

**NORTHERN KENTUCKY AREA PLANNING COMMISSION
MEETING MINUTES
JULY 10, 2002**

Mr. Kordenbrock, Chair of the Northern Kentucky Area Planning Commission called the meeting to order at 5:45 pm, with all members present.

MEMBERS PRESENT

Mr. Afton H. Kordenbrock, Chair
Mr. Paul Hahn, Vice Chair
Mr. Bill Goetz, Treasurer
Mr. Billy Bradford
Mr. Tom Kriege
Mr. Tom Litzler
Mr. Lou Noll

LEGAL COUNSEL PRESENT

Mr. Garry Edmondson

NKAPC STAFF PRESENT

Mr. William W. Bowdy, FAICP, Executive Director
Ms. Gail H. Deatherage, Executive Secretary

ACCEPTANCE OF AGENDA

Mr. Kordenbrock asked if the agenda was acceptable or if anyone had any additions/corrections. Mr. Goetz made a motion to accept the agenda; Mr. Hahn seconded the motion. Mr. Kordenbrock asked for a vote on the motion which found unanimous approval; motion passed.

ACCEPTANCE OF MINUTES

Mr. Kordenbrock asked if there were any corrections or changes to the Minutes of June 26, 2002. Mr. Goetz made a motion to accept the minutes of June 26, 2002; Mr. Litzler seconded the motion. Mr. Kordenbrock asked for a vote on the motion which found unanimous approval; motion passed.

Mr. Kordenbrock asked if there were any corrections or changes to the Special Meeting Minutes of June 27, 2002. Mr. Goetz questioned the wording regarding the advertising sign and ask for further clarification. After some discussion, the wording was changed to read: "This would give Mr. Huff exclusive use of the advertising pole sign as long as he is leasing space in this building. NKAPC would agree that the sign would not be used by a competitor in real estate, mortgage company or title company for six years from the date of closing. If so desired by the NKAPC, the sign would be removed at Mr. Huff's expense, upon termination of this lease." Mr. Goetz also questioned the wording of the \$13/sq ft. vs \$15/sq. ft. for the area being leased to Huff. He noted he thought that Mr. Huff would be paying \$15/sq. ft. for the entire area to be leased. After some discussion, Mr. Litzler made a motion to table action on the Special Meeting Minutes of June 27, 2002, until the secretary can review the notes and make correction to the wording of the Minutes; Mr. Kriege seconded the motion; Mr. Kordenbrock asked for a voice vote on the motion which found unanimous approval; motion passed.

LEGAL COUNSEL'S REPORT

Mr. Edmondson passed out copies of his draft of the purchase agreement and lease agreement and noted that he was in the process of cleaning them up and that he was adding Mrs. Bert Huff to sign a copy of the real estate purchase agreement. Some members questioned various items that would be included and Mr. Edmondson further clarified the wording in these agreements.

Mr. Goetz asked about maintenance of the advertising pole sign, and Mr. Edmondson noted he would put language in that a provision would be added to have Mr. Huff provide an extraordinary insurance rider to their policy to cover any damage, maintenance, etc.

Mr. Edmondson noted he had nothing new to report. Mr. Kordenbrock asked if there were any questions for Legal Counsel; there were none.

EXECUTIVE DIRECTOR'S REPORT

Mr. Bowdy noted that the next GIS Guidance Committee meeting would be August 2, 2002, at 7:30 am.

Mr. Bowdy noted that a meeting of city attorneys and others would be held on August 6 at 10:00 am for an update from Mr. Eric Kelly on Sexually Oriented Businesses. He noted this meeting would be held in the Kenton County Attorney's office and that planning staff would be participating. Mr. Bowdy suggested that it might be a good idea to have Mr. Kelly to also speak to Campbell and Kenton County mayors. Mr. Goetz noted he would try and get this set up and that the KLC would be making a presentation on legislative issues on July 20 and that this might be a good time. Mr. Bowdy noted he would contact

Mr. Kelly to check his schedule.

Mr. Bowdy passed out a map showing the progress of the monumentation marker update in the three county area. He answered some general questions.

Mr. Bowdy noted that the NKAPC would have a booth at the Kenton County Fair and that staff would be manning a booth. He urged all commission members to help in the booth whenever possible. Mr. Kordenbrock asked members to advise staff if they could help at the booth.

Mr. Bowdy noted he would need to have direction on how the commission wants to proceed in the interview process for the Executive Director position. He then passed out the list of names of persons who had sent in resumes and noted he had received 12 resumes to date, but anticipated receiving other resumes in the near future. He noted that at the direction of the commission, no cut off date to receive resumes was published on the ads for the position.

After some discussion, Mr. Kordenbrock noted he was appointing Mr. Litzler, Mr. Noll and Mr. Kordenbrock as the Screening Committee, and that Mr. Theissen, Chair of the KCPC, had requested that a representative from their commission be on the screening committee also. Mr. Kordenbrock noted he was appointing Mr. Theissen to the committee. Mr. Goetz noted he had no problem having Mr. Theissen on the screening committee, and questioned whether he would have a vote. Mr. Kordenbrock noted he felt that Mr. Theissen should not have a vote.

Mr. Kordenbrock then asked Mr. Bowdy to have copies of all resumes sent to all commission members for their information. Mr. Edmondson noted that any discussion of the resumes should be done in Executive Session.

Mr. Noll suggested a meeting of the Screening Committee be set for Thursday, July 18, 2002, at 8:00 am. Mr. Bowdy noted he would send a copy of all the resumes received to date to commission members, Mr. Theissen, and also would advise Mr. Theissen of the meeting date.

Mr. Kordenbrock asked if members had any questions for the Executive Director. Mr. Hahn asked for an update on the inspections on the Huff building and Mr. Bowdy noted that Mr. Litzler would be giving this update in his report.

CHAIRMAN'S REPORT:

Mr. Kordenbrock reminded of the GIAC Conference on August 12-15 at the Drawbridge and also the APA Midwest Regional Planning Conference at the Northern Kentucky

Convention Center on September 11-13, 2002.

Mr. Kordenbrock asked if there were any questions for the Chair; there were none.

MEMBER'S COMMENTS:

Mr. Kordenbrock extended condolences to Mr. Bradford on the loss of his mother.

Mr. Bowdy noted that Mr. Harley Fisk had passed away also and asked for a moment of silence for both persons.

Mr. Bradford expressed his appreciation to the commission for the flowers and cards sent for the death of his mother.

Mr. Kriege noted that the MGLNK Family Picnic will be on Thursday, July 18 at the Cold Spring City Park.

Mr. Litzler noted that the commission had requested that inspections be made on the roof, HVAC, electrical system, plumbing and that all inspections had been completed, with the exception of the plumbing, which will be done soon, and that staff is now waiting for a report from each company.

Mr. Litzler asked Mr. Bowdy about progress on financing. Mr. Bowdy gave some update on his contact with Mr. Cooper and that he will be contacting KLC soon.

Mr. Kriege made a motion to authorize Mr. Bowdy to proceed in securing financing for purchase of the Executive 75 Building and to also authorize Mr. Bowdy and Mr. Kordenbrock to sign all documents pertaining to securing of such financing; Mr. Litzler seconded the motion. Mr. Kordenbrock asked if there were any questions; there were none. He then asked for a roll call vote which found Mr. Hahn, Mr. Goetz, Mr. Bradford, Mr. Kriege, Mr. Litzler, Mr. Noll and Mr. Kordenbrock in favor. The motion passed unanimously.

Mr. Kordenbrock noted that members had received a copy of a letter received by staff from Fischer Development complimenting staff on their promptness in responding to problems with regard to the Rivers Breeze Project in Ludlow.

Mr. Noll noted that wording is being finalized on the Personnel Policies and that he felt it should be ready by the next meeting for commission review.

Mr. Kordenbrock asked if there were any other comments or business to come before the commission, there being none he adjourned the meeting at 6:55 pm. with unanimous consent.

