

KARL N. FLAGG  
MAYOR - COMMISSIONER

MARY LAWSON BROWN  
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS  
COMMISSIONER

VERNON MYERS  
COMMISSIONER

JAMES NORWOOD, JR.  
COMMISSIONER



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

ELWIN C. "WOODY" BOYNTON, JR.  
CITY MANAGER

BETSY JORDAN DRIGGERS  
CITY CLERK

RUBY M. WILLIAMS  
FINANCE DIRECTOR

GARY S. GETCHELL  
CHIEF OF POLICE

MICHAEL LAMBERT  
CHIEF FIRE DEPT.

DONALD E. HOLMES  
CITY ATTORNEY

**MINUTES**  
**CITY OF PALATKA**  
**PRICE MARTIN COMMUNITY CENTER**  
April 8, 2010

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 8<sup>th</sup> day of April, 2010.

PRESENT:	Mayor	Karl N. Flagg
	Commissioner	Mary Lawson Brown
	Commissioner	Allegra Kitchens
	Commissioner	Vernon Myers
	Commissioner	James Norwood

Also Present: City Manager Elwin C. Boynton, Jr.; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Finance Director Matt Reynolds; Police Chief Gary Getchell; Fire Chief Mike Lambert; Building & Zoning Administrator Debbie Banks, Parks Supt. Jeff Norton; Water & Supt. Rhett McCamey; Streets & Sanitation Supv. Ed Chandler; Airport Manager John Youell

**CALL TO ORDER:** at 6:00 p.m. by Mayor Flagg, read the following call, dated April 5, 2010:

TO MESSRS: MARY LAWSON BROWN, ALLEGRA KITCHENS, VERNON MYERS, Jr.  
AND JAMES NORWOOD, Jr.:

You are hereby notified that the place of the regular April 8, 2010 meeting place of the Palatka City Commission is hereby revised and called to be held at the alternate meeting place of the City Commission, the Price-Martin Community Center, 220 N. 11<sup>th</sup> Street, Palatka, to commence at 6:00 p.m.

Please govern yourselves accordingly.

/s/ Karl N. Flagg  
Karl N. Flagg, MAYOR

We hereby acknowledge receipt of a copy of the foregoing notice of a revised meeting place on the 5<sup>th</sup> day of April, 2010.

/s/ Mary Lawson Brown  
COMMISSIONER

/s/ Allegra Kitchens  
COMMISSIONER

/s/ Vernon Myers  
COMMISSIONER

/s/ James Norwood, Jr.  
COMMISSIONER

**INVOCATION** - Sister Sheila McCoy, God's Manna Ministries

**PLEDGE OF ALLEGIANCE** – Chief Mike Lambert

**APPROVAL OF MINUTES** – 3/25/10 Workshop; 3/25/10 Regular Meeting – Commissioner Brown moved to adopt the minutes as read. Commission Kitchens seconded the motion, which passed unopposed.

**ORDERS OF THE DAY** – Mayor Flagg noted the Clerk's memorandum regarding a request to adopt a revised agenda in order to hear New Item 8, Relay for Life Special Events Permit. Commissioner Norwood moved to revise the Orders of the Day to add Item 8, Noise Ordinance Request made by Relay for Life organizers. Commissioners Myers seconded the motion, which passed unopposed. The revised agenda was distributed (filed).

1. **PUBLIC RECOGNITION/PRESENTATIONS:**

**PROCLAMATION** – Volunteer Month – April, 2010 – Officer Mylinh Reeves was present to accept the proclamation, which was read and issued by Mayor Flagg, and stated she will bring her volunteers in for recognition on April 22.

**PROCLAMATION** – Safe Digging Month – April, 2010 - Public Works and Underground Utility Coalition representatives Rhett McCamey, Ed Chandler, Eula White and Sam Willis were present to receive the proclamation, which was read and presented by Mayor Flagg.

**FLORIDA TRUST FOR HISTORIC PRESERVATION MERITORIOUS AWARD** – Tilghman House Renovation Project – Robert Taylor, Architect, presented information regarding this award. He thanked the City and various citizens for their assistance in the renovation of this historic home, noting when a community recognizes the value of its architectural heritage and acts to restore these buildings, it is a sign of cultural maturity. He gave a short history of the Tilghman family. The City purchased the property in 1990 and subsequently leased it to the Arts Council. Ms. Christy Sanford and others worked with the City for 5 yrs to fill out the forms and secure all measures necessary to renovate this home. In 2007 the S. Historic Neighborhood Association embraced the renovation of the Tilghman House and worked with the City Manager to allocate \$200,000 in TIF funds for the work. Over \$80,000 in additional funding was provided by the City to complete the project. Mr. Taylor read off a list of improvements made, and noted that particular attention was paid to architectural detail inside and outside the home. Flint Construction completed the renovations in November of 2009. The City was subsequently recognized with this award. The award ceremony and reception will be made Friday, May 14 at Edison Park Elementary School in Ft. Myers. Bob Taylor was project architect.

2. **PUBLIC COMMENTS** – There were none.

3. **CONSENT AGENDA:**

- a. **Authorize execution of HUD-EDI Grant #B-010-SP-FL-0128 in the amount of \$250,000** for Palatka Riverfront Park Redevelopment
- b. **Authorize execution of Interlocal Agreement with Putnam County BOCC** for the coordination of CDBG disaster relief funding under the 2008 Disaster Recovery Initiative for Tropical Storm Fay

- c. **Authorize renewal of Florida Dept. of Corrections Contract No. WS397** for Inmate Work Squad – August 24, 2010 through August 23, 2011 - \$56,467.00/yr (Streets – 1<sup>st</sup> paid squad)
- d. **Authorize execution of Amendment #4 to FDEP Appropriations Agrmt #LP6771** for the Reuse Project WWTP Improvements by revising the scope of the project work plan
- e. **Authorize execution of Amendment #2 to Passero Assoc. Work Order #08-13R** in the amount of \$9,760.00 for additional services for TW B Pavement Rehabilitation, Airfield Drainage Improvement and AWOS
- f. **Authorize execution and acceptance of two (2) Drainage Easements** from Anastasia Square LLC and Cypress Mills LLC, Grantors, for Kirby Street Storm water Drainage Project

Commissioner Kitchens asked to pull items 3(a) and 3(f) for discussion. Commissioner Brown moved to pass all remaining items on consent as recommended and presented. Commissioner Myers seconded the motion, which passed unopposed.

- a. **Authorize execution of HUD-EDI Grant #B-010-SP-FL-0128 in the amount of \$250,000** for Palatka Riverfront Park Redevelopment - Commissioner Kitchens said there is nothing in the agenda package except a general description of the grant. There are no details. She has spoken with Mr. Boynton about this and thinks it should be tabled until more details are forthcoming. Mr. Boynton said he takes no exception to this request; there is time to accept this grant. They can develop a scope over the next month or so. This is a very generic grant and no project work plan is required to accept the grant. The submission is due in September so there is time. The money is the City's for the asking; it just needs to be applied for. After discussion, there was consensus that the scope of work can be developed, but the City should go ahead and ask for the money now so that the funding does not run out. Commissioner Myers moved to authorize execution of HUD-EDI Grant #B-010-SP-FL-0128 in the amount of \$250,000 for Palatka Riverfront Park Redevelopment. Commissioner Norwood seconded the motion, which passed with four voting in favor, opposed by Commissioner Kitchens.
- f. **Authorize execution and acceptance of two (2) Drainage Easements from Anastasia Square LLC and Cypress Mills LLC, Grantors,** for Kirby Street Storm water Drainage Project - Drainage easements – Commissioner Kitchens said she doesn't have any problem with this, but asked the City Attorney if he has a problem with the wording of the easements. Mr. Holmes said he has no problem with the wording, but they were not executed properly. The documents were notarized but not witnessed. They can't be recorded. Mayor Flagg said any motion would be contingent upon proper execution of the documents. Commissioner Myers moved to accept two drainage easements, one from Anastasia Square LLC and one from Cypress Mills LLC for the Kirby Street Storm water Drainage Project. Commissioner Brown seconded the motion, which passed unopposed.

4. **ACCEPT CRA RECOMMENDATIONS** as follows:

- a. Authorize the City Manager to provide 30 days notice of termination of Main Street Office space/support services agreement between the CRA and the Putnam County Chamber of Commerce dated 9/21/09
- b. Award Building Improvement Grants (BIG Program) per BIG Committee Recommendation
- c. Authorize use of CBD-TIF Funds in an amount not to exceed \$9,000.00 to construct an Informational Sign at Third & Reid Streets

- d. Authorize use of CBD-TIF Funds in the amount of \$2,825.00 to reimburse Palatka Main Street for the following expenses:
  - 1. \$2,500.00 on the Third Street Sign Project
  - 2. \$ 325.00 to advertise St. Patrick's Day Parade
- e. Authorize use of CBD-TIF Funds in an amount not to exceed \$15,000.00 for City of Palatka Fourth of July Fireworks Celebration

The minutes of the 4/8/10 meeting of the Palatka Community Redevelopment Agency are hereby included by reference. Commissioner Brown moved to pass all CRA Recommendations as presented and recommended during the 4/8/10 CRA meeting. Commissioner Kitchens seconded the motion, which passed unopposed.

- \* 5. **CODE ENFORCEMENT BOARD RECOMMENDATION** to reduce the daily fine at 1201 Short Street from \$24,200 to \$5,000 plus cost of prosecution and recording fee if necessary, as property is in compliance -- Owner's Request for Further Reduction -- Michael Scott Meckley, 5100 W. Kennedy Blvd, Tampa, 33609, said while there has been a significant reduction already recommended, the unique circumstances of this case warrants further reduction. Mr. Meckley said the criteria for reduction of liens lists 7 considerations. Change of ownership, communication and appraised value of property are all factors to consider. This property is currently appraised at \$48,000, but they have had it for sale for a long time and have not had a single offer. They would put it on the market for \$10,000. Over the life of this case there have been 4 owners; they only purchased this property at the end when it went into foreclosure. In 2-1/2 yrs there were only two communications between Code Enforcement staff and him. Both times he took immediate action to correct the violations noted. He was mistaken in not getting a piece of paper stating that the property was brought up to Code. They have taken responsibility for this piece of property when alerted to needed action. Code Enforcement performed two inspections, and neither time was he informed that this case was still open. The fines continued to accrue. There was never a time they didn't think they were doing what was necessary. This is a case of honest miscommunication. He believes it should be reduced to zero, but when asked at the hearing what a fair fee would be, he said \$2,000 plus fees. They don't want to owe more than the property is worth. They want to sell it.

Mr. Holmes said he explained at the Code Enforcement hearing that they had sold the property, taken a mortgage on the property, and the issues that lead to the code lien came about when the property was owned by the person to whom they'd sold it. When they foreclosed on the property, they didn't pick up the lien, which was on record. Someone missed it during the title search and the City wasn't named as a defendant on the foreclosure proceedings. Had the mortgage predated the lien, the lien would not have survived. A certificate of title was issued in March 2008 listing named defendants. The City was not named. Apparently there was a foreclosure proceeding, but the City was not named as a defendant.

Commissioner Kitchens noted Mr. John LeBouf was the named defendant, who has the same mailing address as Mr. Meckley. Mr. Meckley said Mr. LeBouf is not a member of his corporation. He was the borrower, but he has nothing to do with their corporation. The lien did not show up on the title search; his attorney believes the search was done before the lien was recorded, and a final search was not done just before the foreclosure. Commissioner Kitchens asked if the title company could be made to pay the lien as they were negligent. Mr. Holmes said that is a possibility. Mr. Meckley said there was no title insurance; all title companies have E & O coverage, so they do have to live up to a certain standard. If they did the search after the date the document was recorded they may have recourse. Commissioner Kitchens noted he said he'd sell the property for \$10,000 and

noted it was listed for sale in a local Real Estate publication for over \$200,000. There is a neighbor interested in purchasing this property. Small children were breaking into the house and neighbors called in the code violations. Mr. Meckley said a neighbor has agreed to contact him in the event there is a problem in the future.

When asked if she had comments, Mrs. Banks stated she did not. The Board felt \$5,000 was an appropriate reduction taking into consideration all the facts. Regarding letters to Mr. Meckley, they followed Statute and Code. The notices were sent to 5100 West Kennedy Blvd. Commissioner Norwood asked if the addresses changed as the property changed hands. Mrs. Banks and Mr. Meckley said they had not. There was an original owner who sold it to someone; they then took the property back, then made another loan, gave more financing, did financing on it again, and then they foreclosed on it again. From his perspective, if the City is having 2 annual inspections indicating something needed to be fixed, and no communication was sent to him, this would be the outcome. He should have asked for a letter of compliance when he addressed the Code violations that he was notified of, and he has learned from the experience. There could have been more and better communication along the way. Per the question, Mrs. Banks said all derelict property is inspected twice per year to determine whether it is still boarded up. If not, they notify the owner. Mr. Holmes said if the commission chooses a reduction, and if the payment is not made in 30 days, the fine should revert back to the original amount of \$24,200.

Commissioner Brown asked where the \$5,000 figure came from and whether the Commission had reduced fines before. Ms. Banks said they have reduced fines before. Commissioner Kitchens said she was inclined to accept the recommendation of the Code Enforcement Board; Commissioner Myers concurred. Commissioner Norwood moved to reduce the fine to \$5,000 per the recommendation of the CE Board. Commissioner Kitchens seconded the motion.

Mr. Meckley asked if it's not paid, does the fine accrue interest? Mr. Holmes said it does not. It is a \$5,000 lien. It would not continue to accrue. Mr. Meckley said at that level they would not pay the fine. Mr. Homes said he is not in favor of reducing the fine if he's not going to pay it. The motion and second were withdrawn by its makers. Mr. Holmes said the Code Enforcement Board wants him to pay the fine. If the motion is to accept the \$5,000 if the lien is paid in 30 days, that's fine, but if he's not going to pay the fine, there is no point in reducing it. Mr. Meckley said he's willing to pay a reduced fine but believes \$5,000 is a big number, relative to what the property is worth. Commissioner Kitchens said by law the property appraiser assesses property value at the full market value. Mr. Meckley said in looking at land value they'd have to demolish the house, which would cost around \$4,000. If the reduction is to \$2,000 they would pay the fine within 30 days. They want to get rid of this holding. He has no problem making a contingency on this. This will not be a huge windfall for them. They just want to sell the property and be done with it. Mr. Holmes said option one is not to reduce the fine at all, and it doesn't get paid and the City forecloses on the lien, in which case the City ends up with the property. The City can purchase the property for the amount of the lien, but if someone runs up the bid, they can let the house go to whoever bids on it. They could reduce the fine to \$5,000 with a contingency that if it's not paid in 30 days it goes back up to \$24,200, but then the same quandary exists. The third option is to reduce it to \$2,000 plus the \$500 or so cost of prosecution, which Mr. Meckley says he'll pay. If they don't reduce it to \$2500, they will have to foreclose. Commissioner Kitchens moved to reduce the fine to \$5,000 plus cost of prosecution and if not paid in 30 days it reverts to the original amount of \$24,200. Commissioner Brown seconded the motion. A roll call vote was requested and taken, with Commissioners Brown, Kitchens and Myers voting yes, and Commissioner Norwood and Mayor Flagg voting no. The motion was declared passed.

6. **PUBLIC HEARING** for comments on transmittal of list of identified major issues to Florida Dept. of Community Affairs for development of Evaluation and Appraisal Report (E.A.R) of the City of Palatka Comprehensive Plan, per F.S. 163.3191 – Guy Parola, NEFRC – Mayor Flagg opened the public hearing. Mr. Parola said this is regarding the State-required audit of the existing comprehensive plan. Tonight they are talking about the list of major issues, which was derived during workshops held during 2007. On April 6 the Planning Board voted unanimously to forward these items to the Commission, with underlined items noted. He will discuss the various categories.

Historic Preservation & Cultural Arts – Mr. Parola said historic preservation is done through the land development regulations and not through the Comp Plan. Also, the Comp Plan is relatively silent on the issue of cultural arts. They've added this and incorporated comments brought up regarding moving the Florida School of the Arts to downtown. Commissioner Kitchens said she's glad to see historical properties protected in the Comp Plan and the cultural arts addition.

Economic Development – Mr. Parola said as to comments regarding downtown Palatka, the comp plan does not have a true "mixed use" category and is silent on the matter. Much discussion was given to attracting higher wage jobs. The issue of housing was brought up regarding augmenting the City's housing stock to accommodate the higher income brackets. Regarding the idea of shovel-ready sites, in order to become competitive, they need to attract industry through identified industrial developments that are infrastructure-ready with provisions for water, sewer, paved roads, platting and land use. Commissioner Norwood said it's one thing to get the comp plan in line; it's another to make sure incentive packages are available. He'd like to see the city get those types of packets to Building & Zoning so that when a potential owner inquires, they will know what is available. Mr. Parola said he was hearing there should be an educational package available. Commissioner Norwood said they need a list of local, regional and state incentives outside of aesthetics. They need economic incentives. Mr. Boynton said they've had that discussion with the Chamber, who is working on a brochure. They want to be the ones that will help people with these issues. Commissioner Myers said this is part of the economic development partnership the City and County have established with the Chamber.

Commissioner Brown said, regarding housing, in the 1980's the University of Florida did a study on the development of downtown and included mixed use in that study. Mr. Parola said that is not part of the Comp Plan. Commissioner Brown said this needs to be added. Commissioner Kitchens said the Chamber is the City/County economic development representative; Building & Zoning and the Chamber should have the same packet available to hand out. She is pleased with the mixed use suggestion, which is now allowed under zoning. Commissioner Brown said they do have mixed use occupancy already; people do live over top of some businesses. At one time she lived over top of her funeral home. Commissioner Norwood said this gives business owners an opportunity to think outside the box. This is a critical element.

Transportation Level of Service – Mr. Parola said the State passed SB360, which placed a transportation concurrency overlay over the entire city as a Dense Urban Land Area community, which institutes a transportation concurrency exception (TCEA) within the City. In order to keep this designation, which means transportation impacts are not part of a plan, they must adopt a mobility plan. This is a state requirement. There are challenges to this which were discussed with the Planning Board. The City doesn't have any control over US 17. The mobility plan will have to address it. This is more an issue of adherence to State Statute.

Linda Crider, 116 Kirkland Street, said regarding multi modal service issues, eventually the trail network here may have a significant benefit in looking at multi-model level of service, as then you can factor in level of service for all modes. While it doesn't seem like it would be a big thing, it can impact this in a positive way. She urges being able to use that to factor into the mobility plan. Regarding preemption of all traffic lights, they should make all those lights on major corridors red during emergencies. They need to be creative and the TCEA provides that opportunity.

Trails and Parks – Mr. Parola said this is another issue that generated a number of comments. There is an opportunity to do some linear connection in the City through the parks system and also with other communities. They will be looking at historic preservation and economic development within parks. This would involve Rails to Trails.

Linda Crider distributed a hand-out to the Commission (filed) regarding her comments. She is glad this is being added to the comp plan. This area has the potential to be a hub for NE Florida through Greenways and Blueways. They are working strongly with FDOT to look at stimulus and enhancement funds to complete the Lake Butler to St. Augustine multi-use trail. The land has been purchased and they are looking at funds to complete it. There is \$1.9 million allotted for that segment and it is being moved up in the time frame, due to the completion of the design. They may see that work begin in 3 months. The concepts being brought forward by their workgroup could fold nicely into the City's plan. She looked at a 2007 plan submitted by Christy Sanford with a recreation element, there are many good points there and she'd like to see this considered. She provided Mr. Parola with a copy of the plan with her edits, noting it needs updated park system inventory maps. The concept of funding and staffing is present and she tried to think of creative ways to come up with partnerships, internships, volunteer strategies and funding strategies. There is a lot of opportunity to get interns from the surrounding colleges. She sees much potential in Palatka and is anxious to see the trail system come about. Mayor Flagg thanked her for her comments.

Annexations & Municipal Boundaries – Mr. Parola said this goes to the municipal boundaries of the City. There is an inefficiency in the distribution of services due to enclaves. He does not have answers or strategies, but it needs to be addressed. The reason for the EAR report is to determine what the issues are and determine if the comp plan is part of the problem or part of the solution. Commissioner Norwood said the legislative body needs to decide where they'd like the boundaries to go. There are a lot of properties that are receiving city services that are not contiguous; there are agreements in place with the homeowners that when the property becomes contiguous, it will be annexed. They need to square up the boundaries. He'd like to see them address this. They talk about voluntary annexation, but they may need to look at other options.

Commissioner Kitchens said she believes in doing what citizens want, and if they don't want to come into the City, they shouldn't be forced to. Commissioner Myers said there are definite advantages to living in the City. Squaring off the boundaries would make it much easier for the provision of city services. Reasonable people can come up with an incentive program. Mayor Flagg said city leaders need to be realistic. They know they need to have practical urban service lines. They don't want to lead a "smash and grab" campaign. They need to look at economics; there must be a balance in the entire plan.

There being no further discussion, Commissioner Myers moved to agree on the points discussion on elements to incorporate into the EAR Report as recommended by the Planning Board. Commissioner Norwood seconded the motion. Commissioner Brown said

they are already working on some of these issues. One of the big problems is people don't know what they need to do to annex, or the benefits of annexation. They need to begin an education campaign. Mayor Flagg said annexation needs to be equitable. There being no further discussion, a roll-call vote was requested and taken, with all voting in the affirmative. Commissioner Brown thanked Mr. Parola for coming over with a group from Regional Planning council to really look at Palatka.

**RECESS** – Mayor Flagg called for a five-minute recess at 7:30 p.m.

**RECONVENE** - Mayor Flagg called the meeting back to order at 7:40 p.m. and continued with the Orders of the Day.

7. **ORDINANCE** amending the Palatka Municipal Code, Section 94, to add a section and article entitled Planned Industrial Development under M-1 Light Industrial District Conditional Uses, Activities or Structures – 1<sup>st</sup> Reading (Continued from March 25, 2010) – Debbie Banks, Building and Zoning Administrator, said she's revised this ordinance with an addition made by the Planning Board to page 2, line 13, Item 7 to add a waterfront setback as required by SJRWMD. This PID is being added to the Code to allow a planned development in industrial zoning. The Clerk read the ordinance, entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE OFFICIAL ZONING REGULATIONS OF THE CITY OF PALATKA, FLORIDA, BY AMENDING SECTION 94-141, M-1 LIGHT INDUSTRIAL DISTRICT CONDITIONAL USES, ACTIVITIES OR STRUCTURES TO ADD A SECTION ENTITLED PLANNED INDUSTRIAL DEVELOPMENTS; AND TO AMEND CHAPTER 94 TO ADD A NEW ARTICLE ENTITLED PLANNED INDUSTRIAL DEVELOPMENT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on first reading as read. Commissioner Myers seconded the motion.

Mr. Holmes asked Mrs. Banks to refer to Section 2 (F), entitled Processing the PID, which states an original plan map must accompany the application, and then the Planning Board makes a decision based upon that plan. Then 2(I) states the applicant must submit a final PID plan. He asked why the approved plan wouldn't cover all the approved master plan, and not have an option to cover part of it. The ordinance states the final plan only has to cover part of the master plan. Mrs. Banks said the way these parks are developing, they are developing very slowly. She's spoken with Ray Spofford and Brian Hammons, the Planner for Putnam County, and they both thought it would be good to be able to come back with a final plan, and not have to submit a final plan up front. Mr. Holmes said construction has to start within five years of approval. Mrs. Banks said they have to submit their plan with roads and everything for approval up front. Mr. Holmes said the master plan should give the concept to the Planning Board, but in five years they can give a final plan, but construction has to begin in five years or they lose the designation. Mrs. Banks said they've run into issues with selling parcels at the County's industrial park. Each time they sell a parcel they have to get an approval on a PID. Mr. Holmes said they provide for minor changes, which covers a myriad of things. He doesn't understand why they have one plan, and then another plan. He asked the purpose of having both a master plan and a final master plan when the Planning Board approves the entire project based upon the first plan. Mrs. Banks said a site may change from the preliminary or first plan. As sites are sold, the Plan is customized.

Regarding Section 2 (K), Mr. Holmes read from the ordinance that “. . .similar substantial changes shall be reviewed in the same manner as the PID,” which tells him they have to go back and obtain approval for those changes in the same fashion as the initial PID. It doesn't sound like the master plan allows enough fluidity to be able to change the master plan.

From his perspective, he wouldn't have more than one plan. He would have an initial master plan and then provide for revisions to the master plan, and differentiate between the minor and major revisions. He would differentiate between changes in plans so long as the density or category use doesn't change. Mrs. Banks said the Commission can table this to allow time for revisions and re-advertisement for a Planning Board hearing. Commissioner Kitchens said she is in favor of tabling this to the next meeting. Mr. Holmes said it may be fine, but he is trying to relate the final plan to the initial plan, and determine what the difference is between the two. Maybe you do the final plan as you build. Mrs. Banks said the first plan has to be a conceptual plan; as you sell the parcels out, you have to come back and finalize it. Mr. Holmes said maybe it only needs a couple of wording changes. Per discussion there was consensus to change "Approved PID" to "Approved PID Master Plan" all the way through Section 2 (K). Mr. Holmes said with the wording change he is comfortable with the rest of the wording. Discussion ensued on further possible changes to the Ordinance. Mr. Holmes said they suggested changing Section 2 (I) to read "If approval for the PID is granted, the applicant shall submit a final PID Site Plan covering any portion of the approved Master Plan upon which construction is to begin prior to commencement of construction." This would make the Plans coincide to some extent. There would be no need to revise the final site plan, but you could revise the master plan. You'd have a master plan that could be changed with either minor or major revisions per (K), but before you start construction you have to submit a final site plan, according to Section 2 (I). He asked if that is consistent with the way they want the PID to develop. Mrs. Banks said that sounds consistent. Mrs. Banks said this main document came from Santa Rosa County's Code. They may need to go back and look at definitions.

Mayor Flagg asked whether or not Section (I) or (K) is intended to be in any chronological sequence; maybe (K) should be (I) and vice versa. Mrs. Banks concurred, as did Mr. Holmes. Commissioner Kitchens asked, under Section (N), Subdivision approval, as this is a planned industrial development, should it say PID subdivision and not just subdivision? Mr. Holmes said they don't have "industrial subdivision" defined anywhere in the code and if they add that they'd have to provide a definition. They have a subdivision process defined in the Code. He is not aware if it differentiates between residential or not. Mr. Holmes said they define subdivision in general terms as a division of land with a certain number of parcels. This is intended to mean that the approval process for a subdivision takes place. Commissioner Kitchens moved to amend the ordinance to incorporate the amendments as discussed. Commissioner Brown seconded the motion, which passed unopposed. There being no further discussion on the main motion to pass the ordinance on first reading as amended, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The ordinance was declared passed on first reading.

8. **REQUEST FOR PERMIT to exceed noise levels** established by Chapter 30, Palatka Code of Ordinances, to The American Cancer Society at Moseley Elementary School Track for Relay for Life Event on April 16 from 6:00 pm until 11:00 pm and April 17 from 7:30 a.m. until noon for Relay for Life Event – Susan Lewis, Chairperson – Mayor Flagg noted the application before them is for a Class B event. The Clerk noted the times stated on the agenda are those recommended for approval by the Police Chief. Mayor Flagg said they know this is a dynamic community event, but it needs to be compliant with the community. Mr. Getchell said they just received this today. The only review he's done of the memo was over his Blackberry. They are supportive of this organization and he and his family have participated in this event. They are suggesting different times because of the complaints they've received regarding drum playing and sirens. They haven't had an opportunity to do a comprehensive review. He's doing nothing more than taking a common sense approach. It is their suggestion that from 11 pm to 7:30 am the noise ordinance not be granted for that

period of time. This would eliminate the issues related to the complaints. They realize they need to tone it down after midnight, but at 2 am the PD is issuing complaints. If the commission issues the variance for those hours, they can do nothing but ask them politely to turn it down and hope they comply. They are just asking the Commission to consider this option. This maintains the tranquility of the area. Commissioner Kitchens agreed that this is a wonderful event, and concurs with the Chief. Commissioner Kitchens moved to grant the request to exceed noise levels established by Chapter 30 to the American Cancer Society from 6 pm to 11 pm on Friday, April 16, and from 7:30 am to noon on Saturday, April 17 for the Relay of Life event. Commissioner Norwood seconded the motion. Commissioner Norwood asked whose sirens were sounding off. Chief Getchell said it was not City Police sirens. Mayor Flagg said the City needs to specifically state there will be no sirens sounded during off hours. There being no further discussion, the motion passed unopposed.

9. **ADMINISTRATIVE REPORTS**

The Clerk provided an update on the March of Dimes Campaign, saying the March for Babies was scheduled for April 10; registration begins at 7:30 a.m.

Mr. Boynton said the Palatka Gas Authority has tentatively set the grand opening celebration of their new administration building for April 23 from 3:00 pm to 5:00 pm. They will be getting formal written invitations out to the Commission.

10. **COMMISSIONER COMMENTS**

Commissioner Kitchens asked that a letter be sent to the organizers of Relay for Life spelling out the terms of the variance granted tonight. Mayor Flagg asked Chief Getchell to take care of this.

Commissioner Brown said they will be meeting with the Palatka Housing Authority regarding getting the Community Gardens program started back up for the spring. They'd like to hold a meeting at City Hall to kick off the new garden season.

Commissioner Brown said she will not be attending the next City Commission meeting scheduled for April 22<sup>nd</sup>. The City Manger will be bringing forth information about the Boat. Part of the money they received for the program is for a docking facility. She'd like the Commission to consider moving forward with this.

Commissioner Myers said Habitat for Humanity will start holding their monthly board meetings at the Airport terminal facility. He thanked the City Manger for offering the use of the facility.

Commissioner Norwood said, with regards to the underground piping project, the pavement needs to be finished. He is still seeing quite a few potholes and places that were not properly repaved. Mr. Boynton said they have not accepted that pavement. He is working with the contractor on repairs to the pavement. As to the actual project, all of the pipe is in the ground and the tie-ins are done, but they are working on the cleanup. They have not resolved this yet, but a resolution is forthcoming.

11. **ADJOURN** - There being no further business to discuss, the meeting was adjourned at 8:20 p.m. upon a motion by Commissioner Brown, seconded by Commissioner Kitchens.