

Meeting Minutes  
Board of Commissioners  
City of Parkway Village  
August 23, 2016

Mayor Mary Rose Evans called the meeting to order at 6:27 p.m.

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

Visitors: Audubon Park Police Officer Jeff Schmidt

Mara Cravens motioned to approve the minutes from the July 26, 2016, Board of Commissioners meeting, Barry Cravens seconded. Motion carried unanimously.

Pat Gould orally discussed the vouchers for August 2016. Mara Cravens motioned to approve the normal vouchers, with the addition of the audit invoice, Barry Cravens seconded. Motion carried unanimously. Pat will email the August 2016 voucher report to the Commission.

Audubon Park Police Officer Schmidt presented and circulated the Audubon Police report for July 2016. He discussed recent police activity in Parkway Village and the surrounding area.

The Citation Officer's report was emailed to the Board of Commissioners, printed and circulated at the meeting.

Pat Gould gave the Treasurer's report. The Operating Funds and KMAP Funds accounts are reconciled through July 31, 2016. Mara Cravens motioned to accept the Treasurer's report; Barry Cravens seconded. Motion carried unanimously.

Pat Gould gave the Tax Collector's report stating there were sixteen real property tax bills remain outstanding, totaling approximately \$3,500.00 in revenues. Pat noted that approximately ten (10) businesses had not submitted business license renewal applications. Pat will draft a notice that the businesses are operating without a license and are in violation of Parkway Village Code of Ordinances. The draft will be sent to Attorney Olt for review before mailing to the delinquent businesses.

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

Old Business:

The City will move forward with publication of the revised Code of Ordinances upon receipt and approval of additional language related to the Communications Franchise Agreement, amended Code Enforcement Board regulations, and inclusion of the revised Citation Officer's Compensation ordinance. American Legal Publishing is aware of the continued extension for publication. Attorney Olt continues to work on the language.

Barry Cravens stated that the revised Welcome brochure would be printed upon receipt and acceptance of quotes.

Pat will update the laminated information cards to include the phone number for the representative for the 10<sup>th</sup> District Metro Council. The cards will be available at the annual City picnic in September 2016.

Pat reported that the fiscal year 2015 audit-related publication had been completed as required by KRS.

The Commission plans to repair the broken asphalt at the northeast corner of Packard Ave and Alexander Ave, and at Fleet Avenue and Parkway Drive. Pat will contact asphalt contractors about the asphalt repairs. Mary Rose will contact Paul Amshoff about contacting concrete contractors to quote on the sidewalk demolition and repair project included in the 2016-17 budget.

Barry Cravens and Mara Cravens will check the sign and pole inventory in the garage at Village Green Park and contact Saf-ti-Co to order signage needed throughout the City (i.e. "NO OUTLET" signage at Perennial Drive and Alexander Ave, and at Melford Avenue and Alexander Avenue, "NO PARKING 2a-6a" and "FIRE LANE" signs).

Mara is finalizing the Fall 2016 newsletter and will email the final draft to Mary Rose and Pat, then have printed for delivery prior to the yard sale and picnic.

Pat will update the website to include dumpster ordinance information and the dumpster permit application.

New Business:

Discussion on Waste Management's offer of a contract extension of up to five years at the current rates was waived to the September 2016 meeting. The Commission will poll residents about the recycling carts versus bins, and bi-weekly service.

Mara reported that she had contacted MetroCall, 311, regarding exterior maintenance issues in the City. Metro Louisville will conduct inspections.

Mara will email Erich Kragel with the addresses of properties in need of tree trimming to the required 8' clearance for tree limbs overhanging sidewalks. Notices will be issued to non-compliant properties.

The Commission discussed the annual picnic to be held September 18<sup>th</sup>, 2016, from 2:00 p.m. – 4:00 p.m. Pat has posted the events on the City website. Pat will bring chips and bottled water, Mara will contact Mr. White about donating hotdog buns and providing DJ services, Mary Rose will provide hotdogs and ice, Mara/Barry will provide lemonade, David will provide cookies. Mara will contact ProCarent about providing an EMS unit, Paul will be asked about a visit from a Camp Taylor Fire Department engine, and Mary Rose will contact Audubon Park Police about providing a police cruiser. Mara will print fliers for the yard sale and picnic. Pat will email Yvonne Miles with the yard sale and picnic dates for posting on FaceBook.

Mara Cravens motioned to adjourn the meeting, Barry Cravens seconded. Motion carried unanimously. Meeting adjourned at 7:14 p.m.

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Patricia Gould, City Clerk/Treasurer

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Mary Rose Evans, Mayor