

**Northern Kentucky Area Planning Commission
Meeting Minutes: July 20, 2009**

Chairman Bill Goetz 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 2008 through April 2010	X	
Vice Chairman Tom Kriege	May 2008 through April 2010		X
Treasurer Tom Litzler	May 2008 through April 2010	X	
Commissioner Sherry Carran	May 2009 through April 2011	X	
Commissioner Paul Meier	May 2008 through April 2010	X	
Commissioner Dick Spoor	May 2009 through April 2011	X	
Commissioner Gene Weaver	May 2009 through April 2011	X	

Also present were: Jeff Eger, General Manager, SD1; Jamie Holtzapfel, Storm Water Permit Compliance Manager, SD1; Dennis Andrew Gordon, FAICP, Executive Director; and Lori Remley, Administrative Assistant.

Chairman Goetz asked for a moment of silent prayer and led the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

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

Commissioner Spoor joined the meeting at this time (5:20 PM).

PRESENTATION

Chairman Goetz introduced a presentation from SD1 on its draft watershed plan which is being pursued before all planning commissions in the three Northern Kentucky counties.

Mr. Eger began his presentation by introducing Ms. Holtzapfel, the Storm Water Permit Compliance Manager at SD1. He then outlined SD1's Watershed Approach plan which included the current conditions, impairments, challenges, and costs of bringing the three counties into compliance with EPA regulations by 2025. (A copy of Mr. Eger's PowerPoint

presentation is attached to the original set of minutes). Following Mr. Eger's presentation, there was a brief question and answer session.

ONGOING BUSINESS

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

Chairman Goetz asked if the Minutes of the June 17 monthly business meeting were acceptable or if anyone had any additions/corrections. There being none, Chairman Goetz asked for a motion. Commissioner Weaver made a motion to accept the June 17 minutes as presented; Commissioner Litzler seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Weaver, Litzler Carran, Meier, Spoor, and Chairman Goetz in favor of the motion. The motion passed unanimously.

Chairman Goetz asked if the Minutes of the June 30 special meeting were acceptable or if anyone had any additions/corrections. There being none, Chairman Goetz asked for a motion. Commissioner Meier made a motion to accept the June 30 minutes as presented; Commissioner Carran seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Meier, Carran, and Weaver in favor of the motion. Commissioners Litzler, Spoor, and Chairman Goetz abstained from the vote. The motion passed unanimously.

Mr. Gordon gave a brief overview of a number of line items in the June/preliminary FY09-end financial report. Mr. Litzler questioned the difference between the Building Rehabilitation Principal figure on page 1 and the Building Rehabilitation Bond figure on page 2. Mr. Gordon stated that he would verify which figure was correct and let the members know via email. After a brief discussion, Chairman Goetz asked for a motion. Commissioner Spoor made a motion to accept the June/preliminary FY09-end financial report subject to audit; Commissioner Meier seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Spoor, Meier, Carran, Weaver, and Chairman Goetz in favor of the motion. Commissioner Litzler stepped out of the meeting and was not present at the time of the vote. The motion passed unanimously.

Chairman Goetz noted for the record that Mr. Edmondson, NKAPC legal counsel, had contacted him to say that he would not be able to attend the meeting. Chairman Goetz asked Mr. Gordon if there were any new legal issues to his knowledge and Mr. Gordon responded that there were none.

Chairman Goetz asked for a report from the executive director. Mr. Gordon reviewed fee-based-revenue-to-date figures that had been provided to members which included a comparison of FY09 year-end figures to FY10 projected figures. He also stated that the total fee-based-revenue figure through July 17 was much better than it was this time last year (-\$16,000), even though it is in the red (-\$2,798).

Mr. Gordon updated members on the status of parking lot repairs and stated that they should be completed within the next few weeks.

Mr. Gordon stated that the Hillside initiative is moving forward and that a presentation will be made to the Kenton County Planning Commission on August 6. Staff is working to set up a meeting date in September to begin working with the outside task force. He asked members if they knew of a professional facilitator who may be able to serve as a neutral party when staff engages the public in this process. Mr. Spoor indicated that the Hillside Trust had used such a facilitator and recommended that Mr. Gordon contact Eric Russo.

Mr. Gordon reminded members that the Kenton County Fair started on the 20th and runs through the week. He stated that an internal fair committee had worked hard and did a really good job improving NKAPC's presence at the fair.

Mr. Gordon advised members that the Kenton County Planning Commission had yet to adopt its budget for FY10. He stated that they, like everyone else, were experiencing financial difficulties. He indicated that he would be meeting with the Executive Committee within the next few weeks to discuss their options.

Mr. Gordon then provided members with a copy of his periodic report to local governments.

Chairman Goetz asked for a review of the draft condolence policy. Mr. Gordon stated that the proposed policy is based in part on feedback from other jurisdictions. After a review of the draft, Commissioner Litzler made a motion to accept it as presented; Commissioner Weaver seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Litzler, Weaver, Carran, Meier, Spoor, and Chairman Goetz in favor of the motion. The motion passed unanimously.

Chairman Goetz asked for a review of the Commission's proposed meeting dates for January and February 2010 in light of declared federal holidays and expected NKAPC office closures. Mr. Gordon apologized for this oversight and asked members for alternate dates. After a brief discussion, it was determined that the new dates would be January 19 and February 16. Chairman Goetz asked for a motion. Commissioner Weaver made a motion to change the January meeting date to January 19 and the February meeting date to February 16; Commissioner Meier seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Weaver, Meier, Litzler, Carran, Spoor, and Chairman Goetz in favor of the motion. The motion passed unanimously.

Chairman Goetz asked for reports from committees or members. Commissioner Meier stated that the next LRP meeting would be August 6 at 3:00 PM. Commissioner Carran stated that Mr. Logsdon had attended a recent Covington City Commission meeting and that the proposed Latonia small area study was on track. Chairman Goetz acknowledged Brian Sims and Jeff Bechtold for their efforts to revise plumbing code regulations so that buildings in Covington could be successfully rehabilitated and noted (Covington City Manager) Mr. Klein's appreciation.

Chairman Goetz provided members with his revised 2009-2010 NKAPC Committee Appointments (a copy is attached to the original set of minutes). He outlined the changes made as a result of last month's discussion and asked for a motion. Commissioner Weaver made a motion to accept the 2009-2010 NKAPC Committee Appointments as presented; Commissioner Spoor seconded the motion. Chairman Goetz asked for a role call vote on the motion which

found Commissioners Weaver, Spoor, Litzler, Carran, Meier and Chairman Goetz in favor of the motion. The motion passed unanimously.

Chairman Goetz then provided members with proposed changes to “Article 8. Committees” of the NKAPC bylaws. After reviewing his reasons for these changes, Chairman Goetz asked members to consider these changes and stated that the matter would be revisited at the next meeting.

Chairman Goetz then asked for review of a proposed professional services agreement with the City of Covington for a small area study of the Latonia area and an attendant contract with Market Metric\$ LLC for a market study to be used as a basis for study recommendations. Mr. Gordon provided background information regarding the proposed services agreement and reviewed the income that it would generate. Chairman Goetz asked for a motion. Commission Weaver made a motion to authorize Chairman Goetz to sign the professional services agreement with the City of Covington and to authorize the executive director to sign the attendant contract with Market Metric\$ LLC; Commissioner Spoor seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Weaver, Spoor, Litzler, Meier, and Chairman Goetz in favor of the motion. Commissioner Carran abstained. The motion passed.

Chairman Goetz asked if there were any other comments or business to come before the Commission. There being none, the meeting was adjourned with unanimous consent at approximately 6:57 PM.

Bill Goetz
Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary