

MINUTES
CITY OF PALATKA
September 23, 2010

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 23rd day of September, 2010.

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

Also Present: City Manager Elwin C. Boynton, Jr.; City Clerk Betsy Jordan Driggers; Finance Director Matthew Reynolds; Police Chief Gary Getchell; Fire Chief Mike Lambert; Building & Zoning Administrator Debbie Banks;

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

INVOCATION – The Reverend Sheila McCoy, God’s Manna Ministries

PLEDGE OF ALLEGIANCE – Erma Boyd Hines

APPROVAL OF MINUTES – 9/9/10 – Commissioner Norwood moved to adopt the minutes as read. Commissioner Kitchens seconded the motion, which passed unopposed.

1. **PUBLIC RECOGNITION/PRESENTATIONS:**

MOMENT OF SILENCE - Mayor Flagg noted the passing of Nick Florentine, a member of the Airport Advisory Board; Gene Garrett, former Water & Sewer Superintendent, and Edward L. Chandler, father of Ed Chandler, Streets & Superintendent Supervisor

PROCLAMATION – Fire Prevention Week – October 3 – 9, 2010 – Fire Marshal Mark Lynady and members of the Palatka Fire Department were present to accept the proclamation, read and issued by Mayor Flagg. Fire Marshal Lynady said most home fire injuries and deaths were due to non-working smoke detectors, and urged everyone to change their smoke detector batteries when they begin to chirp and when daylight savings time changes twice per year. The Fire Department gives out free smoke detectors to residents. He gave special recognition to Lafarge Gypsum, The Bingo Palace and other businesses who donate money to help the Palatka Fire Department purchase fire prevention tools.

PROCLAMATION – Domestic Violence Awareness Month – October, 2010 – Lee Conlee House Executive Director Cara Taylor-Swift and members of the LCH Board of Directors were present to accept the Proclamation. Mrs. Taylor-Swift said the theme for Putnam County is “Make Domestic Violence Your Business” and urged everyone to get actively involved in reporting or discouraging violence and disrespect towards women. She noted Putnam County is consistently ranked in the top two counties in Florida for instances of domestic violence per capita.

PROCLAMATION – Central Academy Homecoming Weekend – October 8 – 10, 2010 – Dothea Smith, Erma Boyd Hines and various members of Historic Central Academy graduating classes were on hand to accept the proclamation, which was read and issued by Mayor Flagg, himself an alumnus. Sister Sheila McCoy said the call is going out to the community, State and Nation to help restore the historic Central Academy building, a historical building.

STUDENT OF THE MONTH – September, 2010 – Commissioner Kitchens joined Mayor Flagg in presenting the following students with certificates recognizing academic excellence, leadership, citizenship and attendance at their respective schools:

Everett Neely	Beasley Middle School
Trinity Valdes	Browning Pearce Elementary School
Aaliyah Nelson	Children’s Reading Center Charter School
Timothy Spell	E.H. Miller School
Courtney Edenfield	James A. Long Elementary School
Darien Greene	Jenkins Middle School
Jacob Rivers	Kelley Smith Elementary School
Deontae Roberts	Mellon Elementary School
Al’Kerria Ford	Moseley Elementary School
Ricky Gibbs	Palatka High School
Thomas Pierce	Peniel Baptist Academy

2. **PUBLIC COMMENTS –** Chris Smoot, 922 St. Johns Ave., extended an invitation to everyone to attend “A League of Extraordinary Games” put on by The Computer Rx & Pizza Boyz. The first will be on October 2nd at 7:00 p.m. There will be video games and a representative of Lee Conlee House Domestic Violence Center will speak about domestic violence. He requests someone attend and speak about getting involved with local government.

3. **CONSENT AGENDA:**
 - a. **Transfer ownership of unclaimed property (one (1) Toshiba 32” flat screen television, valued at approximately \$750.00) to State Attorney’s Office** as payment for work done on forfeiture cases, per Police Chief’s recommendation
 - b. **Approve Budget Amendments & Transfers for F/Y 2009-2010 –** Finance Director
 - c. **Issue Permit to exceed noise levels established by Chapter 30, Palatka Code of Ordinances to Alex Altman** for an outdoor concert to be held in the parking lot of Dr. Monahan/PizzaBoyz businesses in the 900 Block of St. Johns Avenue on October 9, 2010 from 3:00 p.m. until 8:00 p.m., 2010, per Special Events Coordinator
 - d. **Issue Permit to exceed noise levels established by Chapter 30, Palatka Code of Ordinances to Keep Putnam Beautiful** for Artoberfest/Home & Garden Show at the Palatka Riverfront Park, per Special Events Coordinator, for the following dates:

Friday, Oct. 1	12:00 noon to 5:00 pm.
Saturday, Oct. 2	1:00 p.m. to 5:00 p.m.
 - e. **Authorize execution of Amendment #11 to FDEP SRF #DW5419-010 Loan/Grant** to provide an additional \$660,442 Loan for the Water Treatment Plant Upgrades Project
 - f. **Authorize acceptance and execution of DCA CDBG Agreement #11DB-L4-04-64-02-C02** in the amount of \$750,000 for Downtown Parking & Streetscaping Improvements Project

g. Accept Resignation of Kenny Downs from Code Enforcement Board effective September 10, 2010.

Commissioner Kitchens requested items 3(c), (d), (f) & (g) be pulled for discussion. Commissioner Kitchens moved to pass items 3 (a), (b) & (e) on consent as presented. Commissioner Norwood seconded the motion, which passed unopposed.

3(c). **Issue Permit to exceed noise levels established by Chapter 30, Palatka Code of Ordinances to Alex Altman** for an outdoor concert to be held in the parking lot of Dr. Monahan/Pizza Boyz business in the 900 Block of St. Johns Ave. on October 9, 2010 from 3:00 p.m. until 8:00 p.m., 2010, per Special Events Coordinator; and

3(d). **Issue Permit to exceed noise levels established by Chapter 30, Palatka Code of Ordinances to Keep Putnam Beautiful** for Artoberfest/Home & Garden Show at the Palatka Riverfront Park, per Special Events Coordinator, for the following dates:

Friday, Oct. 1	12:00 noon to 5:00 pm.
Saturday, Oct. 2	1:00 p.m. to 5:00 p.m.

Commissioner Kitchens stated her concerns with these have been alleviated; she will address items (c) and (d) jointly. Initially when she received her agenda packet there were no signatures on the applications indicating approval by the City. Mr. Altman had signed as the representative for event organizer for his application. On the Artoberfest application there were no signatures at all. She later received signed copies of both. She has been assured that in the future they will receive signature copies in their packets. Commissioner Kitchens noted she was concerned about the noise levels, but Mr. Smoot has assured her if she can hear them she can call his cell phone number, which he has given her.

Commissioner Myers moved to approve Consent Items 3(c) & 3(d) as presented. Commissioner Kitchens seconded the motion, which passed unopposed.

3(f). **Authorize acceptance and execution of DCA CDBG Agreement #11DB-L4-04-64-02-C02** in the amount of \$750,000 for Downtown Parking & Streetscaping Improvements Project – Commissioner Kitchens asked Mr. Boynton to explain what this is item, for the record. Mr. Boynton stated the project grant money would be used on the riverfront and in the Central Business District through 4th St. to improve the streetscaping and parking for the 100 Block and in the 200 & 300 blocks of Downtown Palatka between Reid St. & St. Johns Avenue. This will also make improvements to 2nd St. from Reid St. to St. Johns Avenue, on St. Johns Avenue from 2nd St. to the River, and on Memorial Parkway back to Reid Street. Commissioner Kitchens moved to approve Consent Item 3(f) as presented. Commissioner Myers seconded the motion, which passed unopposed.

3(g). **Accept Resignation of Kenny Downs from Code Enforcement Board** effective September 10, 2010 – Mayor Flagg said the Commission should also write a letter to Mr. Downs expressing appreciation for his many years of service and sincere regret for his resignation. Commissioner Kitchens expressed verbal thanks to Mr. Downs for all the years of service he gave the City as Chairman of the Code Enforcement Board, and for all the things he has done for the City. Mayor Flagg stated Mr. Downs is entitled to and deserves the recognition for his years of dedication. Commissioner Myers moved to approve consent item (g) as presented, with regrets. Commissioner Norwood seconded the motion, which passed unopposed.

4. PUBLIC HEARING – TRIM Calendar - Tentative Budget and Proposed Millage Rate (8.65)

LEVY ORDINANCE #10-26 for 2010/11 Budget year – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE LEVYING TAXES FOR THE YEAR 2010 TO RAISE THE NECESSARY REVENUE TO DEFRAY THE EXPENSES OF THE CITY OF PALATKA FOR THE FISCAL YEAR 2010 – 2011 in its entirety. City Manager Boynton noted his proposed balanced

budget, which has been on file in the Clerk's office for public inspection, is based upon the actual proposed millage rate of 8.65, which represents a 1.44% decrease in the rolled back rate. Commissioner Norwood moved to pass the ordinance on seconding reading as read. Commissioner Kitchens seconded the motion. There being no further discussion a roll-call vote was taken, with the following results: Commissioner Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The ordinance was declared passed and adopted.

APPROPRIATION ORDINANCE # 10-27 for 2010/11 Budget year – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, MAKING AN APPROPRIATION OF MONIES FOR THE OPERATING EXPENSES OF THE CITY OF PALATKA FOR GENERAL ADMINISTRATION OF THE SEVERAL GOVERNMENTAL DEPARTMENTS OF THE CITY, AND FOR CONTRIBUTING TO THE SEVERAL SINKING FUNDS OF THE CITY TO PAY INTEREST ON AND PROVIDE FOR THE RETIREMENT OF THE OUTSTANDING BONDS AND OTHER FIXED OBLIGATIONS OF THE CITY, AND FOR PALATKA GAS AUTHORITY, FOR AND DURING THE FISCAL YEAR A.D. 2010–11. Commissioner Norwood moved to pass the ordinance on second reading as read. Commissioner Kitchens seconded the motion. There being no further discussion a roll-call vote was taken, with the following results: Commissioner Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The ordinance was declared passed and adopted.

5. **RESOLUTION** authorizing the Mayor and City Clerk to execute and attest a State of Florida Energy and Climate Commission Grant not to exceed \$1,240,000.00 – Adopt – The Clerk read a resolution entitled A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST A STATE OF FLORIDA ENERGY AND CLIMATE COMMISSION GRANT TO RETROFIT CITY-OWNED BUILDINGS, DOWNTOWN PALATKA STREET LIGHTING, WWTP SURFACE AERATION MOTORS AND DEVELOP & IMPLEMENT AND ENERGY EFFICIENCY AND CONSERVATION STRATEGY FOR THE CITY OF PALATKA. Commissioner Myers moved to adopt the resolution as read. Commissioner Norwood seconded the motion. There being no further discussion a roll-call vote was taken, with the following results: Commissioner Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. Resolution 8-77 was declared adopted.
6. **ORDINANCE** Rezoning 100 Underwood Drive from Putnam County R-1A to City of Palatka R-1A – Virginia C. McColm, owner/petitioner – 2nd 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; FROM COUNTY R-1A (SINGLE-FAMILY RESIDENTIAL) TO CITY R-1A (SINGLE-FAMILY RESIDENTIAL); REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance as read. Commissioner Kitchens seconded the motion. A roll call vote was taken with the following results: Commissioners Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. Ordinance 10-28 was declared adopted.
7. **REQUEST ACTION** to set a date for first reading on proposed Final Draft of an Ordinance amending the Code of Ordinances, Section 50, Special Events – Mayor Flagg said this issue was on the agenda last year, but since there has been a time lapse, they need to understand whether there have been further changes to submit. Jeff Norton, Special Events Coordinator, said there will be changes to the draft that was discussed, mainly to the fee schedule. It will likely be ready for first reading in December. They can get it to the Commission around the end of October or beginning of November, with a first reading December 9th. Mayor Flagg noted by consensus the first reading will take place December 9. There may be multiple meetings necessary for revision and discussion. Mr. Norton said there will be a workshop scheduled for the Commission and department heads, and everyone in attendance will have a clean copy of the proposed ordinance.

8. **ADMINISTRATIVE REPORTS**

HALLOWEEN TRICK-OR-TREAT DATE/TIME – Mayor Flagg noted there are multiple organizations in the community that will be holding Halloween events. Police Chief Getchell said there are several events on Saturday, October 30, including a Halloween parade and a large Halloween event downtown on Saturday night being organized between five different churches. He has requested input from Putnam County and the Hospital regarding this, but has not heard back from either. It is his recommendation to set the date for Saturday, October 30 as he will already be fully staffed for these large events and it will be easier from a public safety perspective. Otherwise he will have to staff both Saturday night and Sunday night. Following discussion, Commissioner Kitchens moved to set Halloween Trick-or-Treat on Saturday, October 30 from 6:00 p.m. until 8:00 p.m. Commissioner Norwood seconded the motion, which passed unopposed. Mayor Flagg asked that Putnam County BOCC be notified of this action.

SAFETY LUNCHEON - The Clerk noted the Annual City Safety Luncheon is scheduled for Friday, October 1 from 11:30 to 1:30 at the Palatka Golf Club.

PHS HOMECOMING Mayor Flagg noted Palatka High School Homecoming is scheduled for tomorrow.

CITY MANAGER'S REPORT – Mr. Boynton said the coming months will be busy with grant work, based upon the grants approved this evening.

9. **COMMISSIONER COMMENTS**

Commissioner Norwood thanked City Staff and Golf Course Management & staff for the preparation work done in organizing the September NEFLC Dinner Meeting at the Palatka Golf Club, which was a marvelous event. He noted the condition of the grounds and clubhouse had greatly improved.

Commissioner Myers concurred with Commissioner Norwood's comments and thanked City and Golf Course Staff for their work, and noted special thanks to City Clerk Betsy Driggers for the time she spent planning and organizing the event.

Mayor Flagg and Commissioner Kitchens concurred on prior comments.

10. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 7:12 p.m. upon a motion by Commissioner Myers, seconded 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