



**REGULAR COMMISSION MEETING MINUTES
FEBRUARY 2, 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, Commissioner George Eldridge, and Commissioner Kimberly Tuyn.

APPROVAL OF MINUTES

Mayor Solomon asked for approval of January 5, 2026, Regular Commission Meeting minutes. Commissioner Mefford made a motion and Commissioner Bine seconded the motion.

Motion approved 5-0

Mayor Solomon asked for approval of January 21, 2026, Caucus Meeting minutes.

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

Motion approved 5-0

MAYOR/COMMISSIONER COMMENTS

Mayor Solomon explained there have been many accomplishments made by the current Union Commission since their appointment one year ago. He mentioned that the new city building should be completed early in 2027. He read a list of fifteen new businesses that have opened at the Union Promenade over the past year. The city has had several prospective developers who met with the Executive Committee to discuss potential development opportunities.

The city's budget and finances have remained on track. All the city's audits have come back excellently without any issues.

Mayor Solomon complimented city staff for a job well done over the past twelve months. He also complimented the Commission for working well together over the past twelve months.

Mayor Solomon announced that The Christ Hospital will be building a new facility in Union. He mentioned that the Union Commission has agreed to sell the current city building to The Christ Hospital. (please see attached the letter read at the Commission Meeting by Mayor Larry Solomon).

Mayor Solomon mentioned that Larry A. Ryle High School will conduct senior exit interviews between March 24, 2026, and April 2, 2026, for students currently in twelfth grade. The interviews provide an opportunity to give students guidance and council. Mayor Solomon has participated in past interviews and was invited by the school to participate again this year. Mayor Solomon asked the Commission to also sign up to participate in this event. He mentioned this is a rewarding experience to be able to offer advice to high school seniors.

Commissioner Mefford stated that as a former teacher at Larry A. Ryle he has conducted senior exit interviews and agreed they are extremely rewarding.

Mayor Solomon mentioned that Casey Knigga will be presenting a proposed development at the corner of Whispering Trail and US Highway 42. He explained that the purpose of the presentation was to receive feedback from the Commission and residents. He also explained that if the development moved forward, the developer would have to submit their plan to the Boone County Planning Commission (BCPC). After the project goes through the BCPC, it will then come back to the Union Commission for approval or denial.

GUESTS

Casey Knigga, developer, addressed the Commission giving details of the proposed storage unit at the corner of Whispering Trail and US Highway 42. He mentioned that he has conducted studies and found that a climate-controlled storage unit is needed in the community. He mentioned that the storage unit would be a state-of-the-art facility. The following items would be used to make the building look like it fits into the community.

- Higher end materials on the exterior of the buildings.
- Board style fence around the building.
- Landscaping with natural stone, block walls, and plantings.

Mr. Knigga explained that the traffic count for the project is expected to be low, only twenty to thirty cars per day.

Mr. Knigga mentioned that a portion of the corner of Whispering Trail and US Highway 42 is right-of-way and part of it is owned by the City of Union. He mentioned that there is a possibility of placing a City of Union monument at that corner.

Mr. Knigga explained that one of the contingencies of the project will be to gain access to the property from US Highway 42. He is working with adjacent property owners to gain the needed access.

Jim Bertram, Cripe Engineering, gave details of the proposed project. He explained that they have removed access from Whispering Trail. The office suites have been removed from the proposed project to help with the concern of traffic. Sidewalks will be extended around up to the existing end of the property.

Casey Knigga explained there will be access to the storage unit twenty-four hours a day seven days a week. There will be staffing at the storage unit Monday through Friday 9:00 AM to 5:00 PM and limited hours on the weekend.

VISITORS WISHING TO SPEAK

Residents expressed concerns about the project.

- Lighting and alarm systems at the proposed storage unit.
- Having a storage unit on the main thoroughfare in the City of Union is not the best use for the property.
- There is no other city in Northern Kentucky that has a storage facility in the middle of their city.
- Concern of property values of homes around the storage unit.
- There was concern about the traffic that will be generated from the office building that is going to be built on the south side of Whispering Trail.

Mr. Knigga explained that the lighting on the property will all be down lighting not projected lighting. The lights will not be projected onto Whispering Trail. There will be a camera system but no alarm system.

Mr. Bertram mentioned that the approximate 4.0-acre parcel is zoned Rural Suburban/Union Neighborhood Office, and Union Town Center. The developer will need to apply for a zone change with the BCPC. The Union Commission will vote on the storage unit facility after it goes through the process of the BCPC.

Commissioner Mefford mentioned that he would like to hear from the residents of Whispering Trail. He would like the residents to consider what was presented by the developer and what potential businesses could go on the parcel of property that might have access to Whispering Trail if the storage unit is denied.

After discussion Mayor Solomon asked the residents to send their comments to the full Commission. He mentioned that there will not be a vote at the current meeting. The vote will take place after the proposed project goes through the BCPC. The developer will have to decide

based on opinions from the residents if they want to proceed with the process of going to the BCPC.

FINANCIAL REPORT

Commissioner Mefford provided an update to the Commission on the month of January financial report which includes the “bills to be paid” and the balance sheet. He referenced two larger bills paid in the month of January, which were for the Union Town Square project. He mentioned that the Finance Committee will monitor expenses paid for snow and ice removal and if the amount exceeds the 2025/2026 allotted budget, they will decide after the winter season where in the budget the extra funds will come from.

Commissioner Mefford mentioned the city has begun making Payment in Lieu of Tax (PILOT) payments to designated districts and this line item in the budget will continue to decrease as more payments are made.

There were two one-time payments reflected in the Profit and Loss statement, annual audit fees, and payroll taxes. He mentioned that everything else looked to be in order.

The city earned approximately \$52,000 in interest for the month of January and \$305,000 for the fiscal year.

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 January. Commissioner Bine made a motion and Commissioner Eldridge seconded the motion. **Motion approved 5-0**

UNION TOWN SQUARE UPDATES

City Administrator Amy Safran mentioned that there are no current updates on the Union Town Square to report.

PUBLIC WORKS COMMITTEE REPORT

Commissioner Bine mentioned that GroundSystems did an excellent job of removing snow in a timely manner after the most recent snowstorm. Public Works Director Paul Kremer and TJ Spillman, owner of Simply Creative, assisted with additional snow removal on cul-de-sacs to make it easier for school buses to maneuver.

PWD Kremer mentioned that the 2026 Street Repair Program will be advertised for bid February 3, and February 17. The bid opening will be February 24, 2026. The Public Works Committee will make a recommendation to the Commission at the March 2, 2026, Regular Commission meeting.

PWD Kremer mentioned that the snow and ice removal contract is expiring in April of this year. The Public Works Committee will present a plan to bid for the contract at the March 2, 2026, Regular Commission meeting.

ADMINISTRATOR'S REPORT

City Administrator Amy Safran mentioned that there will be a presentation of the annual audit by John Chamberlin at the February Caucus meeting. She mentioned that the only finding found by the auditors was that the city needed to update its Quickbooks software to a newer version which has already been completed by City Treasurer, Christy Everman.

CAO Safran mentioned that she and Mayor Solomon will be meeting to review the fourth draft of the employee handbook on February 3, 2026. They will send any questions or comments back to Michael Simon at the Kentucky League of Cities. The Commission will receive a copy prior to Mr. Simon presenting the handbook at a future meeting.

CAO Safran mentioned that the preliminary 2026/27 budget planning is underway. The Finance Committee will be meeting in March to review the projected budget numbers. CAO Safran will be meeting with all the other committees to review the budget.

CAO Safran mentioned that Boone County will have a celebration on June 20, 2026, to mark the 250th Anniversary of the United States of America. The City of Union, City of Florence, and the City of Walton are planning to have tables at the event. Communications Coordinator Jaime Lyons will assist CAO Safran in gathering historical information to display at the event.

CAO Safran mentioned that Kevin Costello, Executive Director of the Boone County Planning Commission, is tentatively scheduled to attend the Caucus Meeting on March 16, 2026, to present the updated Union Town Plan draft.

Mayor Solomon explained that the city is updating the current Union Town Plan that was written in 1999. The BCPC uses the current Town Plan to make all their decisions. The current Town Plan is no longer relevant to planning in the city, which is why it is important for the city to update the Town Plan.

ECONOMIC DEVELOPMENT

Commissioner Tuyn mentioned there are no ribbon cutting ceremonies currently on the calendar. The city has had several new businesses open recently and she would like to schedule a Business Mixer in either March or April.

COMMUNICATIONS COMMITTEE REPORT

Communications Coordinator Lyons mentioned that she has been working on upcoming city events for 2026, securing both vendors and sponsors.

LEGISLATION/ATTORNEY'S REPORT

Municipal Orders

MUNICIPAL ORDER NO. 2026-02 A MUNICIPAL ORDER DECLARING REAL ESTATE LOCATED AT 1843 BRISTOW DRIVE UNION, KY 41091 SURPLUS PROPERTY AND AUTHORIZING TRANSFER OF THE PROPERTY TO THE CHRIST HOSPITAL AN OHIO NON-PROFIT CORPORATION PURSUANT TO KRS 82.083

Mayor Solomon asked for a motion to approve Municipal Order 2026-02. Commissioner Bine made a motion and Commissioner Eldridge seconded the motion. Commissioner Tuyn voted yes, Commissioner Eldridge voted yes, Commissioner Bine voted yes, Commissioner Mefford voted yes, and Mayor Solomon voted yes. **Motion approved 5-0**

MUNICIPAL ORDER NO. 2026-03 A MUNICIPAL ORDER OF THE CITY COMMISSION OF THE CITY OF UNION KENTUCKY AUTHORIZING THE EXECUTION AND DELIVERY OF A DEED OF CONVEYENCE TO THE CHRIST HOSPITAL AN OHIO NON-PROFIT CORPORATION FOR 1843 BRISTOW DR UNION, KY 41091 IN CONSIDERATION OF NINE HUNDRED THOUSAND DOLLARS (\$900,000.00); IN ORDER TO EFFECTUATE ECONOMIC DEVELOPMENT OF THE REAL ESTATE AND FURTHER AUTHORIZING THE MAYOR TO EXECUTE SUCH DOCUMENTS AND INSTRUMENTS AS MAY BE NECESSARY OR REQUIRED TO COMPLETE THE SALE OF THE REAL PROPERTY INCLUDING BUT NOT LIMITED TO A PURCHASE CONTRACT AND DEED

Mayor Solomon asked for a motion to approve Municipal Order 2026-03. Commissioner Mefford made a motion and Commissioner Tuyn seconded the motion. Commissioner Tuyn voted yes, Commissioner Eldridge voted yes, Commissioner Bine voted yes, Commissioner Mefford voted yes, and Mayor Solomon voted yes. **Motion approved 5-0**

MUNICIPAL ORDER NO. 2026 -04 A MUNICIPAL ORDER AUTHORIZING THE MAYOR TO EXECUTE THE LEASE AGREEMENT WITH THE CHRIST HOSPITAL AN OHIO NON-PROFIT CORPORATION FOR THE REAL ESTATE LOCATED AT 1843 BRISTOW DR UNION, KENTUCKY

Mayor Solomon asked for a motion to approve Municipal Order 2026-04. Commissioner Eldridge made a motion and Commissioner Mefford seconded the motion. Commissioner Tuyn voted yes, Commissioner Eldridge voted yes, Commissioner Bine voted yes, Commissioner Mefford voted yes, and Mayor Solomon voted yes. **Motion approved 5-0**

Ordinances

ORDINANCE NO. 2026-02 AN ORDINANCE ANNEXING CERTAIN UNINCORPORATED TERRITORY ADJACENT TO THE PRESENT BOUNDARIES OF THE CITY OF UNION, KENTUCKY (SECOND READING)

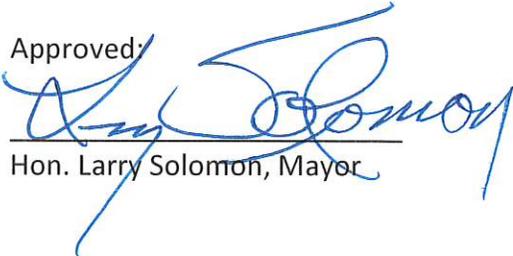
Mayor Solomon asked for a motion to approve Ordinance 2026-02. Commissioner Eldridge made a motion and Commissioner Tuyn seconded the motion. **Motion approved 5-0**

ANNOUNCEMENTS

Mayor Solomon mentioned the Caucus Meeting will be on Wednesday February 18, 2026, at 6:00 PM. The next Regular Commission Meeting will be held on Monday March 2, 2026, 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 Mefford made a motion and Commissioner Bine seconded that motion. The meeting adjourned at 8:01 PM. **Motion approved 5-0.**

Approved: 

Hon. Larry Solomon, Mayor

Attest:


Tammy Wilhoite, City Clerk

CITY BUILDING SALE ANNOUNCEMENT

February 2, 2026

For the past several months we have been working on the future of this City Building...all while we are in the process of constructing our new building.

Tonight, I am here to announce that this Commission has agreed to sell our current building to Christ Hospital. You may have seen on recent Commission/Caucus meeting agendas a reference to property discussions during Executive Session. Well, we were discussing the plans for this property. We are not buying property; we are selling 1843 Bristow Drive.

As you may know, Christ Hospital owns the land that surrounds our current City Building to the south and east. Our discussions with them pertained to the construction of their new building over by the roundabout. We have known for some time that they wanted to purchase this building and this property. The challenge with us selling now is that we would have no place to go...which means we would have to wait until 2027 to sell this property after moving into our new building.

Months ago, I initiated conversations with Andy Poole, Christ Hospital's Executive Director of Real Estate, about the potential of them buying this building. These one-on-one discussions morphed to meeting with our Executive Committee to work out details and bring this proposition to life. Then, the proposition moved to the full Commission for consideration. Upon Commission agreement, Greg and Christ Hospital's attorneys worked out legal details of the sale contract and lease agreement.

So, here are the key details of said agreement...

- Christ Hospital will pay the City a premium price for this building and property to assist economic development of this large block area. Sale price is \$900,000 (almost 3 times the appraised value).

- Christ Hospital will allow City Administration to stay and operate in the current building (as we are now) until June 30, 2027. If we wanted or needed to stay a bit longer and they had no immediate plans at that time, they would allow us stay longer for some of our operations to locate here. However, we are guaranteed in writing the right to stay here until at least June 30, 2027.
- Here is the most important part. There will be no charge or rent for City Administration to remain and operate until ready to move into the new City Building. All the City has to do is maintain the property just like we do as owners. This is the key to this business arrangement to make it work.

So why is Christ Hospital wanting to pay a premium to own this property now and let us live rent free until June 30, 2027? They simply have long-range plans for the property on which the City Building now sits. Moreover, they want to own this entire large block of property for future expansion and economic development now. This is a wise business decision on their part and significantly benefits the City of Union.

I want to thank the Executive Team (including legal) and full Commission for helping negotiate and bringing this project to finalization. Thank you. With that said, Greg could you please read the Municipal Order so Commissioners can discuss and vote.