

**Northern Kentucky Area Planning Commission  
Meeting Minutes: May 17, 2010**

Chairman Bill Goetz called the annual organizational / 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.

	<b>Term</b>	<b>Present</b>	<b>Absent</b>
Chairman Bill Goetz	May 2008 through April 2010	<b>X</b>	
Vice Chairman Tom Kriege	May 2008 through April 2010		<b>X</b>
Treasurer Tom Litzler	May 2008 through April 2010		<b>X</b>
Commissioner Sherry Carran	May 2009 through April 2011		<b>X</b>
Commissioner Paul Meier	May 2008 through April 2010	<b>X</b>	
Commissioner Dick Spoor	May 2009 through April 2011	<b>X</b>	
Commissioner Gene Weaver	May 2009 through April 2011	<b>X</b>	

Also present were: Scott Hiles, Deputy Director for Infrastructure Engineering; Sharmili Reddy, AICP, Senior Planner; Stacy Tapke, Legal Counsel; 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. He also asked that the record reflect that the Oath of Office was administered by Ms. Remley to Paul Meier and Bill Goetz prior to the start of the meeting.

**ELECTION OF OFFICERS**

Chairman Goetz asked for nominations for Chairman. Commissioner Meier nominated Bill Goetz for Chairman; Commissioner Weaver seconded the nomination. Chairman Goetz asked if there were any other nominations. There being none, he asked for a motion. Commissioner Spoor made a motion to close nominations for Chairman; Commissioner Meier seconded the motion. A voice vote found unanimous approval. The motion passed.

Chairman Goetz asked for nominations for Vice-Chairman. Commissioner Meier nominated Tom Kriege for Vice Chairman; Commissioner Weaver seconded the nomination. Chairman Goetz asked if there were any other nominations. There being none, he asked for a motion. Commissioner Spoor made a motion to close nominations for Vice Chairman; Commissioner Meier seconded the motion. A voice vote found unanimous approval. The motion passed.

Chairman Goetz asked for nominations for Treasurer. Commissioner Meier nominated Tom Litzler for Treasurer; Commissioner Weaver seconded the nomination. Chairman Goetz asked if there were any other nominations. There being none, he asked for a motion. Commissioner

Spoor made a motion to close nominations for Treasurer; Commissioner Meier seconded the motion. A voice vote found unanimous approval. The motion passed.

Chairman Goetz then asked for a motion on the slate of officers. Commissioner Spoor made a motion to accept the slate of officers by acclamation; Commissioner Meier seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Meier, Spoor, Weaver, and Chairman Goetz in favor of the motion. The motion passed unanimously. Ms. Tapke then administered the Oath of Office to Chairman Goetz.

Pursuant to provisions included in the NKAPC Bylaws, “the Secretary position shall be filled by the executive director who shall see to the accurate preparation and completion of minutes and records for each meeting of the Commission.”

### **ACCEPTANCE OF AGENDA**

Chairman Goetz asked for review of the agenda and a motion for acceptance subject to a 5:45 PM recess for the Council Budget Review Committee’s arrival. Commissioner Weaver made a motion to accept the agenda subject to the requested recess; Commissioner Spoor seconded the motion. Chairman Goetz asked for a voice vote on the motion which found unanimous approval. The motion passed.

### **ONGOING BUSINESS**

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

Chairman Goetz asked for review of the final draft of the FY11 work program and budget. Mr. Gordon stated that the final drafts before members included everything that had been previously discussed and that no additional changes had been made. After some discussion, Chairman Goetz asked for a motion regarding the FY11 annual work program and budget. Commissioner Weaver made a motion to approve the annual work program and budget as presented and to recommend them to the Council’s Budget Review Committee; Commissioner Meier seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Meier, Weaver, Spoor, and Chairman Goetz in favor of the motion. The motion passed unanimously.

Chairman Goetz asked if the Minutes of the April 26 monthly business meeting were acceptable or if anyone had any additions/corrections. Commissioner Spoor made a motion to accept the April 26 minutes as presented; Commissioner Weaver seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Meier, Spoor, Weaver, and Chairman Goetz in favor of the motion. The motion passed unanimously.

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

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

Chairman Goetz asked the executive director for his report. Mr. Gordon asked that the update on The Hills project be heard prior to the Budget Review Committee's arrival. With no objections, Chairman Goetz asked for a report from the internal staff taskforce for The Hills project.

Ms. Reddy outlined recent activity on The Hills project, including the online discussion forum, the recent roundtable, and the second public forum. She indicated that there seemed to be a general consensus that regulations are necessary for hillsides but these regulations should not be blanket regulations. They should be on a site-by-site basis. Ms. Reddy stated that the turn out for the second public forum was a little disappointing with only 25 to 30 people attending. She indicated that the public was given the opportunity to speak and that it went well. Some issues discussed were – getting the right people involved – people with hillside experience; the need for geo-technical investigation; the need for some level of regulation; and legislative support. Mr. Hiles stated there seemed to be a general theme on the panel of “don't regulate out development” but the public seems to want to preserve hillsides to the exclusion of new development. The presentation was followed by a brief discussion regarding the flexibility of regulations, property rights, and compensating owners.

At 5:48 PM, the meeting was recessed for review of the recommended FY11 budget with members of the NKAP Council's budget review committee.

At 6:05 PM, the annual organizational / monthly business meeting was reconvened.

Chairman Goetz asked the executive director for his report. Mr. Gordon noted that final measurements had been taken and replacement of the doors/windows is scheduled to begin in two to three weeks. He stated that the NKAPC investment policy committee met and examples of investment policies have been requested from other government agencies. Once all of the sample policies have been received, the committee will meet to review them. Mr. Gordon also provided members with a copy of his monthly report to local governments.

There were no reports from committees or members.

## **NEW BUSINESS**

Chairman Goetz asked for review of a proposed professional services agreement with Strategic Advisers, LLC for a comprehensive communications and public education plan and support to begin implementation of it.

Mr. Gordon gave a brief overview of the proposed professional services agreement with Strategic Advisers, LLC. Members had questions/concerns regarding section 5 – Billing and Payment and section 11 – Indemnification of Agency. Commissioner Spoor indicated that the language in section 11 was too broad and open. Commissioner Weaver questioned why payment was up front and stated that he would rather see a retainer with quarterly payments.

After the discussion, Chairman Goetz asked for a motion. Commissioner Weaver made a motion to authorize the executive director to sign the professional services agreement on behalf of NKAPC contingent upon legal staff's approval and resolution of the payment schedule; Commissioner Meier seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Weaver, Meier, Spoor, and Chairman Goetz in favor of the motion. The motion passed unanimously.

Chairman Goetz asked if there were any other comments or business to come before the Commission. With no further comments, Chairman Goetz stated that the current meeting schedule had been exhausted and indicated that, following the current schedule, the next meeting would occur on June 21. He then asked for a motion to set the next meeting for 5:15 PM on June 21. Commissioner Weaver made a motion to set the next business meeting of the Northern Kentucky Area Planning Commission for 5:15 PM on Monday, June 21, 2010; Commissioner Spoor seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Weaver, Spoor, Meier, and Chairman Goetz in favor of the motion. The motion passed unanimously.

With no additional comments, Chairman Goetz adjourned the meeting at 6:20 PM.

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Bill Goetz, Chairman

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Dennis Andrew Gordon, FAICP  
Executive Director/Secretary