

**LUDLOW COUNCIL MEETING**  
**MINUTES**

**April 9, 2026**

Mayor Sarah Thompson called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. Laurie Sparks called the roll, which showed the following council members present: Steve Chapman, Meagan Guthrie, Julie Terry Navarre, Abigail Miller, David Ziegler, and Paula Graszus.

*ALSO ATTENDING:* City Attorney Michelle Eviston, City Attorney Zach Smith, City Clerk Laurie Sparks, Fire Chief Mike Steward, Police Chief Bart Beck, Code Enforcement Officer Jamie West, City Treasurer Wayne Harris

**Council approved David Ziegler's absence from the council meeting on March 12, 2026, and Abigail Miller's absence from the council meeting on April 2, 2026.**

**Motion by Ms. Terry Navarre, second by Mr. Chapman, to approve the minutes from the council meetings on March 12, 2026, and April 2, 2026. Following a roll call vote, motion carried: all ayes.**

**STAFF REPORTS**

Fire Department

Chief Steward advised that business safety inspections and vacant building inspections have begun. The Fire Department will begin hydrant testing and hydrant painting on May 4, 2026. Discussion on the non-emergency calls the Fire Department receives.

Police Department

Chief Beck discussed the number of police calls, of which one-third were self-initiated. The Project K9 Hero 5K will be held at Ludlow Plaza on May 16, 2026. Chief Beck congratulated Officer Bryan Panko and his wife on welcoming a new baby two weeks ago. Detective Justin Edwards and his wife are expecting a baby in two months. Discussion on how juvenile issues are handled and whether parents could be held responsible for their actions. Mayor Thompson advised that she would like to find another way to engage children with programs or have a center where they could go in the future. Chief Beck advised that Ludlow Schools does a great job to bridge the gap, but often incidents occur during the summer when school is out. Discussion on issues with children on electric bicycles and scooters throughout the city and concerns about safety.

Code Enforcement

Mr. West advised that the Urban Design Review Board issued two Certificates of Appropriateness: 430 Hooper Street - installing a driveway from the front to the rear of the property; 470 Elm Street - installing a new sign for Starling Chili, which will be opening soon. The Kenton County Spring Clean Up will be on April 24, 2026, and April 25, 2026, from 8:00 a.m. until 4:00 p.m. The Ludlow City Clean Up will be on May 9, 2026, from 10:00 a.m. until 3:00 p.m. at Ash and Traverse Streets. Details for all events are on the City's website.

### City Treasurer's Report

Mr. Harris discussed the bank account balances and an update on reconciliation of the General Fund. Mayor Thompson advised that City is on track with revenues and expenditures.

### MAYOR'S REPORT

Mayor Thompson will present her candidate for the city administrative officer position in executive session. The City continues to focus on financial cleanup and accountability. The ADA ramp at Ludlow Memorial Park should be completed in early May. Upcoming additions to the park include the addition of picnic tables, charcoal grills, and bench swings along the river. The River Stage is nearing completion, and event planning is underway. The first event at the River Stage will be a concert by the Dublin Defense on May 16, 2026. A river cleanup event will be held on April 19, 2026. Anyone interested in participating should meet at Second Sight Spirits at noon; gloves and supplies will be provided. Mayor Thompson thanked Jenny McMillen for her continuing work organizing the events. The City continues to build relationships with local businesses and regional partners to support growth and long-term development.

### COUNCIL COMMITTEE REPORTS

*Finance* – The Committee will meet on Tuesday, April 14, 2026, at 4:00 p.m. in the council chambers.

*Parks and Recreation* – The Committee met earlier that evening to discuss upcoming dates for the River Stage events. The Fireworks Festival will be on June 27, 2026. There are plans to have possibly more than one movie night in the park. Hot Dogs in the Park will be held on June 12, 2026, and June 26, 2026, from 11:30 a.m. until 1:00 p.m. There will be a ceremony and plaque presentation on April 20, 2026, prior to the baseball game at 6:00 p.m., to dedicate the dugout at Lemker Field to Jack Aynes. Ms. Graszus advised that Jamie Allen attended the meeting and advised that he would like to see more baseball games at both fields. Discussion on the difficulty in scheduling other baseball games while high school baseball is still playing.

*Public Works/Code Enforcement* – The Committee met on Wednesday, April 8, 2026, and reviewed a list of properties for foreclosure with excessive fees and back taxes. Ms. Terry Navarre advised that they reviewed the large list of public works projects, including finishing the steps at the River Stage and getting water turned on a Jackson Park for the community garden.

### CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

A resident discussed an issue with people running the stop sign at the intersection of Laurel and Helen Streets where children are in the road.

Anthony Vires, 410 Oak Street, inquired about the status of installing a disabled parking sign in front of his home. Mayor Thompson advised that the issue is on the meeting agenda and council will vote on his request.

### UNFINISHED BUSINESS

#### Second Reading of Ordinance 2026-5

**At Mr. Smith's request, motion by Ms. Terry Navarre, seconded by Mr. Chapman, to proceed with the second reading of Ordinance 2026-5 *An Ordinance Amending the City of Ludlow Zoning Code, Adopting the Recommendations of the Kenton County Planning Commission Regarding Compliance with KRS 100.348, in summary. Following a roll call vote, motion***

carried: all ayes. After the second reading by Mr. Smith, motion by Mr. Chapman, seconded by Mr. Ziegler, to adopt Ordinance 2026-5. Following a roll call vote, motion carried: all ayes.

#### NEW BUSINESS

##### Disabled Parking Space Appeal - 410 Oak Street

Following discussion, motion by Ms. Terry Navarre, seconded by Ms. Graszus, to approve the disabled parking space application for 410 Oak Street. Following a roll call vote, motion carried: all ayes.

##### Resolution 2026-5

Ms. Eviston read Resolution 2026-5 *A Resolution of the City of Ludlow, Kentucky, Declaring Property as Surplus and Authorizing the Sale or Disposition of Such Surplus Property*. The resolution would declare a desk and credenza from the fire department as surplus. Motion by Mr. Chapman, seconded by Ms. Terry Navarre, to approve Resolution 2026-5. Following a roll call vote, motion carried: all ayes.

##### Discussion on the Status of Committees

Mayor Thompson advised that she is considering moving away from having a monthly legislative and a caucus meeting and having two legislative meetings each month instead. Having two legislative meetings each month would help business move quickly and eliminate the need for special meetings and separate committee meetings. The committees could discuss issues at the second legislative meeting of the month. Following discussion, council agreed to move forward with changing to two legislative meetings each month. Mayor Thompson advised that she would issue an executive order to rescind the committee meetings.

##### Management Letter from the 2024-2025 Fiscal Year Audit

Ms. Guthrie advised that she had requested a copy of the Management Letter from the audit and was instructed to file an open records request. **Motion by Ms. Guthrie, seconded by Ms. Miller, for council to receive a copy of the Management Comments Letter from the 2024-2025 Audit.** Mayor Thompson reminded council that, while they can see the letter, it was intended for the mayor and management of the City, not for council. **Following a roll call vote, motion carried: all ayes.**

Ms. Graszus requested that as part of the ceremony to dedicate the dugout at Lemker Field to Jack Aynes that the City declare April 20, 2026, as "Jack Ayes Day". Mayor Thompson advised that she would prepare a proclamation for Mr. Aynes.

#### ANNOUNCEMENTS

- Ms. Guthrie advised that the Primary Election will be on Tuesday, May 19, 2026, and residents can vote at the Baptist Church at 400 Linden Street.
- Ms. Terry Navarre announced that the next Cars & Coffee will be on May 10, 2026, at the Ludlow Plaza. The first Walk 'n Talk 'n Trash and City Beautification events were held on April 8, 2026. Approximately twenty people participated in both events and cleaned up the Ludlow Plaza. On May 13, 2026, the next Beautification will be at 6:00 p.m. and Walk 'n Talk 'n Trash at 7:00 p.m. at Ludlow Plaza. Everyone is welcome to participate, and it would be appreciated.

- Mr. Ziegler announced that Hot Dogs in the Park will be on June 10, 2026, and June 26, 2026, at Ludlow Memorial Park. He is currently accepting donations for the events.
- Ms. Graszus advised that the recognition of Jack Aynes will be at Lemker Field on April 20, 2026, around 5:00 p.m. or 5:30 p.m.

**Motion by Mr. Chapman, seconded by Ms. Terry Navarre, to enter into Executive Session pursuant to KRS 61.810(1)(f) for discussion on the appointment and hiring of a city administrator. Following a roll call vote, motion carried: all ayes.**

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**Motion by Ms. Guthrie, seconded by Mr. Ziegler, at 9:19 p.m. to leave executive session and resume the meeting. Motion carried: all ayes.**

**Resolution 2026-6**

**Motion by Mr. Chapman, seconded by Ms. Graszus, to read Resolution 2026-6 A Resolution of the City of Ludlow, Kentucky, Approving the Mayor’s Appointment of Christopher H. Courtney to the Position of City Administrative Officer in the City of Ludlow, Kentucky. Following a roll call vote, motion tied: three ayes (Mr. Chapman, Ms. Miller, Ms. Graszus), three nays (Ms. Guthrie, Ms. Terry Navarre, Mr. Ziegler). Mayor Thompson broke the tie by voting in favor of reading Resolution 2026-6. Mr. Smith completed the reading of Resolution 2026-6. Motion by Mr. Chapman to approve Resolution 2026-6. Motion dies for lack of a second. Mayor Thompson advised that the issue would be addressed at the next council meeting.**

**Motion by Ms. Terry Navarre, seconded by Mr. Ziegler, to adjourn the meeting. Following a voice vote, motion carried: all ayes.**

Respectfully submitted,

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Laurie Sparks, City Clerk

Attest: \_\_\_\_\_  
Sarah Thompson, Mayor