

COMMONWEALTH OF KENTUCKY
CITY OF PROSPECT
CITY COUNCIL SPECIAL MEETING
Wednesday, February 26, 2025, 3:00 p.m.

AGENDA

CALL TO ORDER

- Chair: Mayor Doug Farnsley

DISCUSSION OF POLICE OPERATIONS

- Police Chief Tony Denham and Assistant Police Chief Michael McKeehan

APPROVAL OF MINUTES

- Approval of Minutes of the January 21, 2025 regular council meeting, and the January 29, 2025 special council meeting.

COMMENTS FROM CITIZENS

MAYOR'S REPORT

- Mayor's update on City matters.

FINANCIAL REPORTS

- Monthly financial update
- Presentation of the 2024 Audit by Bill Meyer of [LBMC](#).

COMMISSION & BOARD REPORTS

- Ethics Commission

OTHER REPORTS

- Architectural Review Committee
- Jefferson County League of Cities
- Parks and Recreation Advisory Committee

POLICE REPORT

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURNMENT

Supporting documents for this meeting's agenda are archived on the city's website calendar:
<https://www.prospectky.gov>

This meeting will be conducted in part via WebEx and live-streamed to YouTube here:
https://www.youtube.com/channel/UCDMvzIGZUk_tpL2HXSagU7w
Members of the public may attend in person and see and hear all participating members at
Prospect City Hall, 9200 US Hwy 42, Prospect, Kentucky.

CITY COUNCIL

REGULAR MEETING MINUTES

January 21, 2025

Attending In-Person: Mayor Doug Farnsley; Council Members John Evans, Christian Furman, Don Gibson, David Holmes and Sandra Leonard; Police Chief Tony Denham and Assistant Police Chief Michael McKeehan; C.A.O and City Clerk John S. Carter

Participating Remotely: Council Member John Clark; Director of Public Works Ron Cundiff

Call to Order

Mayor Farnsley called the meeting to order at 7:01 p.m.

Approval of Minutes

Council Member Gibson moved to approve the minutes from the December 16, 2024 regular council meeting, and December 31, 2024 and January 1, 2025 special council meetings, seconded by Council Member Evans, and the motion passed unanimously.

Mayor's Report

- The mayor spoke about replacing the audio-visual system in the council chambers due to the age and limitations of the current system. The city has been consulting for many months with Paul Culbertson, a retired Audio/Video Architect for the Information and Technology Services of the Administrative Office of the KY Courts, who has recommended that the city contract with ISSG/Systems Integration for a replacement system.
- The mayor commended Greenscapes and Prospect Police for their outstanding performance during the past three snowstorms. The mayor read a letter of commendation from Asst. Police Chief McKeehan to Officer Michael Thomas.
- The mayor announced that Mrs. Jean Frazier has recently donated 2 acres of vacant land at the intersection of U.S. Hwy 42 and Timber Ridge Drive to the city. This donation will allow the city to complete the proposed Putney Pond boardwalk from behind city hall to Timber Ridge Drive.
- A national grocery chain has a contract to purchase the Prospect Point shopping center, contingent on all permits being acquired. The grocer's developer, architect, and engineer are scheduled to meet with the Architectural Review Committee to review its plans for redevelopment.

Presentation of the 2025 Craigmyle Public Service Award to Herb Shulhafer

- The mayor awarded the 2025 Beach Craigmyle Public Service award to Herb Shulhafer.
 - Former Mayor and Council Member John Evans commended Mr. Shulhafer's long-time service to the city in various capacities, including his valuable architectural advice in the construction of the John Evans Pavilion and Harrods Creek Bridge, as well as his service to the U.S. Hwy 42 Safety Committee and Forestation Board.
 - Residents and Forestation Board Members Linda Knox and Lee Tucci, and retired architect Mr. David Ratterman spoke of their admiration for Herb's expertise, accomplishments, and congeniality.
 - Herb Shulhafer thanked Ms. Knox, Mr. Tucci and Mr. Ratterman for their comments, and the mayor and city council for their recognition and honorable distinction.

Financial Reports

The City Administrator presented a synopsis of the city's finances for December 2024.

- Cash on hand totaled approximately \$4.2 million, \$2.6 million of which is unrestricted funds.
- The city has earned approximately 76% of its annual revenue and spent approximately 49% of budgeted expenditure.
- The capital project fund balance is approximately \$125K.
- The restricted Road Aid Fund balance is approximately \$190K.

Commission and Board Reports

On behalf of the Ethic Commission, Chairperson John Embry, reminded city officials, appointed officials, and city employees to complete the annual financial disclosure form before the first day of March 2025.

On behalf of the Forestation Board, Board Chairperson Linda Knox presented an oral report.

- The board received notice of state approval of their 'Tree City' application. The national approval is expected in March 2025.
- The board met with the City Code Enforcement Officer about giving notices to property owners with dangerous trees on how to mitigate their tree hazard.

On behalf of the Investment Committee, Chairperson John Clark, presented an oral report.

- The committee recently met and determined that all invested funds are compliant with statutory law and the city's investment policy.
- All investments are currently held by the Kentucky League of Cities [KLC] Investments, managed by PNC Bank. The current allocation of funds is: \$2.1 million in the money market fund, \$1.96 million in the Enhanced Equity Fund, and \$71K in the S&P 500 Fund, for an approximate total of \$4.2 million.

- The committee recommends continuing to add \$5K per month to the S&P 500 fund.
- The committee will perform its annual review of the city investment policy when it meets next on April 15, 2025.
- The committee recommends that the council approve Resolution 2, Series 2025, A Resolution of Thanks to Susan V. Nicolson.
 - Council Member John Clark moved to approve **Resolution 2, Series 2025, A Resolution of Thanks to Susan V. Nicolson**, seconded by Council Member Furman, and the motion passed unanimously.

Other Reports

Council Member Gibson and Leonard reported that the Jefferson County League of Cities [JCLC] next meeting is scheduled for 7 pm on January 23, 2025 and the topic of discussion will be sanitation.

On behalf of the Parks and Recreation Advisory Committee, Council Member Holmes presented an oral report.

- The city is currently pursuing grants for the proposed Putney Pond boardwalk.
- Future park programs include:
 - An ‘Owl Prowl’ hosted by a Kentucky Naturalist who will lead a hike at dusk to identify owls in the city’s parks.
 - A ‘Hike and Listen’ will be held in March to identify bird songs.
 - There are plans to create a junior park ranger program for children.
 - Wildflower walks through the park will return this April.
 - The summer concert series will return to the John Evans Pavilion this year. The first performance will be Macbeth by Shakespeare in the Park on April 27th at 1 pm.
 - Kidz Fest will return this June.

Police Report:

Police Chief Denham reported:

- The details of the written report on arrests and call responses were presented.
- Traffic enforcement has increased significantly in the last few months.
- The chief encouraged any residents concerned about being scammed or defrauded by email or phone to consult with the police department.
- The chief commended Officer Mike Thomas for his service attending to a resident’s medical need during the past snowstorm.

Old Business

None

New Business

- Council Member Evans moved to approve **Resolution 1, 2025**, A RESOLUTION OF THE CITY OF PROSPECT (“CITY”) REQUESTING THE SECRETARY OF KENTUCKY TRANSPORTATION CABINET TO REDUCE SPEED LIMIT ON U.S. HWY 42 THROUGH THE CITY’S RESIDENTIAL AND BUSINESS DISTRICT, seconded by Council Member Holmes. A roll call vote was held: Yea: Clark, Evans, Furman, Gibson, Holmes and Leonard. Nay: None. The motion passed 6 – 0.

This resolution requests the Kentucky Secretary of Transportation to lower the speed limit on a portion of U.S. Highway 42 to 35 miles per hour.

- Council Member Gibson moved to approve **Municipal Order 1, Series 2025**, AN ORDER AMENDING THE PERSONNEL POLICY FOR THE CITY OF PROSPECT, seconded by Council Member Holmes. A roll call vote was held: Yea: Clark, Evans, Furman, Gibson, Holmes and Leonard. Nay: None. The motion passed 6 – 0.

This order amends the City of Prospect Employee Handbook 2025, Section 8 – Sick Leave.

- Council Member Holmes moved to approve **Ordinance 647, Series, 2025**, AN ORDINANCE AMENDING THE BUDGET FOR THE CAPITAL INVESTMENT FUND OF THE CITY OF PROSPECT FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025, seconded by Council Member Gibson. A roll call vote was held: Yea: Clark, Evans, Furman, Gibson, Holmes and Leonard. Nay: None. The motion passed 6 – 0.

This ordinance will amend the capital investment fund budget to include funding for a new audio-visual system for city hall.

Adjournment: Council Member Furman moved to adjourn, seconded by Council Member Leonard, and the motion passed unanimously. Mayor Farnsley declared the meeting adjourned at 8:24 p.m.

Prepared by:

Approved:

John S. Carter, City Clerk

Douglass Farnsley, Mayor

This meeting was live-streamed on YouTube.

CITY COUNCIL
SPECIAL MEETING MINUTES

January 29, 2025

Attending In-Person: Mayor Doug Farnsley; Council Members John Evans, Don Gibson, and David Holmes; and Sandra Leonard; C.A.O. and Clerk John S. Carter

Participating Remotely: Council Members John Clark and Christian Furman; Director of Public Works Ron Cundiff

Absent: City Attorney F. Chris Gorman

Call to Order

Mayor Farnsley called the meeting to order at 3:00 p.m. The mayor noted that the sole item on the agenda was the consideration of the second reading and approval of an ordinance amending the current capital budget to provide funding for a new audio-visual system for the council room in city hall.

Comments from Citizens

- Paul Culbertson, Prospect resident, and retired Audio/Video Architect for the Information and Technology Services of the Administrative Office of the KY Courts spoke to the capabilities of the proposed new audio-visual system for city hall's council chambers and answered city council's questions.

Old Business

- Council Member Holmes moved for a second reading and passage of **Ordinance 647, Series, 2025, AN ORDINANCE AMENDING THE BUDGET FOR THE CAPITAL INVESTMENT FUND OF THE CITY OF PROSPECT FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025**, seconded by Council Member Leonard. A roll call vote was held: Yea: Clark, Evans, Furman, Gibson, Holmes, and Leonard. Nay: None. The motion passed 6 – 0.
This ordinance amends the capital investment fund budget to include funding for a new audio-visual system for city hall.

Adjournment: Mayor Farnsley declared the council meeting adjourned at 3:07 p.m.

Prepared by:

Approved:

John S. Carter, City Clerk

Douglass Farnsley, Mayor

Forestation Report – February 2025

The Forestation Board did not meet in February.

However, Board members are working on these topics: Spring Canopy Program, Budget Planning, Ideas for Prospect Strategic Plan, Approved Tree List Update, Communication with Neighborhood HOA's, Discussion on Water Management and Trees (especially with new developments).

We can also confirm receipt of national approval from the National Arbor Day Foundation that Prospect is, again, recognized as a Tree City USA – 17 years in a row.

Parks & Recreation Advisory Committee Report to City Council February 18 2025

The Prospect Parks and Recreation Advisory Committee met on February 10, 2025. Carolyn Embry chaired the meeting in Linda Wardell's absence.

Parks Updates

- Don Gibson is working with KIPDA on the Boardwalk project with the hope of beginning construction in the spring of 2026.
- Tina Beavin is working with ICF on the continuation of invasive plant removal

Parks Programs

- The planned Owl Walk has been postponed due to avian flu.
- A lecture on Scams, Frauds and Cybersecurity is being planned by John Carter for late February-early March.
- A Hike and Listen event for children and adults with Cave Hill naturalist, Luke Pearson, is being planned by Sallie Schneider for spring. It will begin at City Hall and move to Putney Pond.
- Spring wildflower walks led by Jacquelyn McGrail are scheduled for Sunday, April 6 at 1:00 p.m. and Saturday, April 19 at 10:00 a.m.
- The second annual KidzFest is being planned by Sallie for May
- Spring and summer events in Little Hunting Creek Park are being planned by a committee led by David Holmes for the months of April-September, beginning with Shakespeare in the Park on April 27 followed by monthly evening concerts May-September. A second KidzFest featuring a concert by The Louisville Leopards is also being planned by Sallie for a Saturday in October.
- The Harrods Creek Trail Bash will be planned for November 23.



Prospect Police Department

Report Summary for JANUARY 2025

❖ *Arrests*

- ◆ January 3: FTA
- ◆ January 24: Speeding, DUI, No Insurance, DUI suspended
- ◆ January 31: Speeding, DUI, Open Container

❖ *Call Response Reports*

- ◆ January 3: (no #) dog bite
- ◆ January 7: (no #) Assist LMAS with removal of dog
- ◆ January 18: (007) Property Damage, tree
- ◆ January 19: (009) Property damage, mailbox
- ◆ January 23: (014) CAC complaint, forwarded to Metro OSPI
- ◆ January 27: (015) Harassment
- ◆ January 29: (017) Assist other agency

❖ *Code Enforcement Reports*

13 permits were issued in January. Other January issues included:

- ◆ Unpermitted signs removed

❖ *Felony Reports*

- ◆ January 4: (003) TBUT auto

❖ *JC3 Reports*

- ◆ 0

❖ *KYIBRS Non-Criminal Reports*

- ◆ 0

❖ *Misdemeanor Reports*

- ◆ January 28: (016) Shoplifting
- ◆ January 30: (019) TBD under

❖ *Total Assists Outside of Prospect – 1*

❖ *Total Citations / Warnings other than Arrests – 35*

❖ *Total Collisions – 11 non-injury and 1 injury*

❖ *Total People Fingerprinted – 1 resident and 0 non-resident = \$20*



Prospect Police Department

Monthly Report of Police Activities JANUARY 2025

ACTIVITY	2025	2024
House Checks:	3016	4006
Traffic Activity		
Citations/ Warnings Issued	6	4
Non- Injury Accidents	11	9
Injury Accidents	1	0
Citizen Assists	13	6
Reports		
Misdemeanor Reports	2	1
Felony Reports	1	1
Call Responses	7	6
Miscellaneous Reports	0	0
Arrests	3	0
Calls For Service		
Dispatched Runs	120	70
Officer Initiated Runs	83	112
Burglary/ Robbery, Fire Alarms Included False Alarms	23	17
Code Enforcement Citations	0	0