

TERRILL L. HILL
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



CITY of *Palatka* FLORIDA

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

TERRY K. SUGGS
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

MINUTES CITY OF PALATKA October 22, 2015

Proceedings of a Regular meeting of the City Commission of the City of Palatka, Florida, held on the 22nd day of October, 2015.

PRESENT:

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

Also Present: City Manager Terry Suggs; 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 Administrator Jonathan Griffith

SPECIAL AGENDA - CALL TO ORDER: Student Mayor Cadet Jessica Perez called the 2015 ROTC Students in Government Special Meeting to Order at 6:00 p.m.

INVOCATION – Father John Jacobs, St. Peter’s Anglican Church

PLEDGE OF ALLEGIANCE – JROTC Cadet Jake A. Wieczorek

ROLL CALL - Roll Call: Presentation of Honorary “Cadets in Government” City Officials

Commission:	Appointed Officials:
Mayor Jessica L. Perez	City Manager Dustin Smith
Vice Mayor Jake A. Wieczorek	City Attorney Branden J. Bryant
Commissioner Kendall C. Thomas	
Commissioner Cole Smith	

PUBLIC RECOGNITION:

PROCLAMATION - PHS Junior ROTC Cadet Corps Day – Oct. 30, 2015 – Honorary Vice-Mayor Wieczorek joined Honorary Mayor Perez in presenting ROTC Colonel Charles Coxwell with a proclamation designating Friday, October 30, 2015 as PHS JROTC Cadet Corps Day in the City of Palatka. Colonel Coxwell said 42 years ago he was a 9th grader in JROTC and is one of the few instructors returning to the classroom to pass forward his knowledge and experience to today’s students, as did those who mentored him. He noted next year marks 100 years of JROTC in the United States, and named several notable former cadets, among them Presidential Candidate Donald Trump and Sam Walton.

SPECIAL BUSINESS:

Cadet Vice-Mayor/Commissioner Jake Wieczorek moved to provide after school transportation for students wishing to participate in extracurricular activities, noting many can stay after school

but don't have a ride home. Cadet Commissioner Cole seconded the motion. Following discussion regarding feasibility and cost, with comments by Cadet City Manager Smith, the question was called and the motion passed unopposed.

Cadet Commissioner Thornton moved to ask Palatka Pride to organize a PHS campus clean-up and paint-up, noting the declining general appearance and peeling paint on exterior walls of the school. Cadet Commissioner Wieczorek seconded the motion. Following discussion of the merits of cleaning up the campus, noting it will improve morale and instill hope and pride in students, teachers, parents and the community, a vote was taken and the motion passed unopposed.

On behalf of JROTC, Honorary Cadet City Attorney Bryant thanked City staff, elected and appointed officials who took the time to speak with the cadets today about careers and processes in City Government, noting the experience was beneficial and informative.

ADJOURN SPECIAL MEETING: Honorary Mayor Perez announced that this concluded the items on the Special Agenda, and returned the gavel to Mayor Hill at 6:16 p.m.

CALL TO ORDER: Mayor Hill called the regular City Commission meeting to order at 6:17 p.m. He noted it is always a wonderful thing to see their young people in action. This group of cadets were engaging and on point. He thanked Col. Coxwell for the great job he's done with his cadets. He believes the idea concerning a Palatka Pride campus clean up to be a wonderful idea, and they will be looking at that project.

APPROVAL OF MINUTES – 10/8/15 Regular Meeting; 10/14/15 Workshop – Commissioner Campbell moved to adopt the minutes as read. Commissioner Brown seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS

PROCLAMATION - City Government Week – October 18 - 4, 2015 Mayor Hill read and presented the proclamation to Welaka councilman Jamie Watts, who extended thanks and the offer of partnership in future intergovernmental endeavors.

PROCLAMATION – Red Ribbon Week – Oct. 23 thru 31 – Mary Beth Hedstrom, Principal, Palatka High School, received the proclamation, which was read and presented by Mayor Hill.

PROCLAMATION – World Pancreatic Cancer Day – Nov. 13, 2015 – Schanna Bodkin, Survivor, was present to receive the proclamation, which was read and presented by Mayor Hill. Ms. Bodkin said she is a three-year pancreatic cancer survivor. She does not believe in statistics; her Lord will take care of her. Through more awareness of the disease and awareness of symptoms she continues with her journey and hope. She has a friend who is an 8-year survivor; she is 31 years old. She urges all to wear purple in November to bring awareness to the disease.

PROCLAMATIONS - National Hospice and Palliative Care Month (Nov. 2015) and Children's Grief Awareness Day – November 19, 2015 - Rodney Phillips, Hospice of Citrus and the Nature Coast, was present to receive the Proclamations, which were read and presented by Mayor Hill, who was joined by Commissioner Campbell. Mr. Phillips was joined by Cathy Gebert, a Grief Specialist, who works with adults and children who were left behind. He praised his staff and said they do the "heavy lifting" in their organization every day.

CITIZENSHIP AWARDS – Palatka High School JROTC "Cadets in Government" Participants received Good Citizenship Awards for their participation in Palatka's City Government Week Activities.

STUDENT OF THE MONTH – October, 2015 – Commissioner Borom joined Mayor Hill in presenting certificates to the following students for academic achievement, leadership, citizenship and attendance at their respective schools:

Caitlyn Mayberry	Browning-Pearce Elementary (Not Present)
Kody Byrd	C. L. Overturf, Jr. 6 th Grade Center
Jennah West	Children's Reading Center Charter School
Ansley Hall	E. H. Miller School
Davion Appling	James A. Long Elementary School
Brionna Baldwin	Jenkins Middle School
Jaydon Teuton	Kelley Smith Elementary School (October Honoree)
Mason Jones	Mellon Elementary School
Lillian Dockery	Moseley Elementary School
Molly Williams	Palatka High School
Jonathan Rodriguez	Peniel Baptist Academy
Landrum Watts	Putnam Academy of Arts & Sciences
Zoe Peters	Putnam EDGE High School

2. PUBLIC COMMENTS –

Tom Townsend, 605 N. 3rd Street, thanked the Commission for putting together the Recreational Task Force. The PHA provided transportation and involved their assistance on participation in swimming lessons. Through collaboration and donations they were able to reduce the cost of swim lessons considerably and were able to provide swimming lessons for 40 kids.

Melissa Story, 6855 Misty View Dr. Jacksonville 32210, said on Sunday, Nov. 1 representatives will be at the St. Johns River Center from 12:00 noon until 5:00 p.m. to hold an open enrollment event for the Affordable Healthcare Program. Anyone who is not covered by an employer group plan or Medicare or Medicaid is eligible. Please spread the word; everyone is welcomed. This is open to all of Putnam County. She distributed flyers with the information. Mayor Hill said Ms. Story is here from Jacksonville because they understand Palatka's needs.

Tim Houghtaling, 105 Riverside Way, San Mateo, said he would like to hear updates on certain projects during administrative reports, and will wait until those come up on the Agenda.

3. CONSENT AGENDA

- a. **Adopt Resolution No. 2015-11-72** authorizing the execution of a Polling Location Agreement with the Putnam County Supervisor of Elections for use of the Price-Martin Community Center for 2016 Elections & Training
- b. **Adopt Resolution No. 2015-11-73** requesting a waiver in permit fees from St. Johns River Water Management District for FY 2015/16
- c. **Adopt Resolution No. 205-11-74** authorizing the execution of a Grant Administration Contract with Fred Fox & Associates in the amount of \$5,000 for FRDAP Project #A16072 - Riverfront Park Phase I
- d. **Approve Request items for Special Events Permit #15-44** – Palatka Pride Fall Festival to be held October 31, 2015 from 8:00 a.m. to 2:00 p.m. – Palatka Pride/PPD Officer Mylinh Reeves, Applicant
 1. Grant permission to waive the Class B Application Deadline (60 days prior to event)
 2. Grant permission to exceed allowable noise levels throughout duration of event
 3. Allow closure of S. 14th Street from Crill Ave to Diana Drive during event

Commissioner Brown moved to pass all items on the Consent Agenda as proposed. Commissioner Campbell seconded the motion, which passed unopposed.

Commissioner Brown said Fred Fox has been writing the City's CDBG grants for more than 30 years. He has the knowledge they need and is very successful.

Mayor Hill said the City is partnering with Florida School of the Arts and several other organizations to sponsor the Oct. 31st Fall Festival. A massive Palatka Pride clean-up is planned for that morning followed by the Festival. They invite all to come out to spend the day with them, from 8 am to 2 pm.

4. **PRESENTATION – Sea Level Rise: New, Certain and Everywhere –** Robert Virnstein, PhD, said his presentation would cover what the City should do to prepare for this coming event, and should incorporate this into future planning. Many inland cities will be affected by sea level rise; it doesn't just affect cities on the coast. The St. Johns River is "tidal" and the ocean pushes it up and down about a foot twice a day. The ocean drives water levels, not rainfall or local winds. A chart showing a 30-year average of water levels per month was shown. This time of year, the average low tide is higher than the high tide in July. Storms and events add to this. Photos of Pico Road Boat Ramp showing levels last year versus this year were shown. The last 2000 years sea level rise was constant. They built a lot of structures near the edge of sea level. In the industrial revolution, the level started to go up. Not only is sea level increasing, but the rate of sea level rise is increasing. Sea level is likely to continue to rise 3 to 4 feet by the end of the century. In 35 years it will likely be up 15 inches. No one will be able to stop sea level rise.

A slide of Palatka zoning map was shown. Google Earth slide was shown, showing much of the area as forested wetlands, but zoned residential. Mr. Virnstein said they should not permit houses in these areas. They will see increased flooding, septic tanks will stop working, and wetlands will experience increased flooding. They need to accommodate sea level rise in future planning. He suggested addressing this through the Comp Plan. He will be glad to help with the technical aspects of that.

Mayor Hill asked Mr. Virnstein to get with City Manager and Planner and bring a plan back, and thanked him for the presentation.

5. **RESOLUTION - Fire Assessment Fee –** authorizing execution of Letter Agreement on Final Invoice, Work Order 2015-2 (Direct Billing) and Work Order 2015-3 (Transition to Uniform Collection Method and subsequent annual assistance for two years) – Adopt – The Clerk read a resolution entitled **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, ACCEPTING THE FINAL INVOICE FROM MARK G. LAWSON, P.A. FOR THE COMPLETION OF THE APPORTIONMENT OF SPECIAL ASSESSMENTS TO FUND FIRE PROTECTION SERVICES AND FACILITIES; AUTHORIZING EXECUTION OF WORK ORDER 2015-2 FOR THE DIRECT BILLING OF FIRE ASSESSMENT FEES FOR FISCAL YEAR 2015-2016; AUTHORIZING EXECUTION OF WORK ORDER 2015-3 FOR THE TRANSITION TO UNIFORM COLLECTION METHOD FOR FISCAL YEAR 2016-2017 AND SUBSEQUENT ASSISTANCE FOR THE FOLLOWING TWO FISCAL YEARS; AND PROVIDING AN EFFECTIVE DATE.** Commissioner Brown moved to adopt the Resolution as read. Commissioner Borom seconded the motion. Mayor Hill said he spoke to Mr. Lawson today regarding the bill. The total bill was around \$82,000. Because the City had previously set a maximum cost on the project, Mr. Lawson indicated that he would decrease that bill by \$7,000 which would put them at the high end of the projected cap. He provided that assurance in writing today. He has already given them a \$5,000 grant on the bill. Mr. Suggs said he forwarded an email to the Commission today; they are looking for input on modifications from the Commission and will get that back on the Agenda. There being no further discussion or comment, a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution was declared adopted.

6. **RESOLUTION** authorizing the submission of a USDA Community Facilities Grant Application for the Palatka Gas Authority Hastings Extension – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING AN APPLICATION FOR A UNITED STATES DEPARTMENT OF AGRICULTURE GRANT FOR THE PALATKA GAS AUTHORITY HASTINGS EXTENSION AND AUTHORIZING EXECUTION AND SUBMITTAL OF ALL NECESSARY DOCUMENTS IN CONNECTION THEREWITH. Commissioner Norwood moved to adopt the Resolution as read. Commissioner Campbell seconded the motion.

Don Kitner, Director, Palatka Gas Authority, said this will help the Gas Authority as well as the City by bringing in additional revenue. The Gas Authority will make this feasible. The area is in need of natural gas.

There being no further comment or discussion, the question was called and a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution was declared adopted.

PUBLIC HEARINGS

7. **PUBLIC HEARING:** 163 Comfort Road - Planning Board Recommendation to Annex, assign residential land use rezone from Putnam County IH (Industrial Heavy) to City R-1A (Single-Family Residential) - Pumpcrete America, Inc., Owner; Palatka Building & Zoning Dept., Applicant.

ANNEXATION ORDINANCE – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IDENTIFIED AS 163 COMFORT ROAD, LOCATED IN SECTION 37, TOWNSHIP 9 SOUTH, RANGE 26 EAST, PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance on 2nd reading as read. Commissioner Campbell seconded the motion.

Justin Eder, Vice President, Pumpcrete America, said although they'd like to expand in time, at this time they do not wish to have this property annexed into the city limits. They'd like to leave it the way it is.

Thad Crowe, Planning Director, said they pursued this matter on behalf of the owner. If it is not their desire to proceed at this time, they will not proceed. Mr. Eder said he is acting vice president; the president is in New York State. Commissioner Norwood moved to table readings on all three ordinances (annexation, land use amendment and rezoning) to a time certain of November 12. Commissioner Campbell seconded the motion, which passed unopposed.

FUTURE LAND USE AMENDMENT ORDINANCE – Adopt – tabled to November 12

REZONING ORDINANCE – 2nd Reading, Adopt – tabled to November 12

8. **PUBLIC HEARING:** 276 N US Hwy 17 - Planning Board Recommendation to Annex, assign commercial land use and rezone from Putnam County IH (Industrial Heavy) to City C-2 (Commercial Intensive) - Beck/Sloan Properties, Inc., Owner; Palatka Building & Zoning Dept., Applicant.

ORDINANCE annexing 276 N. US Hwy 17– 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT

TERRITORY IDENTIFIED AS 276 NORTH US 17, LOCATED IN SECTION 37, TOWNSHIP 9 SOUTH, RANGE 26 EAST, PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance on 2nd reading as read. Commissioner Borom seconded the motion. There being no public comment or discussion, a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared adopted.

ORDINANCE – 276 N. US Hwy 17 - amending the Future Land Use Map & Element to assign Commercial land use – adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO THE FOLLOWING PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE): FROM PUTNAM COUNTY IH (HEAVY INDUSTRIAL) TO CITY COM (COMMERCIAL) FOR 276 N US 17, LOCATED IN SECTION 37, TOWNSHIP 9 SOUTH, RANGE 26 EAST, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the Ordinance as read. Commissioner Brown seconded the motion. There being no public comment or discussion, a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared adopted.

ORDINANCE rezoning 276 N. US Hwy 17 – 2nd Reading, Adopt – 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 PUTNAM COUNTY IH (INDUSTRIAL HEAVY) TO CITY C-2 (COMMERCIAL INTENSIVE) FOR THE FOLLOWING PROPERTY: 276 NORTH US 17 (SECTION 37, TOWNSHIP 9 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the Ordinance as read. Commissioner Campbell seconded the motion. There being no public comment or discussion, a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared adopted.

9. **PUBLIC HEARING:** Parcel located at northwest corner of Lane and Williams Streets - Planning Board Recommendation to Annex, assign residential land use rezone Putnam County R-1A (Residential Single-Family) to City R-1A (Single-Family Residential) - The Latest Dirt, Lic., Owner; Palatka Building & Zoning Dept., Applicant

ORDINANCE annexing property at NW Corner of Lane & Williams Streets - 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IDENTIFIED AS A PARCEL LOCATED AT THE NORTHWEST CORNER OF LANE AND WILLIAMS STREETS, LOCATED IN SECTION 1, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the Ordinance on 2nd Reading as read. Commissioner Campbell seconded the motion. There being no public comment or discussion, a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared adopted.

ORDINANCE amending the Future Land Use Map & Element to assign residential land use to a parcel of land at the NW Corner of Lane & Williams Streets – adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED

WITH RESPECT TO THE FOLLOWING PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE): FROM PUTNAM COUNTY US (URBAN SERVICE) TO CITY RL (RESIDENTIAL LOW) FOR A PARCEL LOCATED AT THE CORNER OF LANE AND WILLIAMS STREETS, LOCATED IN SECTION 1, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Campbell moved to adopt the ordinance as read. Commissioner Borom seconded the motion. There being no public comment or discussion, a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared adopted.

ORDINANCE rezoning a parcel located at the NW Corner of Lane & Williams Streets – 2nd Reading, Adopt – 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 PUTNAM COUNTY R-1A (RESIDENTIAL SINGLE FAMILY) TO CITY R-1A (SINGLE FAMILY RESIDENTIAL) FOR THE FOLLOWING PROPERTY: PARCEL AT NORTHWEST CORNER OF LANE AND WILLIAMS STREETS (SECTION 1, TOWNSHIP 10 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Campbell moved to adopt the ordinance on 2nd reading as read. Commissioner Borom seconded the motion. There being no public comment or discussion, a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared adopted.

10. **PUBLIC HEARING** - 908 N 20th St - Planning Board Recommendation to Annex, amend the Comprehensive Land Use and rezone to City classifications - Gerald and Deborah Ragans, owners; Palatka Building & Zoning Dept, Applicant – ***Tabled on 9/10/15 to a time certain of 10/22/15 per owner request***
 - a. **ANNEXATION ORDINANCE** – 2nd Reading, Adopt
 - b. **FUTURE LAND USE AMENDMENT ORDINANCE** – Adopt
 - c. **REZONING ORDINANCE** – 2nd Reading, Adopt

Thad Crowe, Planning Director, said Mr. Ragans called him this afternoon and has requested these ordinances be tabled for adoption until December 10, 2015. Commissioner Brown moved to table adoption of all three ordinances to a time certain of December 10, 2015. Commissioner Campbell seconded the motion, which passed unopposed. .

ORDERS OF THE DAY: Mayor Hill received consensus to move Agenda Item #18, Presentation on Little Free Library, to the front of the Orders Day.

18. **PRESENTATION** – Little Free Library Program – Cheryl Dollar, 2406 S. Palm Avenue, said she, Sarah Pines and Felicia Nelson met Tuesday with Mayor Hill to make a presentation on the Little Free Library concept. This organization was formed in 2009 to form a neighborhood library box where people could come to the box any time, day or night, borrow and read a book and return the book any time. The first was built to look like a little school house. She provided photos of examples (not filed). There are now 15,000 little free libraries internationally. They promote literacy and provide an opportunity for people to meet and converse. It encourages reading between parents and children. The website is littlefreelibraries.org. She made a little free library from an old newspaper rack donated by PDN. The Early Learning Coalition of NE Florida gave her the first books. They put it at 617 St. Johns Avenue in front of Sweet Grace Anna's bakery the day after Thanksgiving. She now has two, and others have sprung up around the community. Anyone can contact the Early Learning Coalition to get the books to start their Little Free Library. A new Little Free Library sponsored by the Palatka Pilot Club will be dedicated on Oct 31 at Hank Bryan Park. Another will be erected outside the office of the Palatka Housing Authority. Mayor

Hill said this is a great program. A few months ago Mr. Spells spoke to them about the need for libraries around the community. They want opportunities to provide citizens with more opportunities to read. This commission is truly committed to education and needs to be involved. He'd like to see the City sponsor one at each City park and one at City Hall. The Putnam County Library is committed to providing their surplus books to stock the little libraries. The Fire Department will help build them. Mayor Hill received general consent for the project.

Mayor Hill then returned to the Orders of the Day.

11. **ORDINANCE** amending Chapter 22, Cemeteries; creating provisions for the issuance of burial permits for burials in City cemeteries, and amending Appendix A, Fee Schedule accordingly to cease of City-provided burial services and vault sales, as amended – 2nd Reading, Adopt (*tabled on 9/24/15 to a time certain of 10/22/15*) – The Clerk Read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING CHAPTER 22 OF THE PALATKA MUNICIPAL CODE ENTITLED CEMETERIES; AMENDING SECTION 22-3, ADDING PROVISIONS FOR VAULTS INSTALLED BY BURIAL SERVICE PROVIDERS, SECTION 22-4, LOT PRICES, TO DELETE VAULT SALES AND INTERMENT SERVICES, SECTION 22-6, RECORDS; ADDING PROVISIONS FOR OPENING AND CLOSING OF GRAVESITES, PERMITS FOR BURIALS REQUIRED, REGULATIONS FOR INTERMENTS AND DISINTERMENTS, AND OTHER REVISIONS TO GENERAL RESTRICTIONS; ADDING PROVISIONS FOR ENFORCEMENT; PROVIDING FOR RENUMBERING OF CHAPTER SECTIONS WHERE NECESSARY; AND AMENDING "APPENDIX A – FEE SCHEDULE" TO DELETE VAULT SALES AND INTERMENT PRICING AND ADD BURIAL PERMIT FEES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance on 2nd Reading as read. Commissioner Borom seconded the motion. Don. Holmes, City Attorney, said pursuant to the workshop held on 10/15, he has amended the ordinance by adding Section 8, found on page 7 of the ordinance which states that if any funeral provider violates any provision of the ordinance, that provider can be prevented from performing any further burials in a City-owned cemetery until the violation is corrected. There being no further comments or discussion, comments or discussion, a voice vote was taken, which yielded the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared adopted.

12. **ORDINANCE** - 161 Comfort Road - Planning Board recommendation to rezone from R-1AA (Single Family Residential to M-1 (Light Industrial) – Pumpcrete America, Inc., owners, Palatka Building & Zoning Dept, Applicant – 1st Reading

Mr. Crowe said this parcel is also owned by Pumpcrete, and is located inside the City limits. It has residential zoning assigned at this time. This is a housekeeping measure. Commissioner Norwood moved to table first reading, to be brought back concurrently with the annexation items for 163 Comfort Road, also owned by Pumpcrete America, Inc. Commissioner Campbell seconded the motion, which passed unopposed. .

13. **ORDINANCE** - 521 S. 13th Street – Planning Board recommendation to rezone from R-1A (Single-Family Residential) to PBG-1 (Public Buildings & Grounds – City of Palatka Owner/Applicant – 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 R-1A (SINGLE-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS) FOR THE FOLLOWING PROPERTY: 521 SOUTH 13TH STREET (SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Borom moved to pass the ordinance on 1st reading as read. Commissioner Brown seconded the motion.

Sam Willis, 1309 Crill Avenue, said he is directly affected by this action, and represents other neighbors, and carries the proxy of the owner of an adjacent piece of commercial property. He lives on Crill Avenue, at the intersection of 13th & Crill. They object to this due to safety concerns. There are a lot of traffic incidents there. There is traffic and noise and issues that make them fearful. This zoning will endanger them. They ask the City to disallow this zoning change. They have no problem with the food pantry, but don't think this is a good fit for this location. They are concerned about pedestrian accidents. It is difficult to cross Crill at 13th Street now during high traffic times. For people crossing on foot, there is no traffic control signal or crosswalk there. It is a dangerous intersection.

Jared Dollar, 113 Vintage Lane, Chairperson, Heart of Putnam Food Pantry, said tonight they are only discussing a zoning change on the property. The building has been used for quasi-public use since its construction. It was Teen Town and the City Recreation Department at one time. The zoning change makes sense.

Glois Sullivan, 712 S. 18th Street, said she would prefer the Food Pantry not locate on S. 13th Street. The day after this was presented she found out a businessman in town had offered to purchase a building for the organization. She informed Mr. Dollar of this. She located a building for him on St. Johns Avenue just before Palm Avenue. There are other locations available.

Mr. Holmes said technically Mr. Dollar is correct; this is a zoning change. Item #14 is a zoning code amendment that would allow a conditional use change that would allow a food pantry at that location. That structure has never been used as a single family residence. It's an appropriate zoning change. Commissioner Brown said this is compatible with surrounding zoning. This is a housekeeping measure. There was consensus that this is an appropriate zoning change. There being no further discussion or public comment, a voice 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.

14. **ORDINANCE** - Planning Board Recommendation to amend Zoning Code Section 94-2, 94-149 and 94-153 to define "food pantries" with such uses allowed by conditional use permit in C-2 (Intensive Commercial) and PBG-1 (Public Buildings & Grounds) zoning districts – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, CREATING A DEFINITION FOR FOOD PANTRIES AND ALLOWING SUCH USES IN C-2 (INTENSIVE COMMERCIAL) AND PBG-1 (PUBLIC BUILDINGS AND GROUNDS) ZONING CATEGORIES THROUGH THE CONDITIONAL USE PERMIT PROCESS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 1st reading as read. Commissioner Campbell seconded the motion.

Jared Dollar, 113 Vintage Lane, Palatka, Chairperson, Heart of Putnam Food Pantry, said this change will allow Heart of Putnam to apply for a conditional use permit which would go before the Planning Board for review and approval. He is in favor of this change.

Thad Crowe, Planning Director, said at this time "Food Pantry" doesn't exist in the zoning code, and there is nothing comparable. It is best to define this use and describe where it can be located. This is an appropriate public and commercial use. It can only be located by permissible use, not as a use by right. Any application will go before the planning board for review.

Commissioner Norwood asked if they can order a traffic study when it goes to the Planning Board. Mr. Crowe said that can be done when the application goes before the Planning Board. This is scheduled to go before the Planning Board on November 3rd. As to how this can go before the planning board before it is passed on 2nd reading, Mr. Crowe said it can be voted upon for passage contingent upon the ordinance being passed by the Commission. If the ordinance is

not passed on second reading, the action becomes invalid. This has been done before. Mr. Holmes concurred, saying it has been done in the past. It is not the best practice. Mayor Hill concurred. Commissioner Norwood said he'd like to see the traffic study done to determine if those concerns are valid. Mr. Holmes said any traffic study should be relative to the conditional use permit. This ordinance just creates the vehicle to allow food pantries in PBG-1 zoning districts. You can't do a traffic study on every parcel zoned PGG-1. The appropriate time for a traffic study is when an application is made for that particular location. If the Commission believes they should define food pantries and allow them in certain zoning districts, they should vote in favor of this. If not, they should vote against it. There being no further discussion or public comment, a voice 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.

15. **ORDINANCE** - Planning Board Recommendation to amend Zoning Code Sec. 94-2, 94-149, 94-153, 94-161, 94-162 and 94-207 to define "food trucks," allow such uses in C-2 (Intensive Commercial), DB (Downtown Business) DR (Downtown Riverfront) and PBG-1 (Public Buildings & Grounds) zoning districts, and establish supplementary zoning standards for such uses – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, CREATING A DEFINITION FOR FOOD TRUCKS AND ALLOWING SUCH USES IN C-2 (INTENSIVE COMMERCIAL), DB (DOWNTOWN BUSINESS), DR (DOWNTOWN RIVERFRONT), AND PBG-1 (PUBLIC BUILDINGS AND GROUNDS) ZONING CATEGORIES, REQUIRING THAT SUCH USES MEET SUPPLEMENTARY DISTRICT STANDARDS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Borom moved to pass the ordinance on 1st reading as read. Commissioner Campbell seconded the motion. There being no discussion or public comment, a voice 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.
16. **ORDINANCE** - Planning Board Recommendation to amend Zoning Code Sec. 94-2, 94-149, 94-153, 94-161, 94-162 and 94-208 to define "produce trucks," allow such uses in C-2 (Intensive Commercial), DB (Downtown Business) DR (Downtown Riverfront) and PBG-1 (Public Buildings & Grounds) zoning districts and establish supplementary zoning standards for such uses – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, CREATING A DEFINITION FOR PRODUCE TRUCKS AND ALLOWING SUCH USES IN C-2 (INTENSIVE COMMERCIAL), DB (DOWNTOWN BUSINESS), DR (DOWNTOWN RIVERFRONT), AND PBG-1 (PUBLIC BUILDINGS AND GROUNDS) ZONING CATEGORIES, MEETING SUPPLEMENTARY DISTRICT STANDARDS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to pass the ordinance on 1st Reading as read. Commissioner Campbell seconded the motion. There being no further discussion or public comment, a voice 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.

Mr. Crowe was directed to advise Downtown Palatka, Inc. that this matter will be on the November 12th Agenda for second reading/adoption.

17. **ORDINANCE** amending Chapter 94 of the Code of Ordinances, Supplemental District Regulations, to allow the City Manager to hear appeals for waiver or modifications to Exterior Building Standards on Major City Thoroughfares – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING CHAPTER 94 OF THE CODE OF ORDINANCES, DIV. III, ARTICLE 3, SUPPLEMENTAL DISTRICT REGULATIONS, SECTION 94-204 TO RESTATE PROVISIONS FOR EXTERIOR BUILDING STANDARDS FOR NEW CONSTRUCTION ALONG MAJOR CITY THOROUGHFARES TO

AMEND THE APPEALS PROCESS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 1st Reading as read. Commissioner Campbell seconded the motion.

Mr. Holmes said he drafted the language for this amendment. He suggested further amending the ordinance, noting this only gives appellate right to the person who made the application. There may be a situation that a neighbor may be adversely affected by a reversed decision. At this time it states that In the event City Manager declines to reverse or modify the decision of the Planning Director, the ordinance should state an appeal can be taken to the Planning Board "by any person aggrieved by the City Manager's decision" and not just the applicant. As it reads now, this only gives appellate rights only to the applicant. There could be some neighbor who felt they were adversely affected by the decision to waive or modify a standard. He recommends the passage be amended to state "Any person" aggrieved by the City Manager's decision to reverse or modify the Planning Director's decision and strike "to the satisfaction of the applicant." This would give either side the right to appeal to the Planning Board. Mayor Hill received consensus that the amendment to the motion was amenable to Commissioners Norwood and Campbell, as maker and seconder of the motion, and declared the motion modified to reflect the changes as stated by the City Attorney. There being no further discussion or comment, a voice 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 as amended.

19. COMMISSION DISCUSSIONS

Commissioner Brown said she'd like to see the Code amended to allow churches to have yard sales to earn money to pay the fire fees. She'd like that brought to the next agenda.

Commissioner Brown provided a report on her and Commissioner Borom's visit to Washington, DC with a contingent from the Florida League of Cities, which was the reason they did not attend the October 8th meeting. 31 of them met with 41 congress people with a contingent from the League of Cities. They talked to USDA to regarding a waiver in population limitations on infrastructure grants, and found they could not because of statute, but the State people are going to help with other alternatives. She received a call from Dr. Scott Ford, HUD director, who is sending staff to meet with the City on the 28th. She needs to advise her of the time of the meeting. There was consensus to coordinate the time and notify the Clerk for notification purposes.

Commissioner Brown said this is a working commission. They meet more than twice a month and all work on special projects. This is a full time job for them. They are all very dedicated to making a better Palatka.

20. CITY MANAGER & ADMINISTRATIVE REPORTS

Jonathan Griffith provided update on water taxis, saying Vessel #2 has received approval on all plans by Coast Guard as well as Marine Safety out of Washington. The file has been transmitted to the Jacksonville office for the final stability test. He is currently coordinating with them on a date for that test.

As to the new hotel, Mr. Griffith said they are still continuing with roofing work and projecting a January opening date. The contractor just came back on site this week. Mayor Hill asked him to coordinate a written report or appearance by the developer and/or contractor before the commission.

Mayor Hill said they will not be providing an update on the lawsuit as it is in pending litigation. Mr. Holmes concurred and said they have held discussion in Executive Session, which is permissible

by statute. A court reporter was present to record those discussions verbatim. Those transcripts will be available once the litigation has been settled. He does not advise the Commission to discuss anything that is not on record in the Courthouse. To do otherwise would give other side insight into the City's litigation strategy.

Mr. Griffith said there is no update or change on Mr. Diamond's project (100 block development). Mr. Diamond has repeatedly been given the option, verbally and in writing, to appear before the Commission to discuss current project status and a contract revision.

FOUNTAIN UPDATE – Normand Jutras, 412 Mulholland Park, said several months ago the Veterans asked the City to restore the fountains. The quote for restoration was around \$50,000. Mr. Diamond looked at the structure and spoke with his pool man, Wayne Hart, who looked at it and said he could put it back together and advised them on what they needed to do to get the fountains repaired and operational. At this time two of the pools are water tight and the pumps are running. Cracks in the 3rd pond were sealed today and it is now water tight. All three will be operational within next 2 weeks. All parts used are easily replaceable parts; nothing is brass. Mr. Hart engineered, designed and put this together.

Mayor Hill noted Skip Sprague, a local businessman, is in attendance, he did all the stainless/metal work on The River Center.

Skip Sprague, 120 Herja Acres Lane, owner of the Bible Bookstore and Café downtown, said he wants the City to "get it together." He disagrees with some things the City does, and is here to help. He helped put the fountain back together.

Mayor said yesterday they met with volunteers who helped put the fountain back together. They determined that there is a group of citizens who love the community enough to work together on these projects and care about what is going on. They listened to citizens "caucus" on what they need to do. Jeff Rawls and his group and Alex Sharp were part of the team that has put together a plan to make the fountain bigger and better than it was before. He thanked them all for getting together and getting donated parts, partnering up to make this happen. Mr. Jutras said the repairs didn't cost the City any money. They have a lot of talent in the community that would love to pitch in and help. Mayor Hill concurred and said it's about making Palatka better through simple pride.

Commissioner Borom thanked all for their hard work and dedication. He would like to see milestones and dates listed on future progress reports as any next steps that need to be taken, as well as roadblocks that need to be overcome.

Fire Chief Mike Lambert said a new squad is coming on tomorrow, made possible through a grant.

Mr. Suggs thanked everyone for the amount of work they are putting in to the City which is reflected by the changes in the community. Staff is doing an outstanding job, and they show that they care. Communication is improving.

21. COMMISSIONER COMMENTS

Commissioner Campbell said on behalf of faculty and staff of Moseley Elementary they thank the community for coming out and making the dedication of the new fitness center a success, and the Mayor for his remarks. This was a joyous occasion. They have extended a fitness challenge to the entire school. They are all about getting fit and making sure the children get fit as well.

Mayor Hill said Governor Scott was here on Tuesday. They spoke with him about getting a USDA exception/waiver for population cap as the City is 250 above that cap on population, and spoke to him about getting some additional funding and a voice in Washington. He also asked for more jobs for the community, and the Governor has committed to that. They have the highest rate of unemployment in the state and need more jobs here, which will raise the "floor" for the entire state. They spoke about Palatka Pride Project on October 31st. They are continually moving to different areas of the community to increase pride. Things are improving. There is extensive work going on, Ed Chandler is managing two departments and is to be commended. They want to continue to make progress and commend staff on making progress to clean up the community.

The Boyz II Men mentoring group will have a tailgate cookout tomorrow afternoon at Beasley Middle School prior to the homecoming game. Boaters for Toys for Tots will be here the weekend of December 4th; last year they provided over \$20,000 in toys. Over 60 boats came in mostly from N. Carolina to do a "poker run" and they donate toys for local kids. This is a major event for the community. They need more local boaters and he encourages more people to get involved.

They want to look at the Bartram Conference, which was a major event for the community. He attended the banquet. There were 180 individuals who attended the conference from as far away as London. Some great original pieces that were sketched by Bartram were donated to the City, and will be on exhibit at Larimer Arts Center. He recognized and applauded everyone who worked with on the Conference. They put the City on the map.

22. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 8:30 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