



## **CAUCUS/COMMISSION MEETING**

**APRIL 21, 2025 – 6:00 PM**

**1843 BRISTOW DRIVE**

**UNION, KY 41091**

### **CALL TO ORDER**

Mayor Solomon called the Caucus Meeting to order at 6:00 PM.

### **PLEDGE OF ALLEGIANCE**

Mayor Solomon led all attendees in the Pledge of Allegiance.

### **ROLL CALL**

A quorum was present, and a roll call was taken. Mayor Larry Solomon, Commissioner John Mefford, Commissioner Doug Bine, Commissioner George Eldridge, and Commissioner Kim Tuyn.

### **MAYOR/COMMISSION COMMENTS**

Mayor Solomon noted Boone County Schools and Kroger are in discussion regarding the road in front of the old Kroger location. Because of safety concerns for students, they are discussing relocating the road.

Commissioner Tuyn mentioned that the Economic Development Committee will be meeting with Boone County Planning Commission Executive Director, Kevin Costello on April 22, 2025, to discuss updating the current Union Town Plan. The Committee is also working with Communications Coordinator Jaime Lyons on a series of bi-weekly articles highlighting what makes the City of Union a great and unique place.

### **GUESTS**

#### **Pet Therapy Proclamation**

Terry Cahill, an instructor with Pet Partners of Greater Cincinnati explained the national organization collaborates with volunteers in area institutions providing services to those in need. An important mission of the Pet Partners of Greater Cincinnati is to educate healthcare professionals to incorporate therapy animals into treatment programs.

Mayor Solomon presented Ms. Cahill with a proclamation declaring April 30, 2025, as National Therapy Animal Day.

### Grammas Development Project

Developer Nick Grammas and Tony Cook with Anderson Real Estate presented an updated project plan for the proposed development at the corner of US Highway 42 and Bristow Drive. The proposed mixed-use development would no longer have retail space at the lowest level. The retail space would be in a separate location, reducing the size from 26,000 square feet to 12,600 square feet. By taking out the lower-level retail space the number of apartment units would increase from 90 to 120. The exterior materials of the apartments would remain the same as what was originally proposed. The apartments would have an interior shared area for residents including a kitchen and a game room. The full Commission agreed the project should move forward to the Boone County Planning Commission for review.

Mayor Solomon reminded everyone of the addition of a traffic signal at the intersection of US Highway 42 and Brilliance Avenue required by Kentucky Transportation Cabinet (KYTC) at the cost of the developer if the project is completed.

### **DISCUSSION**

#### Union Promenade Sign Permit Application

City Administrator (CAO) Amy Safran explained there is a request for Mayor Solomon's signature on a sign permit application. The sign permit is for two illuminated wall signs at The Strip Quality Meats on lot seven in Union Promenade. Commission approval is being sought for Mayor Solomon to sign the application prior to it being sent to Boone County Planning Commission (BCPC) for their review process.

Mayor Solomon asked for permission to sign the permit application.

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

#### **Motion approved 5-0**

CAO Safran mentioned at the last Commission meeting Commissioner Bine asked if painted signs were allowed on buildings in the Union Promenade. CAO Safran discussed the issue with Michael Schwartz at BCPC and was informed painted signs are not prohibited within the special sign district.

She explained the Commission can add a condition that would follow the same process as a business. The city would be the applicant submitting a zoning map amendment request then it would go through the process with BCPC before coming back to the Union Commission for final approval. The full Commission agreed to change the zoning map amendment to prohibit painted signs directly on buildings in the Promenade.

### Promenade Parking

CAO Safran explained that with an increased number of restaurants coming to the Promenade there is a concern about business hours and having enough parking. There is also the challenge of subdividing buildings to allow more tenants than originally expected.

The development was planned to allow for shared parking between tenants depending on their hours of operation. BCPC has taken into consideration that there will be residents walking to the development.

Mayor Solomon suggested Commissioner Tuyn and the Economic Development Committee explore the parking issue further.

### Solid Waste and Recycling Bid

CAO Safran mentioned the city received one bid on April 15, 2025, from Rumpke Waste & Recycle. The current contract with Rumpke Waste & Recycling goes through June 30, 2025. CAO Safran will work with Attorney Voss to draft a contract for Rumpke Waste & Recycling.

### Pocket Park One

Public Works Director Paul Kremer mentioned there was a bid opening April 16, 2025, for construction of pocket park one (Cardinal Park) at the corner of Sycamore Drive and Mt. Zion Road. There were four bids received for the project; Natorp's Inc. was the lowest bid. Natorp's Inc. was recommended to complete the construction of pocket park one (Cardinal Park).

### Union Town Square Update

PWD Kremer mentioned the city is waiting on two environmental reports from UES. After the city receives the reports Summit Architects + Engineers will prepare and send an application to the US Army Corps of Engineers to receive a permit. The city will need a permit from Kentucky Fish and Wildlife to remove trees on the property.

Summit Architects + Engineers will plan to attend the May 19, 2025, Caucus meeting to give a briefing on the bid package. There will be a presentation, and discussion in anticipation of the bid solicitation May 20, 2025. The engineers will review and give an assessment of all bids received before making a recommendation to the Commission.

### Public Works Updates

PWD Kremer mentioned the Kentucky Transportation Cabinet is requesting a maintenance agreement with the city prior to issuing a permit for planting in the roundabouts. The agreement will include grass cutting, plant maintenance and removing trash and debris.

### Littlest Angels

CAO Safran informed the Commission that the owner of Littlest Angels recently came to the city building to inform of a broken sewer pipe on the property.

CAO Safran explained when the state expanded Mt. Zion Road it created a slope on the property which the property owner alleged created water drainage issues. Because the drainage was creating a safety issue on the sidewalk used by city residents the city offered to pay eighty percent for the repairs with the business paying the remaining twenty percent.

The business owner feels the broken pipe is due to the weight of the slope, and construction performed to correct the drainage issue, which the city assisted with payment.

CAO Safran reached out to Kentucky Transportation Cabinet and informed the business owner they needed to contact them directly.

Littlest Angels hired a contractor to perform the work needed to correct the drainage issue. The city has an agreement with Littlest Angels stating that any maintenance on the property moving forward is the responsibility of the business owner.

#### Fiscal Year 2025-2026 Budget Workshop

City Administrator (CAO) Amy Safran presented the proposed Fiscal Year 2025/2026 budget and asked for discussion.

- Projected Revenue
- Personnel and Benefits
- Administration
- City Growth
- Capital Project Funds
- Public Works
- Professional Services
- Municipal Road Aid
- Insurance Expenses and Community investments
- Rice Cemetery

There was also discussion about purchasing cell phones for the Mayor, Commissioners, and eligible staff to use for city business. Currently the Mayor and Commissioners receive a stipend for personal phone and internet usage. Attorney Voss will prepare Ordinance for 2025-2026 Fiscal Year budget.

#### **LEGISLATION/ATTORNEY'S REPORT**

##### Municipal Orders

**MUNICIPAL ORDER NO. 2025-25 A MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE AN INSTALLING AND MAINTAINING LANDSCAPING AGREEMENT WITH THE TRANSPORTATION CABINET, DEPARTMENT OF HIGHWAYS AND THE CITY OF UNION, KENTUCKY**

Mayor Solomon asked for a motion to approve Municipal Order 2025-25.

Commissioner Mefford made a motion and Commissioner Bine seconded that motion.  
**Motion approved 5-0**

**MUNICIPAL ORDER NO. 2025-26 A MUNICIPAL ORDER ACCEPTING THE CONTRACT OF NATORP'S NURSERY FOR THE CONSTRUCTION OF POCKET PARK NUMBER ONE WITHIN THE CITY OF UNION, KENTUCKY AND AUTHORIZING THE MAYOR TO EXECUTE THE CONTRACT**

Mayor Solomon asked for a motion to approve Municipal Order 2025-26.

Commissioner Tuyn made a motion and Commissioner Eldridge seconded that motion.  
**Motion approved 5-0**

Ordinances

**ORDINANCE NO. 2025 – 04 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY, IN BOONE COUNTY, KENTUCKY AMEND ORDINANCE 2024 – 20 UPDATING THE CITY OF UNION SIDEWALK MAINTENANCE POLICY AND PENALTIES FOR THE VIOLATION THEREOF (FIRST READING)**

The Commission decided to review then discuss Ordinance 2025-04 in further detail at the May 5, 2025, Commission meeting, any changes will be incorporated into a new ordinance prepared by Attorney Voss. There will be no second reading of Ordinance 2025-04.

**ORDINANCE NO. 2025 – 05 AN ORDINANCE AMENDING ORDINANCE 2023-04 REVISING THE ECONOMIC DEVELOPMENT COMMITTEE FOR THE CITY OF UNION, KENTUCKY (FIRST READING)**

**ANNOUNCEMENTS**

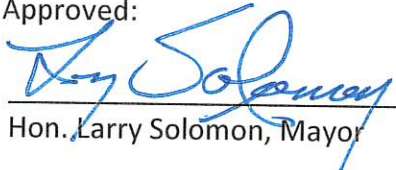
Mayor Solomon announced there will be a Regular Commission meeting Monday May 5, 2025, at 6:00 PM. Mayor Solomon also stated the next Caucus/Commission meeting will be held on Monday May 19, 2025, at 6:00 PM; both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

**ADJOURN**

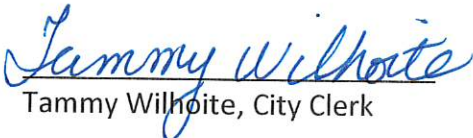
Mayor Solomon asked for a motion to adjourn. Commissioner Mefford made a motion, and Commissioner Bine seconded that motion. The meeting adjourned at 8:25 PM.

**Motion approved 5-0**

Approved:

  
Hon. Larry Solomon, Mayor

Attest:

  
Tammy Wilhoite, City Clerk