



## **SPECIAL COMMISSION MEETING MINUTES**

**MAY 7, 2025 – 1:00 PM**

**1843 BRISTOW DRIVE**

**UNION, KY 41091**

### **CALL TO ORDER**

Mayor Solomon called the Special Commission Meeting to order at 1:00 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 Doug Bine, Commissioner George Eldridge, and Commissioner Kimberly Tuyn. Commissioner John Mefford was absent.

### Union Town Square project review construction and design

Public Works Director (PWD) Paul Kremer gave a review of Union Town Square Park and City Building construction documents. He explained, the Commission will need to make a decision on May 19, 2025, Caucus meeting if they want to advertise for bid starting on May 20, 2025.

Summit Architects + Engineers, and MKSK were in attendance to answer questions.

PWD Kremer went through a step-by-step review of the overall project starting with the city building.

- City building floor plan – building details by room.
- Overall grading of the site - drainage plan, and drainage structures.
- Overall site utilities - water, and sewer lines.
- Exterior Elevations - facades, windows.
- Interior Elevations - Commission Dais, community room monitors.
- Ceiling Plan
- Flooring finish plan - floors, carpet.
- Electric Plan - cameras, keypad etc.
- Electric/Lighting Plan - Park lighting, cameras.

Commissioner Tuyn asked if there was a phase one environmental assessment completed on the property.

PWD Kremer explained that the city is in the process of finalizing environmental reports primarily around the lake. Research conducted on the property shows it has been a farm dating back to the 1930's which does not lead to a concern for contamination.

Commissioner Eldridge asked if there were any other endangered species on the property that the city was aware of other than bats.

PWD Kremer mentioned the only endangered species that have been identified are Indiana Brown Bats and Kentucky Muscles. The city is still waiting to receive an environmental study from UES.

PWD Kremer mentioned there will be water and sewer lines installed along Brilliance Avenue Extension West to meet sub collector Road guidelines.

PWD Kremer asked if everyone agreed for "City of Union" to be in all capital letters on the outside of the building.

Mayor Solomon mentioned the Commission had agreed in a previous meeting to use capital letters, and did not see any reason to change. The current Commission is also in agreement to use all capital letters.

There was a discussion regarding the glass in front of the conference room adjoining the commission room, and if it would provide a sound barrier. The Commission agreed to have Summit Architects + Engineers explore other ways to make the room more soundproof.

There was a discussion regarding hardwiring the commission room to allow the capability to broadcast meetings. After discussion it was decided Summit Architects + Engineers will research the cost to add the wiring and possible equipment.

#### Park Overview

- Site Utilities Plan - Lake details (drainage, air line, pump house).
- Planting Plan East - Playground, old trees, turf style.
- Planting Plan West - Gardens/pavilion, benches, tables.
- Playground Equipment - Playground details for two separate age groups two – five, and five – twelve.
- Plant schedule - Trees, shrubs, perennials and ferns, turf.

The plan is to keep as many trees on the property as possible. There will be poured in place rubber surfacing in the playground areas. There will be built-in wall formations around the playground area that will allow for seating.

PWD Kremer recommended the city implement the same rules for the park as Boone County Parks Department to simplify enforcement for the Boone County Sheriff Deputies. There will be additional discussion at a future meeting.

PWD Kremer mentioned the path lighting around the park will be light-emitting diode (LED). The plan is to have Duke Energy install the lights; the lighting installation will not be included in the construction contract.

Discussion continued from the last meeting on the park stage on whether to include a wall behind the stage. After discussion, the Commission agreed to include a wall. Mayor Solomon made a motion to add a wall to the back of the stage, and Commissioner Bine seconded that motion.

**Motion approved 4-0**

#### **ANNOUNCEMENTS**

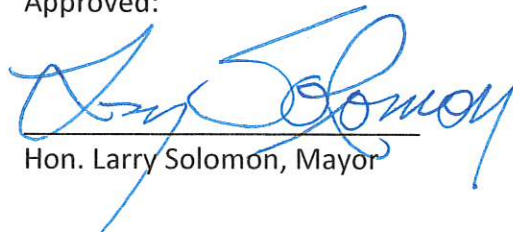
Mayor Solomon announced the Caucus Meeting will be on Monday May 19, 2025. The next Regular Commission Meeting will be held on June 2, 2025. Both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

#### **ADJOURNMENT**

Mayor Solomon asked for a motion to adjourn. Commissioner Eldridge made a motion and Commissioner Tuyn seconded that motion. The meeting adjourned at 2:20 PM.

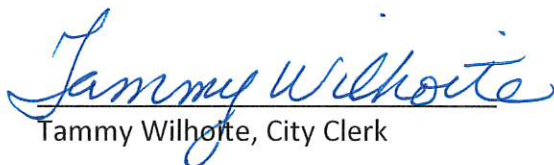
**Motion approved 4-0.**

Approved:



Hon. Larry Solomon, Mayor

Attest:



Tammy Wilhoite, City Clerk