

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
January 22, 2009
Price-Martin Community Center

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 22nd day of January, 2009

PRESENT: Mayor Karl N. Flagg
Commissioner Mary Lawson Brown
Commissioner Allegra Kitchens
Commissioner Vernon Myers
Commissioner James Norwood, Jr.

Also Present: City Manager Elwin C. Boynton, Jr.; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Assistant City Clerk Karen M. Venables; Police Chief Gary Getchell; Assistant Police Chief James Griffith; Fire Chief Mike Lambert; Planning Director Jim Lee; Assistant Planning Director Debbie Banks; Parks & Cemeteries Supt. Supt. Jeff Norton; WWTP Supt. Platt Drew; WTP Supt. Melvin Register; Airport Manager John Youell.

CALL TO ORDER: Mayor Flagg called the meeting to order at 6:00 p.m. and read the following call, dated January 9, 2009:

TO MESSRS: MARY LAWSON BROWN, ALLEGRA KITCHENS, VERNON MYERS AND JAMES NORWOOD:

You are hereby notified that the place of the regular January 22, 2009 meeting of the Palatka City Commission is hereby revised and called to be held at the alternate meeting place of the City Commission, the Price-Martin Community Center, 220 N. 11th Street, Palatka, to commence at 6:00 p.m. on Thursday, January 22, 2009.

/s/ Karl N. Flagg. MAYOR

The following commissioners acknowledged receipt of a copy of the foregoing notice of a revised meeting place on the 9th day of January, 2009:

Mary Lawson Brown, COMMISSIONER /s/ Allegra Kitchens, COMMISSIONER

/s/ Vernon Myers, COMMISSIONER /s/ James Norwood, Jr., COMMISSIONER

INVOCATION – Reverend Ben Tippett, Founding Pastor, Victory Christian Fellowship

PLEDGE OF ALLEGIANCE – City Clerk Betsy Driggers

APPROVAL OF MINUTES –1/5/09 Inaugural meeting; 1/8/09 regular meeting – Commissioner Brown moved to adopt the minutes as read. Commissioner Myers seconded the motion, which passed unopposed

1. **PUBLIC RECOGNITION**

PROCLAMATION - March of Dimes Fund Raising Days – January 22 through April 4, 2009 – Melanie Bryan, March of Dimes Ambassador, spoke of the birth of her son, Jacob, who was born prematurely and with various birth defects, and the life saving help her son and family received from the March of Dimes Foundation following his birth. Amanda Barnard, March of Dimes Executive Director, thanked the City for its support, and stated this community is ranked #1 throughout the Country in terms of fundraising dollars per capita. Mayor Flagg read and presented a proclamation designating January 22 through April 4, 2009 as March of Dimes March for Babies Fundraising Days to Mrs. Bryan and Ms. Barnard.

Commissioner Norwood said his wife gave birth to their daughter, Chrislena, 22 years ago, and she was also born prematurely under the same circumstances as Mrs. Bryan's pregnancy and her son's birth. He said it takes great courage to tell these stories. His family acts as a support group for families whose children are born with birth defects, and noted support groups are available for these situations. Mayor Flagg asked the community to support this fundraising effort, and noted Forbes.com should be made aware that this is one of the most caring communities in the Country.

SERVICE AWARD – Jeff Norton, Employees' General Pension Board Representative; 14 years – Mayor Flagg said many in the community do not see city employees as volunteers, but Mr. Norton is one of many City employees who do spend their time volunteering in the community in many ways. Mayor Flagg presented a plaque to Jeff Norton, Parks & Cemeteries Superintendent, in recognition of his 14 years of service as the general employees' representative on the Palatka General Employees Pension Board. Mr. Norton thanked the employees for the faith they placed in him during his service, praised his fellow Board members for their knowledge and dedication, and congratulated his recently elected replacement representative, Mr. Melvin Register, WTP Superintendent. He thanked the Commission for allowing him to serve

SERVICE ABOVE AND BEYOND THE CALL OF DUTY – City Clerk Betsy Driggers - City Manager Boynton read comments from the City Commission describing Ms. Driggers' service and dedication to the City of Palatka, the City Commission and Staff, and thanked her for her support and guidance throughout his first year as City Manager. Mayor Flagg read and presented her with a Certificate recognizing her for service above and beyond the call of duty. The Clerk said she was surprised by and grateful for the recognition, and thanked the Commission, Mr. Boynton, City Staff and the citizens of Palatka for allowing her the opportunity to serve in this capacity.

STUDENT OF THE MONTH – January, 2009 – Mayor Flagg & Vice Mayor Brown Vice Mayor Brown joined Mayor Flagg in presenting certificates recognizing the following students for academic excellence, leadership, citizenship and attendance at their respective schools:

Sa'Quahnia Jackson	Beasley Middle School
Brandalyn Lewis	Browning Pearce Elementary School
Emma Scott	Children's Reading Center Charter School
Chicago Leonard	E.H. Miller School
Brett McQuaig	James A. Long Elementary School

Donavon Odom	Jenkins Middle School
Kendal Thornton	Kelley Smith Elementary School
Ana Edwards	Mellon Elementary School
Benjamin Carozza	Moseley Elementary School
Billy Joe Shinn	Palatka High School
Brittany Beach	Peniel Baptist Academy
Kaorie Williams	River Breeze Elementary School

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

3. **CONSENT AGENDA:**

- a. **Authorize execution of Amendment #9 to FDEP SRF DW5419 010 Loan/Grant** to provide an additional \$3,000,000 for the Palatka Water Treatment Plant Upgrades (\$2,550,00.00 grant/\$450,000/loan), per City Manager
- b. **Authorize execution of Change Order No. 3 to Jacksonville Eighteen Construction Contract** in the amount of \$39,556.76, for a total contract amount of \$1,022,963.23, for Palatka Airport Terminal Building Access Road, Parking & Apron Rehabilitation Project, per Engineer's recommendation
- c. **Authorize execution of Law Enforcement Mutual Aid Agreement with Putnam County Sheriff's Office** for a four-year period ending March 30, 2013.
- d. **Reappoint Clem Saccareccia and Randy Braddy to the Palatka Planning Board** for three-year terms to expire December, 2011 (incumbents – sole applicants) – Planning Director's Recommendation
- e. **Appoint Phil Leary to the Palatka Planning Board** for the remainder of a three-year term to expire December, 2010, per Staff recommendation (sole applicant)
- f. **Acknowledge results of 1/9/09 Pension Representative election and appointment of Melvin Register** as Employee Representative to Palatka General Employees' Pension Board for a two-year term ending Dec. 31, 2010
- g. **Approve 2009 Commissioner representative appointments** to various boards and committees – no changes to current appointments, per Staff recommendation
- h. **Appoint 2009 Golf Course Advisory Board** (six members – club designees) – 1 yr terms exp. 01/2010:
 1. Greg Jungenburg, PMGA President
 2. Kevin Durscher, PMGA Club Designee
 3. Joy Langston, PWGA President
 4. Genevieve Alvers, PWGA Club Designee
 5. Ward Bair, PGA Representative
 6. Chuck Horner, PGA Representative
- i. **Adopt January 1 – June 30, 2009 City Commission meeting calendar**

Commissioner Brown asked to pull Consent Agenda Item (i), January 1 – June 30, 2009 City Commission Calendar, for discussion. Commissioner Kitchens moved to pass Consent Agenda Items 3(a) through 3(h). Commissioner Myers seconded the motion, which passed unopposed.

Commissioner Brown said she has a conflict with the March 26 meeting. She is scheduled to attend a Florida League of Cities Insurance Trust meeting on that date, and asked if this meeting could be rescheduled to another date. Mayor Flagg recommended they adopt the calendar with the understanding an amendment may be forthcoming. Commissioner Myers moved to adopt Consent Agenda Item 3(i), January 1 – June 30, 2009 City Commission Meeting Calendar as presented, with the understanding that the March 26 Commission Meeting may be rescheduled. Commissioner Brown seconded the motion, which passed

unopposed. Commissioner Brown said it is important for the City that she attends these meeting. This past year the League Insurance Trust worked with them and refunded premium to certain cities due to low claims experience; Palatka is one of the few cities that received a refund.

Mayor Flagg thanked Randy Braddy and Clem Saccareccia, who were both present, for their service on the Palatka Planning Board. Mayor Flagg noted Phil Leary, who was also appointed to the Planning Board tonight, could not attend tonight's meeting due to a conflict.

4. **PRESENTATION** – Downtown Redevelopment Business Plan – Andrew Ham, Community Development Partners, Inc. – Mr. Ham distributed a handout to the members of the Commission (filed) and introduced John Tennyson, the head designer and architect for the Group. They will make a presentation on the final step in the Memorandum of Understanding (MOU) sequence process they began last summer. He attached a cover memo to his exhibits (filed) outlining “where they’ve been and where they are going.” They will go into detail on this tonight. The MOU called for CDP to present a financing plan and preliminary budget. In October he presented three different schemes, or concepts, which they believed were the best development options for these parcels. Due to the feedback they received, they developed the Plan that is before the Commission tonight. This is a phased plan, consisting of phases I and II. This works well with the current economic conditions they are in. Should the Plan be approved, they will talk about where they will go from here.

John Tennyson, Architect, said the term “Downtown redevelopment business plan” may be a misnomer, as they are really dealing with a piece of property aside of Downtown; however, this property is key to the resurgence of the downtown business area and its redevelopment. Prior to the CDP presentation in October, they met with city staff, individuals and groups in the City for input and ideas. They gained a consensus of what the community felt would be the best utilization of this property. A big piece of the puzzle was the development of the City Park along the water's edge. He understands the City is issuing a request for proposals for master planning for that property.

Mr. Tennyson said this is a plan for total commercial development. Through their community meetings, they ‘heard’ it was important for this to be a commercial development relating to how it will bring people downtown, and a hotel aspect was desired. They also looked at the historic structures on the 100 Block. Some of them are in difficult condition inside and there have been modifications to the exterior. Some are in good condition inside and out. They have elected to include those buildings in the overall development concept. They don't have renderings or final floor plans yet. Many of the thoughts are very preliminary. They want to produce a meaningful and financially successful development.

Mr. Tennyson stated St. Johns Avenue is the primary commercial corridor/street and it is important that this street be part of this development, and this development becomes an anchor to the street. They do not want to close it off, as they believe it is essential that it remain open. This is a continuation of St. Johns Avenue and its commercial development. They've elected to preserve the historic buildings and place in that block a major restaurant facing the River. They hope there will be transient boat slips built so people can come and go by river. They included surface parking. Following the commercial trend, on the block formerly owned by the PHA they have proposed a series of small retail shops facing St. Johns Avenue that back up to the proposed hotel structure, allowing people from the hotel to enter from the rear of the shops as well. The hotel entrance would be along 2nd street. They believe it is important to maintain traffic flow along 2nd Street, and get it off the commercial strip. This hotel is a 120-room hotel with a 15,000 sq. ft. conference center, which will accommodate a 1,000-person conference, allowing Palatka to entice major fishing

tournaments and other larger special events. This design allows easy public access to the Park. They also recommend a change in the 'paving pattern' of Memorial Parkway. During the past few years there has been discussion on whether or not to close Memorial Parkway or leave it open; at this point they'd like a transition space that can be closed off to traffic at times to accommodate street festivals and tent vendors if need be. It allows for a great interface between the park and the hotel, and will be immediately identifiable to boaters. This will become the public face of Palatka.

Andrew Ham, CDP, said the rendering before them is called a "roof plan," this is not architectural detail. Regarding the economics of this proposal, they tried to relate the current economic conditions and market for hotel products and retail to the phasing plan. Currently, hotel occupancies, or calculations of all revenue from hotel rooms, are down by 79%. In speaking with their hospitality consultants, they said this is a great time to plan for the hotel and kick off the market study in mid-July of this year. They plan to come on-line when hotel business is "through the pipeline" and the supply of hotel rooms is limited. They estimate they will bring the hotel on-line in mid-2012 due to the time needed to put the franchise deal together, planning and construction. This will be part of Phase I. The other part of Phase I is the 100 Block; it is natural to begin here to renovate buildings that don't look so good today. This will create an identity for the Riverfront area. They believe they can be successful in leasing out retail and office space there. Phase II includes a major waterfront restaurant and the retail along St. Johns Avenue. If they found a restaurateur who wanted to occupy a restaurant as soon as possible, the restaurant would be moved to Phase I, but the plan currently reflects their thinking on the best way to phase the project. They've attached the budget for each phase to the handout material showing a preliminary budget, a breakdown for each building and total for the project. They also attached a hotel pro-forma based on their assumptions for the hotel, food and beverage market, showing revenues and financing numbers based on the market.

Mr. Ham said the MOU contemplated that, upon the City's approval of the development plan, they would enter into negotiations for the lease/transfer of the development site. Should this be approved, the customary vehicle to take this to the next step is the Preliminary Development Agreement. They will draft this for the City. It will detail, in a legal document, the basis for the lease and/or transfer of the property. This would set out the infrastructure, spell out who builds what, and what comes into the site. They understand there are plans in the works for a new water line to service the property. This Agreement would include milestones, a schedule, and waterfront planning so the plan can be melded to the land site and marina. The development agreement would guide them through the development process. They recommend this plan and phasing, and would like to be able to partner with the City on the next step in the development process.

Mayor Flagg opened the floor for comments from the audience.

Arlene Huber, 520 Oak Street, said she presented the Commission with two letters from the University of Florida that highly favored maintaining the 100 Block historic buildings as key to the development of this block. People are tired of "cookie cutter" buildings. They can't let go of the history of this town. She applauds CDP for understanding how important history is to the economic development of the City.

Commissioner Kitchens said she is exceedingly pleased and encouraged by these plans, and has no problem whatsoever with them. She is glad they see the importance of retaining Palatka's historic period and thinks the parking is perfectly situated.

Commissioner Brown said they have been sitting here for many years, listening, watching and waiting. She'd like to see them get started on the Developer Agreement as soon as possible.

Commissioner Myers concurred with all prior comments and said he is pleased with the presentation. It addresses many issues, such as the preservation of the 100 Block and its historic character. He likes the location of the hotel, and believes the phasing is wise. He asked when they might complete the 100 Block renovation; Mr. Ham said the 100 block may come on-line by the end of 2012. There isn't much to preserve on the inside, but the exterior is structurally sound enough to preserve. Most importantly, it adds character to the development. They will try to preserve as much of the original façade as possible, judging from the archival photos.

Commissioner Norwood concurred and noted this addresses everyone's concerns, and said this is a very likeable plan. He likes the idea of multi-use; this is necessary for survival of the project. CDP has addressed all his concerns.

Mr. Boynton said the RFP for master planning of the green space will be released tomorrow. The City has secured a Florida Boating Improvement grant from Tallahassee for the design, and is looking at a conceptual design for the green space. With what CDP is proposing, these two components should come together at the same time, and in 2012 they will see considerable movement in this project. CDP has been nothing but forthright in their negotiations, have met with stakeholder groups in the City, and have listened. When they began this process in April, the Commission appointed him, Mr. Holmes and Mayor Flagg to hammer out the draft MOU, and he recommends those same individuals, plus Planning Director Jim Lee, be appointed to work on the draft PDA to be presented upon completion. Commissioner Brown moved to accept the City Manager's recommendation and direct Mayor Flagg, Mr. Boynton, Mr. Holmes, and Mr. Lee to work with CDP towards a Planned Development Agreement to be brought back to the City Commission for final approval. Commissioner Kitchens seconded the motion. A roll-call vote was requested and taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The motion was declared passed.

Wes Larson, President, Putnam Co. Chamber of Commerce, said he is thrilled with the presentation; it is a win-win proposal and is something that will be a catalyst that will carry development up St. Johns Avenue right up to the railroad tracks. It will create enthusiasm for redevelopment. The Chamber is fully prepared to assist however they can.

Mayor Flagg said it is important to move the City forward, and this development is primary in that effort. He thanked Mr. Ham and Mr. Tennyson for their presentation, and noted they will continue to listen to all stakeholders. Everyone will be appreciative of these efforts.

5. **ORDINANCE** setting forth rules governing City docks – 2nd reading, Adopt – the Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PRESCRIBING RULES GOVERNING THE OPERATION AND USE OF ALL PUBLIC DOCKS LOCATED WITHIN THE CITY; PROVIDING FOR PENALTIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 2nd reading as read. Commissioner Kitchens seconded the motion. A roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The ordinance was declared adopted.

6. **ADMINISTRATIVE REPORTS** – There were none.

7. **COMMISSIONER COMMENTS**

Commissioner Kitchens said she wasn't made aware that a riverfront planning consultant would be hired, and asked if the grant would pay for the consultant. Mr. Boynton said it would. He said the City is advertising for proposals, and a committee will interview and rank the top respondents. They will bring a recommendation back to the City Commission for action. Commissioner Kitchens asked if she could receive notification of this type of thing in the future.

Mayor Flagg said he proudly represented Palatka at President Obama's inauguration this past Tuesday. Enduring the cold temperature was a non-issue as there was so much enthusiasm amongst the citizens that were present. He'd like to see that same vim and vigor amongst the citizens here, so they will all be part of the solution and not part of the problem. They are all family, and are all in this together. He stood amongst people of all races and social standing, and everyone acted as though they were neighbors and equals. We all need to rise up, get to know our neighbors, settle old misunderstandings, and preserve the American spirit. President Obama is excited about moving forward. He was privileged to be able to stand on the podium where President Obama was installed. This community needs to be a community that pulls together to enhance the quality of life for all.

8. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 7:30 p.m. upon a motion by Commissioner Norwood, seconded by Commissioner Myers.

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