

COMMONWEALTH OF KENTUCKY  
CITY OF PROSPECT  
CITY COUNCIL REGULAR MEETING  
Monday, December 16, 2024, 7:00 p.m.

AGENDA

CALL TO ORDER

- Chair: Mayor Doug Farnsley

APPROVAL OF MINUTES

- Approval of Minutes of the November 18, 2024 regular council meeting.

COMMENTS FROM CITIZENS

MAYOR'S REPORT

- Mayor's update on City matters.

FINANCIAL REPORTS

- Monthly financial update

COMMISSION & BOARD REPORTS

- Ethics Commission
- Forestation Board

OTHER REPORTS

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

POLICE REPORT

UNFINISHED BUSINESS

- Second reading of **Ordinance 646, Series 2024**: AN ORDINANCE AMENDING CHAPTER 32 OF THE PROSPECT, KENTUCKY CODE OF ORDINANCES, REGARDING COMPENSATION FOR COUNCIL MEMBERS OF THE CITY OF PROSPECT. This ordinance amends Chapter 32 to increase council member pay from \$250 to \$500 a month effective January 1, 2027.

NEW BUSINESS

- **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.
- **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.

- **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.

## 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](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

November 18, 2024

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

**Participating Remotely:** Council Member Sara Hines; 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 Gibson moved to approve the minutes from the October 15, 2024 special meeting, seconded by Council Member Clark, and the motion passed unanimously.

Council Member Evans moved to approve the minutes from the October 21, 2024 regular council meeting, seconded by Council Member Clark, and the motion passed unanimously.

**Comments from Citizens**

- None

**Mayor's Report**

- The mayor congratulated all recently elected council members and expressed his gratitude to the two departing council members.
- The mayor thanked Janet Hayden for organizing the current art exhibition and reminded residents that the exhibit will continue through January 5, 2025.
- 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 Harrods Creek Trail Bash returns to Prospect Harrods Creek Park this year on Sunday, November 24, 2024, at 8:30 am. The mayor thanked Tina Beavin and the Parks Committee for their work organizing this event.

**Financial Reports**

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

- Cash on hand totaled approximately \$4.3 million. \$4.1 million of the funds are currently invested with KLC Investments.

- Interest earned on investments for the first four months of the fiscal year was approximately \$58K.
- The city has earned approximately 68% of its annual revenue and spent approximately 41% of budgeted expenditures.
- The capital project fund balance is \$132,500. The Harrod Creek Stream Bridge project budget of \$180K is expected to conclude under budget by approximately \$3,500.
- The restricted Road Aid Fund totaled approximately \$174K after an expenditure of \$120K for recent road paving.
- The City Administrator informed the council about the status of the employee handbook and emphasized the need to update it with current financial and compensation policies. He recommended completing the handbook to ensure clarity and enforceability, avoiding potential ambiguity.

### **Commission and Board Reports**

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

- 2024 Arborfest was held on October 19<sup>th</sup> and a record number of 75 trees were provided to residents.
- The Canopy Tree Program where residents and the city share in the cost of planting trees is ongoing. A total of 18 trees were ordered, and they will be planted later this fall.

### **Other Reports**

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

- The concrete pads on either side of the new Harrods Creek Trail bridge are complete.
- The Harrods Creek Trail Bash is scheduled for this coming Sunday, November 24<sup>th</sup> at 8:30 a.m. Participants can sign up now through the day of the event.
- An 'Art for All' event was held in the library last Saturday, November 16<sup>th</sup> where participants decorated craft wreaths.
- The committee next meet in January 2025 to begin planning new events for the upcoming year.

Council Member Gibson reported regarding Jefferson County League of Cities [JCLC] activity.

- On October 23<sup>rd</sup> the JCLC Board met with Jeff O'Brien, Executive Director of the Economic Development Cabinet for Louisville Metro Government, regarding the middle housing concept. City leaders have asked Mr. O'Brien to develop a proposal by the end of 2024 and present it to the Planning and Development Board [PVB]. The PVB will have an opportunity to review and make modifications to the proposal before presenting it to the Louisville Metro Council for adoption around April 2025.

**Police Report:**

Police Chief Denham reported:

- The details of the written report on arrests and call responses were presented.
- Traffic enforcement has increased significantly over the past couple of months.
- The chief is actively seeking a federal grant to pay officers for overtime work.

**Old Business**

- Council Member Clark moved to approve the second reading and passage of **Ordinance 645, Series 2024**: A AN ORDINANCE RELATING TO THE AMENDMENT AND MODIFICATION OF CHAPTER 114: REGULATING DISTANCE BETWEEN PACKAGE LIQUOR SALES, seconded by Council Member Holmes. A roll call vote was held: Yea: Clark, Evans, Fulcher, Gibson, Hines and Holmes. Nay: None. The motion passed 6 - 0.

**New Business**

- Council Member Holmes moved for a first reading of **Ordinance 646, Series 2024**: AN ORDINANCE AMENDING CHAPTER 32 OF THE PROSPECT, KENTUCKY CODE OF ORDINANCES, REGARDING COMPENSATION FOR COUNCIL MEMBERS OF THE CITY OF PROSPECT, seconded by Council Member Clark. A roll call vote was held: Yea: Clark, Evans, Gibson, Hines and Fulcher. Nay: Fulcher. The motion passed 5 – 1.

**Adjournment:** Council Fulcher moved to adjourn, seconded by Council Member Clark, and the motion passed unanimously. Mayor Farnsley declared the meeting adjourned at 7:40 p.m.

Prepared by:

Approved:

\_\_\_\_\_  
John S. Carter, City Clerk

\_\_\_\_\_  
Douglass Farnsley, Mayor

*This meeting was live-streamed on YouTube.*

December 16,2024

**TO:** Prospect City Council

**From:** John Embry, Chairman, Prospect Ethics Commission

**RE:** Ethics Commission Annual Report for 2024

Chapter 38.06(C) requires that the commission shall issue an annual report to the City Council. The report, orally and in writing, shall be submitted during the regularly scheduled council meeting in off election years in January or at the December meeting after the election results are finalized.

This year has had no formal ethics hearings nor were we ask to provide any formal advisory opinions. All the financial disclosure forms were submitted on time both in March and prior to the city council election in November.

Former Mayor Todd Eberle agreed to accept the appointment of another three-year term as a commissioner. Nick Nicholson recently indicated he and Susan will be moving out of the City which makes him ineligible to hold the position as an alternate commissioner. As a result, the Mayor is nominating David Jernigan, a retired circuit judge from Western Kentucky to fill that position. I have met with Mr. Jernigan and feel that he is an excellent choice to fill the position.

If you have any questions, please feel free to contact me.

Respectfully Submitted,

John N. Embry  
Chairman  
Prospect Ethics Commission

CC: Todd Eberle, Dan Culbrith



# Prospect Police Department

## Report Summary for NOVEMBER 2024

### ❖ *Arrests*

- ◆ 0

### ❖ *Call Response Reports*

- ◆ November 7: (no #) Trouble
- ◆ November 8: (no #) Trouble
- ◆ November 17: (194) Canceled plate
- ◆ November 26: (199) Shoplifting

### ❖ *Code Enforcement Reports*

Fifty- three (53) permits were issued in November. Other November issues included:

- ◆ Unpermitted signs removed
- ◆ Trash around dumpsters
- ◆ Construction debris in roadway

### ❖ *Felony Reports*

- ◆ November 14: (193) Criminal Mischief 1<sup>st</sup>
- ◆ November 17: (196) TBUT from auto

### ❖ *JC3 Reports*

- ◆ 0

### ❖ *KYIBRS Non-Criminal Reports*

- ◆ November 14: (193) Crisis Intervention

### ❖ *Misdemeanor Reports*

- ◆ 0

### ❖ *Total Assists Outside of Prospect – 2*

### ❖ *Total Citations / Warnings other than Arrests – 63*

### ❖ *Total Collisions – 4 non-injury and 2 injury*

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



# Prospect Police Department

## Monthly Report of Police Activities NOVEMBER 2024

ACTIVITY	2024	2023
<b>House Checks:</b>	1573	2543
<b>Traffic Activity</b>		
Citations/ Warnings Issued	63	4
Non- Injury Accidents	4	4
Injury Accidents	2	0
Citizen Assists	12	6
<b>Reports</b>		
Misdemeanor Reports	0	2
Felony Reports	2	4
Call Responses	4	2
Miscellaneous Reports	0	0
Arrests	0	1
<b>Calls For Service</b>		
Dispatched Runs	78	92
Officer Initiated Runs	144	119
Burglary/ Robbery, Fire Alarms Included False Alarms	14	20
<b>Code Enforcement Citations</b>	0	0



**CITY OF PROSPECT, KENTUCKY**  
**ORDINANCE NO. 646, SERIES 2024**

AN ORDINANCE CHAPTER 32 OF THE PROSPECT, KENTUCKY CODE OF ORDINANCES,  
REGARDING COMPENSATION FOR COUNCIL MEMBERS OF THE CITY OF PROSPECT

**WHEREAS**, the current compensation is dated and not in line with modern costs;

**WHEREAS**, other comparable and smaller Jefferson County cities are compensating council members at a higher rate;

**WHEREAS**, the current compensation of \$250 does not cover the cost of basic expenses to perform the duties of Council Member;

**WHEREAS**, the city ought to work to attract talent in the future to serve the city as Council Members and that the compensation be attractive and competitive to achieve this desired objective;

**NOW, THEREFORE**, be it ordained by the Prospect City Council:

**Section 1.** Chapter 32 is hereby amended and modified as hereinafter set forth with old language struck through, changes, and new language being underlined and reading as follows:

§32.01 (C) Compensation

(1) Members of the City Council shall be compensated for the performance of their duties by a salary at the rate of [~~\$250~~] \$500 per month.

**Section II:** The new rate of compensation shall begin January 1, 2027 in compliance with KRS 83A.070 (1).

First Reading this 18th day of November 2024.

Second Reading this \_\_\_\_ day of \_\_\_\_\_ 2024.

By a vote of \_\_\_\_ aye and \_\_\_\_ nay of the City Council.

APPROVE/VETO:

ATTEST:

\_\_\_\_\_  
Douglass Farnsley  
Mayor, City of Prospect

\_\_\_\_\_  
John S. Carter  
City Clerk

**CITY OF PROSPECT, KENTUCKY  
MUNICIPAL ORDER NO. 9, SERIES 2024**

**AN ORDER CONSENTING TO THE NOMINATION BY THE MAYOR OF CITIZEN OF THE CITY TO SERVE ON  
THE CITY OF PROSPECT ETHICS COMMISSION AND AFFIXING TERM OF OFFICE THERETO**

**WHEREAS**, the City Council of the City of Prospect has established an Ethics Commission to review financial disclosures from city officials and employees, to hear and investigate ethics complaints and render advisory opinions concerning the ethics ordinance of the City of Prospect; and

**WHEREAS**, Chapter §38.06 of the City of Prospect Code of Ordinances, adopted November 21, 1994, provides for 3 citizens, who have been a resident of the city for at least one year prior to their appointment, to serve on the Ethics Commission, and

**WHEREAS**, Chapter §38.06 establishes the procedure for appointing members to the Ethics Commission; and

**WHEREAS**, the term of an Ethics Commission member is set to expire on December 31, 2024, creating a vacancy; and

**WHEREAS**, Mayor Farnsley nominates the following to serve a term as set forth herein, beginning January 1, 2025:

- Todd Eberle is to serve a term of 3 years, ending on December 31, 2027, and

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

The City Council of the City of Prospect, Kentucky consents to the mayor's nomination to fill the above-stated position on the City of Prospect Ethics Commission for the term as stated.

**PASSED AND APPROVED THIS 16<sup>th</sup> day of December 2024.**

Attest:

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Douglass Farnsley  
Mayor, City of Prospect, Kentucky

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John S. Carter  
City Clerk

**CITY OF PROSPECT, KENTUCKY  
MUNICIPAL ORDER NO. 10, SERIES 2024**

**AN ORDER CONSENTING TO THE NOMINATION BY THE MAYOR OF CITIZEN OF THE CITY TO SERVE ON  
THE CITY OF PROSPECT ETHICS COMMISSION AND AFFIXING TERM OF OFFICE THERETO**

**WHEREAS**, the City Council of the City of Prospect has established an Ethics Commission to review financial disclosures from city officials and employees, to hear and investigate ethics complaints and render advisory opinions concerning the ethics ordinance of the City of Prospect; and

**WHEREAS**, Chapter §38.06 of the City of Prospect Code of Ordinances, adopted November 21, 1994, provides for 3 citizens, who have been a resident of the city for at least one year prior to their appointment, to serve on the Ethics Commission, and

**WHEREAS**, Chapter §38.06 establishes the procedure for appointing members to the Ethics Commission; and

**WHEREAS**, the term of an Ethics Commission member is set to expire on December 31, 2023, creating a vacancy; and

**WHEREAS**, Mayor Farnsley nominates the following to serve a term as set forth herein, beginning January 1, 2025:

- David H. Jernigan is to serve a term of 3 years, ending on December 31, 2027, and

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

The City Council of the City of Prospect, Kentucky consents to the mayor's nomination to fill the above-stated position on the City of Prospect Ethics Commission for the term as stated.

**PASSED AND APPROVED THIS 16<sup>th</sup> day of December 2024.**

Attest:

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Douglass Farnsley  
Mayor, City of Prospect, Kentucky

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John S. Carter  
City Clerk

**CITY OF PROSPECT, KENTUCKY  
MUNICIPAL ORDER NO. 11, SERIES 2024**

**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 personnel policy shall be updated to include the following sections:

- a. Section 3 – General Employment Policies & Rules / Inclement Weather
- b. Section 5 – Employee Financial Practices, Reporting & Reimbursement
- c. Section 6 – Classification and Compensation
- d. Section 7 – Health, Retirement & Other Benefits
- e. Section 8 – Paid & Unpaid Leaves

**Section 2:** All newly adopted sections herein shall be integrated with the “City of Prospect Employee Handbook 2020” adopted by Executive Order No. 8, Series 2020, and compiled into a new personnel policy document titled “City of Prospect Employee Handbook 2025”.

**Section 3:** The “City of Prospect Employee Handbook 2025” shall supersede all prior personnel policies and become effective on and after January 1, 2025, except those portions of the personnel policy that define accumulated sick leave which shall become effective on and after March 31, 2025.

**PASSED AND APPROVED THIS \_\_\_\_\_ day of December 2024.**

Attest:

\_\_\_\_\_  
Douglass Farnsley  
Mayor, City of Prospect, Kentucky

\_\_\_\_\_  
John S. Carter  
City Clerk