



**CAUCUS/COMMISSION MEETING
OCTOBER 20, 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 George Eldridge, Commissioner Doug Bine, and Commissioner Kim Tuyn.

Mayor Solomon reminded the audience that per Kentucky Open Meetings Act the public has a right to attend meetings but are not guaranteed participation or comment. Visitors to the City of Union Caucus meetings are welcome to observe the meetings while the Commission and staff discuss.

DISCUSSION

Executive Committee Update

Mayor Solomon discussed Union Landing a proposed development on a parcel of property located on Hathaway Road. He explained that most of the property is in unincorporated Boone County, a small portion is within the City of Union borders. On September 17, 2025, the Boone County Planning Commission (BCPC) zone change committee unanimously denied the developers' proposal, their main reason for denial was overall high density (319 total units, condos and patio homes: views from Hathaway Road, perpendicular parking, limited sidewalks, and lack of landscape buffers.

A resolution packet was sent from BCPC to the City of Union on Thursday October 16, 2025, for approval or denial of their committee decision. The deadline to take action is December 30, 2025.

Mayor Solomon explained to the Commission items the developer is requesting.

- The developer would like the property to be annexed only if the project is approved by the city.
- The developer wants the city to issue an Industrial Revenue Bond. The project is contingent on this consideration.

Mayor Solomon explained that a lot of work will be required by the City Attorney, staff, and himself to negotiate the terms of the PILOT agreement. After finalizing the terms there will be a lot of work by staff, to issue, collect, and distribute the PILOT payments.

Mayor Solomon explained decisions that will need to be made by the Commission.

- Decide whether to approve BCPC recommendation for denial as submitted.
- Decide to annex contingent on this development and move forward with the project despite BCPC recommendation for denial.
- Decide to take on another Industrial Revenue Bond.

Mayor Solomon mentioned that Attorney Greg Voss is working with the property owner to decide if they would like to annex the property that is not in the city regardless of whether this project moves forward.

After discussion Mayor Solomon mentioned that the developer will be at the Regular Commission meeting on November 3, 2025, to present the proposed project. He asked the Commission to review the resolution packet in preparation for further discussion at that meeting.

City Administrator Amy Safran mentioned the developer of the Union Landing project delivered information including staff report findings from the BCPC and responses from the developer regarding those responses. She also mentioned that the developer is asking to transfer the streets in the development to city streets versus private streets so they would be maintained by the City of Union.

Public Works Director Paul Kremer explained that maintaining the development will be more challenging. Snow removal in condominium development is more labor intensive and will be a higher cost.

(Attached to these minutes is an explanation of the project from Mayor Larry Solomon that was read at the Caucus meeting on October 20, 2025).

Mayor/Commissioner Comments

Mayor Solomon mentioned that the Boone County Board of Elections passed Resolution 25-01 that will change Union Voting Precincts. City of Union residents will now vote exclusively in

stated Precincts number 2 and 5. City of Union residents and Unincorporated Boone County residents will now vote exclusively in Precincts number 4, 6, 7, and 8.

- Union 1 – B122 – city residents plus non-city residents.
- Union 2 – B123- city residents only.
- Union 3 – B124 – city residents only.
- Union 4 – B125 – non-city residents only.
- Union 5 – B129 – city residents only.
- Union 6 – B130 – non-city residents only.
- Union 7 – B135 – non-city residents only.
- Union 8 – B136 – non-city residents only.

Mayor Solomon mentioned that the City of Union sent Resolution 2025-01 to the Board of Election in January 2025. This resolution requested the Boone County Board of Elections to merge and reorganize precincts to establish distinct and separate voting locations for the City of Union residents. Since that time, the city has been working with the Boone County Clerk's office to make these changes.

The Board of Elections approved these changes in July 2025. After being approved by the State the Board of Elections passed Resolution 25-01 on October 16, 2025.

(Attached to these minutes is a letter from Mayor Larry Solomon that was read at the Caucus meeting on October 20, 2025).

Social Media Policies

Commissioner Tuyn discussed the City of Union's Social Media Policies that include a social media public comment policy, and a city social media policy. She explained that the current policies provide guidelines for the city social media sites but lack specific guidance or clarity regarding appointed and elected officials. By adding simple guidelines for city officials, it will help clarify personal vs. city accounts while still protecting everyone's right to express themselves. Also, by adding additional guidance to the city's existing policies it will provide open records act guidance for public officials' social media sites such as personal pages, commissioner pages, reelection, and fundraising pages. Commissioner Tuyn requested that the city look at revising the current social media policy to include specific guidance for elected and appointed officials.

Commissioner Bine mentioned he would ere on the side of more free speech than less.

Commissioner Mefford mentioned it would be worth having a discussion once a draft policy is written.

Mayor Solomon mentioned he would like to make sure that freedom of speech is protected.

Commissioner Tuyn stated she was not looking to regulate what someone says but the capacity as to which it is said.

After discussion it was decided that Commissioner Tuyn, and Communications Coordinator Jaime Lyons will work together on a draft social media policy to present to the Commission.

Trick-or-Treat

CAO Safran mentioned that Commission approval is needed to set trick-or-treating date and time for the City of Union. She stated that in the past the city has always aligned with Boone County, which is on October 31, 2025, from 6:00 PM to 8:00 PM.

Commissioner Mefford made a motion to approve the trick-or-treat time for the City of Union as October 31, 2025, from 6:00 PM to 8:00 PM. Commissioner Bine seconded the motion.

Motion approved 5-0

Commissioner Bine mentioned he gave the City Clerk a list of Abandoned Urban Properties that include a property on Old Union Road. The property has been vacant for approximately twenty years and continues to deteriorate. The City Clerk will need to send the list to the Boone County Property Valuation Administration. On January 1, 2026, if the property owner has not taken action there will be ad valorem taxes added to the current property tax bill.

Commissioner Bine also addressed two properties on Bristow Drive that have been issued citations for trash and debris.

Union Town Square Update

Steve Maggard, Vice President of Summit Architects + Engineers discussed change order number six for the Union Town Square project. The change order is for removal of trash and debris at the construction site. UES completed environmental testing and evaluated the debris. Mark Spaulding Construction Company has issued an invoice determined by the width and depth of the area, the cost of removing the debris and hauling it to a land fill and replacing it with new material. There is no indication that the debris is hazardous. Mr. Maggard said the invoice looks to be in order, and Summit Architects + Engineers is recommending approval for the bill to be paid.

Commissioner Mefford stated the city needs to approve change order number six. He also suggested the consideration of putting more money in the contingency fund to pay for future change orders.

Mayor Solomon mentioned that it is important to work within the established budget and when the funds are getting closer to being depleted the city will look for other resources to fund the account at that time.

Mayor Solomon asked for a motion to approve the payment of change order number six. Commissioner Eldridge made a motion and Commissioner Bine seconded the motion.

Motion approved 5-0

Dedication Plaque

CAO Safran mentioned that Teresa Hargett Brooks, Project Manager with Summit Architects + Engineers, sent over a dedication plaque template and is asking what the Commission would like to see on a plaque for the new city building.

Commissioner Bine mentioned he does not need his name on the new building because things are forever changing. He feels that the year the building will be dedicated, Summit Architects + Engineers, and Mark Spaulding Construction Company would be sufficient.

Mayor Solomon suggested that just the year the building will be dedicated is sufficient for a plaque.

Commissioner Mefford suggested not having any names on the plaque that are not going to be a permanent part of the project. The architect and contractor will be a permanent part of the project, and he does not have an issue putting their names on the plaque.

Commissioner Tuyn mentioned she liked the idea of giving recognition to the company who designed and built the project. She does not need her name on the plaque.

CAO Safran will work on a couple plaque options to present and discuss at a future Commission meeting.

Commissioner Bine mentioned he would like to see the name plates for the interior rooms to be placed on the wall on the handle side of the door and include braille. He suggested that staff decide on where to place the name plates for the inside office area.

Union Promenade - Final Plat Review Applications

CAO Safran mentioned that there are two applications for Drees Homes in Union Promenade lots fourteen and twenty-three for re-subdivision so that homes can be built on them. The applications require Mayor Solomon's signature before going to the Boone County Planning Commission (BCPC) for the formal review process.

Mayor Solomon asked for a motion to approve the sign permits prior to them going to BCPC for formal review. Commissioner Tuyn made a motion and Commissioner Eldridge seconded the motion. **Motion approved 5-0**

Alcohol Beverage License Fee Schedule

CAO Safran mentioned the request from The Fairway Room Golf and Lounge that was discussed at the Commission meeting on October 6, 2025. She explained that the business is asking the Commission to consider prorating the Alcohol Beverage and Control (ABC) license fee the same as the State does. Attorney Greg Voss prepared an ordinance to amend the current ordinance which prorates the fee by the month instead of a minimum of half a year as the current ordinance allows.

Commissioner Mefford mentioned he would like the Commission to discuss amending the business license ordinance to strengthen the enforcement when businesses are non-compliant.

CAO Safran mentioned it was questioned if the city had the authority to revoke a City of Union ABC license if a business is non-compliant with having a City of Union business license. After discussion, the Commission agreed to have Attorney Greg Voss prepare an amended ordinance to include that the city can revoke a liquor license if a business is non-compliant with having a City of Union business license.

Part-Time/Seasonal Public Works Laborer Recommendation

PWD Kremer mentioned after publishing the part-time public works position on several platforms the city received approximately twenty-five resumes and conducted five interviews. A recommendation is being made to hire Mark Griffith for this position.

2026 Street Repair Program

PWD Kremer explained the program and schedule for the 2026 repairs. A bid package will be presented to the Commission in late January 2026.

Commissioner Tuyn asked at what time city streets are turned over to the city by the developer to maintain.

PWD Kremer explained that Boone County has a process of inspection after a development is completed and then the streets are dedicated to the city.

Union Town Plan Update

Commissioner Tuyn mentioned that the initial surveys for the Union Town Plan Update were sent out to the community on October 15, 2025. As of October 20, 2025, the city

received back 466 responses. The survey will be open until October 22, 2025. The Economic Development Committee (EDC) also provided feedback. Commissioner Tuyn provided a few highlights from the survey. The next step will be to consolidate the survey before sending it to Boone County Planning Commission Executive Director, Kevin Costello, and his team. The first draft should come to the city by the end of October or early November for feedback. The Boone County Fiscal Court will approve the Union Town Plan prior to it coming back to the city for approval.

LEGISLATION/ATTORNEY'S REPORT

MUNICIPAL ORDER 2025-46 A MUNICIPAL ORDER HIRING MARK GRIFFITH AS THE PART-TIME PUBLIC WORKS LABORER FOR THE CITY OF UNION, KENTUCKY.

Mayor Solomon asked for a motion to approve Municipal Order 2025-46. Commissioner Bine made a motion and Commissioner Mefford seconded the motion.

Motion approved 5-0

ORDINANCE NO. 2025-13 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY AMENDING ORDINANCE NO. 2015-12 § 40.20 (B) (FIRST READING)

ANNOUNCEMENTS

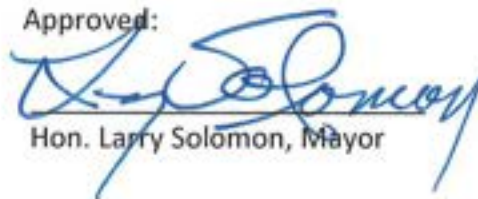
Mayor Solomon announced there will be a Regular Commission meeting Monday November 3, 2025, at 6:00 PM. Mayor Solomon also stated the next Caucus/Commission meeting will be held on Monday November 17, 2025, at 6:00 PM; both meetings will be at the city building 1843 Bristow Drive Union, Kentucky.

ADJOURN

Mayor Solomon asked for a motion to adjourn. Commissioner Mefford made a motion, and Commissioner Tuyn seconded the motion. The meeting adjourned at 7:33 PM.

Motion approved 5-0

Approved:



Hon. Larry Solomon, Mayor

Attest:



Tammy Wilhoite, City Clerk

BOONE COUNTY BOARD OF ELECTIONS CORRECTS VOTING PROCEDURES
FOR CITY OF UNION VOTING PRECINCTS

On October 16, 2025, the Boone County Board of Elections passed their Resolution 25-01. This resolution changed Union Voting Precincts. The following listing show that City of Union residents now vote exclusively in stated Precincts 2 and 5. City of Union residents and Unincorporated Boone County residents now vote in Precincts 1 and 3. Unincorporated Boone County residents now vote exclusively in Precincts 4, 6, 7, and 8.

Union 1-B122-city residents plus non-city residents...split.

Union 2-B123-city residents only.

Union 3-B124- city residents plus non-city residents...split.

Union 4-B125-non-city residents only.

Union 5-B129- city residents only.

Union 6-B130 - non-city residents only.

Union 7-B135- non-city residents only.

Union 8-B136- non-city residents only.

In July of this year, the Board of Elections actually approved these changes. It took this long for the State to approve these changes and the Board to meet and approve their Resolution 25-01.

Their resolution is in response to the City of Union's Resolution 2025-01 sent over to them in January 2025. This City of Union resolution requested the Boone County Board of Elections to merge and reorganize precincts to establish distinct and separate voting locations for City of Union residents. Since that time, the City has been working with the Boone County Clerk's office to make these changes. (Attached is their Resolution 25-01.)

As shown, new Precincts 2 and 5 are City of Union "resident-only" voting. For Board reasons, Precincts 1 and 3 have to be split between City of Union residents and Unincorporated Boone County residents. For Union Precincts 1 and 3, the Boone County Clerk will utilize "print on-demand ballot printers" for the 2026 primary and general elections. These two consolidated Precincts will have at least one print-on demand ballot printer so that each voter receives the right ballot *without the possibility of human error*.

For background, City of Union residents went to their normal precincts to vote last election on November 5, 2024. At all five precincts for that election, pre-printed paper ballots were used. Three of the five city precincts were designated City of Union "resident-only"; this meant that each city resident voting received the proper ballot.

The other two precincts of the five were combination of City of Union residents and Unincorporated Boone County residents voting there. So, separate pre-printed ballots had to be given to the right voters. While Boone County Board of Elections gave specific instructions as to make sure the right voters got the right ballots, human error came into play. From 6:00 AM to approximately 11:30 AM, some of those that lived in Unincorporated Boone County received City of Union resident ballots, and some of those that lived in the City of Union received Unincorporated Boone County resident ballots. By not receiving the right ballots, certain City of Union residents did not have the opportunity to vote for City Commissioners. Moreover, some Unincorporated Boone County residents improperly voted for City Commissioners.

Subsequently, Commissioner Bine sued the Boone County Board of Elections. On January 31, 2025, the Boone County Court (via Judge Brugglemann) ruled that up to 800 votes could have been improperly placed as a result of human error. As such, he threw out the election and required the Commissioners be appointed. As stated, the Boone County Clerk's office and the City of Union have been working together to make sure that this type of human error does not exist in future City of Union elections.

Boone County Board of Election's Resolution 25-01 insures that the two new consolidated City of Union Precincts (1 and 3), will have voting "print on-demand ballot printers" to take away the potential of human error...to insure that each voter voting at these two precincts get the right ballot! Print on-demand ballot printers are used for early voting where voters from multiple precincts come together at early voting locations to insure that each voter gets the right ballot. They work for early voting...processing thousands of voters with no problem whatsoever.

I am proud that the City of Union has worked with the Boone County Clerk and Board of Elections to make sure that what happened on November 5, 2024 in the City of Union never happens again. With these procedural changes made, City of Union voters can feel assured that when they vote next time, they will be getting the right ballot...and their vote will count!"

Mayor Larry.

Union Voting Precincts
For The 2026 Primary and General Election

- Union 1-B122-city residents plus non-city residents...split.
- Union 2-B123-city residents only.
- Union 3-B124- city residents plus non-city residents...split.
- Union 4-B125-non-city residents only.
- Union 5-B129- city residents only.
- Union 6-B130 - non-city residents only.
- Union 7-B135- non-city residents only.
- Union 8-B136- non-city residents only.

**BOONE COUNTY BOARD OF ELECTIONS
RESOLUTION NO. 25-01**

**A RESOLUTION IN RESPONSE TO THE REQUEST OF THE CITY OF UNION TO
MERGE AND REORGANIZE PRECINCTS TO ESTABLISH DISTINCT PRECINCTS
AND SEPARATE VOTING LOCATIONS FOR THE CITY OF UNION**

WHEREAS, pursuant to KRS 117.035, the County Board of Elections, at the direction and under the supervision of the State Board of Elections, is tasked with the administration of the election laws and the registration and purgation of voters within the County; and

WHEREAS, the Boone County Board of Elections is committed to upholding its statutory duties and promoting efficient and transparent electoral processes for the entire County of Boone; and

WHEREAS, the Board of Elections is tasked with establishing precinct lines pursuant to KRS 117.055, which must accommodate and be consistent with congressional districts, state senatorial and representative districts, a justice of the peace or county commissioner's district, and district for board members of the Boone County Board of Education; and

WHEREAS, City of Union adopted Resolution No. 2025-01, dated January 22, 2025, requesting that the Boone County Board of Elections merge and reorganize precincts to establish distinct precincts and separate voting locations for the City of Union; and

WHEREAS, the City of Union has not prescribed by ordinance a change to the manner of election of city officers as permitted by KRS 83A.050, and accordingly, holds its elections pursuant to the general election laws as provided in KRS Chapters 116 through 121;

WHEREAS, at the time of the last election (November 2024), the County of Boone was divided into forty-seven (47) polling locations, sixteen (16) of which were identified as "consolidated" polling locations with multiple precincts; and

WHEREAS, at the time of the last election (November 2024), there were seventeen (17) "split precincts" with multiple different ballots; and

WHEREAS, the Boone County Board of Elections, in compliance with its duties as set forth in KRS 117 et seq., has taken action on behalf of all the residents of Boone County to best serve the needs of all voters within the County;

NOW THEREFORE, BE IT RESOLVED BY THE BOONE COUNTY BOARD OF ELECTIONS:

1. That the Chairman, Justin Crigler, Boone County Clerk, shall provide notice of the following actions taken by the Boone County Board of Elections in response to the Resolution of the City of Union, by forwarding a copy of the Resolution hereto, to the City of Union, Kentucky:

- a. The Board of Elections, with the assistance of the Boone County Planning Commission and consistent with the dictates of KRS 117.055, submitted and received approval from the State Board of Elections for a revision of precinct boundary lines, which has reduced the number of split precincts within the entire County of Boone from seventeen (17) to fifteen (15);
- b. That at the time of the last election, November 2024, there were eight (8) "Union" precincts. Of these eight (8), five (5) were within the City of Union, three (3) of which were split precincts wherein individuals other than the residents of the City could vote. As the result of the efforts of the Boone County Board of Elections, the number of precincts within the City of Union is now at four (4), and the number of split precincts has been reduced to two (2), representing the most feasible option for improving voting by City of Union residents, while upholding the legal requirements concerning district boundaries set forth in KRS 117.055; and
- c. The Boone County Clerk will utilize twenty (20) additional print on-demand ballot printers for the 2026 primary and general elections, so that each consolidated polling location will be equipped with at least one print on-demand ballot printer and each split precinct will be equipped with at least one print on-demand ballot printer.

**PASSED AND APPROVED BY _____ MEMBERS OF THE BOONE COUNTY
BOARD OF ELECTIONS , on this the _____ day of October, 2025.**

JUSTIN CRIGLER, CHAIRMAN

ATTEST:

STACY ADKINS,
Board Secretary and Keeper of Minutes

Union Landing Project...
Developer Wants and Commission Decisions To Be Made.

Developer Wants.

- Reeves Property is located on Hathaway Road. Nearly all of property is currently in unincorporated BC; very small portion within City of Union borders.
 - In September, Developer submitted to BCPC development proposal.
- On 9-17-2025, BCPC Zone Change Committee unanimously denied developer proposal. Key reasons: Overall High Density (319 total units, condos and patio homes); views from Hathaway Road, perpendicular parking, limited sidewalks, lack of landscape buffers
 - BCPC packet sent to BC and City for concurrence or denial of their Committee decision...received Thursday 10-16-2025.
- **Annexation.** Developer wants property to be annexed (only if project goes through) with the City of Union with the hope our Commission does not concur with BCPC and decides to approve the proposed project "on our own" as provided by the Developer.
 - If the Commission goes against the BCPC recommendation for denial, the City will have to hold Public Hearing...again, on our own with no BCPC support.
 - Greg is pursuing a separate annexation with property owner (estate of Robert Reeves) to determine if they would be annexed whether or not project is approved. Separate track.
- **Industrial Revenue Bond.** The Developer wants the City to issue an IRB for this project. They stated that this project is contingent on this consideration.
 - Key offering: City gets 90% of Payment In Lieu Of Taxation (PILOT), BC Schools 55%, etc. Developer will have to negotiate with each other governmental entity.
 - Requires lot of work to negotiate terms by attorney, Mayor, Kim, Amy. After finalizing a lot of work by staff to issue, collect, and distribute PILOT payments.
 - Promenade IRB took an enormous amount of time and work, and continues to require a lot of time and work.

Commission Decisions To Be Made

1. Decide whether or not to approve "BCPC recommendation for denial " as submitted.
 - a. BC and the City of Union accepting BCPC denial decision would require the Developer to revise and resubmit a new proposal to BCPC.
 - b. Resubmitting a new proposal and obtaining BCPC support provides...
 - i. less risk for the City, and
 - ii. provides a resource to enforce promised project completion components.
2. Decide to annex contingent on this development and move forward with the project despite BCPC recommendation for denial.
 - a. A strong belief in this project and willingness to take on all risks associated with said project moving forward is obviously required to make this decision.
 - b. Making this decision, the City is on our own to move forward, because BCPC denied it.
3. Decide to take on another Industrial Revenue Bond.
 - a. A willingness by the City to put all the work and effort into taking on another IRB...that includes Executive Team volunteer time and Staff time and costs.
 - b. In discussions with Jeff Hauswald, he is not willing to accept 55% PILOT percentage for BC Schools. He wants 65-70% flat rate.
 - i. Other entities will also want to negotiate too. More work and uncertainty.
4. Separate Track of Annexation...Greg is working on this separate track.
 - a. If the Reeves Estate is willing to be annexed whether-or-not this project moves forward is, obviously, something worth pursuing.
 - b. Greg will keep us posted on how this separate track goes.