

LUDLOW COUNCIL MEETING
MINUTES

May 13, 2021

Mayor Josh Boone called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance. City Clerk Laurie Sparks called the roll which showed the following council members present: Steve Chapman, Tiffany Grider, Brie Banks, Chris Wright, Vanetta Davis, and Julie Terry Navarre.

ALSO ATTENDING: City Attorney Steven Taylor, City Administrative Officer/Police Chief Scott Smith, City Clerk Laurie Sparks, Public Works Director Shane Hamant, and Code Enforcement Officer Tom Garner

Motion by Mr. Wright, second by Ms. Grider, to approve the minutes from the council meeting on April 8, 2021. Following a voice vote, motion carried: all ayes.

STAFF REPORTS

Fire Department

Fire Chief Mike Steward was absent but had submitted his report to Council.

Public Works

Mr. Hamant discussed his monthly report, including updates on plans for improvements at Ludlow Park. Mr. Hamant presented examples of the new banners that will be installed throughout the downtown. The City sold the tractor for \$3,250.00 and the John Deere Gator for \$1,532.00 at auction. "No Outlet" signs were installed on West Street at the intersection with Highway Avenue.

Code Enforcement

Mr. Garner discussed his monthly report. The number of cases will be higher next month because of the rental license notices that were sent out. The City has issued 310 rental licenses. If an owner continues to rent out a property without a license, the City can issue a citation, file a lien, and foreclose on the property. The Urban Design Review Board (UDRB) approved a Certificate of Appropriateness application for 243 Elm Street, with the exception of proposed changes to the windows on the Davies Street side of the building. Ms. Terry Navarre inquired about the status of looking into Airbnbs in the city. Mr. Garner reviewed the comparison of requirements in local cities that was provided by Ft. Thomas and forwarded it on to Chief Smith for review.

MAYOR'S REPORT

Mayor Boone advised that the Memorial Day Parade will be on Monday, May 31, 2021, at 10:30 a.m. The first reading of the budget ordinance will be at the regular meeting on June 10, 2021, with the second reading at a special meeting on June 24, 2021, at 7:00 p.m.

COUNCIL COMMITTEE REPORTS

Finance – The Committee met recently with Chief Smith, to review the checks for March and April and everything was in order.

Public Works—The Committee recently met with Mr. Hamant. The City will need to look into purchasing a new push mower for the Public Works Department soon.

Safety—The Committee met with Chief Smith prior to the council meeting. Mr. Wright advised that they appreciate the efforts of the Police and Fire Departments.

CITY ADMINISTRATIVE OFFICER’S REPORT

Chief Smith advised that the underpass and sides of the railroad bridge were recently painted black and grey to tie in with the rebranding of the city. The City is working on developing a map highlighting the businesses and attractions in the city. Urban Core Development will no longer develop the area across from the Municipal Center because they are tired of waiting for the Kentucky Transportation Cabinet (KYTC) to issue an easement. The Adela Avenue paving project should begin within four to six weeks. Discussion on the status of plans for the Ludlow Park renovations. The City is still working on getting someone to develop on the west side of the city, along the river. Discussion on the traffic study near the proposed Fischer Development, including the possibility of making Montrose Street one-way east. Discussion on the status of the Coronavirus Aid, Relief, and Economic Security (CARES) funds. The City hopes to use some of the money toward the renovation of Ludlow Park. Chief Smith and Mayor Boone recently met with Southbank and KYTC to discuss alternative plans for the “river walk” by moving it to the business district, rather than along the river. Discussion on the possibility of having levels of sponsorship for donations for the Ludlow Park renovations. Chief Smith advised that the police officers are getting out and patrolling.

CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

Cassandra Homan, a resident who lives on Highway Avenue, is an Urban Forester with the City of Covington. Ms. Homan offered her experience and spare time to help with the care and pruning of the City’s trees on the Plaza and in the downtown area.

UNFINISHED BUSINESS

Second Reading of Ordinance 2021-3

Motion by Ms. Terry Navarre, second by Ms. Davis, to call up Ordinance 2021-3 *An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances of the City of Ludlow, Kentucky* for a second reading. Following a second reading by Mr. Taylor and a roll call vote, motion carried: all ayes.

NEW BUSINESS

Resolution 2021-9

Motion by Mr. Wright, second by Mr. Chapman, to pass Resolution 2021-9 *A Resolution of the City of Ludlow, Kentucky, Authorizing the Mayor to Sign and File a Community Development Block Grant-CV Application in the Amount of \$200,000 to Provide Utility Relief Funding to Residents*. Following a reading by Mr. Taylor and a voice vote, motion carried: all ayes.

Urban Design Review Board (UDRB) Decision Appeal: 243 Elm Street

Mayor Boone advised that the appeal filed by Matt Brock, the owner of 243 Elm Street, is the first for Council. Mr. Brock is appealing the UDRB’s decision to deny his application to replace all of the eleven mismatched windows on the Davies Street side of the building with new, vinyl 2 over 2 pane windows. Mr. Brock advised that he would replace the existing windows with windows of the same size. Mr. Brock advised that he received an estimate of \$10,000.00 to repair the

wooden windows, while he could replace all of the windows with vinyl for a cost of \$4,000.00. Mr. Brock advised that if Council upholds the UDRB's decision, he will likely leave the windows as they currently are without any repairs, due to the cost. Andy Corn, Chair of the UDRB, discussed the history of the building at 243 Elm Street, which was a bakery for many decades, and about the importance of maintaining the oldest remaining substantial corner building in the city. Mr. Corn discussed the architectural significance of the windows and the reason for the varying panes of glass on each level. Mr. Corn expressed concern that the vinyl windows will develop issues in about twenty years, while the existing wood windows may last another 100 years. Mr. Corn advised that the UDRB is taking a stand on keeping the wood windows because the building is a contributing building on the spectrum of buildings in the city. Mr. Chapman advised that he is favor of keeping buildings historic but believes that since the current windows are a mismatch of vinyl and wood, replacing all of the windows with vinyl would be acceptable. Ms. Banks inquired about the possibility of replicating the windows if Mr. Brock could not find someone to complete the repairs to the existing windows. Mr. Corn suggested that Mr. Brock could apply for a façade grant, up to \$5,000.00, which he could use toward the cost of repairs. Ms. Grider advised that having the windows all vinyl would look more uniform in a highly visible area. Ms. Davis advised that Mr. Brock has already agreed to comply with the UDRB's requirements for the front of the building, which costs more that he had originally planned. Mr. Brock advised that the UDRB permitted the owners of 29 Kenner Street, which was once the home of Miss America, to replace the wood windows with vinyl. Mr. Corn advised that the UDRB did not approve the window replacement on 243 Elm Street because the building is more visible. Further discussion on the increased cost and delay of the remodeling if Mr. Brock is required to retain the wood windows. Mr. Wright advised that he did not know the history of the building and appreciates the UDRB's research; however, he is concerned that if Mr. Brock's improvements are not allowed, the building will not be remodeled and end up in worse condition. Jim Cicchetti of the UDRB advised that he understands what Mr. Brock is trying to do but reminded Council that it established the UDRB and the rules that they have been charged to uphold. Mayor Boone requested a motion on the issue. **Motion by Ms. Grider, second by Ms. Banks, to overturn the UDRB decision regarding replacing the windows on the Davies Street side of the building at 243 Elm Street. Following a roll call vote, motion carried: five ayes, one nay (Ms. Terry Navarre).**

ANNOUNCEMENTS

Paula Graszus advised that the Memorial Day parade is moving forward. They are looking for help setting up before and after the parade in Ludlow Park. There will be a gathering at the Ludlow Vets following the parade and ceremony where there will be a live band and hot dogs available for purchase.

Motion by Ms. Terry Navarre, second by Mr. Wright, to adjourn the meeting at 8:32 p.m. Following a voice vote, motion carried: all ayes.

Respectfully submitted,

Laurie Sparks, City Clerk

Attest: _____
Josh Boone, Mayor