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.

<table>
<thead>
<tr>
<th>Term</th>
<th>Present</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chairman Bill Goetz</td>
<td>May 2010 through April 2012</td>
<td>X</td>
</tr>
<tr>
<td>Vice Chairman Tom Kriege</td>
<td>May 2010 through April 2012</td>
<td>X</td>
</tr>
<tr>
<td>Treasurer Tom Litzler</td>
<td>May 2010 through April 2012</td>
<td>X</td>
</tr>
<tr>
<td>Commissioner Sherry Carran</td>
<td>May 2009 through April 2013</td>
<td>X</td>
</tr>
<tr>
<td>Commissioner Paul Meier</td>
<td>May 2010 through April 2012</td>
<td>X</td>
</tr>
<tr>
<td>Commissioner Dick Spoor</td>
<td>May 2009 through April 2013</td>
<td>X</td>
</tr>
<tr>
<td>Commissioner Gene Weaver</td>
<td>May 2009 through April 2013</td>
<td>X</td>
</tr>
</tbody>
</table>

Also present were: Trisha Brush, GISP, Deputy Director for GIS; Jan Crabb, PHR, Finance/HR Administrator; Tom East, GISP, Senior GIS Specialist; Scott Hiles, Deputy Director for Infrastructure Engineering; Keith Logsdon, AICP, Deputy Director for Long Range Planning; Martin Scribner, AICP, Deputy Director for Current Planning; Brian Sims, Deputy Director for Building Codes Administration; Stacy Tapke, Legal Counsel; Dennis Andrew Gordon, FAICP, Executive Director; and Lori Remley, Administrative Assistant.

Vice Chairman Kriege 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. Commissioner Weaver made a motion to accept the agenda as presented; Commissioner Carran seconded the motion. Vice Chairman Kriege asked for a voice vote on the motion which found unanimous approval. The motion passed.

**PUBLIC HEARING**

**APPLICANT:** Northern Kentucky Area Planning Commission  
**REQUEST:** To readopt Comprehensive Plan Update 2006-2026 as the area-wide comprehensive plan and recommend its re-adoption to serve as Kenton County’s comprehensive plan until the new citizen-based document now underway can be completed and adopted.

Vice Chairman Kriege called the public hearing to order at 5:17.
Mr. Logsdon stated that state statutes require that the comprehensive plan be reviewed every five years and updated and/or readopted as appropriate. He stated further that staff recommends that the current plan be readopted until the new Direction 2030 process is complete and the resulting plan is adopted. He provided additional background regarding the comprehensive plan and indicated that action would need to be taken before the end of the calendar year since the current plan was adopted in 2006.

Commissioner Carran verified that the “until” language was included and stated that she believed the “Be It Resolved” paragraph covered the issue.

Vice Chairman Kriege asked for public comment on staff’s recommendation. With no public in attendance, he closed the public hearing and opened discussion on proposed draft Resolution 820-2011 readopting the 2006 area-wide comprehensive plan and recommending that it be readopted by the Kenton County Planning Commission.

Following some discussion, Vice Chairman Kriege asked for a motion. Commissioner Meier made a motion to approve Resolution 820-2011 as presented; Commissioner Litzler seconded the motion. Vice Chairman Kriege asked for a roll call vote on the motion which found Commissioners Carran, Litzler, Meier, Spoor, Weaver, and Vice Chairman Kriege in favor of the motion. The motion passed unanimously.

ONGOING BUSINESS

Vice Chairman Kriege called for comments from the public and noted again that there were no members of the public present.

Vice Chairman Kriege asked if the Minutes of the September 19, 2011 business meeting were acceptable or if anyone had any additions/corrections. Commissioner Litzler made a motion to accept them as presented; Commissioner Carran seconded the motion. Vice Chairman Kriege asked for a roll call vote on the motion which found Commissioners Carran, Litzler, Meier, and Spoor, in favor of the motion with Commissioner Weaver and Vice Chairman Kriege present but not voting. The motion passed unanimously.

Ms. Crabb reminded members that they hadn’t taken action on the August financial report at the last meeting and gave an overview of the September financial report. Mr. Gordon reviewed the most recent fee-based revenue report for FY12. After a brief discussion, Vice Chairman Kriege asked for a motion. Commissioner Carran made a motion to accept the August and September reports as presented, subject to audit; Commissioner Weaver seconded the motion. Vice Chairman Kriege asked for a roll call vote on the motion which found Commissioners Carran, Litzler, 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 indicated that there was nothing new to report.

Vice Chairman Kriege then asked the executive director for his report. Mr. Gordon provided members with a copy of his report (a copy of which is attached to the original minutes) and briefly reviewed each item. He indicated that supplies for the roof replacement had been delivered earlier in the day (item 1) and that he had yet to discuss item 2 with Mr. Edmondson.
With regard to item 6, Mr. Litzler indicated that the Review Committee had been a hot topic at Saturday’s Council meeting. He stated that he had advised the Council that Chairman Goetz had been asking the Council to be more involved for years and that there was no animosity among the Commissioners with regard to the review.

Commissioner Carran asked if any action had been taken toward an internal operational audit. Mr. Gordon indicated that he hadn’t taken the matter any further since the last discussion but could do so if the members wanted it done. Commissioner Weaver was in agreement that this is something that should be done; other members agree.

Vice Chairman Kriege asked for the report from GIS Administration. Ms. Brush advised that GIS had received two awards at the Kentucky GIS Conference last week. One for Best Application which was awarded to Christy Powell for My Community on the LINK-GIS website and the second was for NKAPC’s GIS service to the mapping community and Northern Kentucky. Members gave a round of applause and congratulated GIS on their accomplishments.

Ms. Brush outlined GIS’s interaction with other departments of NKAPC.

Ms. Tapke left the meeting at 5:50 PM.

Ms. Brush then introduced Tom East. Mr. East said that he had been asked to give a shorter version of the presentation made at the September Mayors’ Group meeting. He gave a brief history of LINK-GIS. Mr. East indicated that SD1 was the owner of the original data for Boone and Campbell Counties and that the Water District had bought into the Campbell County data from SD1.

Ms. Brush addressed current GIS issues and outlined the counties served and the paying partners. She gave examples of what would happen if GIS was dissolved and areas in which GIS was utilized - obtaining grant money, evacuation during flooding, Envista, 911 funding.

In closing, Ms. Brush stated that if GIS is “bells and whistles” then - We are the bells on the fire truck, as it uses shortest distance to get to your house and an address point to find your home’s exact location to rescue your loved ones.

If we are whistles, we are the whistles of a train that has just derailed carrying hazardous material. We use a buffer to locate the site of the derailment and the properties that should be notified using reverse 911, to evacuate your family to safety.

Members gave Mr. East and Ms. Brush a round of applause. Mr. Litzler stated that he was present during the presentation at the Mayors’ Group meeting. He said that Ms. Brush and Mr. East had done a fantastic job and that people understood.

Mr. Litzler also commended Mr. Gordon, the deputy directors, and staff for the way they have conducted themselves during this difficult time. The other members were in agreement.

Mr. Gordon stated that the deputy directors were all present at tonight’s meeting to answer any questions members may have regarding how the GIS team interacts with their department. He indicated that they would also be attending the next five meetings and giving their own presentations.
Commissioner Meier asked if it was possible to charge the other counties more for the GIS services provided. Ms. Brush indicated that this would probably be a partnership decision and Mr. Gordon stated that this would also depend on what hat staff was wearing when it did the work – LINK-GIS or NKAPC.

Discussion followed regarding ownership and maintenance of data as well as payment of overhead costs.

Members thanked the deputy directors for their time as they left the meeting (6:30).

Vice Chairman Kriege then moved item 14 up and asked Ms. Crabb to review the mileage reimbursement rate paid to NKAPC inspectors. Ms. Crabb indicated that the AAA *Your Driving Cost Report* is used regularly to evaluate the mileage reimbursement rate paid to NKAPC inspectors. She stated that the AAA rate is currently 59 cents and that NKAPC’s current rate is 55 ½ cents per mile (the IRS rate). Ms. Crabb stated that staff recommends the NKAPC construction reimbursement rate be set at 59 cents per mile.

After some discussion, Vice Chairman Kriege asked for a motion. Commissioner Weaver made a motion to increase the mileage reimbursement rate paid to NKAPC inspectors involving new construction sites to 59 cents per mile; Commissioner Meier seconded the motion. Vice Chairman Kriege asked for a roll call vote on the motion which found Commissioners Carran, Litzler, Meier, Spoor, Weaver, and Vice Chairman Kriege in favor of the motion. The motion passed unanimously.

Ms. Crabb left the meeting at this time.

Vice Chairman Kriege asked for reports from committees or members. Commissioner Carran advised members that she had been interviewed that morning by cn2 and that the reporter had also interviewed, Judge-Executive Arlinghaus, Brian Miller, Garth Kuhnhein, and Dennis Gordon. Mr. Gordon stated that the reporter had indicated that the interviews would probably air on Tuesday on Insight cable channel 2 and that he would be able to get a copy of it on DVD.

Commissioner Weaver advised members that the Long-Range Planning Committee is working on the comp plan and presentation. He stated that four meetings are schedule and that LRP is doing an outstanding job.

Commissioner Litzler updated members on the Northern Kentucky Forum and asked members to get the word out about the survey - [https://www.surveymonkey.com/s/TDRFJZP](https://www.surveymonkey.com/s/TDRFJZP).

**NEW BUSINESS**

Vice Chairman Kriege opened the discussion on a proposed RFP for NKAPC banking services through the end of CY14. Mr. Gordon indicated that it has been three years since the last RFP process for services and that the process had worked well the last time. He asked members to authorize staff to send out the RFP with a deadline of November 4.
After some discussion, Vice Chairman Kriege asked for a motion. Commissioner Spoor made a motion to authorize the executive director to pursue the RFP for banking services through the end of CY14; Commissioner Weaver seconded the motion. Vice Chairman Kriege asked for a roll call vote on the motion which found Commissioners Carran, Litzler, Meier, Spoor, Weaver, and Vice Chairman Kriege in favor of the motion. The motion passed unanimously.

Ms. Remley let the meeting at 6:50 PM.

Vice Chairman Kriege then opened the discussion and review of the executive director’s FY11 performance.

Each member of the Commission took time to provide Mr. Gordon with his/her impressions of his performance during what had to be considered a difficult year. Vice Chairman Kriege read an email from Chairman Goetz in which he rated the executive director’s performance “above excellent.”

Several members’ comments included the statement that we’re sure “you didn’t sign on for all this” referring to the recent petition drive. Other comments addressed Mr. Gordon’s focused and calm demeanor in the face of controversy and on staff’s dedication during the petition process. Each thanked Mr. Gordon for his service this past year.

Mr. Gordon thanked members for their comments and paid tribute to his management team and staff for keeping things moving forward in the face of turmoil.

Vice Chairman Kriege suggested members consider the sum total of these comments in preparation for a discussion at the next meeting regarding how the Commission should express its appreciation to Mr. Gordon for a job well done.

With no additional new business, Vice Chairman Kriege adjourned the meeting at approximately 7:20 PM.

_______________________________
Bill Goetz, Chairman

_______________________________
Dennis Andrew Gordon, FAICP
Executive Director/Secretary