



REGULAR COMMISSION MEETING MINUTES

JANUARY 5, 2026 – 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 John Mefford, Commissioner Doug Bine, and Commissioner George Eldridge. Commissioner Kimberly Tuyn was absent.

APPROVAL OF MINUTES

Mayor Solomon asked for approval of November 24, 2025, Public Hearing Meeting minutes. Commissioner Mefford made a motion and Commissioner Bine seconded the motion.

Motion approved 4-0

Mayor Solomon asked for approval of December 1, 2025, Regular Commission Meeting minutes. Commissioner Bine made a motion and Commissioner Eldridge seconded the motion.

Motion approved 4-0

Mayor Solomon asked for approval of December 15, 2025, Caucus Meeting minutes. Commissioner Eldridge made a motion and Commissioner Mefford seconded the motion.

Motion approved 4-0

VISITORS WISHING TO SPEAK

Union resident Karen Franxman mentioned there was a Board of Adjustment meeting recently that addressed an office building development on the south side of Whispering Trail. She stated that most of the questions residents of Whispering Trail had were answered at that meeting. She explained that residents still have concerns including extra traffic in the area

Ms. Franxman asked when there would be a presentation from the developer proposing a storage unit on US Highway 42 and Whispering Trail.

Mayor Solomon mentioned that the plan is to have the developer present the proposed storage unit development at the January Caucus Meeting.

Ms. Franxman expressed her concern that the residents are not granted an opportunity to speak at Caucus meetings.

City Administrator Amy Safran explained the purpose for the recent Board of Adjustment meeting was for a variance request on the set- back for the south side of US Highway 42 and Whispering Trail. The current zoning would allow for the proposed 4,000 square foot office building. The Board of Adjustment did approve the request for the variance to increase the set-back. She mentioned that there were several residents who attended the meeting to express concerns about traffic and the challenges especially when turning left onto US Highway 42 from Whispering Trail.

Commissioner Mefford suggested to Mayor Solomon that it would be good to discuss with the Kentucky Transportation Cabinet for the installation of traffic light at US Highway 42 and Whispering Trail.

Union resident Sonny Hall expressed his concern that the presentation for the storage would be at a Caucus meeting where the residents are not being able to speak.

Mayor Solomon agreed that the presentation could take place on February 2, 2026, at a regular commission meeting so that residents would be able to speak. The Commission agreed to change the presentation of the storage unit to February 2, 2026.

Union resident JR Schrand addressed the Commission regarding the executive session stated on the agenda which references the future acquisition or sale of real estate. He expressed his concerns that the city does not need to purchase more property.

Mayor Solomon stated that money from the city payroll tax is what funds the growth fund used to pay for Union Town Square, the new city building, and pocket parks. He explained that there is no money from property taxes used to pay for these items.

MAYOR/COMMISSIONER COMMENTS

There were no comments made by the Mayor or Commissioners.

FINANCIAL REPORT

Commissioner Mefford provided an update to the Commission on the month of December financial report which includes the “bills to be paid” and the balance sheet. He mentioned there was a \$52,000 payment made to GovOS in December for an annual payment in which the city is in the fourth year of a five-year contract.

Commissioner Mefford mentioned that the Rumpke bill reflected a credit given this quarter for an overbilling error that occurred last quarter. He also mentioned there was a payment to NKOL for a new computer server that was in this year’s annual budget.

Commissioner Mefford mentioned that even though interest rates continue to decline the city has received \$58,870 in interest this month and just over \$250,000 for the fiscal year.

Commissioner Mefford explained that the city is about halfway through the fiscal year. He mentioned that real property taxes are at 94% of the budget as most of the property taxes have been collected. Payment in Lieu of Tax (PILOT) payments account for just over 6600% of the budget, there will be a significant drop in that budget line in February when payments are made to designated jurisdictions.

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 December. Commissioner Bine made a motion and Commissioner Eldridge seconded the motion. **Motion approved 4-0**

CAO Safran discussed the GovOS annual payment explaining that the city is in the fourth year of a five-year contract. She explained that at this time there is not a competing tax software that has the capability to provide the necessary forms and calculations needed for the payroll tax. The recommendation is to renew the contract in one-year increments, if possible, to leave open the opportunity to make a switch to a new software company if one would become available to meet the city’s needs.

CAO Safran mentioned that during the annual audit the only comment made was that the current QuickBooks software is outdated and needs to be updated. The cost is approximately \$1,700 annually.

Mayor Solomon asked the Commission for their approval. They all agreed to update the QuickBooks software update.

UNION TOWN SQUARE UPDATES

CAO Safran reviewed the revised Garden on the Wall renderings provided by Summit Architects + Engineers. The new renderings include more blue hydrangea flowers recommended by the Commission at the Caucus meeting in December. The Garden on the Wall will absorb the extra

cost for the extra hydrangea. She mentioned that Commission approval is needed for the design change.

CAO Safran reviewed the terrazzo floor samples with the Commission that will be installed in the lobby and hallway of the new city building. She mentioned that Commission approval is needed for the color choice.

Mayor Solomon asked for approval for the Garden on the Wall and the terrazzo flooring. Mayor Solomon made a motion and Commissioner Mefford seconded the motion.

Motion approved 4-0

PUBLIC WORKS COMMITTEE REPORT

Commission Bine mentioned there were very few complaints after the most recent snow fall. He mentioned that gravel was being laid today at the site of the new city building in preparation for the pouring of the concrete slab foundation which should be completed in the coming weeks weather permitting. The overall project is moving along nicely.

Public Works Director Paul Kremer mentioned that the city received approval from the Kentucky Transportation Cabinet (KYTC) for the plant design change at the large roundabout on Mt. Zion Road. The preparation work should begin in March/April depending on the weather with planting at the end of May.

PWD Kremer mentioned that the 2026 Street Repair Project will be presented at the January Caucus meeting. If the Commission approves the project will be advertised for bid in February, and the winning bid will be presented at the March Commission Meeting for approval.

ADMINISTRATOR'S REPORT

CAO Safran mentioned there is a sign application for Teriyaki Madness in Union Promenade that requires Mayor Solomon's signature before going to the Boone County Planning Commission (BCPC) for the formal review process.

Mayor Solomon asked for approval to sign the application. Commissioner Mefford made a motion and Commissioner Bine seconded the motion. **Motion approved 4-0**

ECONOMIC DEVELOPMENT

CAO Safran mentioned that the city has received the initial Union Town Plan draft. Mayor Solomon and CAO Safran will review the draft with Commissioner Tuyn. She mentioned that the BCPC is still working with their consultants on some final revisions of the draft. Once the final draft is complete Mayor Solomon, Commissioner Tuyn, and CAO Safran will review with Kevin Costello, Executive Director of the Boone County Planning Commission. After the review Mr. Costello will attend a Commission meeting to present the updated Town Plan draft.

CAO Safran mentioned that By Golly's opened on Monday January 5, 2026.

COMMUNICATIONS COMMITTEE REPORT

Commissioner Eldridge mentioned that the final version of the City Logo Apparel Policy was included in the Commission packet for review. None of the Commissioners nor the Mayor had any objections to the final draft policy.

CAO Safran mentioned that she and Mayor Solomon received a draft copy of the new employee handbook from Michael Simon with Kentucky League of Cities (KLC). The employee apparel uniform policy will be in the updated handbook. Mr. Simon will present the employee handbook at a future Commission meeting once completed.

BOONE COUNTY PLANNING COMMISSION UPDATE

Steve Harper, Boone County Planning Commission Board Member discussed current projects within Boone County. He explained that there were fifteen new projects since October of 2025, six of those projects have received final approval.

- A hotel brand change on Turfway Road.
- United Dairy Farmers (UDF) convenience store expansion at Mt. Zion Road and US Highway 25.
- Private School on Beaver Road.
- Jaggers Restaurant on Houston Road next to Texas Roadhouse.
- Westbrook Estates and Westridge zoning clean-up.
- Text Amendment for Commercial Parking.

There are two projects that are up for final approval this week.

- A car wash at the old Frisch's location on Burlington Pike
- A jewelry store at the current location of Redman Chiropractic on Burlington Pike.

There are three projects that are currently deferred.

- A residential development of thirty-three detached single-family homes on 4.2 acres located on Weaver Road.
- Corporex Residential Project off Mineola Pike.
- A development next to Ballyshannon consisting of 882 various type dwellings on seventy-eight acres.

Mr. Harper mentioned there is a big concern for getting the traffic from this development to both Longbranch Road and Hathaway Road.

Mayor Solomon mentioned that the city denied the recent proposed development of 319 homes on Hathaway Road because of the extra traffic concern. He explained that if this current

project of 882 homes were to be approved it would be a big problem for the City of Union residents. Traffic would be increased on city streets, specifically Westbrook Drive and Sweet Harmony Drive if used as a thoroughfare to get to US Highway 42, and those streets cannot handle the extra traffic. Mayor Solomon stated that the city has no plans to improve those roads because the city does not expect there to be any more traffic than there currently is. He also mentioned that if the county decides to approve the development and there is an increase in traffic on those streets, he would like to know how they will fund the city to make improvements to those streets.

The Mayor and Commissioners asked Mr. Harper to express their concern at the Planning Commission, Boone County Fiscal Court, and the developer about extra traffic on City of Union Streets, specifically West Brook Drive and Sweet Harmony Drive.

Mr. Harper mentioned there will be four Public Hearings this week to discuss the following.

- Zoning Regulations changes for manufactured housing.
- A proposed QuickTrip convenience Store at the old Frisch's location at Burlington Pike and Turfway Road.
- A parking lot on Aero Road.
- Update to the Boone County Long Range Plan.

LEGISLATION/ATTORNEY'S REPORT

Ordinances

ORDINANCE NO. 2025-18 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY APPROVING, WITH CONDITIONS, A REQUEST OF ERPENBECK CONSULTING ENGINEERS, INC. (APPLICANT) FOR ARLINGHAUS I, LLC (OWNER), FOR A ZONING MAP AMENDMENT/CHANGE OF CONCEPT DEVELOPMENT PLAN/CONCEPT DEVELOPMENT PLAN FOR THE FOLLOWING AREAS: AREA A: AN APPROXIMATE 16 ACRE AREA LOCATED AT THE TERMINUS OF WESTFIELD LANE, UNION, KENTUCKY; AREA B: AN APPROXIMATE 36 ACRE AREA, BEING THE WESTERN PORTION OF THE PROPERTY LOCATED AT 9944 OLD UNION ROAD, BOONE COUNTY AND UNION, KENTUCKY; AREA C: AN APPROXIMATE 2 ACRE AREA LOCATED IN THE NORTHWEST CORNER OF AREA B, BOONE COUNTY, KENTUCKY; AREA D: AN APPROXIMATE 7 ACRE AREA LOCATED IN THE SOUTHWEST CORNER OF AREA B, BOONE COUNTY, KENTUCKY; AND AREA E: AN APPROXIMATE 74 ACRE AREA LOCATED ALONG THE NORTH SIDE OF HATHAWAY ROAD, DIRECTLY ACROSS FROM MEIMAN ROAD AND AT THE TERMINUS OF WESTFIELD LANE, UNION, KENTUCKY.

(SECOND READING)

After Attorney Voss read Ordinance 2025-18 Commissioner Eldridge asked what the property is currently zoned. Bob Schroder with Arlinghaus Builders explained the current zoning is SR-1. He mentioned that if Ordinance 2025-18 is approved it will allow for twenty-four extra homes to be built on the property.

Mayor Solomon asked for a motion to approve Ordinance 2025-18. Commissioner Mefford made a motion and Commissioner Eldridge seconded the motion. Commissioner Eldridge voted yes, Commissioner Bine voted yes, Commissioner Mefford voted yes, Mayor Solomon voted yes. **Motion approved 4-0**

ORDINANCE NO. 2026-01 AN ORDINANCE OF THE CITY OF UNION, KENTUCKY APPROVING, WITH A CONDITION, A REQUEST OF BOONE COUNTY COMMISSION TECHNICAL/DESIGN REVIEW COMMITTEE TO CONSIDER A SERIES OF TEXT AMENDMENTS TO THE BOONE COUNTY ZONING REGULATIONS: (1) MODIFYING THE DEFINITION OF 'COMMERCIAL PARKING'; (2) ADDING A DEFINITION FOR 'COMMERCIAL PARKING, FREIGHT', 'FREIGHT CONTAINER', 'SEMITRAILER', 'TRAILER', 'TRUCK', AND 'TRUCK TRACTOR'; (3) ADDING 'COMMERCIAL PARKING, FREIGHT' AS A CONDITIONAL USE IN LINE C-3 AND A DISTRICTS; (4) ADDING 'COMMERCIAL PARKING, FREIGHT' AS A PRINCIPALLY PERMITTED USE IN THE I-1 AND I-2 DISTRICTS; AND (5) ADDING SPECIFIC USE STANDARDS APPLICABLE TO 'COMMERCIAL PARKING, FREIGHT' WITHIN THE C-3, I-1, I-2, AND A DISTRICTS. (FIRST READING)

Mr. Harper explained there are no parcels within the city that would be affected by the text amendment. This is a countywide regulation where Boone County is trying to get better control over illegal parking.

ANNOUNCEMENTS

Mayor Solomon mentioned the Caucus Meeting will be on Wednesday January 21, 2026, at 6:00 PM. The next Regular Commission Meeting will be held on Monday February 2, 2026, at 6:00 PM. Both meetings will be at the Union City Building 1843 Bristow Drive Union, Kentucky.

EXECUTIVE SESSION

Mayor Solomon asked for a motion to enter executive session at 7:13 PM citing reason **KRS 61.810 (b)** Deliberations on the future acquisition or sale of real property by a public agency, but only when publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency.

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

Motion approved 4-0

Mayor Solomon asked for a motion to exit executive session at 7:40 PM. Commissioner Eldridge made a motion and Commissioner Bine seconded that motion. **Motion approved 4-0**

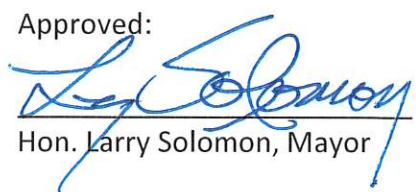
Mayor Solomon stated no action was taken during executive session.

ADJOURNMENT

Mayor Solomon asked for a motion to adjourn. Commissioner Mefford made a motion and Commissioner Bine seconded that motion. The meeting adjourned at 7:40 PM.

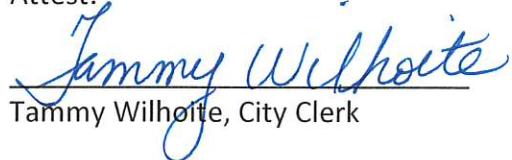
Motion approved 4-0.

Approved:

A blue ink signature of the name "Larry Solomon".

Hon. Larry Solomon, Mayor

Attest:

A blue ink signature of the name "Tammy Wilhoite".

Tammy Wilhoite, City Clerk