

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
February 12, 2015

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 12th day of February, 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; Assistant Fire Chief Mark Lynady; Planning Director Thad Crowe; Project/Grants Manager Jonathan Griffith

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

INVOCATION – The Reverend Ted Stackpole, Pastor, First Assembly of God

PLEDGE OF ALLEGIANCE – Commissioner Allegra Kitchens

APPROVAL OF MINUTES – 01/22/15, 01/25/15 Workshop and 2/5/15 Called meetings
Commissioner Norwood moved to approve the minutes as read. Commissioner Brown seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS

PROCLAMATION – Black History Month – February, 2015 Mayor Hill read and presented the Proclamation to Felicia Nelson in recognition of her reorganization of the local NAACP Chapter. They were joined by former Mayor Karl N. Flagg.

BLACK HISTORY RECOGNITION – Dothea Smith, Deceased. Mayor Hill was joined by her husband Johnny Smith, her Angelique Fells, sister and Rev/Commissioner Karl Flagg, pastor of Mt. Tabor Baptist Church while Commissioner Norwood read a biography of her life, which included her educational background, career information as a teacher, elected service as a member of the School Board for two terms, and various community, professional and civic affiliations. She was the first black female member elected to the Putnam County School Board.

Angelita Smith Fells, her daughter, spoke on behalf of the family and thanked the Commission for this honor. Her mother was an advocate for education and they will see that her legacy

continues. Mayor Hill said she was eloquent when speaking and very dedicated to her church, education and her community.

Mayor Hill said the Commission will be recognizing Sam Taylor and Askew Vickers on 2/26/15.

Mayor Hill was joined by Commission Campbell in recognizing BoyzIIMen, a mentoring group out of Crescent City, whose members and leaders were present. Commissioner Campbell said their children are their future, and they need to do everything they can to learn how to be productive citizens. These individuals have a vested interest in the City of Palatka and Putnam County. They took part in the restoration work at Fred Green Park. The youth are their future. He introduced Mr. Gerald Watson, their leader, and staff.

Gerald Watson, President, said they've had a partnership with the City of Palatka beginning with Mayor Myers. They were invited to participate in a City Government Week exercise and actually held a "mock" city government meeting after holding an election and learning about City functions, and they were quite proud of that. They worked in conjunction with Lowes and the City to help renovate Fred Green Park. They were honored to serve as hosts and ushers at the new Mayor/Commissioners' installation ceremony this past January. They have visited with Mayor Hill and other commissioners and discussed expanding what their program to include youth throughout Putnam County. They started this group four years ago as a group of men who made a commitment to make a difference in the lives of young men. This requires planning and organization. They meet weekly at the high school. They do a lot of community service. On Monday evening they will hold a meeting at the Price Martin Center for those interested in volunteering and mentoring so as to expand this program throughout the County and invited all to attend. They are looking for volunteers and members.

Mayor Hill thanked each of them for their commitment to the Community. He noted they committed to a one-year project called the Nehemiah project where they built things in the community. They are an awesome group of young men.

2. PUBLIC COMMENTS

Angela Murtagh, 726 St. Johns Avenue, DPI Vice President, Chairperson, Florida Azalea Pageant, which will be held March 21st at Ravine Gardens. They have 25 contestants aged from infants to age 35. They hope that in the future they will get more participants in the 16 to 35 year age group. The public is invited and encouraged to attend. There will be live entertainment and refreshments. Cost is \$5.00 at the door. Mayor Hill will open the pageant.

Neil Letts, 160 Little Orange Lake Drive, Hawthorne, spoke to the landfill issue. He distributed some articles (filed). He is proposing a \$1.25 million reduction immediately to the city and county in the landfill solid waste management program. The County recycles 4 tons of garbage a day, or 20 tons a week. They receive 175 tons of waste into the landfill each week. He made proposals for improving recyclable waste collection. He provided his telephone number on the literature he distributed for commissioners who want to speak with him on this matter.

3. CONSENT AGENDA

- a. **Adopt Resolution No. 2015-11-08** amending the FY 2014-15 Budget through 12/31/2014
- b. **Adopt Resolution No. 2015-11-09** authorizing the City Manager and Clerk to execute and attest Poseidone LLC/Trident Pontoons Change Order #4 for an amount not to exceed \$20,443.00
- c. **Adopt Resolution No. 2015-11-10** accepting a proposal for trade-in of the current fleet of fifty-four (54) golf carts towards the purchase of fifty-four (54) new EZ-Go golf carts, and authorizing the execution of all documents associated with a fifty-four-(54) month lease agreement with PNC Equipment Financing to effectuate the transaction

- d. **Adopt Resolution No. 2015-11-11** declaring vehicles, storage buildings, bicycles, radios and miscellaneous equipment to be surplus property and directing the City Manger to dispose of said surplus property in accordance with City administrative procedures

Commissioner Borom asked to pull Item 3(c) for discussion. Commissioner Norwood moved to approve Consent Agenda Items 3(a), (b) and (d) as proposed. Commissioner Campbell seconded the motion, which passed unopposed.

- 3c. **Adopt Resolution No. 2015-11-10** accepting a proposal for trade-in of the current fleet of fifty-four (54) golf carts towards the purchase of fifty-four (54) new EZ-Go golf carts, and authorizing the execution of all documents associated with a fifty-four (54) month lease agreement with PNC Equipment Financing to effectuate the transaction – Commissioner Borom said he has a problem with this amount of money being funded for golf carts when there is already a deficit at the golf course. He is not comfortable with committing to this lease. He's read the information and suggests they look at "One Stop" or perhaps ways to extend the life of the golf carts. As to issues with batteries, Bohannon Battery is expert in these matters.

Matt Reynolds, Finance Director, said the management firm brought this to Staff about six weeks ago. They did the research and asked questions about the proposal. BWGD Staff stated the current fleet of carts needs to be replaced. It's not just batteries; it's the condition of the carts in general. They tend to deteriorate after around 48 to 54 months. They are designed for that type of life span. They will need considerable capital investment if they are to be kept. They will research other options if asked. As to a cost analysis on keeping versus replacing the fleet, Mr. Reynolds said he did not see one. Commissioner Borom said he'd like to see a maintenance analysis. This bears further investigation, considering the financial state of the Course.

Mr. Reynolds said the monthly proposed lease payment for these carts is not less than the current lease payment; it is less than what was budgeted for this year. This lease came in under the anticipated cost. There is a savings of several thousand dollars per year. The current lease expires in May. Upon expiration, the Course can purchase the carts. They will be 54 months old at that time; they will be acquired in as-in condition. The cost is \$55,000 to purchase the carts at the end of the lease. Many of them require brakes and steering mechanism repairs and batteries. Commissioner Borom said he'd like to see the maintenance costs.

Discussion ensued on staffing and maintenance personnel and warranties. Mr. Reynolds said they are covered for major issues but not normal wear and tear. Commissioner Borom moved to table this item with direction to staff to bring back a maintenance analysis. Commissioner Brown seconded the motion, and asked if they have to purchase all 54 at once, or if it would be less expensive to purchase some each year. Mr. Holmes said the way the contract reads, you either have to purchase them all or give them all back. You can't keep a portion of them. There being no further discussion, a roll-call vote was called for and taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, yes; Nays, none. The motion was declared passed.

4. **CRA BUSINESS – RESOLUTION 2015-11-12** adopting the proposed CRA/South TIFF District Residential Rehabilitation Grant Program – Adopt – Commissioner Brown moved to table adoption of the Resolution per the discussion to table the item at the 2/12/15 CRA meeting. Commissioner Campbell seconded the motion, which passed unopposed.
5. **BUDGET SUMMARY REPORT -- FY 2014-2015 through 12/31/14 – First Quarter –** Matt Reynolds, Finance Director, provided his report (filed). He added as much detail as he could. He is concerned with the water sales revenue line; it is approximately 2.5% below budget for the first quarter. Looking more in depth, he discovered October and December sales were \$25,000

lower than anticipated. Consumption reports show consumption was 6 to 8 million gallons less than what it normally is. He looked at trends and it just appears that a significant portion of the City's usage is just down across the board. Discussion ensued as to causes for this. Mr. Czymbor said this is very disconcerting. They are analyzing the past 5 to 6 years and have seen some disturbing trends. They are trying to identify water loss in areas in which the City is not being reimbursed for water they are pumping and treating. They have serious issues with the utility fund; it has a very low fund balance. If revenue doesn't meet expectations, they have no additional resources with which to pay their bills. They have to have a fund balance to meet any unexpected emergencies. This is a very serious situation. They will be revisiting alternatives with the City Commission soon. They may need an emergency rate increase. Mayor Hill said they should not use a rate increase as the only alternative. They need to look at streamlining waste within the City. They need to raise their level of consciousness in how they are spending money.

As to the golf course, Mayor Hill said it looks like revenues are significantly lower there. Mr. Reynolds said revenues are trending under budget and expenditures are trending over budget. He will take a look at those as well. Mr. Czymbor said the most productive "rounds" played are January through May. The condition of the course is excellent. Their challenge is to drive traffic, rounds and commerce at the facility. They converse about this with the management team daily. Discussion ensued regarding donations made by the PMGA to help with projects. There are fundraising tournaments just about every weekend to benefit non-profits and other entities. This benefits the course by bringing in additional golfers. They are currently booked with tournaments every weekend through April. Mr. Czymbor said the restaurant should be up and operational by April or May. BWGM has been the contracted course manager for five years. Discussion ensued regarding trends over the past five years. Mr. Reynolds said he had not yet had an opportunity to look at trends there, but plans to. He will bring that back to the next meeting as well as his finding on the utility funds. Commissioner Norwood asked for use of graphs on revenues and expenditures over the past five years. Per the questions, 95% of all City meters are automatic read meters. He has researched whether there is a block of meters or a group of meters that are experiencing an issue, but that is not the case. He has found that certain large users have cut off irrigation meters and are using reuse water.

Commissioner Borom said there were a number of cities represented at the recent Elected Officials training they attended. None of them showed where their golf courses were a problem. They need to be more creative in their marketing. Some brought in "soccer golf" and created larger, additional holes for this, and increased revenue by 40%.

6. **CITIZEN REQUESTS – Johnny M. Brown, 107 S. 9th Street:**
 - a. **Compensation for Electrical Boxes** on side of E.W. Lawson & Sons Funeral Homes - Mr. Brown said this is their 100th year in business in Palatka. He is requesting this item be pulled from discussion in favor of discussion on his Item (b).
 - b. **Drainage work on 9th Street/State Hwy 20** to keep water out of Funeral Home – Mr. Brown said he'd like to know when work on this is going to start. This is regarding work to be done outside of the grant his business turned down. He has questioned Staff several times on this and was told this work would be done whether he accepted the CRA grant or not. Water running inside the building causes mold and deterioration. City Staff said they were going to put in temporary drainage. He is not clear on the City's plan.

Jonathan Griffith, Projects Manager, said they've had multiple meetings with the Browns and FDOT. FDOT has the larger drainage project in their five-year plan. He's been speaking with St. Augustine FDOT office about making temporary corrections. FDOT has instructed the City that the permit for both this project and the utility box relocation project should be applied for simultaneously. As to mitigation, they could raise the sidewalk very little and re-grade the area in

front of their property, which is the r/w, to abate the problem. The real problem is with inadequate storm water facilities, which needs to be addressed. Mayor Hill asked Mr. Griffith to provide a follow-up on a working plan with Mr. Brown. Mr. Griffith said in FDOT's mind this opens up a more complex "fix." These solutions require money. They are willing to try.

Mr. Brown said moving the box doesn't stop the City from correcting the drainage problem. He cited an email he received from FDOT concerning this. When they turned down the grant, all negotiations with the City and Mr. Griffith went away. That was stated in the email they received from FDOT.

Commissioner Brown said she has not spoken about this prior to now. At one time the City provided her with sandbags to keep the water out. This is causing considerable damage to the Funeral Home building. The property no longer belongs to her; it belongs to her children. This has been on-going for some time. Someone needs to address this. They've put it at the top of their Legislative Delegation priorities list. Mr. Brown said FDOT has advised him that FDOT has a contractor, but they need the City to commit to do certain sidewalk work. This all changed once he turned down the grant.

Mr. Griffith said the temporary fix will involve in-kind labor; as to grading, they don't have that capability in-house, and they definitely can't do it on a state right of way. The temporary fix will curb the problem. It will have no affect on the current project, which is in engineering now. The priority is to reconstruct the entire road. There was consensus to direct Mr. Griffith to bring back a report on making the water issue "go away." As to engineering, Mr. Griffith said they have had civil engineers who were in the City's employ working on other projects also look at this. Anything a civil engineer would design would cost around \$70,000 to \$100,000 to execute. This flooding is coming from 4 to 5 blocks off the State right of way. This is a natural basin. Commissioner Brown said they didn't have this issue before the road was resurfaced improperly. Mr. Griffith said he will bring back alternatives in two weeks, while working with Mr. Brown on alternatives.

Commissioner Norwood moved to table this matter. Commissioner Campbell seconded the motion, which passed unopposed.

PUBLIC HEARINGS

7. **ORDINANCE** – Planning Board Recommendation to allow changing (electronic) signs in C-2 & PBG-1 Zoning Districts – Building & Zoning Administrative Request – 1st Reading - The Clerk read an Ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ALLOWING CHANGING (ELECTRONIC) SIGNS IN THE C-2 (INTENSIVE COMMERCIAL) AND PBG-1 (PUBLIC BUILDINGS AND GROUNDS) ZONING DISTRICTS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to pass the ordinance on first reading as read. Commissioner Campbell seconded the motion.

Thad Crowe, Planning Director, said this is a housekeeping issue. They are permitting changing signs but at this time they are not allowed by Code.

There being no further discussion, a roll call vote was taken, with 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 cap Residential Density in R-3 (Residential, Multi-Family) Districts – 1st Reading AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, CHANGING MAXIMUM DENSITY FROM 31 TO 18 UNITS PER ACRE IN THE R-3 (MULTIPLE-

FAMILY) ZONING DISTRICT, AS CAPPED IN THE COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on first reading. Commissioner Borom seconded the motion.

Thad Crowe, Planning Director, said this is a "housekeeping" measure. The Comprehensive Plan "trumps" zoning and does not agree with the Code, so they are making it the same.

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

9. **ORDINANCE** – Planning Board Recommendation to amend Municipal Code Chapter 54, Article II, to amend membership, duties and responsibilities of the Palatka Planning Board – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING CHAPTER 54, ARTICLE II OF THE PALATKA MUNICIPAL CODE TO REVISE MEMBERSHIP, ORGANIZATION, DUTIES, AND VARIOUS OBSOLETE AND OTHER RULES GOVERNING THE CITY PLANNING BOARD; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Campbell moved to adopt the Ordinance on second reading as read. Commissioner Norwood seconded the motion.

Thad Crowe, Planning Director, said this is a housekeeping measure. There are some archaic rules, there were ex-officio members, and the Code said the Board did mapping and other things that Staff does. They struck obsolete provisions to reflect the way the Board now operates.

Commissioner Norwood said he has a concern with going to fewer than 9 members. This gives them a lot of diversity and provides experience. This is one of their most important boards. He believes they can find qualified individuals to serve on this Board. Mr. Crowe said there is not enough room at the dais for nine members. The Board felt like they would be able to act in a more streamlined manner with fewer members. It is difficult to get members there to make quorum. They have been able to get qualified members appointed. Other boards have seven members. BZOA has five members. Quorum issues have been rare but sometimes they have to wait to begin a meeting 15 minutes or so until someone comes in to make quorum. Commissioner Campbell concurred on the quorum issue. Commissioner Norwood reiterated his concerns on reducing the number of board members, saying if Staff has difficulty in achieving quorum, they need to advise the Commission of such issues.

Commissioner Norwood moved to amend Section 54-32 of the Ordinance from eight members to nine members and pass the ordinance on second reading as amended. Commissioner Borom seconded the motion. Commissioner Campbell said he served on this Board. They ran into issues having that many individuals on this board. He is in favor of reducing the number to seven. Per the question, the quorum remains at five for eight members. Mr. Crowe said it is awkward having nine members. Mr. Czymbor said in lieu of having one member removed from the Board by going straight to seven members, they are proposing to reduce the membership to eight and then to go seven by attrition. There being no further discussion, a roll-call vote was taken, which yielded the following results: Commissioners Borom, Norwood and Mayor Hill, yes; Commissioners Brown and Campbell, no. The ordinance was declared amended and adopted by a margin of 3 in favor, opposed by Commissioners Brown and Campbell.

10. **REPORT/DISCUSSION**

STATUS OF PARKS & RECREATION - Jonathan Griffith & Michael Czymbor – Mr. Czymbor said Mr. Griffith generated the slide presentation. In the past the City had an active recreation program but entered into a recreation agreement with the County to take over recreation. The County gave back the assets some years ago. The City has not had an active recreation

County gave back the assets some years ago. The City has not had an active recreation program for the past several decades. There is active interest in improving recreational opportunities and facilities. They need to improve lighting facilities. Various groups have offered to take on additional maintenance and cost for putting recreational programs in place. They want direction on entering into discussions with those additional groups.

Jonathan Griffith said they have seen a decrease in parks operations and staffing. They have a five member department plus an inmate squad. A slide was shown citing levels of service as recommended by the National Recreation and Parks Association. Facilities counts towards the needs of a program. They need to decide which facilities they want to choose to use and renovate. The ball fields are in better shape as the County has been letting the City use their tiller and they have been maintaining them. They are looking for direction on partnerships on existing recreation programs, as well as facility rental rates for use of fields. They want to know what sort of capital improvement costs they want to consider so as to assemble this budget.

Mayor Hill said they have talked about putting recreation programs in place, which are shown to decrease crime and subsequently number of officers needed as well as and patrol hours. They can see this based upon PAL programs. When the Weed & Seed center was in place, children were getting involved and crime was down. They can spend money on the PPD or put money into a recreation program, which will bring the PPD budget needs down. They've had significant talks about initializing programs that don't require a large capital investment, such as kickball, which is already being done at Fred Green Park. He has viewed these games. They have Babe Ruth and Girls' Softball looking at using the parks. They need to have a workshop on this so they can talk about moving forward with recreation. In 1993 when they had City recreation, they had 10 less officers at the PD. He has spoken with Sweet Owens about coming in to help organize this program.

Commissioner Norwood concurred that parks aren't meant to sit idle. He'd like to see the cost of bringing these activities into parks. They need to look at the current budget to find funds for this. They need partnerships to bring this to fruition. Children need to have access to facilities and not be priced out of usage. Mayor Hill said they've looked at these numbers and find that they are significantly less than expected. There are opportunities to run these programs at a low cost. Commissioner Brown said kids used to go to parks and practice basketball and not worry about cost. They need to get back to that place. They need to open facilities like bathrooms during practices. Commissioner Borom concurred and said they need places for kids to play. They need to make a small front end investment rather than a large back-end investment like enlarging the County Jail. Commissioner Norwood said they need to look at fire assessment fees as well as other resources which will free up General Fund money for other needs. They need to start cutting budgets and departments, or put a fire assessment fee in place. Mayor Hill concurred. They need to improve the health of the City by trimming the "fat."

Commissioner Campbell said he wants to be sure that when they implement recreation they need to include programs for all generations, and making parks accessible to all.

Mr. Griffith said they have an informal partnership with Babe Ruth. Babe Ruth offers its services to drag the fields and chalk the fields and place bases in exchange for light fees. Babe Ruth has provided a certificate of insurance in order to use the fields. They don't authorize volunteers to use mechanized equipment at the field. Consensus to continue with this arrangement and to be sure it's the adults doing the "dragging." Commissioner Brown said they need to invite those who work with kids and coaching to the workshop.

WATER TAXI REPORT – Mr. Griffith provided a report on the anticipated delivery of the water taxi engines to the boat contractor.

11. **DISCUSSION – Creation of Business Incubator Board** – Commissioner Brown said it is time for them to do serious work on the business incubator program. There are three departments with money for a business incubator. The USDA and Dept. of Economic Development have money for business incubators but they only build a building. They can create a foundation which can put a board in place. She distributed a list of names of those she has spoken to who have tentatively agreed to sit on a fund-raising board for this project. They all have an interest in this, especially Mr. Beck, who has offered to find someone to do a feasibility study. If they have anyone to add to the list, she asked they add the name and resource they bring to bear. They can put together a mission statement and a list of strategies and resources to get this project moving. She believes she can find a donated building for this. Regarding appointing a Chamber of Commerce liaison, she noted Dana Jones, the Chamber President, is on the list. The members of the Commission will be added to this list.

Commissioner Brown suggested holding meeting with those interested to decide whether or not they want to make this a City board or a non-profit agency that will put its own board in place. This list is more of a “think tank.” They have not actually agreed to serve as a board member. Once they put the vision and mission in place, people will be able to make a commitment to this project. They can style a business incubator to meet the individual needs of the City. They can put more than one business into a vacant building downtown. They should add some landlords to the list. The “think tank” will work itself into a working board. Mayor Hill suggested an “ad hoc” committee that may work into an advisory board. General Consensus to establish an ad hoc committee with the members listed on the list (filed). Mayor Hill asked the members of the Commission to provide the Clerk with other suggested members.

12. **CITY MANAGER & ADMINISTRATIVE REPORTS**

Report on Status of Riverfront Development Projects – Mr. Czymbor said this report is being provided in response to Commissioner Norwood’s request at the 1/23 meeting. He provided a written update on public and private projects. He will provide this at each meeting.

Mayor Hill asked for an update on the restaurant project at the next meeting. He’s been bombarded with concerns on the City placing certain individuals into the restaurant business. He asked for a chronology of the transition from concession stand to restaurant. Mr. Czymbor said they want to hold a workshop on this matter prior to the next meeting.

Mr. Czymbor said they are meeting with the County Administrator regarding several projects, i.e. sewer line extension, work on St. Johns Avenue, widening of Hwy 100 at the Airport entrance. They met with USDA representatives who informed him there are 48 USDA programs the City can participate in.

Mr. Czymbor said the City has been approached by a company making inquiries as to whether the City has an interest in selling the Gas Authority business unit. They are looking at the merits of this possibility, the required process, as well as statutory requirements, benefits to citizens and customers. They have spoken to the Gas Authority about this. They can look at the process and determine the cost of a sale, and other due diligence processes.

Commissioner Norwood said individuals can approach them for many reasons for many different things. Before the City provides any answer, the answer needs to come from the Commission. Let the Commission direct staff on this type of approach. They don't need to have a verbal assumption of a commitment that does not come from the Commission. He wants full transparency on these types of offers when they are made. Commissioner Brown said the Gas Authority had made long-range plans on where they want to take the Authority, and future expansion. They have a business plan in place.

Mayor Hill said he attended the "first contact" meeting. The City Attorney also attended the meeting. They made it abundantly clear that there will be absolute transparency on this process. He went to the Gas Authority and had a discussion with them on this. The Gas Authority needs to be at the table on these discussions. They have an obligation to keep these dealings on the public record. There should be no negotiations going on without Commission approval and direction, especially a Charter entity. They don't need to provide indication that they are moving forward with negotiation. Counsel is looking into this.

13. COMMISSIONER COMMENTS

Commissioner Campbell said an informational session for all men who are willing to take part in a mentoring program will be held at the Price Martin Center at 6:30 p.m. on Monday night.

Commissioner Brown said they are holding a Pride of Palatka meeting on Monday at noon.

Commissioner Brown said the Mayor's Reception is coming up on March 6th.

Commissioner Borom thanked the public for attending the meeting.

Commissioner Brown said she asked the City Manager to fix up the bicycles that were surplus tonight and donate them for Christmas presents to kids. She also suggested they hold a workshop on how to repair bicycles using these bicycles so a young person might start a bicycle repair business.

Commissioner Norwood said there are broken sidewalks and exposed wires at the Riverfront Park. Kids are crawling around in the broken fountain. Staff should develop a list of needs and present it to the City Manager, and find money to correct those issues. They just spent a lot of money on the Park; it should not be in this condition.

- 14. ADJOURN** - There being no further business to discuss, the meeting was adjourned at 8:37 p.m. upon a motion by Commissioner Brown.

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