

## Northern Kentucky Area Planning Commission

### Meeting Minutes: June 22, 2005

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 NKAPC Building in Fort Mitchell. Attendance of the members was as follows.

	<b>Term</b>	<b>Present</b>	<b>Absent</b>
Chairman Bill Goetz	May 2004 through May 2006		X
Vice Chairman Tom Kriege	May 2004 through May 2006	X	
Treasurer Afton Kordenbrock	May 2004 through May 2006	X	
Commissioner Tom Litzler	May 2004 through May 2006	X	
Commissioner Lou Noll	May 2005 through May 2007	X	
Commissioner Dick Spoor	May 2005 through May 2007		X
Commissioner Gene Weaver	May 2005 through May 2007	X	

Also present were: Dennis Andrew Gordon, FAICP, Executive Director; Mike Schwartz, AICP, Deputy Director for Current Planning; Garry Edmondson, legal counsel; and Gail H. Deatherage, Administrative Assistant

Vice Chairman Kriege led the Pledge of Allegiance and Commissioner Noll gave the invocation.

### ACCEPTANCE OF AGENDA

Vice Chairman Kriege asked for review and approval of the agenda. Commissioner Noll made a motion to accept the agenda as presented; Commissioner Litzler seconded the motion. Vice Chairman Kriege asked for a voice vote on the motion, which found unanimous approval. The motion passed.

## **OLD AND UNFINISHED BUSINESS**

Vice Chairman Kriege asked if the minutes of the June 8, 2005, discussion forum were acceptable or if anyone had any additions/corrections. Commissioner Noll noted that the Chairman had added liability insurance to the Personnel Committee. Commissioner Noll then made a motion to accept the minutes as amended; Commissioner Litzler seconded it. Vice Chairman Kriege asked for a roll call vote, which found Commissioners Noll, Litzler, Kordenbrock, Weaver, and Vice Chairman Kriege in favor. The motion passed.

Vice Chairman Kriege asked for consideration of the May 2005 Report of Receipts and Expenditures. Mr. Gordon noted that this report was the 11 th of 12 monthly reports and then gave some overview of year-end spending. He also answered and explained various line item questions and reported on several other line items' totals. Mr. Gordon also noted his feelings about projected funds to be left on hand as of June 30. Commissioner Spoor noted he had some knowledge about these types of financial activities and that he would like to meet with Mr. Gordon to discuss this issue further. Mr. Gordon noted he would be more than glad to have some expert advice. Commissioner Noll made a motion to accept the May 2005 Report of Receipts and Expenditures as presented, subject to audit. Commissioner Litzler seconded the motion. Vice Chairman Kriege asked for a roll call vote, which found Commissioners Noll, Litzler, Kordenbrock, Weaver, and Vice Chairman Kriege in favor. The motion passed unanimously.

Upon being asked by Vice Chairman Kriege, Mr. Edmondson gave a brief update on the status of the Jump litigation, noting that work is progressing on Kyles Lane. He also reported on a 6 th Circuit Court of Appeals ruling on an SOB case in which regulations similar to Kenton County's SOB ordinance had been challenged and ruled 100% constitutional. Vice Chairman Kriege asked if there were any questions for legal counsel; there were none.

Vice Chairman Kriege asked for update reports from Mr. Gordon.

Mr. Gordon noted that the building renovation project is complete and the contractor has left the building. He stated staff will be going over punch list of items with the project manager and that everything should be finalized by July 31. He explained that approximately \$848,000 had been expended to date out of the \$900,000 bond and then answered some general questions from the members.

Mr. Gordon gave an update on the One Stop Shop program, noting that 14 cities will be on board by

July 1. He stated that Mr. Lauber and Mr. Schwartz have begun meetings with the mayors/city administrators /Judge of those 14 to go over what they can expect and to answer any questions they may have. Mr. Schwartz added that these face-to-face meetings have gone very well and many issues and questions are being answered and taken care of. Commissioner Weaver noted that the Fort Wright meeting with staff and Mr. Klein had gone well. Vice Chair Kriege asked about some cities which had not signed on; Mr. Gordon noted that he was aware that Ludlow and Villa Hills were discussing joining OSS.

Mr. Gordon reported on some year-end items he is pursuing: purchasing some equipment approved in this year's budget; getting some old equipment repainted; contracting for upgrading lighting in some areas; contracting for new custodial services; resealing and re-striping the parking lot; finishing landscaping; and re-facing the high-rise sign. Mr. Gordon noted he is hopeful that this list of clean up items will be done before the July 13 meeting. Commissioner Kordenbrock asked why the handicap parking spaces were being moved and Mr. Gordon explained that the access on the west side of the building is closer and more accessible than on the Royal Drive side, due to curbing and the cost of constructing wheelchair ramp, etc.

Mr. Gordon stated that the new furniture for the State plumbing plan review inspector's office has arrived and that the staff would need to draft a contract for rental of this space by the State.

Mr. Gordon recommended that the Commission give staff authorization to sign a contract with the Kentucky Association of Counties (KACo) for liability insurance coverage for FY06 (with the exception of worker's compensation coverage). He noted that staff would continue to work with Kentucky League of Cities on liability coverage to include worker's compensation.

Commissioner Kordenbrock made a motion to authorize staff to sign the contract with KACo for insurance coverage excepting worker's compensation; Commissioner Weaver seconded the motion. Vice Chairman Kriege asked if there were any questions; there were none. He then asked for a roll call vote, which found Commissioners Kordenbrock, Weaver, Litzler, Noll, Spoor, and Vice Chairman Kriege in favor. The motion passed unanimously.

Vice Chairman Kriege asked if there were any questions for Mr. Gordon; there were none.

Vice Chairman Kriege asked for members' comments.

Commissioner Noll reported that dates for meetings of the Long Range Planning Committee had been set and that the next meeting would be on Tuesday, July 5 at 4:30 PM. All subsequent meetings would be held monthly on the Tuesday prior to the first Wednesday Commission meeting. A notice of these meetings will be published in the newspaper and staff will contact members of the committee to remind them.

Commissioner Weaver noted he had read that Boone County GIS is identifying registered sexual offenders and asked whether our GIS could do this. Mr. Gordon noted that GIS staff is working with Kenton County Sheriff's office and this is in the system already.

Vice Chair Kriege noted that a *Kentucky Post* advertisement had spotlighted LINK GIS and felt this was good promotion for GIS.

Commissioner Litzler expressed concern about traffic tie-ups on Turkeyfoot Road and asked if there was anything staff or the Kenton County Planning Commission could do to alleviate the problem. Mr. Gordon noted that Kentucky Transportation Cabinet District 6 controls this project and that there is little that staff can do in this regard.

Some discussion ensued regarding the proposed General Fund Tax and Revenue Anticipation Note for \$1,327,000, which is used to fund early FY06 activities. Mr. Gordon explained that this is an annual request to fund operations prior to the arrival of tax monies. After some further discussion, Commissioner Spoor made a motion to authorize the Vice Chairman and executive director to sign the proposed General Fund and Tax and Revenue Anticipation Note for \$1,327,000; Commissioner Weaver seconded the motion. Vice Chair Kriege asked if there were any questions; there were none. He then asked for a roll call vote, which found Commissioners Spoor, Weaver, Kordenbrock, Litzler, Noll, and Vice Chairman Kriege in favor. The motion passed unanimously.

Vice Chairman Kriege noted that a special meeting would be held to adopt the FY06 budget after the Area Planning Council Annual Summer Meeting on June 30. He also reminded that the next regular meeting would be on Wednesday, July 13, 2005.

Vice Chairman Kriege asked if there were any other comments or other business to come before the Commission. There being no further business, he adjourned the meeting with unanimous consent at 6:15 PM.

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Tom Kriege, Vice Chairman

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Dennis Andrew Gordon, FAICP

Secretary