

**Northern Kentucky Area Planning Commission  
Meeting Minutes: July 26, 2006**

Chairman Bill Goetz called the monthly business meeting of the Northern Kentucky Area Planning Commission to order at 5:15 PM in the Commission Chambers of NKAPC Building in Fort Mitchell. Attendance of the members was as follows.

	<b>Term</b>	<b>Present</b>	<b>Absent</b>
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: Scott Hiles, Deputy Director for Infrastructure Engineering; Laura Mitchell, PE, Transportation Engineer; Garry Edmondson and Stacy Hege, legal counsel; Dennis Andrew Gordon, FAICP, Executive Director; and Gail H. Deatherage, Administrative Assistant.

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

**ACCEPTANCE OF AGENDA**

Chairman Goetz asked for review and approval of the agenda. Commissioner Weaver made a motion to accept the agenda as presented; Commissioner Grubbs 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 July 12, 2006, discussion forum were acceptable or if anyone had any additions/corrections. Commissioner Noll made a motion to accept the Minutes as presented; Commissioner Kriege seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Noll, Kriege, Grubbs, Litzler, Weaver, and Chairman Goetz in favor. The motion passed.

(Commissioner Spoor arrived at 5:25 PM.)

Chairman Goetz noted members had received copies of the June 2006 Report of Receipts and Expenditures. Mr. Gordon noted that this was the preliminary fiscal year-end report and pursued a line item-by-line item review of a number of receipts and expenditures. He also answered general questions from Commission members, noting that the final fiscal year-end report will be prepared by Van Gorder Walker and Company, CPAs. (Report attached to the original Minutes.) Some general discussion ensued with regard to amending the budget for line items where expenditures exceeded projections. Mr. Gordon responded that he had planned to put several procedural issues like this on the retreat agenda.

Commissioner Litzler made a motion to accept the June report as presented for audit; Commissioner Weaver seconded the motion. Chairman Goetz asked if there were any questions; there were none. He then asked for a roll call vote which found Commissioners, Litzler, Weaver Grubbs, Kriege, Noll, Spoor, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson reported that in the Lakeside Park litigation that the judge had rejected removing NKAPC from this suit. He also noted that Crestview Hills had passed the Sexually-Oriented Business zoning text amendments.

Chairman Goetz asked Mr. Gordon for his reports.

Mr. Gordon responded that Mr. Hiles was present to introduce a new staff member. Mr. Hiles introduced Laura Mitchell, PE, to members, noting that after a long search she had been hired as the Commission's first Transportation Engineer. He said he was pleased to have her on his staff. Ms. Mitchell gave some brief overview comments of her personal and professional career. Chairman Goetz welcomed Ms. Mitchell to the NKAPC team.

Mr. Gordon noted that members had received a recent email from the Chairman suggesting that the Commission retreat be moved to February 2007 for various reasons. He stated he had no objection to this request and suggested that staff would be ready whenever the Commission decided it was to be held. After some discussion it was decided to have the retreat in February and that Mr. Gordon would contact members with a proposed date. Some discussion ensued with regard to concerns over budget issues and the impending FY06 audit. Commissioner Noll noted that these issues could be discussed during a regular meeting if necessary. Mr. Gordon reminded members that the monthly discussion forum would be an appropriate time to schedule the topic(s).

Mr. Gordon pointed members' attention to a list of the preliminary retreat discussion topics and requested that if members had anything else they would like to include on the list, to let him know and he would add it to the agenda.

Mr. Gordon reported that the Downtown Independence Small Area Study is moving forward. Further, he gave some update comments on the process in which staff is involved.

Mr. Gordon noted that again this year approximately 16 staff members manned the NKAPC booth at the Kenton County Fair.

Mr. Gordon reminded members that he had previously informed them of a proposed Interlocal Agreement with the City of Walton for One Stop Shop services. He stated staff was now in a position to recommend that the Commission authorize the Chairman to sign the proposed Interlocal Agreement. Mr. Gordon stated he has had discussions with Mayor Phil Trzop about his concern that customers will have to come to NKAPC to apply for their zoning permits and then

travel to Burlington for their building permits and that things may not run as smoothly as possible. He noted that staff will work diligently to assure a smooth process.

After some further discussion, Commissioner Grubbs made a motion to authorize the Chairman to sign the proposed Interlocal Agreement with the City of Walton; Commissioner Weaver seconded the motion. Chairman Goetz asked if there any questions; there were none. He than asked for a roll call vote which found Commissioners Grubbs, Weaver, Noll, Spoor, Litzler, Kriege, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz asked for reports from committees and comments from members.

Commissioner Noll thanked everyone for their prayers, flowers, visits, and cards during his last few weeks of hospitalization and treatment.

Commissioner Litzler noted an editorial in the *Northern Kentucky Post* on Banklick Creek flooding and citizen concerns. Mr. Edmondson noted that the KCPC Subdivision Regulations have addressed many of these flooding issues. Commissioner Litzler wondered if a response to this editorial would be in order.

Commissioner Litzler also reported on his attendance at some very interesting sessions at the APA Conference. He stated his feelings that attendance at the conference was well worth while and that he was appreciative to be able to attend.

Chairman Goetz questioned whether a special meeting was necessary to discuss the issue of reserve monies. After some discussion, it was decided to have a meeting after the audit is final.

Commissioners Grubbs, Spoor, Weaver, and Kriege had nothing to report.

## **NEW BUSINESS**

Mr. Gordon reported on on-going discussions with the Boone County Planning Commission regarding sharing GIS data. He gave an overview on the need to have this data for better planning and reported that members had received a copy of a proposed data sharing agreement drafted by staff. He recommended the Commission authorize him to sign the agreement.

Commissioner Litzler made a motion to authorize the executive director to sign the GIS Data-Sharing Agreement with Boone County; Commissioner Kriege seconded the motion. Chairman Goetz asked if there were any questions; there were none. He asked for a roll call vote which found Commissioners Litzler, Kriege, Grubbs, Noll, Spoor, Weaver, and Chairman Goetz in favor. The motion passed unanimously.

There being no further issues or comments to come before the Commission, Chairman Goetz adjourned the meeting at 6:40 PM.

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Bill Goetz, Chairman

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Dennis Andrew Gordon, FAICP  
Executive Director/Secretary