

KARL N. FLAGG  
MAYOR - COMMISSIONER

MARY LAWSON BROWN  
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS  
COMMISSIONER

VERNON MYERS  
COMMISSIONER

JAMES NORWOOD, JR.  
COMMISSIONER



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

ELWIN C. "WOODY" BOYNTON, JR.  
CITY MANAGER

BETSY JORDAN DRIGGERS  
CITY CLERK

RUBY M. WILLIAMS  
FINANCE DIRECTOR

GARY S. GETCHELL  
CHIEF OF POLICE

MICHAEL LAMBERT  
CHIEF FIRE DEPT.

DONALD E. HOLMES  
CITY ATTORNEY

**MINUTES  
CITY OF PALATKA  
COMMUNITY REDEVELOPMENT AGENCY  
September 10, 2009; 4:00 p.m.**

Proceedings of a special called meeting of the Community Redevelopment Agency of the City of Palatka, Florida, held on the 27<sup>th</sup> day of August, 2009.

Present: Karl N. Flagg Mayor  
Mary Lawson Brown Commissioner  
Allegra Kitchens Commissioner  
Vernon Myers Commissioner  
James Norwood, Jr. Commissioner  
Sam Deputy President, Downtown Palatka, Inc.  
Bob Trescott Manager, Palatka Main Street, Inc.

Also Present: City Manager Elwin C. Boynton, Jr.; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Assistant Planning Director Debbie Banks; Fire Chief Mike Lambert; Police Chief Gary Getchell; Consultant Lara Dietrich

1. **CALL TO ORDER** – Mayor Flagg called the meeting to order at 4:05 p.m. and read the following call, dated Sept. 2, 2009:

TO MESSRS: MARY LAWSON BROWN, ALLEGRA KITCHENS, VERNON MYERS, JAMES NORWOOD, BOB TRESMOTT AND SAM DEPUTY:

You are hereby notified that a meeting of the Community Redevelopment Agency is called to be held at the regular meeting place of the Palatka City Commission, 201 N. 2<sup>nd</sup> Street, Palatka, on Thursday, Sept. 10, 2009 at 4:00 p.m.

The purpose of the meeting is to consider the following items:

1. Request to modify South Historic District Annual Plan \*\*\*
2. Update on land purchase for future parking needs
3. Request for CBD TIF funds for Larimer Arts Center ProjectionSystem\*\*\*
4. Request for CBD TIF funds to reimburse the City of Palatka for Costs associated with engineering services for St. Johns Avenue Drainage\*\*\*
5. Palatka Main Street/City of Palatka/CRA Contract \*\*\*
6. Putnam County Chamber of Commerce/ CRA Contract \*\*\*
7. Presentation and adoption of CRA Plan, including the Central Business District, North Historic District and South Historic District.

*/s/ Karl N. Flagg*

Karl N. Flagg, MAYOR

The following members acknowledged receipt of a copy of the foregoing notice of a special meeting on the 2<sup>nd</sup> day of September, 2009.

*/s/ Mary Lawson Brown*

COMMISSIONER

*/s/ Allegra Kitchens*

COMMISSIONER

*/s/ James Norwood, Jr.*

COMMISSIONER

*/s/ Vernon Myers*

COMMISSIONER

*/s/ Sam Deputy*

PRESIDENT

DOWNTOWN PALATKA, Inc.

*/s/ Bob Trescott*

MAIN STREET MANAGER

**INVOCATION** - Commissioner Kitchens

**PLEDGE OF ALLEGIANCE** – Commissioner Norwood

2. **APPROVAL OF MINUTES** – 8/10/09 – Commissioner Brown moved to adopt the minutes as read. Commissioner Myers seconded the motion, which passed unopposed.
3. **UPDATE on land purchase for future parking needs** – Woody Boynton, City Manager, said he had prior distributed a list of the parcels chosen as potential locations by the CRA, along with a ranking assigned by the CRA regarding order of importance. He has contacted each of the owners involved and offered them the appraisal price to purchase their respective lots. Two did not accept the offer. The owner of parcel #9 has accepted the City's offer. The owner of Parcel #1 made a counter offer of \$25,000. Mr. Boynton said, regarding Lot #6, the City offered \$50,000, but the owner has advised his price is \$250,000. As to the Prosperity Bank Parking Lot, their representative has advised they are interested in selling and subsequently called him and asked if the CRA would consider purchasing the entire property, including the building. He has distributed a memorandum indicating all these offers (filed – separate attachment).

Mr. Boynton said in December the CRA appropriated \$100,000 for this purpose. Over the last year, many things have transpired regarding downtown redevelopment. On the riverview property redevelopment project, the City doesn't have a firm design concept, but has an agreement in place with CDP to develop one. Congressman Mica has notified the City of a \$250,000 appropriation on a transportation bill, and he expects that will be forthcoming. He has spoken with a representative of the Federal Economic Development Agency in Washington, DC who states there is money available for the project. The EDA money requires a match. Any money spent to date does not count towards it. Given there are so many things in flux and so much money that may be out there, he recommends they hold off a few more months on making any decisions, so that any money they decide to spend can then be used as matching funds towards a future EDA grant. If CDP's plan comes together and they can agree on a plan for the riverfront, they may want to reallocate these funds. The CRA may want to move forward with renegotiations for Lot #1; however he has only been authorized to offer the appraised value. If they want him to pursue negotiations with the other three property owners including Prosperity Bank's building, they should advise him. The Prosperity Bank parking lot was appraised at \$200,000.

To answer Mr. Deputy's question as to the function of the EDA, Mr. Boynton said they are a federal agency responsible for economic development via job creation throughout the US. The CDP development will create many jobs. The EDA has put money into many other projects throughout Putnam County. They look at projects that will create 75 or more jobs. There is an 80% grant/20% minimum requirement for match. It would require around a \$200,000 match on a \$1 million grant. This is not out of the realm of possibility; at least \$200,000 is currently allocated in the Plan. Commissioner Brown said they have worked with EDA grants in the past. They will allow you to match federal grants with state grant dollars in some cases. They won't get a better deal than this. Mr. Deputy said noted the grant for the new water line could be used. Mr. Deputy said acquisition of the Prosperity Bank Parking Lot is crucial to Reid Street and St. Johns Avenue in that four-block area. Without that lot, those four blocks will go down. He does not want to lose that opportunity. The building would make a great City Hall and would be an excellent purchase. Mayor Flagg said that would be something to consider for future growth of City Hall, the Annex and future services.

Commissioner Kitchens said if the City did purchase this piece, it would kill the argument that the parking lot would be used for businesses, as there are many city meetings each month. They will need matching funds for grants. If they purchase this now, they can't use the funds to match the grants later. The real estate market is not getting any better and it is likely they won't sell it in the next few months. They should wait for the grant and then go back and look at this purchase. Mr. Trescott said it is hard to pick the bottom of a market. You don't want to lose the money or match by spending it early. It takes time for these negotiations. He'd continue negotiations and just not execute at this time.

Commissioner Myers said to forget about the parcels that are out of play. For those parcels wherein the owner is receptive, continue those discussions. His priority is the Prosperity Bank parking lot; he agrees the purchase of the building for use as a City Hall is viable. A purchase with a sale/lease-back agreement could be developed and pursued, and makes economic sense.

Commissioner Norwood said he concurs with all comments. They should continue negotiations and develop a plan they can move upon when the time comes. They need to make sure they look to the future to provide better services through better facilities, and look for those opportunities.

Commissioner Brown said they should look for matching leverage through additional grants. This has been done before. They need to think differently about this. A parking garage could be one solution. It is a good utilization of space and provides parking for businesses.

Mr. Boynton said everything seems to be moving to April 2010 for development, completion and fruition of the various projects and grants. There are several grants in the works they could use for matching. They will have a more defined idea of everything in April. Negotiations do take time. The only concrete answer they have is on the piece of property on 11<sup>th</sup> Street. All these properties will be crucial to the success of the hotel, retail and conference center. Commissioner Brown said Mr. Ham is looking at parking for his development, and this could be considered a public/private partnership, which could provide the match needed for the EDA grant. Mayor Flagg said if they have the 11<sup>th</sup> & St. Johns Property offer, he'd like to see if there is a way to lock it in with a lease/purchase agreement so that they won't spend the dollars today, but can spend them later to match the grant. He asked if that is possible in order to lock the deal in. Mr. Holmes said there are two options. 'First right of refusal' and 'option to purchase' are two separate things, but they can do either. The upside to an option to purchase is that it locks in the price, and you usually have to give some consideration to the other party for that. It is only beneficial to the City; it is a lose/lose situation for the seller. A first right of

refusal is different and says the seller will give you the right to purchase it if he gets another offer, but doesn't lock in the price. If he gets an offer for twice the price, he can ask the City if they want to make the same offer. There isn't a lot of upside to an option to purchase. There was discussion concerning these two options centering on the advantage of an option to purchase with a monthly stipend paid to the seller. Mr. Holmes said this is a good idea. Mr. Boynton said, regarding lots #1 and #9, which are owned by the same person and critical, if they increase the offer on the 2<sup>nd</sup> piece of property, the owner would be more willing to talk terms. He'd like more flexibility to negotiate. Mr. Holmes said if they are certain they are going to purchase one or all parcels, if the seller is willing they could enter into an actual purchase contract with a closing date set out at whatever time frame they needed to get the match qualification. A deposit would sit in escrow that wouldn't yet be paid, but would go to the owner if the sale falls through. That money wouldn't deprive them of the matching fund advantage. Mayor Flagg said that option is one the City Manager should negotiate in good faith. Commissioner Kitchens moved to ask the City Manager to begin negotiations on possible contracts with a closing date set at a future time with the owner of the property at 11<sup>th</sup> & St. Johns Avenue and Property #1 behind Angel's. Commissioner Norwood seconded the motion. A roll-call vote was requested and taken, with all members voting in the affirmative.

Commissioner Myers moved to give Mr. Boynton the authority to enter into further discussions with Prosperity Bank regarding the purchase of their parking lot and building. Mr. Deputy seconded the motion. A roll-call vote was requested and taken with all members voting in the affirmative.

As to the parcel at Laurel & 3<sup>rd</sup> Street, Mr. Boynton said the offer made by the City was \$50,000. The counter offer made by the owner was \$250,000. Commissioner Myers moved to not pursue that property. Commissioner Kitchens seconded the motion, which passed unopposed.

Commissioner Kitchens moved to cease negotiations on the properties at 10<sup>th</sup> & Oak, and at the corner of St. Johns & 2<sup>nd</sup> Street (properties #2 and #8 respectively). Commissioner Myers seconded the motion, which passed unopposed.

**ORDERS OF THE DAY** - Mr. Holmes said the proper order of procedure would be first to consider adoption of the CRA Plan if they are going to consider expending funds that are pursuant to a plan that is not yet solidified. The CRA should consider Item 7 before proceeding with anything else on the Agenda. Commissioner Kitchens moved to move Item #7, Presentation and Adoption of the CRA Plan, to the front of the Orders of the Day. Commissioner Brown seconded the motion, which passed unopposed.

Agenda Item # 7 was moved to the front of the Orders of the Day.

7. **PRESENTATION AND ADOPTION** of CRA Plan, including the Central Business District (CBD), North Historic District (NHD) and South Historic District (SHD) – Lara Dlettrich, Kimley-Horn Associates, 8657 Bay Pine Rd, Suite 300, Jacksonville 32256, said she was asked to provide a brief presentation outlining and summarizing the process of events over the last 14 months. On May 5, 2008 Mr. Boynton released a package to CRA Task Force listing certain items critical for review as well as the existing 1984 CRA plan. On June 10, 2008 her firm contracted with the City for planning services to move forward with the Task Force charge. Through discovery, comments, and research, this project expanded from critical elements to further research on funding mechanisms, structure, etc. They moved forward with an addendum to bring the North and South Historic Districts into the Plan as they were not fully encompassed in the present 1984 Plan. Through working with the Task Force, and in going through some history and functional or non functional items, this has evolved into a full comprehensive plan with critical elements. The intent is to be an all-encompassing Plan designed to address all economic

development, future recommendations and allocation of funds. It does not necessarily set forth and designate all future allocations, but addresses the critical elements. There are specific recommendations and prioritized goals. They have worked with Mr. Zelkowitz, the CRA attorney, in this regard. They completed that process in February, and discussions were held by Main Street, the CRA and city staff as to structure. John Vogt and Elizabeth Van Rensburg, the President and Vice President of the North Historic District, and Christy Sanford and Roberta Correa, the former and current president of the South Historic District association, joined negotiations. They have reformatted and restructured the CBD plan to encompass all three districts into one document. There has been quite a bit of research that has gone into this as well as input from a consultant that was funded on the State level. They worked with Main Street, citizens, and did public outreach through publicized workshops. They now present this draft, which is the culmination of their work.

Commissioner Kitchens asked, if something is listed as a recommendation, can it be changed? Ms. Diettrich answered recommendations can be either changed or disregarded. Within the table of contents, critical elements are listed and are informative guidelines and directional elements that represent broad planning principals that can be implemented. For example, on pgs. 34 & 35 are descriptions regarding directional way-finding. It is not an absolute. A critical element is an information piece that is meant to be broad; it is an umbrella, such as street-scaping and infrastructure. There are many things that fall under that umbrella. It is supposed to be broad so they will not have to continuously update the Plan. The goals are prioritized. Mr. Boynton said money has been put back for most of the critical elements on the list. They put money aside to address some of these recommendations or other projects as they come up, as long as they fall under the general categories.

Regarding the proposed CRA structure, Commissioner Kitchens said this document proposes getting rid of the city commission and setting forth other representatives as listed. She believes they need to leave the CRA board as is with two exceptions. The three districts have dedicated funds, and those districts affect the entire City. She does not object to adding a member of the North and South historic districts to the Board. When voting on something pertaining to their district, that member may have to abstain. The members of the City Commission were elected by the citizens to represent all citizens, and have done a good job on the CRA. They should keep all present members and add two more, for a total of nine. Mayor Flagg said he believes nine members is too many. Ms. Diettrich read the statute addressing CRA membership requirements, which states the structure can consist of not fewer than five and no more than nine commissioners. Any person can be appointed if engaged in business or owning property within the area of operation of the agency. The structure is provided by interlocal agreement between the governing board that creates the agency, one or more taxing authorities, and CRA members can be representative of the taxing authority and governing body. There are two choices. The 1983 structure appointed the City Commission as the agency. They then appointed one representative from Main Street and one from Downtown Palatka. Those members would have to qualify per the ordinance. It is up to the Commission as to how they can structure this. Commissioner Kitchens recommended they keep the structure of the board as it currently is and add one representative each from the North and South historic districts. Mr. Deputy said one of the concerns was that in the past, the CRA has been very reactive and has not taken a proactive redevelopment stance. They want a more proactive and active board. He's ok with leaving the status quo, as long as they understand they need to take a more active role. Mr. Boynton said they covered that when they added the CDB group. The Board will approve an annual plan and then look at overall initiatives, not develop initiatives. He agrees with Commissioner Kitchens in her view that the commission was authorized to develop an overview for the City. The districts will all have very active groups that will work on their developed plans. Mr. Deputy said as long as they give responsibility to some entity, he has no objection. Commissioner Brown said they have done a lot in the last couple of years and

listened to complaints from all sources in the last three years. Things have moved forward. She concurs with Commissioner Kitchens and is not in favor of taking any member of the commission off the CRA. Mayor Flagg said he has no objections with keeping the commission as the base for the CRA. His question is, does the Main Street/CRA Director do most of the presenting to the CRA, and can he sit on the CRA and fill the role of Main Street Manager? Mr. Boynton said he does need to be the one making the presentations and make those presentations. Sunshine Law interferes with his duties. Ms. Diettrich said he is correct; the Main Street Manager needs to be a staff member and not a board member. There are three districts; the CBD, the North Historic District and the South Historic District. They are the primary people in the area. Those three committees vet all sorts of different recommendations, and then those committees make chosen recommendations to the CRA. Mr. Trescott is working on behalf of the City's staff in working with the CBD as well as working with City Staff. Recommendations need to be cleared publicly by the CRA and then voted on by the City Commission. Mayor Flagg said they should consider keeping the five elected officials, the CBD, delete Main Street Manager/CRA Director, appoint a staff person to that position, add the N and S historic district representatives, and leave the Main Street Manager. Mayor Flagg noted 33% of the TIF money comes from the County. They need to be in the loop. They will be one vote out of nine. Commissioner Brown said their city taxpayers are being double taxed as it is. Commissioner Kitchens said they get federal and state money but don't require a state representative to sit on any of their boards. Any board that oversees city business needs to be staffed by city residents. Mr. Deputy asked if Downtown Palatka Inc. will be represented? Mr. Boynton said the six representatives would stay, the Main Street Manager would come off, and North and South Historic District Representatives would be added. Mayor Flagg said the County commissioner that represents Downtown would be representative. Ms. Diettrich said the Plan states, by Statute, that it is the central business district that is represented. Downtown Palatka, Inc. is much more established, but the CRA has the CBD. Downtown Palatka Inc is the named organization, but the ordinance needs to be updated to read Central Business District in conjunction with Downtown Palatka. Mr. Deputy asked who will choose the person seated to represent that entity. Mr. Boynton said the group will chose the representative. Ms. Diettrich said Downtown Palatka, Inc. is under the CBD. Currently the Downtown Palatka, Inc. president fills that spot. Downtown Palatka, Inc. would be choosing the spot or the position. Commissioner Norwood said the reason for changing the group is to get everyone involved. Ms. Diettrich said it was recommended by the Task Force. Commissioner Norwood said the County should be involved. Mr. Boynton said you used to have a commission meeting that contained a CRA meeting. Now they hold two separate meetings. The task force saw a lot of problems with the past procedure. That procedure no longer applies. Commissioner Norwood said at some point they have to reapply for a 10-yr extension for the TIF/Redevelopment Area, and the County has to concur on that. It would be good to have a member of that Commission on this board. Ms. Diettrich said they wanted peers that had the same investment and motivation to get things moving. She concurs on the proposal of having each district, the county and city represented. Mr. Deputy concurred that the County should be represented.

Christy Sanford, 312 Dodge Street, said it isn't that the North and South districts don't trust them, and she can think of no instance they have done anything contrary to their mission, but it has only been in the last several years that people have realized the power of the CRA over TIF funds. They are much better educated now. They want to see downtown prosper so they can prosper.

Commissioner Myers said as to the Plan itself, these are recommendations for future action. Ms. Diettrich said that is correct. It started out as minimal, but grew with participation and research. These are direct recommendations from the task force. They can do with them what they want; the goals evolved from the recommendations. Bottom line consensus is that time has gone by and they need to get seriously dug in to this Plan. Commissioner Myers moved to

revise the Community Redevelopment Agency makeup to be the members of the Palatka City Commission, the CBD/Downtown Palatka, Inc representative, a representative each of the North and South Historic Districts, and one county Commissioner representing the Downtown district. The Main Street Manager would no longer hold a seat. Commissioner Norwood seconded the motion. Mr. Trescott said he wants to be sure the record reflects that he brought up this issue himself. He serves the community better at the podium, rather than behind the dais. A roll-call vote was requested and taken, with the following results: Mr. Deputy, Mr. Trescott, Commissioners Brown, Myers, Norwood and Mayor Flagg, yes; Commissioner Kitchens, no. The motion was declared passed. Commissioner Brown said they have bent over backwards to work with the County in partnerships, and in turn they have removed any control or consideration from the City residents. She wants to know they are all a part of these negotiations. Sometimes the County looks at them as an independent entity; they need partners.

Commissioner Norwood said he believes certain elements need to be added regarding advertising district meetings, quorums, etc. within the districts. Questions come up regarding those issues. They need structured committees with strong by-laws. If the neighbors don't know about these meetings, it causes problems. That element needs to be part of the structure of those committees. Meeting need to be advertised and quorum needs to be established. Ms. Diettrich said the statute lists the requirements. Mr. Boynton said they need to note that statute. Ms. Diettrich said the committees don't need to put an ad in the newspaper. Commissioner Kitchens said most associations have by-laws, but she knows of none for these districts. She asked how the 300 or so owners are represented and if they are they all members? Ms. Deittrich said that would be something developed by the committees. Main Street and Downtown Palatka would act as the CBD committees, although their boundaries are different. The bylaw is determined and vetted through the committees.

Roberta Correa, 703 Emmett Street, president, SNHA, said they have by-laws which are on their website. Those state how their officers are elected. They don't require quorums. They put out district-wide flyers four days in advance of meetings. Their bylaws can be found at [www.shna.net/bylaws](http://www.shna.net/bylaws).

Commissioner Norwood said there are a lot of recommendations for code changes; he'd like to see the Building Dept. review those to make sure the safety element is still there, even though they are only recommendations.

Daniel Ziem, Sr., 401 Olive Street, said the North Historic District also has bylaws, but does not have a website. Ms. Diettrich said bylaws can be amended within the committees. Mr. Ziem said out of five officers, three makes a quorum. They notify all owners of meetings. Ms. Correa said at least 50% of their members attend meetings. They have an average of 43 members attending. Membership is based on dues being paid. Anyone can attend and listen, but if you are not a paid member you cannot vote. Ms. Diettrich said the districts make up the CRA; the associations do not have the same boundaries. Association members pay dues and make votes, but CRA recommendations can come from anyone. They should adjourn association meetings to talk about CRA recommendations. Committees don't have to publicly advertise in the newspaper, only the Agency does. They can't shut anyone out. Mr. Deputy said as to page 23 of the Plan, they discovered the CRA had an additional 26 extra blocks in addition to the 33, for more than 50 blocks. Those blocks are not necessarily represented by any association. They need a residential person that lives in the CRA districts. There are many residences in the district. Mr. Boynton said this committee will be comprised of 7 members consisting of the following: three members from Downtown Palatka, Inc.; three members of the Main Street Program, consisting of two that are property owners or business operators in the CBD and one who is an owner-occupant of a residential property in the CBD; and one member representing

the City of Palatka. The main street program will elect two members and the Palatka City Manager will designate the person representing the committee and residential property owner. Mr. Deputy said they need to unify the boundaries. Ms. Diettrich said regarding notification, statutes spell out notification requirements in detail. As to amending the boundaries, they need to look at how that may affect the frozen tax year; they want to keep their frozen tax year. They don't want to rescind the entire boundary, as they would lose their tax base year.

Mr. Boynton said regarding page 24, CBD Manager, it should be clarified as Main Street Manger, and in "CBD and Main Street Program Manager," the word CBD and should be stricken. Regarding contracting separately with the Chamber of Commerce, remove the word Chamber of Commerce and make it generic, ie "contract separately to provide administration services and office space." Remove any reference to the Chamber. Ms. Deittrich said she will draft that and e-mail it to the CRA Board, and copy it to the City Clerk. Mr. Boynton said page 48 has a missing reference. Ms. Deittrich said Mr. Zelkowitz found a typo in an earilier draft; it is a 30-year program. Mr. Boynton said they need to remove "needs assessment report" from the cover title as this will be the Plan. Commissioner Brown said she is happy that it is so broad. She thanked the committees for all their hard work. Mr. Trescott said it is important that people participate. Frustrations are easing. It may seem they belabor these points regarding associations and by-laws, but this is important. They are mixing apples and oranges when they talk about associations and committees. They need to make it clear that as people sit on the CRA, not only do they get the chance to participate, but there are also ethical considerations. They can't be the homeowner getting the grant and the person on the committee and an individual sitting on this Board. While the change is being made, that needs to be made clear. Ms. Deittrich said they can further emphasize that, together with duties and the public process. It is mentioned in there, as she was asked to insert it but not go into great detail. She will make that clearer. Ms. Deittrich said they should put that up front in the executive summary. Public involvement is an important process.

Commissioner Myers moved to adopt the plan with modifications discussed. Commissioner Brown seconded the motion. A roll-call vote was requested and taken, with all members voting in the affirmative.

4. **REQUEST TO MODIFY** South Historic District Annual Plan – Roberta Correa, President, SHNA President – Staff Recommends Approval - Commissioner Brown moved to approve request to modify South Historic District Annual Plan. Commissioner Kitchens seconded the motion, which passed unopposed.
5. **CBD TIF FUND REQUESTS (staff recommends approval)**
  - a. **Larimer Arts Center Projection System \$3,000** - Commissioner Norwood moved to approve the CBD TIF Fund request for \$3,000 to fund the Larimer Arts Center Projection System. Commissioner Kitchens seconded the motion, which passed unopposed. Mayor Flagg thanked Elizabeth Vernstein for the proposal.
  - b. **Engineering Services for St. Johns Avenue Drainage \$14,970** - Commissioner Kitchens moved to approve the CBD TIF Fund request for \$14,970.00 for Engineering Services for the St. Johns Avenue drainage project. Commissioner Brown seconded the motion, which passed unopposed.
6. **DISCUSSION & RECOMMENDATION – Staff recommends Approval –**
  - a. **Palatka Main Street/City of Palatka/CRA Contract** - Mr. Boynton said these contracts came before the commission once prior, and since then the City Attorney has approved them. The Commission has had them for the past month. Commissioner Norwood moved to approve

the Palatka Main Street/City of Palatka/CRA Contract. Commissioner Kitchens seconded the motion. Mr. Trescott recused himself from the vote, which passed unopposed.

**b. Putnam County Chamber of Commerce/CRA Contract -** Commissioner Norwood moved to approve the Putnam County Chamber of Commerce/CRA Contract. Commissioner Kitchens seconded the motion. Mr. Trescott recused himself from the vote, which passed unopposed.

- 8. REMARKS/COMMENTS –** There was consensus of the Commission to thank all volunteers and those who worked on the Plan.

Mr. Trescott said he looks forward to speaking to the Commission from the podium.

Mr. Boynton said on the 2<sup>nd</sup> Thursday in November he will bring forth the necessary ordinances to change the consistency of CRA board, and will advertise those.

Mayor Flagg said they've received much correspondence from an individual regarding the validity of the actions the CRA has taken over the last 25 years. This Board has to meet a lot of regulations at the state and local level. They are looking at what needs to be done to take corrective action if any discrepancies are discovered. If any citizen or property owner has concerns related to CRA or City government as a whole, the public needs to know this commission operates on proper ethics. He welcomes any citizen to come to a meeting and state their case. He has received e-mails that are the equivalent of press releases. If they want any City board to look at issues of valid concern, they should send a letter. People pick and chose their issues with ulterior motives, which is troubling, especially when that person sat on this Board in the past and did not bring those issues up when doing so.

- 9. ADJOURN –** There being no further business to discuss, the meeting was adjourned at 5:55 p.m. upon a motion made by Commissioner Brown.

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THIS 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