously. Pat Gould will mail copies of Ordinance 2015-002 via first class mail to property owners within thirty days, as required by KRS.

Pat presented the fiscal year 2016 Budget Ordinance 2015-001. Mayor Evans stated that Ordinance 2015-001 reflected a balanced budget that covers the City's police and safety, street and park maintenance and lighting, recycling and operational needs. Mara Cravens motioned for Attorney Olt to give a summary second reading of Ordinance 2015-001, Barry Cravens seconded; motion carried unanimously. Attorney Olt gave a summary second reading of Ordinance 2015-001. Mara Cravens Motioned to approve Ordinance 2015-001; Barry Cravens seconded. Motion carried unanimously. Pat Gould will mail copies of Ordinance 2015-001 via first class mail to property owners within thirty days, as required by KRS.

Visitors Comments: None

Old Business:

Mayor Evans executed the audit engagement letter from Stuedle Spears & Company. Pat will submit the document to Brian Cobb, CPA, with an expectation that the fiscal year 2015 audit will be scheduled in September or October 2015.

The Spring 2015 newsletter was delivered by Mara Cravens. Mara suggested the newsletter should always include information regarding illegal parking from 2:00 a.m. to 6:00 a.m. and trash/yard waste collection days.

Mayor Evans stated that the "Welcome to Parkway Village" pamphlet for new residents/homeowners is in need of revisions.

Pat mailed postcards to homeowners abutting the MSD easement between Linwood Avenue and Melford Avenue advising that the maintenance of the easement is the responsibility of property owners and the Code Enforcement Board will take action beginning July 1, 2015, for those in violation of City ordinance.

Mary Rose stated she will contact the Louisville Water Company about the asphalt patchwork on Parkway Drive done by Louisville Water Company contractors, as the repairs have not yet been completed.

Pat is completing the questionnaire received from American Legal Publishing in preparation of the codification of ordinances.

Barry Cravens met with an LG&E contractor about installation of a light nearer to the playground area. The contractor recommended a 'coach' lamp near the playground ramp area powered by underground wiring. The monthly expense of a coach lamp would be \$22.56. An 'acorn' light would cost \$20.49 per month. A standard streetlight would cost approximately \$18.00 per month, but might be considered a nuisance to the Park's neighbors. Mary Rose Evans stated concern that the Park closes as dusk and the addition of a light might encourage more activity after dark. Barry will obtain more information regarding a timer for the light. Further discussion was tabled to the July 2015 meeting. Mara Cravens reported that a twenty-five (25) foot flag pole, three (3) inches in diameter had been recommended by Oates Flag Company, at a cost of \$650.00. An additional \$125.00 was quoted to install the pole. Oates Flag Company also suggested a 5' X 8' flag for better visibility. A lockbox for the cleat to raise and lower the flag would cost an additional \$225.00, bringing the total expense for a new flag pole to approximately \$1,000.00. Pat reported that miscellaneous budget funds could be used. Barry Cravens motioned to order the flag pole, flag, lockbox, and installation; David Henley seconded. Motion carried unanimously. Mara Cravens will request removal of the existing flag pole as part of the project.

The Commission tabled further discussion of a ban on front yard box gardens. Mara Cravens will research and bring related information from Metro Louisville Code of Ordinances to the July meeting.

New Business:

Mayor Evans stated that the vines and overgrowth on the fence and trees at the west side of the Village Green Park garage required removal. Mara and Barry Cravens also stated that one of the trees in the area appeared unhealthy and may require removal. Mara will contact Thomas Grundy to request a quote for removing the vines and overgrowth.

Pat presented the Kentucky League of Cities Insurance Services (KLCIS) package for the fiscal year 2016. Mayor Evans executed the required pages. Pat advised that the premiums had been processed in June 2015.

The Commission selected Friday/Saturday, September 25-26, 2015 for the annual city-wide yard sale, with the annual Picnic in Village Green Park to be held on Sunday, September 27, 2015, from 2:00 – 4:00 p.m. Mara will publish a fall newsletter to be distributed on or before September 12, 2015. Mara will also post fliers at the Park about the picnic, talk with Mr. White about hot dog buns and music for the event, and contact ProCarent about having an EMS unit on hand. Mary Rose will ask Mr. Curtis about donating hot dogs, and request that Audubon Police stop by with a squad car. Paul will be asked about driving a Camp Taylor fire engine to the event. Pat will post a 3-day yard sale ad in The Courier-Journal beginning Wednesday, September 23, 2015.

Mara Cravens motioned to adjourn the meeting, David Henley seconded. Motion carried unanimously. Meeting adjourned at 7:26 p.m.

Patricia Gould, City Clerk/Treasurer

Mary Rose Evans, Mayor