

June 21, 2021

City of Richlawn Meeting Minutes

1. Resident/Guest Open Forum
 - a. Boy Scout Sam Ramirez (Troop 306) attended the meeting to request a project to work on his eagle scout project. City Commission gave him an area to clean up and provide a bench. He will return to the next commission meeting with mor information.
2. City Clerk/Treasurer Report
 - a. Statement of Net Position
 - i. Non-eventful month.
 - ii. Still ahead on cash and receivables are reducing.
 - iii. Insurance payable is higher this month due to annual fees coming due.
 - b. Revenues and Expenses
 - i. Not much in revenue coming in at this time. Our revenues for the year, by comparison to last year, are over budget.
 - ii. Expenses are routine for this time of the year. There are no large expenses are forthcoming.
 - iii. Commissioners' payroll is being issued this year.
 - iv. The City's charitable contributions were also made this year.
 - v. The Commission will pay outstanding reimbursement requests for the Canopy Tree Program
 - c. Commissioner DeVore moved to pay the City's bills. Commissioner Philippe seconded. All voted in favor.
 - d. St. Matthews Fire Protection District contacted the Commission for donation of the City's America Rescue Act of 2021 funds. Those funds are being provided by the federal government for recovery from the Covid-19 pandemic.
 - i. That money is limited in how it may be spent. For instance, it cannot be used to issue tax rebates to residents. The federally provided money is to be spent for covid-19 related expenses which developed, and to cover economic losses incurred.
 - e. City voted to pass the budget for 2021-2022 fiscal year. Commissioner DeVore moved to approve the budget. Commissioner Philippe seconded the motion. All voted in favor.
 - f. The Commission voted to pass the property tax ordinance. Commissioner DeVore moved to pass the property tax ordinance. Commissioner Philippe seconded the Motion. All voted in favor.
 - i. The rate is the same as it was last year. There was no increase.
 - g. The meeting minutes from the previous month were approved. Commissioner DeVore moved to approve the minutes, and Commissioner Philippe seconded the Motion. All voted in favor.
3. City Attorney
 - a. The city attorney was not present. The city attorney will report on the Commission's legal authority to expel solicitors from Richlawn.
4. Code Enforcement Officer
 - a. Lighting issue in 100 block of Gibson. Code Enforcement Officer did not cite resident for violation of light violation yet. Code Enforcement Officer gave resident one more written warning. Code Enforcement Officer normally

issues two written warnings before issuing citations, and he wanted to keep his treatment of each resident uniform.

5. Sheepdog Security
 - a. The Commission agreed to keep Sheepdog Security's patrols at an elevated level.
 - b. Sgt. Tourinho is very present in the City and very communicative and responsive.
6. Commissioner Brotzge
 - a. Commissioner Brotzge drafted language to further define the Canopy Tree Program to standardize the administration of the program.
 - b. 203 Heady Avenue is undergoing a back porch addition. I issued approval.
 - c. 4183 Blenheim is installing a fence on property line bordering 4181. I issued approval.
 - d. Commissioner Brotzge forwarded canopy tree reimbursements to the City Clerk for payment. The Commission will issue all payments this month before the end of the fiscal year.
7. Commissioner DeVore
 - a. Tree removal on Ledyard was completed.
 - b. Sidewalk cleaning on Hubbard will be done in the next few weeks.
8. Commissioner Downs
 - a. Texting service (EZ texting)
 - i. The service will be set up following the next Gazette distribution.
 - ii. 65 residents have responded to the survey on the texting service. Some are in favor, and some are not.
 - b. Website & meeting minute updates
 - i. Minutes are up to date on the website.
 - ii. Commission will start investigating the codification of ordinances on the website. The Commission would like the handbook and the website to be consistent.
 - c. Handbook updates & QR Code updates
 - d. Online photo service options for city leadership
9. Commissioner Philippe
 - a. Lawn contest awards will be given out in the coming weeks.
 - b. 4193 Blenheim. Commissioner Philippe is working with the Metro inspector, but the inspector has unable to work on the project this month.
 - c. Street lighting. The City Commission is investigating a way to update the streetlights and to avoid the very bright streetlights.
10. Mayor Carpenter
 - a. 100 block of Gibson neighbor dispute is ongoing.
11. New Business
 - a. Commission is looking for an individual to help with the organization of Richlawn Neighborhood Association. Commissioner DeVore will take the lead in finding someone to backfill Angie's role.
 - b. The mayor and city treasurer received a google number for residents to call them.
12. Adjournment
 - a. Commissioner DeVore moved to adjourn the meeting, and Commissioner Philippe seconded the Motion. All voted in favor.