



**CAUCUS/COMMISSION MEETING
FEBRUARY 21, 2024 – 6:00 PM
1843 BRISTOW DRIVE
UNION, KY 41091**

CALL TO ORDER

Commissioner Mefford called the meeting to order at 6:00 PM.

PLEDGE OF ALLEGIANCE

Commissioner Mefford led all attendees in the Pledge of Allegiance.

ROLL CALL

A quorum was present, and a roll call was taken. Commissioner John Mefford, Commissioner Jeremy Ramage and Commissioner Doug Bine. Commissioner Brian Garner and Mayor Solomon were absent.

DISCUSSION

2023 Audit Report

Morgan Estill Senior Auditor at Chamberlin Owen & Co., Inc. reviewed the Audit Report for Fiscal Year ending June 30, 2023.

Mr. Estill explained the Auditor reported an Unmodified Opinion, which the highest opinion given. This means the financial statements were presented fairly with no modifications made. He went on to explain the prepared report, then gave detailed information on the following:

- Internal Controls/Compliance
- Auditor's Correspondence to Those in Charge of Governance
- Assets, Liabilities, and Net Position Comparison
- Cash Comparison
- City Wide Debt Analysis
- Revenues vs. Expenditures – All Governmental Funds
- Revenues by Source – All Governmental Funds
- Expenditures by Department – All Governmental Funds

Mr. Estill mentioned the Government Finance Officers Association (GFOA) recommends cities to have three to six months of operating cost on hand. The City of Union currently has just over thirteen months of cash on hand.

Economic Development

Adam Cheney with Terrace Holdings LLC presented a site development concept that will be on US Highway 42 including Braxton Brewing Company, Dewey's Pizza, and a proposed florist. There is currently a similar development in West Chester, Ohio with the same retailers that has been a success. Prior to submitting the plan to the Boone County Planning Commission, the developer wanted to present preliminary concept plans to the Union Commission to answer any questions or concerns.

Commissioner Bine gave a review from the meeting with Summit Engineering discussing the new city building and feasibility study. The engineer agreed the best placement of the building would be on the twenty-two-acre property already owned by the city. Keeping the same uniformity with the city building and other buildings in the park is an important factor. Communication between the Parks Committee, MKSK, and the Economic Committee will be a key element for planning moving forward. The building and park amenities need to complement each other.

City Administrator Amy Safran mentioned MKSK will give updates of most recent plans at the next Park Committee meeting on March 6, 2024.

Cincinnati Children's is requesting three signs, a wayfinding sign on US Highway 42, one on the building and one on the corner of their campus. There is an application that was submitted to Boone County Planning Commission (BCPC) to permit a Special Sign District for all of Promenade so that each individual retailer does not have to go through the process. Once the application goes through the process with the BCPC the Union Commission will receive the application for final action.

There was previous interest by a developer to annex a forty plus parcel of property into the city. Less than one acre is currently in the city. After initial discussion there has been no communication from the developer. The deadline is April 2, 2024 for the Union Commission to take action. If no action is taken the project will be approved as of April 3, by the recommendation of the BCPC.

Commissioner Ramage mentioned goals and objectives will be discussed at the next Park Committee. The committee will work with Communication Coordinator Jaime Lyons to obtain feedback from the community. MKSK will put together renderings based on the feedback received. Once a name for the park has been decided a sign will be placed on the property.

City Administrator

CAO Amy Safran mentioned there was a bill received from Duke Energy for lighting in the

Traemore Subdivision. The street lighting is part of the annexation agreement. In 2023 there was just under \$96,000 collected in property taxes for 123 properties in the subdivision. In the past the city paid lighting agreements over a ten-year term. CAO Safran is proposing to pay the lump sum amount of \$16,594.49 in one payment to avoid additional charges of \$10,412 for the term agreement.

Commissioner Mefford asked for a motion to approve the expenditure of \$16,549.49 for Traemore Subdivision lighting.

Commissioner Bine made a motion and Commissioner Ramage seconded that motion.

Motion approved 3-0

The Board of Adjustment meeting on February 13, gave approval for the request by Kroger to change three existing signs at the old Kroger fuel station from manual to electronic.

Public Works

Public Works Director Paul Kremer mentioned the 2023 street repair program bid opening will be on February 27, 2024.

Required environmental studies will be conducted on the twenty-two-acre property prior to moving forward with the development.

Communications

Commissioner Mefford mentioned there will be a celebration on March 1, 2024 at Larry A. Ryle High School recognizing them as a Unified National Champion School. There will be a grand opening celebration on March 2, 2024 at noon for Union Wine and Bourbon House.

LEGISLATION/ATTORNEY'S REPORT

ORDINANCE NO. 2024-02 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY GRANTING, WITH CONDITIONS, THE REQUEST OF CROSLAND SOUTHEAST PER CHRISTOPHER W. TAFT (APPLICANT) FOR FARMVIEW COMMONS, LLC PER HEMAKUMAR SONI (OWNER) FOR A CHANGE IN AN APPROVED CONCEPT DEVELOPMENT PLAN IN A COMMERCIAL TWO/PLANNED DEVELOPMENT (C-2/PD) ZONE FOR AN APPROXIMATE 11.82 ACRE SITE LOCATED ON THE NORTHEAST CORNER OF THE US 42/FARMVIEW DRIVE INTERSECTION AND THE SOUTHEAST CORNER OF THE OLD US 42/FARMVIEW DRIVE INTERSECTION, FLORENCE AND UNION, KENTUCKY (Second Reading)

Commissioner Ramage made a motion and Commissioner Bine seconded that motion.

Motion approved 3-0

MUNICIPAL ORDER NO. 2024-05 A MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE THE MEMORANDUM OF UNDERSTANDING WITH C4 INVESTMENTS, LLC

Commissioner Bine made a motion and Commissioner Ramage seconded that motion.

Motion approved 3-0

ANNOUNCEMENTS

Commissioner Mefford announced there will be a Regular Commission meeting Monday March 4, 2024, at 6:00 PM. Commissioner Mefford also stated the next Caucus/Commission meeting will be held on Monday March 18, 2024, 6:00 PM both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

ADJOURN

Commissioner Mefford asked for a motion to adjourn. Commissioner Ramage made a motion and Commissioner Bine seconded that motion. The meeting adjourned at 7:12 PM.

Motion approved 3-0

Approved:



Hon. Larry Solomon, Mayor

Attest:



Tammy Wilhoite, City Clerk