



**REGULAR COMMISSION MEETING MINUTES
OCTOBER 6, 2025 – 6:00 PM
1843 BRISTOW DRIVE
UNION, KY 41091**

CALL TO ORDER

Mayor Solomon called the Regular Commission 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 Doug Bine, Commissioner George Eldridge, and Commissioner Kimberly Tuyn. Commissioner John Mefford was absent.

APPROVAL OF MINUTES

Mayor Solomon asked for approval of September 3, 2025, Regular Commission Meeting minutes.

Commissioner Tuyn asked for clarification for the Bank of America out lot. The minutes referred to the out lot as a parcel. The minutes will be changed to note the out lot is mostly in the City of Union and a portion of the out lot is in the City of Florence.

Commissioner Eldridge made a motion to approve the minutes with the recommended changes and Commissioner Tuyn seconded the motion.

Motion approved 4-0

Mayor Solomon asked for approval of September 15, 2025, Caucus Meeting minutes.

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

Motion approved 4-0

MAYOR/COMMISSIONER COMMENTS

Mayor Solomon addressed the meeting attendees to let them know he was aware of a recent LINK NKY article that mentioned the proposal for 882 units to be built by Fischer Homes on the Northwest side of Ballyshannon Subdivision Boone County. Mayor Solomon explained that the

proposed property was not in the City of Union. He recommended that if anyone has a concern about the development, they should attend a Boone County Fiscal Court meeting to express their concerns. He also mentioned he is not in favor of the high-density development, and he would also attend the meeting.

Mayor Solomon mentioned that Bourbon in the Bluegrass was a great event. He thanked Communications Coordinator Jaime Lyons, staff, and the Commissioners for all their hard work in preparing for the event. He thanked Public Works Director Paul Kremer for coordinating repairs with Mark Spaulding Construction on Friday when a water line was damaged during the installation of a tent. He thanked Mark Spaulding for making the repairs so quickly.

GUESTS

Bob Schroder, Vice President of Arlinghaus Builders gave a presentation of a proposed development on Hathaway Road. He explained that the development was originally going to be part of the existing Westbrook Subdivision. The subdivision will be renamed Westridge with approximately 240 single-family detached homes. There are no current plans to include apartments for the development. A portion of the property is already zoned and has been approved by the Boone County Planning Commission (BCPC). There is a portion of the property that will need a concept change approval by Boone County Planning Commission. Part of the property is already in the city and a portion of it is in unincorporated Boone County.

FINANCIAL REPORT

City Administrator Amy Safran provided an update to the Commission on the month of September financial report which includes the "bills to be paid" and the balance sheet. She mentioned the city received both second quarter and third quarter Rumpke bills in the month of September. The third quarter bill had the new rates per unit correctly, but the number of units was billed incorrectly. Rumpke will issue a credit of just over \$15,000 on the fourth quarter invoice that the city will receive in January.

There were several refunds issued last month to Boone County School bus drivers who turned in refund forms to the city because they do not drive their routes within the city limits, they only pick up their buses at Larry A. Ryle High School. A representative from the Boone County Board of Education explained to the city that their payroll software does not calculate a percentage for drivers who only work part-time in the city or for those who only pick up their buses at the bus garage at Larry A. Ryle High School.

CAO Safran mentioned that the City of Union property tax bills have been mailed, approximately 248 payments have been made as of today. The property tax bills can be paid online with a credit card, check, or by mail or in person with a check or cash. The General Fund interest rate is 3.99%. Interest received to date from the capital project bond proceeds is just under \$50,000.

Mayor Solomon asked for a motion to approve the financial report that includes the monthly bills, and the profit and loss versus actual report for the month of September.

Commissioner Tuyn made a motion and Commissioner Eldridge seconded the motion.

Motion approved 4-0

UNION TOWN SQUARE UPDATES

Mayor Solomon gave an update to change order request number one for the Union Town Square project that was discussed at the Caucus Meeting on September 15, 2025. He mentioned there was a follow-up meeting on September 16, 2025, between all involved parties to further discuss the change order request. The result of that meeting ensured that all future orders will be billed at 5% contract profit instead of 15%. Mayor Solomon is recommending that the Commission approve the adjusted change order.

Mayor Solomon mentioned that there are now positive communications in place for all future change order requests. He mentioned that CAO Safran, PWD Kremer, and Commissioner Bine will approve all change orders up to \$50,000, and anything above that amount will go before the Commission for approval. All change orders are provided on AIA forms from Summit Architects + Engineers. PWD Kremer provides the Commission with weekly updates on the project.

Mayor Solomon read a letter from Scott Noel, President of Summit Architects + Engineers to formally apologize to Mark Spaulding for any statements made at the September 3, 2025, Commission meeting regarding the Town Square project.

PWD Kremer mentioned Commission approval is needed for Union Town Square change order number one in the amount of \$90,204.06. The tree shredding work on the project is now complete.

Mayor Solomon asked for a motion to approve change order number one as provided in the Commission packet. Commissioner Bine made a motion and Commissioner Eldridge seconded the motion. **Motion approved 4-0**

PWD Kremer explained change order number five will change the contract amount to Mark Spaulding Construction Company by the amount being paid by the city for direct purchase orders. The reason for the change is to save sales tax versus going through the vendor. The reduction from the contract to the Spaulding Construction Company is 4.7 million, the city will be writing checks directly to vendors.

Mayor Solomon asked for a motion to approve change order number five. Commissioner Eldridge made a motion and Commissioner Bine seconded the motion. **Motion approved 4-0**

PWD Kremer discussed work that will need to be completed by Duke Energy to provide power to the project will most likely result in another change order. The reason is that the original plan for a single-phase transformer will not work and will need to be changed to a three-phase transformer. There is no need to decide currently. There will be more discussion at the Caucus meeting in October.

CAO Safran displayed slide show photos to review what the Commission had previously approved for playground equipment at the park.

PUBLIC WORKS COMMITTEE REPORT

Commissioner Bine mentioned that Kentucky Transportation Cabinet (KYTC) notified the city that the canna lily flowers at the small round-a-bout on Mt. Zion Road will need to be removed because they exceed the height maximum of eighteen inches. The city will need to be looking into flowers that will replace the canna lilies.

There will be two concept plans reviewed at the October Caucus meeting for Pocket Park number five that will be developed at the corner of US Highway 42 and Old Union Road.

The fence that was damaged on US Highway 42 between Frogtown Road and Rice Pike has been repaired. The city is waiting for reimbursement from the insurance company.

The asphalt for the salt depot has been poured at US Highway 42 and Union School Road. The city will be installing a gate to secure the property.

ADMINISTRATOR'S REPORT

CAO Safran mentioned there are three applications for businesses in Union Promenade that require Mayor Solomon's signature before going to the Boone County Planning Commission (BCPC) for the formal review process.

The first application is for The Reserve at Promenade that will be submitted to BCPC from Drees Homes. This is a grading plan review application for a retaining wall at the patio homes on Esplanade Street.

The second application is for a sign for Penn Station East Coast Subs on lot number ten for a sign permit. The third application is for a sign for By Golly's on lot number six.

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 4-0**

CAO Safran mentioned that The Fairway Room Golf and Lounge plans to open in the Union Promenade in November. The City of Union Alcohol Beverage and Control (ABC) licenses expire on November 30 for all businesses. Currently the City of Union ordinance states that annual costs are reduced by half if a license is issued between June 1 and November 30 in any given calendar year. They are asking the City of Union if they would prorate the (ABC) license for 2025, as the State of Kentucky does. CAO Safran mentioned that if the Commission agrees to amend the ordinance to reflect the same language as the state of Kentucky, she will work with City Attorney Greg Voss to make those changes.

CAO Safran mentioned that the city applied for the 2025 liability grant application and was approved. She explained the grant money will be applied toward the City of Union Personnel Handbook revision. CAO Safran will be working with the Kentucky League of Cities (KLC) to update the handbook. The completed handbook draft will be presented to the Commission for approval.

ECONOMIC DEVELOPMENT

Commissioner Tuyn gave an update and reviewed a timeline for the Union Town Plan Update. She mentioned that the Economic Development Committee (EDC) met with Kevin Costello, Boone County Planning Commission Executive Director, his team, and their hired consultant. They discussed conceptual ideas related to the Old US Highway 42/Old Union Business District as it relates to the Union Town Plan Update.

CAO Safran mentioned the original 2000 Union Town Plan is very specific for the types of businesses allowed. She explained that Mr. Costello and his team will be working on more broad uses, types of housing, classifications of the current density and how they are categorized. The Commission will need to decide what works best currently and what is no longer relevant. CAO Safran mentioned that she and Commissioner Tuyn would like to see realistic ideas put in place for a new Union Town Plan.

Commissioner Tuyn mentioned that the EDC and Commission were provided with information to review the existing 2000 Union Town Plan so that they could provide feedback for Mr. Costello and his team. The initial first draft of the revised Union Town Plan should be ready by the end of October or early November. There will be a broad survey to obtain community feedback on key categories of the Union Town Plan also planned for October. The final draft plan will be available to the public for comments and review. The BCPC will assist the city regarding questions. The completed draft should be ready for the Union Commission to vote

and approve early in 2026. Commission Tuyn mentioned it is especially important for the city to get land uses correct.

COMMUNICATIONS COMMITTEE REPORT

Commissioner Eldridge mentioned that Bourbon in the Bluegrass was a remarkable success. He stated that everyone he had spoken to at the event had positive feedback. Commissioner Eldridge thanked Communications Coordinator Jaime Lyons for doing such an excellent job coordinating the event.

Communications Coordinator Jaime Lyons mentioned that Breakfast with Santa will be on Saturday December 6, 2025, at the Union Fire District from 8:00 AM to 10:00 AM.

Communications Coordinator Jaime Lyons mentioned that the city received recognition from Beautify the Bluegrass for Hummingbird Park as a welcoming gateway to Union. She also mentioned that the City of Union was recognized by NKY Magazine as one of the Best Workplaces in 2025.

Commissioner Tuyn mentioned there is a meeting this week with a potential partner to discuss a Health and Wellness event for Spring 2026.

BOONE COUNTY PLANNING COMMISSION REPORT

Steve Harper addressed the Commission with BCPC updates. He mentioned that things are starting to pick up in the county with development. There have been nine new projects that have come through the BCPC, three that are impacting the City of Union. The nine projects include the following.

- Four residential developments.
- A rebrand of a hotel on Houston Road.
- A raise and rebuild of United Dairy Farmer on the corner of US Highway 25 and Mt. Zion Road.
- A proposal for a private school on Beaver Road.
- A new unnamed restaurant on Houston Road.
- A text amendment proposal for truck parking in Boone County.

LEGISLATION/ATTORNEY'S REPORT

There was no legislation.

VISITORS WISHING TO SPEAK

Union resident Carol Harvey asked about the status of the old Union Kroger building on US Highway 42.

Mayor Solomon explained that the building was purchased by Boone County Board of Education and will be a pre-school for 450 students. The smaller building adjacent to the large Kroger store is also owned by Boone County Board of Education and will be used as a student processing center.

Union resident Erin Dargie, who resides on Whispering Trail, addressed the Commission to ask the city to ask if they would consider contacting Sanitation District No. 1 (SD1) on her behalf to address a drainage issue at her residence. She explained that she feels the easements in front of her house belong to SD1. Ms. Dargie has paperwork from when the house was built that SD1 signed off that they were easements and are not privately owned by the residents. She explained that the culvert in front of her house does not just collect what would be normal water from driveway to driveway. The culvert collects from three different pipes, one across the street that is marked as an SD1 pipe, another from behind her residence that is marked as an SD1 pipe, and a third pipe is a neighbor-to-neighbor pipe that would be considered private property. She feels because of this the culvert would belong to SD1 and would not be private property. The water in her yard is worsening and causing sink holes because of the culvert, and she feels that SD1 should be responsible for making necessary repairs. Ms. Dargie conducted research at Boone County Planning Commission and discovered that the easements on both sides of her yard belong to SD1.

Mayor Solomon asked Ms. Dargie to compile all her information and give it to CAO Safran so that she can contact someone at SD1 and ask them to reach out to Ms. Dargie to discuss the issue.

A Union resident who lives on Braxton Drive addressed the Commission about a noise concern coming from Braxton Brewery. He mentioned the noise ordinance and expressed that businesses should have to abide by the same standard as a resident should.

Mayor Solomon stated he will reach out to the owner of Braxton Brewery and arrange a meeting between both parties to discuss the issue.

Ms. Harvey asked if the Cigar Bar and Lounge would violate the ordinance the city put into place last year.

Attorney Greg Voss explained that the Cigar Bar and Lounge would not be in violation because it is outside the allowed distance from a school.

Union resident Ms. Harvey asked if there would be benches and green space installed in the Union Promenade.

Mayor Solomon mentioned there is supposed to be green space around the circle but maybe it has not been built yet. He stated that the city will look into the proposed green space.

ANNOUNCEMENTS

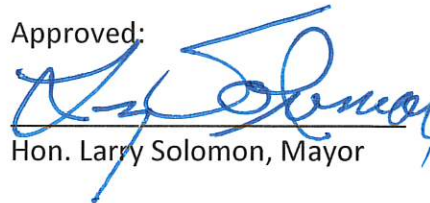
Mayor Solomon mentioned the Caucus Meeting will be on Monday October 20, 2025, at 6:00 PM. The next Regular Commission Meeting will be held on Monday November 3, 2025, at 6:00 PM. Both meetings will be at the Union City Building 1843 Bristow Drive Union, Kentucky.

ADJOURNMENT

Mayor Solomon asked for a motion to adjourn. Commissioner Bine made a motion and Commissioner Eldridge seconded that motion. The meeting adjourned at 7:36 PM.

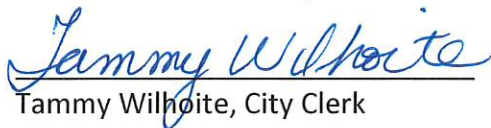
Motion approved 4-0.

Approved:

A handwritten signature in blue ink, appearing to read "Larry Solomon", written over a horizontal line.

Hon. Larry Solomon, Mayor

Attest:

A handwritten signature in blue ink, appearing to read "Tammy Wilhoite", written over a horizontal line.

Tammy Wilhoite, City Clerk