

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 June 24, 2010

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 24th day of June, 2010.

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

Also Present: City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Finance Director Matt Reynolds; Police Chief Gary Getchell; Fire Chief Mike Lambert; Building & Zoning Administrator Debbie Banks, Golf Pro Mike "Spanky" Aaron

CALL TO ORDER – Mayor Flagg called the meeting to order at 6:15 p.m.

INVOCATION – The Reverend Ben Tippet, Founding Pastor, Victory Christian Fellowship

PLEDGE OF ALLEGIANCE – Don Holmes, Esquire

APPROVAL OF MINUTES – 6/10/10 – Commissioner Brown moved to adopt the minutes as read. Commissioner Kitchens seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS:

PROCLAMATION – Designation of Kathy Cantwell Trails Hub – The City of Palatka joined Putnam County BOCC, Sandy Kokernoot and Shann Purinton of the Water Works Committee, Claude Brown of the Putnam Land Conservancy and Karen Ahlers of the Putnam County Environmental Council to present a proclamation designating the Trails Center at the Old Water Works Museum as the Kathy Cantwell Trails Hub. The proclamation, read by Mayor Flagg, was accepted by Mike Stallings on behalf of Kathy Cantwell, who was unable to attend due to illness. Mr. Stallings noted Kathy has advanced Brain Cancer and won't be with us much longer. He said he was honored to accept the award on her behalf, and if she were here, she'd say "always seize the moment – donate to Putnam Land Conservancy." Even in her final days, she still puts forth her message. She has held the Putnam Land Conservancy together and is their "heart and soul."

2. PUBLIC COMMENTS

Ruth Burke, 510 Mulholland Park, said she'd like to dispute the CRA recommendation made at their 6/10 meeting regarding her request to reimburse her expenses for Code Compliance at the James Hotel. The citation she received clearly states she had 30 days to comply with their order. After that she could have received two 15-day extensions. This would be a lien on her

property. No one stopped this. The City could impose a fine of up to \$250 a day until the violation was corrected. It was said at the CRA meeting that she could have had up to a year. She distributed her letter of dispute, which she read into the record (filed). She wants to dispute the findings that the TIF funds couldn't be used to remedy a code violation. Year after year the downtown property owners put money into the TIF fund, which is to be used for the redevelopment of the downtown business corridor and erase existing blight. Recently the CRA and Palatka Main Street Inc. announced the availability of TIF funds for commercial buildings to address code compliance related to the promotion of private sector real estate for the revitalization of the downtown business district. Yet, code compliance must be resolved within 30 days. It is shameful that this prohibits property owners from accessing these funds they have paid into. She didn't know there was a façade grant, even though there was a legal advertisement. Usually notices of façade grants hit the front or second page of the newspaper. She doesn't look at the legal ads. She expects to hear from a representative of the Commission. She provided them her phone number.

Roxanne Weeks, 501 S. 17th Street, said she wanted to address the commission regarding the closing of the election process. All ran unopposed. This means the City is still running with the same crew in the coming years. She doesn't feel this commission has addressed public issues in a proper light and manner. She questions the interests they have on behalf of the citizens. She tried to speak about the patrol car issue on the night the award was made. She met with the City Manager regarding the bid award and he agreed with her. The bid went to Beck, which was the highest bidder. This cost the taxpayers thousands of dollars. Mr. Vickers also tried to address the Commission on this. He was told they took the lowest bidder. They did not. In the article published quoting Chief Getchell, he said by extending the car lease from 3 to 5 years, he said he'd save money, which was not accurate. The City Manager signed the contract taking the cars from the highest bidder. Mayor Flagg said if she brings facts to the Commission, the Commission will take whatever action is appropriate to investigate. She said she was not allowed to speak. Mayor Flagg said that is not accurate. She said she brought the paperwork with her that night. Mayor Flagg said if she brings forth her facts, and they deem it needs to be appropriate they will investigate it. If they find she has an ulterior motive for her complaints, they will not. Mrs. Weeks said she gave the City Manger the paperwork and he agreed it was improper. He signed the contract anyway.

Mrs. Weeks said when it comes time to address Consent Item 3(a) concerning the purchase of motorcycles, she'd like to do so.

3. **CONSENT AGENDA:**

- a. **Authorize expenditure of Law Enforcement Trust Funds in the amount of \$49,302.00** for the purchase of traffic unit equipment and training, \$34,500.00 of which will be used to purchase 2 motorcycles at Florida Sheriffs' Bid Award price (\$17,250.00 each), per Police Chief's recommendation
- b. **Declare as Police Dept. Surplus for disposition** at auction one (1) 1993 Lincoln Continental (acquired as forfeiture item) per recommendation of Police Chief
- c. **Recommend Reappointment of Ruth E. Benjamin and Sara D. Pines** to the Putnam County Library Board for a three year term to expire June, 2013 (incumbents – sole applicants)
- d. **Appoint Palatka Historic Preservation Board Members as follows:**
 1. **Reappoint Robert C. Goodwin as member with Architectural Experience and Roberta Correa as S. Historic District Property Owner** to the Palatka Historic Preservation Board for three-year terms to expire June, 2013 (incumbents – sole applicants)

- 2. Appoint Elizabeth Van Rensburg to the Palatka Historic Preservation Board** as N. Historic District Property Owner Rep for a three-year term to expire June, 2013 (sole applicant)

Mayor Flagg noted 3(a) will be pulled for discussion. Commissioners moved to pass all items on consent, with the exception of Item 3(a), as recommended. Commissioner Kitchens seconded the motion, which passed unopposed. Mayor Flagg recognized those citizens present who were being appointed or reappointed to boards for their service. They stood for recognition.

- 3(a). Authorize expenditure of Law Enforcement Trust Funds in the amount of \$49,302.00** for the purchase of traffic unit equipment and training, \$34,500.00 of which will be used to purchase 2 motorcycles at Florida Sheriffs' Bid Award price (\$17,250.00 each), per Police Chief's recommendation. Roxanne Weeks directed their attention to Page 2 of Chief Getchell's memo, where he itemized the memorandum, where he listed the price of Road King as \$17,550. The total price is actually \$17,250. The used police equipment coming from Ft. Lauderdale is actually a good deal. Chief Getchell lists his total as \$49,302, but it is actually \$49,190.00, which is an overage of \$112.00. This, with the overage of \$300 per bike, is a total of \$712, making the correct total of \$48,590.00. Also, she questions the cost of uniforms of \$3,569.00 for two officers. She contacted St. Johns County SO and received their quote for uniforms and related items, and quoted their issue price of two complete uniforms per officer. Chief Getchell itemized the helmets, which is not included in the St. Johns County price. Their total outfit per man is \$1,048, or \$2,096. She questions why he has a higher figure quoted. Mayor Flagg said it is very apparent Mrs. Weeks has an issue with the Police Chief, as she will not refer to him as Chief Getchell. Mayor Flagg noted there is a very competent Finance Director and he will verify those figures before making payment. He asked Mrs. Weeks to take this up with Mr. Reynolds. He noted the intent of the motion is subject to the clarification of the prices by the Finance Director.

Commissioner Brown asked Chief Getchell to talk about the advantages of this program. Police Chief Gary Getchell said he is using the same staff they currently employ. The number of traffic related calls for service they receive justifies this unit. At any given day the #1 type of calls he receives are traffic related. They feel this is a good decision for the City. The motorcycles give them a lot more flexibility of service. Motorcycles can get through traffic more quickly and are more visible. Commissioner Brown asked if it will create more tickets. Chief Getchell said it likely will. Commissioner Brown said they don't want Palatka to become a speed trap. Chief Getchell said this will be directed traffic enforcement; they will respond to citizen complaints and accident sites. If people run red lights, people will get tickets for that. This is directed traffic enforcement. People ask him what he's going to do about speeders and people who run red lights. This will help enforce traffic rules. Commissioner Brown said she wants an image for Palatka of a place where people want to come. Chief Getchell said he understands this; this is a tool box for his officers, which includes several options for people who commit traffic infractions. A ticket is one of those tools. Many times they give out written warnings. Commissioner Kitchens said this is a good idea and will save lives. She asked what percentage of accidents are caused by traffic violations. Chief Getchell said all accidents are caused by traffic infractions; someone will receive a ticket. Commissioner Kitchens said this will create a safer environment for visitors and citizens. Commissioner Myers said the Police Dept. under Chief Getchell does a commendable job of enforcing laws. They are a nation of laws. If people don't want a speeding ticket they shouldn't speed. If they don't want a ticket for running red lights, they shouldn't run red lights. There being no further discussion, the question was called, the vote was taken and the motion passed unopposed.

4. **PRESENTATION** – Golf Course 90-Day Observation Report – Bobby Weed, BWGD–Palatka, Inc – Mr. Weed said this is a report on the first 90 days and their observations. First they will speak on the 90-day observation highlights; next they will speak on the PEO. Last they will speak on capital improvements. Ty Day will speak to the 90 day highlights.

Mr. Day said regarding revenue, they are at \$203,000 vs. \$202,000 a year ago. This is 8.4% over the market, according to performance benchmarking date. The market is down 8.4%. Broken down over March, April and May, they are above comparable golf course markets in N. Fla. The condition of the course has improved greatly over the last 90 days.

Mr. Weed said they've made great strides on the course condition, which has greatly improved. They've done comprehensive soil and water tests regarding the quality of the effluent used on the course. They used the results to develop a site specific fertilizing program. They are using less costly fertilizer that is just as good to save money. They've spent considerable time increasing the level of nitrogen. They've improved bare spots from the winter weather. They are making weekly and regular applications on all areas. They've incorporated a curative program instead of a preventative program for pesticides. They are targeting areas with a site specific utilization and saving money on chemicals. They are trying to improve the quality of the greens. They have made considerable strides in the greens transition; it will take about 2 seasons to get all their programs in place to see maximum results. They've used an off-site contractor to aerate the greens. They have a lot of work to do; they are making noticeable progress.

Mr. Day said they've implemented weekly staff meetings and take minutes of those meetings. They put weekly goals together during these meetings. They have improved communication among staff. One of the major keys put in place is benchmarking. Andrea has done an outstanding job of producing these reports. They are tracking the origination of their golfers. They collect dates and times of play, names, addresses and e-mails and put all that information into a statistical model. Today they can tell them the percentage and number of golfers coming from every zip code around. They are close to 100% of getting demographic information on customers. They've begun tracking maintenance records and training records on golf carts. This is the biggest expense of the course. This is imperative. There was no record keeping prior to this. They've implemented management staffing on weekends. Their biggest day is Saturday. Prior to now it was being operated by hourly employees but now managers are on staff during peak days and peak hours. The website is coming on line next month. They are building a library of professional photography so all can see changes to the course. They have implemented a projection report filled out by staff which allows them to forecast revenue expenses, track management and produce a financial statement at the end of the month. They produce this every 7 days now. This will allow budget projections. A point of sale system has been implemented which results in an estimated savings of around \$5,000. They were able to reduce the cost of use of credit cards. They are doing physical inventories to reduce costs and control internal expense. They have collected over 1,000 customers in a data base. For events like Blue Crab they haven't done simple marketing in the past, so are putting steps in place for that. They are very happy with the success they've had. There have been other successes.

Regarding a summary of staff positions, they need a dual general manager and head professional position directly accountable to Bobby Weed. They need a dual food and beverage manager/sales manager position. Everyone in business needs someone who can sell, and they don't have that. They need to form a dual assistant maintenance superintendent/mechanics position and restructure these positions to an incentive-based compensation package. They would like to establish a mechanism to supplement the maintenance staff with volunteer and college level interns.

As to the hiring of a PEO to handle all personnel related matters, Mr. Day said it is their recommendation to select Alpha Staff out of Tampa for this service. They are the 4th largest of these in the nation. This will give a professional approach for existing staff for all HR needs. The direct cost will result in \$44,000 reduction in cost. They looked for some precedent of a city privatizing an enterprise fund; this has been done in Fernandina Beach. The current economic times has forced them to look for every way to reduce expenses. This will help them meet their goals and save money.

Mr. Weed spoke regarding capital improvements. He said they were in Fernandina Beach this morning. They have 2 18-hole golf courses. Due to economic times, they've started reducing their staff because of the lack of revenue and growing expenses. They are looking at every way they can to cut costs. Everyone is looking more closely at their numbers. To speak to capital improvements, they have distributed a conceptual improvement plan. They have initiated some of those improvements as of last week, starting with the bunkers. They are using all city equipment to make these improvements, when available, coordinating this with the City Manger, and utilizing services of the inmate crew. This is working out quite well. They will be taking some of the grass out of the out-of play areas to further reduce maintenance costs. They will build new tees for juniors and high handicap players. They continue to look at all improvements in the past. They are looking at expanding putting greens. They have a PGA work day coming up soon. This shows a lot of good faith from the PGA and the community. They are intent on building a nursery for turf grass. They've done all the bunker work without purchasing a single item. This shows their commitment to frugality without giving up excellence.

Mayor Flagg thanked them for their innovative approach to the over-all improvements.

Ken Venables, P.O. Box 892, Palatka, said he is impressed with Mr. Weed's presentation. Their golf course should be marketed and filled to capacity every day. He has a concern with a move to replace certain employees who have worked there many years and have performed through policies set by the City Manger and Commission. He asked if current employees have been informed that they will need these skills and certifications. Mayor Flagg said they are in the process of building a successful model. Every effort will be made to make training available to individuals. They are not going to hand-shackle the organization they've hired to make this course successful. Mr. Venables said Mr. Weed stated these problems didn't happen overnight. The employees need an opportunity to bring themselves up to the Weed standard. He believes the banquet facility needs to be marketed. They need a sign in front of the pro shop noting the lunch specials available. Many people drive by there every day but there is nothing to tell them to stop and have lunch. Mr. Venables asked if Staff was ever encouraged to belong to the various professional associations available to develop a network of people and contacts to call on for aid with certain issues. These employees were operating in a vacuum. You have to network. Most of the City's department heads network within their profession. Mayor Flagg thanked him for coming and said he believes he is on target with his comments.

To address Mr. Venables' points, Mr. Day said as to current employees, they are dealing with facts. Based upon the job descriptions given to them by the City, the certifications were required but are not currently held. As to marketing, they would love to get to that point. They need to get the golf course in shape first. They have an opportunity to bring people to Palatka and create tourism. If they provide a not-so stellar experience, people won't come back. The foundation has to be laid first. They don't have the tools in place to do this. They've talked about putting signage out front. That is coming. The banquet space needs to be used more. Regarding staff operating in a vacuum, he can't address what's been done prior to their being brought on-board, but the certifications required by the City weren't obtained.

Mayor Flagg asked the Commission to address the report, with the exception of the PEO, which will be addressed separately.

Commissioner Kitchens asked if anyone in authority at the golf course has conducted a one-on-one meeting with staff members and outlined these issues. Mr. Day said a performance evaluation hasn't been completed. Their evaluation tonight is factual. It is not opinion. They've had site visits that were reported to the City Manager and notified employees in staff meetings of what they didn't have, what they needed to have completed, and what they were expected to have. Commissioner Kitchens said she heard there was a reference made by someone that it was their intention to replace the staff with better looking staff. Mr. Day said that was not said.

Commissioner Brown said she was interested in marketing. In September the City will host the NEFLC dinner meeting at the golf course. This will be an excellent opportunity to invite participants to have a golf game. They need to learn more about the town. Communication is the best way to do this. Mr. Weed needs to get to know the people who live here. She's spoken to golfers about their experience and it seems to be positive. She appreciates their bringing back the junior golf program. This is not a good time to be getting rid of employees. The people who work at the golf course have been loyal. They have gone without pay raises for three years, while insurance costs have gone up. There should be a way to retain them. If they understand what Mr. Weed wants, they will comply.

Commissioner Myers said when they partnered with the Weed Group they expected them to bring their expertise to this organization, and this was needed. This is what they are paying them to do. As a golfer, he appreciates the capital improvements they've noted. It is heartening to see the improvements. This is what they expected.

Commissioner Norwood said it is a thorough report and evaluation. He's glad the question was asked regarding certifications and requirements, and he's glad to hear the employees were told. He concurs with Commissioner Myers' comments. The members of the Bobby Weed group are professionals. The Commission knew they needed this evaluation and couldn't continue to do business the way they are doing it. BWDG was very creative in making the improvements that have been made. He likes that they are looking at the Golf Course as a business. This comes with making tough decisions. He doesn't want to see anyone lose their job. Sometimes you have to make tough decisions which people are not pleased with. Their goal is to get the golf course self-sustaining.

- 4(a).** Commission Consideration of Professional Employment Organization (PEO) for Staffing Options at Golf Course – Mayor Flagg said specific employees are not on trial. He asked Mr. Weed to start the discussion on the PEO, referring to page 36 of the BWDG report (filed). Mr. Day said there are two distinct issues there. One is the choice of the PEO. The other is the restructuring of the positions. The choice of the PEO is the first mechanism for the HR solution. By hiring Alpha Staff, through their accreditation, licensing and size, this will allow the opportunity of a savings for the City. This is their choice. Commissioner Norwood asked how they arrived at Alpha Staff. Mr. Day said they looked at 7 to 8 other companies. Some did fall under this classification. They whittled the choices down according to their criteria. If they do decide to take this opportunity, they want to make sure that the company they hire is one that will be here in the future; they want a top performer and one who will not go out of business tomorrow. They provide the most opportunity and programs. They have had golf course staffing experience, as did Oasis. It came down to a choice between those two. They are on a recommended list for golf courses. They did not seek out recommendations from other golf courses.

Mr. Holmes said he is wondering whether or not the Commission should adopt the concept of a PEO and if that is adopted, if they should seek RFPs on PEOs to be selected with Mr. Weeds' input. From a procedural and substantive perspective, they are looking at selecting a group. They will be ultimately providing a service to the City. He's not comfortable with the idea of delegating the task of selecting the firm that will provide the PEO to Bobby Weed if the PEO is contracting with the City. Regarding the question, Mr. Day said the contract would be with Bobby Weed. There will be a co-employer relationship between BWDG and the PEO. The City will pay those fees to the PEO. Commissioner Brown asked if this will be an additional cost. Mr. Day said it is contained within the cost; this is a cheaper alternative than the current arrangement and will mean a savings for the City. Mr. Weed said they amended their contract to accommodate this.

Chris Monty, BWDG, said the original contract said the original language in the contract contemplated that they would amend their contract to provide for their reimbursement for paying these fees. Their contract spoke to the potential of this recommendation. Mr. Holmes said he's not challenging the PEO concept, but trying to understand the "co-employer relationship between Bobby Weed and the PEO." Mr. Monty said the city will not be the employer of record of the individual staff. The PEO will be the employer of record. Mr. Holmes said if the City is not the contractor of service, their competitive selection process wouldn't apply. He understands they fulfilled this when hiring Bobby Weed, and Bobby Weed is the employer of the PEO, which is one of the options in the contract between the City and BWDG. Commissioner Myers said they receive pay through the revenues of the golf course. The City currently pays these salaries. That money will go into funding the PEO. The City ceases to cut the checks. The PEO will cut the checks. The employees will be making the same wages. All human resource functions will be performed by the PEO. Commissioner Brown asked if the other company will still carry insurance and benefits on these employees. Mr. Monty said these employees would no longer be employed by the City.

Commissioner Kitchens asked if the money paid to the PEO will come out of the money the City pays Mr. Weed. Mr. Monty said the City will write the check. He will not write a check to the PEO. Mr. Monty said the PEO's employer of record is Bobby Weed. The funding mechanism has no bearing on the employees. Don said a component of the City's contract with Bobby Weed provides for the City to allocate a certain amount of money to Bobby Weed for staffing, and they decide how to apply it. They have a certain number of employees and they decide all issues related to those employees. The City will not be an employer who is supervising employees, filling classifications, addressing leave issues, etc. They are making a contribution towards staffing, which BWDG are empowered to spend. How they do the job is BWDG's problem. Mr. Monty said the amount that's funded to the PEO is going to be lower than the amount the City is currently funding to fill these positions. Commissioner Kitchens asked if they'd checked with the local employment agency, Weststaff. Mr. Monty said they did not. The opportunity to get this right is real and immediate. They went looking for a PEO that met all the qualification and was ESAC accredited. Weststaff was not considered. Commissioner Kitchens said one of the employees was told their group insurance was going to increase. Mr. Monty said when you go with a group like one of these PEOs, the group rates will be much less due to the size of the group. They haven't put a census out for the employees. They don't know what the direct cost of the health insurance is, based upon current staffing. The comparison they made was apples-to-apples to what the City provides. If they went out and got insurance, and that insurance is \$10,000 cheaper, the spread would be \$50,000 even greater to the City's benefit. They won't know that until they do an actual census and they broker that insurance out. Per their agreement, they've asked for a recommendation. This is their recommendation and their assessment of current staff. Upon approval of the PEO, they would revise the skill set and requirements of the positions, and evaluate the staff. Some staff will grade out to these

positions, some into higher positions, some into lower positions. This is not necessarily a bad thing. This gives them support, training and time to get their accreditation. This is about making them better employees. This will save the City some money and make the golf course more profitable. This is an opportunity to hire one of the largest PEO's around. Commissioner Kitchens asked, if these employees are laid off or fired, who will pay the unemployment compensation? Mr. Monty said if they chose not to continue employment, it's the City's responsibility. If they come into the PEO, it would be that PEO's claim. If they are working and decided they didn't want to continue employment before going into the PEO, that would be the City's expense. If they are working under the PEO and decide to separate a month down the road, that would be the PEO's expense.

Commissioner Kitchens noted the net savings they predict, as shown on page 30 of the BWDG, is \$38,415 for the year. Her concern is that if these employees go out on unemployment, there will be no savings due to the cost of unemployment benefits. If the employees agree to go into the PEO, the City will be off the hook for those expenses. Mr. Monty agreed.

Commissioner Myers moved to authorize Bobby Weed to hire the services of Alpha Staff to handle payroll and personnel services for the Palatka Golf Club under contract with Bobby Weed Design Group. Commissioner Norwood seconded the motion. There being no further discussion, a roll-call vote was requested and taken, with all members of the commission voting in the affirmative. The motion was declared passed.

Kathryn Yagacek, PO Box 412, Georgetown, asked what happens in five years at the end of this contract, when the contract with Bobby Weed expires. Mr. Monty said there are annual milestones in the contract, at which time their performance will be graded. The City will have the option to end the contract at those times. They have already contemplated certain paths. The language that is in their contract contemplates amending it to allow for the engagement of the PEO. That amendment will speak to how the PEO is treated parallel with the contract. The terms will be in sync with one another. When they reach that juncture there will be no conflict with what the PEO will do. Ms. Yagacek asked if the current employee benefits will roll over, or if benefits already acquired, such as vacation and sick leave, will disappear. Mr. Monty said those benefits won't be forfeited. The structure will define vacation days, etc. going forward.

RECESS - Mayor Flagg requested and received consensus to call a short recess at 7:45 p.m.

RECONVENE – Mayor Flagg called the 6/24/10 Palatka City Commission back to order at 8:00 p.m. and continued with the Orders of the Day.

5. **PUBLIC HEARINGS:**

MAIN STREET FAÇADE GRANT AWARDS – 2010 Application Cycle 6/1/10 through 8/1/10 – Bob Taylor, Main Street Design Committee, said he is here to present information pertaining to Façade Grants. They presented this to the CRA on 6/10/10. They recommended award of a grant for Angel's Diner historic sign renovation, including neo light restoration, a project costing \$14,874. Their request for \$10,000 was approved and the applicant has been notified of the award. The next award was for the Kiddie Kampus project for painting and repair of the existing signage with original colors. The cost of the project is \$3,770, and their request for \$3,770 was approved and the applicant has been notified of the award. Laibl Tire has requested an extensive façade renovation which includes repairing brick and other surfaces. They are talking with the owner about paint recommendations from the design committee. They also plan to replace the garage doors with commercial grade doors. The total project cost is \$14,500. Their request for \$10,000 was approved and the applicant has been notified of the award. Finally, Pizza Boyz and Monahan Chiropractic Clinic have collaborated on a brick column monument

sign with goose-neck angled lighting. The Design Committee has made a recommendation on the type of sign panel and the applicant has agreed to make the suggested changes. The projected cost is \$9,650, which means the amount funded through the grant will be \$8,487.50. If the project cost goes up because of the suggestions, the Design Committee will recommend increasing the pro-rata share of the grant up to \$10,000.

Mayor Flagg asked Mr. Taylor how the approval process works if the final design is pending. Mr. Taylor said in this case it had to do with the sign board. The design committee asked them to consider a more costly type of sign board. They don't expect this to be a considerable change. The award amount won't exceed \$10,000 and will likely be lower. The first \$5,000 of the award is a 100% grant. The second \$5,000 is a pro-rata 80/20 grant. This has been approved by the CRA. The recommendation is to award. Commissioner Brown moved to accept the report of Main Street Façade Grant Awards. Commissioner Kitchens seconded the motion. A roll-call vote was requested and taken, with all members of the Commission voting in the affirmative. The motion was declared passed.

2009 NEIGHBORHOOD REVITALIZATION CDBG Application for Larimer Arts Center/Price Martin Center improvements & City Hall Handicapped Accessibility – 2nd Public Hearing - Fred Fox, Fred Fox & Associates, said this is the first of two applications. Mr. Taylor has designed this and if there are any questions as to design he can answer those. Mr. Taylor said the Price Martin project is an extensive renovation, modernization and upgrading of the facility. This includes a lot of interior and ceiling renovations, including electrical/sound system/audio visual upgrades and HVAC systems. The façade and roof will be upgraded to be more reflective of the Train Depot. The total budget for this project is around \$520,000. A parallel grant will be used to replace the roof, budgeted for around \$150,000. These are two different grants.

The City Hall project will primarily involve handicapped accessibility to the front and rear of City Hall. The old ramp doesn't meet code and will be replaced. A ramp will be added to the front and the front door will be rebuilt to accommodate handicapped accessibility standards. Everything they do will accommodate the City Hall architecture. This project has a cost of around \$50,000. Kitchens asked if the actual opening will be enlarged and the front doors will be replaced entirely. Mr. Taylor said they will get rid of the current doors. They will use an approved door with no "mull" in between the doors. The hardware is not acceptable and will be removed. The new doors will be similar in appearance to the current doors. The landing will be raised so it will be level with the front door. Commissioner Kitchens asked if City Hall is listed in the National Register. Mr. Taylor said it is not, but it may qualify. Mr. Fox said the plans have to be approved by the Dept. of Archives and History.

Mr. Taylor said the third project is for the Larimer Arts Center. There is a new accessible walkway from the N. side and a canopy addition that is almost complete. The next upgrade will include air conditioning for the ground level and complete refurbishment of the restrooms for handicapped accessibility, and ground floor lighting upgrade. Also ceiling insulation for the 2nd floor to make it more energy efficient. The budget for this project is \$80,000.

Mr. Holmes asked if the terms of the grant for the Price–Martin Center funds would impair the ability of the Commission to use the facility for meetings. Mr. Fox said the Price-Martin Center was built with CDBG Funds. The contract to receive those funds between the City and DCA states that this building will not be used for government meetings. This grant has those same terms and stipulations. Mayor Flagg said that is not the primary purpose of the building. They will need to get a ruling on that for future purposes or get an application for an exception. When this facility is over capacity they will have to contract with another entity to hold meetings. He

recommends Mr. Fox and the City Manger discuss this and make whatever attempt is necessary to resolve this. Mr. Fox said HUD regulations prohibit use of buildings built with CDBG funds to be used for government meetings. Commissioner Brown said USDA has money for facilities. She asked if this can be used for upgrades. Mr. Fox said they have a loan grant combination for funding. The best they can do is a 50/50 combination. They have no 100% grants.

Sam Deputy, 917 Carr Street, as the president of the Historical Society, said as to the grants for public buildings, the Historical society has been asking staff for years to secure funding to make the museum ADA compliant. There is no ramp, and the bathroom is from the 1940's. The City put a concrete porch on an 1840's building. This is not historic. He asked why that building is not being added to this grant, or if it can be. Mr. Fox said there are 100 points in the application. It is very competitive. It is the City's intent to get these done. If they included it and the bids came in high, they'd have to have that money in the budget and plans and specs done on that project as well. Mr. Deputy said David Church has already done this and done it to historic guidelines. Commissioner Brown said the CATF has to vote on this, and they have already met. This is the last meeting prior to the submission of the application. Mr. Deputy said he's discussed this with City Staff for the past five years, and he's surprised this was left out of this grant. This building is not handicapped accessible at all. Mayor Flagg asked that the presentation on this from the Historical Society be more formal so that it is on record. Mr. Fox said applications for historic grants are due in September. They are typically for \$50,000. Mayor Flagg asked Mr. Fox to follow up on this.

There being no further discussion, Commissioner Myers moved to approve making application to DCA for a Community Development Block Grant in the amount of \$750,000 in the Neighborhood Revitalization Category for renovations to Price Martin Center, Tilghman House and City Hall Handicapped Accessibility improvements. Commissioner Brown seconded the motion, which passed unopposed. 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.

2009 COMMERCIAL REVITALIZATION CDBG Application for Downtown Parking & Streetscape Improvements – 2nd Public Hearing - Fred Fox, Fred Fox & Associate, said this is a CDBG grant in the Commercial Revitalization category for development of the 100 Block. The activities would include resurfacing/reworking of the parking lot in the 300 block, reworking/resurfacing the parking lot at SE corner of 2nd and Reid, construction of a new parking lot across from City Hall in the NE Corner of the 200 Block, and a 4th parking lot project which is a small parking lot along the riverfront adjacent to Reid Street. This also includes the upgrade of the streetscape improvements along both sides of 2nd Street along Reid & St. Johns. These are the primary activities. The first "unmet need" or alternate project is to acquire property and construct a more formal parking lot between the James Hotel and Reid Street along 3rd Street, and a 2nd unmet need or alternate project is to acquire the property and extend the parking lot at the SE corner of the 200 Block across from the Bingo Parlor. Both of these were recommended by citizens in the CATF. Commissioner Brown said at one time they spoke to USDA and they do parking lots. Mr. Fox said they do public infrastructure through a loan/grant combination, where this is all a grant. Mayor Flagg asked Mr. Fox to elaborate on "unmet needs," as an alternative project. Mr. Fox said everything in the primary project should be completed before considering unmet needs. There is no priority between one unmet need and the other. They couldn't consider either of these projects in the primary project as they currently have no option contracts on either property. In order to include it in the primary contract they need control over the property. They'd need to have an appraisal and a willing seller and then purchase the property using grant funds at the appraised price. Mayor Flagg said there were concerns

before when certain properties were submitted, and some owners were unaware of their properties being considered and discussed. There is a phobia that the City will use eminent domain to take properties. He doesn't want the wrong report to go out about this application. Mr. Fox said there is no intent to do that. He received this map/report from City staff. If an agreement can be worked up with the sellers, that is preferable. They can contact the seller to let them know the City would like to purchase the property. They can make an offer or negotiate an offer. Both sites can be utilized for parking. These are unmet needs, which means they will only deal with those if the primary objectives are not met. Mayor Flagg said "unmet need" should be defined and made crystal clear on any document. Referencing the 3rd page of the parking study, Mayor Flagg asked Mr. Fox to help him understand the "x" prefix in front of Angel's and Subway. He said it likely stands for existing; this map was prepared by City staff. Mayor Flagg said they need to spell these out. Commissioner Kitchens said she notes the landscape rendering shows trees all along the east side of the building on the 200 block, which will obscure a mural. The mural agreement states the mural can't be blocked. Mr. Fox said City staff put this together from prior renderings. Commissioner Kitchens said they haven't agreed to close Memorial Pkwy at this point, and asked what they are agreeing to. Mr. Fox said the two roundabouts will be there. There is no intent at this point to close that portion of the street. Per the question, Mr. Fox said these renderings came from the City Manager's office. There is an entire building missing from the 300 block. Mayor Flagg said the record needs to reflect that the plans are not an exact rendering of the plans. Mr. Fox said his staff will develop the drawings. Mayor Flagg asked that the Commission receive a copy of those. Commissioner Norwood moved to approve making application to DCA for a Community Development Block Grant in the amount of \$750,000 in the Commercial Revitalization Category for Downtown Parking & Streetscape Improvements. Commissioner Myers 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.

Mr. Fox said both projects cannot be funded. If both are approved for funding by DCA, the Commission will need to decide which grant they prefer to accept. Whenever you put in more than one grant application, you have to prioritize them. Commissioner Norwood moved to select the Commercial Revitalization Grant for parking and streetscaping as the Number 1 priority and the Neighborhood Revitalization Grant as the #2 priority. Commissioner Myers seconded the motion, which passed four in favor, opposed by Commissioner Kitchens.

6. **RESOLUTION** authorizing the submission of two Small Cities Community Development Block Grants to DCA for Federal Fiscal Year 2009 – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE SUBMISSION OF TWO (2) APPLICATIONS FOR THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT TO THE FLORIDA DEPARTMENT OF COMMUNITY AFFAIRS FISCAL YEAR 2009. Commissioner Myers moved to adopt the resolution as read. Commissioner Norwood seconded the motion. There being no discussion, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, Yes; Nays, none. The resolution was declared adopted.
7. **RESOLUTION** authorizing the implementation of Community Development Plan long and short term objectives – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ADOPTING LONG TERM AND SHORT TERM OBJECTIVES OF THE COMMUNITY DEVELOPMENT PLAN FOR THE CITY OF PALATKA, FLORIDA. Commissioner Brown moved to adopt the resolution as read. Commissioner Kitchens seconded the motion. There being no discussion, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, Yes; Nays, none. The resolution was declared adopted.

8. **RESOLUTION** adopting the Putnam County Local Mitigation Strategy Plan – Emergency Management Preparedness Coordinator Ryan Simpson and Fire Chief Mike Lambert – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, APPROVING AND ADOPTING THE PUTNAM COUNTY LOCAL MINIGATION STRATEGY PLAN. Commissioner Norwood moved to adopt the resolution as read. Commissioner Kitchens seconded the motion.

Ryan Simpson, Putnam Co. Emergency Management Services, said comprehensive emergency management includes four phases. One of those, the Mitigation Phase, intends to eliminate or reduce risk to human life and property resulting from disasters or hazards. The local task force worked on this hazard mitigation plan update with representatives from all County and local agencies. The Plan update process began almost a year ago. Guiding principles came from county and local sources. This Plan was last adopted in 2004. The State requires periodic updates in order to be eligible for grants. This plan addresses hazards, facilities, and potential funding sources, and includes suggested priorities. The group meets quarterly. He is glad to report that the State of Florida and FEMA have approved the revised plan pending adoption. They are requesting that he City approve and adopt the updated local mitigation plan. There being no further discussion. A roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, Yes; Nays, none. The resolution was declared adopted.

300 BLOCK PARKING - Ruth Burk, 510 Mulholland Park, said she believes the James Hotel needs the parking lot adjacent to it for the James hotel, so the only thing she would negotiate with the City would be temporary use of the parking lot. She would require the City providing her with proof of liability insurance, naming her as an additional insured. People park there now. She stated it is not for sale at any price, and advised the Commission not to waste a minute of their time negotiating this. Mayor Flagg said that is why they made that point. They don't want any misunderstandings on this issue.

9. **ORDINANCE** – 3310 Crill Avenue – Application to Rezone from Putnam Co. R-1 (Single-Family Residential) to City of Palatka R-3 (Multi-Family Residential) – Palatka Housing Authority, applicant; John Nelson, Executive Director, Agent – 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-1 (SINGLE FAMILY RESIDENTIAL) TO CITY R-3/PUD (MULTI-FAMILY RESIDENTIAL/PLANNED UNIT DEVELOPMENT); REPEALING ANY ORDINANCE HEREWITH, AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance on 2nd reading as read. Commissioner Norwood seconded the motion. There being no further discussion, a roll-call vote was taken with the following results: Commissioners Brown, Norwood and Mayor Flagg, yes; Commissioners Kitchens and Myers, No. The ordinance was declared adopted on 2nd reading by majority vote.
10. **ORDINANCE** – Plum Creek Industrial Parcel #05-10-26-0000-0010-0000 – 680.12 acres on CR309-C between SR 20 & SR 100 – Planning Board Recommendation to Rezone from County AG (Agricultural) to City M-1/PID (Light Industrial/Planned Industrial Development) – Plum Creek Timberlands, LP – 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 05, TOWNSHIP 10 SOUTH, RANGE 26 EAST; FROM COUNTY AG (AGRICULTURE) TO CITY M-1/PID (LIGHT INDUSTRIAL/PLANNED INDUSTRIAL

DEVELOPMENT); REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to pass the ordinance on first reading. Commissioner Kitchens seconded the motion. There being no further discussion a roll call vote was taken with the following results; Commissioners Norwood, Brown, Kitchens, Myers and Mayor Flagg; yes. Nays; none. The ordinance was declared passed and adopted on 2nd reading.

11. **ORDINANCE** amending Chapter 70 of the Code of Ordinances to amend the requirements of the premises numbering system – 2nd reading, Adopt - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING CHAPTER 70, ENTITLED STREETS, SIDEWALKS AND OTHER PUBLIC PLACES, BY AMENDING ARTICLE III, HOUSE NUMBERING, TO AMEND THE TITLE OF THE ARTICLE TO PREMISES IDENTIFICATION; AMENDING SECTION 70-81, NUMBERING SYSTEM; AMENDING SECTION 70-83, SIZE DESIGN AND LOCATION OF NUMBERS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. - Commissioner Myers moved to adopt the ordinance on 2nd reading as read. Commissioner Norwood seconded the motion. There being no further discussion a roll call vote was taken with the following results; Commissioners Norwood, Brown, Kitchens, Myers and Mayor Flagg; yes. Nays; none. The ordinance was declared passed and adopted on 2nd reading.
12. **ORDINANCE** amending the Zoning Regulations of the City of Palatka to allow balconies extending beyond property lines in DB (Downtown Business) and DR (Downtown Riverfront) zoning districts – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE OFFICIAL ZONING REGULATIONS OF THE CITY OF PALATKA, FLORIDA, BY AMENDING SECTION 94-198 (A) AND (B), BALCONIES EXTENDING BEYOND PROPERTY LINES, TO ALLOW BALCONIES EXTENDING BEYOND PROPERTY LINES IN DB (DOWNTOWN BUSINESS) AND DR (DOWNTOWN RIVERFRONT) ZONING DISTRICTS; TO PROVIDE FOR BALCONY CONSTRUCTION STANDARDS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance on 2nd reading as read. Commissioner Norwood seconded the motion. There being no further discussion a roll call vote was taken with the following results; Commissioners Norwood, Brown, Kitchens, Myers and Mayor Flagg; yes. Nays; none. The ordinance was declared passed and adopted on 2nd reading.
13. **UPDATE** - Downtown Palatka Sidewalk Sales – Debbie Banks, Planning & Zoning Administrator, said she had nothing further to update.

Sam Deputy said Angela Murtagh and other downtown merchants were to be here to address this. The membership of Downtown Palatka, Inc. hasn't gotten any further on this item. They told Mrs. Banks that they would get with her on this. They appreciate her cooperation on this. Some store owners aren't putting as much merchandise out. They are in the process of developing a proposal. In reading the ordinance, they discovered that not even their flower pots are allowed. He understands the City has concerns about liability. Merchants have heavy concerns regarding the visibility and viability of their businesses. St. Johns Ave is not highly visible. They are losing more businesses than they gain. Many of those businesses are under fire. His unemployment tax went up over \$1,000 recently. Others have also been hit hard by this tax. His suggestion was to allow businesses to put two or three items out that will differentiate them from other businesses, but there is a large dichotomy of businesses. They want to show some decorum. They are open to suggestions. Some businesses want to display their wares, some like him just want their flower pots.

Mayor Flagg said if they are going to overhaul this ordinance for compliance purposes, there needs to be some consensus. Liability cannot be ignored. This commission has demonstrated a pro-business attitude, but at the same time there won't be any inconsistency about who is selling what and what one deems appropriate to place on the sidewalk. If what they are using to attract business goes against the city's ordinance, that is not good. To not do anything, and to ask officials to look the other way, is not an option. This is not an attack on anyone. This is about compliance. This commission can determine if there is a need to suspend rules or adopt an emergency ordinance with guidance from the City Attorney and staff. No store owner can make a decision that they are going to just ignore the Code. Mr. Deputy said he'd contacted store owners to let them know they needed to be here. Some were here and left. Mayor Flagg said the City doesn't deserve to be tarred and feathered on behalf of their rules. If the rules need to be revised, they can do that, but they are not going to sit back and say it's ok to violate rules because of tough economic times. Mr. Deputy said he can go back to those businesses that have been notified they are violating code for their suggestions. They don't want to look like a flea market. Mrs. Banks has made suggestions he likes that he can take back to the group. Mayor Flagg said compliance is not negotiable. They will work with the merchants on this issue. Mr. Deputy said he will ask the merchants to work with the City; if they are not willing to do so he will recommend not making any changes. Mayor Flagg said there needs to be a workshop. They want to hear from their entrepreneurs. They are pleading for merchants to be united. They don't want a different set of rules for each block, but for each district, of which there are two.

Commissioner Brown said when they put the ordinance in place it was because people were putting stuff out that people were falling over. They need to come to a happy medium on this that will help everyone. Mayor Flagg said they want to hear from all businesses and not just a few. If they need to have a special session one needs to be set. They need to be sensitive to all needs, but not at the cost of injury to citizens.

Commissioner Kitchens concurred with Mayor Flagg, saying the law is on the books and needs to be complied with. She is sworn to uphold all laws on the books. She can't ignore law violations. She was aware of the plants, but they are apparently in violation of the law. If someone falls on the street, the City will be sued, not the merchant. She has no problem with a workshop. Merchants need to agree to be legally responsible for any lawsuits and prove they have insurance. This is her #1 concern. The merchants are not paying attention to the notices they've been receiving. Commissioner Myers concurred, saying the Commission is pro business and wants to support downtown business. Mr. Deputy said he'd like time to notify merchants of the workshop. Mayor Flagg asked Mrs. Banks to set that date. Commissioner Norwood said they want to maintain compliance before and after the workshop. Just because they are going to set a workshop doesn't mean people can be in non-compliance prior to that date. They were all sworn to uphold the laws of the City. Mr. Deputy said some buildings, such as Elsie Bell's, have alcoves; they can put whatever they want there. Mayor Flagg said the City is requesting voluntary compliance.

14. **ADMINISTRATIVE REPORTS**

Utilities Dept. Budget Update – Matt Reynolds, Finance Director, distributed his written report concerning the Water Fund Short Term Loan and Debt Refinance (filed). Mr. Reynolds said this deals with debt in the Utility Fund. On August 1st the City is obligated to repay a \$10,329,903.76 interim construction loan that was taken out to begin construction of the WTP. They also worked with FDEP to get an 85%grant/15%loan for the project. They took out the interim loan for money to do the construction. FDEP would then reimburse them later through the grant/loan. The loan was made for a 4mgd (million gallons per day) plant but the plant was actually built to produce 6mgd. This increased the cost by \$833,000. The total interest cost on

the interim loan is around \$1.5 million. There were also some slight cost overruns, resulting in a shortfall of \$2.6 million for the repayment coming up in August. They tried to gain additional funds from FDEP, as these are low-interest loans, but could only obtain another \$1,080,000 dollars and won't get those funds until after an FDEP public hearing scheduled for August 19th. They need the funds by August 1. Once that public meeting is held, they can obtain those funds. He is working with Lisa Hayes, SunTrust Bank, on a very short-term loan in order to gain the extra \$2.6 million they need by Aug. 1st at a low interest rate. They will use the \$1,080,000 FDEP additional funds to repay a portion of that interim loan. They will need to seek additional long-term financing to repay the balance of \$1.55 million. In considering the debt service these additional loans will create, they began looking at refinancing other debt from other bonds. They learned that the longest term loan SunTrust could do is 15 years, which won't really create a savings in debt-service cost. He looked into the FLC Bond Pool Program. He is looking into refunding the 1998 water & sewer bond series and ½ cent sales tax bond, and including the extra \$1.55 million they need into a 30-year bond issuance. This will allow them to fund the gap in the water fund loan to allow for the additional FDEP loans. They will be trying to limit the debt service to limit the increases, if any, in the cost of service to utility customers. He is still working out these details with the lenders. At the next meeting they will have a resolution and loan agreement in place for the short term loan of \$2.6 million, and the bond issuance, which is supposed to close on July 30.

Commissioner Myers asked, by holding this and extending the term to a 30-year term, will that allow the debt service to be equal to or less than what is paid out now? Mr. Reynolds answered yes. Commissioner Myers asked the term of extension. Mr. Reynolds said currently the 1998 series' bonds remaining term expires October 31, 2021. These are term bonds, with 3 different series of terms, which expire 2014, 2018, and 2021. They will refinance all to a 30-year term. The ½ cent sales tax loan on the water meter system is a 10-yr term loan. The debt service on those two loans is approximately \$748,000 per year. They anticipate they will lower the debt service through the 30-yr FLC bond, which will drop to \$506,000 per year for both loans and the additional \$1.55 million.

PHA CRILL AVENUE DEVELOPMENT - John Nelson, Executive Director, Palatka Housing Authority, said on behalf of the PHA he wished to thank the Commission for moving forward with the Crill Avenue development. Regarding safety for seniors, a traffic signal is being erected at the intersection of Elmwood and Crill Avenue and should be in place by August.

15. COMMISSIONER COMMENTS -

Commissioner Brown said she was invited to be Vice Chair of the FLC Nominating Committee for the August convention. If anyone wants to nominate someone for office, let her know.

Commissioner Myers said he's been following the progress of the pending traffic light at Elmwood and Crill Avenue, which is important as this is the rear entrance to Palatka High School. Although there is a "no left turn" sign there, school traffic results in quite a few accidents there.

Mayor Flagg commended Commissioner Kitchens on her re-election, Commissioner Myers on his election as Mayor, and Commissioner-elect Phil Leary on his election to fill Commissioner Myers' seat.

16. ADJOURN – There being no further business to discuss, the meeting was adjourned at 9:10 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