

**Northern Kentucky Area Planning Commission
Meeting Minutes: February 25, 2010**

Chairman Bill Goetz called the special monthly business meeting of the Northern Kentucky Area Planning Commission to order at 4:30 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: Garry Edmondson, 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.

ACCEPTANCE OF AGENDA

Chairman Goetz asked for a motion for acceptance of the agenda as presented. Commissioner Spoor made a motion to accept the agenda as presented; Commissioner Weaver 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 if the Minutes of the December 21 monthly business meeting were acceptable or if anyone had any additions/corrections. Commissioner Litzler made a motion to accept the December 21 minutes as presented; Commissioner Weaver seconded the motion. Chairman Goetz asked for a role call vote on the motion which found Commissioners Litzler, Weaver, Kriege, Carran, Meier, Spoor, and Chairman Goetz in favor of the motion. The motion passed unanimously.

Chairman Goetz recognized that Ralph Grieme had joined the meeting and took the opportunity to thank Mr. Grieme for his service on the OKI board on NKAPC's behalf. Mr. Grieme thanked members for the honor and privilege of representing NKAPC. He encouraged both the executive director and members to take an active interest in OKI. He stressed the importance of the bridge reconstruction for Kenton County and stated that no federal funding would be received without OKI's approval. Mr. Grieme read a letter to the Commissioners, a copy of which is attached to the original minutes, and again thanked the Commission for the honor of serving as their representative.

Chairman Goetz again thanked Mr. Grieme for his service and presented him with a token of the Commission's appreciation. There was a round of applause and Mr. Grieme excused himself from the meeting.

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

Chairman Goetz asked for a report from legal counsel. Mr. Edmondson advised members that an initial decision had been made in the Cloyd case. He indicated that NKAPC had won part of the case but had also lost on part. He stated that the part that was lost has been appealed and that he would advise members when the Supreme Court's decision was received.

Chairman Goetz asked the executive director for his report. Mr. Gordon advised members that that the second annual Lou Noll Symposium was a definite success. He stated that there was a new agenda this year and it was well received. He indicated that, to date, 60% of the attendees have responded to the survey with 57.7% saying that the symposium was "definitely" worthwhile and 42.3% indicating "yes" it was worthwhile. Mr. Gordon stated that talks have already taken place regarding next year's program.

Mr. Gordon stated that a new community forum tool will be added to the website next week. This tool was developed to add in the hillside study and to create an ongoing forum for discussion of the issue of hillside development/preservation. He advised members that there would be another public forum in April.

Mr. Gordon advised members that Mr. Edmondson had provided feedback on the RFP for the windows/doors and that the RFQ for the website would be submitted to Mr. Edmondson for review shortly.

Mr. Gordon indicated that the building code requires that large tents and electrical service to those tents be inspected. He stated that staff will contact the sponsoring agents of local festivals so they will know that inspections are required and what the fees will be.

Mr. Gordon updated members on the status of Independence city sign regulation. He stated that the model sign ordinance failed to pass. He indicated that one of the council members modified

the model and that a first reading had taken place without KCPC first reviewing it. Mr. Gordon stated that he did not know the current status of the modified regulation but would update members once more information was available.

Mr. Gordon advised members that Erlanger has submitted a dispatch service grant application and with the help of Congressman Geoff Davis' office. He reported that they are pursuing a public portal for the Erlanger-NKAPC crime mapping system. He indicated that the information has been submitted to Washington and that they are awaiting a response.

Mr. Gordon then advised members that he and Mr. Edmondson are tracking two bills – SB116 and HB431. These bills will allow code enforcement boards to hear criminal violations of the zoning ordinances and subdivision regulations. After a brief discussion, members asked Mr. Gordon to draft a resolution in support. Mr. Gordon agreed to draft the resolution and email it to members for their consideration.

Chairman Goetz asked for reports from committees or members. Commissioner Meier commented on the new LINK-GIS website and members discussed the upcoming training opportunities. Commissioner Spoor commended Dennis Uchtman for the great job he does in Park Hills. Commissioner Litzler reiterated Mr. Grieme's comments regarding OKI and the importance of the bridge issue.

NEW BUSINESS

Chairman Goetz recessed the meeting at 5:53 PM for a light meal and reconvened it at 6:25 PM.

Mr. Gordon led members through a discussion of a number of issues related to the FY11 annual work program and budget. He reviewed the FY10 work program and highlighted areas where objectives had been met already and commented on several that might need to be carried forward into FY11. He also went over major FY10 budget categories under revenue and expenditures.

Following this review, Mr. Gordon and commissioners discussed issues related to the following.

1. Revenue to include tax revenue and the four percent increase identified in state statutes.
2. Contractual revenue to include ongoing issues with Kenton County Planning Commission's financial struggles rooted in the recession.
3. Fee revenue to include whether a cost-of-living increase would be appropriate this year.

Related to revenue, he reviewed the following issues with members and they discussed the merits of each with a specific focus on the recession and its impact on the Commission's finances and reserve accounts.

1. Increases to staff salaries and wages.
2. Longevity increases for staff based on the NKAPC Pay Plan.
3. Performance increases for staff based on FY10 performance reviews.

General discussion then ensued on the Commission's reserve funds, specifically whether goals established for those funds were still appropriate or whether they should be increased in light of the recession. They also discussed the One Stop Shop Program in general and speculated how the Commission should respond should the Covington Commission vote to exit the program.

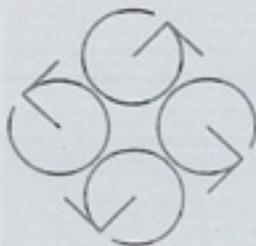
Commissioners and Mr. Gordon also discussed the upcoming comprehensive plan effort and The Hills project.

Finally, Chairman Goetz and Mr. Gordon commented on the need to continue to build relationships with the Northern Kentucky Area Planning Council.

There being no motions presented regarding any of these subjects, Chairman Goetz asked if there were any other comments or business to come before the Commission. There being none, he and adjourned the meeting at 8:23 PM.

Bill Goetz
Chairman

Dennis Andrew Gordon, FAICP
Executive Director/Secretary



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February 25, 2010

Northern Kentucky Area Planning Commission
Northern Kentucky Area Planning Council
2332 Royal Drive
Fort Mitchell, KY 41017

Re: Gratitude

Dear Commissioners:

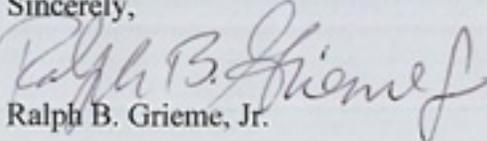
The Northern Kentucky Area Planning Commission (NKAPC) has operated from its very inception with the greatest integrity, professionalism, expertise, ingenuity and commitment to the communities it serves. This has been possible only because it has always been staffed by the highest quality, most professional and competent staff of any governmental agency in the Greater Cincinnati area. I would say that the staff stands up favorably in comparison to any similar organization in the entire country. This high level of character and professionalism is a direct result of the quality, character, professional integrity and leadership of the current and past Executive Directors and Senior Staff.

Such a long record of outstanding service to the community, without any hint of misconduct or scandal, could only be accomplished under the supervision of Commissions made up of Commissioners of equally high caliber and leadership example and the oversight of Councils objectively committed to the betterment of the entire Northern Kentucky community.

The Ohio Kentucky Indiana Regional Council of Governments (OKI) is a similarly constituted agency, also with a highly qualified staff, excellent Executive Directors and Board leadership. NKAPC has played an important role in defining and maintaining the character of OKIRCOG since its beginning.

You have honored me by allowing me to be associated with the NKAPC, its staff and leadership for over thirty-three years as the Commission's representative to OKIRCOG. There is nothing that I could do or could have done to repay you for such a great honor and privilege. You have my eternal gratitude. I can merely say, "Thank you!" from the core of my being for your trust and support over these many years and I pledge that I will remain available to assist the Commission, the Council and the staff in any way that I can.

Sincerely,


Ralph B. Grieme, Jr.