

TERRILL L. HILL
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



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
March 12, 2015

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 12th day of March, 2015.

PRESENT:

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

Also Present: Interim City Manager Allen R. Bush; 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; Main Street Manager Charles Rudd; Projects Manager Jonathan Griffith

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

INVOCATION & PLEDGE OF ALLEGIANCE – The Reverend Dan Phillips, Pastor;
Grace Fellowship

APPROVAL OF MINUTES – 02/26/15 – Commissioner Norwood moved to adopt the minutes as read. Commissioner Brown seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS

PROCLAMATION – Women’s History Month – March, 2015 – Mayor Hill read the Proclamation, which was accepted by former Commissioner Allegra Kitchens on behalf of all women in Palatka.

PROCLAMATION – Colorectal Cancer Awareness Month – March, 2015 – Jessica Peterson, DOH, was present to accept the Proclamation, which was read and issued by Mayor Hill. Ms. Peterson encouraged everyone to get a colonoscopy. If anyone needs assistance and has no insurance, she can assist with that, or the Putnam County Health Department can be contacted for assistance. This disease happens to 1 in 20 people and is the most treatable and preventable.

PROCLAMATION – Brain Awareness Week – March 16 through 22, 2015 – Palatka Pilot Club members were present to accept the Proclamation, which was read and issued by Mayor Hill. Wanda Stumbo, President, said the local Pilot Club has many programs to bring awareness to brain injury prevention and treatment, including a new program called “We CARE” for the elderly.

PROCLAMATION – Youth Success Day – March 27, 2015 – Christopher Massey, Dept. of Juvenile Justice, was present to accept the Proclamation, which was read and issued by Mayor Hill. Mr. Massey said on March 27 they will host an event at E. H. Miller School called Youth Success Day, during which they will be recognizing area youth for their successes. This provides a forum for kids to hang out. Food, activities and games sponsored by area businesses.

2. PUBLIC COMMENTS

Roxanne Weeks, no address given, provided a copy of a Palatka Daily News article dated February 28, 2015 to the Clerk for distribution (filed), which quotes Interim Chief Griffith as saying the wrong language was on the accreditation forms, and this is what prevented the accreditation, not the lack of training. She also provided a copy of the Accreditation Team's assessment, which noted training deficiencies found during its 3-day assessment. The report speaks to the Team's exit interview, stating it was terminated due to Former Chief Getchell's actions. She spoke to deficiencies noted in the report (filed and distributed).

Askew Vickers, 207 N. 18th Street, said he is concerned with the landfill issue. He does not know if it is proper for the City officials to get involved with the County landfill issue. They don't want to end up being the "dump site" of the USA. They need to get involved before this gets out of hand. He asked if the Commission would attend County Commission meetings and voice an opinion. They don't want to take in trash from every county in America.

Mr. Vickers said he has spoken to Commissioner Norwood about the condition of the retention pond that is owned by his church. It is unsafe and needs to be fenced and cleaned.

3. CONSENT AGENDA

- a. **Waive Application Deadline (60 days prior to event) for Special Events Permit No. 15-21 –** Downtown Palatka, Inc. St. Patrick's Day Parade, March 17, 2015 from 6:00 p.m. until 7:00 p.m. – Downtown Palatka, Inc.; Sam Deputy, Applicant
- b. **Approve request to exceed allowable noise levels for Special Events Permit No. 15-11,** March of Dimes Walk for Babies – April 11, 2015 from 6:00 a.m. to 1:00 p.m. at the Riverfront Park and "walk" route – Jamie Bartholomew, Putnam County March of Dimes, Applicant
- c. **Approve requested items for Special Events Permit No. 15-06,** Arts Council of Greater Palatka "Palatka Chalk Explosion" – April 11, 2015 from 10:00 a.m. until 7:00 p.m. – Luke Taft, Arts Council of Greater Palatka, Applicant

Commissioner Norwood moved to approve all items on the Consent Agenda as presented and recommended. Commissioner Campbell seconded the motion, which passed unopposed.

- 4. RESOLUTION** urging the Florida Legislature to delay taking action on Rodman Reservoir (Lake Ocklawaha) while Putnam County is unrepresented in the Florida Senate – Adopt – The Clerk read a Resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, URGING THE FLORIDA LEGISLATURE TO DELAY TAKING ACTION ON RODMAN RESERVIOR (LAKE OKLAWAHA) UNTIL PUTNAM COUNTY HAS REPRESENTATION IN THE FLORIDA SENATE. Commissioner Brown moved to adopt the resolution as read. Commissioner Borom seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution was declared adopted.

- 5. CITY MANAGER SEARCH PROCESS –** Interim Manager Allen R. Bush said he distributed a proposed process yesterday (filed). Some of this is similar to the process that was used in the selection of the two prior managers. If the members proposed for the search committee are satisfactory, he will notify them of the process. Members proposed are Judge (and former City Attorney) Ed Hedstrom, County Administrator Rick Leary, BOCC Commissioner Karl Flagg, and

himself. He has contacted them and all have agreed to serve. The commission can appoint another member to make five. Commissioner Campbell moved to appoint Allegra Kitchens, saying she does her homework and would be a good fifth member. Commissioner Norwood seconded the motion. Ms. Kitchens was present and stated she would be willing to serve. There being no further discussion, the motion passed unopposed.

Mr. Bush said the Committee will narrow the field of candidates down to 12 candidates. He has given them a list of questions to pose to the 12 semi-finalists; if they want to add or delete questions, they can. Mayor Hill said he has been told that during the last search some candidates were graded low because the committee members had a preferred candidate in mind. The City needs to caution those on the search committee to treat all candidates equally while grading. Mr. Bush said the Commission has the ability to add names back to the list of candidates. A firm will be hired to perform the background search. The Committee will interview the 12 or so semi-final candidates and will participate in choosing the five finalists. The Commission will interview the final five candidates. From that they will make a final decision. Commissioner Campbell moved to approve the proposed City Manager Search Process. Commissioner Borom seconded the motion, which passed unopposed.

6. CITY MANAGER & ADMINISTRATIVE REPORTS

STATUS OF RIVERFRONT DEVELOPMENT PROJECTS – Jonathan Griffith, Projects Manager, said the docks have been delivered and will be installed in 2 weeks. The Electrician will begin installing pedestals soon. FPL will notify the City when the terminal will be set. They are looking at a June opening of the River Center. GP will advertise a “soft opening” in May. CDBG contracts for the ship’s store will come before them on March 26. A workshop on this project is scheduled for Monday. They will perform a punch list.

PROPOSED WORKSHOP DATES: Employee Visioning – April 10 at 6 pm (place TBA) (Friday)
Recreation – April 20 at 5:30 p.m. (Monday)
Fluoridation – April 23 at 4:00 p.m. (Thursday)

The Clerk said if these dates were acceptable she will issue the meeting calls. Mayor Hill said they chose the Friday date for the employee visioning to make it more of a “retreat” to give them the opportunity to speak with department heads one-on-one. There was consensus on the dates.

Commissioner Brown said another economic development meeting may be scheduled on either the 20th or 24th. She will notify the Clerk as to that date. This will involve people coming in from another country.

Thad Crowe, Planning Director, said the NE Regional Planning Council will be visiting Putnam County on March 25 for as part of its Regional Leadership Academy. Mr. Rudd will be showing them around downtown as well as various landmarks such as the Old Waterworks and Ravine Gardens. This is a good opportunity to showcase Putnam County.

7. COMMISSIONER COMMENTS

Commissioner Brown said she needs a letter of support written to the NEFLC to endorse and support her reappointment to her seat on the Florida League of Cities Board of Directors.

Commissioner Brown said she attended an Economic Development luncheon hosted by the Chamber of Commerce. The speaker, a young gentleman, spoke about Areas of Rural Economic Concern and economic development opportunities. They help bring economic development opportunities to them. They can meet with him in Tallahassee while they are there.

She has given the Clerk a list of people to email for appointments on Wednesday while they are at the Capitol. These are senators and members of the House of Representatives

She wants the Commission to say a proper "thank you" to those who participated and organized the Azalea Festival. Of note are the Clerk's work on the Mayor's Reception and Angela Murtagh, who coordinated the Azalea Queen contestants.

Mayor thanked Clerk for her work on the Mayor's Reception, and Jonathan Griffith and his crew for their work on the set-up on the Mayor's Reception. Commissioner Borom said they need to make sure the clerk has the necessary resources she needs to clean up after this reception is over. There is a lot of work that goes into not only the set up but also the clean up. She did not leave the Bronson House until 1 am. She wears a lot of hats during this event and others.

Commissioner Campbell said he had conversations with several people who missed the Azalea Festival who try to make sure everything downtown is situated. He wants to take them into consideration, possibly change the date of the Reception. They missed out on a lot of things to make sure the Festival was set up.

8. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 6:40 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