

**REGULAR MEETING
DECEMBER 11, 2025**

The Ashland Board of Commissioners met in Regular Session in the Commissioners' Chambers on the 3rd floor of the Ashland City Building, 1700 Greenup Avenue, Ashland, Kentucky on Thursday, December 11, 2025, at 12:00 PM. Those present were Commissioners: Marty Gute, Richard "Sonny" Martin, Tim Renfroe, David J. (D.J.) Rymer, II, and Mayor Chuck D. Charles, who presided. Also present: Tony D. Grubb, City Manager; Andrew K. Wheeler, Corporation Counsel; Susan W. Maddix, City Clerk; Wm. Todd Kelley, Chief of Police; Erika Bonner, Public Information Officer; Chris Pullem, Director of Community and Economic Development; Steve Corbitt, City Engineer; Steve Alley, Fire Chief; Will McKenzie, Deputy Fire Chief; Barry Adkins, Director of Engineering; Sean Murray, Director of Public Services; Mark Hall, Director of Utilities; Michelle Veach, Assistant Chief Financial Officer; Samantha Salyers, Human Resources Manager; and Reporters.

AGENDA

City Manager Grubb presented the agenda of December 11, 2025. Motion was made by Martin, seconded by Renfroe, to receive & file the agenda. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay - none. Motion passed.

HEARINGS AND REPORTS

Mayor and Commissioners' Report

Commissioner Rymer announced that "Karaoke with Santa" is scheduled for 6:00 PM tonight at the Transportation Center. It is free to the public for kindergarten through 6th grade. Commissioner Rymer wished everyone a Merry Christmas.

Commissioner Renfroe gave a "shout out" to Braxton Jennings. Braxton played football and graduated from Ashland. He was a walk-on for the University of Louisville's football team. During the University of Kentucky and University of Louisville football game, Braxton earned "Most Valuable Player" honors.

Commissioner Martin thanked city staff and employees for outstanding performance throughout the year and wished everyone a happy holiday.

Commissioner Gute gave a "shout out" to Coach Ryan Bonner and the Ashland Tomcats for their win over the Boyd County Lions. Commissioner Gute wished everyone a Merry Christmas and Happy New Year.

City Manager's Report

City Manager Grubb introduced Police Chief Todd Kelley. Chief Kelley gave a brief history on the energy weapons known as tasers. Chief Kelley explained the less lethal weapon and the virtual reality training now offered to police officers. The new model is the Axon Taser 10. Chief Kelley thanked the Commission for the continued funding.

PUBLIC PARTICIPATION

Tim Wright, FIVCO Area Development District, presented Mayor Charles with a plaque recognizing the City of Ashland for its partnership and collaboration in advancing regional development and improving the quality of life for the citizens of northeastern Kentucky.

Duane Howard, Pastor of Bible Missionary Baptist Church, thanked the Commission for beginning each meeting with prayer. Pastor Howard invited everyone to their annual Christmas service on December 21st at 7:00 PM. Pastor Howard wished everyone a Merry Christmas.

REGULAR MEETING DECEMBER 11, 2025
PUBLIC PARTICIPATION CONTINUED

Steve Young appeared before the Commission and advised he was passing through Ashland, walking across America to raise awareness about Kyle Petty’s children’s camp, Victory Junction.

OLD BUSINESS
SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 169, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO EXECUTE AN AMENDMENT TO THE EMPLOYEE ASSISTANCE PROGRAM MANAGEMENT AGREEMENT BETWEEN THE CITY OF ASHLAND AND ASHLAND HOSPITAL CORPORATION D/B/A UK KING’S DAUGHTERS MEDICAL CENTER (UKKD) ADOPTED BY ORDINANCE NO. 190, SERIES OF 2022, AS PREVIOUSLY AMENDED BY ORDINANCE NO. 13, 2023.

* * * * *

BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That the Ashland Board of City Commissioners hereby authorizes and directs Chuck D. Charles, Mayor, to execute an Employee Assistance Program Management Agreement between the City of Ashland and Ashland Hospital Corporation d/b/a UK King’s Daughters Medical Center (UKKD) previously adopted by Ordinance No. 190, Series of 2022 amended by Ordinance No. 13, 2023. A copy of said agreement is attached hereto and made a part hereof by reference.

SECTION 2. All other ordinances and parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 3. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

SECTION 4. It is hereby authorized that publication of this ordinance be in summary form.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS:	November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS:	December 11, 2025
PUBLISHED:	

MOTION

Motion was made by Gute, seconded by Rymer, to adopt Ordinance No. 169, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 170, 2025

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 170, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO EXECUTE A CONTRACT BETWEEN THE CITY OF ASHLAND, KENTUCKY, AND BWC TRUCKING INC. FOR THE PURCHASE OF GRAVEL, STONE AND SAND FOR THE DEPARTMENT OF PUBLIC SERVICES AND THE DEPARTMENT OF UTILITIES.

BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That Chuck D. Charles, Mayor, be and he is hereby authorized and directed to execute a contract between the City of Ashland, Kentucky, and BWC Trucking Inc. for the purchase of gravel, stone and sand for the Department of Public Services and the Department of Utilities in the amounts specified in their bid opened on October 30, 2025. A copy of said contract is attached hereto and made a part hereof by reference.

SECTION 2. All ordinances and parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 3. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

SECTION 4. It is hereby authorized that publication of this ordinance be in summary form.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS:	November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS:	December 11, 2025
PUBLISHED:	

MOTION

Motion was made by Martin, seconded by Gute, to adopt Ordinance No. 170, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 171, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZEN PARTICIPATION PLAN FOR DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT PROGRAMS AS REQUIRED BY THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD).

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 171, 2025 CONTINUED

BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That the Board of Commissioners of the City of Ashland, Kentucky hereby adopts the Community Development Block Grant (CDBG) Citizen Participation Plan for the Department of Community and Economic Development pursuant to requirements by the Department of Housing and Urban Development (HUD) for continued CDBG funding. Said plan is attached hereto and made a part hereof by reference

SECTION 2. All ordinances of the City of Ashland and any parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 3. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

SECTION 4. It is hereby authorized that publication of this ordinance be in summary form.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS:	November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS:	December 11, 2025
PUBLISHED:	

MOTION

Motion was made by Gute, seconded by Rymer, to adopt Ordinance No. 171, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 172, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO SUBMIT THE CITY OF ASHLAND’S 2023 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN AMENDMENT 3 TO THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD), FOR APPROVAL AND IMPLEMENTATION.

BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That the City of Ashland’s 2023 Community Development Block Grant (CDBG) Annual Action Plan Amendment 3 is attached to this Ordinance and hereby approved by the Board of Commissioners of said City and Chuck D. Charles, Mayor, is hereby authorized and directed to execute and submit said Amendment to the Federal Department of Housing and Urban Development for approval and implementation; to provide such documentation and certifications as may be required by the Department of Housing and Urban Development; and, further, to execute any and all documents related to said grant.

SECTION 2. All ordinances and parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 3. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 172, 2025 CONTINUED

SECTION 4. It is hereby authorized that publication of this ordinance be in summary form.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS: November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS: December 11, 2025
PUBLISHED:

MOTION

Motion was made by Martin, seconded by Rymer, to adopt Ordinance No. 172, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Abstain – Commissioner Gute. Motion passed.

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 173, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING MINORITY LOAN NO. 2025-M-001 DOCUMENTS ORIGINALLY ADOPTED BY ORDINANCE NO. 18, SERIES OF 2025, TO M&J'S ROLLING CAFÉ, LLC IN THE AMOUNT OF \$50,000.00 TO BE PAID FROM COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS AND AUTHORIZING CHUCK D. CHARLES, MAYOR, TO EXECUTE THE AMENDED LOAN DOCUMENTS.

WHEREAS, Minority Loan No. 2025-M-001 to M & J's Rolling Café, LLC was approved by Ordinance No. 18, Series of 2025, and

WHEREAS, the original loan documents must be amended in order to add certain provisions;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That the Board of Commissioners of the City of Ashland, Kentucky, hereby approves the **AMENDED** Minority Loan Agreement No. 2025-M-001 to M&J's Rolling Café, LLC in the amount of \$50,000.00 from Community Development Block Grant (CDBG) funds for the installation of a hood and fire suppression system and purchase of non-fixture operating equipment. Said loan is made to assist viable programs that support low- to moderate-income persons in Ashland.

SECTION 2. The Mayor of the City of Ashland, Kentucky is hereby authorized and directed to execute any and all documents relating to the loan.

SECTION 3. All ordinances and parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 4. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

SECTION 5. It is hereby authorized that publication of this Ordinance be in summary form.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 173, 2025 CONTINUED

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS: November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS: December 11, 2025
PUBLISHED:

MOTION

Motion was made by Gute, seconded by Renfroe, to adopt Ordinance No. 173, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 174, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO SUBMIT THE **SUBSTANTIAL AMENDMENT** TO THE COMBINED 2025 – 2029 CONSOLIDATED PLAN AND THE 2025 ANNUAL ACTION PLAN FOR A COMMUNITY DEVELOPMENT BLOCK GRANT TO THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD), AND UPON ACCEPTANCE OF SAID PLANS FROM HUD, TO EXECUTE ON BEHALF OF THE CITY OF ASHLAND, AN AGREEMENT WITH THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT TO ENABLE THE CITY TO UNDERTAKE THESE ACTIVITIES AND/OR ANY AND ALL DOCUMENTS ASSOCIATED WITH THE GRANT SUBMITTAL.

WHEREAS, a duly advertised and conducted Public Meeting was held on November 17, 2025; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That the Statement on behalf of the City of Ashland for Community Development Block Grant Funding under Title I of the Federal Housing and Community Development Act of 1974 is attached to this Ordinance and the **SUBSTANTIAL AMENDMENT** to the combined 2025 – 2029 Consolidated Plan and the Program Year 2025 Annual Action Plan is hereby approved by the Board of Commissioners of said City and Chuck D. Charles, Mayor, is hereby authorized and directed to execute and submit said Statement, Plans and subsequent Agreement to the Federal Department of Housing and Urban Development for approval; to provide such documentation and certifications as may be required by the Department of Housing and Urban Development; and, further, to act as the authorized correspondent of the City of Ashland relating to the Community Development Program.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 174, 2025 CONTINUED

SECTION 2. That the United States of America and the Secretary of Housing and Urban Development be, and hereby are, assured of full compliance by the Board of Commissioners of the City of Ashland, Kentucky, with certifications relating to all regulations and administration of Civil Rights Act, citizen participation, relocation payments, acquisition processes, accounting procedures, the Hatch Act, minimum wage and minimum hour provisions of the Fair Labor Standards Act, and all requirements of the National Environmental Policy Act of 1968.

SECTION 3. All ordinances and parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 4. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

SECTION 5. It is hereby authorized that publication of this ordinance be in summary form.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS: November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS: December 11, 2025
PUBLISHED:

MOTION

Motion was made by Rymer, seconded by Renfroe, to adopt Ordinance No. 174, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Abstain – Commissioner Gute. Motion passed.

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 175, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING ORDINANCE NO. 101, SERIES OF 1986, AS PREVIOUSLY AMENDED, BY AMENDING ARTICLE XVI. DEFINITIONS TO INCORPORATE THE DEFINITION AND LAND USE REGULATIONS RELATED TO FORTUNETELLING SERVICES AND AMENDING THE TABLE OF PERMITTED AND CONDITIONAL USES.

* * * * *

BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That Ordinance No. 101, Series of 1986, as previously amended, commonly known and referred to as the Zoning Ordinance, is hereby amended by amending Article XVI. Definitions to incorporate definitions and land use regulations related to fortunetelling services and amending the Table of Permitted and Conditional Uses. A true copy of said amended Article XVI. Definitions and the amended Table of Permitted and Conditional Uses is attached hereto and made a part hereof by reference as if set out in full.

SECTION 2. All ordinances and parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 3. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 175, 2025 CONTINUED

SECTION 4. It is hereby authorized that publication of this ordinance be in summary form.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS:	November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS:	December 11, 2025
PUBLISHED:	

MOTION

Motion was made by Martin, seconded by Renfroe, to adopt Ordinance No. 175, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Martin, Renfroe and Mayor Charles. Nay – Commissioners Gute and Rymer. Motion passed.

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 176, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, REPEALING TITLE XIII: GENERAL OFFENSES, CHAPTER 130: OFFENSES AGAINST PUBLIC PEACE AND SAFETY, SECTION 130.02, FORTUNETELLING, OF THE CODE OF ORDINANCES OF THE CITY OF ASHLAND, KENTUCKY; AND, AMENDING TITLE XI: BUSINESS REGULATIONS, CHAPTER 119: OTHER BUSINESSES, BY ADDING SECTIONS 119.70 AND 119.71 REGARDING FORTUNETELLING TO OTHER BUSINESS IN THE CODE OF ORDINANCES OF THE CITY OF ASHLAND, KENTUCKY.

BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That TITLE XIII: General Offenses, Chapter 130: Offenses Against Public Peace and Safety, Section 130.02: Fortunetelling of the Code of Ordinances of the City of Ashland, Kentucky is hereby repealed.

SECTION 2. That TITLE XI: Business Regulations, Chapter 119: Other Businesses, is hereby amended by adding Sections 119.70 Definitions and 119.71 Prohibitions regarding fortunetelling. Said amended section is attached hereto and made a part hereof by reference.

SECTION 3. All ordinances of the City of Ashland and any parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 4. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

SECTION 5. It is hereby authorized that publication of this ordinance be in summary form.

/s/CHUCK D. CHARLES
MAYOR

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 176, 2025 CONTINUED

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS: November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS: December 11, 2025
PUBLISHED:

MOTION

Motion was made by Renfroe, seconded by Martin, to adopt Ordinance No. 176, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Martin, Renfroe and Mayor Charles. Nay – Commissioners Gute and Rymer. Motion passed.

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 177, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING SECTION 3 OF ORDINANCE NO. 1, SERIES OF 1967, PREVIOUSLY AMENDED BY ORDINANCE NO. 21, SERIES OF 1968, WHICH CREATED A MUNICIPAL PLANNING COMMISSION BY DECREASING THE NUMBER OF PLANNING COMMISSION MEMBERS FROM NINE TO SEVEN.

* * * * *

BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That Section 3 of Ordinance No. 1, Series of 1967, as previously amended by Ordinance No. 21, Series of 1968, being an ordinance entitled, “AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE CITY OF ASHLAND, KENTUCKY, PROVIDING FOR AND CREATING A MUNICIPAL PLANNING COMMISSION FOR SAID CITY AND REPEALING ALL ORDINANCES IN CONFLICT HERewith,” be and the same is hereby amended, such amendments shown by a single broken line through all deleted language and by underscoring all newly inserted language.

SECTION 3. MEMBERSHIP. The Ashland Planning Commission shall consist of ~~nine~~ seven members. The Mayor of the City of Ashland, Kentucky, by and with the approval of the Board of Commissioners, shall appoint the members of the Planning Commission. All members of the Planning Commission shall serve without compensation but reimbursement of expenses shall be authorized. The term of office of the members of the Planning Commission shall be four years except that the original terms shall be staggered so that the proportionate number shall serve one, two, three and four years, respectively. Reappointments or appointments to fill vacancies shall continue a staggered pattern. All vacancies, whether by resignation, dismissal or expiration of the term of office, shall be filled within sixty days by the appointing authority or as may otherwise be provided for in Chapter 100.147 of the Kentucky Revised Statutes.

The constitutional oath of office shall be administered to all members of the Commission before entering upon their duties. The oath shall be administered as provided by law.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 177, 2025 CONTINUED

A member may be removed by the appointing authority for inefficiency, neglect of duty, malfeasance or conflict of interest. The removed member shall have the right of an appeal in the manner prescribed by Section 100.157 of the Kentucky Revised Statutes.

SECTION 2. All ordinances of the City of Ashland and any parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 3. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

SECTION 4. It is hereby authorized that publication of this ordinance be in summary form.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS:	November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS:	December 11, 2025
PUBLISHED:	

MOTION

Motion was made by Gute, seconded by Rymer, to adopt Ordinance No. 177, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

SECOND READING

ORDINANCE NO. _____, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND AP3, LLC REGARDING OPERATING CONTROL OF THE PARAMOUNT ARTS CENTER FOR A PERIOD OF FIVE YEARS BEGINNING JANUARY 1, 2026 IN THE AMOUNT OF \$10,000 PER MONTH.

DIED FOR LACK OF A MOTION

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 178, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING THE RULES AND REGULATIONS FOR ANY SPECIAL EVENT OCCURRING UPON OR WITHIN CITY PROPERTY, STREETS, SIDEWALKS, RIGHTS-OF-WAY AND PARKS OF THE CITY OF ASHLAND TO BE KNOWN AND COMMONLY REFERRED TO AS THE "SPECIAL EVENT ORDINANCE" AND REPEALING ORDINANCE NO. 157, SERIES OF 2020, AS PREVIOUSLY AMENDED BY ORDINANCE NO. 103, SERIES OF 2022, AND ORDINANCE NO. 178, SERIES OF 2022.

* * * * *

WHEREAS, the City recognizes the continued need to encourage and promote events for the greater good, cultural diversity and promotion of the City. Some gatherings and organized activities, due to their size and special requirements, may place unique demands on public resources or pose a danger to public health, safety and welfare. In order to plan for these demands on public resources and ensure that public health and safety is protected, it is necessary that the City receive advance notice of these events. The provisions of this Chapter are intended to address those concerns and are not intended to place unnecessary burden on any right of association or freedom of expression. This ordinance shall be known as the "Special Event Ordinance."

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. DEFINITIONS.

Applicant means a person who has filed a written application for a Special Event Permit.

City means the City of Ashland, Kentucky.

City Park means any property in the City designated as a park, playground, recreational facility, swimming pool or hike and bike path, specifically including without limitation, Central Park, the Port of Ashland and Broadway Square, and shall include buildings, stages, parking lots and driveways in such areas.

First Amendment Activity means all expressive and associative activity on public streets, sidewalks and in parks, that is protected by the United States and Kentucky Constitutions, including speech, press, assembly and the right to petition, but does not include commercial advertising.

First Amendment Event means an event where the sole or principal object is First Amendment Activity.

Parade means any assembly, march, demonstration or procession upon public streets, sidewalks or parks within the City including persons, animals, or vehicles that is reasonably likely to interfere with the normal flow or regulation of traffic or use of streets, sidewalks, parks and related facilities.

Permittee means the person to whom a Special Event Permit is granted pursuant to this Ordinance.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025 CONTINUED

Person means any individual, entity, association or organization.

Special Event means a temporary event, gathering or organized activity, including but not limited to Parades, bike races, marathons, walk-a-thons, charity running events, fireworks displays, concerts, carnivals, other types of races and festivals, First Amendment Events, or any other event which involves one or more of the following activities:

1. Closing a public street;
2. Blocking or restricting City-owned property;
3. Blocking or restricting usual and customary use of or access to City streets, sidewalks, or rights-of-way;
4. Blocking or restricting access to or limiting use of City Parks;
5. Sale of merchandise, food or beverages on City-owned property;
6. Erection of a tent on City-owned property;
7. Installation of a stage, band-shell, trailer, van, portable building, grandstand or bleachers on City-owned property or exclusive use of such existing facilities;
8. Placement of temporary no-parking signs in a public right-of-way or on City-owned property; or
9. Placement of pedestrian boundary markers on City-owned property.

Special Event Permit means written authorization from the City Manager or his designee to hold a specific Special Event.

SECTION 2. PERMIT REQUIRED

- A. It shall be unlawful for any Person to hold a Special Event, sponsor a Special Event or cause a Special Event to be held without first having obtained a Special Event Permit from the City. Any person violating this section of this ordinance shall be subject to a fine of not less than \$100.00 nor more than \$1,000.00 per occurrence.
- B. No Special Event Permit shall be denied, nor shall the Applicant be given less favorable consideration as to time, manner, or place based upon:
 1. race, color, creed, religion, gender, domestic relationship status, sexual orientation, transgender, gender identity or gender expression, national origin, or political affiliation of the Applicant and/or the participants of the Special Event;
 2. the message of the Special Event, or the identity or associational relationships of the Applicant and/or participants; or
 3. any assumption or predictions as to the amount of hostility which may be aroused in the public by the content of speech or message conveyed by the Special Event, provided that reasonable accommodation as to time, manner, and place may be required in order for the City to provide the resources necessary for police, fire and emergency services to preserve and protect public health, safety and welfare.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025 CONTINUED

C. A Special Event Permit is not required for:

1. Processions of vehicles operated in compliance with ordinary traffic laws or a procession of pedestrians along or upon public sidewalks, public parks, or private property; or
2. First Amendment Activity conducted entirely on sidewalks, in public parks or on private property which does not interfere with the natural flow or progress of traffic, or the use of streets, sidewalks, parks or related facilities, other previously scheduled events; or
3. Events conducted under the supervision of or with the permission of a governmental entity on property owned, leased, or operated by a governmental entity other than the City, if the event does not require the closing or rerouting of a public street, the entity employs certified peace officers to provide security for the event, and the entity adopts and provides to the City, a written plan addressing emergency services, crowd, traffic and parking control.

SECTION 3. APPLICATION FOR PERMIT

A Special Event Permit shall not be issued until a completed Special Event Permit Application has been filed with the City Manager upon the form developed by the City Manager for that purpose, together with any additional information requested, and payment of all applicable fees are received by the City.

SECTION 4. PERMIT APPLICATION REQUIREMENTS

- A. Applicant shall file a Special Event Permit Application with the City upon forms provided by the City.
- B. The Special Event Permit Application shall set forth as a minimum the following information:
 1. The name, address and telephone number of the Applicant and the name, address and telephone number of Applicant's designated representative if Applicant is an entity, association or organization.
 2. The name, address and telephone number of the Person conducting the Special Event if different from the Applicant with a written statement from the Person conducting the Special Event showing Applicant's authority to make the Special Event Permit Application.
 3. The name, address and telephone number of the person who will be the event representative and who will be responsible for conducting the Special Event.
 4. The proposed location(s) for the Special Event.
 5. The purpose of the Special Event.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025 CONTINUED

6. The date(s) and time(s) the Special Event will start and terminate.
7. The time at which on-site activities in preparation for the Special Event will begin.
8. The date when cleanup of the property will be complete.
9. The approximate number of persons who are attending per day for the duration of Special Event.
10. The number and types of animals and vehicles that are part of the Special Event.
11. The location and size of tents, awnings, canopies, food service booths, or other temporary structures shall be shown on a map.
12. Details for all signage shall be included.
13. The location and orientation of loudspeakers and any other amplification devices shall be shown on a map.
14. Details regarding food service including planned cooking.
15. Details regarding whether alcohol will be sold or allowed.
16. Details for planned amusement rides.
17. Details regarding any traffic control plan.
18. Map(s) showing streets and pedestrian ways that are impacted as well as site setup indicating all equipment that will be used by the Special Event.
19. Proof of insurance for the Special Event.
20. For Parades also include:
 - A route map.
 - Approximate number of participants and type of participants (ex. Animals, floats, etc.)
21. Express indication if the Applicant is requesting authorization to use the Entertainment Destination Center (EDC) during the Special Event, and if so, a description of the intended use of EDC common areas, including anticipated areas of alcohol consumption.
22. Any other information which the City Manager or designee find necessary.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025 CONTINUED

SECTION 5. INSURANCE

All applicants, by virtue of the application, agree to indemnify and hold the City harmless from any liability as a result of their activity pursuant to the Special Event Permit. Additionally, all applicants shall procure and maintain at all times during their use of public facilities pursuant to a Special Event Permit insurance in such amounts and with such coverage as shall reasonably be required by the City and shall name the City as an additional insured on all coverage. The amounts and type of insurance required, if any, shall be determined by the City Manager, based upon the nature of the activity and the risk involved. An applicant shall provide the City with a certificate from an insurer evidencing such coverage prior to applicant's use of the public facility, and within the time prescribed by the City Manager. The certificate shall also provide that the insurer shall give the City reasonable advance notice of insurer's intent to cancel any insurance coverage.

To avoid interference with protected rights of speech and assembly, when the permit requirements set forth herein for the issuance of a Special Event Permit require a certificate of insurance, an applicant under this ordinance shall only be required to provide insurance based upon needs directly associated with the event and not on the basis of possible disruption of the event by protestors or other persons who might be opposed to the speech or assembly. The City Manager may waive such insurance requirements in the interest of permitting protected speech and assembly to occur when an applicant provides evidence of financial inability to obtain insurance at a reasonable cost.

SECTION 6. FEES AND COSTS

- A. The Ashland Board of City Commissioners authorizes the City Manager or his designee to establish Special Event Permit Fees.
- B. Applicant shall pay all required fees with the Special Event Permit Application. Applicant shall also be required to pay all fees and costs required by other City ordinances to conduct specific activities in conjunction with or as part of a Special Event.
- C. If the City determines that a Special Event may require the special attention and involvement of City personnel or City facilities, the City shall notify the Applicant. Prior to issuance of a Special Event Permit:
 - 1. Applicant and City shall agree upon the estimated costs the City will incur specifically as a result of the Special Event and Applicant shall pay not less than 75% of the estimated costs upon receipt of the permit. After the conclusion of the event, the City will review all City costs incurred and provide to Applicant a final billing statement which shall be due and payable upon receipt. If actual costs are less than the estimate received, a refund shall be provided to Applicant; and
 - 2. Applicant shall agree in writing to pay any additional costs to the City subsequently incurred as a result of the Special Event within five (5) days of the date upon which the City informs the Applicant of the amount of such additional costs.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025 CONTINUED

- D. No Special Event Permit Fee shall be charged for a First Amendment Event. An Applicant for a Special Event Permit shall pay fees for street closures to conduct specific activities in conjunction with or as part of a First Amendment Event, and any other costs, fees, etc. incurred by the City for personnel costs directly related to the First Amendment Event including Police and Streets Departments' overtime, but the amount of the fees shall not be in excess of the City's actual cost to close the street(s) for traffic control and additional personnel fees and costs. The City Manager, may, in his discretion, waive payment of costs and fees for First Amendment events if the applicant lacks the financial resources to pay the fee.

SECTION 7. TIMEFRAMES AND DEADLINES

- A. A Special Event Permit Application shall be filed no less than 45 days before the commencement of the proposed Special Event. The City Manager or his designee may consider a Special Event Application that is filed less than 45 days before the commencement of the proposed Special Event where good and compelling cause is shown.
- B. The City may issue a Special Event Permit for a First Amendment Event when the Special Event Permit Application is filed less than 45 days before the commencement of the First Amendment Event provided there is adequate time for the City to process the Application and to assure that there are adequate traffic measures in place for the orderly movement of the First Amendment Event participants and traffic. The City and the Applicant shall communicate with the police department and fire department prior to the First Amendment Event.
- C. When a timeframe or deadline established in this Section results in an Application being due on a weekend, holiday or a day the City is closed for business, the Application shall be due on the business day immediately following said weekend, holiday or closed business day.

**SECTION 8. STANDARDS FOR ISSUANCE OF SPECIAL
EVENT PERMIT**

A Special Event Permit will be issued if the City Manager, or his designee, finds that the following standards for issuance of a Special Event Permit are met:

1. The Special Event will not unnecessarily interrupt the safe and orderly movement of traffic near its location or route.
2. The Special Event will not require the diversion of such a number of police officers to properly police the Special Event locale or line of movement and the adjacent areas as to prevent adequate police protection for the remainder of the City.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025 CONTINUED

3. The concentration of people, animals, and vehicles at assembly points will not unduly interfere with proper fire and police protection or ambulance service to areas near such assembly points or the City.
4. A Parade is scheduled to move from its point of origin to its point of termination without unreasonable delays in route.
5. Other licenses and permits, restrictions, regulations, fees for the City services, safeguards or other conditions deemed necessary by individual City departments for the safe and orderly conduct of a Special Event are requested, submitted, and approved (i.e. health permit applications, agreement with police department for police coverage, agreement with public works department regarding cost associated with street closure, etc.).
6. A proper application for issuance of a Special Event Permit has been received with all necessary information and no grounds for denial of an application as hereinafter specified exist.
7. The use of amplification devices in the requested special event will not result in unreasonably loud noise in violation of the City's noise ordinance - Ordinance No. 108, Series of 2008, as amended; or if such amplification devices may result in noise levels in excess of those allowed under said ordinance, the City Manager, or his designee, finds that:
 - a. The use of amplification devices otherwise in violation of the City's Noise Ordinance within the context of the special event requested will not unduly deprive the public of safe, comfortable, convenient and peaceful enjoyment of public streets, parks, businesses or residences adjacent to the parameters of the Special Event, and
 - b. The use of amplification equipment otherwise in violation of the Ashland Noise Ordinance within the context of the Special Event requested will not unduly interfere with the usual and customary operation of a school, church or place of worship, or courthouse, and
 - c. The use of amplification devices otherwise in violation of the City Noise Ordinance within the context of the Special Event requested will not unduly interfere with the conduct of another previously approved Special Event.
8. If the Applicant has requested authorization to use the EDC, the Applicant has submitted all information required for EDC activation, and the City Manager or their designee has approved such request in accordance with the EDC ordinance.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025 CONTINUED

SECTION 9. DENIAL OR REVOCATION OF A PERMIT

- A. The City Manager, or his designee, shall deny issuance of a Special Event Permit if:
 - 1. The Special Event will conflict in time or location with another Special Event or event.
 - 2. The Applicant fails to comply with the regulations of this ordinance or any other City ordinance or any other applicable law.
 - 3. The Applicant makes or allows the making of a false or misleading statement or omission of material fact on a Special Event Application.
 - 4. The Applicant has violated this ordinance or has had a Special Event Permit revoked within the preceding twelve (12) months.
 - 5. The Applicant fails to provide proof of a license or permit required by any City ordinance or by other applicable law for the Special Event.
 - 6. The Applicant fails to provide proof that the insurance requirements for the Special Event have been met.
 - 7. The Special Event would severely hinder the delivery of normal or emergency public services or constitutes a public threat.
 - 8. The Applicant fails to timely pay any costs associated with the proposed issuance of the Special Event Permit.

- B. If the City Manager, or his designee, determines that the Special Event Permit shall be denied, the City Manager, or his designee, shall consider alternatives to the time, place or manner of the Special Event that would allow the Special Event to occur.

- C. A Special Event Permit shall be revoked upon the following conditions:
 - 1. If the police chief, fire chief, risk manager, building official or other City official, or their designated representatives, find that any of the provisions of this ordinance, another City ordinance, or other applicable law is being violated, they shall immediately notify the City Manager, or his designee, and based on that information, the City Manager, or his designee, shall determine whether the Special Event Permit shall be revoked.
 - 2. When, in the judgment of any of the above-named City officials, a violation exists which requires immediate abatement, the City official shall have authority to revoke a Special Event Permit in the absence or unavailability of the City Manager, or his designee.
 - 3. The Applicant made or allowed to be made a false or misleading statement or omission of material fact on a Special Event Application that was not discovered until after the Special Event Permit was issued.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 178, 2025 CONTINUED

4. The Applicant fails to timely pay as required any costs or fees due subsequent to the issuance of a Special Event Permit.

**SECTION 10. CONDUCT OF SPECIAL EVENTS REGULATED;
NON-TRANSFERABILITY OF PERMIT**

Special Event Permits are applicant and place specific. No permit or conditionally approved permit application may be transferred or assigned from person to person, to another entity, or place to place. Rain dates and/or rain locations will be at the discretion of the City Manager.

SECTION 11. APPEAL

If the City Manager, or his designee, denies the issuance of a Special Event Permit, or if the City revokes an issued Special Event Permit, the Applicant shall promptly be notified in writing. Such written notice shall include the reasons for the decision to deny or revoke the Special Event Permit. The Applicant or Permittee may appeal the denial or revocation to the Board of Commissioners which shall consider any such appeal at its next regularly scheduled meeting at least seven (7) days after the receipt of the notice of an appeal.

SECTION 12.

Ordinance No. 157, Series of 2020, Ordinance No. 103, Series of 2022, and Ordinance No. 178, Series of 2022 are hereby repealed in their entirety and all other ordinances and parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 13.

This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS:	November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS:	December 11, 2025
PUBLISHED:	

MOTION

Motion was made by Martin, seconded by Gute, to adopt Ordinance No. 178, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 179, 2025

SECOND READING AND FINAL ADOPTION

ORDINANCE NO. 179, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING SECTION 2 OF ORDINANCE NO. 80, SERIES OF 2022, AMENDING THE LANGUAGE OF THE ENTERTAINMENT DESTINATION CENTER IN THE DOWNTOWN OF THE CITY OF ASHLAND.

* * * *

WHEREAS, the City created an Entertainment Destination Center (“EDC”) within its downtown for which it shall obtain a license from the Kentucky Department of Alcoholic Beverage Control; and

WHEREAS, the City seeks to modify the established requirements for a license to sell alcoholic beverages within the common area of the EDC;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. That Section 2 of Ordinance No. 80, series of 2022, being an ordinance entitled, "AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ESTABLISHING AN ENTERTAINMENT DESTINATION CENTER IN THE DOWNTOWN OF THE CITY OF ASHLAND; AND DIRECTING THE CITY OF ASHLAND TO APPLY FOR AN ENTERTAINMENT DESTINATION CENTER LICENSE FROM THE KENTUCKY DEPARTMENT OF ALCOHOLIC BEVERAGE CONTROL; AND FURTHER ESTABLISHING THE REQUIREMENTS FOR A LICENSEE TO SELL ALCOHOLIC BEVERAGES WITHIN THE COMMON AREAS OF THE ENTERTAINMENT DESTINATION CENTER," which is commonly known and referred to as the "EDC Ordinance" of the City of Ashland, be and said section thereof is hereby amended as follows, such amendments shown by a single broken line through all deleted language and by underscoring all newly inserted language:

SECTION 2. LICENSING

- (a) The City of Ashland, Kentucky shall apply for an EDC license and ~~Michael S. Graese, the City Manager, or their designee,~~ is authorized to do all this and to execute all documents on behalf of the City of Ashland as a part of the application and licensing process.
- (b) Each business that is located within the EDC shall hold the necessary alcoholic beverage license or licenses for such sales from its premises. A Licensee within or adjoining the EDC may sell alcoholic beverages from one or more non-permanent locations within any common area within the EDC if the Licensee holds a supplemental bar license for each non-permanent location and the Licensee holds written permission for these sales in accordance with this ordinance and in the manner required by the City.
- (c) Written permission may be granted by the City Manager after a determination that the requirements listed in this ordinance and 804 KAR 4:370 have been met. If permission is denied by the City Manager for sale in a common area, the Licensee may file an appeal of the decision to the Board of Commissioners who will conduct a hearing following the appeal whether to uphold or overturn the decision of the City Manager.
- (d) During events for which a special event permit has been issued by the City of Ashland pursuant to Ordinance No. ~~457 178~~, Series of ~~2020~~ 2025, and for which the special event permit applicant has expressly requested authorization to use the EDC and such request has been approved in writing by the City Manager or their designee, patrons may leave the premises of Licensees located within the EDC with alcoholic beverage drinks and consume those drinks in any EDC common area or at other licensed premises within the EDC if permitted by the Licensee and if the City:

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. 179, 2025 CONTINUED

- (1) Possesses the common area by deed, lease, or permit;
 - (2) Provides adequate security for the common area;
 - (3) Ensures that the public streets are controlled in a manner that ensures public safety and pedestrian protection from vehicular traffic;
 - (4) Has granted written permission from the City Manager for the conduct to participating Licensees per Section 2 of this Ordinance;
 - (5) Determines all special event permits and other licenses, fees or permits required by the City have been approved;
 - (6) Prohibits patrons from taking alcoholic beverages outside the physical boundaries of the EDC; and
 - (7) Requires any drinks that are removed from the licensed premises for authorized consumption within the EDC shall be in cups previously approved by the City of Ashland Alcoholic Beverage Control Administrator.
- (e) Nothing in this ordinance shall be construed to authorize noncompliance with any law governing vehicle-related open container restrictions or any other state statute or local ordinance or policy.

SECTION 2. All ordinances and parts of ordinances in conflict herewith, to the extent of such conflict only, are hereby repealed.

SECTION 3. This ordinance shall be in full force and effect from and after its adoption, readoption and publication, as required by law.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN W. MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS:	November 20, 2025
READOPTED BY THE BOARD OF COMMISSIONERS:	December 11, 2025
PUBLISHED:	

MOTION

Motion was made by Gute, seconded by Rymer, to adopt Ordinance No. 179, 2025, at this its second reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

CONSENT AGENDA

RESOLUTION NO. 35, 2025

A RESOLUTION OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING, AUTHORIZING AND APPROVING THE COURSE OF ACTION PRESENTED BY THE CITY MANAGER ON THE ITEMS APPEARING ON THE CONSENT AGENDA FOR THE REGULAR MEETING OF THE BOARD OF CITY COMMISSIONERS OF **DECEMBER 11, 2025**.

REGULAR MEETING DECEMBER 11, 2025
CONSENT AGENDA CONTINUED

* * * * *

BE IT RESOLVED BY THE CITY OF ASHLAND, KENTUCKY:

SECTION 1. The Board of City Commissioners hereby adopts, authorizes and approves the action presented by the City Manager on each item appearing on the “Consent Agenda” for the regular meeting, **December 11, 2025**, attached hereto and incorporated herein, as if set out in full, is a copy of the “Consent Agenda” hereby adopted, authorized and approved.

SECTION 2. This resolution shall be in full force and effect from and after its adoption, as required by law.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN MADDIX
CITY CLERK

ADOPTED BY THE BOARD OF COMMISSIONERS: December 11, 2025

MOTION

Motion was made by Gute, seconded by Martin, to adopt Resolution No. 35, 2025.

DISCUSSION

Commissioner Renfroe asked for clarification of Item (e) – City Manager recommends approval to pay invoice #210610516 dated November 21, 2025, in the amount of \$171,443.92 to Frost Brown Todd, LLP for P3 consulting in regard to the Conference Center.

Assistant Chief Financial Officer Michelle Veach advised the city retained outside legal counsel regarding the conference center. This is the second invoice received from Frost Brown Todd, LLP. She advised expenses during calendar year 2024 = \$162,690.00. Calendar year 2025 = \$7,760.00. Reimbursable expenses = \$993.92. The rate is \$400 per hour.

VOTE TO ADOPT

Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay - none. Motion passed.

CONSENT AGENDA ITEMS

- a. City Manager recommends approval to award the bid dated November 20, 2025, in the amount of \$158,116.00 to Cosby Construction, LLC for the Ferry Street and Pollard Road Sidewalk Project for the Department of Community and Economic Development.
- b. City Manager recommends approval to pay invoice #2396 dated November 21, 2025, in the amount of \$12,500.00 to Light's Enterprises, Inc. for demolition and clearance of all structures located at 351 Ringo Street, Ashland, KY for the Department of Community and Economic Development.
- c. City Manager recommends approval to pay invoice #2393 dated November 18, 2025 in the amount of \$4,400.00 to Light's Enterprises, Inc. for the demolition and clearance of all structures located at 2724 Roberts Drive, Ashland, KY for the Department of Community and Economic Development.

REGULAR MEETING DECEMBER 11, 2025
CONSENT AGENDA CONTINUED

- d. City Manager recommends approval to pay invoice #2397 dated November 25, 2025, in the amount of \$5,900.00 to Light's Enterprises, Inc. for demolition and clearance of all structure located at 4748 Boyd Street, Ashland, KY for the Department of Community and Economic Development.
- e. City Manager recommends approval to pay invoice #210610516 dated November 21, 2025, in the amount of \$171,443.92 to Frost Brown Todd, LLP for P3 consulting in regard to the Conference Center.
- f. City Manager recommends approval to pay request #1 dated November 10, 2025 in the amount of \$4,467.30 to Hazen and Sawyer for engineering services for a study to determine the feasibility of supplementally feeding powder activated carbon to further aid in drinking water treatment for the Department of Utility Operations.
- g. City Manager recommends approval to pay request #16 dated November 10, 2025, in the amount of \$17,543.75 to Hazen and Sawyer for engineering services for program management of the EPA Lead and Copper Rule requirements for the Department of Engineering and Department of Utility Operations.
- h. City Manager recommends approval to pay invoice #0231645 dated November 12, 2025, in the amount of \$13,058.11 to Strand Associates, Inc. for final design and bidding engineering services associated with the City of Ashland WWTP Expansion and Improvements Project for the Department of Utility Operations.
- i. City Manager recommends approval to pay invoice #1200772530 dated November 11, 2025, in the amount of \$10,369.20 to HDR Engineering, Inc. for engineering services for design and agency approvals of the Dawes Street Rehabilitation Project for the Department of Engineering.
- j. City Manager recommends approval to pay request #1 dated November 12, 2025, in the amount of \$5,049.79 to HDR Engineering, Inc. for the Optimization and Growth Distribution System Modeling for the Department of Utility Operations.
- k. City Manager recommends approval to pay request #9 dated December 1, 2025, in the amount of \$150,847.35 to Judy Construction, Co. for the Johnson Fork, Baugess Drive, Florida Street Water Booster Station Project for the Department of Utility Operations.
- l. City Manager recommends approval to pay request #2 dated December 4, 2025 in the amount of \$660,091.37 to CJ Hughes Construction Co, Inc. for the FY2022 Capital Improvements Project -Sewer Lining and Repair. For the Department of Utility Operations.
- m. City Manager recommends approval to pay request #9 dated December 1, 2025 in the amount of \$348,971.70 to Judy Construction, Co. for the Roberts Drive Screen Replacement for the Department of Utility Operations.
- n. City Manager recommends the appointment of Taylor Castro and Tyler Rowlett to the position of Water Distribution Operator I, Grade 3, in the Utilities Department, Water Distribution Division, contingent upon successful completion of a pre-employment physical and drug screening.
- o. City Manager recommends the appointment of Christopher Moye to the position of Water Distribution Field Supervisor, Grade 11, in the Utilities Department, Water Distribution Division, effective immediately.

REGULAR MEETING DECEMBER 11, 2025
CONSENT AGENDA CONTINUED

- p. City Manager recommends the appointment of Mason Hanners to the position of Meter Services Worker, Grade 6, in the Utilities Department, Water Distribution/ Meter Services Division, contingent upon successful completion of a pre-employment physical and drug screen.
- q. City Manager recommends the appointment of Steven Mansfield to the position of Equipment Operator II, Grade 5, in the Public Services Department, Streets Division. This is a lateral transfer to be effective immediately.
- r. City Manager recommends approval to pay for renewal of law enforcement analysis support services subscription to Magnet Forensics for one (1) year in the amount of \$57,110.00 for the term April 20, 2026 through April 19, 2027 for the Ashland Police Department.

NEW BUSINESS
TABLED

ORDINANCE NO. _____, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, ADOPTING THE HOUSING CHOICE VOUCHER PROGRAM PAYMENT STANDARDS FOR THE CITY OF ASHLAND, COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT, DIVISION OF ASSISTED HOUSING (SECTION 8) EFFECTIVE JANUARY 1, 2026.

MOTION

Motion was made by Gute, seconded by Rymer, to adopt Ordinance No. _____, 2025, at this its first reading.

MOTION TO TABLE

Motion was made by Martin, seconded by Renfroe, to table this ordinance to the first meeting in January, 2026. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

FIRST READING AND ADOPTION ONLY

ORDINANCE NO. _____, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO EXECUTE AN AGREEMENT WITH HOPE’S PLACE, THE SUB-RECIPIENT OF \$148,792.00 FOR ROOF REPLACEMENT FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT.

MOTION

Motion was made by Gute, seconded by Rymer, to adopt Ordinance No. _____, 2025, at this its first reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. _____, 2025

FIRST READING AND ADOPTION ONLY

ORDINANCE NO. _____, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO EXECUTE A CONTRACT BETWEEN THE CITY OF ASHLAND AND COSBY CONSTRUCTION, LLC FOR THE FERRY STREET AND POLLARD ROAD SIDEWALK PROJECT IN THE AMOUNT OF \$158,116.00 FOR THE DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT TO BE PAID FROM COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS.

MOTION

Motion was made by Martin, seconded by Rymer, to adopt Ordinance No. _____, 2025, at this its first reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

FIRST READING AND ADOPTION ONLY

ORDINANCE NO. _____, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO EXECUTE AMENDMENT NO. 1 TO THE U.S. DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT UNDER THE FISCAL YEAR 2022 SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT PROGRAM EXTENDING THE CONTRACT DURATION BY EIGHT (8) CONSECUTIVE MONTHS AND NAMING THE MAYOR AS THE OFFICIAL PROJECT REPRESENTATIVE.

MOTION

Motion was made by Rymer, seconded by Renfroe, to adopt Ordinance No. _____, 2025, at this its first reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

FIRST READING AND ADOPTION ONLY

ORDINANCE NO. _____, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AMENDING PART VI: BENEFITS, A. HOLIDAYS AND C. VACATION LEAVE, OF THE “POLICIES AND PROCEDURES, COMPENSATION PLAN AND CLASSIFICATION PLAN” AS ADOPTED BY ORDINANCE NO. 51, SERIES OF 2017, AS PREVIOUSLY AMENDED.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. _____, 2025 CONTINUED

MOTION

Motion was made by Martin, seconded by Gute, to adopt Ordinance No. _____, 2025, at this its first reading. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

READING AND ADOPTION

RESOLUTION NO. 36, 2025

A RESOLUTION OF THE CITY OF ASHLAND, KENTUCKY, APPROVING AND AUTHORIZING AN ASSISTANCE AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND THE KENTUCKY INFRASTRUCTURE AUTHORITY TO PROVIDE UP TO \$44,000,000 OF LOAN FUNDS FOR PROJECT NUMBER A22-005.

* * * * *

WHEREAS, the Board of Commissioners (the “Governing Authority”) of the City of Ashland, Kentucky, (the “Borrower”) has previously determined that it is in the public interest to acquire and construct certain facilities and improvements (the “Project”) to the Borrower’s wastewater system (the “System”); and

WHEREAS, the Borrower has made application to the Kentucky Infrastructure Authority (the “Authority”) for the purpose of providing monies to construct the Project; and

WHEREAS, in order to obtain such monies, the Borrower is required to enter into an Assistance Agreement with the Authority (the “Assistance Agreement”);

NOW, THEREFORE, IT IS RESOLVED by the City of Ashland, Kentucky as follows:

SECTION 1. That the Governing Authority hereby approves and authorizes the Assistance Agreement between the Borrower and the Authority regarding Project Number A22-005 substantially in the form on file with the Borrower for the purpose of providing the necessary financing to the Borrower for the Project.

SECTION 2. That the Mayor and City Clerk of the Borrower be and hereby are authorized, directed, and empowered to execute necessary documents or agreements, and to otherwise act on behalf of the Borrower to effect such financing.

SECTION 3. That this resolution shall take effect at the earliest time provided by law.

ADOPTED on December 11, 2025.

/s/CHUCK D. CHARLES
MAYOR

ATTEST:

/s/SUSAN MADDIX
CITY CLERK

MOTION

Motion was made by Rymer, seconded by Gute, to adopt Resolution No. 36, 2025. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay - none. Motion passed.

REGULAR MEETING DECEMBER 11, 2025
ORDINANCE NO. ____, 2025

FIRST READING AND ADOPTION ONLY

ORDINANCE NO. ____, 2025

AN ORDINANCE OF THE CITY OF ASHLAND, KENTUCKY, AUTHORIZING AND DIRECTING CHUCK D. CHARLES, MAYOR, TO EXECUTE AN AGREEMENT BETWEEN THE CITY OF ASHLAND, KENTUCKY AND AP3, LLC REGARDING OPERATING CONTROL OF THE PARAMOUNT ARTS CENTER FOR A PERIOD OF FIVE YEARS BEGINNING JANUARY 1, 2026 IN THE AMOUNT OF \$10,000 PER MONTH.

MOTION

Motion was made by Gute, seconded by Martin, to adopt Ordinance No. ____, 2025, at this its first reading.

DISCUSSION

Corporation Counsel Wheeler publicly thanked Dr. Boykin, President of the Paramount Arts Center Board, Matt Hammond and Rick Payne for their input. Mr. Wheeler clarified the following:

Financial Flow & Accountability:

- City funds Operating Account with \$322,500 – this is to provide for the first 6 months of operation and includes promotion/booking of the conference center - amount is based on VenuWorks Proforma
- Funding is not from General Fund – from Interest earned on \$25 million State Conference Center Appropriation and has been approved by the commonwealth
- Initial funding is not a fee or profit paid to any third party – these funds are used to actually operate the theater
- AP3/VenuWorks monthly fees are paid out of the Operating Account on a monthly basis and are considered part of the operating expenses
- After first 6 months, City will deposit AP3/VenuWorks monthly fee payments
- Excess funds at quarter-end are credited toward future deposits – City only pays monthly Fees if Operating Account needs funding
- If Operating Account is insufficient, City funds shortfall w/in 30 days – per DLG, operating expenses can be funded by Interest earned on \$25 million State Conference Center Appropriation
- **Monthly financial statements due to City by the 15th of each month**

Management Services:

- Full operational services including booking, ticketing, marketing, staffing, concessions, security, and maintenance.
- All employees of facility will be VenuWorks employees - not considered City employees.
- Incumbent hourly employees working at the Facility shall be offered the opportunity to continue in their positions as Subcontractor employees for a sixty (60) day evaluation period.

Community Programming (Exhibit C):

- AP3 / VenuWorks must continue historic programming: local arts groups, education programs, youth productions.
- Plan to engage PAC, Inc. within 30 days as advisory entity or alternate 501(c)(3) formed.

REGULAR MEETING DECEMBER 11, 2025**ORDINANCE NO. , 2025 CONTINUED**

- **Failure to maintain community programming and work with a 501(c)(3) foundation considered material breach of agreement**
- Paramount Players – 4 main stage shows, 2 junior shows, summer camp and workshops
- Paramount Players rehearsal and voice lessons will continue in the Buckley Building – continue current practice of relocating when Theater is booked
- Ashland Regional Dance Theater/Ballet – Christmas and Spring Shows
- Ashland/Boyd Co./ Russell Musical Acts – Christmas and Spring Shows
- Youth Education Series (YES)
- ACTC Graduation in May
- The Festival of Trees and Trains in November
- Other educational programs such as vocal lessons, arts workshops, and summer camps

Holly Canfield, Executive Director of the Paramount Arts Center, thanked the Commission for the 60-day extension for the staff. She stated she understands the extension does not apply to the Executive Director or mission-based staff. She stated she believes there will not be any mission-based roles retained by VenuWorks which leads back into the “how.” Ms. Canfield advised she heard last week during a consultation with VenuWorks that the facility will be rented for any performances. The facility is currently rented at a reduced rate as well as use of additional spaces for lessons. Ms. Canfield stated this is not a Paramount Arts Center, Inc. problem but a community problem.

H.R. Cook, Regional Vice-President of VenuWorks, addressed the Commission. Mr. Cook introduced Chris Carton, Vice-President of Food & Beverage Services. Mr. Cook reported that he and Mr. Carton were given a tour of the Paramount Arts Center and met with Dr. Boykin. Mr. Cook reported that VenuWorks specializes in small communities and smaller theaters. The headquarters, which handles all financial aspects, is located in Ames, Iowa. He explained that VenuWorks intends on becoming part of the community. He explained that the youth participating in all of the programs are the ticket buyers of the future. Not continuing mission-based programming is not a good business model. VenuWorks is an employee-owned company.

Commissioner Martin asked Mr. Cook how many times he has visited Ashland. Mr. Cook advised this is his 5th visit.

VOTE ON MOTION TO ADOPT

Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

EXECUTIVE SESSION

Motion was made by Rymer, seconded by Renfroe, to go into Executive Session at 1:05 PM to discuss potential litigation and property acquisition. Upon roll call, voting aye were Commissioners Gute, Martin, Renfroe, Rymer and Mayor Charles. Nay – none. Motion passed.

RECONVENED

The meeting reconvened at 1:36 PM and Mayor Charles announced the only items discussed were potential litigation and property acquisition with no final action taken.

DOWNTOWN PARKING

Mayor Charles asked that the Commission discuss downtown parking at the recessed meeting on Friday, December 12.

REGULAR MEETING DECEMBER 11, 2025
RECESS/ADJOURNMENT

RECESS

Mayor Charles declared the meeting recessed at 1:38 PM until 9:00 AM on Friday, December 12, 2025. The meeting was recessed in memory of Okey Wiley who passed away on November 29, 2025 at the age of 100.



CHUCK D. CHARLES
MAYOR

ATTEST:



SUSAN W. MADDIX
CITY CLERK

