

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

**July 12, 2018**

Mayor Pro Tem Matt Williams 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: Jordan Scheid, Josh Boone, Matt Williams, Tom Amann and John Gaiser. (Bill Whiteley was absent.) Mayor Wynn arrived at 7:14 p.m.

*ALSO ATTENDING:* City Attorney Fred Johnson, City Administrator Elishia Chamberlain, City Clerk Laurie Sparks, Deputy Fire Chief Mike Steward, Public Works Project Manager Patrick Walkenhorst, Code Enforcement Officer Tom Garner, and Police Lt. Bart Beck

**Presentation by Jill Morenz of the Catalytic Fund**

Jill Morenz discussed the upcoming fifth anniversary of Beyond the Curb on September 30, 2018, which will feature all five river cities on the tour. Registration the day of the event will be in Ludlow and in Campbell County. Five properties will be featured in each city.

**Urban Design Review Committee (UDRC) Update by Patrick Snadon**

Patrick Snadon of the UDRC discussed several of the façade grant applications they have received and explained the process of approval by the Committee and the state. Currently, an applicant could receive up to \$5,000.00 in matching funds, if approved. The UDRC would like to increase the grant amount available for commercial properties. Mr. Amann thanked Mr. Snadon for his work on Committee.

**Motion by Mr. Scheid, second by Mr. Williams, to approve the minutes from the meeting on May 10, 2018. Following a voice vote, motion carried: all ayes.**

**STAFF REPORTS**

**Fire Department**

Deputy Chief Steward discussed the Fire Department report and an upcoming training on Saturday, July 14, 2018, at Ash and Traverse Streets.

**Public Works**

Mr. Walkenhorst advised that July 16, 2018, is the estimated date of completion of the elevator installation at the train viewing platform. The entire project should be completed by the end of July. Mr. Walkenhorst thanked Dave Schroeder for his assistance with the plaques and signage for the elevator. Mr. Walkenhorst thanked the Garden Club for their work on the city planters.

**Code Enforcement**

Mr. Garner discussed his report. Mr. Garner advised that he is working on a list of approximately 60 vacant properties and will present it to Council. The properties could be addressed under the City's nuisance ordinance.

### Police Department

Lt. Beck advised that Chief Smith will be away at the FBI Academy for the next two and a half months and to contact him with any issues while Chief Smith is away.

### MAYOR'S REPORT

Mayor Wynn had no report.

### COUNCIL WORK GROUP REPORTS

*Finance*—Mr. Amann and Mr. Boone met on June 19, 2018, to review the May bank statements and everything appeared to be in order.

*Safety*—No report.

*Public Works*—Mr. Scheid advised that they communicated with Public Works through email and discussed the upcoming field use lottery for fall. Mr. Scheid thanked Public Works for the tree removal and resealing of the parking lot at the Ludlow Senior Center; the Garden Club and Ludlow students completed the landscaping. The City is still waiting on a response from FEMA regarding funds for the flood cleanup in the spring.

### CITY ADMINISTRATIVE OFFICER'S REPORT

Discussion on the status of the map amendment to change the land use for the Ludlow Yards project. Ms. Chamberlain stated that Mr. Snadon is a great asset to the City because of all the work he does and the amount of time he volunteers on the UDRC. Discussion on a budget update. Discussion on looking into the funding and components of a new trend of greening of alleys. BLDG sent out a survey to forty residents with a broad representation of the city as part of the branding process. Discussion on the City's financial information that is available on the City's website.

### CITIZENS WISHING TO ADDRESS MAYOR AND COUNCIL

None.

### UNFINISHED BUSINESS

#### *Second Reading of Ordinance 2018-4*

**Motion by Mr. Boone, second by Mr. Amann, to call up Ordinance 2018-4 *An Ordinance Establishing an Urban Design Review Board* for a second reading. Following a second reading by Mr. Johnson and a roll call vote, motion carried: all ayes.**

### NEW BUSINESS

None.

### ANNOUNCEMENTS

Mr. Amann congratulated Ludlow Schools for winning in their category of the Northern Kentucky Picnic Table Project. Mr. Williams advised that the table has been placed at the Ludlow Senior Center. Mr. Williams encouraged people to attend the Ludlow Limburger Festival at the Ludlow Vets on July 28, 2018. Mr. Scheid extended thanks and congratulations to all of the City departments for all they do.

**Motion by Mr. Amann, second by Mr. Scheid, to adjourn the meeting at 7:39 p.m.  
Following a voice vote, motion carried: all ayes.**

Respectfully submitted,

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Laurie Sparks, City Clerk

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Attest: Kenneth Wynn, Mayor