

**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

**JASON L. SHAW, SR.**  
CHIEF OF POLICE

**MICHAEL LAMBERT**  
CHIEF FIRE DEPT

**DONALD E. HOLMES**  
CITY ATTORNEY

## MINUTES CITY OF PALATKA September 8, 2016

Proceedings of a Regular meeting of the City Commission of the City of Palatka, Florida, held on the 8<sup>th</sup> day of September, 2016.

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; Police Chief Jason Shaw; Fire Chief Mike Lambert; Planning Director Thad Crowe; Public Works Manager Jonathan Griffith

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

**INVOCATION & PLEDGE OF ALLEGIANCE** – The Reverend Karl N. Flagg, Senior Pastor; Mt. Tabor First Baptist Church - *Moment of Silence observed in recognition of victims of 9-11 Terrorist Attacks*

**APPROVAL OF MINUTES** – 07/28/16 Budget Workshop; 07/28/16 Regular Meeting – Commissioner Campbell moved to adopt the minutes as read. Commissioner Brown seconded the motion, which passed unopposed.

### 1. PUBLIC RECOGNITION/PRESENTATIONS

**PROCLAMATION** – Constitution Week, Sept. 17 – 23 – Nancy Preston & Donna Rogero of the William Bartram Chapter of the National Society of the Daughters of the American Revolution, were present to accept the Proclamation, which was read and presented by Mayor Hill.

**K-9 OFFICER RETIREMENT – RESOLUTION No. 2016-12-51** recognizing the retirement of K-9 Wilson from Police Service and providing for his adoption by Det. David Hager – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, RECOGNIZING THE RETIREMENT OF K-9 POLICE OFFICER "WILSON;" DECLARING K-9 WILSON AS SURPLUS AND AUTHORIZING HIS ADOPTION BY AND TRANSFERRING OWNERSHIP OF K-9 WILSON TO DETECTIVE DAVID HAGER, HIS HANDLER. Commissioner Campbell moved to adopt the resolution as read. Commissioner Brown seconded the motion. Chief Shaw and Detective Hager were present with K-9 Officer Wilson. Chief Shaw said K-9 Wilson has received many accommodations; he and Det. Hager are being honored as a team. Det. Hager, who was joined by his daughters and wife, said when handling a K-9 you create a bond with the officer. He is proud to be taking him home. There being no further discussion, a voice vote was taken, with the following results: Commissioners Borom, Brown, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The resolution was declared adopted.

**CHECK PRESENTATION** – Florida Parks Service/FDEP Florida Recreation Development Grant (FRDAP) – Chanell Guillaume, FDEP, presented a ceremonial check in the amount of \$100,000 to Mayor Hill and the City of Palatka for two project awards, Phase I Booker Park and Phase I Hank Bryan Park Renovation Projects. She said this is part of a \$7 million grant program.

2. **PUBLIC COMMENTS** – There were none

3. **CONSENT AGENDA**

- a. **Adopt Resolution No. 2016-12-52** authorizing execution of a Federal Aviation Administration FY 2016-2017 Airport Improvement Program grant for obstruction/tree removal and mitigation
- b. **Adopt Resolution No. 2016-12-53** authorizing the submission of an application for a USDA Community Facilities Grant to purchase a Regenerative Air Street Sweeper
- c. **Adopt Resolution No. 2016-12-54** authorizing the submission of an application for a USDA Community Facilities Grant to purchase a Vacuum Truck
- d. **Adopt Resolution No. 2016-12-55** authorizing the submission of an application for a USDA Rural Business Development Grant to construct storm water systems at the Riverfront Park - Adopt
- e. **Adopt Resolution No. 2016-12-56** authorizing application & execution of the PPD application for the Bureau of Justice Assistance 2017 Edward Byrne Memorial Justice Assistance Grant (JAG) Program-County Solicitation (\$13,776 with no match).
- f. **Adopt Resolution No. 2016-12-57** authorizing the Mayor to execute a contract with the State of Florida for State Highway Traffic Signal Maintenance and Compensation Program FY 2015/16 for reimbursement of the cost of traffic signal maintenance.
- g. **Adopt Resolution No. 2016-12-58** awarding WWTP Generator bid to Ring Power in the amount of \$122,964.00 for the purchase and installation of a standby generator to operate necessary Waste Water Treatment Plant equipment.
- h. **Adopt Resolution No. 2016-12-59** declaring certain vehicles and equipment to be surplus and directing the City Manager to dispose of surplus property in accordance with administrative procedures
- i. **Adopt Resolution No. 2016-12-60** amending the composition of Audit Committee membership
- j. **Reappoint Marcia Lane** to the Board of Zoning Appeals for a five-year term to expire July, 2021 (incumbent, sole applicant)
- k. **Grant permission to exceed allowable noise levels for Special Events Permit No. 16-26**, Florida Bass Federation National Semi- Final Tournament Saturday, 10/22/16 and Sunday, 10/23/16 from 5 a.m. until 5 p.m.- Florida Bass Federation; Joe Nickol, Applicant.
- l. **Grant permission to exceed allowable noise levels for Special Events Permit No. 16-38**, Florida Bass Federation State Championship, Saturday, 10/1/16 and Sunday, 10/2/16 from 5 a.m. until 4 p.m.- Florida Bass Federation Joe Nickol, Applicant.
- m. **Grant permission to exceed allowable noise levels for Special Events Permit No. 16-39**, 8<sup>th</sup> Annual Veteran's Appreciation Bass Tournament on Saturday, 9/24/16- Joseph Nickol, Applicant.
- n. **Authorize closure of certain streets to vehicular traffic for Special Events Permit No. 16-40** - Florida's Healthiest Weight 5K Walk/Run, 9/24/16 from 7:00 a.m. - 11:00 a.m. - Florida Department of Health, Putnam County; Mary Garcia, Applicant

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

4. **REQUEST for \$15,000 grant – LIFT Putnam, Inc.; Jim Padgett, Executive Director This Item pulled from the agenda by the Requestor.**

## PUBLIC HEARINGS:

5. **FIRST PUBLIC HEARING - TRIM CALENDAR: F/Y 2016-17 - Proposed Budget & Millage Rate for 2016/17 Budget Year – 6.4000 mills proposed.** Mayor Hill opened the Public Hearing and read the Truth in Millage Statement into the record, and announced the City of Palatka is proposing an operating millage rate of 6.4000 mills per \$1,000 of assess value, which is 5.89% below the rolled back millage rate of 6.8009 mills.

Finance Director Matt Reynolds narrated a PowerPoint Presentation notating changes to the proposed budget since the last budget workshop on July 28th. Regarding the City-wide assumptions, the property & casualty Insurance renewal came in and was up by \$43,000, mainly due to work comp claims experience. All funds split this cost. The Airport Fund administrative expense was automatically adjusted upwards. The table shows the difference from the first budget workshop, still transferring around \$231,000 from the General Fund to the Airport next year. Gant share revenues are shown per the grant agreements, which may increase. Mr. Suggs said they were notified yesterday that the City has received additional funds for the Obstruction Removal Project from FAA.

Utility Fund – they have restored the funding for an Administrative Assistant position, and that is filled at the moment. He corrected a formula which caused an additional \$25,000 in expenditures, which caused the net reserves figure to decrease. Reserves are still estimated at \$701,314, which is close to the recommended minimum.

The Golf fund has no changes.

There were no changes in the Sanitation Fund. They are still anticipating an increase in rates, which still puts that fund in the “red” due to new debt. A 6.5% rate increase is planned for the next 3 years; the Fund should be balanced at the end of that time. The Sanitation Fund has healthy reserves, around 20%.

In the General Fund, they removed funding for a vacant permit clerk position in Planning & Zoning. They changed the Parks & Rec Coordinator position from part time to full time. He removed one full-time laborer position to compensate and decreased Programs budget from \$50,000 to \$43,500 to balance the General Fund. He decreased Riverfront Maintenance from 53,500 to 43,500.

General Fund Revenues and Expenditures are balanced with a reserve anticipated around 13.8% next year due to an increase in operating expenditures. Mayor Hill said they need to get their reserves to where they need to be. They may need to run lean in certain positions. Mr. Reynolds said they can bring a quarterly report to the Commission to show how they are trending against budget. They did considerably better with reserves this year than anticipated.

There were changes to the Better Place Fund. He added \$50,000 from FRDAP for the Riverfront Playground, and \$25,000 from the Rotary grant. Also added was a \$156,816 transfer from Downtown TIF for the CDBG C-04 Project and he increased CDGB budget accordingly. Net revenues are a little in the red, they are hoping reserves in that fund will be around \$189,000 due to timing of grant project reimbursements.

Many changes were made to TIF budgets after the CRA budget workshop. He added in \$62,229 for the CRA Administrator from CBD TIF funds, and reduced other CBD program expenditures and grants accordingly. For the CRA Administrator they added \$21,364 for the S. Historic TIF share and \$9,985.00 for the N. Historic TIF share, and reduced other projects accordingly.

Regarding Building Maintenance, funds were set aside for debt service for a 4,000 sf building as well as \$30,000 for upgrades to City Hall. Maintenance is trending upwards. Discussion ensued regarding consolidation of certain departments to better utilize buildings.

**RESOLUTION** setting the proposed FY 2016-17 Millage Rate (6.4000 Proposed) – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, PUTNAM COUNTY, FLORIDA, ADOPTING THE TENTATIVE LEVYING OF AD VALOREM TAXES FOR THE CITY OF PALATKA, PUTNAM COUNTY FOR FISCAL YEAR 2016-2017; AND PROVIDING FOR AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the resolution as read. Commissioner Borom seconded the motion. There being no further discussion and no 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.

**RESOLUTION** adopting the proposed FY 2016-17 Budget – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA OF PUTNAM COUNTY, FLORIDA ADOPTING THE TENTATIVE BUDGET FOR FISCAL YEAR 2016-2017, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the resolution as read. Commissioner Campbell seconded the motion. There being no further discussion and no 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. **PUBLIC HEARING:** 3829 Reid Street – Planning Board recommendation to annex and assign intensive commercial land use and zoning to property – Julio Pena, Owner; Palatka Building & Zoning Dept., Applicant.

**ORDINANCE** annexing 3829 Reid Street – 2<sup>nd</sup> 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 3829 REID STREET, LOCATED IN SECTION 2, 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 Brown moved to adopt the ordinance on second reading as read. Commissioner Campbell seconded the motion. There being no public comment offered and no 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 on 2<sup>nd</sup> reading.

**ORDINANCE** amending the Future Land Use Map for 3829 Reid Street – 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 SERVICES) TO CITY COM (COMMERCIAL) FOR 3829 REID STREET, LOCATED IN SECTION 2, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Borom moved to adopt the Ordinance as read. Commissioner Brown seconded the motion. There being no public comment offered and no 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 3829 Reid Street – 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 C-2 (COMMERCIAL, GENERAL LIGHT) TO CITY C-2 (INTENSIVE COMMERCIAL) FOR A PARCEL IDENTIFIED AS 3829 REID STREET, LOCATED IN SECTION 2, TOWNSHIP 10 SOUTH, RANGE 26 EAST; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance on 2nd reading. Commissioner Brown seconded the motion. There being no public comment offered and no 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 on 2<sup>nd</sup> reading.

7. **PUBLIC HEARING:** 7000 Old Wolf Bay Rd. - Planning Board recommendation to annex, and assign neighborhood commercial zoning land use and zoning to property - Mocking Bird Properties, Owners; Palatka Building & Zoning Dept., Applicant.

**ORDINANCE** annexing 7000 Old Wolf Bay Road – 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 7000 OLD WOLF BAY ROAD, LOCATED IN SECTION 9, 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 Brown moved to adopt the ordinance on 2<sup>nd</sup> reading as read. Commissioner Borom seconded the motion. There being no public comment offered and no 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 on 2<sup>nd</sup> reading.

**ORDINANCE** amending the Future Land Use Map for 7000 Old Wolf Bay Road – 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 SERVICES) TO CITY COM (COMMERCIAL) FOR 7000 OLD WOLF BAY ROAD, LOCATED IN SECTION 9, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood 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.

**ORDINANCE** rezoning 7000 Old Wolf Bay Road – 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 AG (AGRICULTURE) TO CITY C-1A (NEIGHBORHOOD COMMERCIAL) FOR A PARCEL IDENTIFIED AS 7000 OLD WOLF BAY ROAD, LOCATED IN SECTION 9, 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 Norwood seconded the motion. There being no public comment offered and no 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 on 2<sup>nd</sup> reading.

8. **PUBLIC HEARING:** 300 N. State Rd. 19. - Planning Board recommendation to annex and assign intensive commercial and single-family residential land use and zoning to property - Clay Electric Cooperative, Inc, Owner; Palatka Building & Zoning Dept., Applicant.

**ORDINANCE** annexing 300 N. State Road 19 and a parcel fronting on Stilwell Road - 1st Reading – 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 300 NORTH STATE ROAD 19, LOCATED IN SECTION 02, 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 Campbell moved to adopt the ordinance on second reading as read. Commissioner Brown seconded the motion. There being no public comment offered and no 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 on 2<sup>nd</sup> reading.

**ORDINANCE #1** – Future Land Use Amendment for 300 N. SR 19 (8.38 acres)–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): 300 NORTH STATE ROAD 19, FROM PUTNAM COUNTY US (URBAN SERVICES) TO COM (COMMERCIAL), LOCATED IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Borom moved to adopt the ordinance as read. Commissioner Brown seconded the motion. There being no public comment offered and no 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.

**FUTURE LAND USE AMENDMENT ORDINANCE #2** – Future Land Use Amendment for 300 N. SR 19 (Stilwell Ave Parcel; 0.19 acres) – 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): LAND FRONTING STILWELL AVENUE AND LYING BETWEEN 110 AND 200 STILWELL AVENUE, FROM PUTNAM COUNTY US (URBAN SERVICES) TO RESIDENTIAL LOW (RL), PROPERTY LOCATED IN SECTION 02, 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 offered and no 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 #1** rezoning 300 N. SR 19 (8.38 acres) - 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 PUTNAM COUNTY IL (INDUSTRIAL LIGHT) AND C-2 (COMMERCIAL, GENERAL LIGHT) TO CITY C-2 (INTENSIVE COMMERCIAL) FOR A PARCEL IDENTIFIED AS 300 NORTH STATE ROAD 19, LOCATED IN SECTION 2, TOWNSHIP 10 SOUTH, RANGE 26 EAST; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Borom moved to pass the ordinance on first reading as read. Commissioner Norwood seconded the motion. There being no public comment offered and no 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 on 2<sup>nd</sup> reading.

**ORDINANCE #2** rezoning 300 N. SR 19 (Stilwell Ave Parcel; 0.19 acres) – 1<sup>st</sup> 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 PUTNAM COUNTY IL (INDUSTRIAL LIGHT) TO CITY R-1A (SINGLE FAMILY RESIDENTIAL) FOR LAND FRONTING STILWELL AVENUE AND LYING BETWEEN 110 AND 200 STILWELL AVENUE, LOCATED IN SECTION 2, TOWNSHIP 10 SOUTH, RANGE 26 EAST; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Borom moved to adopt the ordinance on 2<sup>nd</sup> reading as read. Commissioner Campbell seconded the motion. There being no public comment offered and no 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 on 2<sup>nd</sup> reading.

9. **ORDINANCE** amending Chapter 42, Article III of the Code of Ordinances, Burglar/Panic/Duress Alarms, to comply with Florida HB 535 – 2<sup>nd</sup> Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE PALATKA CODE OF ORDINANCES, CHAPTER 42, ARTICLE III - BURGLAR/PANIC/DURESS ALARMS TO REVISE SEC. 42-79, USE OF LICENSED CONTRACTORS, AND SEC. 42-90, ALARM SYSTEM FEES AND FINES SCHEDULE, TO COMPLY WITH PROVISIONS OF HB 535 GOVERNING ALARM SYTSTEM REGISTRATIONS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance on 2nd reading as read. Commissioner Campbell seconded the motion. There being no public comment offered and no 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 on 2<sup>nd</sup> reading.
10. **ORDINANCE** rezoning 1207 Washington Street (Historic Central Academy) – Planning Board Recommendation to rezone property from R-2 (Two-Family Residential) to PBG-1 (Public Buildings & Grounds) – Palatka Housing Authority, owner/applicant – 1<sup>st</sup> 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 (AGRICULTURE) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS) FOR A PARCEL IDENTIFIED AS 1207 WASHINGTON STREET, LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 1<sup>st</sup> reading as read. Commissioner Borom seconded the motion. There being no public comment offered and no 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 passed on 1<sup>st</sup> reading.
11. **ORDINANCE** amending Palatka Municipal Code Sec. 20-185(b) to amend the membership and terms of the Palatka General Employees' Pension Board – 1<sup>st</sup> Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, BY AMENDING CHAPTER 2, DIV. 4, THE CITY OF PALATKA GENERAL EMPLOYEES RETIREMENT PLAN, SEC. 2-185 (b) TO REVISE THE MEMBERSHIP OF THE BOARD OF TRUSTEES AND SEC. 2-185(c) TO REVISE THE TERM OF TRUSTEES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to pass the ordinance on 1<sup>st</sup> reading as read. Commissioner Campbell seconded the motion. There being no public comment offered and no 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 passed on 1<sup>st</sup> reading.

12. **ORDINANCE** amending Chapter 2, Div. 6 of the Code of Ordinances, Firefighters' Pension Plan, to revise vesting and normal retirement conditions effective retroactive to 1/1/2016 – 1<sup>st</sup> Reading  
The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING CHAPTER 2, DIVISION 6 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED FIREFIGHTERS' RETIREMENT PLAN BY AMENDING SECTION 2-236, NON-INTERVENING MILITARY SERVICE; CREDITED SERVICE; AMENDING SECTION 2-238, NORMAL RETIREMENT CONDITIONS; AMENDING SECTION 2-239, VESTED TERMINATION OF MEMBERSHIP; AMENDING SECTION 2-247, ACTIVE MEMBER SURVIVOR BENEFITS; CONDITIONS FOR AUTOMATIC PENSION TO SPOUSE; AMENDING SECTION 2-250.15, MEMBER CONTRIBUTIONS; REFUNDS; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AUTHORITY TO CODIFY; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on first reading as read. Commissioner Campbell seconded the motion. There being no public comment offered and no 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 passed on 1<sup>st</sup> reading.
  
13. **ORDINANCE** amending Appendix "A," Fee Schedule of the Code of Ordinances to increase Water & Sewer Rates FY 2016-17 Budget Year – 1<sup>st</sup> Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING APPENDIX A (FEE SCHEDULE) OF THE MUNICIPAL CODE OF THE CITY OF PALATKA AS IT PERTAINS TO FEES AND OTHER CHARGES RELATING TO: WATER RATES GENERALLY, BOTH INSIDE AND OUTSIDE THE CITY LIMITS; SEWER RATES GENERALLY, BOTH INSIDE AND OUTSIDE THE CITY LIMITS; SOLID WASTE COLLECTION RATES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2016. Commissioner Norwood moved to pass the ordinance on 1<sup>st</sup> reading as read. Commissioner Campbell seconded the motion. Commissioner Brown said the increased base rate for residential customers will be \$3.04 a month. For commercial accounts, the base rate increase will be \$5.86 for five day/wk pick up and \$6.39 for six day/wk pick up. This comes up every year for approval. There being no public comment offered and no further 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 passed on 1<sup>st</sup> reading.
  
14. **ORDINANCE** amending Palatka Municipal Code, Chapter 94, Zoning Code to define and regulate electronic gaming establishments – 1<sup>st</sup> Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE ZONING CODE, CHAPTER 94 OF THE MUNICIPAL CODE, TO DEFINE AND REGULATE ELECTRONIC GAMING ESTABLISHMENTS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Borom moved to pass the ordinance on first reading as read. Commissioner Campbell seconded the motion. There being no public comment offered and no 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 passed on 1<sup>st</sup> reading.
  
15. **CITY MANAGER & ADMINISTRATIVE REPORTS**  
Jonathan Griffith said he will try to distribute a project update tomorrow.

Mandi Tucker provided an update on the River Center, saying field trips are booked up through November. The annual Occupation of Palatka is scheduled for the end of the month. Commissioner Brown said people want to see the buildings open more, and said if there are any senior citizens who will volunteer to help keep these buildings open they can contact Ms. Tucker. Ms. Tucker said anyone who wants to volunteer can call the River Center or come in to the Center

during regular hours, or email her at [mtucker@palatka-fl.gov](mailto:mtucker@palatka-fl.gov). There is a screening and vetting process.

Fire Chief Mike Lambert said 9-11 ceremonies are coming up. Tomorrow morning a patriotic walk will begin at 8:15 a.m. starting at Johnson-Overturf Funeral Home on N. Palm. On Sunday, 9/11/16, the Patriots Day service will be held at the Government Complex starting at 9 am.

Mr. Suggs introduced Debra Robinson, the new HR Generalist for the City of Palatka. Ms. Robinson said she looks forward to working with the City. She said if anyone has any questions or concerns they can contact her here, or contact her by email at [drobinson@palatka-fl.gov](mailto:d robinson@palatka-fl.gov). Mr. Suggs said he has gotten good reports on her work thus far and she is doing a great job. She brings a vast knowledge and great skill set.

**GOLF COURSE CONTRACT** – Mr. Suggs said he'd like to add this as an Emergency Item. Commissioner Campbell moved to add the Golf Course Management Contract to the Agenda. Commissioner Borom seconded the motion, which passed unopposed.

Mr. Suggs said they went out for bids several months back and the Commission has adopted the ranking of the bids. Hertz Golf, LLC was the top-ranked respondent and they are working on an agreement with him. The current management contract expires Sept. 30<sup>th</sup>. He and Mr. Holmes have met with Mr. Hertz to discuss a 3-month temporary management contract which they will bring back to the next Commission meeting. Mr. Holmes said the grant for the restaurant required them to determine a fair market rental, based upon an appraisal, and they don't have that number yet. There is a reason that they were not able to enter into a hard and fast contract on this item. Commissioner Norwood moved to approve entering into a three-month contract with Hertz Golf, LLC for management of the Palatka Golf Club. Commissioner Campbell seconded the motion. Discussion ensued regarding scope of work and management fees. Mr. Suggs said they will not exceed the current costs. They will bring the contract back to the September 22<sup>nd</sup> meeting. The question was called, a vote was taken and the motion passed unopposed.

The Clerk noted the City will host the NE Florida League of Cities September meeting at the Golf Club on 9/15/16.

Mr. Suggs said they didn't have the storm damage from Hurricane Hermine as anticipated, but were well prepared for the storm via public works and incident command at the Fire Station. He thanked employees for their readiness and preparedness.

Mr. Suggs thanked the Commission and Staff for their guidance for making the budget cycle seamless.

## 16. COMMISSIONER COMMENTS

Mayor Hill Recognized Rock Fellowship kids present in the audience. He noted Stephanie Wellins is present, who works with these kids.

Mayor Hill said the Chamber of Commerce Annual Fundraiser is Sept. 17<sup>th</sup>. He encouraged all to attend this worthwhile fundraiser.

Commissioner Campbell thanked FDEP and Ravine Gardens for the FRDAP grant award. He praised the Rock kids who are invested in what they do at the City.

Commissioner Campbell asked that the information on the water rates be available at the Water Desk and placed on the website. He asked the PDN and radio stations to write a story on the

rate increase. Discussion ensued regarding adding the information to the water bills. Mr. Reynolds said there wasn't enough room on the postcards, but once they go to a full page billing they will have plenty of room for things like this.

Commissioner Brown said in response to issues between police and public she organized a community meeting last Thursday evening. She walked a 3-block radius from her home and distributed a flyer to her neighbors and asked them to gather at her house. The Police Chief and 8 of his officers met with her and neighbors at her house to develop and establish a rapport with each other. They had 24 people from the neighborhood attend. The meeting lasted around 2 hours. Everyone in the room had comments for the police officers and all were pleased to get to talk to the police one-on-one.

Chief Shaw said he was proud to have the opportunity to speak to her neighbors, which included business owners. They plan to bridge these gaps in the community. This allowed officers and citizens to get to know each other and open a dialogue. Their goal is to build a bridge between the PD and the community and invite these opportunities. They had officers there from every section of the Department. This was a positive opportunity. Commissioner Brown asked and challenged everyone with City to organize a 3 or 4 block neighborhood visit with the Police Department. The officers will willingly come.

Mayor Hill commended Chief Shaw and Commissioner Brown for thinking "outside of the box" and creating this opportunity. This is proactive relationship-building. This needs to be adopted throughout the community.

Commissioner Brown said she was very proud of the Commission's showing at the Florida League's Annual Conference. Everyone volunteered for a Legislative Policy Committee.

Mayor Hill said at the League of Cities Conference many great things happened. All members of the Commission are sitting on the five policy committees and making decisions. He congratulated Vice Mayor Brown on her re-election to the FLC Board of Directors, noting she has been a member of the Board for many years and on the executive board for 15 years. This year she ran for nomination from the floor. For the first time in League history someone ran from the floor as opposed to the person recommended by the Local League. She talked about the need for there to be representation from rural communities. She is dedicated to the process and to making sure that the Florida League of Cities is mindful of small rural communities such as Palatka. A super majority voted in her favor to return her to this Board. He congratulated her on her re-election and commended Commissioner Borom, a member of the nominating committee, for his leadership in placing her name into nomination.

Mayor Hill said he is excited to see staff that doesn't have to be here come to these meetings. Staff present stood for recognition.

Mayor Hill commended Chief Shaw and the Palatka PD for a job well done on many issues. They have some of the finest officers in the community and staff second to none. He has had the opportunity to participate with them in crisis intervention and storm preparedness.

17. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 7:28 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