

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

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

MINUTES
CITY OF PALATKA
COMMUNITY REDEVELOPMENT AGENCY
June 14, 2012; 4:00 p.m.

Proceedings of a regular meeting of the City of Palatka, Florida Community Redevelopment Agency held on the 14th day of June, 2012.

PRESENT:

Vernon Myers	Mayor
Mary Lawson Brown	Commissioner
Allegra Kitchens	Commissioner
Phil Leary	Commissioner
James Norwood, Jr.	Commissioner
Angela Murtagh	President, Downtown Palatka, Inc.
Vacant	Commissioner, Putnam Co. BOCC

Also Present: City Manager Elwin C. Boynton, Jr.; City Attorney Don Holmes; City Clerk Betsy Jordan Driggers; Finance Director Matthew Reynolds; Police Chief Gary Getchell; Fire Chief Mike Lambert; Planning Director Thad Crowe; Main Street Manager Charles Rudd

CALL TO ORDER – Mayor Myers called the meeting to order at 4:00 p.m.

INVOCATION - Commissioner Kitchens

PLEDGE OF ALLEGIANCE - Led by Commissioner Leary

- 1. APPROVAL OF MINUTES** – 4/12/12 – Commissioner Norwood moved to approve the minutes as read. Commissioner Leary seconded the motion, which passed unopposed.
- 2. PUBLIC COMMENTS** – There were none.
- 3. CENTRAL BUSINESS DISTRICT:**
REQUEST TO REALLOCATE FUNDS TO MURAL LIGHTING from walking tour phone guide - \$2,700.00 – Judy Rothschild, Conlee-Snyder Mural Committee, 233 Davis Lake Road, Palatka, said he is not here to ask to money. On behalf of the Committee she thanked all of them for their continued support through the years. Over a month ago Mr. Rudd came to their meeting and proposed the mural telephone tour system proposal and provided costs. They discussed this at length, and concluded that they would like to save the City this money. Their webmaster

is working on a sound-bite for each mural that anyone can access from their smart phone. He will limit this to between 1 and 2 minutes for each "bite." This will be much more-cost effective for all concerned. It will be easier to update and change recordings and to add recordings. They believe this is a better system.

Commissioner Brown said they have a lot of senior citizens that aren't on the internet and only have flip phones. They have a lot of senior citizens groups that come to town. Mrs. Rothschild said she and Mr. Deputy are always available for group tours.

Commissioner Leary moved to reallocate funds for mural lighting. Commissioner Norwood seconded the motion. Commissioner Brown said they need a way for everyone to access the information on the murals. She's had folks come to her house to ask her to talk about the mural on the side of her building. Sometimes that's not convenient. Not everyone has a smart phone. They need some way of getting that information out. Mrs. Murtagh asked what information is in this program that is not on the mural brochure. Mrs. Rothschild said there is considerably more information available on the website than the brochure. After discussion and call on the motion, the motion passed five in favor, opposed by Commissioner Brown.

REQUEST TO ALLOCATE FUNDS – up to \$15,000 for 4th of July Riverfront Fireworks Display; recommendation to authorize execution of contract with Fireworks by Santori in the amount of \$20,000.00 – Commissioner Leary moved to allocate up to \$15,000 of CBD - TIF funds for the 4th of July Fireworks Display. Ms. Murtagh seconded the motion. Mr. Boynton noted if they don't receive enough donation to cover the entire cost, they will increase the allocation of TIF funds from the discretionary fund. There being no further discussion, the motion was voted upon and passed unopposed.

4. **SOUTH HISTORIC DISTRICT:**

REQUEST TO APPROVE NEW PROGRAM – South TIFF District Commercial Rehabilitation Grant/Pilot Program – Mike Gagnon, SNHA – 703 Emmett Street, President, SNHA, said he's reviewed this program with all of them. They received valid suggestions and incorporated all those into the final draft. They request approval at this time. Commissioner Norwood said there was a clause in the contract that said you couldn't sell the property for 3 years. He asked if that's still part of this. Mayor Myers noted it is Item 11 on page 3. Commissioner Kitchens said her question is what legally binding document will hold a person to those provisions. Mr. Gagnon said that's the Acceptance of Terms, which was added to this. Commissioner Kitchens noted they need two signatures and a notary on that. Mr. Holmes said if they sign the document accepting the terms, and consent to a lien on the property based upon the obligations of the grant, it's enforceable, subject to preexisting judgments and liens. They can have a lien as long as the property owner consents to the attachment of the lien, subject to pre-existing judgments and liens. That could be a criteria in the grant award process, to look at and give preference to properties that are free of judgments and where the mortgage is small. For it to be really enforceable, it has to be a superior lien, and it won't be with a lender on the property. Mayor Myers said if a mortgage is taken out based upon the improvements, it will be a first mortgage, and that will be superior to this lien. Mr. Gagnon said they are aware of this. Mayor Myers said a Home Improvement Grant is small compared to the value of the property. Mr. Gagnon said if someone decides to open a B&B, they need to put a substantial amount of money with this grant. They are not going to just say "here's a check," they want to know there's a substantial investment on the part of the owner.

Ms. Murtagh asked if they check mortgages and liens. Mr. Gagnon said they check liens, but can't "check" the mortgage. Mr. Holmes said they can require a certificate from the lender

stating the mortgage is current, which is supplied by the applicant. Ms. Murtagh asked if they can do a title search on liens as part of this. Mr. Gagnon said they can add this to the Acceptance of Terms.

Roberta Correa, 703 Emmett Street, said they can do these things. A title search is not required of the other programs and they need to be consistent. There was consensus on this.

Mayor Myers asked as to the match requirement. Mr. Gagnon said the match is viewed in totality of the owner's contribution. Sometimes it costs a lot of money to bring these properties up to Code. They may be matching at 100%. There is no percentage of match specified. They didn't require one because if someone can prove they have an investment that should be sufficient. They don't want to co-mingle this money. They want to put enough money to a project to allow its completion. The owner is required to make improvements and match the grant before they can receive the grant. Mayor Myers said the document needs to say that.

Mr. Holmes said the first issue he raises is that he understands this is a conceptual outline. Mr. Gagnon said this document is a final document. Mr. Holmes said the CRA should then approve each of these grants, but the document said their review committee awards the grants. Mr. Gagnon said this is consistent with the other grants. Mr. Holmes said they are trying to improve the process. It's prudent for him to point these things out. He just wants the CRA to think about this; how they deal with this is their business.

Mr. Holmes noted secondly, there are no criteria in the procedure as to how to award the grant. He did not see a maximum amount of grant. They don't set forth a review procedure. He can't tell how they would decide between competing applicants whose application would prevail. Ms. Correa said this is addressed under Item 10, Program Guidelines. Upon further search, it was determined that page 2 was missing from the agenda submittal. Ms. Correa said she e-mailed this to everyone. Mayor Myers said this needs some work and needs further consideration. He concurred that this is a large grant and awards should come back to the CRA for approval. Commissioner Kitchens said they should require all grant awards to come to the CRA for approval. Mayor Myers said the guidelines state no match is required. After further discussion, Mr. Holmes said he can speak to Ms. Correa and Mr. Gagnon about this if they'll make an appointment to meet with him.

Mr. Gagnon said as to the approval of individual grants, the CRA only meets every few months. Commissioner Leary said he thinks this is an outstanding program in concept. Mr. Gagnon said they will bring this back in August.

REQUEST TO RE-ALLOCATE FUNDS - \$65,000 from TIFF-HIPP Program to the Commercial Rehabilitation Grant/Pilot Program - Mike Gagnon, President, SHNA – Commissioner Leary moved to table the request. Commissioner Kitchens seconded the motion, which passed unopposed.

HAMMOCK HAPPENINGS NEWSLETTER – Distributed (filed); For Information Only

5. **OTHER BUSINESS/REPORTS**

Elizabeth Van Rensburg, 310 N. 3rd Street, Reid's Garden aka North Historic District, said the neighborhood association has been very involved in the "3rd Friday" block parties and the proceeds from their fundraising efforts allows them do things like publish a neighborhood directory, which contains information on events and history. Their

street sign repainting project has been completed. This was a matching money partnership. The 2nd Annual Occupation of Palatka reenactment is on track for the 2nd weekend of October and they are working with local realtors on open houses. As to their HIP grant program, they've recently replaced 3 roofs. They will be phasing this out to put some of the money to a more creative use. The neighborhood association would like to take the small piece of property next to the hotel and develop a plan to turn that into a neighborhood park, and build a boardwalk out by the River. This would improve the entire neighborhood and would provide recreation. They propose to name this "Roberts Landing." Commissioner Kitchens said this is a portion of Main Street. It will have to be vacated and closed. The railroad used to go through there. Mr. Holmes said by Florida law, if you vacate a street, the property goes to the adjacent landowners. They will need to look at that. They can close it to vehicular traffic. There are other undeveloped streets that run down to the River along River Street.

Commissioner Kitchens asked how much money the Association earns from 3rd Fridays and how earn it. Mrs. Van Rensburg said they have a hotdog booth. They make between \$130 and \$180 per night. It's a community thing. This is a good way to make money and support Main Street.

6. **ADJOURN** – There being no further business to discuss, the meeting was adjourned upon a motion by Commissioner Kitchens at 5:40 p.m.

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PALATKA COMMUNITY REDEVELOPMENT AGENCY 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