

CLARKSVILLE-MONTGOMERY COUNTY
REGIONAL PLANNING COMMISSION

DRAFT

- MINUTES -

November 29, 2017

2:00 P.M.

PLANNING COMMISSION MEETING ROOM
329 MAIN STREET

I. CALL TO ORDER/QUORUM CHECK:

Mr. Powers called the meeting to order at 2:00 p.m.

MEMBERS PRESENT:

- Richard Swift, Chairman
- Bryce Powers, Vice Chairman
- Russell Adkins
- Geno Grubbs
- Wade Hadley
- Mark Kelly
- Bill Kimbrough
- Robert Nichols
- Linda Rudolph

OTHERS PRESENT:

- David A. Ripple, Director of Planning
- J. Stan Williams, RPC Transportation Planning Coordinator
- Ruth C. Russell, RPC Planner/Address Manager
- Brad Parker, RPC Subdivision Coordinator/Planner
- Brent Clemmons, RPC GIS Manager
- John Spainhoward, RPC Planner/Zoning Coordinator
- Jill Hall, RPC Transportation Planner
- Judy Burkhart, RPC Office Manager/ Angie Latta, Receptionist
- Garth Branch, City Engineer's Office
- Greg Stewart, City Gas & Water Dept.
- David Shepherd, City Street Department
- ~~Jack Frazier~~ ~~Chris Cowan~~ ~~Jeff Bryant~~ City Street Department
- Mike Baker, City Building & Codes Department
- Mike Frost, County Highway Department
- Rod Streeter/John Doss/Justin Crosby, County Zoning Enforcement Office
- Mike Roberts/Ray Williams/Ricky Cumberland, Clarksville Fire Department
- Chris Brown, Ft. Campbell

II. APPROVAL OF MINUTES OF MEETING OF 09/27/2017

Mr. Powers asked for a motion for approval of the minutes of October 25, 2017. Mr. Hadley moved to recommend approval. The motion was seconded by Mr. Grubbs and carried unanimously.

III: ANNOUNCEMENTS/DEFERRALS

Dr. Ripple stated that the project engineers have requested a 30-day deferral of subdivision cases S-53-2017, S-58-2017, S-73-2017, S-77-2017, S-80-2017, S-82-2017, S-84-2017, S-88-2017. He stated that there were no site plan cases on today's agenda. There being no more discussion, Ms. Rudolph moved to recommend deferral. The motion was seconded by Mr. Grubbs and carried unanimously.

IV. CITY & COUNTY ZONING CASES:

CASE NUMBER Z - 20 - 2017 APPLICANT(S): Brandon Bradford

REQUEST: AG Agricultural District
to R-2 Single-Family Residential District

LOCATION: Property fronting on the east frontage of Bellamy Lane east of the Bellamy Lane & Otis Smith Drive intersection.

TAX MAP(S): 040.00 PARCEL(S): 027.00 ACREAGE: 1.39 +/- CIVIL DISTRICT(S): 6th

REASON FOR REQUEST: Request for property to be rezoned from AG to R-2. The purpose for the rezone is to allow use with the surrounding neighborhood and current growth patterns.

Mr. Spainhoward read the case and gave the staff recommendation for approval. The proposed zoning request is consistent with Growth Plan (as in the City) and adopted Land Use Plan. The zoning request will bring the property into compliance for lot size. The R-2 single family residential district is an extension of the R-2 district to the south and east. No adverse environmental issues were identified relative to this request. Adequate infrastructure serves the site. He stated this property is located in the Rossview Road Planning Area and there were no departmental comments of any concern in reference to this case.

There was no one present to speak in favor or in opposition of this case.

There being no more discussion, Mr. Kelly moved to recommend approval based on the fact that this zoning request will bring the property into compliance for lot size and the R-2 single family residential district is an extension of the R-2 district to the south and east. The motion was seconded by Mr. Grubbs and carried unanimously.

IV. CITY & COUNTY ZONING CASES:

CASE NUMBER CZ - 17 - 2017 APPLICANT(S): Matt Rudolph Jr. Trust
Agent: Matt Rudolph Jr. Trust

REQUEST: R-1 Single-Family Residential District
to C-5 Highway & Arterial Commercial District

LOCATION: Property fronting on the south frontage of Highway 41-A South east of Miller Road and west of Quail Hollow Road.

TAX MAP(S): 088 PARCEL(S): 106.00 ACREAGE: 38.94 CIVIL DISTRICT(S): 11th

REASON FOR REQUEST: To allow for commercial developments along Hwy 41-A.

Mr. Spainhoward read the case and gave the staff recommendation for approval. The proposed zoning request is consistent with Growth Plan (as in the County) and adopted Land Use Plan. Adequate infrastructure serves the site. The C-5 zoning proposal is an extension of the existing C-5 zoning to the north, east and west. The proposal is also consistent with the transition of the area since the 41-A Highway widening project. Portions of the property have been identified as wetlands. The developer is required to meet drainage/wetlands approval with the Codes Department as part of the development process. This is located in the Sango Planning Area. There was a traffic assessment submitted and reviewed. He stated there were some phone calls with questions regarding this application.

Mr. Jim King, representing the developers for this project, stated the reason for the rezoning request was for commercial development. He stated if there were any questions, McKay Burchett, design engineer, was available to answer those.

There was no one present to speak in opposition of this case.

There being no more discussion, Mr. Hadley moved to recommend approval based on this request being consistent with the Growth Plan (as in the County). The motion was seconded by Mr. Kimbrough and carried unanimously.

CASE NUMBER CZ - 18 - 2017 APPLICANT(S): Jack Dowlen
Agent: Chris Blackwell

REQUEST: AG Agricultural District
to M-1 Light Industrial District

LOCATION: Property fronting on the South frontage of Dunlop Lane 900 +/- feet est of the Dunlop lane and Steelstock Road intersection.

TAX MAP(S): 040 PARCEL(S): 007.00 ACREAGE: 6.03 CIVIL DISTRICT(S): 6th

REASON FOR REQUEST: To allow for contractors office with lay down yard.

Mr. Spainhoward read the case and gave the staff recommendation for approval. The proposed zoning request is consistent with Growth Plan (as in the County) and adopted Land Use Plan. Adequate infrastructure serves the site. The zoning request is an extension of the M-1 zoning district to the west. No adverse environmental issues were identified relative to this request. He stated there were no public comments in opposition. There were some phone calls with regard to what was transpiring with this case.

Mr. David Baggett, standing in for Chris Blackwell, owner of C. Blackwell Construction and Airborne Disposal, stated they were planning to build offices for C. Blackwell in the front and Airborne Disposal on the back portion of the property. He stated he would try to answer any questions relating to this case. He also stated that McKay Burchett was available to answer any questions.

There was no one present to speak in opposition of this case.

There being no more discussion, Ms. Rudolph moved to recommend approval based on the fact that this request is an extension of M-1. The motion was seconded by Mr. Grubbs and carried unanimously.

V. SUBDIVISIONS:

CASE NUMBER: S - 53 - 2017 APPLICANT: Magnolia Drive Partnership
REQUEST: Final Plat Approval of SANGO MILLS SECTION 1 (CLUSTER)
LOCATION: North of US Hwy 41-A, South of Sango Road, north of and adjacent to Towes Lane.
MAP: 087 PARCEL(S): 023.02 ACREAGE: 28.94
OF LOTS: 67 CIVIL DISTRICT(S): 10/11
STAFF RECOMMENDATION: DEFER FOR 30 DAYS AT THE REQUEST OF THE PROJECT ENGINEER

CASE NUMBER: S - 58 - 2017 APPLICANT: Advanced De. Const. Co. Inc.
REQUEST: Preliminary Plat Approval of ADVANCED DEV CONST CO. INC. PROPERTY E. PINE
MOUNTAIN ROAD LOTS 1 & 2
LOCATION: South of and adjacent to the 101st Airborne Parkway, east of and adjacent to the terminus of E. Pine
Mountain Road.
MAP: 042 PARCEL(S): 030.00 ACREAGE: 3.18
OF LOTS: 2 CIVIL DISTRICT(S): 3
STAFF RECOMMENDATION: DEFER FOR 30 DAYS AT THE REQUEST OF THE PROJECT ENGINEER

V. SUBDIVISIONS:

CASE NUMBER: S - 71 - 2017 APPLICANT: Richard Tucker, etux

REQUEST: Preliminary Plat Approval of CONNECTOR COMMERCIAL DEVELOPMENT

LOCATION: South of and adjacent to Highway 76 and west of and adjacent to Jones Road.

MAP: 081 PARCEL(S): 009.00 ACREAGE: 20.7

OF LOTS: 6 CIVIL DISTRICT(S): 11

STAFF RECOMMENDATION: PRELIMINARY PLAT APPROVAL SUBJECT TO THE CONDITIONS LISTED.

1. Approval by the City Engineer's Office and the State Department of Environment and Conservation of all utility plans before construction of utilities begins.
2. Approval by the City Street Department of all road, drainage, grading, and erosion control plans before construction begins. No grading, excavating, stripping, filling, or other disturbance of the natural ground cover shall take place prior to the approval of a grading, drainage, and erosion control plan.
3. Approval by the City Street Department of all driveway access locations to the public right-of-way before construction begins on site, as per City of Clarksville Driveway Access Ordinance.

Pulled from the consent agenda, Mr. Parker read the case and gave the staff recommendation for approval.

Mr. Jimmy Bagwell, Engineer, stated he was available to answer any questions.

Mr. Hal Matthews, Jones Road, stated he was not necessarily in opposition but did have some questions. He asked if the entrance from Highway 76 had been approved. He stated the other entrance to this property is on Jones Road, which he stated is a narrow road, to which he felt the Street Department would require improvements. Mr. Powers asked Dr. Ripple if he wished to address this. Dr. Ripple stated it would be addressed in the rebuttal from the engineer and also from the Street Department.

Mr. Hal Matthews stated there had been mention of dirt being disturbed which has already been done. He asked if there was a time table on the landscaping process. Dr. Ripple stated that during the site plan approval process a specific landscaping plan is submitted and approved. Prior to the occupancy permit the landscaping is reviewed to make sure it is in compliance with the approved plan. Dr. Ripple stated that there would be an opportunity, at the site plan approval stage, to review what is proposed for landscaping.

Mr. Hal Matthews asked if the injection well that is on the plan is in addition to the existing sinkhole which is on the property. He stated the surrounding property is already prone to flooding and with the dirt disturbance and the removal of the trees he fears this will increase.

Mr. Kelly asked if there is an injection well already on the property. Mr. Hal Matthews stated there is currently a sinkhole on the property but there is an injection well on the plans.

Mr. Matthews stated that the flooding is horrendous and that this is not an appropriate site. He stated that water was intended to be carried under Exit 11 for runoff. He stated the pipe size is incorrect for drainage. This was 15-16 years ago and nothing has been done. He has lived there for 40 years. Mrs. Matthews stated that twice they have had to sandbag around their house due to flooding.

Mr. Bagwell stated that, like Mr. Matthews had said, currently there is a culvert under Jones Road that drains water from this property to his property. He stated their plan is basically to cover that culvert so that it will no longer be functioning. All water will then be retained on site. He stated they will install an injection well which will take all of the water from this particular site. He stated essentially they will be taking the water from this property that currently drains onto Mr. Matthews' property and retaining it on site. He stated that they will no longer be getting water from this site on their property.

Mr. Nichols asked for the definition of a classified injection well. Mr. Bagwell stated that it varies. He stated that they typically dig down to bedrock and then install the injection well and stone around it. He stated that, until they dig, there is no way to know what the installation will entail. Mr. Nichols asked how much water they were anticipating collecting in the injection well. Mr. Bagwell stated they will collect all of the water that is on site. He stated that they will dig a basin around the injection well so that water will be held in a drainage easement that is on the property.

V. SUBDIVISIONS:

Ms. Rudolph asked Mr. Bagwell could he assure Mr. and Mrs. Matthews that they will not receive any additional water. He stated that he could. Mr. Kimbrough asked if there was access off of the Connector to this property. Mr. Bagwell stated that they have an existing drive there but have not yet submitted an entrance permit to TDOT. He stated that will be a part of the next step in the process in order to have that access. He stated that this project is essentially contingent upon that access being permitted.

Mr. Nichols asked about the contour lines and elevations. Mr. Bagwell stated there is only one depression on the property. Ms. Rudolph asked about the smaller area which Mr. Bagwell stated is a pond on the property. Ms. Matthews stated if this does not get approved the damage has been done because all of the trees have already been removed from the property. Ms. Rudolph stated that she felt that Mr. Bagwell should speak with Mr. and Mrs. Matthews after the meeting to make sure they are comfortable.

Mr. Nichols stated he had a question for the Street Department. He stated what is listed on the diagram is a classified injection well. He asked what the difference is between a class 5 and a class 7. Mr. Frazier, Street Department, stated that a class 5 is basically direct injection into the underground. He stated he believed there were six actual classes. He stated these classes are relative to TDEC permit requirements. He stated basically the classification from their perspective is a sinkhole in which they install pipe in order for it to take on water. He stated they have approximately 600 of these that they maintain. Mr. Nichols stated he works on Fort Campbell and there is a class 7 injection well. He asked if the classification was relative to the capacity of the injection well. Mr. Frazier stated the classification is based on what is being put into the injection well. Mr. Frazier stated the injection well on this property will be strictly for storm water. Mr. Frazier stated that based on TDEC requirements the storm water must undergo a treatment process before it goes into the injection well. Mr. Nichols asked if based upon the plan was it projected that the storm water conditions on the property will actually improve. Mr. Frazier stated that there would be no water allowed to go underneath the road. Mr. Frazier stated the property will have a functional injection well with enough storage capacity to hold the storm water. He stated, as it had been previously pointed out, the access will be primarily off of the Highway 76 Connector. He stated that a traffic study has been done and at this point in time it does not warrant a signal.

Mr. Powers stated that Mr. Matthews had indicated possible improvements on Jones Road and asked if that was anticipated. Mr. Frazier stated that it was not addressed because it is not anticipated for Jones Road to be a primary access point to this property. Ms. Rudolph asked would this injection well definitely work and Mr. Frazier stated it has to be a functioning injection well before the plat is finalized. Mr. Hadley asked if the adjoining properties would actually be better than they were before this project. Mr. Frazier stated he would not make any promises but that they would not allow the situation to become worse. Mr. Nichols asked if they would look at other options and sites for additional injection wells if required and Mr. Frazier stated that they would.

Mr. Jeff Goodman, Savannah West, stated that his back yard backs up to this project and he hopes the remaining trees will be left in place.

There being no more discussion, Mr. Hadley moved to recommend approval based on this being in compliance with the subdivision regulations with no requests for any variances. The motion was seconded by Mr. Kelly and carried unanimously.

V. SUBDIVISIONS:

CASE NUMBER: S - 73 - 2017 APPLICANT: Eagles Bluff TGP
REQUEST: Preliminary Plat Approval of EAGLES BLUFF, SECTION 5
LOCATION: Immediately south and east of the intersection of Trenton Road and Kennedy Road.
MAP: 017 PARCEL(S): 049.00 ACREAGE: 6.27
OF LOTS: 30 CIVIL DISTRICT(S): 2
STAFF RECOMMENDATION: DEFER FOR 30 DAYS AT THE REQUEST OF THE PROJECT ENGINEER

CASE NUMBER: S - 77 - 2017 APPLICANT: Exit 8 Properties
REQUEST: Preliminary Plat Approval of ROSSVIEW COMMONS SECTION 2 LOTS 1-3
LOCATION: South of and adjacent to Hancock Road (S.R 237), immediately southwest of the intersection of Hancock Road and International Boulevard.
MAP: 058 PARCEL(S): 001.00 ACREAGE: 3.26
OF LOTS: 3 CIVIL DISTRICT(S): 6
STAFF RECOMMENDATION: DEFER FOR 30 DAYS AT THE REQUEST OF THE PROJECT ENGINEER

CASE NUMBER: S - 79 - 2017 APPLICANT: Reda Homebuilders, Inc.
REQUEST: Replat Approval of REPLAT OF CAMELOT HILLS SECTION 2 LOTS 137-138, 140-142, 144-145, 152-153
LOCATION: South of and adjacent to Guinevere Court, east and west of and adjacent to Russet Ridge.
MAP: 031L PARCEL(S): J 010.00, 011.00, 014.00, ACREAGE: 1.732
OF LOTS: 9 CIVIL DISTRICT(S): 2
STAFF RECOMMENDATION: FINAL REPLAT APPROVAL

CASE NUMBER: S - 80 - 2017 APPLICANT: Michael Connerth
REQUEST: Replat Approval of REPLAT OF RUDOLPHTOWN SECTIONS 1 & 2 LOTS 17, 25, 26, 27
LOCATION: West of and adjacent to Stonemeadow Road, immediately northwest of the intersection of Haystack Road and Stonemeadow Road.
MAP: 064H PARCEL(S): C 006.00 ACREAGE: 5.00
OF LOTS: 6 CIVIL DISTRICT(S): 11
STAFF RECOMMENDATION: DEFER FOR 30 DAYS AT THE REQUEST OF THE PROJECT ENGINEER

V. SUBDIVISIONS (CONT.):

CASE NUMBER: S - 81 - 2017 APPLICANT: Billy J Mace

REQUEST: Preliminary Plat Approval of TYLERTOWN CROSSING SECTION 1 LOT 14

LOCATION: Approximately 200 feet East of the intersection of Tylertown Road and Roscommon Way, South of and adjacent to Tylertown Road.

MAP: 008 PARCEL(S): 007.00 ACREAGE: 1.77

OF LOTS: 1 CIVIL DISTRICT(S): 2

STAFF RECOMMENDATION: PRELIMINARY PLAT APPROVAL SUBJECT TO THE CONDITIONS LISTED.

1. Approval by the City Engineer's Office and the State Department of Environment and Conservation of all utility plans before construction of utilities begins.
2. Approval by the City Street Department of all road, drainage, grading, and erosion control plans before construction begins. No grading, excavating, stripping, filling or other disturbance of the natural ground cover shall take place prior to the approval of a grading, drainage, and erosion control plan.
3. Approval by the City Street Department of all driveway access locations to the public right-of-way before construction begins on site, as per City of Clarksville Driveway Access Ordinance.
4. A traffic impact study shall be submitted to and approved by the City Street Department prior to construction plan approval.

CASE NUMBER: S - 82 - 2017 APPLICANT: Greenspace Partners

REQUEST: Preliminary Plat Approval of WOODLAND HILLS CLUSTER

LOCATION: North of and adjacent to Ashland City Road, north of the intersection of the Ashland City Road and Avondale Drive.

MAP: 079 PARCEL(S): 025.03 ACREAGE: 24.7

OF LOTS: 52 CIVIL DISTRICT(S): 12

STAFF RECOMMENDATION: DEFER FOR 30 DAYS AT THE REQUEST OF THE PROJECT ENGINEER

V. SUBDIVISIONS (CONT.):

CASE NUMBER: S - 83 - 2017 APPLICANT: Double J Partners
REQUEST: Revised Preliminary Plat Approval of CHESTNUT HILL SECTION 2 (REVISED PRELIMINARY - CLUSTER)

LOCATION: North of Dover Road, west of Kelsey Drive, approximately 170' west of the intersection of Donald Drive and Kelsey Drive.

MAP: 054G PARCEL(S): A 025.03 ACREAGE: 15.23

OF LOTS: 47 CIVIL DISTRICT(S): 7

STAFF RECOMMENDATION: PRELIMINARY PLAT APPROVAL SUBJECT TO THE CONDITIONS LISTED.

1. Approval by the City Engineer's Office and the State Department of Environment and Conservation of all utility plans before construction of utilities begins.
2. Approval by the City Street Department of all road, drainage, grading, and erosion control plans before construction begins. No grading, excavating, stripping, filling, or other disturbance of the natural ground cover shall take place prior to the approval of a grading, drainage, and erosion control plan.
3. Approval by the City Street Department of all driveway access locations to the public right-of-way before construction begins on site, as per City of Clarksville Driveway Access Ordinance.
4. A landscape plan and/or tree survey will be required prior to final plat approval for the area(s) that are using the landscape buffer section of the Zoning Ordinance.

VARIANCES REQUESTED: The applicant is requesting a variance to Section 4.3(2) of the Subdivision Regulations to allow a block length that is in excess of the maximum allowed 1500' in length. The reason for the request, as well as the need for the revised preliminary submittal, is that topography is too steep to build the previous submitted road layout. The existing grades of the termini of Woodtrace Drive and Donald Drive make the formerly proposed intersection unfeasible. The connection would require variances for maximum grade, rate of vertical curvature, and maximum grade at the intersection. Also, there are some downstream drainage issues which can be helped by providing extra volume within the proposed detention basin. The revision allows for a larger footprint of the proposed detention basin.

VAR. STAFF RECOMMENDATION: APPROVAL

CASE NUMBER: S - 84 - 2017 APPLICANT: Fields of Northmeade
REQUEST: Final Plat Approval of WELLINGTON FIELDS SECTION 3A

LOCATION: West of Kirkwood Road at the terminus of Upland Terrace.

MAP: 039 PARCEL(S): 008.00 ACREAGE: 14.72

OF LOTS: 30 CIVIL DISTRICT(S): 1

STAFF RECOMMENDATION: DEFER FOR 30 DAYS AT THE REQUEST OF THE PROJECT ENGINEER

CASE NUMBER: S - 85 - 2017 APPLICANT: Frank H Darnell et al c/o Samuel Jackson
REQUEST: Final Plat Approval of FRANKLIN MEADOWS COMMERCIAL LOTS 2 & 3

LOCATION: South of and adjacent to Tiny Town Road at the intersection of Tiny Town Road and Tara Blvd.

MAP: 007 PARCEL(S): 016.06 ACREAGE: 6.672

OF LOTS: 2 CIVIL DISTRICT(S): 3

STAFF RECOMMENDATION: FINAL PLAT APPROVAL

V. SUBDIVISIONS (CONT.):

CASE NUMBER: S - 86 - 2017 APPLICANT: Triumph Hospitality, LLC.
REQUEST: Final Plat Approval of EXIT FOUR PROPERTIES, SECTION 2 & CRACKER
BARREL DRIVE EXTENSION
LOCATION: At the current terminus of Cracker Barrel Drive, west of Guthrie Highway.
MAP: 033 PARCEL(S): 003.05 ACREAGE: 1.62
OF LOTS: 1 CIVIL DISTRICT(S): 2
STAFF RECOMMENDATION: FINAL PLAT APPROVAL

CASE NUMBER: S - 87 - 2017 APPLICANT: Holly Point LLC
REQUEST: Final Plat Approval of FARMINGTON SECTION 4C (CLUSTER)
LOCATION: Located north of Rossvie Road, east of Edgewater Lane and adjacent to Melbourne Drive.
MAP: 039 PARCEL(S): 025.12 ACREAGE: 8.93
OF LOTS: 19 CIVIL DISTRICT(S): 1
STAFF RECOMMENDATION: FINAL PLAT APPROVAL

CASE NUMBER: S - 88 - 2017 APPLICANT: Exit 8 Properties
REQUEST: Final Plat Approval of INTERNATIONAL BOULEVARD RIGHT-OF-WAY
DEDICATION
LOCATION: Located south of the intersection of Hankook Road and International Boulevard.
MAP: 058 PARCEL(S): 001.00 (portion) ACREAGE: 0.52
OF LOTS: 0 CIVIL DISTRICT(S): 6
STAFF RECOMMENDATION: DEFER FOR 30 DAYS AT THE REQUEST OF THE PROJECT ENGINEER

CASE NUMBER: S - 89 - 2017 APPLICANT: Curtis Johnson
REQUEST: Preliminary Plat Approval of CURTIS JOHNSON PROPERTY SINCLAIR DRIVE LOT 1
LOCATION: Located east of the interseccion of Sinclair Drive and Providence Blvd, at 913 Sinclair Drive.
MAP: 054e PARCEL(S): A 006.00 ACREAGE: 0.62
OF LOTS: 1 CIVIL DISTRICT(S): 7
STAFF RECOMMENDATION: FINAL PLAT APPROVAL BY MINOR PLAT PROVISIONS

PLANNING COMMISSION ACTIONS: Mr. Powers explained that these cases are heard on a consent agenda and if anyone wanted a case heard separately to let him know at this time.

Case number S-71-2017 was pulled from the consent agenda (see that case for discussion and action).

There was no one present to speak in favor or against the other cases.

Mr. Parker read the staff reports. There being no more discussion, Mr, Kimbrough moved to recommend approval. The motion was seconded by Mr. Kelly and carried unanimously.

VI. SITE REVIEWS AND/OR ABANDONMENTS:

CASE NUMBER: -- APPLICANT:

DEVELOPMENT:

PROPOSED USE:

LOCATION:

MAP: ACREAGE:

CIVIL DIST.:

STAFF RECOMMENDATION:

There were no new site review cases.

VII. PLANNING DIRECTOR'S REPORT:

A. MONTHLY PROFIT AND LOSS STATEMENT: Dr. Ripple read the report for October noting that it was a positive statement with a net income of \$11,000.

There being no more discussion, Mr. Grubbs moved to recommend approval. The motion was seconded by Mr. Kelly and carried unanimously.

B: ADOPTION OF 2018 RPC MEETINGS CALENDAR: Dr. Ripple stated that Mrs. Burkhart had generated the 2018 calendar which he had reviewed to make sure there is consistency with the City Council and County Commission meetings. He stated there was always a possibility of adjustments near Thanksgiving and Christmas, in November or December, depending on when those days fall and dependent upon what other agencies or legislative bodies are doing.

There being no more discussion, Mr. Hadley moved to recommend approval. The motion was seconded by Mr. Grubbs and carried unanimously.

C. ANNUAL RPC CHRISTMAS LUNCH: Mrs. Burkhart stated that she handed out a memo for menu selection and asked that those be returned to her as soon as possible. The lunch will be on December 21, 2017 from 11:00 A.M. to 1:00 P.M. and Mrs. Burkhart stated she would send a reminder a few days ahead of that date.

VII. ADJOURNMENT:

The meeting was adjourned at 2:35 p.m.

ATTEST:

Richard Swift, CHAIR