

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 22, 2016

Proceedings of a Regular meeting of the City Commission of the City of Palatka, Florida, held on the 22nd day of September, 2016.

PRESENT: Mayor Terrill L. Hill
Commissioner Rufus Borom
Commissioner Justin Campbell
Commissioner James Norwood, Jr.

ABSENT: Commissioner Mary Lawson Brown

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 – The Reverend Dan Phillips, Associate Pastor; Grace Fellowship of Palatka

PLEDGE OF ALLEGIANCE - James Campbell, III

APPROVAL OF MINUTES – 09-08-16 – Commissioner Norwood moved to adopt the minutes as read. Commissioner Campbell seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS

PROCLAMATION – Fire Prevention Week – October 8 through 11, 2016 – Members of the Palatka Fire Department were present for the issuance of the Proclamation, which was read and issued by Mayor Hill. Mayor Hill recognized and presented the Proclamation to Booker T. Knowles, a retired firefighter. Fire Chief Mike Lambert said fire prevention is something they stress all year. They provide tours of the Station for students at any time and can come to your home to perform a home safety inspection.

PROCLAMATION – Domestic Violence Prevention Month – October, 2016 – Lee Conlee House – Valerie Brooks, Lee Conlee House Administration, and Betsy Driggers, Secretary of the Board of Directors, were present to receive the Proclamation, which was read and issued by Mayor Hill. Ms. Brooks spoke of the Domestic Violence Month events being held around Putnam County, culminating with the Harvest Festival at Hank Bryan Park followed by the Purple Nights walk in remembrance of victims of domestic violence. Ms. Driggers spoke about the Board's fundraising efforts and need for a domestic violence shelter and program in Putnam County, which is always ranked highest in instances of domestic violence in Florida. The Golf Classic is scheduled for the 2nd Saturday in December; they are always looking for golfers and sponsors for this event.

RETIREMENT RECOGNITION – Pam Sprouse, Building & Zoning Permit Clerk – 20 yrs of service - Mayor Hill presented Mrs. Sprouse with a plaque recognizing her 20 years of service. Thad Crowe, Planning Director, spoke of Pam's service and dedication to his department, the Planning Board and the citizens, noting she has taken care to help citizens and employees. Mayor Hill said he and Ms. Sprouse go back to his days on the Planning Board and commended her for her helpfulness and professionalism. Commissioner Campbell said she has been helpful to him from the day he became a commissioner and her advice will be missed.

STUDENT OF THE MONTH – September, 2016 – Commissioner Borom joined Mayor Hill in presenting in presenting certificates to the following students in recognition of academic excellence, leadership, citizenship and attendance at their respective schools:

Dylan Wilkes	Browning-Pearce Elementary
Stone Thompson	C. L. Overturf, Jr. 6 th Grade Center
Justin Arrowood	Children's Reading Center Charter School
Izayah Harrell	E. H. Miller Elementary School
Maggie Woods	James A. Long Elementary School
Cylei Hutchinson	Jenkins Middle School
Makenzie Hutchinson	Kelley Smith Elementary School
Devon Rowe	Mellon Elementary School
Dar'Neria Bowman	Moseley Elementary School
James Campbell	Palatka High School
Lainey Geiser	Peniel Baptist Academy
Darrell Polite	Putnam Academy of Arts & Sciences
Isaiah Conyers-Decent	Putnam EDGE High School

Mayor Hill recognized the Rock Kids members present in the audience.

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

3. **CONSENT AGENDA**

- a. **Adopt Resolution No. 2016-12-63** authorizing the expenditure of Law Enforcement Trust Funds not to exceed \$2,532.33 to purchase crime prevention, community service and recruitment supplies.
- b. **Adopt Resolution No. 2016-12-64** authorizing the execution of a St. Johns River Water Management District Fiscal Year 2016 Cost Share Grant Agreement #28765 for the South Historic district storm water treatment improvement project
- c. **Adopt Resolution No. 2016-12-65** approving the Scope and Fee proposal for Ayres & Associates in the amount of \$119,952.88 for the design, permitting and bid administration of the South Historic Storm Water Improvement Project
- d. **Adopt Resolution No. 2016-12-66** approving the Scope and Fee proposal for Ayres & Associates in the amount of \$22,205 for a River Street Traffic Calming Study and Concept Development
- e. **Adopt Resolution No. 2016-12-67** authorizing the Mayor and City Clerk to execute and attest Stone Engineering Group's scope and fee proposal for engineering design services for the Booker Park Regional Storm water Project in an amount not to exceed \$133,575.
- f. **Adopt Resolution No. 2016-12-68** authorizing the submission of a USDA Grant for the Palatka Gas Authority W. Palatka Natural Gas Expansion Project
- g. **Adopt Resolution No. 2016-12-69** authorizing execution of a Temporary Management Agreement with Hertz Golf, LLC for Palatka Golf Club
- h. **Appoint Richard Stackpole to Palatka Historic Preservation Board** as "member with architectural experience" to a three-year term to expire June, 2019

- i. **Authorize closure of certain streets** to vehicular traffic for Special Events Permit No. 16-41 - Homecoming Parade, 9/23/16 from 3 p.m. to 5 p.m. - PHS Student Council; Cindy Bellamy, Agent.
- *j. **Approve request to exceed allowable noise levels** for Special Events permit No. 16-42 - Civil War Living History Event - Occupation of Palatka, 9/23/16 from 10 a.m. until 2 p.m and 9/24/16, from 10 a.m. until 12 p.m. at the Bronson Mulholland House -- Coenraad van Rensburg; Applicant
- *k. **Grant permission to exceed allowable noise levels** and close S. 14th Street between Crill Ave & Diana Drive for Special Events Permit No. 16-37 – Domestic Violence Community Awareness Event, 10/15/16 from 11 a.m.- 2 p.m. – Warrior Princess/Shelia Brinson, Applicant.
- *l. **Grant permission to exceed allowable noise levels** and authorize road closures for Special Events Permit No. 16-07 - Azalea City Cruisers Car Show, 10/22/16 from 7 a.m. until 7 p.m. - Azalea City Cruisers, Applicant; Phil Vaughn, Agent
- *m. **Adopt Resolution No. 2016-12-70** authorizing the submission of a St. Johns River Water Management District Fiscal Year 2017 Cost Share Application for potable line replacement in priority areas 1 and 2 in the amount of \$500,000

Item 3(g) was pulled for discussion. Commissioner Norwood moved to pass all other items on the Consent Agenda (a – f and h – m) as presented. Commissioner Campbell seconded the motion, which passed unopposed.

- 3(g). **Adopt Resolution No. 2016-12-69** authorizing execution of a Temporary Management Agreement with Hertz Golf, LLC for Palatka Golf Club – Mr. Suggs said this is the 3-month agreement spoken of at the Sept. 8th meeting. Per Mr. Holmes, paragraph 4.1(3) should be stricken; this is "boilerplate" language which talks about a 12-month payment arrangement. Mr. Hertz has no objection to the amendment. Commissioner Norwood moved to adopt the Resolution authorizing execution of the contract as amended. Commissioner Borom seconded the motion, which passed unopposed.

PUBLIC HEARINGS:

- 4. **SECOND PUBLIC HEARING - TRIM CALENDAR: F/Y 2016-17** – Adoption of Budget & Millage Rate for 2016/17 Budget Year – 6.4000 mills proposed - Mayor Hill opened the Public Hearing and directed the Clerk to read the Truth in Millage Statement into the record, which 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.

RESOLUTION setting the proposed FY 2016-17 Millage Rate (6.4000 Proposed) – Adopt – the Mayor opened the public hearing and read the Truth in Millage Statement, which states that Clerk read a Resolution entitled A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, PUTNAM COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF PALATKA, PUTNAM COUNTY FOR FISCAL YEAR 2016-2017; AND PROVIDING FOR AN EFFECTIVE DATE in its entirety. Commissioner Norwood moved to adopt the Resolution as read. Commissioner Campbell seconded the motion. There being no discussion or comment, a voice vote was taken which yielded the following results: Commissioners Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution adopting the final millage rate for FY 2016-17 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 FINAL 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 discussion or comment, a voice vote was taken which yielded the following results: Commissioners Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution adopting the final millage rate for FY 2016-17 was declared adopted.

5. **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 – 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 (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 Campbell moved to adopt the ordinance on 2nd 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, Campbell, Norwood and Mayor Hill, yes; Nays, none. The Ordinance was declared passed and adopted.
6. **ORDINANCE** amending Palatka Municipal Code Sec. 20-185(b) to amend the membership and terms of the Palatka General Employees' Pension Board – 2nd Reading, Adopt - 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 Campbell moved to adopt the ordinance on 2nd 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, Campbell, Norwood and Mayor Hill, yes; Nays, none. The Ordinance was declared passed and adopted.
7. **ORDINANCE** amending Chapter 2, Div. 6 of the Code, Firefighters' Pension Plan, to revise vesting and normal retirement conditions effective retroactive to 1/1/2016 – 2nd Reading, Adopt – 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 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, Campbell, Norwood and Mayor Hill, yes; Nays, none. The Ordinance was declared passed and adopted.

8. **ORDINANCE** amending Palatka Municipal Code, Chapter 94, Zoning Code to define and regulate electronic gaming establishments – 2nd Reading, Adopt - 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 Norwood moved to adopt the ordinance on 2nd reading as read. Commissioner Borom seconded the motion.

Thad Crowe, Planning Director, narrated a PowerPoint Presentation highlighting the effects of the proposed ordinance (filed). A definition for gambling is provided; internet cafes must be games of skill. Sometimes they become actual gambling. Sometimes the machines are rigged so that they are neither games of chance nor skill. They tempt those that are susceptible to gambling addiction. The Florida Legislature took this issue on and a bill was passed (FL HB 155) which clarified that a device is an illegal slot machine if it simulates gambling and awards something of value. It eliminated exemptions from gambling for arcades as fundraisers. It clarified that sweepstakes are only allowed for incidental promotions. You can't be in the business of "sweepstakes." It provides an exemption for arcade establishments with 50 or more amusement games and truck stops. It clarified that legal amusement machines can only be operated by insertion of a coin, involve the application of skill, clarified that merchandise awarded cannot be gift cards or other cash equivalents; it broadened the definition of racketeering. Faced with ambiguities, the legislature put in place FS 546.10 which clarified the provisions. It classifies amusement games into three types; A, B and C. Type A games specify the only awards are replays. Type C games directly dispense prizes (ie The Claw). Type B games are defined as awarding tickets/prize redemption. They have to be games of skill, not chance, and limits value of prizes awarded to \$5.25 per game, \$525 total. The law clearly bans casino games, games of chance, or simulated gambling. It defines gambling as a game of chance. You have to be able to "figure it out" so that you have an opportunity to learn the game and win. It prohibits manipulation by operators to predetermine who wins. Despite these laws, problems and internet cafes persist. They have many internet cafes operating on Reid Street here. A recent sweep resulted in the shutting down of internet cafes in Jacksonville. They have had robberies due to the impression of ready cash availability. The intent of this ordinance is to clarify and institute the State's regulations so they have a clear eye on what they are enforcing. This puts locational and design standards in place. They have this in place for other things.

The justification for this ordinance is to protect the public safety and welfare. Local law clarification is needed to distinguish between legal and non-legal games. This would not be contrary to any goals and objectives of the comprehensive plan. As to the distance regulations, future establishments are required to locate 1,000 feet away from a church, school or park. A City map depicted the allowed corridors or areas within commercial corridors with existing C-2 zoning. Downtown zoning would not allow this usage. At this time indoor recreation is allowed. This applies for billiards and bounce houses; this ordinance takes electronic gaming establishments out of that category. Commissioner Borom noted with the churches it likely wouldn't be allowed in the downtown anyway. Mr. Crowe said C-2 is the most appropriate commercial zoning category for this use. They do have available sites, around 19 (later corrected to 14) available sites. They are not ruled out in the City. There are several existing "electronic gaming establishments" that would be grandfathered in.

Mr. Crowe said the recommendation is to define state-adopted terms for for types of games, electronic gaming establishments, allow type B games by conditional use in C-2 zoning, set hours of operation for 10 am to 10 pm, no food or drink served, minors prohibited, signs posted at each station that games are not gambling. These are common regulations in other jurisdictions. There are other restrictions pertaining to signs, window transparency, outdoor operations, outdoor seating or loitering, as well as annual registration of machines and software.

This all goes back to state law regarding the rigging of machines. This allows inspection by the City, including premises, inventory of games, licensing and registration. Existing establishments shall be considered nonconforming uses, but have to meet operational standards included in the ordinance within 90 days. Commissioner Borom asked questions concerning the per-game renewal charge for more than or fewer than 50 games per establishment. Mr. Crowe said the ordinance covering fees is separate. This is the standard they see in other communities.

Police Chief Jason Shaw said they have had some robberies at these establishments. Their concerns are with safety. They have people approached and robbed at night. There have been burglaries. They are finding a rise in crime around these establishments especially with the hours of operation. He believes closing at 10:00 p.m. weekdays and 12:00 Midnight on weekends would be reasonable. At this time they need to put regulations in place for safety and lighting. Many of these businesses operate very late hours and some are operating all night.

Commissioner Norwood asked if they have looked at what is in place in other communities. Mr. Crowe said it is standard for other communities to limit hours. Questions arose on foot traffic and hours. Mr. Crowe said they are busy all day and night. Mr. Holmes said the Planning Board expressed alarm at the proliferation and the number of applications for these types of establishments; most of them were from out of state. This is because they are effectively being banned in other states. St. Johns County has established a limit of 9 for the entire County. The Planning Board wanted to limit them to a total of 5 in the City. He doesn't know how you would set an arbitrary number. They dealt with this similarly to the way they dealt with Adult Entertainment Establishments and have regulated it by distance. Mr. Crowe said this will leave them with about 14 spots that would qualify. There are already some sites in operation now in other areas which will be allowed to continue to operate.

Mayor Hill opened the floor for public comment.

Heather Koontz, 4586 Raven Ridge Drive, Kernersville, NC, said they have purchased a building at 200 SR 19 South to operate such a business, and this location does not comply with the restrictions. If this passes they will give Palatka 3% of their income each week to save their investment in order to be allowed to operate. They operate between hours of 8:00 am to midnight and have armed parking lot security. They operate fish type games and games of chance.

Mr. Holmes advised her to meet with Mr. Crowe regarding her application. Discussion ensued regarding her business. Per the questions, she said she is coming to Palatka because they are no longer allowed in certain places in North Carolina. They have a warehouse full of games here. They are coming here because it is allowed and these types of businesses do well here.

Allegra Kitchens, 1027 S. 12th Street, said she supports this ordinance. It complies with State law. She agrees with the hours of 10:00 a.m. to 10:00 p.m.

Commissioner Norwood moved to amend the allowable times of operation 10:00 a.m. to 10 pm on weekdays and 10:00 a.m. to 12:00 Midnight Friday through Sunday. Commissioner Campbell seconded the motion. Mayor Hill said Mr. Crowe and the Planning Board have done a great job in providing parameters. Government is allowed to create parameters and restrictions. Chief Shaw said because it is adult entertainment, some businesses are open 24/7. The midnight closing restriction allows people to enjoy entertainment on weekends while the City is safeguarded and doesn't become a target spot for these businesses. There being no further discussion, a voice vote on the motion to amend and to adopt as amended was taken, which yielded the following result: Commissioners Borom, Campbell, Norwood and Mayor Hill, yes; Nays, none. The Ordinance was declared passed and adopted as amended.

9. **ORDINANCE** amending Appendix "A," Fee Schedule of the Code of Ordinances to increase Water & Sewer Rates FY 2016-17 Budget Year – 2nd Reading, Adopt – **Staff Recommendation to table 2nd Reading to a Time Certain of Oct 13, 2016** - 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 table 2nd reading of the ordinance for adoption to a time certain of October 13, 2016. Commissioner Borom seconded the motion, which passed unopposed.
10. **ORDINANCE** amending Palatka Municipal Code, Appendix A, to add business license, registration and inspection fees for Electronic Gaming Establishments – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING APPENDIX A – FEE SCHEDULE OF THE MUNICIPAL CODE TO INCLUDE FEES FOR ELECTRONIC GAMING ESTABLISHMENTS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE – Norwood, Borom. Mr. Crowe said they researched a fee structure from other communities. Given the “high maintenance” of regulations, they looked at setting the application fee at \$1,000 and registration per machine at \$50. These are standard and even considered low as some counties charge more. Clay County’s application fee is set at \$2,000. There are other uses that are “high maintenance” that have high fee levels. This is in line with other communities.

Mr. Homes referred to Ms. Koontz’ earlier comments regarding paying the city to be allowed to operate outside the ordinance, and said the City can’t accept Ms. Koontz’ offer of 3% to the City. He understands her concern with her application and purchase of this property.

Allegra Kitchens, 1027 S. 12th Street, said she endorses the ordinance and noted other businesses have to pay higher fees. She commended City staff for their work.

Mayor Hill referred to adjacent counties’ fees which are higher and asked Mr. Crowe why he is not recommending higher fees. They are a municipality; the other rates are for counties, which are bigger. Mr. Holmes said he knows of no other business that requires armed guards that have to escort its customers to their cars. He is troubled by the 19 available sites. The fees may be an issue in terms of imposition of public services. If the risk associated with these establishments is so great, he wonders if this fee will support those costs.

Mr. Suggs concurred with Mr. Holmes regarding the low fees and number of allowable locations for these businesses. He agrees with putting a limitation on distances in a commercial zoning district. He is surprised they still have this many locations available. This will create a strain on public services; they had two robberies just this week. They are moving from state to state; Ms. Koontz is from North Carolina. They’d like to see businesses come in, but they don’t want this type of business. This is not good for the community or for the strain this will create on public safety services. They may want to look at establishing further distance requirements.

Mr. Crowe said when doing research they found a great deal of the problem is solved by the creation of regulations like opening books, safety regulations, hours of operations, and inspections. When these are instituted, many of these businesses fold up and leave. Clay County banned all internet cafes, and invited them to reapply based on the new regulations, and none of them did. Mayor Hill said they need to be careful not to lump everyone into the same category. Not all of these businesses are problems. They do need regulations in dealing with

public safety and welfare. The application fee should be at least \$1,500 to cover the cost to public safety. They have to be able to enforce the guidelines and provide services. They have to cover their costs as well as the increased burden on staff. Mr. Crowe said the fee is supportable. Mr. Holmes said the initial fee won't do anything about the ongoing costs. Mr. Crowe said the per-machine and annual inspection fees helps with those costs and they can charge an additional inspection fee to cover inspection of certain software.

Sharon Kilgore, 200 James Street, Palatka, said as to the fees, she asked what they do with the money they get from fees. They also have a fire tax. Utility rates are being increased. The pipes in the City are bad. She asked where these fees go to help the people of the City. She believes the fees are too low. Mayor Hill said the fees cover expenses for inspections and to look at software and data and security. They have to hire people to do this and have to provide manpower. He will meet with her after the meeting to answer the rest of her questions.

Commissioner Norwood moved to increase the application fees from \$1,000 to \$1,500. Commissioner Campbell seconded the motion. There being no further discussion, a voice vote on the motions to amend and to adopt as amended was taken, which yielded the following result: Commissioners Borom, Campbell, Norwood and Mayor Hill, yes; Nays, none. The Ordinance was declared passed on first reading as amended.

10. CITY MANAGER & ADMINISTRATIVE REPORTS

Police Chief Jason Shaw said the PD and Palatka Pride are preparing to host Halloween Trunk or Treat at the Palatka Mall Parking Lot as well as the Fall Festival at Hank Bryan Park.

Planning Director Thad Crowe said they have been working with the County regarding the Putnam County Business Park. The County has received grant money to plat and survey the property. They have approval for storm water system delineation. The issue they are having is having a "shovel ready" project. He proposes allowing flexibility per state law in that they'd like the Commission to approve a plat and allow staff to configure lots in different degrees of deviation. This will show storm water systems, roads and the old call center, and will leave flexibility for marketing purposes so they can move forward quickly with approvals on sites under contract for sale. Mayor Hill said they need to hold a joint session or workshop on this issue. Mr. Suggs said he can work through those details with the County. He does believe it is important the Commission holds dialogue with them on this matter. He will put some information together for a formal presentation to the Commission, and bring this back as an agenda item so the Commission can make an informed decision on it. There was general consensus of the Commission to do this in October and take action on an agenda item prior to the end of October.

Mr. Suggs said they have finalized the budget process and thanked the Commission and Staff for their work on this.

Mr. Suggs said he had an opportunity to spend the day today with Public Works, and he appreciates that opportunity.

Mr. Suggs said the City sent out 421 letters regarding notice of fire assessment fee last week. They've only taken about 20 calls on this so far, and those were mostly questions on whether or not this would be on the tax bill. They did a good job last year of fielding most of these questions.

Mayor Hill asked to put frequently asked questions on the Facebook page as well as website. Include that the fee has to be voted upon annually by the Commission.

11. COMMISSIONER COMMENTS

Commissioner Norwood thanked staff for presenting a balanced budget. He noted that department heads have to agree to manage their budgets.

Commissioner Norwood said he attended a ribbon cutting on three businesses yesterday on S. 2nd Street; this is exciting for Palatka. He hopes to do this every week for new businesses in the Downtown. This creates economic opportunity within the City. It is now up to all of them to support those businesses.

Mayor Hill congratulated Public Works and particularly the Streets Department on cleaning up the community today. There are many things going on, he is excited about the new budget year. They have sprigged all the ballfields and he looks forward to bringing life back to the parks. He commended Mr. Reynolds and Mr. Suggs on their work on the budget. He looks forward to a healthier future.

12. ADJOURN – There being no further business to discuss, the meeting was adjourned upon a motion by Commissioner Campbell at 7:40 p.m.

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