

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
April 14, 2015**

A regular meeting of the Board of Commissioners was held on April 14, 2015 at the Christopher East Nursing Home. Those in attendance were:

- Mayor Lew Hudson
- Commissioner Dean Duncan
- Commissioner Emil Peter
- Commissioner Steve Steuer
- Police Chief Mark Jones
- John Singler – Attorney
- Resident Kathy Braden (24 Canterbury Drive)
- Residents Joe and Michelle Burns (2 Canterbury Drive)

The meeting was called to order at 7:05 pm. The minutes from the March 10, 2015 meeting were reviewed. Commissioner Peter made a motion to accept the March minutes; Commissioner Steuer seconded the motion and the motion passed.

Police Report

Chief Jones reported that spring typically brings more break-in activity and said to remind residents to keep doors and cars locked. Chief Jones provided a copy of a proposed tow slip and has made arrangements with Tony's Towing for towing of cars in violation of the city parking ordinance. Mr. Singler reviewed the parking ordinance and suggested that the ordinance be updated to include towing revisions before any cars are towed.

Sanitation Report

Commissioner Peter reported that plastic bags with yard waste will no longer be picked up by Waste Management and that paper bags or reusable containers (garbage cans) are now required due to restrictions at the landfill. Waste Management will distribute a flyer to the residents explaining the change over from plastic bags to paper bags for yard waste.

Treasury Report

Accounting reports for the fiscal year to date were not available and will be reviewed at the next meeting.

Old Business

The Mayor and Commissioners discussed Mr. Singler providing legal services to the City of Lincolnshire on as-needed basis. Mr. Singler's firm, Hodge, Singler and Risert, has three attorneys with small city experience and represents many small cities in Jefferson County. For small cities, including Lincolnshire, the standard hourly rate of \$175 will be discounted to \$87.50 per hour and no contract is required. The Commissioners agreed to have Mr. Singler update the parking ordinance and assist with issues related to RV parking.

New Business

Mr. Singler provided a copy of and explained the parking section of the Metro Louisville Land Development Code (LDC). An open discussion was held with the Commissioners and the residents present related to the Lincolnshire parking ordinance and the applicable LDC codes such as setbacks, fence requirements, etc. and how to comply with the various provisions. The updated Lincolnshire parking ordinance will be provided by Mr. Singler by the next meeting for city review/approval. Commissioner Steuer will be working on development of a City of Lincolnshire website where city ordinances, notices etc. can be posted for easier access by residents.

No other business at hand, a motion was made by Commissioner Peter to adjourn, Commissioner Steuer seconded it, and the meeting was adjourned at approximately 8:15 pm.

Dean A. Duncan - Commissioner

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
May 12, 2015**

A regular meeting of the Board of Commissioners was held on May 12, 2015 at the Heartland Nursing Home. Those in attendance were:

- Mayor Lew Hudson
- Commissioner Dean Duncan
- Commissioner Emil Peter
- Commissioner Steve Steuer
- Police Chief Mark Jones
- Residents Joe and Michelle Burns (2 Canterbury Drive)
- Resident Gene Galloway (3 Canterbury Drive)

The meeting was called to order at 7:00 pm. The minutes from the April 14, 2014 meeting were reviewed. Commissioner Peter made a motion to accept the April minutes; Commissioner Steuer seconded the motion and the motion passed.

Police Report

Chief Jones reported that there was a recent attempted theft of a riding mower by teenagers in Houston Acres. The Commissioners reviewed proposed Ordinance No. 1 series 2015, which is an amendment to Ordinance No. 8 Series 1992 regarding parking and enforcement. The proposed ordinance amends the previous ordinance to include the towing of vehicles in violation of the parking ordinance. Commissioner Peter made a motion to approve the proposed ordinance, Commissioner Duncan seconded the motion and the motion passed. The first reading of the ordinance was made and a public notice of the new ordinance will be mailed to residents next month with the budget notices.

Residents Joe and Michelle Burns explained that they would like to shield their yard and RV with greenery (arborvitaes and/or other shrubs/trees) to meet the RV parking ordinance. The Commissioners indicated they would consider a planting plan or other information provided by the Burns and discuss further next month. Joe indicated he would look into plant types further and provide a proposed planting plan.

Sanitation Report

Commissioner Peter reported that there were no issues with garbage collection that he was aware of.

Treasury Report

Mayor Hudson distributed an accounting report for the 10 months of the fiscal year to date (7/1/2014 – 4/30/2015) and a list of receipts/disbursements for the month of April 2015 for the Commissioners review. On the basis of this review, the board prepared the first draft of the fiscal year 2015-2016 budget, with General fund revenues of \$66,720 and expenditures of \$69,400. A motion was made by Commissioner Peter to accept this first reading of the FY 2015-2016 budget; Commissioner Steuer seconded the motion and the motion passed. Commissioner Peter made a motion to keep the same tax rate as last year (\$0.22 per hundred valuation), Commissioner Steuer seconded the motion and the motion passed. The residents will be notified that a public hearing for the second reading of this proposed budget and other ordinances will be held at the next regular meeting in June.

Old Business

Commissioner Duncan received a bid for pavement repairs on Canterbury Drive from Hall Contracting in the amount of \$8,700. A previous bid of \$3,250 was received from Louisville Paving. Mayor Hudson provided another paving contractor contact and a third bid will be requested by Commissioner Duncan.

New Business

Commissioner Steuer reported that the City of Lincolnshire website is almost complete and will be ready to roll out by early June.

No other business at hand, a motion was made by Commissioner Peter to adjourn, Commissioner Steuer seconded it, and the meeting was adjourned at approximately 7:50 pm.



Dean A. Duncan - Commissioner

**City of Lincolnshire
Board of Commissioners
Minutes of Meeting
June 9, 2015**

A regular meeting of the Board of Commissioners was held on June 9, 2015 at the Christopher East Nursing Home. Those in attendance were:

- Mayor Lew Hudson
- Commissioner Dean Duncan
- Commissioner Steve Steuer
- Commissioner Emil Peter
- Commissioner Bridget Danner
- Residents Joe and Michelle Burns (2 Canterbury Drive)
- Resident Miguel Lagunas (4201 Browns Lane)

The meeting was called to order at 7:00 pm. The minutes from the May 12, 2015 meeting were reviewed. Commissioner Peter made a motion to accept the May minutes; Commissioner Steuer seconded the motion and the motion passed.

Former Lincolnshire Commissioner Miguel Lagunas was present at the meeting and Mayor Hudson and the Commissioners presented Mr. Lagunas a clock in appreciation for his many years of service and dedication to the City of Lincolnshire as a City Commissioner.

Police Report

Mayor Hudson reported that other than traffic violations (speeding and stop signs), there has been no significant police activity recently, and there have been no significant parking issues.

Sanitation Report

Commissioner Peter reported that there were no issues with garbage collection that he was aware of.

Treasury Report

Mayor Hudson distributed an accounting report for the 11 months of the fiscal year to date (7/1/2014 to 5/31/2015) and a list of checks/disbursements for the month of May 2015. The Commissioners reviewed the reports and no concerns were identified. Commissioner Peter made a motion to accept the accounting reports, Commissioner Danner seconded the motion and the motion passed.

Mayor Hudson initiated the public hearing portion of the meeting to present the new parking and budget ordinances. The Mayor read aloud Ordinance No. 001-2015, which

was proposed to add towing at the owners expense for parking violations to the existing parking ordinance. Commissioner Peter made a motion to approve Ordinance No. 001-2015; Commissioner Steuer seconded the motion and the motion passed.

The Mayor read aloud Ordinance No. 002-2015, which was proposed to maintain the same tax rate as previous years of \$0.22 per hundred of assessed value. There were no comments from any residents on this ordinance. Commissioner Peter made a motion to approve Ordinance No. 002-2015; Commissioner Danner seconded the motion and the motion passed.

The Mayor read aloud Ordinance No 003-2015, which was a proposed annual sanitation fee of \$70.00 per household. There were no comments from any residents on this ordinance. Commissioner Peter made a motion to approve Ordinance No. 003-2015; Commissioner Duncan seconded the motion and the motion passed.

Mayor Hudson went over Ordinance No. 004-2015, the proposed budget for FY 2015-2016. The proposed budget includes total estimated revenue of \$66,720, a total available for appropriations of \$77,420, and total appropriations of \$69,400. There were no comments from any residents on this ordinance. Commissioner Peter made a motion to approve Ordinance No. 004-2015; Commissioner Steuer seconded the motion and the motion passed.

Old Business

Residents Joe and Michelle Burns presented a plan for screening their RV from view to meet the parking ordinance that includes plantings (arborvitaes) around their property line and moveable wooden planters across the front end of the RV. The Commissioners indicated they would look at the site, consider the proposed plan, and provide a decision at the next meeting.

New Business

None.

No other business at hand, a motion was made by Commissioner Peter to adjourn, Commissioner Duncan seconded it, and the meeting was adjourned at approximately 8:00 pm.

Dean A. Duncan - Commissioner