

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 May 28, 2009

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 28<sup>th</sup> day of May, 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; Finance Director Ruby M. Williams, Police Chief Gary Getchell, Fire Chief Mike Lambert, Fire Marshal Mark Lynady, Asst. Planner Debbie Banks

**CALL TO ORDER:** Mayor Flagg called the meeting to order at 6:00 p.m.

**INVOCATION** – The Reverend Charlie Rabun, Assoc. Pastor, First Baptist Church of Palatka

**PLEDGE OF ALLEGIANCE** – Commissioner Allegra Kitchens

**APPROVAL OF MINUTES** – 5/14/09 – Commissioner Norwood moved to adopt the minutes as read. Commissioner Brown seconded the motion, which passed unopposed.

### 1. PUBLIC RECOGNITION

**FIRE PREVENTION SPONSOR RECOGNITION** – LaFarge Gypsum, Inc. – Palatka Fire Dept. – Fire Chief Mike Lambert was joined by Fire Marshal Mark Lynady to honor LaFarge Gypsum for their sponsorship of the annual Fire Department Golf Tournament. April Pearson with LaFarge Gypsum was present to accept. Mr. Lynady said LaFarge has sponsored the LaFarge Fire Prevention Golf Tournament for the past two years. This had enabled them to fund fire prevention education for youth. This year they were able to purchase a remote controlled robot for use with fire safety education in schools. They are currently running a contest on their website to name the new "fireman." They have raised over \$23,500 since the beginning of the tournament. Fire Marshal Lynady presented Ms. Pearson with a plaque in appreciation of their sponsorship. Ms. Pearson said they were proud to be involved with fire prevention in the community.

**RIVER CITY PLAYERS - PRESENTATION TO COMMISSION** – Kathy Jorgensen representing River City Players said they deeply appreciate the beautiful restoration work done on the Larimer Arts Center. She is the director of their next play, called "Love, Sex and the

IRS," which is about gender. She presented each of the members of the Commission with a ticket to the play.

**NATIONAL NIGHT OUT** – PPD Officer Mylinh Reeves and PSA Debbie Thompson invited members of the audience and commission to attend National Night Out on August 4. Officer Reeves said they will hold a barbeque fundraiser this weekend in order to purchase literature and cost to sponsor this event. They will also hold a car wash in conjunction with this BBQ and will provide a DNA and fingerprint kit for rib purchasers. This will take place between 9:00 a.m. and 3:00 p.m. behind the Palatka Police Department. They will join forces with thousands of communities to take part in the 25<sup>th</sup> annual National Night Out to promote neighborhood awareness, anti-crime and crime prevention. She is also encouraging them to do a “project 365” to combat parks and neighborhoods being taken over by drug dealers, gangs and graffiti. They encourage neighborhoods to take part in appropriate activities to promote this. Commissioner Kitchens donated \$25 to the barbeque fundraiser and challenged the remaining commissioners to meet or beat her donation.

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

Ashanti Milton	Beasley Middle School
Aniya Brown	Children’s Reading Center Charter School
Jacqueline Meyer	E.H. Miller School
Haley Nunley	James A. Long Elementary School
Caitlin Young	Jenkins Middle School
Brittany Roman	Kelley Smith Elementary School
Tanner Tilton	Mellon Elementary School
Sheanna Betts	Moseley Elementary School
La’Candace Wiliford	Palatka High School
Jerrold Crews	Peniel Baptist Academy

a.

Mr. Jimmy Hagan with Beasley Middle School noted Miss Ashanti Milton recently had one of her short stories entitled “Island of Dreams” published in an anthology of short stories by young Americans. He invited Mayor Flagg to visit the school and get to know the students.

## 2. PUBLIC COMMENTS

Lynda Crabill, 609 S. 14<sup>th</sup> Street, said Blue Crab festival went well considering the rain and water. She thanked the City for their support.

Askew Vickers, 207 N. 18<sup>th</sup> Street, said he spoke to Commissioner Norwood about Calvary Baptist Church’s retention pond and Commissioner Norwood told him that he would look into the pond’s fence and the liability involved. It should be fenced. Commissioner Norwood said the pond belongs to Calvary Missionary Baptist Church and he should speak to Pastor Demps about that. Mayor Flagg said this is a City Commission meeting and that issue is with Calvary Missionary Baptist Church, not the City of Palatka.

Mr. Vickers said he noted the City passed an ordinance regarding traffic light cameras, and noted that bill didn’t pass in the legislature. Mayor Flagg said the bill has nothing to do with whether or not they can have a red light program. Mr. Vickers said he was under the impression that the City passed this because Tallahassee mandated they do it. Mayor Flagg said there is no mandate from Tallahassee.

Chief Gary Getchell said the bill introduced in the legislature had to do with the State regulating that type of activity for cities and counties and the State taking 1/3 of the proceeds. It did not pass.

Mr. Vickers asked if the City is still going to install traffic light cameras and have this new tax. Mayor Flagg said the ordinance was passed with due diligence and through public hearings. This is not a tax. Commissioner Kitchens noted it is a fine for breaking the law, and you will only receive a fine if you break the law and run a red light.

3. **CONSENT AGENDA:**

- a. **Authorize execution of Change Order #1 to Carter Excavating, Inc. Contract in the amount of 4,434.28**, for a total contract amount of \$36,102.28, for Crystal Cove S/D Stormwater Management System Control Structure Improvements – per Engineer of Record (Ayres Associates)
- b. **Authorize extension of Interlocal Sludge/Leachate Agreement with Putnam County** Board of County Commissioners for two (2) years beginning June 1, 2009, per terms of original agreement and recommendation of WWTP Superintendent
- c. **Authorize acceptance of utility easement from Putnam Associates, LLC** for utility maintenance on land along Old Wolf Bay Road as described in OR Book 1120, Book 1889 of the Public Records of Putnam County, Florida, per City Manager & City Attorney
- d. **Authorize execution of NEFUG Memorandum of Agreement** between various utilities to enter into a project to assess groundwater resource sustainability in Northeast Florida, per WTP Superintendent's and City Manager's recommendation
- e. **Authorize use of Special Cemetery Funds for the following goods and services:**
  1. **\$3,700.00 to Futch's Landscaping** for Oak Hill West Cemetery Master Plan
  2. **\$2,115.00 to Futch's Landscaping** for Oak Hill East & West Cemetery Decorative Signs
  3. **\$7,000.00 to William B. Snyder, PLS** for Oak Hill East Cemetery Plat and approve amendment of contract dated 9/27/07 (per results of RFQ) to include platting of the South West Section of Oak Hill East Cemetery
- f. **Award bid and approve proposal submitted by American Traffic Solutions (ATS)** for Red Light Enforcement System and services as follows, per Police Chief's recommendation:
  1. Approve Pricing Option B
  2. Authorize execution of contract with American Traffic Solutions (ATS) for Red Light Enforcement System and Services
- g. **Approve Request for Proposals & authorize advertisement for hearing officer services** for Red Light Enforcement System program
- h. **Declare as surplus for disposition the following items:**
  1. Scoreboard – Parks Dept.
  2. 1985 Hann Fire Truck (snorkel truck) – Fire Dept.
  3. 1994 Chevrolet p/u truck – Streets Dept.
  4. 1999 Dodge p/u truck – Water & Sewer Distribution Dept.
- i. **Recommend Ted Haengel for reappointment to the Putnam County Library Board** for a three-year term to expire June 30, 2012 (incumbent – sole applicant)
- j. **Reappoint Mark Miles as Contractor Rep and Larry Beaton as Putnam County Historical Society Rep to the Palatka Historic Preservation Board** for three-year terms to expire June, 2012 (incumbents/sole applicants)
- k. **Appoint Tom Pelikan as Attorney Rep to the Palatka Historic Preservation Board** for the remainder of a three-year term to expire June, 2011 (sole applicant)
- l. **Authorize transmittal of Legislative Affairs letters to Governor Crist as follows:**

1. Letter urging Governor Crist to not sign into legislation SB216, which prohibits a local government from spending public money to advocate for the passage or defeat of any issue, referendum or amendment going to a public vote;
2. Letter urging Governor Crist to veto CS/CS/HB227 relating to changes in existing law and policy regarding Impact Fees to reduce the authority of municipalities to raise revenues
3. Letter urging Governor Crist to not sign into legislation CS/SB2282 prohibiting a city from imposing a fee or other reimbursement for any costs incurred for police, fire or other emergency services in response to a motor vehicle accident

Mr. Boynton noted that # 3(l)(2) is being pulled as CS/CS/HB22 as been signed into law. There was Commission consensus to modify the letter to express the Commission's displeasure at this law being passed. Commissioner Myers moved to pass all remaining items on consent as presented. Commissioner Kitchens seconded the motion, which passed unopposed. Commissioner Brown asked for an explanation of Item 3(g), the item approving an RFP for hearing officer services.

Police Chief Getchell said this is for the Red Light Enforcement Program. The hearing officer is one of two options to hear appeals on any citation. The other option is to take them to the Code Enforcement Board. Their recommendation was not to burden citizen volunteers with these appeals. This officer will hear appeals from anyone who believes they don't deserve this citation. They don't believe services will exceed once every two or three months. As the City does additional intersections, that number may increase. Other cities and counties say roughly 1% of those receiving citations go through the appeals process. The hearing officer functions as a judge, but is not a judge; however, he/she can adjudicate and levy fines.

4. **PRESENTATION OF AUDIT/COMPREHENSIVE ANNUAL FINANCIAL REPORT F/Y 2007/08**  
 – Request to Approve and Accept – Tina Robinson, Davis Monk & Co, Auditors, said each member of the Commission received a separate letter in their packet, which comes as a result of the new Statement of Auditing Standards #114, which requires documentation and certain communications be made directly with those charged with government. It notes management's responsibilities and the scope and findings of the audit, and that it was performed under professional standards.

Mrs. Robinson said, for disclosure, the City implemented a new accounting standard regarding repayment of debt and pension disclosures. There was no material uncorrected as a result of the audit; the material statements that were corrected related to certain loan documents. There was no difficulty in obtaining material needed for this audit. As noted, the City has six major funds. Information on those six major funds and balance sheets can be found throughout the document. TIF funds expended this year were well within budgeted amounts. Expenditures of the General Fund were made within the approved budget. There was an increase in the Fund balance of around \$323,000 with an unreserved ending fund balance of around \$2 million. The Golf Course enterprise fund took out a revenue note, which was used mostly to pay off advances from the General Fund and other smaller debts. That fund incurred a net loss of \$225,000 for the year. They have unrestricted deficit of \$37,000. This year, as in prior years, the City took important steps to improve the condition of that Fund, which is headed in a positive direction. The Water Utilities fund took out an additional \$6.9 million loan for the water plant project, while anticipating a grant to pay a substantial amount of this loan, and incurred debt through a DEP revolving loan for the new water plant. The Airport Fund received several grants totaling around \$500,000 and took out revenue notes, which mostly went to improvements to taxiways, T-hangars and a new terminal building. Sanitation had very little change from the prior year, but had a slight decrease of around \$20,000. Overall, governmental activities increased

by \$980,000 and overall business activities increased by \$5.3 million, mostly related to grants and capital improvement items. The City spent \$6.5 million federal dollars and \$1.3 million in state money. Of that, major grant programs were the DEP Wastewater Reuse grant and EPA Drinking Water State Revolving grants. There were no material grant compliance or internal control issues found; however, they made a recommendation regarding incorporating certain Federal certification requirements into contracts. Regarding internal control over financial reporting, they reported the same condition as last year regarding material adjustments necessary to present financial statements in accordance with generally accepted accounting principles, which was the result of a new standard starting last year, the Statement on Auditing Standards 112. In summary, the City received an unqualified or clean opinion on each of the major funds, and remaining non-major funds, and they saw no material non-compliance in regards to financial statements. This is found on Page 112, Summary and Findings of Auditing Results, and on page 1 of the report.

Commissioner Myers asked if they had responded to the Management Letter. Ms. Robinson said they have responded; the response is found on the next to the last page; they responded to conditions 08-1 and 08-2. There were two recommendations set forth. The city's response is addressed to the Auditor General for the State. Commissioner Myers noted Mrs. Williams' response, and said those recommendations were not really material in his opinion. Commissioner Kitchens said it was well done; she read it completely through, and was pleased to see the City was again recommended for an Award for Financial Excellence in Financial Reporting. Commissioner Brown thanked Mrs. Williams and her staff and Mr. Boynton for their thoroughness.

John Rowe, Davis Monk & Co., Auditors, said the City has received financial accounting awards for the past 16 years. He complimented the City on its professionalism and staff. Mayor Flagg said the partnership between the City and Davis, Monk & Company is professional and proper, and it says a lot about the investment and the Finance Director; they are pleased with her and her team. Commissioner Norwood moved to accept the Comprehensive Annual Financial Report. Commissioner Kitchens seconded the motion. A roll-call vote was requested and taken, with all voting in the affirmative.

5. **ORDINANCE – 2104 Husson Avenue** – Planning Board recommendation to Rezone from County R 1-A (single family residential district) to City R 1-A (single family residential district) – Yvonne Van Der Lee, Applicant – 2<sup>nd</sup> Reading, Adopt – 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 PROPERTY IN SECTION 13, TOWNSHIP 10 SOUTH, RANGE 26 EAST; REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Myers moved to adopt the ordinance on 2<sup>nd</sup> reading. Commissioner Kitchens seconded the motion. A roll-call vote was taken with the following results: Commissioner Kitchens, Myers, Norwood, Brown and Flagg, yes. Nays; none. Ordinance No. 09-21 was declared adopted.
  
6. **ORDINANCE – 105 Williams Street** – Planning Board recommendation to Annex, Amend the Future Land Use Designation from County Urban Service to City Low Density Residential and Rezone from County R 1-A (single family residential) to City R 1-A (single family residential) – Robert and Janet Walker, Applicant – 2<sup>nd</sup> Reading, Adopt – 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 PROPERTY IN SECTION 1, TOWNSHIP 10 SOUTH, RANGE 26 EAST; REPEALING ANY ORDINANC EIN CONFLICT HEREWITH; AND PROVIDING AN

EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance on 2<sup>nd</sup> reading. Commissioner Brown seconded the motion. A roll-call vote was taken with the following results: Commissioner Norwood, Brown, Kitchens, Myers and Flagg, yes; Nays; none. Ordinance No. 09-22 was declared adopted.

7. **ORDINANCE – 114 Tanner Terrace** – Planning Board recommendation to Annex, Amend the Future Land Use Designation from County Urban Service to City Low Density Residential and Rezone from County R-1A to City R-1 – Lois Darlene Laibl Crowe, Applicant – 2<sup>nd</sup> Reading, Adopt – 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 PROPERTY IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST; REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens moved to adopt the ordinance on 2<sup>nd</sup> reading. Commissioner Brown seconded the motion. A roll-call vote was taken with the following results; Commissioner Kitchens, Brown, Myers, Norwood and Flagg, yes. Nays, none. Ordinance No. 09-23 was declared adopted.
8. **ORDINANCE – 909 N. State Rd. 19** – Planning Board recommendation to Annex, Amend the Future Land Use Map (Small Scale) from County Commercial to City Commercial and Rezone from County C-2 (Commercial II) to City C-2 (Intensive Commercial for approximately .75 of an acre – Lawrence J. and Susan A. Masters, Applicant – 2<sup>nd</sup> Reading, Adopt – 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 PROPERTY IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST; REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Myers moved to adopt the ordinance on 2<sup>nd</sup> reading. Commissioner Kitchens seconded the motion. A roll-call vote was taken with the following results; Commissioner Myers, Kitchens, Norwood, Brown and Flagg, yes. Nays, none. Ordinance No. 09-24 was declared adopted.
9. **ORDINANCE** amending the Historic Preservation Board membership provision to remove restrictions on the alternate member appointment – 2<sup>nd</sup> Reading, Adopt – The clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA BY REVISING SECTION 54-76(d), REMOVING RESTRICTIONS FOR THE ALTERNATE MEMBER QUALIFICATIONS FOR APPOINTMENT TO THE HISTORIC PRESERVATION BOARD; AND PROVIDING AN EFFECTIVE DATE. Mayor Flagg noted there were letters submitted from the North and South Historic Districts and asked they be read into the record.

Jim Lee noted this is a second reading of an ordinance removing the residency requirement for the one alternate position. Staff's recommendation to approve this ordinance is based upon consistency. No other position requires residency. He read off the seven full-time positions and qualifications for each. Mr. Lee said five of the seven current members are property owners in the historic districts. This is consistent with commission action in the past. He has discussed this with the City Manager and City Attorney, and would like to bring another ordinance to the Commission in July to insert language stating that whenever possible, North and/or South Historic District property owners be appointed. This ordinance can be advertised and brought for first reading in July. His recommendation is to adopt this ordinance based upon consistency, and to further adopt the recommended ordinance revision in July to give preference to property owners in the North and South historic districts. He also included a letter from Ms. Christy Sanford in their package (filed) in opposition to the passage of the ordinance. The Clerk read a letter, which was undated but received today at City Hall, from

Christy Sanford, President, South Historic District Neighborhood Association, and John Vogt, President, North Historic District Association, in opposition to the passage of the ordinance, into the record (filed).

Christy Sanford, 312 Dodge Street, said they brought this matter to the Neighborhood Associations and she was not advocating a position. Her neighborhood association strongly believes they should have a representative from the neighborhood. This is about people with a strong interest in their properties. They would like to be notified about these openings and they will provide applicants. They provided two applicants in the past two weeks.

Commissioner Kitchens said there are 195 property owners representing 257 different parcels in the South Historic District. She asked how many property owners attend these meetings. Ms. Sanford said they do not require quorums; everyone is invited to attend. They get new members every day due to a new program they've instituted. The owners of the nine houses that are being painted are required to be new members. Commissioner Kitchens asked how many people were present at this vote. Ms. Sanford said they don't require a quorum. She does not have that number. Commissioner Kitchens said she believes it is totally unfair and biased that only the alternate has to be a city resident. She has no objection to the proposed change, but there are two other districts proposing to form historic districts, and they should amend that proposed language to just read 'historic districts' and not specify what historic districts. Mr. Holmes said it should read, "designated historic districts." Commissioner Kitchens said she is pleased to see that people have come forward to serve on boards and hopes they continue to do that. She believes they should make this change because only the alternate is required to be a city resident. Commissioner Brown said they have a problem with keeping boards staffed and with quorums. They have always shown preference to city residents when making appointments to boards, and staff is well aware of that preference. She would like to leave the proposed ordinance as is. Giving preference to city residents should be sufficient. Commissioner Myers said, while preference should be given to the letter, he has looked at the requirements for appointment, and there are two seats where the requirement is to be a property owner in the respective districts; this does not state they have to be a resident. To be consistent, he supports the change with the caveat that the preference amendment is passed at a later date. They will always give preference to a resident.

Commissioner Norwood said he understands the requirement is being removed for the alternate, which is not an actual seated board member unless someone is absent. The members of this board won't always live in those districts, but those districts should be represented. Rather than just changing the ordinance, they should make sure they can get applicants to step up and volunteer. He was told at the last meeting they advertised this position, but no one stepped up at that time. They need to change ordinances for the right reasons, not to keep certain individuals on certain boards.

Commissioner Kitchens moved to adopt the ordinance on 2<sup>nd</sup> reading as read. Commissioner Myers seconded the motion. A roll-call vote was taken with the following results: Commissioner Kitchens, Myers, Norwood, Brown and Flag; yes. Nays; none. The ordinance was declared adopted.

10. **NEIGHBORHOOD GARDENS** – Discussion & Request for authorization to hold community meeting - Vice Mayor Brown said she brought this to the attention of the Commission several months ago. Neighborhood Gardens will help to feed people during these tough economic times. People are losing jobs and retirement funds; this economy has put a burden on people. There are a number of vacant lots not being used to grow anything but weeds. She'd like permission to hold a town meeting to determine whether the community would be interested in

this program or if someone with properly zoned property would donate property for this purpose. The County has also taken this up as a stimulus for the County. They are working with a large plot of land. She is looking more at smaller gardens, which can be easily worked. Several churches and ministers have expressed an interest in this. The Boy Scouts can participate. She'd like to hold a planning meeting to determine how to get started. Elderly folks and youth can participate equally in this. These gardens should be within walking distance of the citizens they serve. The County is in concert with this. She spoke to Beasley Middle School about utilizing their tomato plant give-away program for this.

Mayor Flagg asked if the middle or high schools have an agricultural land area that can pilot this program. This would already have infrastructure in place. Commissioner Kitchens said the high school has an FHA program and 4-H can also get involved. Commissioner Brown said Rev. Demps has said there is an area around their retention pond that can be used for this. She has also spoken to a gentleman about a fish farm, or "aquaculture" and this should be explored. This will feed people a meal. She'd like to choose a date and time to hold a meeting at Price Martin center. Mayor Flagg asked if they can each name an individual to serve on a committee to discuss this with her and set some parameters prior to the meeting. Commissioner Brown said that is fine, as long as they move forward. She has spoken to the Dept. of Agriculture about this. UF and FAMU both have programs that can help with this. She just wants to get started. Once they grow it, it can be distributed by church volunteers. Mayor Flagg said this concept seems to be evolving statewide. They need parameters and guidelines and do not need to reinvent the wheel. Commissioner Myers said a good resource would be the UF Extension Center. Edsel Redden is an expert on Aquaculture. Commissioner Brown asked if he would get in touch with Mr. Redden and have him contact her.

Commissioner Kitchens said they should donate leftover food to organizations that hand out food to poor people. At the old City Waterworks, senior citizens had a large garden there; it was very nice. It is no longer there. This program works. Commissioner Norwood said they have a lot of available resources for this project. Commissioner Brown said this will pull people into Palatka for tours. Commissioner Brown said they can look at suitable properties prior to the meeting. Mayor Flagg asked the Clerk to look at proposed dates and have that on the agenda for the next meeting, so the meeting date can be set. Mayor Flagg said each commissioner can suggest someone to appoint to a steering committee, and give that name to the City Manager. Commissioner Kitchens moved to authorize Commissioner Brown to move forward and contact the appropriate people and programs, to direct the Clerk to set a meeting date, and for each member of the Commission to nominate one person for the Steering Committee and to provide the City Manager with the nominee's name and contact information. Commissioner Myers seconded the motion, which passed unopposed. Commissioner Brown asked the City Manager to call Beasley to determine if the tomato plants had been set aside for this.

#### 11. **ADMINISTRATIVE REPORTS**

Planning Director Jim Lee said four members of the Palatka Historic Preservation Board are present at tonight's meeting, including the newest member, Tom Pelikan. With these appointments, the City now has a full Board.

Mr. Lee said the Holiday Inn Express building permit was pulled today. They look forward to moving ahead with that project.

#### 12. **COMMISSIONER COMMENTS**

Mayor Flagg thanked the members of Historic Preservation Board for their contribution .

Commissioner Kitchens said if she had her way, no city board would consist of anything but city residents. With this Board, this is not the case. Some boards' membership requirements are set by State Statute and there is no choice in the matter. Appointing residents is her preference; one person should not be punished when others are not required to be residents.

Commissioner Myers said he concurs with Commissioner Kitchens and hopes the Commission will give preference to city residents.

Commissioner Myers said the National Night Out program is very important; the City and Commission need to get behind it and show support for it.

Commissioner Brown said she hopes the local media will work with the City to get the work out on the Community Gardens program.

13. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 7:45 p.m. upon a motion by Commissioner Kitchens.

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