

**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 October 13, 2016

Proceedings of a Regular meeting of the City Commission of the City of Palatka, Florida, held on the 13<sup>th</sup> day of October, 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** – Commissioner Borom

**PLEDGE OF ALLEGIANCE** – Commissioner Norwood

**APPROVAL OF MINUTES** – 09-22-16 – Commissioner Brown moved to adopt the minutes as read. Commissioner Campbell seconded the motion, which passed unopposed.

**ADOPTION OF AMENDED AGENDA** – An amended agenda was distributed (filed) to add items under City Manager's Report. Commissioner Norwood moved to adopt the amended agenda as distributed. Commissioner Campbell seconded the motion, which passed unopposed.

### 1. PUBLIC RECOGNITION/PRESENTATIONS

**PROCLAMATION** – Red Ribbon Week – Oct. 24 thru 30, 2016 – Mayor Hill read and issued the Proclamation which notes the 2016 Theme for Red Ribbon Week is "YOLO – Be Drug Free"

### 2. PUBLIC COMMENTS

– There were none.

### 3. CONSENT AGENDA

a. **Adopt Resolution No. 2016-12-73** requesting a waiver in permit fees from St. Johns River Water Management District for FY 2016/17

b. **Adopt Resolution No. 2016-12-74** awarding the bid and construction contract to BGCO in the amount of \$293,350 for the Airport Obstruction (Trees) Removal Project and authorizing execution of same (90% FAA Funded, 10% FDOT Funded)

- c. **Adopt resolution 2016-12-75** authorizing the City Manager and City Clerk to execute and attest Passero Work Order 16-47DB in an amount not to exceed \$45,000 for obstruction/tree removal Project Design, Bidding and Permitting Services (100% FAA/FDOT funded)
- d. **Adopt resolution 2016-12-76** authorizing the City Manager and City Clerk to execute and attest Passero Work Order 16-47-R in an amount not to exceed \$30,000 for obstruction/tree removal Project Construction Admin and Inspection Services (100% FAA/FDOT funded)
- e. **Adopt resolution 2016-12-77** authorizing the Mayor, City Manager and City Clerk to execute and attest Passero Work Order 16-50 in an amount not to exceed \$4,000 for DBE Plan Update and Annual Achievement Reporting Assistance for FAA/AIP 28J Projects. (100% FAA/FDOT Grant Funded)
- f. **Adopt Resolution No. 2016-12-78** authorizing the submission of an application for a USDA Community Facilities Grant to purchase a Dump Truck and a Skid Steer Loader
- g. **Adopt Resolution No. 2016-12-79** authorizing the submission of an application for a USDA Community Facilities Grant to purchase two(2) Half-Ton Trucks and one (1) Backhoe.
- h. **Grant permission to exceed allowable noise levels and authorize road closures** for Special Events Permit No. 16-43 - RockNBlues BBQ Bash, Oct. 14, 5 PM to 10 PM and Oct. 15, 7 AM to 7 PM, Sam Deputy, Downtown Palatka, Inc. – Applicant
- i. **Grant permission to exceed allowable noise levels** for Special Events Permit No. 16-44 - Community Gospel Jubilee, Nov. 12, 7 AM to 9 PM, Paul Bennett, Applicant
- j. **Set Halloween Trick or Treat hours** for Monday, 10/31/16 from 6:00 p.m. to 8:00 p.m.

Commissioner Brown moved to approve all items on the Consent Agenda except Item 3(h), Special Events Permit for RockNBlues Festival, as Commissioner Campbell noted it was cancelled. Commissioner Norwood seconded the motion, which passed unopposed. As to Item 3(h), Special Events Permit for DPI, Inc. Rock N Blues BBQ Bash, Mr. Crowe stated the application has not been pulled by DPI, Inc. Following discussion, Commissioner Campbell moved to grant the permit requested under 3(h) as requested. Commissioner Brown seconded the motion, which passed unopposed.

- 4. **RESOLUTION** awarding a bid to finance the lease/purchase of fire/rescue and solid waste collection vehicles to US Bank, and authorizing the Mayor and the City Clerk to execute and attest the Lease/Purchase Agreement and all other documents in connection therewith – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE EXECUTION AND DELIVERY OF A TAX-EXEMPT LEASE PURCHASE AGREEMENT, AND RELATED INSTRUMENTS, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH. Commissioner Brown moved to adopt the Resolution as read. Commissioner Campbell seconded the motion. Matt Reynolds, Finance Director said this approves the financing for the purchase of the named fire and sanitation trucks. They issued an RFP and this comes with the results. This goes hand in hand with the next resolution on the agenda. There being no public comment and no further discussion, a voice vote was taken which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution was declared adopted.
- 5. **RESOLUTION** authorizing the reimbursement of expenses to the General Fund and Sanitation Fund associated with procuring fire/rescue and solid waste collection vehicles with tax-exempt financing proceeds – Adopt – The Clerk read a Resolution entitled A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA REGARDING REIMBURSEMENT OF CERTAIN COSTS RELATING TO THE PURCHASE OF FIRE/RESCUE AND SOLID WASTE COLLECTION VEHICLES; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the Resolution as read. Commissioner Campbell seconded the motion. There being no public comment and no discussion, a voice vote was taken which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Resolution was declared adopted.

## PUBLIC HEARINGS:

6. **PUBLIC HEARING/ORDINANCE** rezoning 623 & 625 Laurel St. - Planning Board Recommendation to assign planned unit development zoning to the properties, from R-1 (Residential, Single-Family) - Charles and Tina Duck, Owners and Applicants – 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 AS TO THAT CERTAIN PROPERTIES LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, INCLUDING 623 AND 625 LAUREL STREET TO BE REZONED FROM R-1 (RESIDENTIAL, SINGLE-FAMILY) TO PUD/C-1A (PLANNED UNIT DEVELOPMENT/COMMERCIAL NEIGHBORHOOD); 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 and no discussion, a voice vote was taken which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared passed on first reading.
  
7. **ORDINANCE** amending Zoning Code Sections 62-1 (definitions) and 62-17 (changing sign standards) - 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE SIGN CODE, CHAPTER 62 OF THE MUNICIPAL CODE, REVISING DEFINITION AND STANDARDS PERTAINING TO CHANGING SIGNS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Campbell moved to pass the ordinance on first reading as read. Commissioner Borom seconded the motion. Thad Crowe, Planning Director, said they have found that the City's code doesn't allow scoreboards. This is a housekeeping item. This applies the same standards they now have for electronic signs as well as industry standards for scoreboards. They didn't tie this to zoning districts, as parks are in different zoning districts. This says if you have a ballfield, you can have a scoreboard. There is a current application going before the Historic Preservation Board as the ballfield in question is located in the South Historic District. Otherwise it is allowed as a matter of right. Commissioner Brown said she concurs on the enhancement of this particular park. Mr. Crowe said the Historic Preservation Board meeting was rescheduled to next Tuesday, October 25<sup>th</sup>, due to the Hurricane. Discussion ensued as to the definition of "foot candles." Mr. Crowe said the scoreboard at Rotary Park meets the standard in the ordinance.

Mayor Hill said they have a limitation of 36 sq feet for existing changing signs. Mr. Crowe said when they did the electronic sign ordinance they surveyed every changing sign in the City and they were all below that size. Mayor Hill asked why it is even necessary to cite foot candles due to a scoreboard's limited use. He questioned why the scoreboard height is limited to 15' above grade. Mr. Crowe said this is so they won't tower over the roads or neighborhoods. If they are too bright they can prevent a hazard to motorists and residents. Mayor Hill said he believes it is overbroad to require screening of scoreboards with landscaping as additional landscaping is a deterrent from anything. Scoreboards are a major revenue producer all across America; if Pepsi or some other company wants to sponsor a city field, they can't put a sign on the scoreboard. He doesn't want to cut off that revenue source. He asked why team sponsors can't be displayed. Mr. Crowe said his experience as a planner leads him to believe that a signs ordinance can be overturned where there are too many challenges possible. This will allow off-sight signage. They can expand team sponsors to allow ballfield sponsors. Mayor Hill said people often use scoreboards during practice but this ordinance limits use to games only. Mr. Crowe said they can amend that passage. Discussion ensued regarding removing sub-paragraphs (f) through (i) at the Mayor's suggestion. Discussion ensued on existing scoreboards and how they comply with the ordinance provisions. Following discussion, Commissioner Brown moved to amend subparagraph (a) to make an exception that scoreboards may be up to 200 square feet in size

and anything greater than 200 square feet must receive prior approval from the Planning Board or City Commission; to amend so that subsection (c) shall not apply to scoreboards, and to strike Subsections (f) through (i). Commissioner Campbell seconded the motion to amend, which passed unopposed. There being no further discussion or audience comment offered, a voice vote was taken, which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared passed on first reading as amended.

8. **ORDINANCE** amending Section 86-62 of the Code of Ordinances to provide options regarding calculations for separate water service required for each business unit - 1st Reading – The Clerk read an Ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING SECTION 86-62 OF THE MUNICIPAL CODE OF THE CITY OF PALATKA AS IT PERTAINS TO SEPARATE SERVICES REQUIRED FOR EACH BUSINESS UNIT; 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. Matt Reynolds, Finance Director, said this comes due to a business owner in town who owns a building in which the downstairs has been subdivided into three businesses, but the three businesses are served by and share a single restroom. Per the current ordinance, this business owner has been charged 3 base multipliers but he only has one bathroom. This will allow for an administrative adjustment in cases such as this, and they believe this is a fair way to assess business units served by a single meter that share restroom facilities. There aren't many customers who have this scenario. This would probably affect Spanish Towers. This will allow a business owner to select how they would like to be billed. They added language to protect the City in case someone builds a ton of suites with sinks but they argue that they only have one bathroom facility. Business owners can elect to be billed on the number of fixtures or per business unit. This limits the single restroom option to a restroom with two fixtures. There being no further discussion or audience comment offered, a voice vote was taken, which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared passed on first reading.
9. **ORDINANCE** amending Palatka Municipal Code, Chapter 2, Administration, to add an Accounts Receivable Policy – 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, ADMINISTRATION, TO ADD AN ACCOUNTS RECEIVABLE POLICY; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on first reading as read. Commissioner Borom seconded the motion. There being no discussion or audience comment offered, a voice vote was taken, which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared passed on first reading.
10. **ORDINANCE** amending Palatka Municipal Code, Appendix A, to add business license, registration and inspection fees for Electronic Gaming Establishments – 2<sup>nd</sup> Reading, Adopt – 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. Commissioner Borom moved to pass the item on 2<sup>nd</sup> reading for adoption. Commissioner Norwood seconded the motion. There being no discussion or audience comment offered, a voice vote was taken, which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared passed and adopted on second reading.

11. **ORDINANCE** amending Appendix "A," Fee Schedule of the Code of Ordinances to increase Water & Sewer Rates FY 2016-17 Budget Year – 2<sup>nd</sup> Reading, Adopt –(tabled on Sept. 22<sup>nd</sup> 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 adopt the ordinance on second reading as read. Commissioner Campbell seconded the motion. Commissioner Brown asked how the public has been informed of the increase. The Clerk said it was advertised in the press, on the website and at the water desk as directed. Mayor Hill said they need to let people know that Palatka's water and sewer rates are comparatively low. They need to reward conservation. There being no further discussion or audience comment offered, a voice vote was taken, which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, Yes; Nays, none. The Ordinance was declared passed and adopted on second reading.

12. **CITY MANAGER & ADMINISTRATIVE REPORTS**

**CODE ENFORCEMENT REPORT** – Police Chief Jason Shaw and Capt. Matt Newcomb narrated a PowerPoint concerning a meeting with City Manager, City Attorney and Code Enforcement personnel to set policy and direction on Code Enforcement Procedures. They discussed the pros and cons of being complaint driven versus pro-active in opening Code Enforcement cases. They did a case review of existing fines and liens, spoke about monthly management of meetings, and discussed proposing a fee structure of administrative costs. They reviewed the prior month's Code Enforcement Board meeting.

They are going to look at a combination of complaint driven versus pro active. Putnam County is only complaint driven and they do not take anonymous complains. They have a similar staffing structure. They anticipate 30 to 90 days for scheduled complaints to receive an inspection. Gainesville is also complaint driven as well as pro active, they don't accept anonymous complaints, and have a much larger staff. St. Johns Co. is complaint driven only and they do accept anonymous complaints. They have a slightly larger staff. Alachua is both proactive and complaint driven, they accept anonymous complaints, and believe the majority of their calls are retaliatory. Jacksonville is complaint driven and their department and operation is extremely large compared to Palatka. They are also proactive and accept anonymous complaints. Clay County is complaint driven and they only take a complaint if they get the complainer's information. They have two Code Enforcement officers for the entire county. The Department is requesting the Commission adopt a policy for code enforcement for complaint driven and non-anonymous complaints. The reason for this is their small staff. Proactive enforcement is costly and taxing on limited staff.

Mr. Holmes said as to complaint driven versus pro active, they will have to justify why they picked one case to pursue and not one across the street or down the block. There are enough complaint-driven complaints. A simple response would be that the City only reacts to complaints. It would be a lot simpler to respond and justify enforcement. Mayor Hill lead discussion, saying people become accustomed to blight in certain neighborhoods and become numb to it. If they don't allow proactivity they may take certain actions out of staff's hands. Discussion ensued regarding complaint driven versus proactive enforcement. Mr. Suggs said they need to look at health and safety type cases now. As to whether or not they open cases on conditions that can't be seen from the road, Chief Shaw said if they receive a complaint, they will open a case. Chief Shaw said at this time they are both complaint driven and proactive. The volume of complaint-driven

cases throughout the city doesn't allow them to be significantly proactive. They are constantly questioned as to why they target one property over another. They have large numbers of complaint driven cases. They can start cases on those. The time frame is controlled by other issues, but they can at least start a case. Commissioner Borom said they are covering a 2 to 3 square mile area. The TIF districts already have a program in place to remove blight. They need a program to remove blight in other areas. Chief Shaw said in order to adequately address complaints with current staffing levels they need to assign an order to them. Mayor Hill said in the past they had police officers who were certified in Code Enforcement to some degree, but now it is just Ms. Jones. He doesn't think it's fair to the Police Department to scrutinize them in this regard; they have gone from having 3 Code Enforcement officers to one part and one full time. Staffing levels don't put them in a position to be successful. They need to come up with a plan to reassign someone to Code Enforcement to work in the field and assign an administrative person on a full time basis. Capt. Newcomb said a complaint-driven, non-anonymous policy will help to avoid neighborhood disputes. During discussion there was general consensus to assign an additional Code Enforcement staff person and put policy and procedure in place to be more effective. Mr. Suggs said they don't want to cross the line of becoming a "police state" concerning code enforcement. The Commission will be taking those phone calls from citizens who feel as though the city is targeting them. They will have those discussions.

Capt. Newcomb said they have a tremendous amount of open code enforcement cases, both proactive and complaint driven. Discussion ensued regarding function of the Code Enforcement Board. Mr. Holmes lead discussion regarding placing liens on low-valued property. If the property isn't worth the amount of the fine, or outstanding tax certificates or deeds, you can go through foreclosure process, but that is a very imperfect remedy. You foreclose the titled owner's interest. Most of the time on a "courthouse-steps sale" no one bids as the property is purchased subject to outstanding taxes. Then the City has it subject to outstanding taxes. They have to take money out of the taxes they do receive to pay these taxes. The minimum cost of administration is \$750.00. In the end the City is investing more money in the property than it's worth. They will need to determine how much money they want to spend and how far down the list they want to go in order to start moving on these cases. They have a tremendous amount of cases with daily fines running on them. They need to know how much property the City wants to own. It takes around 90 to 120 days from the time you start the process in court until you get a foreclosure judgement; this gets you a judicial sale where you can acquire the property subject to the outstanding taxes. They spend 60 to 90 days prior to that going through the CE Board Process.

Mayor Hill asked that they consider taking Code Enforcement out of the Police Department as they already have a full plate. It was transferred to the Police Department under the past Chief's initiative. Chief Shaw said he is confident his staff can manage the program; they will run into these issues no matter what department it falls under. Discussion ensued on the question of whether or not Code Enforcement detracts from concentration on the Police Departments primary function. Mr. Suggs said he has seen Code Enforcement housed in Planning & Zoning and Police Departments. They are trying to get everyone at the table and have an open conversation on how to best proceed on Code Enforcement for the City. Commissioner Brown noted the PD has been more effective in dealing with Code Enforcement.

There was consensus to set a workshop to discuss where to house the program and on setting policy for the program following the Nov. 8<sup>th</sup> General Election. Discussion concerning the Agenda for the meeting ensued. The Code Enforcement Board will be invited. Mayor Hill said he will meet with Chief Shaw to discuss his concerns. He invites anyone to ride along with the Code Enforcement officer to see what she deals with on a daily basis. Mr. Holmes said they will present specific cases at the workshop to show time frames and accumulated fines and results.

Per the question, the City's red light camera program ends November, 2017.

**DECLARATION OF EMERGENCY; HURRICANE MATTHEW ACTIONS/UPDATES** – Terry Suggs, City Manager, said the City has suspended Wednesday through Friday garbage collection to prepare for debris collection. Mr. Griffith said crews are cleaning debris and stacking it up for collection; they are through the majority of the City's right-of-way. Mr. Suggs said the debris collector anticipates being finished 10 days after he gets started.

A Declaration of Local Emergency was issued as the Storm was approaching, which mirrors the County's declaration of Emergency. They were issued simultaneously. The declaration expires today. The City Commission can vote to adopt a resolution to extend the Declaration for seven more days. Commissioner Brown moved to adopt A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, CONTINUING THAT CERTAIN DECLARATION OF A STATE OF LOCAL EMERGENCY NO. 2016-01 DATED 6:25 P.M. WEDNESDAY, OCTOBER 5, 2016 FOR AN ADDITIONAL SEVEN DAYS, AND PROVIDING AN EFFECTIVE DATE. Commissioner Campbell seconded the motion. There being no further discussion and no comment, a voice vote was taken, which yielded the following results: Commissioners Brown, Borom, Campbell, Norwood and Mayor Hill, yes; Nays, none. The Resolution was declared adopted.

**FY 2016/17 TRIM DECREASE IN FINAL TAXABLE VALUE** – Mr. Suggs said the City received notice this week from the Property Appraisers office that there has been a reduction of anticipated taxable value of 3.4%. This puts them around \$79 to \$80 thousand less in revenues than anticipated. In the conversations they've had, they will stick with the quo on the budget at 6.4 mills adopted and will continue to monitor the budget. They will try to make that up through attrition or projects. He does not believe it is wise to make an administrative adjustment to the millage rate.

**ECONOMIC DEVELOPMENT TOUR RESCHEDULE** – Mr. Suggs asked members of the Commission to email him some potential dates. Although the County Commission has agreed to ride along, there have been some reservations about this. They will not hold discussion with the Commission during the ride along; they would rather do that in a joint session. A suggestion has been put forth to give the BOCC a Power Point presentation of the tour.

**USDA TELECONFERENCE PROPOSED** – Katie Ross, aide for Sen. Bill Nelson, has asked for a date from the Commission to schedule a USDA teleconference. He requested they look at their calendars and forward possible dates and times.

**COMCAST PHONE SYSTEM** – they met with Comcast phone system representatives to discuss the City's needs. Comcast will supply them with information on cost estimates so they can determine if they need to go out for bids. They want to create a customer service department, and they need an adequate phone system to do so.

**LOBBYIST UPDATE** – Mr. Suggs said he's had a conversation with Clarence Williams; Federal Lobbyist with Becker & Poliakoff, regarding the City's prioritized concerns. He has distributed his six-page email. They will hold a conversation with the Commission following the election.

### 13. **COMMISSIONER COMMENTS**

Commissioner Campbell said they held a visioning session last year and asked that they hold another visioning session so that they can have an idea of changes that need to be made. He'd like to include department heads and employees.

Commissioner Brown said many people work in the City that don't live in the City. They need to get prepared for the jobs they have in Palatka so they can work where they live. There are some very nice shops in the Downtown; the Bible Book Store has a very nice restaurant. She brought some of their menus and literature to the meeting for distribution.

Mayor Hill said they need to be sure the community knows what a great job City Staff did during Hurricane Matthew. Staff and citizens did a great job of dealing with the issues created by the storm. They were looking at a severe situation up until the 11<sup>th</sup> hour, when the projection changed at the last minute. Their staff comprised a super team in dealing with disasters. He was very proud to be a part of this community. Everyone pitched in and it was about making sure people were safe. People bond during crises. They need to continue to take these storms seriously and take proper precautions. They are real; these aren't false alarms. They could have easily been St. Augustine.

14. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 7:41 p.m. by Mayor Hill.

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