

COMMONWEALTH OF KENTUCKY
CITY OF PROSPECT
CITY COUNCIL REGULAR MEETING
Tuesday, January 21, 2025, 7:00 p.m.

AGENDA

CALL TO ORDER

- Chair: Mayor Doug Farnsley

APPROVAL OF MINUTES

- Approval of Minutes of the December 16, 2024 regular council meeting, and the December 31, 2024 and January 1, 2025 special council meetings.

COMMENTS FROM CITIZENS

MAYOR'S REPORT

- Mayor's update on City matters.

PRESENTATION OF THE 2025 CRAIGMYLE PUBLIC SERVICE AWARD TO HERB SHULHAFFER

FINANCIAL REPORTS

- Monthly financial update

COMMISSION & BOARD REPORTS

- Ethics Commission
- Forestation Board
- Investment Committee

OTHER REPORTS

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

POLICE REPORT

UNFINISHED BUSINESS

NEW BUSINESS

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

- **Municipal Order 1, Series 2025**, AN ORDER AMENDING THE PERSONNEL POLICY FOR THE CITY OF PROSPECT. This order amends the City of Prospect Employee Handbook 2025, Section 8 – Sick Leave.
- First reading 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.

ADJOURNMENT

Supporting documents for this meeting's agenda are archived on the city's website calendar:

<https://www.prospectky.us/>

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

December 16, 2024

Attending In-Person: Mayor Doug Farnsley; Council Members John Clark, John Evans, Frank Fulcher, Don Gibson, Sara Hines and David Holmes; Police Chief Tony Denham; C.A.O and City Clerk John S. Carter

Participating Remotely: Director of Public Works Ron Cundiff

Call to Order

Mayor Farnsley called the meeting to order at 7:00 p.m.

Approval of Minutes

Council Member Clark moved to approve the minutes from the November 18 regular council meeting, as amended, seconded by Council Member Hines, and the motion passed unanimously.

Comments from Citizens

- Resident and former Councilman Greg Huelsman spoke about the history of city council compensation, and the results of his research on the matter as a city council member. Mr. Huelsman asked the council to perform its due diligence and thoroughly review the employee handbook before acting on the municipal order amending it under consideration this evening.

Mayor's Report

- The mayor recognized the accomplishments of departing council members Frank Fulcher and Sara Hines and thanked them for their service to the city.
- The Harrods Creek Trail Bash held on November 24th was a big success, and the mayor thanked park volunteer Tina Beavin for her work on organizing the event this year.
- The Prospect-Goshen Rotary Club has awarded the city a \$5,000 grant to develop a program to increase the number of Prospect households that recycle.
- The city recently met with Eastern Area Community Ministries' representatives to discuss how it can promote its services to needy residents.
- The mayor attended a ribbon-cutting event opening the new Chase Bank branch on Timber Ridge Drive.
- The Courier-Journal recently reported that Prospect Point will be redeveloped for a new grocery store and opined that the new grocer is likely Publix Super Markets, Inc..

Financial Reports

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

- Cash on hand totaled approximately \$4.4 million. \$4.2 million of the funds are currently invested with KLC Investments.
- Interest earned on investments for the first five months of the fiscal year was approximately \$77K.
- The city has earned approximately 74% of its annual revenue and spent approximately 47% of budgeted expenditures.
- The capital project fund balance is approximately \$125K.
- The restricted Road Aid Fund balance is approximately \$181K.

Commission and Board Reports

On behalf of the Ethic Commission, Chairperson John Embry, presented the commission's annual written report. The board recommends reappointing Todd Eberle, and appointing David Jernigan as an alternate member to replace outgoing member Nick Nicholson. Mr. 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 Canopy Tree Program, in which residents and the city share the cost of planting trees, is complete. In the past month, 18 trees, including the Mike Powers memorial tree, were planted.
- A meeting is planned with Mike Thomas, the City Code Enforcement Officer, and the mayor to discuss tree communications. An area of concern is the aging Bradford Pear trees in The Landings neighborhood. The Board will include an article regarding replacing Bradford Pear trees in the next city newsletter.
- The board is working on completing its Tree USA application for the Arbor Day Foundation. Once complete it is expected that the city will be recertified as a "Tree City" for the 17th year.

Other Reports

On behalf of the Parks & Recreation Advisory Committee, Chairperson Linda Wardell presented a written and oral report.

- The Harrods Creek Trail Bash returned to the city after a one-year absence. Mrs. Wardell commended committee member Tina Beavin and the city public works department for their work in organizing and preparing for the event. Approximately \$1K earned by the event is expected to be returned to the city to fund future park events.
- The committee has booked Shakespeare in the Park to return on April 27th for a presentation of Macbeth.

Council Member Gibson reported that the Jefferson County League of Cities [JCLC] did not hold a meeting in December and that there was nothing new to report.

Police Report:

Police Chief Denham reported:

- The details of the written report on arrests and call responses were presented.
- The department recently hired Officer Barbara Shepard as a full-time officer. Officer Shepard has prior experience with Louisville Metro Police and recently retired from the St. Matthews Police Department.
- The police have and will continue to step up their presence in shopping areas over the holiday season.
- The department has nearly completed the rollout of the new police badge on uniforms and vehicles. The chief expressed his deep appreciation to the 'City Tailor' in Prospect Point for his work on the department's uniforms.

Old Business

- Council Member Holmes moved for a second reading and passage of **Ordinance 646-2024: AN ORDINANCE CHAPTER 32 OF THE PROSPECT, KENTUCKY CODE OF ORDINANCES, REGARDING COMPENSATION FOR COUNCILMEMBERS OF THE CITY OF PROSPECT**, seconded by Council Member Clark. A roll call vote was held: Yea: Clark, Evans, Hines and Holmes. Nay: Fulcher and Gibson. The motion passed 4 - 2.

New Business

- Council Member Hines moved to approve **Municipal Order 9, Series 2024, AN ORDER CONSENTING TO THE NOMINATION BY THE MAYOR OF CITIZEN OF THE CITY, TODD EBERLE, TO SERVE ON THE CITY OF PROSPECT ETHIC COMMISSION AND AFFIXING A TERM OF OFFICE THERETO**, seconded by Council Member Clark. A roll call vote was held: Yea: Clark, Evans, Fulcher, Gibson Hines and Holmes. Nay: None. The motion passed 6 – 0.
- Council Member Fulcher moved to approve **Municipal Order 10, Series 2024, AN ORDER CONSENTING TO THE NOMINATION BY THE MAYOR OF CITIZEN OF THE CITY, DAVID H. JERNIGAN, TO SERVE ON THE CITY OF PROSPECT ETHIC COMMISSION AND AFFIXING A TERM OF OFFICE THERETO**, seconded by Council Member Evans. A roll call vote was held: Yea: Clark, Evans, Fulcher, Gibson Hines, and Holmes. Nay: None. The motion passed 6 – 0.
- Council Member Evans moved to approve **Municipal Order 11, Series 2024, AN ORDER AMENDING THE PERSONNEL POLICY FOR THE CITY OF PROSPECT**. This order adds and updates the City of Prospect Employee Handbook to include Section 3 – General Employment Policies & Rules, Section 5 – Employee Financial Practices, Reporting &

Reimbursement, Section 6 – Classification and Compensation, Section 7 – Health, Retirement & Other Benefits, and Section 8 – Paid & Unpaid Leaves, seconded by Council Member Clark. A roll call vote was held: Yea: Clark, Evans, Fulcher, Gibson Hines, and Holmes. Nay: None. The motion passed 6 – 0.

Other Business

- Departing Council Members Frank Fulcher and Sara Hines expressed their gratitude for being able to serve the city. They expressed their appreciation to the city council, city employees, and city residents for allowing them to serve.

Adjournment: Council Member Fulcher moved to adjourn, seconded by Council Member Hines, and the motion passed unanimously. Mayor Farnsley declared the meeting adjourned at 7:49 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

December 31, 2024

Attending In-Person: Mayor Doug Farnsley; Council Members John Clark, John Evans, Don Gibson, and David Holmes; Council Members-Elect Christian Furman and Sandra Leonard; City Administrator and Clerk John S. Carter

Absent: Council Members Frank Fulcher and Sara Hines, City Attorney F. Chris Gorman

Call to Order

Mayor Farnsley called the meeting to order at 10:00 a.m.

New Business

- Mayor Farnsley administered the oath of office to Council Member-Elect Sandra Leonard.
- The city council and council members-elect were provided an orientation session on the operations of the city's departments, committees, and boards by:
 - Parks & Recreation Advisory Chairperson Linda Wardell
 - Forestation Board Chairperson Linda Knox
 - Chief Administrative Office and City Clerk John Carter
 - Prospect Police Chief Tony Denham
 - Ethics Commission Chairperson John Embry
 - Investments Committee Chairperson and Council Member John Clark
 - Mayor Farnsley spoke about the city's efforts to increase participation in recycling
 - Arts Committee Co-Chairperson Janet Hayden
 - Architectural Review Committee Chairperson Dr. Robert Jacobs

Adjournment: Mayor Farnsley declared the council meeting adjourned at 11:18 a.m.

Prepared by:

Approved:

John S. Carter, City Clerk

Douglass Farnsley, Mayor

CITY COUNCIL
SPECIAL MEETING MINUTES

January 1, 2025

Attending In-Person: Mayor Doug Farnsley; Council Members John Clark, John Evans, Christian Furman, Don Gibson, and David Holmes; Police Chief Tony Denham

Absent: Council Member Sandra Leonard; City Attorney Chris Gorman, C.A.O and City Clerk John S. Carter

Call to Order

Mayor Farnsley called the meeting to order at 11:00 a.m.

New Business

- Mayor Farnsley welcomed everyone to City Hall and announced that the primary purpose of the meeting would be the administration of the constitutional oath to members of the Council. Mayor Farnsley noted that on December 31, 2024, he administered the oath to Council Member Leonard who had advised that she would be unable to attend the January special meeting.
- Mayor Farnsley introduced several guests, including Retired Circuit Court Judge Steve Hayden, Former Council Member Sara Hines, and Forestation Board Chair Linda Knox.

Comments from Council Members, Citizens, and Guests

- The mayor congratulated the Council Members on their election and thanked them for their service. The mayor also thanked Judge Hayden for attending and administering the oath.
- The members of the Council spoke and expressed their appreciation for having the opportunity to serve the citizens of Prospect.
- Others in attendance spoke extending their congratulations and thanks to the members of the Council.

Adjournment: Mayor Farnsley declared the council meeting adjourned at 11:40 a.m.

Prepared by:

Approved:

John S. Carter, City Clerk

Douglass Farnsley, Mayor



Prospect Police Department

Report Summary for DECEMBER 2024

❖ *Arrests*

- ◆ 0

❖ *Call Response Reports*

- ◆ December 2: (no #) Medical emergency
- ◆ December 6: (203) Theft
- ◆ December 10: (205) Property Damaged
- ◆ December 15: (206) Lost/ Missig Passport
- ◆ December 25: (208) Possible Theft
- ◆ December 27: (209) Harassment

❖ *Code Enforcement Reports*

Twenty Eight (28) permits were issued in December. Other December issues included:

- ◆ Unpermitted signs removed

❖ *Felony Reports*

- ◆ 0

❖ *JC3 Reports*

- ◆ December 29: (210) Duties only

❖ *KYIBRS Non-Criminal Reports*

- ◆ December 17: (207) CIT

❖ *Misdemeanor Reports*

- ◆ 0

❖ *Total Assists Outside of Prospect – 0*

❖ *Total Citations / Warnings other than Arrests – 74*

❖ *Total Collisions – 4 non-injury and 0 injury*

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



Prospect Police Department

Monthly Report of Police Activities DECEMBER 2024

ACTIVITY	2024	2023
House Checks:	1910	2406
Traffic Activity		
Citations/ Warnings Issued	74	7
Non- Injury Accidents	4	8
Injury Accidents	0	2
Citizen Assists	7	9
Reports		
Misdemeanor Reports	0	0
Felony Reports	0	4
Call Responses	6	4
Miscellaneous Reports	2	0
Arrests	0	2
Calls For Service		
Dispatched Runs	113	87
Officer Initiated Runs	170	89
Burglary/ Robbery, Fire Alarms Included False Alarms	26	21
Code Enforcement Citations	0	0

**COMMONWEALTH OF KENTUCKY
CITY OF PROSPECT
RESOLUTION 1, SERIES 2025**

A RESOLUTION OF THE CITY OF PROSPECT REQUESTING THE SECRETARY OF KENTUCKY
TRANSPORTATION CABINET TO LOWER THE SPEED LIMIT ON U.S. HWY 42.

WHEREAS, the City of Prospect and its residents and business owners have long expressed concern about the excessive speed of vehicles on U.S. Hwy 42;

WHEREAS, the residents and property owners along U.S. Hwy 42 have requested a reduction in the speed limit to 35 miles per hour to improve public safety;

WHEREAS, U.S. Hwy 42 is a state highway as defined by KRS 189.390(a), and within the City of Prospect it traverses a residential district and a business district as defined by Kentucky Revised Statute 189.390 (a) and (b);

WHEREAS, Kentucky Revised Statute 189.390(4)(a) authorizes the Secretary of Transportation to change a speed limit that is reasonable or safe under the conditions found to exist upon any part of a state highway;

NOW, THEREFORE, IT IS RESOLVED BY the Prospect City Council of the City of Prospect, Kentucky, that the city supports the reduction of the speed limit on U.S. Hwy 42 from mile marker 9.2 to the intersection with River Road from 45 miles per hour to 35 miles per hour and issue an official order to that effect.

Adopted on: January 21, 2025 by a vote of _____ aye to _____ nay.

BY:

Douglass Farnsley, City of Prospect Mayor

Dated:

ATTEST:

John S. Carter, Prospect City Clerk

Dated:

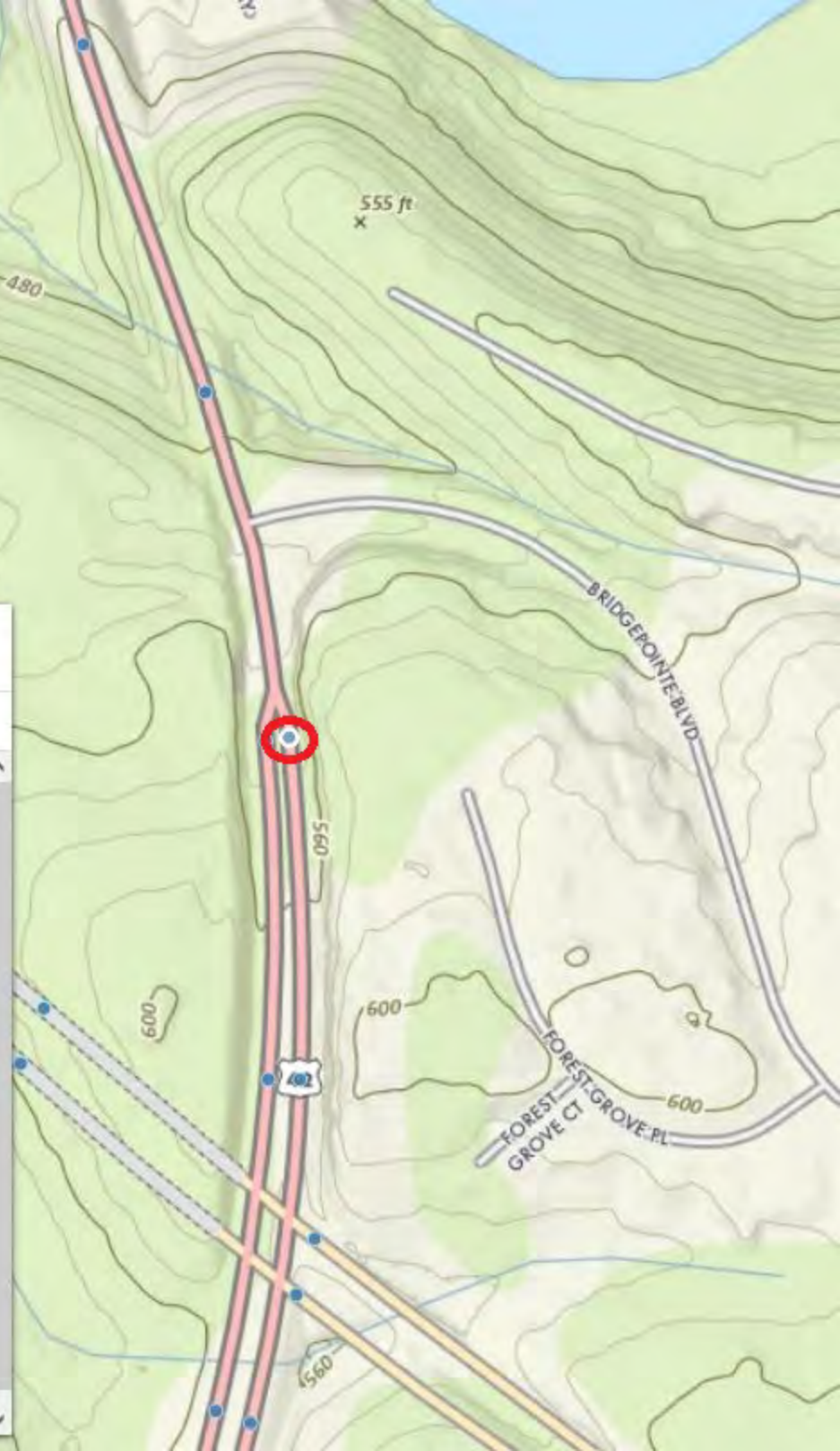


State Road Milepoints



Zoom to

OBJECTID	227567
MILEPOINT	9.2
CO_NUMBER	56
LRS_ID	056 US-42
RTNAME	US-42
ADDR	US-42_9.2
MP_LABEL	9.2
GOV_LEVEL	01
RT_UNIQUE	056-US-0042 -000
RT_ID	0
EXTRACT_DT	January 4, 2025
Shape	undefined



**CITY OF PROSPECT, KENTUCKY
MUNICIPAL ORDER NO. 1, SERIES 2025**

AN ORDER AMENDING THE PERSONNEL POLICY FOR THE CITY OF PROSPECT

WHEREAS, KRS 83A.070 establishes for the setting of compensation for elected and appointed officers, and employees of the city; and

WHEREAS, Ordinance No. 335, Series 1997 establishes the city's personnel and pay classification plan, to be adjusted by the city council by budget and municipal order in succeeding years;

NOW, THEREFORE, IT IS HEREBY ORDERED BY THE CITY COUNCIL OF THE CITY OF PROSPECT, KENTUCKY:

Section 1: The City of Prospect Employee Handbook 2025 adopted by Municipal Order 11, Series 2024, shall be amended by replacing the existing language in Section 8 – Sick Leave, with the following:

Sick Leave

(1) All full-time employees shall receive paid sick leave each calendar year in the amount of eight (8) hours per month, or ninety-six (96) hours per year. Part-time employees shall receive paid sick leave each calendar year in the amount of four (4) hours per month, or forty-eight (48) hours per year. Temporary employees and interns shall not be eligible for paid sick leave.

(2) Sick leave time begins to accrue on the first day of employment. For periods of less than one (1) month, such as at the beginning or end of employment, sick leave will accrue on a pro-rata basis in minimum increments of one-quarter (1/4) hour.

(3) On January 1 of every year, each employee's sick leave account will be credited with the full amount of the annual sick leave due to the employee for the ensuing year. Each pay period, the employee's sick leave account will be debited for the amount of sick leave used by the employee during the preceding period. If an employee ceases to be employed during the year, the employee must repay to the city the amount of sick leave used in excess of the leave that has accrued up to the date of termination. If possible, the value of the excess leave will be deducted from the employee's final paycheck.

(4) An employee may use sick leave for any one of the following reasons:

- a. To avoid jeopardizing the health of other employees; or
- b. Illness, disability, medical condition, or a medical or dental appointment of the employee or a member of the employee's immediate family necessitating the employee's presence. "Immediate family" shall mean the employee's parents;

stepparents; spouse or domestic partner; children; sibling of the employee or their spouse or domestic partner; grandchild; grandparents; or other relative living in the employee's household.

(5) An employee using sick leave time shall notify their immediate supervisor as soon as possible of the need to use sick leave. For periods of leave longer than one (1) full day, the employee shall notify their supervisor of each separate day that leave will be used unless prior arrangements have been made.

(6) A medical certification or physician's statement will generally not be required to return to work after the use of sick leave. However, an employee's department supervisor may require medical certification or a physician's statement when there is a reasonable basis to believe the sick leave policy is being abused, to certify that they employee can perform the essential functions of the job without risking the safety of themselves or others, or the employee's length of absence exceeds three (3) full workdays.

(7) An employee may carry over accrued but unused sick leave time from year to year.

(8) Employees who are in good standing with no pending disciplinary matters at the time of separation from the city shall be compensated for vested, unused sick leave at the following rate:

a. Employees having completed five (5) years of service: 10% of vested, unused sick leave, not to exceed fifteen (15) days; and

b. Employees having completed ten (10) years of service: 25% of vested, unused sick leave, not to exceed twenty-five (25) days.

Section 2: The newly adopted section herein shall supersede all prior sick leave personnel policy and become effective on and after February 1, 2025.

PASSED AND APPROVED THIS 21st day of January 2025.

Attest:

Douglass Farnsley
Mayor, City of Prospect, Kentucky

John S. Carter
City Clerk

**CITY OF PROSPECT, KENTUCKY
ORDINANCE NO. 647, SERIES 2025**

**AN ORDINANCE AMENDING THE BUDGET FOR THE CAPITAL PROJECT FUND OF THE CITY OF PROSPECT
FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025**

BE IT ORDAINED BY THE CITY OF PROSPECT, KENTUCKY:

SECTION 1: The Budget for the Capital Project Fund of the City of Prospect for the Fiscal Year beginning July 1, 2024, and ending June 30, 2025, shall be as follows:

ESTIMATED BALANCE AS OF JULY 1, 2024	\$110,562
ANNUAL FUNDING PER ORDINANCE. 641, 2024	<u>\$122,544</u>
TOTAL AVAILABLE FOR APPROPRIATION	\$233,106
ESTIMATED EXPENDITURES	<u>\$166,562</u>
ESTIMATED ENDING BALANCE JUNE 30, 2025	\$ 66,544

SECTION 2: This Ordinance shall be effective from and after its passage, approval, and publication as required by law.

CAPITAL PROJECTS

DESCRIPTION OF PROJECT	AMOUNT OF APPROPRIATED FUNDS
Harrod Creek Park Bridge – Project No. 2023-1	\$180,000
Council Chambers Audio Video System – Project No. 2025-1	\$ 56,000

SECTION 4: This Ordinance shall be effective from and after its passage, approval, and publication as required by law.

First Reading this ____ day of January 2025.

Passed on Second Reading this ____ day of February 2025

By a vote of 6 aye and 0 nays of the City Council.

APPROVED:

ATTEST:

Douglass Farnsley
Mayor

John S. Carter
City Clerk