

Meeting summary for Josh Portman's Zoom Meeting (02/10/2025)

Quick recap

The team discussed their current location and weather, and then reviewed the road fund and general fund revenue and expenses. Also discussed the necessity of conducting multiple audits, the transition of the Google account, and the collection of property tax checks. Lastly, they addressed ongoing issues such as a tripped breaker, a missed trash pickup, and the restoration of power to the Warrington Way Entrance, and discussed department assignments within the city.

Next steps

- Jamie to reset the breaker and contact Laswell Electric regarding repairs for the Crossgate Lane entrance lights.
- Jamie to continue working with LG&E on restoring power to the Warrington Way entrance.
- Jamie to discuss with city attorney Singler about the McMahon property annexation and the Municipal Road Aid Cooperative Program Agreement.
- Chris to hold off on directory updates until Jamie returns and can share information.
- Jamie to check 2018 and 2019 directories for previous publisher information.
- Brian to reach out to the city attorney again regarding the land use limitation agreement with Thomas Jefferson Unitarian.
- Chris to negotiate with Luis Ramos Asphalt LLC for the yield sign and markings, aiming for \$1000 but authorized up to \$1200.
- Commissioners to prepare short articles about their department areas for the next newsletter within 3 weeks.
- Brian to get a quote for raw materials to rebuild the bridge in the church woods.
- Mayor to set up Crossgate email accounts for commissioners who want them.
- Clerk to use Reach Alert for publishing upcoming Monday trash pickup information.

Summary

Florida Weather and Meeting Agenda

Mayor calling the meeting to order and reviewing the minutes from the previous meeting. There were no questions or comments, and the minutes were accepted. The meeting then passed the floor to Schyler for further discussion.

Road Fund and General Fund Expenses

Schyler discussed the road fund's revenue and expenses, including interest, deposits, and spending on salt and ice. Schyler moved on to discuss the general fund's revenue and expenses, including interest, property taxes, insurance tax, and telecommunications

tax revenue. Total expenses were \$5,462 and 17 cents, with notable expenses to police, contract web services, waste management, and utilities. Schyler also mentioned a bounced check and a fee totaling \$740 and 80 cents, and a reimbursement to Jamie for KLC training.

Audit Costs and Road Fund Revenues

In the meeting, Mayor proposed to accept the treasurer report. The team discussed the cost of an audit, which could range from \$8,000 to \$10,000. Jamie questioned the necessity of an audit, given the revenue of \$4,400 to \$4,700. Schyler clarified that an audit is necessary to receive the road fund revenues and to be in good standing with the GOLD. Schyler suggested that the team might need to conduct three audits, which could cost around \$30,000. Schyler agreed to contact a CPA, Joe Montgomery, to inquire about the cost and potential discounts for the audits. Mayor also mentioned that he would contact KLC to understand their stance on the matter.

Google Account Transition and Audits

In the meeting, Mayor and Schyler discussed two open items: the Google account transition and the deletion of Kirk's emails. Schyler mentioned that she had reached out to Kirk but hadn't received a response. They also discussed the collection of property tax checks from residents, with one check yet to be deposited due to a potential issue with the timing of the bank's cut. Schyler agreed to follow up with the resident's bank. Lastly, they discussed the need for multiple audits, with Schyler confirming that they would likely need two to three audits for the past fiscal year. The potential cost for these audits was estimated to be between \$15,000 and \$20,000.

Addressing Ongoing Issues and Power

Jamie discussed several ongoing issues. He resolved the tripped breaker at the Crossgate Lane Entrance and documented the meter reading. However, the lights at the entrance were reported to be off, prompting Jamie to ask for further checks. He also addressed the issue of a missed trash pickup, which was attributed to the 30-year snowfall and was not eligible for a credit. Jamie is working with LG&E to restore power to the Warrington Way Entrance, which he believes is incorrectly being charged to Crossgate. He is educating them on the correct power supply source and expects progress in the coming weeks.

Commissioner Updates and Road Sign Installation

Commissioner Gerrish reports on attending the KLC Conference in Lexington, helping change the Facebook administrator, and collecting old files from the previous mayor. He plans to discuss the McMahon property annexation and the Municipal Road Aid Cooperative Program Agreement with the city attorney. Commissioner Baker inquires about updating the phone directory, and Jamie offers to share information on this matter. Commissioner Krish updates on reaching out to the attorney regarding a land use limitation agreement and discusses a revised quote for installing a yield sign and road

markings. The commission approves a motion to negotiate with the vendor for the yield sign installation, authorizing up to \$1,200 for the project.

City Ordinances and Administrative Functions

The Mayor discussed two ordinances: one related to the city's code of ethics and the other concerning administrative functions. The code of ethics ordinance, effective immediately, aims to ensure standards of conduct among city officers and employees. The administrative functions ordinance, also effective immediately, establishes departments and assigns commissioners to oversee their day-to-day operations. Both ordinances were accepted without any further discussion or amendments.

Department Assignments and Open Positions

Mayor led a discussion about department assignments within the city. He noted several open positions, including a leader for the Emergency Management Department, a leader and backup for the citation appeals, and an assistant leader for the Public Works Department.

Ordinance, Accountability, and Emergency Notifications

Mayor discussed his ongoing work on an ordinance and the potential for each commissioner to write about their department's area of accountability for the next newsletter. Gerrish suggested a report from Brian Thatcher and a potential collaboration with the church to repair a bridge. The team also discussed the use of Reach Alert for emergency notifications and the possibility of using it for trash pickup reminders. The next meeting was scheduled for March 10.