

**Northern Kentucky Area Planning Commission
Meeting Minutes: May 26, 2004**

Chairman Bill Goetz called the monthly business meeting of the Northern Kentucky Area Planning Commission to order at 5:15 pm in the first floor conference room of the Commission's offices in Fort Mitchell. Attendance of the members was as follows.

Term Present Absent

Chairman Bill Goetz May 2004 through May 2006 X
Vice Chairman Paul Hahn May 2003 through May 2005 X
Treasurer Tom Kriege May 2004 through May 2006 X
Commissioner Billy Bradford May 2003 through May 2005 X
Commissioner Afton Kordenbrock May 2004 through May 2006 X
Commissioner Tom Litzler May 2004 through May 2006 X
Commissioner Lou Noll May 2003 through May 2005 X

Also present were: Dennis Andrew Gordon, FAICP, Executive Director; Brandon Voelker, legal counsel; and Gail H. Deatherage, Administrative Assistant. Guests present were Area Planning Council Budget Review Committee members: Adam Koenig, Kenton County, Mayor John Link, Edgewood, and Katherine Terwort, Lakeside Park,

Commissioner Kordenbrock gave the invocation and Chairman Goetz led the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

Chairman Goetz asked if the agenda's contents were acceptable or if anyone had any additions/corrections. Chairman Goetz noted he would like to move Item #11 up on the agenda to follow the Legal Counsel Report. Commissioner Kriege made a motion to accept the agenda as changed; Commissioner Kordenbrock seconded the motion. Chairman Goetz asked for a roll call vote on the motion, which found unanimous approval. The agenda was accepted as amended.

OLD AND UNFINISHED BUSINESS

Chairman Goetz asked if the Minutes of the May 12, 2004, meeting were acceptable or if anyone had any additions/corrections. Commissioners Noll and Litzler noted several typo corrections and asked that these be corrected in the Minutes. Commissioner Hahn made a motion to accept the Minutes with corrections; Commissioner Kriege seconded the motion. Chairman Goetz called for a roll call vote, which found Commissioners Hahn, Kriege, Bradford, Kordenbrock, Litzler, and Chairman Goetz in favor. Commissioner Noll abstained. The motion passed unanimously.

Chairman Goetz asked if the Minutes of the May 19, 2004, meeting were acceptable or if anyone had

any additions/corrections. Commissioner Litzler made a motion to accept the Minutes as corrected; Commissioner Litzler seconded the motion. Chairman Goetz called for a roll call vote, which found Commissioners Hahn, Kriege, Bradford, Kordenbrock, Litzler, and Chairman Goetz in favor; Commissioner Noll abstained. The motion passed unanimously.

Mr. Gordon noted that members had received their copy of the April 2004 Report of Receipts and Expenditures (copy attached to Minutes). Mr. Gordon provided information on the line items showing a negative amount and those with other issues. After discussion, Commissioner Kriege made a motion to accept the April 2004 Report of Receipts and Expenditures subject to an end-of-year audit; Commissioner Hahn seconded the motion. Chairman Goetz asked for a roll call vote, which found Commissioners Hahn, Kriege, Bradford, Kordenbrock, Litzler, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz asked for a motion for the Commission to go into executive session per KRS 61.810(c) to discuss legal matters. Mr. Noll made a motion to go into executive session to discuss legal matters; Commissioner Hahn seconded the motion. Chairman Goetz asked for a roll call vote, which found Commissioners Hahn, Kriege, Bradford, Kordenbrock, Litzler, Noll, and Chairman Goetz in favor. The motion passed unanimously. Chairman Goetz noted he would recuse himself from the discussion and left the room. The Commission went into executive session at 5:35 pm. Commissioner Bradford made a motion to end the executive session at 6:05 pm; Commissioner Noll seconded the motion. The motion passed with unanimous approval. Vice Chairman Hahn noted the Commission discussed legal matters and that no decisions were made.

Mr. Voelker left the meeting at 6:05 pm.

Mr. Gordon noted that members had received an advanced copy of the cover memo which he plans to include with the FY 05 Budget and Work Program. He provided some overview of the work he has done on the budget and his thoughts on the memo. Mr. Gordon answered some general questions regarding the contents of the memo and Commissioner Kriege stated that he and Mr. Gordon had discussed the contents of the memo many times and that he was satisfied with its contents. Some further discussion ensued and Chairman Goetz noted there were some areas of concern which he felt needed to be further discussed. It was the consensus that the members would discuss this at their meeting on June 9. Members were asked to submit their changes or ideas to Mr. Gordon prior to this meeting. Mr. Gordon noted he was working on how to respond to questions regarding the budget with a levy increase. Some discussion ensued with regard to how this will proceed.

Mr. Gordon stated members had received his outline for the "codes administration one stop shop", and noted this is a part of the Realizing the Vision goals. He said the date for implementation would be September 1, 2004. He noted he had sent this outline to all the mayors in Kenton County as well as the Fiscal Court. Some discussion ensued with regard to the implementation of the program and Mr. Gordon answered them.

Mr. Gordon noted he had met with Mr. Larry Humpert about impacts a delay in beginning the renovation of the building might prompt. He reported that Mr. Humpert felt there would be some benefits in moving the start of the renovation from June to September 2004. He explained that most contractors would be happy to have a "winter" project to keep their workers busy. Commissioner Kordenbrock asked when the bids were planned to go out for now and Mr. Gordon replied that the plan is to have the bids go out in June 2004.

Commissioner Litzler asked for some clarification on KRS 147 as it relates to the Commission's responsibilities. Mr. Gordon noted he would provide this information at the next meeting.

Commissioner Hahn noted he would not be at the meeting on June 9, 2004.

Commissioner Noll noted that the next APA audio conference would be on June 23 from 4:00-5:30 pm and the timing would conflict with the regular planning commission meeting at 5:15 pm. After some discussion, it was determined that the meeting would be moved to another area.

Commissioner Goetz called for a recess at 6: 20 pm.

Commissioner Goetz called the meeting back to order at 6:30 pm and noted that the Area Planning Council's Budget Review Committee members were present to review the FY05 Annual Work Program and Budget.

Chairman Goetz welcomed the members of the committee. He explained that the Planning Commission had previously met to review the budget in detail and had recommended its presentation to the Council's Budget Review committee this evening. After approval by the Council at their business meeting on June 30, 2004, the Commission would then adopt the budget immediately following the Council's business meeting. Chairman Goetz asked Mr. Gordon to go over the budget and work program and answer members' various questions.

Mr. Gordon explained that the Commission would be seeking a one-penny increase in its levy in September 2004. He emphasized that the NKAPC has been operating at the same levy rate since its formation in 1961 and that it was no longer able to provide its full spectrum of services at this rate. Mr. Gordon reminded members that this increase had been discussed in past reviews of the two groups and that the Planning Commission had discussed this at some length before deciding to move forward. He explained that Commission members had determined that in order to regain ground that had been lost over the past decade that a levy increase would be necessary.

After additional information on a line-by-line basis from Mr. Gordon, Mayor Link made a motion to recommend that the FY05 Annual Work Program and Budget be mailed to the full Council membership with a recommendation that it be approved; Ms. Terwort seconded the motion. The motion passed unanimously.

Chairman Goetz thanked the members of the budget review committee for their support.

Chairman Goetz asked if there were any other comments or business to come before the Commission. There being none, he adjourned the meeting with unanimous consent at 8:00 pm.