

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.

AGENDA
CITY OF PALATKA
COMMUNITY REDEVELOPMENT AGENCY
Called Meeting – September 13, 2012; 5:00 p.m.

Proceedings of a special called meeting of the City of Palatka, Florida Community Redevelopment Agency held on the 13th day of September, 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 Michael J. Czymbor; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Finance Director Matthew Reynolds; Police Chief Gary Getchell; Fire Chief Mike Lambert; Main Street Manager Charles Rudd, Jonathan Griffith, Staff Liaison

CALL TO ORDER: - Mayor Myers called the meeting to order and read the following call, dated September 6, 2012:

TO MESSRS: MARY LAWSON BROWN, ALLEGRA KITCHENS, PHIL LEARY, JAMES NORWOOD, JR., AND ANGELA MURTAGH:

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. 2nd Street, Palatka, on Thursday, September 13, 2012 at 5:00 p.m.

The purpose of the meeting is to consider the following CBD TIF Requests:

1. ALLOCATE \$745.00 for FRA Membership Dues (membership renewal)(CBD)
2. AWARD BID AND AUTHORIZE EXECUTION OF CONTRACT with University of Florida, College of Design, Construction & Planning in the amt. of \$6,000.00 for CBD Community Greenprint (CBD)
3. APPROVE budget amendments F/Y 2012-13 to include FRA Dues, Greenprint Contract and NEA Grant Match (Art in Public Spaces - \$12,926.00)

/s/ Vernon Myers
Vernon Myers, MAYOR/Chairman

201 N. 2ND STREET • PALATKA, FLORIDA 32177
www.palatka-fl.gov

PHONE: (386) 329-0100

FAX: (386) 329-0106

The following commissioners acknowledged receipt of a copy of the foregoing notice of a special meeting on the 6th day of September, 2012.

/s/ Mary Lawson Brown
COMMISSIONER

/s/ Allegra Kitchens
COMMISSIONER

/s/ James Norwood, Jr.
COMMISSIONER

/s/ Phil Leary
COMMISSIONER

/s/ Angela Murtagh
PRESIDENT
DOWNTOWN PALATKA, Inc.

(vacant)

INVOCATION – Commissioner Kitchens

PLEDGE OF ALLEGIANCE – Led by Michael Gagnon

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

2. **CENTRAL BUSINESS DISTRICT:**

REQUEST TO ALLOCATE \$745.00 for payment of FRA Membership renewal dues, per staff recommendation – Commissioner Kitchens moved to approve the request as stated. Ms. Murtagh seconded the motion, which passed unopposed.

REQUEST TO AWARD BID AND AUTHORIZE EXECUTION OF CONTRACT with University of Florida, College of Design, Construction & Planning in the amount. of \$6,000.00 for a CBD Community Greenprint, per staff recommendation – Jonathan Griffith said they've been in discussion with the U of F on this for some time. This is a project for their Masters Program Architectural students. They've been working on this Plan for 2 yrs, and the City will implement this over the next 5 – 7 yrs.

Mary Padua, 1642 NW 14th Ave, Gainesville, 32605, UF Professor, said at the UF Dept. of Landscape Architecture, every fall semester for the 2 and 3 yr professional programs, they have a design studio dedicated to design innovations. They choose a community to work with to help them achieve their redevelopment goals. She's been in communication with Mr. Griffith on bringing this program to Palatka. Palatka has a fascinating history and she believes there is an opportunity for landscaping students to develop a "greenprint" for Palatka to stitch the downtown fabric with the St. Johns River. They'd like to look at possibilities for ecotourism and connecting various parts of Palatka to the downtown corridor. These are not new ideas, but work within the framework the City has begun.

Mayor Myers asked if they will concentrate on the entire City. Mr. Griffith said staff's focus is the entire Community Redevelopment Area, but they need to connect the other districts and the downtown corridor to the rest of Palatka and this will work toward that end. Commissioner Kitchens asked if they will be going into other neighborhoods and changing their plantings; if this gets out of the CRA area they will need to hold workshops. Mr. Griffith said they will reach out and advertise public meetings to get additional insight outside of the Districts. At this time they will have meetings with community stakeholders inside the Districts. Commissioner Brown said she wants to be sure they are going to do something with this, because they are spending money on this. Mr. Griffith said they intend to implement this plan. Commissioner Brown noted she and Commissioner Kitchens were born here and can give Ms. Padua a tour of the town.

Commissioner Norwood said he's looking forward to having a master plan that will bring some identity to the area. He hopes they will get the citizens involved, and not just the Commission.

Commissioner Norwood moved to approve the request to award the bid and the authorize execution of a contract with University of Florida, College of Design, Construction & Planning in the amount. of \$6,000.00 for a CBD Community Greenprint. Commissioner Kitchens seconded the motion, which passed unopposed.

APPROVE BUDGET AMENDMENTS F/Y 2012-13 to include FRA Dues, Community Greenprint Contract and National Endowment for the Arts Grant Match (Art in Public Spaces - \$12,926.00) – Mr. Griffith said they partnered with Main Street to apply for a NEA grant, and were just notified they received the grant award. This amends the budget to allow for this grant; it's a \$25,000 grant, which requires a \$20,000 match from the City for a \$55,000 grant/project. They can get Keep Putnam Beautiful involved in this. The cash outlay is \$20,000 CRA contribution and \$5,000 in-kind match through volunteers. Ms. Murtagh asked if the art displayed will be from this area or from solicitation. Mr. Griffith said a committee will be set up to solicit art and they will set up the criteria. Initially they will approve the program and policy and eventually they will approve the program and policy. Commissioner Brown said she brought a book back on a presentation of art for downtown areas, which she shared with Mr. Griffith, and she can share that with the Commission. Commissioner Norwood moved to approve budget amendments F/Y2012 as presented and recommended. Ms. Murtagh seconded the motion, which passed unopposed.

3. **OTHER BUSINESS/REPORTS**

Mr. Griffith said before them are two examples of the recently developed interpretive kiosks that will be going in the Districts. He recognized and thanked Elizabeth VanRensburg for her creativity and help in this. They will go in various places around the North, South and Downtown Districts. There are six all total. The two signs before them were funded by the Main Street Wayfinding Committee

Commissioner Kitchens said the reenactment sign on the 100 block corridor is hanging in shreds. Mayor Myers stated there were representatives from the North Historic District present. Ms. VanRensburg said they were notified about this today and will take care of this.

Bob Taylor, 710 St. Johns Ave., recognized Mr. Griffith on his hard work and efforts on the kiosks, as well as Elizabeth VanRensburg. Mayor Myers concurred.

Elizabeth VanRensburg, 310 N. 3rd Street, Palatka, said the Occupation of Palatka 1864 event is only 2 weeks away, and since last year the reservation numbers for re-enactors has tripled in size. Also, the advertising has hit the Sarasota and Villages/Lakeland area and St. Augustine will be targeted next week. They have special hotel rates established for this and the area hotels are getting calls on this. Beef O'Brady's has agreed to do a fundraiser to help defray costs; anyone who eats at Beef's and presents a coupon during that weekend, they will donate 10% of the meal back to the District. She distributed those coupons.

4. **ADJOURN** – There being no further business to conduct, the meeting was adjourned upon a motion by Commissioner Kitchens at 5:20 p.m.