

**Northern Kentucky Area Planning Commission
Meeting Minutes: August 16, 2010**

Vice Chairman Tom Kriege called the monthly business meeting 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.

	Term	Present	Absent
Chairman Bill Goetz	May 2010 through April 2012		X
Vice Chairman Tom Kriege	May 2010 through April 2012	X	
Treasurer Tom Litzler	May 2010 through April 2012		X
Commissioner Sherry Carran	May 2009 through April 2011	X	
Commissioner Paul Meier	May 2010 through April 2012	X	
Commissioner Dick Spoor	May 2009 through April 2011	X	
Commissioner Gene Weaver	May 2009 through April 2011	X	

Also present were: Stacy Tapke, Legal Counsel; Martin Scribner, AICP, Deputy Director for Current Planning; Dennis Andrew Gordon, FAICP, Executive Director; and Lori Remley, Administrative Assistant.

Vice Chairman Kriege then asked for a moment of silent prayer and led the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

Vice Chairman Kriege asked for review of the agenda and asked that item nine be moved up to follow item four. He then asked if there was a motion to accept the agenda as amended. Commissioner Meier made a motion to accept the agenda as amended; Commissioner Weaver seconded the motion. Vice Chairman Kriege asked for a voice vote on the motion which found unanimous approval. The motion passed.

ONGOING BUSINESS

Vice Chairman Kriege called for comments from the public and noted that no one was present to speak.

Vice Chairman Kriege asked for the review of the revised FY10 Current Planning activities numbers. Mr. Scribner provided members with the revised numbers and apologized for the errors presented during the last meeting. He reviewed the new totals for zoning violations and Kenton County Planning Commission items. A discussion followed regarding the code enforcement process.

Vice Chairman Kriege asked if the Minutes of the July 19, 2010 business meetings were acceptable or if anyone had any additions/corrections. Commissioner Meier made a motion to accept the July 19 minutes as presented; Commissioner Carran seconded the motion. Vice Chairman Kriege asked for a role call vote on the motion which found Commissioners Carran, Meier, Spoor, and Vice Chairman Kriege in favor of the motion with Commissioner Weaver abstaining from the vote. The motion passed unanimously.

Mr. Gordon gave a brief overview of several line items in the July financial report and reviewed the most recent fee-based revenue report. After a brief discussion, Vice Chairman Kriege asked for a motion. Commissioner Spoor made a motion to accept the July reports as presented subject to audit; Commissioner Weaver seconded the motion. Vice Chairman Kriege asked for a role call vote on the motion which found Commissioners Carran, Meier, Spoor, Weaver, and Vice Chairman Kriege in favor of the motion. The motion passed unanimously.

Vice Chairman Kriege asked for a report from legal counsel. Ms. Tapke stated that she had nothing to report.

Vice Chairman Kriege asked the executive director for his report. Mr. Gordon stated that windows/doors project was just about complete. He noted several pieces of glass were cracked in shipment and replacements were expected this week. He also indicated that there had already been a noticeable improvement in the temperature and noise level within the building. Mr. Gordon advised members that the window company had been able to upgrade the windows at no additional charge but that this created an issue with the blinds on the operational windows. He stated that the window company was working to resolve this issue.

Mr. Gordon advised members that several companies had been interviewed with regard to rebuilding nkapc.org and that Systems Insight of Covington has been selected. He indicated that the proposed contract cost had come in within budget and asked if members felt it necessary to review the contract prior to it being signed. After a brief discussion, it was the general consensus of members that they did not need to review the contract since the cost for services fell within the budget established.

Mr. Gordon then updated members on the status of the Park Hills and Crescent Springs small area studies as well as the Cold Spring comprehensive plan update. He indicated that the Kenton County Planning Commission has approved both small area studies and that these studies have been incorporated into the comprehensive plan. He stated that the contract with Cold Spring had been signed and that staff was working on updating the data for the Cold Spring comprehensive plan. Work on this project is expected to be completed by the end of September.

Finally, Mr. Gordon advised members that the third Hills Public Forum would take place at 6:30 PM on Wednesday, September 15, at Dixie Heights High School. Commissioner Meier indicated that he would be unable to attend due to a KLC meeting being held in Louisville.

Vice Chairman Kriege asked for the presentation of the recently-completed NKAPC video production. At this time, Mr. Gordon asked that item twelve be heard and voted on since

several members had indicated that they needed to leave to by 6:00 PM to attend other functions.

With no objections, Vice Chairman Kriege opened discussion on proposed Resolution 818-2010, the 2010 NKAPC tax levy. Mr. Gordon briefly reviewed the proposed resolution and stated that the tax rate would be a compensating rate.

After a brief discussion, Vice Chairman Kriege asked for a motion. Commissioner Meier made a motion to adopt Resolution 818-2010 setting the 2010 NKAPC tax levy; Commissioner Carran seconded the motion. Vice Chairman Kriege asked for a role call vote on the motion which found Commissioners Carran, Meier, Spoor, Weaver, and Vice Chairman Kriege in favor of the motion. The motion passed unanimously.

Vice Chairman Kriege then asked for the presentation of the recently-completed NKAPC video production. Mr. Gordon stated that staff has been working with MAC Productions for some time now and the seven and a half minute video was the result. He indicated that the purpose of the video was to provide the public with a better understanding of what NKAPC is, what we do, and to leave the viewer with a positive impression. After viewing the video, Mr. Gordon stated that it would be available on the new website via YouTube and shown at the council dinner in October or in January at our 50th anniversary celebration. He indicated that staff would also show the video when visiting the cities in an effort to get them involved with the *2020 Sourcebook*. He also stated that the video would be shown at the 2011 Lou Noll Symposium and will be aired on TBNK. Commission members applauded the effort.

Commissioner Carran left the meeting at 6:08 PM.

Vice Chairman Kriege asked for reports from committees or members. There were none.

NEW BUSINESS

Vice Chairman Kriege asked if there were any other comments or business to come before the Commission. With no additional comments, he adjourned the meeting at 6:09 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary