

TERRILL L. HILL
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



CITY of *Palatka*
FLORIDA

Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

TERRY K. SUGGS
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

JASON L. SHAW, SR.
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

MINUTES
CITY OF PALATKA
October 27, 2016

Proceedings of a Regular meeting of the City Commission of the City of Palatka, Florida, held on the 27th day of October, 2016.

PRESENT:

Mayor	Terrill L. Hill
Commissioner	Mary Lawson Brown
Commissioner	Rufus Borom
Commissioner	Justin Campbell
Commissioner	James Norwood, Jr.

Also Present: City Manager Terry Suggs; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Finance Director Matt Reynolds; Police Chief Jason Shaw; Fire Chief Mike Lambert; Planning Director Thad Crowe; Public Works Manager Jonathan Griffith.

CALL TO ORDER: Mayor Hill called the meeting to order at 6:00 p.m.

INVOCATION — The Reverend Jason Sharp, Senior Pastor; Francis Baptist Church

PLEDGE OF ALLEGIANCE – Malachi Dixon

APPROVAL OF MINUTES – 10/10/16 & 10/13/16 – Commissioner Campbell moved to adopt the minutes as read. Commissioner Brown seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS

PROCLAMATION – World Pancreatic Cancer Day – Nov. 17, 2016 – Pancreatic Action Network - Mayor Hill read and issued the proclamation to Debbie and Matthew Brauneck, who spoke of the passing of their husband and father, Dr. Terrance Brauneck, the week prior due to pancreatic cancer. A moment of silence was observed. Betsy Driggers spoke of the passing of her father to pancreatic cancer in 2006 and the need for information on diagnosis, treatment and options.

PROCLAMATIONS - National Hospice and Palliative Care Month (Nov. 2016) and Children's Grief Awareness Day – November 17, 2016 Mayor Hill read and presented the proclamations to Sue Ellen Jackson, Hospice of Citrus and the Nature Coast, who thanked the City for offering confirmation on behalf of families in need of hospice care and children that grieve.

PROCLAMATION – Runaway Prevention Month – November, 2016 – Mayor Hill read and issued the proclamation to Cindy Starling & Leah Emberton with CDS Family & Behavioral Specialists. Ms. Starling said they are very appreciative of the City recognizing this issue. Their mission is to strengthen families by building strong families. When children run away it puts them at high risk for victimization, health issues and crime. It is devastating to families and involves law enforcement and community agencies.

FEMA INFORMATIONAL PRESENTATION – Bill Tanger, FEMA Intergovernmental Affairs Coordinator, distributed information to members of the Commission (filed) and asked them to direct those who have been injured by the hurricane to him, and he will meet with them. They have opened a Disaster Recovery Center (DRC) at the Putnam County Fairgrounds. It will be open Monday morning at 8 am. They are open Mon. thru Sat., 9 am to 6 pm. The DRC is the place to go when there are questions or uncertainties on programs or eligibility. FEMA has two types of programs; one is individual assistance and the other is public assistance, which covers damages to public infrastructure. Individuals can apply for assistance through registration with FEMA. Anyone with any eligibility for assistance needs to register. His information package contains federal declarations and details on the process. The individual sequence of events following the disaster were highlighted. Once things have stabilized, homeowners have to go to their insurance companies first and submit claims. FEMA will provide assistance with things there is no insurance to cover, especially housing issues. The top priority for FEMA is to get people out of shelters and get them into safe and sanitary housing. The assistance depends upon circumstances and insurance. They also provide assistance for medical, dental, child care and other services. When individual assistance is played out, the final alternative is the SBA for very low interest rate loans for families, renters and businesses. His flow chart provides detail on individual assistance (filed). There is a chart regarding debris pickup; this shows where people should put their debris. FEMA cannot go on private property so people have to put their debris on public right of way. For a disabled individual with multiple trees down in his yard and can't get them out, Mr. Tanger said someone needs to take photos and send them to the DRC office to apply for assistance. If they have funds or resources, they may want to document that.

Mayor Hill noted the phone number to call for disaster assistance is 800-621-FEMA (3362).

4. **UPDATE - Northeast Florida Regional Council** – Former Mayor Vernon Myers, President, and Brian Teeple, Executive Director, NEFRC, narrated a Power Point presentation (filed). Mr. Myers thanked the Commission for allowing him the opportunity to represent the City of Palatka as the City's designee; he served as Board President for the past year. He now serves as Past President. The NEFRC was formed in the 1970's and will soon celebrate its 40th anniversary. It was formed by Interlocal Agreement between the counties represented, is governed by a 35 member board, and function as a governmental agency. Putnam County is represented by Walt Pellicer and Kenny Eubanks, and Larry Harvey represents the Governor. He recognized Vice Mayor Brown, a former board member, and his wife, Linda Myers, a former president.

Brian Teeple, Executive Director with 30 years of service, read the mission statement and spoke of the governance of the Board, and subsidiary organizations they serve, as well as local government boards and commissions. They provide planning and technical assistance, create policy for emergency preparedness and assist local governments with things like comp plan amendments. All plan amendments go to them first for comments. They provide a lot of general technical assistance in the area of comprehensive planning, annexations, zoning and regulatory planning, etc. They perform services like facilitation, mediation, dispute resolution and initiative support. They wrapped up work with the Public County Solid Waste Advisory Board last year. They provide technical assistance in affordable housing and work with the Putnam County SHIP Program. They play a role in transit systems for the transportation disadvantaged, and work with Putnam's Ride Solutions. Each year they run the NE Florida Regional Leadership Academy. He recommends it to each of the Commissioners who want to learn more about the surrounding community. This provides a positive attitude and understanding of what is going on in the community. They formed a Not for Profit "think tank" and are currently developing a marketing plan for small towns and rural areas like Palatka. They are looking at a new enhanced corridor for Jacksonville to Palatka as well as other new corridors. They do a lot of work in resiliency; they learned a few lessons from Hurricane Matthew. They learned a lot about how storm surge

would affect private real estate. They collect legislative priorities and advocate on behalf of local government each year in the legislature. They are a Certified Economic Development District by the Economic Development Administration which allows business to access capital that otherwise wouldn't be available. They've recently completed a blueprint for economic development throughout NE Florida. They do "economic and feasibility" analyses which helps to bring business and development to Florida. They do Emergency Preparedness programs for storm preparedness, terrorism, hazardous materials and other areas. They provide training opportunities for first responders and hazard planning. They helped develop the plan that was put into place when Hurricane Matthew was approaching. For the past 10 years they have been responsible for developing a state-wide regional evacuation program and develop the science behind calling for an evacuation and managing evacuations. They also provide staffing to the EOCs. They serve as the regional evacuation coordinator and serve with 13 other regional coordinators. They decide when people leave and when people can come back to their property.

Mayor Hill said he felt like it was important for citizens to hear the update from NEFLC and hear information from FEMA. They endeavor to keep citizens informed.

Former Commissioner Ted MacGibbon and Tax Collector Linda Myers were recognized, being members of the audience.

STUDENT OF THE MONTH – October, 2016 – Vice Mayor Brown joined Mayor Hill in presenting in presenting certificates to the following students in recognition of academic excellence, leadership, citizenship and attendance at their respective schools:

Molly Albritton	Browning-Pearce Elementary
Malachi Dixon	C. L. Overturf, Jr. 6 th Grade Center
Gianna Bohannon	Children's Reading Center Charter School
Camren Davis	E. H. Miller School
Kaitlin Arthur	James A. Long Elementary School
Brandall Kearse	Jenkins Middle School
Brayden Myers	Kelley Smith Elementary School (October Honoree)
Pedro Manuel Estrada-Rosado	Mellon Elementary School
Al'lyssa Ford	Moseley Elementary School
Izell Hendrieth	Palatka High School
Anabell Suggs	Peniel Baptist Academy
Isaac Harper	Putnam Academy of Arts & Sciences
Sara Keith	Putnam EDGE High School

2. PUBLIC COMMENTS

Askew Vickers, 207 N. 18th Street, showed the Commission the filter from his business' ice machine, saying the water won't come through the filter. He can only get 30 to 60 days out of a filter that costs over \$100. This is an expense. This problem should have been addressed long before now. Mayor Hill said they increased rates so they can start to pay for the \$28 million in infrastructure to replace 65 miles of water line. They are trying to find funding and alternatives. The water system has existed since 1887. Mr. Vickers said he can't get his garbage containers emptied but once every week or every other week.

Mayor Hill asked him to get with Mr. Griffith to discuss these issues.

Mr. Vickers said he spoke to a young lady about a conversation she had with Commissioner Norwood about a conversation regarding the ditches being full, and he advised her to drive slower. Mayor Hill asked him to get with Mr. Griffith following the meeting. Mayor Hill thanked Mr. Vickers for consistently coming forward with issues.

3. CONSENT AGENDA

- a. **Adopt Resolution No. 2016-12-83** authorizing the City Manager and City Clerk to execute and attest Supplemental Joint Participation Agreement #2 with FDOT increasing the amount of FDOT funding to \$375,620 and total project amount to \$754,117 for obstruction/tree removal and mitigation at the Palatka Municipal Airport (50% FDOT; 49% FAA; 1% City of Palatka Funding)
- b. **Adopt Resolution No 2016-12-84** adopting a policy protecting the rights of individuals engaged in non-violent civil rights demonstrations and barring the restriction of access to locations or facilities which are the subject of such demonstrations
- c. **Adopt Resolution No. 2016-12-85** awarding the Airport Turf Mowing Bid to Frank Crabtree in the amount of \$54,000/yr per results of ITB #2016-10
- d. **Approve requested items for Special Events Permit No 16-48 - Palatka Pride Fall Festival** to be held on 10/29/16 from 10:00 a.m. to 3:00 p.m.- Palatka Pride/PPD; Capt. Tobby Williams, Applicant
 1. Grant permission to exceed allowable noise levels throughout the duration of event.
 2. Allow closure of S. 14th St. from Crill Ave. to Diana Dr. and a portion of Diana Dr. west of S. 14th St. for event.

Item B was removed for discussion. Commissioner Brown moved to adopt all other items on the Consent Agenda as presented. Commissioner Campbell seconded the motion, which passed unopposed.

- 3b. **Adopt Resolution No 2016-12-84** adopting a policy protecting the rights of individuals engaged in non-violent civil rights demonstrations and barring the restriction of access to locations or facilities which are the subject of such demonstrations – Mayor Hill noted this is a housekeeping item. Commissioner Norwood said they can only instruct the Palatka Police Department; he doesn't believe they can set policy for other law enforcement agencies. Don Holmes, City Attorney, said he spoke with the City Manager today and was advised that this was a formatted resolution provided by the CDBG Grants Administrator. Mr. Suggs said they are verifying whether or not this was the exact language that was provided by Department of Commerce. They are already obligated to apply state law. Mr. Holmes noted the bottom of Paragraph 1 says "to the extent and limit of the City's power and authority to do so." It basically says that if they have power to keep law enforcement agencies from using excessive force, they can. This is specifically for grant purposes and compliance. Mr. Holmes said this is a resolution; it's not like it's a law. It's a policy. If FHP or Fish & Game violates it, there is little action they can take. There being no further discussion, Commissioner Brown moved to adopt the Resolution as read. Commissioner Borom seconded the motion. A voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, yes; Nays, none. The Resolution was declared adopted.

5. **REQUEST TO APPEAL Planning Board Case #16-38 - Denial of Conditional Use – Michael Byars and Kim Burnett, Applicants** for a conditional use permit to allow for an Internet Cafe in a storefront unit located at 2000 Reid St. – Mr. Holmes reminded the commission that because this is an appeal they can only consider what evidence and testimony that went before the Planning Board, and cannot consider new evidence. Thad Crowe, Planning Director, said the Planning Board spent some time hearing testimony and engaged in a lot of deliberation. The primary concern was an undue concentration of these types of business in the Reid Street area. The City has become a magnet for these types of businesses in this area. In the end they determined because of the undue concentration and uncertainty of whether these places are following state laws, as they have been shut down in other jurisdictions, they are potential magnets for crime. They denied the conditional use permit by a margin of 6 in favor to deny, one opposed to denial.

Michael Byers and Kim Burnett – Ms. Burnett, 141 Pine Brook Drive, Mooresville SC, said they were denied the permit on the basis of undue concentration. At the time six of them were operating. Today there are only four operating. The undue concentration part has gone away. They agree that improvements need to be made to the parking lot, which they agree to do. The pastor of their neighboring church spoke on their behalf. They have had no disturbances or calls for service. If the population supports these uses being open and frequents these uses, it is unfair to say there is an undue concentration. They have agreed to abide by the recently adopted rules. There is another application for one of these facilities at 200 N. 19th Street pending. She asks they reconsider and overturn the denial.

Mr. Holmes asked if, and was told that, the Agenda Packet contains the minutes from the Planning Board meeting. Mr. Holmes said under their ordinance an appeal of a denial of a conditional use comes to them truly as an appeal and not as a recommendation. They must limit their consideration to the record below, the minutes they were given, and decide that the information provided to the Planning Board couldn't support the decision, or the wrong law or ordinance was applied, or that there was some other defect in the proceedings. If not, the appellant has not met their burden of proof. If they believe the Planning Board varied from its job when it denied the permit, they can overturn the denial.

Commissioner Norwood moved to uphold the Planning Board's decision to deny the conditional use permit based upon the information they had at the time citing an undue concentration of this type of business, as well as the health and welfare of residents. Commissioner Borom seconded the motion. A roll-call vote was requested and taken which yielded the following results: Commissioners Borom, Brown and Norwood, Yes; Commissioner Campbell and Mayor Hill, No. The motion passed to uphold the Planning Board's denial by a margin of three in favor, opposed by Commissioner Campbell and Mayor Hill.

PUBLIC HEARINGS:

6. **ORDINANCE** rezoning 623 & 625 Laurel St. - Planning Board Recommendation to amend the Future Land Use Map to Commercial and assign planned unit development zoning to the properties, from R-1 (Residential, Single-Family) – - Charles and Tina Duck, Owners and Applicants. Mayor Hill opened the public hearing.

ORDINANCE Amending the Future Land Use Map – Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO THE FOLLOWING PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE): FROM RH (RESIDENTIAL HIGH DENSITY) TO COM (COMMERCIAL), FOR 623 AND 625 LAUREL STREET, PROPERTY LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance as read. Commissioner Campbell seconded the motion. There being no discussion and no comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, yes; Nays, none. The ordinance was declared adopted.

ORDINANCE to Rezone – 2nd Reading, Adopt – – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTIES LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, INCLUDING 623 AND 625 LAUREL STREET TO BE REZONED FROM R-1 (RESIDENTIAL, SINGLE-FAMILY) TO PUD/C-1A (PLANNED UNIT DEVELOPMENT/ COMMERCIAL NEIGHBORHOOD); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE

DATE. Commissioner Campbell moved to adopt the ordinance on second reading as read. Commissioner Borom seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, yes; Nays, none. The ordinance was declared adopted on second reading.

7. **ORDINANCE** amending Zoning Code Sections 62-1 (definitions) and 62-17 (changing sign standards) – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE SIGN CODE, CHAPTER 62 OF THE MUNICIPAL CODE, REVISING DEFINITION AND STANDARDS PERTAINING TO CHANGING SIGNS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance on 2nd reading as read. Commissioner Campbell seconded the motion. Mr. Holmes noted at the first reading the Sec. 62-17(a) was amended to allow scoreboards to be up to 200 sq ft, or greater in size upon prior approval of the Planning Board. A review of the minutes of the 10/13/16 meeting confirmed this. Commissioner Brown moved to amend 62-17(a) to read “... except that scoreboards may be up to 200 square feet in size. Scoreboards in excess of 200 square feet may be approved by a grant of variance.” Commissioner Campbell seconded the motion, which passed unopposed. The floor was opened for public hearing; there was no public comment offered. A voice vote on the motion to adopt as amended yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The ordinance was declared adopted.
8. **ORDINANCE** amending Section 86-62 of the Code of Ordinances to provide options regarding calculations for separate water service required for each business unit – 2nd Reading, Adopt – The Clerk read an Ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING SECTION 86-62 OF THE MUNICIPAL CODE OF THE CITY OF PALATKA AS IT PERTAINS TO SEPARATE SERVICES REQUIRED FOR EACH BUSINESS UNIT; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance on 2nd reading as read. Commissioner Campbell seconded the motion. There being no comment and no discussion, a voice vote on the motion to adopt was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The ordinance was declared adopted.
9. **ORDINANCE** amending Palatka Municipal Code, Chapter 2, Administration, to add an Accounts Receivable Policy – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, BY AMENDING CHAPTER 2, ADMINISTRATION, TO ADD AN ACCOUNTS RECEIVABLE POLICY; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance on 2nd reading as read. Commissioner Campbell seconded the motion. There being no comment and no discussion, a voice vote on the motion to adopt was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The ordinance was declared adopted.
10. **ORDINANCE** amending Palatka Municipal Code, Section 10-4, Hours when alcohol sale prohibited; half-hour closing period - 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE ALCOHOLIC BEVERAGES CODE, CHAPTER 10 OF THE MUNICIPAL CODE, REVISING HOURS OF OPERATIONS RESTRICTIONS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Mayor Hill said they held several workshops on the matter; he tasked Mr. Crowe with drafting an ordinance in the spirit of what came from those meetings. There wasn't much dissent by way of having businesses that are primarily restaurants to be allowed to serve and allow individuals to consume alcoholic beverages on site on Sunday prior to 1:00 pm. Law

Enforcement said it would be easier to enforce an ordinance that mirrored the County's ordinance. The hours proposed to allow on premises sales and service Monday thru Saturday are 7:00 am to 2:00 am. On Sunday the time proposed is 12:00 noon to midnight, and 7:00 a.m. to 12:00 midnight for bona fide restaurants whose primary business is service of full course meals, and only if they continue to serve meals during this period. The primary business should be service of meals. He'd ask to strike "full course" and leave the rest.

Commissioner Campbell moved to deny passage of the ordinance on first reading as written. Commissioner Borom seconded the motion. Commissioner Campbell said he is all for moving the time earlier; he does have a problem with it being 7:00 am on any other day. He would like to see it reflect what the County has for a variety of reasons. He would take into consideration those facilities that serve food and pass the ordinance on first reading. Mayor Hill noted the County allows for the sale of, but not consumption, prior to 12:00 noon. Commissioner Norwood said he would support aligning with the County to provide a level playing field as this puts the City at a disadvantage. Mayor Hill said the City needs to find ways to distinguish itself from the County to attract businesses and build a tax base. They are not the County, they are the hub of the County. Their zoning isn't the same as the County's; when they annex property they change the zoning. There are many things that separate them. They need a competitive market. He sees no problems with allowing restaurants to serve on premises on Sunday morning. Discussion ensued, led by Commissioners Borom and Campbell, regarding a "true need" to allow restaurants to begin serving at 7:00 a.m. and Palatka's "identity." Following discussion, consensus was reached amongst the Commissioners that changing the time on Sunday for on-premises consumption to 10:00 a.m. would be acceptable. Mayor Hill noted there is no prohibition at 7:00 a.m. any other day of the week. There is only a prohibition on Sunday. The question was called on the motion to deny passage on first reading. A roll-call vote was taken, which yielded the following results: Commissioner Borom, Brown, Campbell, and Norwood, Yes; Mayor Hill, No. The ordinance failed to pass on first reading.

Commissioner Brown spoke of the need to compromise for the sake of tourism and attracting tourists. She said other cities do many things like this; she'd like to see them find a compromise. People will find ways to drink at any time of the day. Discussion ensued on readdressing a motion on the matter.

MOTION TO RECONSIDER - Commissioner Norwood, as a commissioner who voted on the prevailing side of the motion to deny passage of the ordinance amending hours sales of alcoholic beverages for on-premises consumption (Item 10 on the Agenda), moved to reconsider the vote upon the motion to deny passage of the ordinance on first reading. Commissioner Borom seconded the motion, which passed unopposed.

Discussion ensued regarding hours of sale for on-premises consumption on Sunday. Mayor Hill said the golf course is open at 6 am and loses a lot of money year-round because they currently can't sell on Sunday before 1 pm. Discussion of options ensued. Commissioner Brown moved to modify the time for Sunday alcohol on-premises sales to 10:00 a.m. Commissioner Campbell seconded the motion. Mr. Holmes said the motion under discussion is to deny first reading of the ordinance, so they need to deny this motion. Following discussion, Commissioner Campbell moved to withdraw the motion to deny first reading of the ordinance. Commissioner Norwood seconded the motion. Commissioner Brown moved to amend the time of the proposed ordinance from 7:00 am to 10:00 am for restaurants and pass it on first reading as amended. Commissioner Borom seconded the motion. There being no further discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Borom and Campbell, yes; Commissioner Norwood and Mayor Hill, No. The ordinance was declared passed on first reading as amended.

11. CITY MANAGER & ADMINISTRATIVE REPORTS:

Chief Shaw said the PD will be going through accreditation Tuesday through Thursday. Accreditors will be here Tuesday morning at 8:00 a.m. They welcome any member of the Commission and the City Manager to be present to support them at 8:30 a.m. on Nov 1st. The Fall festival is scheduled for Saturday from 10 am to 2 pm and park clean-up from 2 pm to 3 pm following the event at Hank Bryan Park. Halloween Trunk or Treat is scheduled for Oct. 31st at Palatka Mall from 5 pm to 7 pm.

Jonathan Griffith said Public Works has not provided a project update due to preoccupation with storm clean up. Most of the major projects are moving forward, Southern Riverfront Improvements CDBG project is out to bid and they are hoping to advertise the Terminal Construction Project next week for bid.

Mr. Griffith provided an update on storm clean-up. Some debris was put out after the contractor came through; they will be revisiting those sites. He thanked the Commission for postponing twice-weekly residential collection for two weeks.

Thad Crowe, Planning Director, said their new employee in Building & Zoning is Karen Gilyard. They are pleased to have her on board.

EMERGENCY ITEM REQUEST – WAIVER OF PERMIT FEES FOR STORM-RELATED PERMITS – Mr. Crowe said the City has received requests from contractors to waive fees for permits related to storm damage. The County is waiving permit fees for permits related to storm damage. They would need an emergency resolution to waive fees for building permits for storm related damage. Mr. Suggs suggested they hold discussion on the suggestion. They would have the building official confirm that the permit is for storm-related damage. Some they need to have made retroactive. The County didn't apply a time period for the waiver. A month should cover it. They should make this retroactive to the Storm. He will refund fees already paid.

Commissioner Brown moved to amend the Agenda to add an emergency item to take up the issue of waiving Hurricane Matthew storm-related permit fees. Commissioner Norwood seconded the motion, which passed unopposed. Commissioner Borom moved to waive permit fees for storm related damage for a period of thirty (30) days retroactive to October 7th. Commissioner Norwood seconded the motion and said noted contractors are busy and are at least 45 days behind. Mr. Crowe said as long as they show the damage is storm related, it can be extended to sixty days. Commissioner Norwood moved to amend the motion to extend the time for permit fee waiver for storm-related permits to sixty (60) days. Commissioner Borom seconded the motion, which passed unopposed.

The Clerk reported that the City's Safety and Employee Appreciation Luncheon is scheduled for tomorrow (Friday) at the Municipal Golf Club. Lunch will be served at 11:45 a.m.

12. COMMISSIONER COMMENTS – There were none.

13. ADJOURN – There being no further business to discuss, the meeting was adjourned at 8:08 p.m. upon a motion by Commissioner Brown.

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FS 286.105