**City of Brownsboro Village**

**City Commission Meeting Minutes**

**February 13, 2024**

The regular February 2024 meeting of the City Commission of Brownsboro Village was called to order at 6:30 pm. The meeting was held at the home of Commissioner Fay Dorval, 312 Lotis Way.

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

Absent: None.

Guest(s): None.

Minutes: **Commissioner Howley moved, and Commissioner Hankins seconded, that the minutes of the January 9, 2024, meeting be approved as distributed. The motion passed by voice vote.**

Finance: Treasurer Shanks presented the financial statement for December 2023. **Commissioner Willis moved, and Commissioner Howley seconded, that the cash basis December 2023 financial statement be approved as distributed. The motion passed by voice vote.** Treasurer Shanks presented the financial statement for January 2024. **Commissioner Willis moved, and Commissioner Howley seconded, that the cash basis January 2024 financial statement be approved as distributed. The motion passed by voice vote.** Mayor Joyce presented the City purchase QuickBooks Online – Simple Start for $30.00 per month to assist Treasurer Shanks and the City’s accountant for the 2025 Fiscal Year. **Mayor Joyce made a motion, Commissioner Willis seconded the City purchase QuickBooks Online – Simple Start for $30.00 per month beginning the 2025 Fiscal Year. The motion was passed by voice vote. For: Commissioners Hankins, Willis, Dorval, Howley and Mayor Joyce. Against: None.**

Roads and Streets: Commissioner Howley requested an update from the Mayor on the assessment of the City roads. Mayor Joyce reported that he is in the process of contacting similar cities in Jefferson County to find out how other cities handle the assessment and re-pavement of city roads.

Commissioner Howley announced the Garden Club is meeting on February 29th. Commissioner Howley reported neighbor comments on the proposed new front entrance and request for better lighting. Commissioner Dorval believes the City would benefit from a new entrance to reflect the City’s value and updated the Commission on her research to implement a new front entrance. Commissioner Howley suggested the sign committee produce renderings for the new front entrance to use for estimates.

Sanitation/MSD: Commissioner Hankins received the pressure sensitive labels for yard waste.

Community Relations: Commissioner Dorval contacted several companies to communicate with neighbors via text messages and will report the estimates and information at the next meeting.

Neighborhood Security: Commissioner Willis announced L4 Security’s software has been updated and Near Field Communication tags have been placed throughout the City. Commissioner Willis will be able to access the patrol reports and other information through L4 Security’s portal.

Tree Board: No report.

Unfinished Business: None.

New Business: Commissioner Howley reported complaints of returning trash cans from the street after pick up. Mayor Joyce stated that trash cans are to be returned from the street by 9 A.M. the following day. Commissioner Howley opened discussion for the monthly payment for the members of the City Commission. Mayor Joyce reported the history of the Commission’s monthly payment. Commissioner Howley requested City Commissioners be paid $50.00 per monthly meeting, except for September, which would be $49.99, regardless of attendance. **Commissioner Howley made a motion, Commissioner Hankins seconded the members of the City Commission be paid $50.00 per monthly meeting, except for September, which would be $49.99, regardless of attendance. The motion was passed by voice vote. For: Commissioners Hankins, Dorval, Howley and Mayor Joyce. Against: None.** Mayor Joyce discussed the Commission’s responsibility to remain transparent with the residents regarding the financial support to the Garden Club. Mayor Joyce and Commissioner Dorval presented a draft message to the residents regarding the financial support to the Garden Club. Dana Lindley reported a neighbor reviewed the budget and believes the City is over collecting based on the reserve in the budget. The neighbor also believes the Garden Club is a frivolous expense and because of the over collection, the City should reduce taxes. Mayor Joyce discussed how the city taxes are calculated and based on the City’s By Laws, the tax income cannot increase more than 4% each year. The Mayor reported the tax rate has not fluctuated significantly in decades and the high reserve is from decades of savings to cover potential road expenses.

Announcements: Ethics Administrator Dana Lindley announced eligible records have been destroyed and reported to Kentucky Department of Libraries and Archives. Dana requested an update on the City arborist and if she could be contacted for work. Commissioner Dorval and Howley reported that the City arborist can be contacted for work and more information will be uploaded to the City’s website.

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

March 12, 2024 Mayor Joyce 300 Sprite Road

April 9, 2024 Brian Shanks 414 Lotis Way

May 14, 2024 Brian Willis 406 Chenoweth Lane

**Commissioner Dorval moved, and Commissioner Howley seconded, that the meeting be adjourned. The motion passed by voice vote.** Meeting ended at 8:04 p.m.

Respectfully submitted, Reviewed by,

Emily Vessels Mark Joyce

City Clerk Mayor