

**Northern Kentucky Area Planning Commission  
Meeting Minutes: August 23, 2006**

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 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 Tom Litzler	May 2004 through May 2006	X	
Commissioner Gloria Grubbs	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: John Lauber, Deputy Director for Building Codes Administration; Rebecca Sayre, Associate Secretary; Garry Edmondson and Stacy Hege, legal counsel; Dennis Andrew Gordon, FAICP, Executive Director; and Gail H. Deatherage, Administrative Assistant.

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

**ACCEPTANCE OF AGENDA**

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

**ONGOING AND UNFINISHED BUSINESS**

Chairman Goetz asked if the Minutes of the August 9, 2006, discussion forum were acceptable or if anyone had any additions/corrections. Commissioner Kriege made a motion to accept the Minutes as presented; Commissioner Litzler seconded the motion. Chairman Goetz asked for a roll call vote which found Commissioners Kriege, Litzler, Grubbs, Noll, Weaver, and Chairman Goetz in favor. The motion passed.

(Commissioner Spoor arrived at 5:25 PM.)

Chairman Goetz noted members had received copies of the July 2006 Report of Receipts and Expenditures (attached to the Minutes). Mr. Gordon answered general questions from Commission members, explaining figures presented in several line items.

Commissioner Weaver made a motion to accept the July 2006 report as presented for audit; Commissioner Kriege seconded the motion. Chairman Goetz asked if there were any questions; there were none. He then asked for a roll call vote which found Commissioners Weaver, Kriege, Grubbs, Litzler, Noll, Spoor, and Chairman Goetz in favor. The motion passed unanimously.

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson reported that Lakeside Park had enacted the sexually-oriented business zoning text amendments.

Chairman Goetz asked Mr. Gordon for his update reports.

Mr. Gordon responded that Mr. Lauber was present to introduce a new staff member. He introduced Rebecca Sayre to members, noting that she was filling the position left vacant by Joan Morris' promotion to Receptionist/Assistant Office Manager. Ms. Sayre gave some brief comments regarding her personal and professional career and stated she was pleased to be a member of the NKAPC staff. Chairman Goetz welcomed Ms. Sayre to the NKAPC team.

Mr. Gordon stated that the City of Independence had issued an RFP through staff for consulting services for its downtown small area study. He noted that the city would bear most of the cost of this study and decide who it will interview and select.

Mr. Gordon gave a brief update on the South Banklick Small Area Study, noting that staff was addressing some of the issues brought up during the Kenton County Planning Commission's public hearing.

Mr. Gordon passed out preliminary 2006 tax rate information (original attached to the Minutes) and went over various valuations of the assessed tax rate. Some brief discussion ensued and Mr. Gordon noted that the tax rate would be set by the Commission during its September 13 meeting.

Mr. Gordon distributed information that he passed out during the August meeting of the Kenton County mayor's group (original attached to the Minutes).

Mr. Gordon reminded members of the sign regulations/model zoning ordinance effort by staff. He reported that he had contacted Eric Kelly of Duncan Associates to look at Kenton County's model sign regulations and prepare a quote for rewriting them. He asked the Commission to consider hiring them with the cost to be borne by our Programming Reserve Fund. He stated his belief that staff needs assistance with this issue in order to meet case law guidelines under the First Amendment. Some general discussion ensued.

Mr. Gordon informed the Commission that he had met with John Walker, the Commission's auditor, to discuss amendments to the monthly financial report. He reported he is continuing to tweak this report.

Mr. Gordon said he and staff had met with Commissioner Grubbs, chair of the Personnel Regulations, Policies and Procedures Committee to discuss a proposal regarding pre-FY04 annual leave accrued by staff. Commissioner Grubbs gave some overview comments of the meeting and noted that she had discussed various items with committee members. She noted she felt Mr. Gordon should contact the employees for their input. Commission Noll noted that he had held

some initial concerns about the proposal but after some further discussion understood how it would be paid to the employees.

Commissioner Grubbs stated that it is the committee's recommendation to adopt the proposal as presented and made a motion to that affect; Commissioner Kriege seconded the motion (original attached to the Minutes). Chairman Goetz asked if there were any questions.

Commissioner Litzler responded he was in favor of the proposal but felt that the options should be renumbered. Mr. Gordon responded that he would take care of this. After some further discussion, Chairman Goetz asked if there were any other questions; there were none. A roll call vote found Commissioners Grubb, Kriege, Noll, Litzler, Spoor, Weaver, and Chairman Goetz in favor. The motion passed unanimously.

Commissioner Grubbs noted that she and her committee are looking forward to reviewing the revised regulations, policies, and procedures manual which staff is working to complete at this time.

Chairman Goetz asked for reports from committees and comments from members.

Vice Chairman Kriege responded that he had met with Mr. Gordon to discuss reserve funds in preparation for the committee-of-the-whole meeting. He noted Mr. Gordon is getting guidance from our auditor and that he is working on a report and recommendations which the Commission can use as the basis for its September 13 discussion forum.

Commissioners Grubbs, Noll, Litzler, Spoor, and Weaver had nothing to report.

#### **NEW BUSINESS**

Chairman Goetz asked Mr. Gordon and Ms. Deatherage to leave the meeting so members could discuss the executive director's FY06 performance. They left at approximately 6:30 PM. Discussion ensued.

There being no further issues or comments to come before the Commission, Chairman Goetz adjourned the meeting at 7:14 PM.

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Bill Goetz, Chairman

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Dennis Andrew Gordon, FAICP  
Executive Director/Secretary