

**Northern Kentucky Area Planning Commission
Meeting Minutes: August 13, 2008**

Chairman Bill Goetz called the special monthly discussion forum of the Northern Kentucky Area Planning Commission to order at 4:15 PM in the Administrative Conference Room of the NKAPC Building in Fort Mitchell. Attendance of members was as follows.

	Term	Present	Absent
Chairman Bill Goetz	May 2008 through May 2010	X	
Vice Chairman Tom Kriege	May 2008 through May 2010	X	
Treasurer Tom Litzler	May 2008 through May 2010		X
Commissioner Billy Bradford	May 2007 through May 2009	X	
Commission Sherry Carran	July 2007 through May 2009	X	
Commissioner Paul Meier	May 2008 through May 2010	X	
Commissioner Gene Weaver	May 2007 through May 2009	X	

Also present were: Trisha Brush, GISP, Deputy Director for GIS Administration; James Fausz, Associate Planner; Lori Remley, Administrative Assistant; Garry Edmondson, Legal Counsel; and, Dennis Andrew Gordon, FAICP, Executive Director.

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

ACCEPTANCE OF AGENDA

Chairman Goetz asked for review of the agenda and a motion for acceptance. Commissioner Weaver made a motion to accept the agenda as presented; Commissioner Meier seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

ONGOING BUSINESS

Chairman Goetz asked if the Minutes of the July 9, 2008, business meeting were acceptable or if anyone had any additions/corrections. Commissioner Bradford made a motion to accept the Minutes as presented; Commissioner Carran seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

Mr. Gordon gave a brief overview of the June/preliminary end-of-year financial report. He reminded members that the format of the report would be changing on July report, that the auditors will be coming in within the next few weeks, and answered some general questions from the Commission. Chairman Goetz asked if the report was acceptable. Commissioner Weaver made a motion to accept the June/preliminary financial report as presented;

Commission Meier seconded the motion. Chairman Goetz asked if there were any questions; there were none. He then asked for a roll call vote on the motion which found Commissioners Weaver, Meier, Bradford, Carran, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson noted that there were no changes and nothing new to report.

Chairman Goetz asked for a report from the executive director. Mr. Gordon introduced the newest member of the long-range planning team, Associate Planner James Fausz. Mr. Fausz provided the members with a brief description of his background.

Mr. Gordon noted that members had received a copy of the most-recent FY09 fee-based revenue status report (copy attached to the original Minutes); when compared with the projected figures, it reflects a deficit in the amount of \$2,100. Mr. Gordon noted that he and staff will continue to closely monitor revenues and will provide continued updates. He then answered some general questions from members.

Mr. Gordon informed members that the model sign regulations initiative has been approved by the Kenton County Planning Commission by a vote of 13 to 3. The initiative will now be sent to the 19 Kenton County jurisdictions. The ordinance will be sent to the cities this week. Attorney Garry Edmondson recommended that a copy be sent to each city attorney as well. Mr. Gordon indicated that another meeting will be held to present the initiative and to clear up any misconceptions. There was some general discussion regarding the initiative and Commissioner Carran questioned how the initiative affects the improvement of existing billboards – not making them electronic. Mr. Gordon stated that the initiative does contain language regarding improvements and he would provide it to her.

Mr. Kriege joined the meeting at this time.

Mr. Gordon noted that members had also received a copy of a review of benefits costs (copy attached to the original Minutes). The review was done as a result of Judge/Executive Drees' questions regarding the benefit portion of the FY09 Budget. Mr. Gordon reviewed the spreadsheet which reflected a significant cost reduction when the switch to Humana was made. He then answered some general questions from members.

Mr. Gordon provided members with an update on the pavement management initiative. A proposal will be made within the next month or two. He then answered some general questions from the members.

Mr. Gordon asked to address two matters not on the agenda –

1. He apologized to members for the cramped meeting room and advised them of the repairs being made to the Commission Chambers.
2. He also advised members that Chairman Goetz's concerns regarding the parking lot and pervious concrete project has led to collaboration between the Concrete Council and Sanitation District No. 1. He indicated that this project also led to the discovery of

problems with the retaining wall at the back of the building, along the expressway right of way. This issue will be put on the Commission's agenda for the next meeting.

At this time, Ralph Davis joined the meeting. Mr. Davis is a resident of Covington and wanted to address the Commission regarding the re-zoning of the area around Linden Grove Cemetery. Chairman Goetz referred Mr. Davis to the City of Covington. Mr. Gordon provided Mr. Davis with information regarding an upcoming meeting regarding the Linden Gateway Small Area Study and the contact information for in-house personnel conducting the study. He advised Mr. Davis that the study was not yet complete and that he should attend the City of Covington meeting scheduled for Wednesday evening, August 20.

Chairman Goetz asked members for comments regarding the process to be used to evaluate the executive director's FY08 performance. After general discussion, it was decided that a special meeting should be held to conduct the performance evaluation. Chairman Goetz asked Ms. Remley to set up the special meeting.

Chairman Goetz asked for reports from committees or members of the Commission.

Commissioner Weaver advised members that the Long-Range Planning Committee had met with Deputy Director Keith Logsdon. Mr. Logsdon was very informative but more detail may be needed.

Commissioner Kriege asked about the status of roundabouts. Mr. Gordon advised members that the State is reviewing them as part of its cost-cutting process and may not pursue them in the future due to the amount of land and expense involved.

With no additional reports to be heard, the Commission moved on to new business.

NEW BUSINESS

Chairman Goetz asked members for their comments on changing the Commission's regular meeting schedule to once-a-month meetings on the third Wednesday. After some discussion, Chairman Goetz asked if there was a motion to change the Commission's regular meeting schedule to once a month. Commissioner Carran made a motion to change the Commission's regular meeting schedule to once a month beginning at 5:15 PM on the third Wednesday of the month effective October 1, 2008; Commissioner Kriege seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

Mr. Gordon advised members that a Request for Quotations will be made to vendors nationwide to determine the cost to upgrade and rebuild the LINK-GIS website. He stated that the current website is not user friendly enough and indicated that Deputy Director Trisha Brush was present to answer any technical questions. Ms. Brush explained to members that some programming is done in-house but the staff does not have enough time to upgrade the whole website. Several members asked questions regarding the funding. Mr. Gordon provided historical information regarding the reserve fund set up when the Commission took on the day-to-day funding of the GIS staff. After some general discussion, Mr. Gordon stated that he would put the matter back on the Commission's agenda once responses to the RFQ had been received and the vendors had been narrowed down.

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 5:30 PM.

Bill Goetz, Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary