**City of Brownsboro Village**

**City Commission Meeting Minutes**

**August 8, 2023**

The regular August 2023 meeting of the City Commission of Brownsboro Village was called to order at 6:28 pm. The meeting was held at the home of Commissioner Whitney Hankins, 407 Sprite Road.

Present: Mayor Mark Joyce, Commissioners, Brian Willis, Fay Dorval, Whitney Hankins, Maryellen Howley, Treasurer Brian Shanks, and City Clerk Emily Vessels.

Absent: None.

Guest(s): Barbara Schmall, Tree Board Chair, Sarah Greenberg, and Dana Lindley.

Minutes: **Commissioner Howley moved, and Commissioner Hankins seconded, that the minutes of the July 11, 2023, meeting be approved as distributed. The motion passed by voice vote.**

Finance: Treasurer Shanks presented the financial statement for June 2023. **Commissioner Willis moved, and Commissioner Dorval seconded, that the cash basis June 2023 financial statement be approved as distributed. The motion passed by voice vote.**

Roads and Streets: Commissioner Howley announced the Garden Club will be meeting August 17, 2023 at 6:30 pm at 408 Lotis Way.

Sanitation/MSD: No Report.

Community Relations: Commissioner Dorval opened discussion on Ashton Advertising’s progress of redesigning the City’s website. Commissioner Howley and Commissioner Hankins will review the website and send comments to Commissioner Dorval. Commissioner Dorval confirmed the Block Party will be held on September 24, 2023 and opened discussion for the details and planning of the Block Party. Commissioner Dorval confirmed the City yard sale will be held on September 9, 2023.

Neighborhood Security: Commissioner Willis reported to the Commission his findings of the Neighborhood Watch Program. Commissioner Willis will follow up with L4 Security regarding the contract with the City.

Tree Board: Barbara Schmall, Tree Board Chair and Commissioner Howley reported on their findings and discussion with the City attorney regarding the easement granted to the City. Commissioner Howley recommended an ordinance be established in order to define the purpose of the tree project and outline regulations and penalties for violations of the recommended ordinance. Mayor Joyce stated the City does not currently have ownership of the trees in the easement and any potential ordinance that required removal or maintenance by the City would come from the City’s budget. **Commissioner Howley moved, and Commissioner Hankins seconded that the City take over responsibility of maintaining the existing trees in the easement granted to the City.** **The motion was denied by voice vote. For: Commissioners Hankins and Howley. Against: Commissioners Willis, Dorval, and Mayor Joyce.** Mayor opened up for discussion. Barbara Schmall, Tree Board Chair, stated that the Tree Board did not recommend the City take over responsibility of the trees in the easement. Commissioner Howley stated her safety concerns with the overgrown trees at 314 Oread Road. Mayor Joyce suggested Commissioner Howley send a letter to the property owners of 314 Oread Road to express the Commission’s concern. Mayor Joyce volunteered to work with the property owners to resolve this concern. Barbara Schmall, Tree Board Chair reported on the plan to replace the trees lost in the flash freeze. Commissioner Howley, Hankins, Willis, Dorval, and Mayor Joyce approved of the plan as presented. The Tree Board applied for the MSD Urban Reforestation Grants Program. Tree Board suggests the City contract with Ryan Lewis, arborist consult property owners on unhealthy trees, planting trees, and tree removal at $60 per consultation, paid for by the City. Mayor Joyce opened up for discussion. Commissioner Howley stated that this would be an unnecessary expense for the City because property owners can obtain a free consult from other tree service companies. The Commission tabled a decision for a city arborist until the next meeting. Barbara Schmall announced her resignation as Tree Board Chair and is working to find a replacement.

Unfinished Business: Commission Howley reported to the Commission her findings on the Know Your Neighbor Program and opened discussion on implementing the program. The Commission tabled the decision to implement the program.

New Business: Mayor Joyce announced the Ethics Administrator position is available and opened discussion for potential candidates. Commissioner Dorval notified the Commission Marshall Eldred at 301 Oread is having interior work done on his home.

Announcements:

Sarah Greenberg announced that Brownsboro Village Court Condominiums has contracted with Rapp & Associates, Inc. to provide property management services.

The monthly meeting will be held on the second Tuesday of the month at 6:30 p.m. as scheduled.

September 12, 2023 Fay Dorval 312 Lotis Way

October 10, 2023 Maryellen Howley 408 Lotis Way

November 14, 2023 Brian Willis 406 Chenoweth Lane

December 12, 2023 Brian Shanks 414 Lotis Way

**Commissioner Willis moved, and Commissioner Howley seconded, that the meeting be adjourned. The motion passed by voice vote.** Meeting ended at 8:36 p.m.

Respectfully submitted, Reviewed by,

Emily Vessels Mark Joyce

City Clerk Mayor