



P.O. Box 304, Park City, Kentucky 42160

Mayor
Larry Poteet

City Clerk/Treasurer
Charlotte Vasquez /
Karen Briggs

mayor@parkcity.ky.gov
cityhall@parkcity.ky.gov
270-749-5695

Commissioners
Donna Scavo
Angelo Scavo
Mike Burgess
Gary Carroll

Fire Chief
Ronnie Stinson

**Park City Commission
Agenda
NOTICE OF CITY COMMISSION MEETING
Monday, April 3rd, 2023 @ 6:00 P.M.**

- 1) Call to order - Roll Call
- 2) Pledge of Allegiance
- 3) Prayer
- 4) Roll Call
- 5) Approve March 6th, 2023 Minutes
- 6) Financial Report
- 7) Reports:
 - A. Mayor – Administration
 - B. Commissioner D. Scavo – Maintenance
 - C. Commissioner M. Burgess – Planning & Zoning, Cave Country Trails, Tourist & Convention
 - D. Commissioner G. Carroll – Police, Fire Department
 - E. Commissioner A. Scavo – Cemetery, Seniors, Bell's Tavern Park
- 8) New Business
 - A. Ordinance 2304 - 1st Reading – Amended Budget FY 2022-2023
 - B. Ordinance 2305 - 1st Reading – Budget FY 2023-2024 with Budget Message
 - C. Ordinance 2306- 1st Reading- Increase ABC regulatory fee
 - C. Resolution 07-23 - Approving 2nd allotment of ARPA funds be moved to General Fund
 - D. Resolution 08-23 - Remove Charlotte Vasquez from the position of City Clerk and all responsibilities & adding Amanda Johnson to the position of City Clerk with all banking/financial authority.
 - E. Discussion of 24339 Louisville Rd. being condemned
 - F. Discussion of painting restrooms located at the Pavilion
 - G. Discussion of BITS new City addressing
 - H. Discussion of changing N. Mammoth Cave Ave. to a one-way street from the section of Louisville Rd. to East 3rd.
 - I.

Public Comments:

Adjournment

CITY OF PARK CITY, KENTUCKY

ORDINANCE NO. 2304

AN ORDINANCE OF THE CITY OF PARK CITY, KENTUCKY, AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023, BY ESTIMATING REVENUES AND APPROPRIATIONS

WHEREAS, an annual amendment proposal has been prepared and delivered to the legislative body for review and modification,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF PARK CITY:

SECTION 1: That the annual budget for the Fiscal Year beginning July 1, 2022, and ending June 30, 2023 is hereby amended as shown in Exhibit A, attached.

SECTION 2: That this Ordinance shall be in effect upon its passage and publication as required by law.

1st Reading: April 3, 2023 Yea Votes: Nay Votes: 0

2nd Reading: Yea Votes: Nay Votes: 0

Larry Poteet, Mayor

ATTEST: _____
Charlotte Vasquez / Karen Briggs, City Clerk

CITY OF PARK CITY, KENTUCKY

ORDINANCE NO. 2305

AN ORDINANCE OF THE CITY OF PARK CITY, KENTUCKY, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024, BY ESTIMATING REVENUES AND APPROPRIATING FUNDS FOR THE OPERATION OF CITY GOVERNMENT

WHEREAS, an annual proposal and message have been prepared and delivered to the legislative body for review and modification,

NOW, THEREFOR, BE IT ORDAINED BY THE CITY OF PARK CITY:

SECTION 1: That the annual budget for the Fiscal Year beginning July 1, 2023, and ending June 30, 2024 is hereby adopted as shown in Exhibit A, attached.

SECTION 2: That this Ordinance shall be in effect as of July 1, 2024. This ordinance will be in full force and in effect upon its passage and publication as required by law.

1st Reading –

Yea Votes:

Nay Votes:

2nd Reading –

Yea Votes:

Nay Votes:

Larry Poteet, Mayor

ATTEST: _____
Charlotte Vasquez/ Karen Briggs , City Clerk

Budget Message

TO: Citizens of the City of Park City
Employees of the City of Park City

From: Park City – City Commission

Date: April 3, 2023

Subject: FY 2023-2024 Budget Proposal Message

The Kentucky Revised Statutes set forth the requirements and certain guidelines for financial administration of the fiscal affairs of cities in the Commonwealth of Kentucky. KRS 91A.010 through 91A.060, 83A.130 (12), 83A.140 (8), and 83A.150 (5) specifically address the requirements of financial administration and fiscal responsibility.

The City Commission is presenting this Budget Message and attached Budget Proposal for Fiscal Year 2023 – 2024 in an effort to comply with these statutes:

The proposed budget has been a cooperative effort on behalf of myself, the City Commissioners, City Treasurer, and assistance from the BRADD office staff. The Budget process this year was set up to better inform the City Commissioners on the areas that the City receives funds, and then broken down the city expenses. I am pleased to state that the City does have a balanced budget for the FY 23-24 Budget Year. There is an appropriation for the partial pavement of Bardstown Rd. and for the paving of N. Indian Mills Rd. Our employees have remained committed to providing city services, and employee raises have been provided in the new Budget. City government will continue its efforts to provide city services with a proposed conservative Budget for the cities operations.

Respectfully Submitted,

Larry Poteet, Mayor
City of Park City

**CITY OF
PARK CITY, KENTUCKY**

ORDINANCE NO. 2306

**AN ORDINANCE AMENDING ORDINANCE NO. 1604
ALCOHOL BEVERAGE CONTROL ORDINANCE**

WHEREAS, the City Commission of the City of Park City desires to update Ordinance No. 1604, Alcohol Beverage Control; and amend the language contained in Article II: License Requirement;

NOW THEREFORE BE IT ORDAINED, by the City of Park City, Kentucky;

SECTION ONE: The Language contained in Article II: License Requirement; as adopted in Ordinance No. 1604; is hereby amended as contained in Exhibit A, which denotes the new language being added denoted underlined by a single solid line.

SECTION TWO: The new language creates a new Subsection H, to Article II, License Requirement, which sets forth an imposed Regulatory Fee of $\frac{3}{4}\%$ (~~.75%~~) shall be raised to 5% for related sales of alcoholic beverages within the City Limits of the City of Park City, more specifically described in subsection (1), and all other relative provisions regarding the collection, use, and penalty related to the Regulatory Fee.

SECTION THREE: The imposed fee will become effective beginning July 1, 2023.

SECTION FOUR: This ordinance shall be in effect upon its passage and publication as required by law.

Larry Poteet, Mayor

ATTEST: _____
Charlotte Vasquez / Karen Briggs, City Clerk

First Reading:
Yea Votes:
Nay Votes:

Second Reading:
Yea Votes:
Nay Votes:

EXHIBIT A

A. Regulatory License Fee

(1) Pursuant to KRS 243.075, there is hereby imposed a Regulatory License Fee on the gross receipts of sale of alcoholic beverages of each licensee who has a local license issued by the City ABC Administrator. The City's Regulatory License Fee shall be ~~3/4 percent (.75%)~~ shall be increased to 5% of gross sales of all alcoholic beverages sold by the drink. In the case of retail sales of package distilled spirits and wine, the Regulatory License Fee shall be 3/4 percent (.75%) of gross sales. The Regulatory License Fee shall be 3/4 percent (.75%) on gross retail sales of package malt beverages. These regulatory license fees may be addressed and modified each fiscal year when the city adopts its annual budget and such annual rate for the regulatory license fee shall be reasonably estimated to ensure full reimbursement to the city for the cost of any additional policing, regulatory, or administrative expense related to the sale of alcoholic beverages in the city. Should the city not address the regulatory license fee in any given budget, then the regulatory license fee shall remain at the level at which it was last fixed in this ABC Ordinance until such time as the City Council shall adjust the fee.

(2) Payment of said regulatory fee shall be remitted to the City ABC Administrator, who shall transmit all fees to the City Clerk, or his designee, for deposit into the appropriate designated account. The City may use said fees as permitted by law, including but not limited to, any cost of additional policing, regulatory or administrative expenses related to the sale of alcoholic beverages in the City. The regulatory license fee shall be in addition to any other fees or licenses permitted by law, except that a credit against a regulatory license fee in the City shall be allowed in an amount equal to any license fee paid by licensee and shall be based on paperwork required by the local and/or state ABC Administrator, which may include but is not limited to tax returns and financial statements. Said paperwork and payment will be due according to the schedule set forth by the Mayor, or his designee, which may be set at, but is not limited to, time periods consisting of a monthly or quarterly billing by the local ABC office and/or the City.

(3) Failure to pay such remittance within ten (10) days of the due date constitutes a violation and shall subject a licensee to suspension or revocation.

(4) Penalty for failure to file a return and pay remittance by the due date is five percent (5%) of the regulatory fee for each ninety (90) days or fraction thereof. The total late filing penalty shall not exceed twenty-five percent (25%) of the regulatory fee; provided, however, that in no case shall the penalty be less than ten dollars (\$10.00).

(5) Interest at the rate of eight percent (8%) per annum will apply to any late payments.

B. Disposition of Fees and any other type of payment to the City:

The City ABC Administrator shall transmit all fees and any other types of payment made to the City, upon collection, to the City Clerk, or his/her designee, for deposit into the appropriate designated account.

Resolution 07-23

WHEREAS, the Park City has experienced negative effects from the COVID-19 pandemic during calendar years 2020 and 2021, and

WHEREAS, the proposed action 2nd round of ARPA funds would address the negative effects noted above by and

WHEREAS, Park City received ARPA allocation allocation from the American Rescue Plan Act on August 11th, 2021, and the US Treasury guidance confirms that the above proposed action is in accordance with the American Rescue Plan Act of 2021 which became effective March 11th, 2021,

NOW THEREFORE IT BE RESOLVED, that the city of Park City expend second round of funds of the allocated ARPA allocation on the above referenced expense,

BE IT FURTHER RESOLVED, that that the city of Park City abide by all requirements for expenditure of American Rescue Plan Act funds required by the Uniform Guidance 2 CFR 200.

Larry Poteet, Mayor

ATTEST: _____

Karen Briggs/ Amanda Johnson, City Clerk

CITY OF PARK CITY, KENTUCKY

RESOLUTION NO.08-23

A RESOLUTION ADOPTING SIGNATURES ON BANK ACCOUNTS

THAT WHEREAS, the City Commissioners for the City of Park City Kentucky, do hereby desire to establish the signatures that are required on all accounts held by the City of Park City,

NOW, THEREFORE BE IT RESOLVED by the City Commission as follows:

1. The City of Park City- City Commission does hereby resolve that the signatures of Charlotte Vasquez be removed from all accounts held by the City of Park City and will be adding Amanda Johnson following elected and non-elected city officials positions:
City Clerk/ Treasurer, City of Park City.

Adopted this 3rd day of April 2023.

Larry Poteet, Mayor

ATTEST: _____

Karen Briggs/ Amanda Johnson, City Clerk