

**Northern Kentucky Area Planning Commission
Meeting Minutes: April 5, 2006**

Chairman Bill Goetz called the special monthly discussion forum of the Northern Kentucky Area Planning Commission to order at 4 PM in the Commission Chambers of the NKAPC Building in Fort Mitchell. Attendance of the members was as follows.

	Term	Present	Absent
Chairman Bill Goetz	May 2004 through May 2006	X	
Vice Chairman Tom Kriege	May 2004 through May 2006	X	
Treasurer Tom Litzler	May 2004 through May 2006	X	
Commissioner Gloria Grubbs	May 2004 through May 2006	X	
Commissioner Lou Noll	May 2005 through May 2007	X	
Commissioner Dick Spoor	May 2005 through May 2007	X	
Commissioner Gene Weaver	May 2005 through May 2007	X	

Also present were: Keith Logsdon, AICP, Deputy Director for Long-Range Planning; Sharmili Sampath, AICP, Principal Planner; Jeremy Fallica, Planning Intern; Stacie Hegge, legal counsel; and, Dennis Andrew Gordon, FAICP, Executive Director.

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

ACCEPTANCE OF AGENDA

Chairman Goetz asked for review of the agenda. Commissioner Grubbs made a motion to accept the agenda; Commissioner Spoor seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

ONGOING AND UNFINISHED BUSINESS

Chairman Goetz asked if the Minutes of the March 22 business meeting were acceptable or if anyone had any additions/corrections. Commissioner Noll made a motion to accept the Minutes of March 22 as presented and Commissioner Kriege seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Noll, Kriege, Grubbs, Weaver, Litzler, Spoor, and Chairman Goetz in favor. The motion passed.

Chairman Goetz asked for a report from legal counsel. Ms. Hegge responded she had nothing to report.

Chairman Goetz asked for update reports from Mr. Gordon.

Mr. Gordon introduced Keith Logsdon and Sharmili Sampath who updated Commission members on the South Banklick Small Area Study. Ms. Sampath distributed a handout (attached to the original copy of these Minutes) that explains the progress staff has made to date as well as the next steps that will be taken. Mr. Logsdon noted that work on the study is to be concluded by the end of the fiscal year.

At Mr. Gordon's urging, Mr. Logsdon introduced Jeremy Fallica, a second-year planning student from UC. Mr. Fallica told members of his background in Long Island, New York, and reported he is happy to be participating in NKAPC's work activities. Chairman Goetz welcomed Mr. Fallica to the staff.

Mr. Gordon reported that he has not yet completed his proposed budget amendment prompted by the purchase of the WebFocus software. He suggested he would have it ready for Commission members during their next meeting, once he has completed the annual work program and budget for FY07.

Mr. Gordon told members that he made a lunch-time presentation to the Northern Kentucky City-County Managers Association the previous day; his subject was NKAPC's One Stop Shop program. He said his comments had been well received and that the web site had prompted a number of questions and compliments.

Mr. Gordon reported that staff has segregated NKAPC's FY05 reserve funds, FY05 unappropriated carryover, and FY06 reserve funds within its general fund. He indicated that the monthly Report of Receipts and Expenditures will be updated starting in July to show the reserve funds (cash) the Commission is carrying.

Mr. Gordon recommended a proposed motion as follows.

"...to adopt the recommendation of staff to: (1) declare Information Builders, Incorporated, a sole source provider for software to pursue workflow integration and reporting functions to include the Commission's ESRI GIS responsibilities through its WebFocus software; (2) pursue purchase of the basic package of the software in an amount not to exceed \$68,000; and (3) authorize the executive director to sign the contract for the purchase and accompanying annual maintenance."

Commissioner Noll moved approval of the motion; Commissioner Grubbs seconded the motion. Some brief discussion followed. Chairman Goetz asked for a roll call vote which found Commissioners Noll, Grubbs, Kriege, Weaver, Litzler, Spoor, and Chairman Goetz in favor. The motion passed.

Chairman Goetz asked for reports or comments from committees or individual members. Commissioner Grubbs expressed thanks to the management staff for the orientation session it provided for her. She reported that it had been informative and useful.

Commissioner Noll reminder members of an upcoming public meeting for the South Banklick Small Area Study.

Chairman Goetz told members that he had received an appointment by the Governor to a commission reviewing the location of high intensity electric transmission lines. He said he would update everyone as he became more acquainted with the commission's work..

PRESENTATION

Stating "anyone can spend money but it takes a plan to assure that it's spent to accomplish something worthwhile," Mr. Gordon began his explanation of the contents of staff's draft FY07 annual work program and budget. He took Commission members on a page-by-page tour of what staff was proposing

to accomplish during the upcoming fiscal year. He also answered questions and noted several items that members wanted to see included.

Following an explanation of the draft work plan, Mr. Gordon provided a brief explanation of the preliminary budget for FY07. He concluded his overall presentation by asking if the Commission wanted to invite the NKAP Council's budget review committee to its next meeting scheduled for 5:15 on Tuesday 18 April or schedule another meeting the fourth week of April. Commission members responded that they were comfortable enough with the draft work program and budget to authorize Mr. Gordon to invite Council members to the 18 April meeting. Mr. Gordon said he would take care of the details.

Chairman Goetz if there were any other comments or business to come before the Commission. There being no further business, he adjourned the meeting with unanimous consent at 5:37 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary