

**Northern Kentucky Area Planning Commission  
Meeting Minutes: January 10, 2007**

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

	<b>Term</b>	<b>Present</b>	<b>Absent</b>
Chairman Bill Goetz	May 2006 through May 2008	<b>X</b>	
Vice Chairman Tom Kriege	May 2006 through May 2008	<b>X</b>	
Treasurer Tom Litzler	May 2006 through May 2008	<b>X</b>	
Commissioner Gloria Grubbs	May 2006 through May 2008	<b>X</b>	
Commissioner Lou Noll	May 2005 through May 2007	<b>X</b>	
Commissioner Dick Spoor	May 2005 through May 2007	<b>X</b>	
Commissioner Gene Weaver	May 2005 through May 2007	<b>X</b>	

Also present were: Dan Humpert, Kenton County Commissioner; Mayor Katherine Terwort, Lakeside Park; Mayor Paul Meier, Crestview Hills; Mayor Tom Holocher, Fort Mitchell, and Mayor Mark Kreimborg, Taylor Mill; Trisha Brush, GISP Deputy Director for GIS Administration; Tom East, Senior GIS Specialist; Dennis Andrew Gordon, FAICP, Executive Director; Garry Edmondson, Legal Counsel; Stacy Hege, Legal Counsel; and, Gail Deatherage, Administrative Assistant.

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

**ACCEPTANCE OF AGENDA**

Chairman Goetz asked for review of the agenda and stated he would like to move Item #9 to Item #4 on the agenda. Commissioner Kriege made a motion to accept the agenda with the change as noted; Commissioner Litzler seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

**NEW BUSINESS**

Mr. Gordon noted that Ms. Brush and Mr. East were present to explain staff’s recommendation to accept the “best” bid of PhotoScience, Inc., of Lexington and authorize the executive director to negotiate and sign a contract with that company for new LINK-GIS orthophotography for Campbell and Kenton Counties in an amount not to exceed \$295,000. Mr. East noted that members had received a copy of the bidding comparisons by PhotoScience, Inc. and Sanborn, Inc. (copy attached to the original Minutes), and then gave an overview and update on the bidding process and selection of the two final companies for consideration. He also briefly described the product that would be delivered. Mr. East answered some general questions from the Planning Commission.

Ms. Brush explained the funding for the 2007 orthophotography (a copy attached to the original Minutes).

After some brief discussion, Commissioner Grubbs made a motion to accept the “best” bid of PhotoScience, Inc., of Lexington and authorize the executive director to negotiate and sign a contract with that company for new LINK-GIS orthophotography for Campbell and Kenton Counties in an amount not to exceed \$295,000; her motion was based on staff’s recommendations that identified the close proximity of PhotoScience’s office in Lexington, the company’s commitment to production standards included in the RFP, the fact that PhotoScience personnel to be assigned to this project were familiar with Northern Kentucky, and the insignificant difference in proposal bids as the reasons for selecting this vendor for negotiations. Commissioner Noll 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 Grubbs, Noll, Spoor, Weaver, Kriege, Litzler, and Chairman Goetz in favor. The motion passed unanimously. Commissioner Grubbs thanked Ms. Brush and Mr. East for their informative presentation and noted she appreciated having a better understanding of LINK-GIS and the orthophotography.

## **DISCUSSION**

Chairman Goetz noted that Area Planning Council Budget Review Committee members were present. He thanked Mayors Kreimborg, Meier, Holocher, Terwort, and Commissioner Humpert for attending. He stated that their probing questions and suggestions in April for the FY07 budget review had prompted the Commission to further pursue its financial reporting. He noted that after some very diligent work, they were presenting their recommended amendments to the FY07 budget and that members had received copies of these amendments with explanatory comments.

Mr. Gordon explained the goals established by the Commission and its commitment to provide a much clearer financial picture for the Council to understand and noted that he was prepared to go over each line item. The consensus of the committee was that it was not necessary and Mayor Kreimborg asked if anyone had any specific questions. Mayor Holocher asked a few general questions which both Chairman Goetz and Mr. Gordon answered. Mayor Holocher stated that he was satisfied with the report and appreciated the efforts put forth by the Commission.

Commissioner Humpert then made a motion to recommend approval of the Amended FY07 Budget by the Area Planning Council at its January 31, 2007, meeting; Mayor Holocher seconded the motion. Mayor Kreimborg asked for a voice vote which found unanimous approval; the motion passed.

## **ONGOING AND UNFINISHED BUSINESS**

Chairman Goetz asked if the Minutes of the December 13, 2006, meeting were acceptable or if anyone had any additions/corrections. Chairman Goetz noted that on page 2, last paragraph, that the word Commissioner should replace Commission. Commissioner Kriege made a motion to accept the Minutes as corrected; Commissioner Weaver seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Kriege, Weaver, Grubbs, Noll, Spoor, Litzler, and Chairman Goetz in favor. The motion passed.

Chairman Goetz asked if the Minutes of the Special Meeting with the Kenton County Planning Commission (KCPC) on December 13, 2006, were acceptable or if anyone had any additions/corrections. Chairman Goetz asked that a copy of the KCPC minutes should be attached to these minutes. Commissioner Weaver 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 Weaver, Kriege, Grubbs, Noll, Spoor, Litzler, and Chairman Goetz in favor. The motion passed.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson responded that there was no legal report.

Chairman Goetz asked for update reports from the executive director.

Mr. Gordon stated that members had received a copy of email correspondence regarding the KCPC, the NKAPC, and KRS relating to planning and zoning issues and announced plans for a new jail (copy attached to the original Minutes). Some discussion ensued regarding the process and legal counsel's opinion that the Commission would need to determine if the jail was of area-wide significance. After some further general discussion, Chairman Goetz noted this topic should be on the agenda for the Commission's retreat.

Mr. Gordon reported on staff's responsibility to monitor HB 55 continuing education requirements for board of adjustment members. He noted that staff notifies all mayors and the judge/executive annually of accumulated hours. Some discussion ensued regarding training and it was noted that Mr. Edmondson would be conducting training for board of adjustment members sometime in February or early March. It was also noted that the NKAPC has an extensive materials and video library available for credit.

Mr. Gordon noted he had been contacted by Roxanne Qualls regarding speaker co-sponsorship with NKU and UC. He noted he felt this was something that NKAPC should be involved in and gave some further information on the program.

Mr. Gordon reported that six of the seven cities have taken action or will take action soon to sign the Interlocal Agreement for the Kenton County Joint Code Enforcement Board.

Mr. Gordon announced that Roxanne Qualls will be the featured speaker for the Annual Winter Meeting of the Area Planning Council on January 31, 2007, at Twin Oaks.

Mr. Gordon noted that the City of Park Hills is pursuing an historic preservation project to establish a historic district and that staff will manage the project.

Mr. Gordon then presented via PowerPoint presentation new additions to the NKAPC website, new calendars showing all meetings of the various commissions, more in-depth information on KCPC public hearing items, etc.

Mr. Gordon showed the Commission new zoning signs which are being made in house at a great cost savings.

Chairman Goetz asked if there were any questions for the executive director; there were none.

Chairman Goetz asked for reports or comments from committees or individual members.

Commissioner Noll stated that the Long-Range Planning (LRP) Committee would meet on January 16. He also noted that on the Calendar Notes that the LRP meeting would meet on February 13.

Commissioner Noll noted that the Municipal Government League of Northern Kentucky meeting is January 18 at 6 PM at the Water District on Kenton Lands Road.

Chairman Goetz stated that the legislature will reconvene on February 6 and that he had not seen any bills concerning planning and zoning. Mr. Gordon noted that staff was keeping an eye on any planning and zoning bills and would keep the Commission updated during this session on any bills of importance.

No other comments were made by members.

Chairman Goetz asked 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 6:50 PM.

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Bill Goetz, Chairman

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Dennis Andrew Gordon, FAICP  
Executive Director/Secretary