

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 February 11, 2010

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 11th day of February, 2010.

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

Also Present: City Manager Elwin C. Boynton, Jr.; City Clerk Betsy Jordan Driggers; Finance Director Matt Reynolds; Police Chief Gary Getchell; Fire Captain Ronnie Collier, Planning Administrator Debbie Banks, Airport Manager John Youell, Sanitation Superintendent Ed Chandler; Assistant City Clerk Karen Venables

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

INVOCATION - The Reverend John Jacobs, Pastor, All Saints Anglican Church

PLEDGE OF ALLEGIANCE - Dana Jones

APPROVAL OF MINUTES – 1/26/10 Workshop; 1/28/10 Regular Meeting – Commissioner Norwood moved to adopt the minutes as read. Commissioner Brown seconded the motion, which passed unopposed.

1. **PUBLIC RECOGNITION:**

PROCLAMATION Recognizing Black History Month – February, 2010 – Vice Mayor Mary Lawson Brown received the proclamation from Mayor Flagg.

PROCLAMATION – Clean Sweep Month – Greater Palatka Clean-up – February, 2010 – Ed Chandler, Sanitation Superintendent, was present to accept the proclamation, read and presented by Mayor Flagg

PROCLAMATION – March of Dimes Fundraising Days – January 13 – April 10, 2010 – Fire Department representatives Lt. Keith Grimes and Engr. Phillip Smith and Assistant City Clerk Karen Venables were present to receive the proclamation, read and issued by Mayor Flagg. Lt. Grimes said Boot Drives are scheduled for Feb. 19, Feb. 26 and March 5. Mrs. Venables said "Footprints" are on sale at the City Hall Water Department for any contribution amount.

2. **PUBLIC COMMENTS** – There were none.
3. **CONSENT AGENDA:**
 - a. **Award Bid to W. Earl Floyd & Son Well Drilling in the amount of \$15,995.00** for the refurbishment Water Supply Well #7, per results of Request for Proposals
 - b. **Award contract to Dr. Richard H. Schneider in the amount of \$10,000** to provide final evaluation of Weed & Seed Program, per Police Chief's recommendation
 - c. **Accept \$5,000 as consideration for return of seized/forfeited property**, per recommendation of Police Chief and City Attorney
 - d. **Accept Code Enforcement Board Recommendation to assess administrative fees only and eliminate the accumulated fine on 404 S. 14th Street**, CEB Case #070-274, in the amount of \$20,100 as the property is now in compliance) - Palatka Housing Authority, owner/petitioner
 - e. **Accept resignation of Wes Larson from Airport Advisory Board**
 - f. **Appoint Dana Jones, Chamber of Commerce Executive Director**, to Airport Advisory Board
 - g. **Issue Class A Special Event Permit for 2010 Florida Azalea Festival**
 1. **Class 'A' Permit for Riverfront/Festival Area** - March 6 & 7, 2010 8:00 a.m. – 5:00 p.m.
 2. **Grant Noise Ordinance Exception** March 5, 2009; 6:00 p.m. – 8:00 p.m.
(no boat races or amplified sound on March 6, 2009; 9:00 a.m. – 5:00 p.m.
Sunday, 3/7/10 prior to 12:30 p.m.) March 7, 2009; 12:30 p.m. – 5:00 p.m.
 3. **Close St. Johns Avenue from Memorial Parkway to 7th Street** during festival hours to parking and vehicular traffic.
 4. **Grant Control of all vendors and activities** falling between Main Street & Oak Street (north/south) and between the St. Johns River and 19th Street (east/west) to Festival organizers.
 5. **Grant Permission to use City Hall parking lot** for Handicapped Parking on Saturday and Sunday
 6. **Grant permission to close St. Johns Avenue from Memorial Pkwy to 7th Street** on 3/6/10 from 10:00 a.m. – 11:30 a.m. for Azalea Festival Parade
 7. **Festival Permit fee** – per staff recommendation; \$1,530.00 for police security fees (85 hours @ \$18.00/hr.); \$300 for Festival Permit Fee (\$150/day for two days); \$375.00 for green roll-outs (25 @ \$15/ea). Applicant pays actual landfill tipping fees. Applicant agrees to pay City of Palatka for the actual FP&L charges for use of their electrical boxes. Total permit fee: \$2,205.00

Commissioner Brown moved to adopt all items on consent as recommended. Commissioner Kitchens seconded the motion, which passed unopposed.

4. **ACCEPT CRA RECOMMENDATIONS** as follows:
 - a. Approve new cycle of Façade Grants up to \$100,000.00
 - b. Approve CBD Tax Increment Fund Expenditure of up to \$50,000 for sponsorship of 2010 Blue Crab Festival
 - c. Approve CBD Tax Increment Fund Expenditure for purchase of downtown properties
 - d. Approve CBD Tax Increment Fund Expenditure for Billboard Advertising Campaign

Commissioner Myers moved to accept all CRA recommendations as presented, discussed and recommended during the CRA's February 11, 2010 regular meeting. Commissioner Kitchens seconded the motion, which passed unopposed.

5. **APPOINTMENTS** – Interview Applicants for (1) Planning Board At-Large Position (appointments to be made at 2/25/10 meeting) - David Franke, Joseph Michael Petrucci, and

Kenneth E. Venables were present for interviews. Mayor Flagg noted an appointment will be made at the 2/25/10 meeting

6. **RESOLUTION** adopting a HUD Section 504 Handicapped Accessibility Grievance Procedure – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ADOPTING A HUD SECTION 504 HANDICAPPED ACCESSIBILITY COMPLAINT AND GRIEVANCE PROCEDURE. Commissioner Norwood moved to adopt the resolution as read. Commissioner Kitchens seconded the motion. A roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The resolution was declared adopted.
7. **RESOLUTION** amending the date of the regular meeting of the Board of Zoning Appeals – Adopt – The Clerk read a Resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AMENDING THE REGULAR MEETING DATE OF THE PALATKA BOARD OF ZONING APPEALS, AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the resolution as read. Commissioner Kitchens seconded the motion. A roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The resolution was declared adopted.
8. **RESOLUTION** abolishing the Downtown Redevelopment Agency and establishing the Community Redevelopment Agency, membership, terms of office and meeting dates – Adopt – The Clerk read a Resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ABOLISHING THE DOWNTOWN REDEVELOPMENT AGENCY; ESTABLISHING A COMMUNITY REDEVELOPMENT AGENCY; DECLARING ITSELF PLUS TWO ADDITIONAL MEMBERS AS THE COMMUNITY REDEVELOPMENT AGENCY TO CARRY OUT THE COMMUNITY REDEVELOPMENT PURPOSES OF CHAPTER 163, PART III, FLORIDA STATUTES IN THE CENTRAL BUSINESS DISTRICT, THE SOUTH HISTORIC DISTRICT AND THE NORTH HISTORIC DISTRICT; PROVIDING FOR TERMS OF OFFICE, A REGULAR MEETING DATE, AND AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the resolution as read. Commissioner Myers seconded the motion. A roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The resolution was declared adopted.
9. **RESOLUTION** dissolving the Downtown TIF Oversight Committee – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, DISSOLVING THE DOWNTOWN TAX INCREMENT FUND OVERSIGHT COMMITTEE. Commissioner Myers moved to adopt the resolution as read. Commissioner Norwood seconded the motion. A roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg, yes; Nays, none. The resolution was declared adopted.
10. **ORDINANCE** amending the Code of Ordinances, Chapter 86, Utilities, to add an after-hours reconnection fee – 2nd Reading, Adopt – The Clerk read an Ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA BE AMENDED BY REVISING APPENDIX “A” TO SECTION 86-285 THEREOF, PROVIDING AFTER-HOURS, WEEKEND AND HOLIDAY UTILITY RECONNECTION FEES BOTH INSIDE AND OUTSIDE THE CITY LIMITS RESPECTIVELY; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 2nd reading as presented. Commissioner Myers seconded the motion. A roll-call vote was taken, with the following results: Commissioners Myers, Norwood and Mayor Flagg, yes; Commissioners Brown and Kitchens, No. The Ordinance was declared adopted by majority vote.

11. **ORDINANCE** rezoning 3010 Browns Landing Road to Palatka PBG-2 (Other Public Facilities) from Putnam County AG (agriculture) – 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 24, TOWNSHIP 10 SOUTH, RANGE 26 EAST; FROM COUNTY AG (AGRICULTURE) TO CITY PBG-2 (OTHER PUBLIC FACILITIES); REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to pass the ordinance on 2nd reading as presented. Commissioner Kitchens seconded the motion. A roll call vote was taken with the following results; Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg; yes. Nays, none. The ordinance was declared adopted.

12. **ORDINANCE** rezoning 500 N. SR Hwy 19 to City C-2 from Putnam County IL and C-2 – 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 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST; FROM COUNTY C-2 (GENERAL COMMERCIAL) TO CITY C-2 (INTENSIVE COMMERCIAL); REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Myers moved to pass the ordinance on 2nd reading as presented. Commissioner Kitchens seconded the motion. A roll call vote was taken with the following results: Commissioners Brown, Kitchens, Myers, Norwood and Mayor Flagg; yes. Nays, none. The ordinance was declared adopted.

13. **ORDINANCE** rezoning 417 N. SR Hwy 19 to City C-2 from Putnam County C-3 – 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 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST; FROM COUNTY C-3 (GENERAL COMMERCIAL) TO CITY C-2 (INTENSIVE COMMERCIAL); REPEALING ANY ORDINANCE IN CONFLICT HEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 2nd reading as presented. Commissioner Brown seconded the motion. A roll call vote was taken with the following results; Commissioner Brown, Kitchens, Myers, Norwood and Mayor Flagg; yes. Nays, none. The ordinance was declared adopted.

14. **ADMINISTRATIVE REPORTS**
DOWNTOWN REDEVELOPMENT - CPD, Inc. Request to extend the Development Agreement “Schedule of Development” by two months to April 1, 2010 – Mr. Boynton said he received a letter from Andrew Ham of Community Development Partners, Inc. asking for a two-month extension on paragraph 8 on the Schedule of Development for the presentation of a Development and Financing Plan to the City Commission. They have been in discussion over the past several months with SJRCC and Putnam County about the possible relocation of FloArts college facilities to the downtown. This could change their design. Mr. Ham has requested a two-month extension to determine whether or not the College is sincere about their commitment on this. On Monday they met with Congressman Mica regarding his finding federal funds to finance this move. They also met with College officials that day. Congressman Mica is very much in favor of this project and has pledged his support. Commissioner Kitchens moved to extend the Development Agreement with CDP, Inc. “Schedule of Development” by two months to April 1, 2010. Commissioner Brown seconded the motion, which passed unopposed.

Commissioner Brown asked if the other congressional representatives have been asked for support on this. Mr. Boynton said Congressman Mica has taken the lead on this project. He and Mrs. Driggers will be submitting congressional appropriations application for this project.

They will be meeting with Congresswoman Brown to garner her support. Commissioner Myers noted he was present when the City and County officials all met with Congressman Mica on Monday, and he came out of the meeting with a heightened level of excitement. Congressman Mica was very helpful and very interested in what the City is doing. This is an extremely positive project.

GOLF COURSE MANAGEMENT - Mr. Boynton said the City is moving forward with negotiations with the Bobby Weed firm on the golf course. They have a tentative agreement drafted, but have not yet met with the City Attorney. He will provide them with a copy of the draft agreement on Tuesday; he'd like them to review it and return it to him with their comments by Monday of the following week, prior to the February 25 meeting, so that prior to the 2/25 meeting he will be able to distribute a clean copy with as many of their concerns or comments incorporated as possible.

Commissioner Brown said she is concerned about finding a way for the City to pay Bobby Weed Golf. She spoke with Carol Westmoreland with the League of Cities regarding fundraising ideas. She has spoken to Mr. Aaron, the Golf Pro, about asking those who use the golf course to pull together funds for this. Everything can't come out of city coffers. Commissioner Kitchens said they all received a letter from a former local citizen which contained some very good ideas.

Mr. Boynton said Ronnie Tumlin, who organizes the Senior Azalea Tournament, has advised that he has over 65 of the leading amateur golfers in the Southeastern US coming in for this tournament. They need to put their best foot forward. This is significant. Palatka will host some very prominent senior amateur golfers, who will be in town playing on the City's course. Commissioner Brown asked if they can film a portion of that so they can distribute it. They need to entice people to their tournaments. Mr. Boynton said the Police Department will have a camera crew out there.

Mr. Boynton said tomorrow the City will submit a \$1.2 million energy grant. This is one of the few stimulus packages that made it down to small rural areas. They will submit for WWTP, which is over 25 yrs old and is one of the largest energy users in the City. It also concerns changing out lighting and a/c systems at various other City facilities. Fred Fox and Ayres Associates put the application together. At the WWTP they look to cut energy use of surface aerators by 1/3 to 1/2 at a potential savings of upwards of \$30,000 to \$50,000 per year. Savings on the lighting and a/c system is a little tougher to estimate. Jeff Womble with FP&L and Brian Teeple with NEFLC have vouched for the project. They estimate an energy savings of between \$65,000 and \$75,000 per year.

15. COMMISSIONER COMMENTS

Vice Mayor Brown said she had an appointment set up with Congresswoman Brown in Washington DC this week, which was canceled because the League of Cities cancelled its "Fly-in" due to the heavy snow conditions in that area. The League has rescheduled the trip and she will re-set those appointments at that time. She'd also like to meet with President Obama's economic development person, if possible.

Commissioner Kitchens said long-time attorney Arlene Huber is closing her practice in Florida and moving back to Ohio. Her son works at the Smithsonian Institute in Washington, DC. During a visit there, she walked over to the Dept. of Interior and obtained a geological survey map which covers Palatka, which she has framed and had hung on her office wall. She is donating it to the City of Palatka. She hoped to be here tonight to make this presentation, but could not. Commissioner Kitchens presented the framed map to Mayor Flagg on Ms. Huber's behalf.

Commissioner Norwood said crews have done a great job replacing water lines on the north side. He notices that in some areas where streets were re-paved in portions, potholes have developed due to the excessive rain. These places need to be addressed before they get worse. The contractor did a good job of repaving, but a combination of the rain and vehicular traffic has caused some erosion.

Mayor Flagg said there has been a lot of construction work on infrastructure throughout the city. When you are driving around town, all of a sudden streets are closed and there is no advance notice to the public of those closings. These street closings need to be announced. These closing seem rather impromptu. City Hall may not even be in that loop, but needs to be noticed so they can send notice to the citizens.

16. **ADJOURN** - There being no further business to report, the meeting was adjourned at 6:55 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