

**NORTHERN KENTUCKY AREA PLANNING COMMISSION
MEETING MINUTES
JULY 24, 2002**

Mr. Kordenbrock, Chair of the Northern Kentucky Area Planning Commission called the meeting to order at 5:45 pm, with all members present.

MEMBERS PRESENT

Mr. Afton H. Kordenbrock, Chair
Mr. Paul Hahn, Vice Chair
Mr. Bill Goetz, Treasurer
Mr. Billy Bradford
Mr. Tom Kriege
Mr. Tom Litzler
Mr. Lou Noll

LEGAL COUNSEL PRESENT

Mr. Garry Edmondson

NKAPC STAFF PRESENT

Mr. William W. Bowdy, FAICP, Executive Director
Mr. Marshall Slagle, FAICP, Technical Services Coordinator
Mr. Mike Schwartz, AICP, Planning Services Manager
Ms. Larisa Hughes, Planner
Ms. Jessica Morris, UC Co-Op, Planning
Ms. Gail H. Deatherage, Executive Secretary

ACCEPTANCE OF AGENDA

Mr. Kordenbrock asked if the agenda was acceptable or if anyone had any additions/corrections. Mr. Hahn made a motion to accept the agenda as presented; Mr. Bradford seconded the motion. Mr. Kordenbrock asked for a voice vote on the motion which found unanimous approval; motion passed.

ACCEPTANCE OF MINUTES

Mr. Kordenbrock asked if there were any corrections or changes to the Minutes of July 10,

2002. Mr. Goetz made a motion to accept the Minutes of July do, 2002; Mr. Noll seconded the motion. Mr. Kordenbrock asked for a voice vote on the motion which found unanimous approval; motion passed.

Mr. Kordenbrock asked if there were any corrections or changes to the Special Meeting Minutes of June 20, 2002.

After some discussion, Mr. Noll noted he felt on Page 2, Paragraph 2, that this wording should be as follows: "The commission then presented their offer. Mr. Huff did not agree with the terms that were presented and then presented a counter offer."

Mr. Noll noted he also felt the wording "a maximum term of" should be added to the fourth paragraph, third line, immediately after the "\$9.00 sq. ft. for ---". The Minutes would now read as follows" "Mr. Huff would continue to lease the first floor area presently occupied by Huff Realty, for \$13.50/sq. ft. and the basement area for \$9.00/sq.ft. for a maximum term of ten (10) months....."

Mr. Kordenbrock asked Mr. Edmondson if he was in agreement with these additional changes to the Minutes. He noted that this is how he has the lease drafted.

Mr. Goetz made a motion to accept the Minutes of June 12, 2002, as amended; Mr. Noll seconded the motion. Mr. Kordenbrock asked for a voice vote on the motion which found unanimous approval; motion passed.

LEGAL COUNSEL'S REPORT

Mr. Edmondson noted that in the Jump litigation, that a hearing would be held in August to determine if NKAPC will be required to be back in the suit.

Mr. Edmondson noted that a meeting of various city/county attorneys from all three counties would be held on August 6 to further discuss how to proceed on the issue of Sexually Oriented Businesses (SOB's) for the region. He gave some further overview of this meeting and that he is hopeful that this will be of value to all three counties and the various issues involved.

Mr. Goetz suggested that this might be a good program to present at the next Mayors Group meeting in August. Mr. Bowdy noted he could contact Mr. Kelly to see if he could attend this meeting, and suggested that it might be good to invite the Campbell County Mayors group also.

Mr. Kordenbrock asked if there were any questions for Mr. Edmondson; there were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Bowdy noted that the GIS Guidance Committee would be meeting on Friday, August 2 at 7:30 am in the NKAPC Conference Room. He also noted that a meeting of the GIS Guidance Committee would be on Monday, September 30 at 7:30 am, and that the group would be meeting with Dr. James Votruba and staff from Northern Kentucky University to show them the GIS capabilities. He gave some further overview and background on this and invited the commission members to attend.

Mr. Bowdy gave some update on the Monumentation study presently being performed by Woolpert in the three county area and noted that the project is on schedule. He gave some further information on the project.

Mr. Bowdy noted that J/E Murgatroyd has decided to have a combined meeting of the South Kenton County Working Group task force and the Ky. 536 task force and has scheduled this meeting for Monday, September 9 at 12:00 pm. He noted lunch would be served.

Mr. Bowdy noted that Ms. Hughes would give an update on the Banklick Watershed Council.

Ms. Hughes noted that the Banklick Watershed Council was working with the Kentucky Division of Water, and that they are specifically looking at the Licking River and the Banklick Creek area as the focus. She gave some further information on the grant which has been awarded for this study. She gave some overview of the initial meeting of this group, the various attendees and their goals and objectives. She then answered some general questions.

Ms. Hughes then gave some general information on the 2002 APA Regional Planning Conference with Indiana/Ohio/Kentucky being held at the Northern Kentucky Convention Center on September 11-13, 2002. She noted various workshops for planning commissioners and board of adjustment members and that they expect a good attendance. She urged the commission members to attend sessions which focus on planning commission members.

Mr. Schwartz then introduced Ms. Jessica Morris, a UC Co-Op student, who then gave some brief background information. Mr. Kordenbrock welcomed Ms. Morris to the NKAPC staff.

Mr. Schwartz gave some background information on the resumes he has received for the Planner position and that he is making an offer this week, noting the person has a strong environmental background and gave some further information on their background. He noted he is hopeful that they will start on September 3 and will bring some fresh ideas to

the planning department.

Mr. Kordenbrock asked if there were any questions for Mr. Bowdy; there were none.

CHAIRMAN'S REPORT:

Mr. Kordenbrock reminded of the Kentucky GIAC Conference being held at the Drawbridge on August 13-15, 2002, and he urged commission members to attend. Mr. Bowdy noted that the keynote speaker on Tuesday morning was Mr. Bruce Oswald, from the New York State Information Technology and would be giving an insight to the September 11 involvement of GIS, etc. in this tragedy, and felt this would be interesting to hear.

Mr. Kordenbrock noted that the NKAPC staff worked very hard at the Kenton County Fair booth and he had rewarded those people who worked the booth an extra day off from work with pay. He then read a thank you note from those staff members who worked the fair and who appreciated the extra day off.

Mr. Kordenbrock noted the members had received a memo from Mr. Bowdy on possible uses of additional tax revenues. Mr. Kordenbrock noted he felt it was the time to proceed in increasing the tax rate and asked for comments from commission members.

Mr. Hahn questioned the timing of the increase and when it would take place.

Mr. Kriege noted that the commission should take all things into consideration and how it will affect everyone.

Mr. Goetz noted that he felt it is the wrong time to increase the tax rate, and that he feels there could be a detrimental impact on the county, the overall campaign and also to the planning commission itself. He also noted that he feels that if a 50% tax increase is adopted without broad base support, it could be "messy" and feels the time is just not right. He further noted he would not be in favor of voting on the issue tonight.

Mr. Noll noted he also feels that the time is not right, plus he feels that since we will not going to be occupying additional office space for some time, at least ten months, that we can take advantage of this time to evaluate the impact of the tax increase. He noted that he doesn't necessarily disagree with a tax increase, but feels the commission needs to do a good job of educating the public more so that it won't backfire. He also noted that he too feels that it could easily become an "issue" in the fall elections and just feels this year is not the year.

Mr. Kordenbrock noted he felt adamant about increasing the tax rate at this time and noted

that there probably would never be a good time to raise taxes, and feels the commission should just “bite the bullet and do it”. He noted that the tax rate had not been raised since 1961, gave some further history on the commission, and stated he feels that we should go ahead and ask for the increase now as he feels the work program and staff will suffer in the future if an increase isn’t initiated.

Mr. Goetz noted he feels that possibly the commission should consider a smaller increase at this time and just doesn’t want the commission to go down due to the political climate and the timing. He noted he also felt that we need to put a good package together in order to get broad base support.

Mr. Noll noted that he feels it is not our concern what other agencies are doing with their tax rate and feels we will continue to provide good service and benefits on the present revenues.

Mr. Kriege noted he felt Mr. Bowdy’s memo was a good starting point and feels it needs to be further studied. He noted he would need further details on staffing requirements as mentioned in the memo and that he also feels the timing is not good due to the political climate this fall.

Mr. Bradford noted he felt the same as the rest of the commission that the timing is not good, but that he is in favor of a tax increase. He noted he felt most citizens have no idea of what the planning commission does or that it even exists until it affects them personally.

Mr. Litzler noted he felt he needed more time to study the issue.

Mr. Kriege asked about possibly setting up a committee to study this. Mr. Noll noted he felt the commission as a whole should discuss this and do the study with everyone present and with everyone’s input.

Mr. Bowdy suggested that the planning commission should consider having a retreat after the new executive director is on board to focus on this issue.

After some further discussion, it was decided to discuss the retreat at some future meeting.

Mr. Bowdy gave some overview on the status of the Executive Director search. He noted two meetings of the search committee had been held to go over resumes and to narrow down potential personal interviews. He noted the committee will be meeting on Wednesday, July 31 from 6:00 - 10:00 pm to do a telephone interview of the candidates that had been selected. He noted that all commission members were urged to attend.

MEMBER'S COMMENTS

Mr. Bradford noted that he had enjoyed working at the fair booth and appreciated the efforts of the staff, especially Ms. Boyce, who was concerned about the computer equipment during the rainstorm which occurred on Saturday evening. Mr. Kriege also was complimentary of Ms. Boyce and appreciated her extra efforts and silo that of other staff he worked with on two nights.

Mr. Litzler asked the status of the proposal for the purchase contract and lease agreement and the progress of the financing. Mr. Edmondson noted that he is finalizing the purchase agreement and lease contract. Mr. Bowdy noted that he had submitted the financial information to the Kentucky League of Cities and was awaiting word from them. He also noted that he had received the plumbing, roofing and electrical inspections and was awaiting information in the HVAC and would submit this information to the commission after all information is received.

Mr. Noll noted that the Personnel Policies Committee is going over the final draft of the personnel policies and he is hopeful that they will be finalized by the next meeting.

Mr. Kordenbrock then asked for a motion to go into Executive Session to discuss a personnel matter, pursuant to KRS 61.810(c). Mr. Hahn made a motion to go into Executive Session; Mr. Noll seconded the motion. The commission went into Executive Session by unanimous consent at 7:15 p.m.

Mr. Goetz moved that the commission come out of Executive Session; motion seconded by Mr. Hahn. The commission came out of Executive Session by unanimous consent at 7:18 p.m. Mr. Kordenbrock noted that during the Executive Session the commission discussed a personnel matter and that no action was taken.

Mr. Kordenbrock asked if there were any other comments or business to come before the commission, there being none he adjourned the meeting at 7:18 pm. with unanimous consent.