

TERRILL L. HILL
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

JAMES A. GRIFFITH
INTERIM CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

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

MINUTES

CITY OF PALATKA

January 8, 2015

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 8th day of January, 2015.

PRESENT:

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

Also Present: City Manager Michael J. Czymbor; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Finance Director Matt Reynolds; Interim Police Chief James Griffith; Fire Chief Mike Lambert; Planning Director Thad Crowe, Grants/Projects Manager Jonathan Griffith and Main Street Manager Charles Rudd

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

INVOCATION – The Reverend Karl N. Flagg, Pastor; Mt. Tabor First Baptist Church

PLEDGE OF ALLEGIANCE – Alex Sharp

APPROVAL OF MINUTES – 12/11/14 – Commissioner Norwood moved to adopt the minutes as read. Commissioner Borom seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS

PROCLAMATION - Florida First Responder's Week – January 5 – 9, 2015 Members of the Palatka Police and Fire Departments and Putnam County EMTs joined Mayor Hill as he read and presented the Proclamation recognizing Florida's First Responder's Week as proclaimed by decree of Governor Scott. All first responders were recognized and thanked for their service.

PROCLAMATION - City Of Palatka 162nd Birthday – January 8, 2015 – Mayor Hill read the Proclamation celebrating Palatka's 162nd Birthday. Birthday cake was served to all present.

2. PUBLIC COMMENTS

Askew Vickers, 207 N. 18th Street, welcomed the new Commissioners and Mayor Hill to the City dais. He looks forward to improvements.

Charles Overturf, Putnam County Supervisor of Elections, no address provided, said he was here concerning the Elections Ordinance which was passed on December 11, 2014. He's already had one candidate qualify for the 2016 election. He asked who will be enforcing and policing the one-year residency requirement. After discussion, Commissioner Brown suggested they put this on the next meeting agenda for discussion.

3. CONSENT AGENDA

- a. **Adopt Resolution No. 2015-11-01** amending the USDA Golf Course Clubhouse Improvements Project Budget to \$228,562 and authorizing staff to direct-purchase restaurant equipment in an amount not to exceed \$55,000
- b. **Adopt Resolution No. 2015-11-02** awarding a bid to Sunrise Marine in the amount of \$39,965.00 for the purchase of two water taxi engines
- c. **Adopt Resolution No. 2015-11-03** authorizing reduction of the Code Enforcement Fine/Lien levied against 416 N. 10th Street from \$3,475.00 to \$868.75, plus cost of prosecution in the amount of \$311.62 provided fine is paid within 30 day of this action, or the fine returns to \$3,475.00 – Tyrone Johnson, TC 09 LLC, New Owner/Applicant
- d. **Appoint Leroy Miles, III as Member with Legal Experience, John Lyon as members with Subcontractor Experience, and Betty M. Kelly as Alternate #1** to the Palatka Code Enforcement Board for three-year terms to expire September, 2017 (incumbents)
- e. **Appoint Charles Rabun and Marc Spalding to the Palatka Gas Authority Board** for three-year terms to expire January, 2018 (incumbents)
- f. **Appoint John J. "Skip" Lorenzen to the General Employees' Pension Board** for a two-year term to expire January, 2017 (incumbent)
- g. **Appoint Charles Myers as 2nd Commission Appointee to the Police Officers' Pension Board, and concur on appointment of Vernon Myers as "5th Member"** of the Police Officers' Pension Board for two-year terms to expire December, 2016
- h. **Reappoint Randall L. Porter to the Firefighters' Pension Board as 2nd Commission Appointee** for a two-year term to expire January, 2017 (incumbent)
- i. **Grant permission to exceed allowable noise levels for Special Events Permit #15-09, Dr. Martin Luther King, Jr. Day, to allow amplified sound in Booker Park on January 19, 2015 from 11:00 a.m. to 3:00 p.m. – Shirley Edwards, African American Cultural Arts Council, Applicant**
- j. **Grant permission to exceed allowable noise levels for Special Events Permit No. 15-07, St. James United Methodist Church "Winter Fest," January 31, 2015 from 10:00 a.m. until 12:00 noon – St. James United Methodist Church, Roxann Harvey, Applicant**

Commissioner Brown asked to pull items 3 (a), (b) and (c) from Consent for further discussion and explanation, and moved to adopt Items 3(d) through 3(j) as proposed. Commissioner Norwood seconded the motion, which passed unopposed.

- 3(a). **Adopt Resolution No. 2015-11-01** amending the USDA Golf Course Clubhouse Improvements Project Budget to \$228,562 and authorizing staff to direct-purchase restaurant equipment in an amount not to exceed \$55,000. Jonathan Griffith, Project Manager, said this resolution amends the total project budget. They advertised bids for construction of the USDA Grant-funded improvements and received three bids, the lowest from Armstrong Contracting, which was in excess of the budget by around \$70,000. They value-engineered the bid down to meet budget, but in order to do so they had to reduce the scope of work. With this reduction there would be no new carpet, no modification to the restrooms and no minor aesthetic work like new paint. These are the improvements that would be visible to the public. This will allow those items to remain. Funds will come from contingency. Commissioner Norwood moved to adopt the Resolution as proposed. Commissioner Brown seconded the motion. There being no further discussion, a roll-call vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution was declared adopted.

- 3(b). **Adopt Resolution No. 2015-11-02** awarding a bid to Sunrise Marine in the amount of \$39,965.00 for the purchase of two water taxi engines - Jonathan Griffith said this resolution awards a bid for two 200 HP Yamaha engines for Vessel #2 of the water taxi project. This came about due to negotiations with the water taxi contractor, Mr. Cunningham, to change Vessel #2 to a pontoon boat, as this is a faster boat. Mr. Cunningham offered to build the City a pontoon boat, and advised if the City direct-purchased the engines, the City would realize around a \$10,000 savings. The added service warranty on the engines is a benefit. They received one bid which is within budget.

Commissioner Brown said they started looking at a way to bring a riverboat to Palatka some 20 years ago in order to bring economic development to Palatka. This began with a vision. These water taxis will make stops on the St. Johns River around Palatka, Murphy's Island, Crescent City and Welaka. They hope this brings more development to Palatka.

Mr. Griffith made a PowerPoint presentation on Pontoon Boat #2. Commissioner Brown moved to adopt the Resolution as read. Commissioner Norwood seconded the motion. There being no further discussion a roll-call vote on the motion was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution was declared adopted.

- 3(c). **Adopt Resolution No. 2015-11-03** authorizing reduction of the Code Enforcement Fine/Lien levied against 416 N. 10th Street from \$3,475.00 to \$868.75, plus cost of prosecution in the amount of \$311.62 provided fine is paid within 30 day of this action, or the fine returns to \$3,475.00 – Tyrone Johnson, TC 09 LLC, New Owner/Applicant - Mr. Czymbor said this is a request to reduce a Code Enforcement Lien. Photos of the former structure and its removal were shown in a PowerPoint Presentation (not filed). Mr. Czymbor said the gentleman who purchased the property appeared before the Code Enforcement Board asking for the reduction. The Board subsequently voted to recommend a reduction in the fine from \$3,475 to \$868.75 plus cost of prosecution if the fine is paid within 30 days of this Action. The Commission is the only body that can reduce Code Enforcement fines. The City Attorney was present at this meeting and can answer questions. Commissioner Brown said the Code Enforcement Board is not here to punish people, but wants to encourage voluntary compliance. Commissioner Norwood moved to adopt the resolution as read. Commissioner Brown seconded the motion. There being no further discussion a roll-call vote on the motion was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution was declared adopted.

4. **RESOLUTION** authorizing execution of a Letter of Understanding with the Palatka Housing Authority regarding the development and construction of single-family housing units on 923 and 913 Laurel Street plus two others lots in the City of Palatka, and reconsideration of certification of the PHA's Annual 5-year Plan FY 2015-2019 – Adopt – The Clerk read a Resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A LETTER OF UNDERSTANDING WITH PALATKA HOUSING AUTHORITY REGARDING THE RECONSIDERATION OF THE CITY OF PALATKA'S EXECUTION OF THE AUTHORITY'S ANNUAL AND 5-YEAR PLAN FY 2015-19 TO CERTIFY ITS COMPLIANCE WITH THE CITY OF PALATKA'S ADOPTED COMPREHENSIVE PLAN, AND THE DEVELOPMENT OF SINGLE-FAMILY HOUSING UNITS AT 913 AND 923 LAUREL STREET PLUS TWO OTHER UNITS ON PROPERTY LOCATED WITHIN THE CITY OF PALATKA. Commissioner Norwood moved to adopt the Resolution as read. The motion died for lack of a second.

John Nelson, Palatka Housing Authority (PHA), 400 N. 15th Street, said this resolution is based upon conversations between the PHA and City officials. This changes the intent to construct multi-family units on 913 and 923 Laurel, to construction of single-family homes so that construction would be compatible with existing structures within that particular neighborhood. The construction would be sympathetic to the type of structures that now exist in the Historic District. He distributed photos of similar type of housing (filed), saying they don't have set plans or designs, but the drawings that he distributed are examples of sympathetic housing that were constructed in another city in a similar type of neighborhood. They are familiar with historic-type construction, albeit it modern construction. Commissioner Brown said these are beautiful homes; however, she feels the City needs to be fiscally responsible. If these are PHA rental properties, the City receives no tax dollars. These are two lots where someone might build a tax producing building. Just in the past year the City has had two very large commercial buildings taken off the tax rolls by non-taxable entities. It is an injustice to Staff to allow governmental entities to continue taking buildings and properties off the tax rolls. Staff went five years without raises and over the past two years have had minimal raises, and those were more than dwarfed by increases in health insurance rates. Palatka's millage rate is over 9 mills, which keeps people from coming here. They want people to move here. She asked how much payment in lieu of taxes the PHA gives the City for all of its properties. Mr. Nelson answered they pay a total of around \$18,000 per year. Commissioner Brown noted some people pay that for one or two pieces of residential property. She is all for subsidized housing units, but they can't keep this up. The Fire Department has to respond to every call, as does the Police Department. Trash is picked up twice a week. They need to keep staff for things like infrastructure repairs. If these houses could be built so they could be sold later, she would be for it. Currently the City is in a budget crisis. Their contingency is not adequate.

Mr. Nelson said the Housing Authority has a waiting list of over 900 people. Of those, 742 are residents of Putnam County. 522 are residents of the City. They are proposing to construct two units on Laurel Street and two units someplace else. This will give them a wait list of 519 City residents. Discussion ensued on where people can find affordable rental housing. Commissioner Brown said they need to find a way to put people in transitional housing so they can use PHA housing as a stepping stone. They can't operate the town on no tax base. It's a struggle. Mr. Nelson said 34% of the families in the City live below the poverty line. Across the country people are being forced out of rental units due to increases in rental rates. These folks are not able to get into rental housing.

Mr. Holmes said this Letter of Understanding came about as a result of the action taken by the City at its December 11, 2014 when it approved the PHA's presented Annual and 5-yr plan with the elimination of Paragraph 7, which called for the construction of four to six rental units over the next year. The plan was not site-specific, but based upon PHA's action on buying some properties on Laurel Street and inquiries made concerning their development, it was acknowledged by Mr. Nelson that the construction of multi-family units was planned and would take place on the two lots on Laurel Street. Based upon the assumption that the construction would be on Laurel Street, the City rejected that portion of the Plan as it was not consistent with the City's Adopted Comprehensive Plan, based on the City Planning Director's belief and testimony that the City's Comprehensive Plan does not contemplate new multi-family rental housing in the historic districts. The Plan as presented stated the PHA planned to construct six new rental units. Following the 12/11/14 meeting, there were conversations as to whether or not this violates Fair Housing Standards, and whether the PHA would challenge the decision. This Agreement is the result of negotiations. This provides that the proposed units would be reduced from six to four, and they will be single-family homes. No more than two units can be placed within 300 feet of each other, which eliminates the "cluster" effect. This is favorable to all. From his legal perspective, it's not for him to make a policy decision, but if they are going to reject new construction as part of the PHA five-year plan, there has to be a legally defensible basis for that

decision. Saying they don't want public housing in the historic district is not defensible, in his opinion. If they are going to reject new construction by the Housing Authority, they will have to do so based upon a different tact. They can do so by citing Palatka as a negatively economically impacted area and by the Commission stating it believes that public housing units that are not owner-occupied will place an undue burden on the city. This was not articulated at the last meeting. If the Commission is going to deny this, they need to state a legally defensible basis. Last month the Commission stated their denial of Paragraph 7 was due to its violation of the Adopted Comprehensive Plan. Now the PHA has come back and said they are not going to build multi-family units, but plan to build single-family units, which eliminates that objection. If they are going to reject Paragraph 7 again, which calls for new public housing, they will have to object on a broader basis of Palatka's status as an economically constrained area, and that this would add an undue burden to what is already an economically constrained area.

Mr. Czymbor said around 52% of the parcels in the community generate ad valorem taxes; the other 48% don't. They've had discussions with Mr. Nelson concerning an equitable amount for payment in lieu of taxes. \$18,000 is extremely low. He stated that Mr. Nelson has agreed that the City, County and PHA need to get together and talk about the needs of the community while respecting the distress the City is under by the sheer magnitude of the number of public housing units already here. There is a need for further discussion.

Commissioner Norwood disclosed that Mr. Nelson called him to discuss this matter. He agrees with Mr. Holmes' assessment. At the last meeting they rejected the PHA's plan to build multi-family dwellings in the historic district because of its inconsistency with the Comprehensive Plan. This new Plan and agreement are now consistent with the comprehensive plan. He voted to exclude Paragraph 7 at the last meeting because of its non-compliance with the Comprehensive Plan, but also because of the constrained tax base, and the image this presents. The PHA units use up a lot of public safety services. The City has to put measures in place to change the image of public housing in Palatka. He is also concerned that a denial may affect Palatka's ability to receive federal funding; they apply for CDBG grants all the time and have been awarded numerous grants. This could cause an investigation based on Fair Housing Standards. Once this type of investigation starts, the DEO could halt all of this type of funding. Now that the PHA has amended its plan to comply with the City's Adopted Comprehensive Plan, if the City doesn't want any more public housing because there is already enough here, they need to make that statement. This will continue to come before the Commission.

Mr. Nelson said several years ago they had more public housing in the City. In the spirit of cooperation, the PHA sold the City the Frank George Apartments, which made up 100 units of public housing. To date they've only replaced 36 of those 100 units. They are now asking to replace four more units, which will bring that to 40 units, or 40% of the units that were removed. This is not unreasonable. If the City decides that putting up four units of public housing will have a major impact on the tax base, the City is in trouble. Commissioner Brown said the City is in trouble; this is what they've been saying. Commissioner Norwood acknowledged that the City did tell the PHA that they would assist the PHA to providing and facilitate replacement housing.

Mayor Hill said in the drafting of the Letter of Understanding, there were several considerations which Attorney Holmes provided in detail. He is specifically concerned with how the City deals with the Fair Housing issue. They need to be truly cautious of this. The major concern was that the plan for the property property didn't conform with surrounding uses, not that the PHA wanted to build housing there. In the proposed Letter of Understanding, it is apparent that they want to get away from housing complexes and blend these properties with existing properties. This is an opportunity to build single-family homes that will conform to surrounding housing. They've included distance limitations to prevent clusters, which will change the culture. They have to be cognizant of the position the City would be in if they outright ban public housing out of disdain.

Commissioner Brown said she is not opposed to public housing. She doesn't object to it being in her neighborhood. She objects to taking more properties off the tax rolls. They have facilitated the replacement of the Frank George Apartments units through the construction of the Holley Ridge Apartments, which were built by Picerne. Many of those senior citizens that moved out of the High Rise went there for federally subsidized housing. That property pays taxes to the City. Picerne also built another complex for medium income families. This is not the right time to build more tax-free housing. They will have more people living on poverty wages if the City has to let people go. This came to her attention when the PHA told the County they didn't have to pay the same tipping fee that everyone else has to pay. If the city puts a fire fee in place, the PHA will probably tell the City the same thing. Somewhere they need to come to a place where they can take care of everyone. They need to sit down and talk about this and find ways to make this work for everyone instead of putting fewer people in the position of having to carry the ad valorem tax burden for the city.

Mayor Hill opened the floor for public comment

Catherine McLean, 823 Laurel Street, said she has recently moved into Palatka's South Historic District. She is also a potential homeowner, as her desire was to move here and become a full time resident. She has no previous history with Palatka, but has done research on her own. Palatka has done an outstanding job of accepting public housing into the City, given the population and existing number of public housing units. It's done a remarkable job of having provided public housing. She believes this would offset any objection the government might have to their not allowing more public housing. Concerning the budget, this is not a moral, ethical or racial issue. This is a fiscal issue and requires a financial decision on how to take care of the people already here. It would be a good idea to put a moratorium on further HUD development, and ask the PHA to expand its boundaries, and start developing outside of Palatka. The surrounding areas have done very little to accept public housing. The PHA needs to reconsider its own five-year plan.

Commissioner Norwood asked if the Commission can put a percentage on the overall allowable public housing. Mr. Holmes said he can't answer the question tonight. From his perspective, based upon his research as to the approach he would start with, would be to explore HUD guidelines on its policies for funding additional public housing in economically impacted areas where public housing already exists. It appears that there has to be some criteria or consideration or provision for when a community has met its obligation to provide public housing so that HUD can't say they aren't doing anything outside the bounds of reason if this five-year plan was not approved. He doesn't know if they would even be in a position to place a moratorium on public housing, whether by zoning or any other device. They may be within their rights to not approve a Plan that included additional public housing, and may be in a position to deal directly with HUD to explain why Palatka is not in a position to bear additional fiscal constraint brought on by the construction of additional public housing rental units. The direct approach is the better approach, rather than dealing with multi- versus single- family, or where it is located; the approach would be to state that Palatka has provided more than its fair share of public housing as compared to surrounding communities.

Commissioner Borom said the City and PHA need to workshop the issue, and discuss the City's vision versus PHA's vision. The respective visions don't match up. They need to go in the same direction. Commissioner Campbell concurred with Commissioner Borom and asked Mr. Nelson if he's had conversations with the County on moving out of the City with housing developments. Mr. Nelson said the PHA is a small agency. They have been small for four to five years. Their base is in the City of Palatka. They have the ability to do a tremendous job of maintaining the units they have because they are in the City. If they start putting units in the County or in other

cities within Putnam County, they can't maintain those units. As a result, they will end up with properties that look unmaintained. Their current units are well maintained and pass HUD examinations annually. They can't spread their maintenance personnel around the County. When pressed for a yes or no answer, Mr. Nelson said his answer is they cannot afford to move staff to other parts of the County. Mr. Campbell asked Mr. Nelson if he has considered what type of residents would be allowed to move into these proposed properties. Mr. Nelson said they have considered moving existing residents who have exhibited responsible behavior and who require two-bedroom units into these new two bedroom units.

Tony Harwell, 322 Madison Street, said he opposes letting any more non-taxable properties come into the city, regardless of whether they are architecturally appropriate. Just to come close to building a historic house cost around \$175 per square foot. Most residents of Palatka and Putnam County can't afford a household of that cost. He asked how the PHA can do this when regular taxpayers can't.

Commissioner Brown suggested they set a workshop and discuss this further. Commissioner Norwood said the PHA has a deadline for submitting their plan. Mr. Nelson said if they don't obligate these funds by March, they will go back to HUD. Commissioner Brown said they can call meetings to discuss this prior to March. She moved to table this item and set a workshop to discuss the issue prior to February. Commissioner Borom seconded the motion.

Mr. Nelson said they need to submit the Plan to HUD by January 15th. He explained the process. As a result of the demolition of the Frank George, HUD gives them replacement housing dollars annually. They are allowed to save those dollars until they get enough to build replacement housing. They are now at the end of the time period to utilize those replacement housing dollars. On January 15 they have to submit their Plan to the Jacksonville HUD office; if they delay that there could be penalties. Mayor Hill asked if he has the ability to ask for an extension. Mr. Nelson said they can ask. "Penalties" could be a reduction in Housing Replacement dollars or sanctions. Mr. Holmes said there was already a Plan approved at the last meeting. The City deleted Paragraph 7 which doesn't include new construction. He can submit the Plan that has been approved. The issue is in using the replacement housing dollars. Mr. Holmes asked if they can resubmit a new Plan after it has been approved; he assumes they can because it is a five-year plan. Mr. Nelson said the amendment would take place during their annual yearly planning. In order to amend the Plan, they have to go through the entire process, which is notification of all residents, publicly posting the annual plan, a waiting period of 45 days, and a hearing must be held, and submittal of the Plan to the City and PHA Board for review and approval. They started this process back in September of last year. It's all based upon timing and whether they have time to rush this through the system.

Mr. Czymbor asked as to the "drop-dead" date regarding obligation of housing of funds. Mr. Nelson said they have to be obligated by March. In order to obligate them, they have to have a plan submitted to HUD. They have to submit an application, plans, utilize the existing dollar amount. This is not a quick process.

There being no further discussion on the motion, the question was called and a roll-call vote was taken on the motion, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The motion was declared passed. Commissioner Brown suggested getting in touch with representatives of HUD to come to this workshop to discuss this issue with the City. There was consent to schedule the workshop for next week and advertise the time and place of the workshop.

- 5. RECONSIDERATION of Motion excluding Paragraph 7 from inclusion in execution of Palatka Housing Authority's Annual Forms: Determination of Exemption & Categorical**

Exclusion, 24CRF 58.34(a) and 58.35(b) on behalf of Palatka Housing Authority's Site Improvements FY 2015-2019 CFP AMP 11, 12 & 15, and certifying its consistency with the City's Comprehensive Plan – Commissioner Norwood stated he provided notice to the Commission of his intention to make a motion to reconsider the vote on this matter and include Paragraph 7 as amended in the approval of the PHA's Annual and Five Year Plan FY 2015-19, in light of the new information that has been presented. Following discussion, and upon the advice of Mr. Holmes to continue the discussion instead of tabling it, Commissioner Norwood moved to continue this item to a time certain of January 22, 2014. Commissioner Brown seconded the motion. A roll-call vote was requested and taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The motion was declared passed.

PUBLIC HEARINGS

6. **ORDINANCE** – Planning Board Recommendation to adopt the repeal of the Public Schools Facilities Element of the Adopted Comprehensive Plan – Adopt – The Clerk read an Ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REPEALING THE PUBLIC SCHOOLS FACILITIES ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN AS ATTACHED HERETO AS EXHIBIT "A"; PROVIDING SEVERABILITY AND AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the Ordinance as read and presented. Commissioner Brown seconded the motion. Mayor Hill requested public comments. There being no public comments and no further discussion, a roll-call vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared adopted on a single reading.
7. **ORDINANCE** – Planning Board Recommendation to Rezone 110 Kay Larkin Drive from C-2 (Intensive Commercial) to R-3 (Multiple-Family Residential) – Southern Medical Associates, Inc., owner – 1st Reading – 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 FROM C-2 (INTENSIVE COMMERCIAL) TO R-3 (RESIDENTIAL MULTI-FAMILY) FOR THE FOLLOWING PROPERTY: 110 KAY LARKIN DRIVE (SECTION 03, TOWNSHIP 10 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on first reading as presented. Commissioner Brown seconded the motion. Mayor Hill opened the public hearing. There being no public comments and no further discussion, a roll-call vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared passed on first reading.
8. **ORDINANCE** – Planning Board Recommendation to amend the Zoning Code to allow for reduced parking space size for non-public parking – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REDUCING PARKING SPACE DIMENSIONS TO NINE FEET BY EIGHTEEN FEET FOR NON-PUBLIC PARKING; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on first reading as presented. Commissioner Campbell seconded the motion. Mayor Hill opened the public hearing.

Thad Crowe, Planning Director, said they have been working on this for the last few years; this has been the subject of much feedback they've received from the construction and development community. The City currently requires large parking spaces. They increase the cost of new construction and reduce green space. They are working closely with the County on the new jail construction, and this will help to reduce their cost. Commissioner Norwood asked if there are state guidelines on the size of parking spaces. It seems they are constantly having parking space size issues, and asked why they don't adopt state standards. Mr. Crowe said FDOT has a

manual indicating a 9' x 19' parking size. Putnam County requires 9' x 18' spaces. The Planning Board has expressed a desire to reduce the required size of all parking spaces to 9' x 18.'

There being no public comments and no further discussion, a roll-call vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared passed on first reading.

9. **DISCUSSION** – Commissioner board & committee appointments and City representative appointments to outside agencies for terms beginning January, 2015 – The Clerk discussed current appointments held by current and former members of the Commission. She noted some of the appointments listed in the memorandum included in the agenda package (filed) are annual appointments and some are made every two years following elections. Some are for City boards and Committees and some are representatives requested by outside agencies. Following discussion the following appointments were made:

Commissioner Norwood moved to appoint Mayor Hill, Commissioner Brown and Commissioner Norwood as the City's Representatives on the Putnam County Development Authority. Commissioner Campbell seconded the motion, which passed unopposed.

Commissioner Norwood moved to appoint Commissioner Campbell as the Commission Liaison to the CDBG Task Force. Commissioner Brown seconded the motion, which passed unopposed.

Commissioner Norwood moved to appoint Commissioner Borom as Commission Liaison to the Golf Course Advisory Board. Commissioner Brown seconded the motion, which passed unopposed.

Commissioner Norwood moved to reappoint Former Mayor Vernon Myers as the City of Palatka's representative to the NE Florida Regional Council for a term of one year. Commissioner Campbell seconded the motion, which passed unopposed.

Commissioner Norwood moved to appoint Mayor Hill as one of two Commission representatives to the Police Officers' Pension Board and Commissioner Campbell as one of two Commission representatives to the Firefighters' Pension Board for two-year terms to expire January, 2017. Commissioner Borom seconded the motion, which passed unopposed.

Commissioner Campbell moved to appoint Commissioner Brown as the City's liaison representative to the Greenways and Trails Committee. Commissioner Norwood seconded the motion, which passed unopposed.

Commissioner Norwood moved to reappoint himself as the City Commission's representative to the General Employees' Pension Board, as the City's representative to Save Central Academy Committee and Commissioner Brown be reappointed as Commission liaison to the Airport Advisory Board and Community Gardens Committee. Commissioner Campbell seconded the motion, which passed unopposed.

There was consensus to allow the Commission to consider the remaining appointments needed, and bring those back to the January 22nd meeting for action.

10. **CITY MANAGER & ADMINISTRATIVE REPORTS**

Mr. Czymbor said on January 19th certain City administrative offices and facilities will be closed for the Martin Luther King Jr. Holiday.

Mr. Czymbor said he will be presenting a list of possible goals for 2015-16 and will be scheduling a goal-setting session for the Commission.

Charles Rudd, Palatka Main Street Manager, invited Commissioners to attend the Food Truck Rally scheduled for January 16. Organizers plan to make a special introduction of the new members of the Commission at this event.

11. COMMISSIONER COMMENTS

Commissioner Campbell thanked all First Responders for their service. He thanked the citizens for allowing him to serve the community.

Commissioner Brown said she'd like to reinstate the suggestion boxes that were set up at each Department. If folks come up with an idea that saves the City money, they should be rewarded.

Commissioner Brown said there is a volunteer Pride of Palatka meeting scheduled on January 26th at 12:00 noon at the City Jail meeting room. If people want lunch they can purchase lunch by notifying Aaron Robinson at PHA, who has volunteered to pick up lunch.

Commissioner Brown said the members of the Commission are scheduled to meet with Representative Van Zant at his office on January 13th at 9:00 a.m.

Commissioner Brown said she is happy to be working with the new members of the Commission. This is her 31st year on the Commission. She is thankful they listen to her and allow her to talk, which has not always been the case.

Commissioner Brown said she is proud to announce that her family's business, Lawson & Sons Funeral Home, which she has recently passed on to her sons, is 100 years old this year.

Commissioner Borom thanked the community for electing him to public office. He thanked all First Responders for their dedication to the community.

Commissioner Borom congratulated the City of Palatka on its 162nd Birthday.

Commissioner Norwood thanked Commissioner Brown for her part in the healthy debate tonight regarding the PHA issue. He welcomed the new members of the Commission, and commended Mayor Hill on the leadership he displayed at his first meeting tonight. He looks forward to working with this Commission to do good things in the Community.

Mayor Hill thanked the citizens who sat through the entire meeting tonight, noting its importance.

Mayor Hill said "One Palatka Under God" was a truly inspiration service; it was about all of Palatka coming together to make Palatka better. He encouraged everyone to get involved with the Palatka Pride initiative; they need to clean up their city. Every citizen needs to take pride in how their community looks and is perceived by others. Creating a new visual image will change the culture in this community.

12. ADJOURN – There being no further business to discuss, the meeting was adjourned at 7:55 p.m. upon a motion by Commissioner Campbell.

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