

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

MINUTES
CITY OF PALATKA
August 25, 2011

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 25th day of August, 2011.

PRESENT:

Mayor	Vernon Myers
Commissioner	Mary Lawson Brown
Commissioner	Allegra Kitchens
Commissioner	Phil Leary
Commissioner	James Norwood, Jr.

Also Present: City Manager Elwin C. Boynton, Jr.; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Finance Director Matthew Reynolds; Planning Director Thad Crowe, Asst. Police Chief James Griffith; Fire Chief Mike Lambert; WWTP Supervisor Platt Drew, Airport Manager John Youell

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

INVOCATION – The Reverend Dennis Childers, Pastor, Holly Ridge Chapel

MOMENT OF SILENCE - Mayor Myers acknowledged the passing of Bill Huntley, expressed the City's condolences to the family, and asked for a moment of silence

PLEDGE OF ALLEGIANCE - As a group

APPROVAL OF MINUTES – 7/14/11 Budget Workshop; 7/14/11 Regular Meeting – Commissioner Brown moved to adopt the minutes as read. Commissioner Kitchens seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS:

PROCLAMATION – Palatka PAL Lady Spirits 2011 Division 1 USSSA State Champions Day – Palatka Police Sgt. Jason Shaw and members of the PAL Lady Spirits were present to receive the Proclamation, read and issued by Mayor Myers, naming Friday, August 26, 2011 as Palatka PAL Lady Spirits Basketball Team Day.

Jason Shaw, Team Coach recognized parents, volunteers and staff who helped make the season happen. Those present were; Shelisa Oliver, Desa'Rai Shaw, Tionna Taylor, Kristen Gillespie, Kermara Kirkland, Mikala Jones, and Nakiesha Parler. He thanked the City for its support.

PROCLAMATION – MDA Firefighter Appreciation Month – September, 2011 – Chief Mike Lambert and members of the Palatka Fire Department were present to accept the proclamation.

201 N. 2ND STREET • PALATKA, FLORIDA 32177

PHONE: (386) 329-0100

www.palatka-fl.gov

FAX: (386) 329-0106

Chief Lambert said they are honored to be able to do this, and could not without the support of the City and residents.

RESOLUTION endorsing "Stop & Remember – A Day of Remembrance" – Sept. 11, 2011 – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ENDORSING AND JOINING THENATIONAL MOMENT OF REMEMBRNCE OF THE 10TH ANNIVERSARY OF SEPTEMBER 11TH. Commissioner Norwood moved to pass the resolution as read. Commissioner Kitchens seconded the motion. A roll call vote was taken with the following results: Commissioners Norwood, Kitchens, Brown, Leary and Mayor Myers; yes. Nays; none. Resolution 09-5 was declared adopted.

Commissioner Kitchens said on Sept. 11th the First Baptist Church is honoring all elected officials and is inviting all to attend the service. St. Monica's Catholic Church will hold a ceremony on Monday Sept. 12th.

2010 BLUES FEST SCHOLARSHIP AWARD – presented by Luke Taft, St. Johns River Blues Fest – Mr. Taft, scholarship Chairman, said they are a non-profit event and provide a scholarship to an art student. This year's recipient, Anastasia Calhoun, has an impressive GPA and is such a dedicated student, she is in class, but Ms. Calhoun's mother was present to receive the award of \$1,000. This was their first annual festival and first scholarship award. Ms. Calhoun's mother accepted on her behalf and said, as parents trying to pay for school, said they are appreciative and quite proud.

2. PUBLIC COMMENTS -

J. Normand Jutras, 412 Mulholland Park, said he has talked to the Commission on several occasions regarding a stimulus package. They discussed this during the CRA meeting today. He recommends the City Commission consider a stimulus package on infill lots within the community, or on any structural improvements of \$25,000 or for tax abatement on a declining scale. This will help to grow the community.

3. CONSENT AGENDA:

a. Approve Palatka Municipal Airport Contract listed below:

1. Passero Work Order #11-26R in an amount not to exceed \$3,000.00 for building permit coordination and inspection of building modifications during installation of emergency generator and security/access control improvements, per City Manager's recommendation.

2. Passero Work Order #11-29 in an amount not to exceed \$16,000.00 for site planning, preliminary design and preliminary construction cost planning for Building B-2 rehabilitation, per City Manager's recommendation.

b. Authorize execution of Contract/Scope & Fee Proposal with Ayres Associates Inc. in the amount of \$20,000.00 Engineering Services to develop an Energy Efficiency and Conservation Strategy - 100% grant funded through the Florida Energy and Climate Commission Grant.

c. Authorize execution of Contract/Scope & Fee Proposal with Ayres Associates Inc. in the amount of \$22,500.00 for an Energy Efficiency and Conservation Lighting Strategy (100% grant).

d. Authorize execution of CDBG # 10DB-K4-04-64-01-K30-Service Area 3 Contract Change Order #1 in the amount of 6,789.08 for Armstrong Contracting Services, Inc. Contract Modifications to Price Martin Center Roof-over Project, per City Manager's recommendation

e. Authorize execution of Amendment #12 to FDEP SRF #DW5419-010 Loan/Grant reducing the grant by \$418.00 and the loan amount by \$1,498.00, and making other final adjustments and setting fees to close out the Water Treatment Plant Upgrades Project Loan/Grant

- f. **Authorize execution of Proposal from Summerville Electric in the amount of \$14,508.92** to provide and install fiber line from SR100/CR216 to Airport Terminal Building – 100% grant funded
- g. **Authorize execution of Historic Preservation Grant Award Agreement with the State of Florida, Department of State, Division of Historical Resources in the amount of \$2,814.00** (50/50 matching) for the 2012 Preserve America "Looking Back, Looking Forward" project
- h. **Authorize expenditure of Law Enforcement Trust Fund in the amount of \$2,500.00** to purchase necessary material and associated services for Corporal and Sergeant promotional process, per Police Chief's recommendation, and provisions of FS 932.7005 (5)(a).
- i. **Authorize expenditure of Law Enforcement Trust Funds in the amount of \$234.00** to reimburse Cpl. Jared Guy for educational expense, per Police Chief's recommendation and provisions of FS 932.7005 (5)(a)
- j. **Declare the following items as Surplus Property** for disposition as noted:
 - 1. **Palatka Police Department K-9 Officer "Lara"** for adoption/donation to Donna Jaquin, per recommendation of Police Chief
 - 2. **Palatka Weed & Seed** – all property belonging to the Weed & Seed program, for donation to the Northeast Florida Community Action Agency, per Police Chief's recommendation
 - 3. **Water & Sewer Distr.** - (1) 1991 John Deere 310 Backhoe 4x4, Tag # 05676, for disposal at auction
 - 4. **Parks Department** – one (1) vehicle and other items as listed, for disposal at auction
 - 5. **Streets Department** - three (3) vehicles as listed, for disposal at auction
- k. **Approve Special Request Items for Class B Special Events Permit # 11-65 for "An Evening of Blues" Block Party**, 700 Block of St. Johns Avenue on September 24, 2011 from 6:00 p.m. to 12:00 midnight, per recommendation of Special Events Coordinator and City Manager, as follows:
 - 1. Permit consumption of alcohol in the public right of way in the 700 Block of St. Johns Avenue
 - 2. Grant permission to exceed noise levels established by Chapter 30, Palatka Code of Ordinances
- l. **Award bid in the amount of \$302,200.00 (base bid plus alternatives) to F & G Construction Gen. Contractors, Inc.** for the 2010 Energy Conservation Project (City Buildings HVAC Upgrades)
- m. **Accept proposal from Applied Technology & Management, Inc. in the amount of \$13,437.00** to perform a Water and Sewer Rate Structure Analysis, and authorize execution of contract for services, per City Manager's recommendation

Commissioner Kitchens asked to pull items (k) and (m) for discussion. Commissioner Leary moved to pass all other items on consent. Commissioner Norwood seconded the motion, which passed unopposed.

- 3k. **Approve Special Request Items for Class B Special Events Permit # 11-65 for "An Evening of Blues" Block Party**, 700 Block of St. Johns Avenue on September 24, 2011 from 6:00 p.m. to 12:00 midnight, per recommendation of Special Events Coordinator and City Manager, as follows:
 - 1. Permit consumption of alcohol in the public right of way in the 700 Block of St. Johns Avenue
 - 2. Grant permission to exceed noise levels established by Chapter 30, Palatka Code of Ordinances

Commissioner Kitchens said as per the requirements of City Code 50-222, special events indemnification, she'd like the City Attorney to address this; she sees no evidence of liquor liability insurance on this. Mr. Holmes said Commissioner Kitchens has noted section 50-222 which does require liability insurance in two scenarios; one is liability protection in specified amounts naming the City as additional insured, and if alcoholic beverages are to be distributed,

the applicant shall also provide liquor liability. Commissioner Kitchens said nothing has been provided that names the City as an additional insured.

Billy Ennis, applicant, owner, Downtown Blues, said he spoke with his insurance company today. She tried to fax over the liability certificate naming the City as a named insurance on his liquor liability policy but it didn't go through. He can provide that in the next 24 hours.

Commissioner Kitchens said she checked with the Police Department as to their requirements; the Chief advised her two officers would need to be present. Based upon review of the current Downtown Blues license, they can only sell liquor on their premises, but not for off-site consumption. She has forms from the beverage department that need to be filled out after the City Zoning Board has given permission. This is a Class B application, and states he expects 200 people. The Fire Marshal advised the seating capacity inside the building is 223 people. If there are 223 inside and 223 on the street, and it is over fire capacity, the Fire Dept. will have to close it down. She suggests they table this until the next meeting until proof of insurance is provided. Based upon the rest of the circumstances, they have the right to grant permission to serve liquor on city streets, and any law enforcement officer involved would be duty-bound to report it to the Beverage Commission. If they set this precedent, it will happen over and over again. If this does become a regular occurrence, they will need to make sure the applicant pays the fee for the police overtime. If this is not overtime, and is on-duty officers, it takes law enforcement officers off the streets. She has reservations about the outdoor sound permit, but has no problem granting that.

Commissioner Leary said they are all very cognizant of the opposition, but they need to think outside the box. They need food and beverage downtown and that includes liquor. He is in favor of granting this with proof of liability and other necessary documents given to the City Manager. The last festival he attended was excellent. Once people leave this drinking establishment, the City has jurisdiction. Commissioner Kitchens said she is not against alcohol consumption as long as it is done legally. It does not present a good image to do it on the street. There was an article in Quality Cities magazine addressing this topic last month. She is not sure Palatka wants to be known as a city where you can consume alcohol on the street. It sets a dangerous precedent.

Mr. Holmes said he's written a memo to the City Manager regarding this. His opinion isn't that Mr. Ennis is or isn't within his rights to sell alcohol for consumption on the street, but under the Code it won't be a City Code violation. Assuming conditions are met, the City can approve the request, but he is not offering an opinion regarding Mr. Ennis' beverage license. The beverage agency could come in and fine him for selling alcohol on the street, and that is beyond the City's scope. He does not know whether he runs afoul of it or not. The question is whether or not the event can be held under the City's code and the answer is yes, he can. He suggested Mr. Ennis call the Beverage Dept. and inquire. Mr. Ennis said he spoke to Lori Johns, a licensing agent, who referred him to the proper form; they can approve this only after the City approves it. Mr. Holmes said this can be approved under the City Code as a land use matter. Commissioner Leary said they've already set a precedent allowing alcohol on the street during Blue Crab. There were no problems with this. There was one incident in that area that had nothing to do with that. If they don't approve this, they are sending a mixed message. Commissioner Kitchens said they keep the alcohol consumption in the tent during Blue Crab.

Mr. Boynton said Mr. Ennis dropped off the liquor application yesterday as well as a form signed by all businesses in the area indicating their support. Commissioner Brown said this was her concern, whether or not his neighbors approved. Mr. Ennis said it is confined to that one block. All liquor will be served in his establishment and they can then walk outside with it. Commissioner Norwood asked who will cover the cost of the two police officers. Mr. Boynton said that is not required at this time. He has spoken to Chief Getchell, who is recommending two officers be available during this nominal time. The applicant has so far complied with everything

he needs to. The City will cover the cost at this time. They can add that requirement to the B Permit. Commissioner Norwood said the applicant could volunteer to pay this. Per the question, the City doesn't charge for police overtime for parades. They need to promote business in Downtown Palatka. This is a reasonable request and Mr. Ennis runs a tight business. He is in favor of granting this request. Mr. Ennis said this is about good music, not about alcohol. They are going to have great blues in the streets on Sept. 24.

Commissioner Leary moved to approve the Class B permit, granting both the noise and alcohol requests, provided all liability requirements are met. Commissioner Norwood seconded the motion, which passed four in favor, one opposed by Commissioner Kitchens.

Commissioner Brown said she was called by a citizen who wanted to use Booker Park pavilion for a family birthday party, and was told they were required to have two police officers for this party. They need to have a reason to require this. If they are not going to charge people to have police officers for a block party, but have to charge a family to provide police presence for a birthday party, they need to revisit this.

Commissioner Kitchen said the Application needs to be revised to add the section regarding liability and to require applicants to pay police fees to provide officers for special events, and they need to pay full price of the cost.

3(m). Accept proposal from Applied Technology & Management, Inc. in the amount of \$13,437.00 to perform a Water and Sewer Rate Structure Analysis, and authorize execution of contract for services, per City Manager's recommendation - Commissioner Kitchens said this seems to be a fine company. Several years back the City paid for new digital read water meters which they are still paying off. This is supposedly paying for itself by capturing all water usage. The City is short on funds and now has to raise water and garbage fees. They are asking citizens to tighten up, and employees have had no raises in several years. This seems extravagant. They compared rates to other cities, and the City's rates are comparable. She asked if the incomes of the residents of those areas had been compared to Palatka's; Palatka has low income citizens. She cannot in good conscience approve money for another study; as she does not believe it is financially responsible.

Mr. Boynton said the meter rehabilitation project cost approximately \$1 million dollars and that project is paying for itself. He recommended this because of the increase in the water rate. Most other communities base their water rate structure on usage, which means even if they increase the base rate, they can be guaranteed a certain amount of money, but some people don't use a lot of water. The water rate they charge now barely covers the rate of production. They propose that higher users pay higher rates. The people who don't use much water may see their rates stay the same and not increase. They recently received a grant to upgrade City Hall's software; Water Management is pushing conservation. Pushing the cost off to high end users shows a good faith effort to urge consumers to conserve water. The cost-share grant may pay for a portion of this; they are looking into that. This is an appropriate step for the City to take to push water conservation, and is in line with what other cities are doing. Commissioner Kitchens said they have already pushed to increase the water rate; she had hoped her rate would go down, but the manager just said minimum user rates would likely stay the same.

Commissioner Norwood moved to approve the proposal from Applied Technology & Management, Inc. to perform a Water and Sewer Rate Structure Analysis and authorize execution of the contract for services. Commissioner Leary seconded the motion, which passed four in favor and one opposed by Commissioner Kitchens.

4. COMMUNITY REDEVELOPMENT AGENCY BUSINESS:

- a. **PUBLIC HEARING - MAIN STREET FAÇADE GRANT AWARDS** – 2011 Application Cycle – Bob Taylor, Main Street Design Committee - Mr. Taylor said the recommend the award of the grants under the original grant allocation as follows:
- | | |
|----------------------|------------|
| 314 St. Johns Avenue | \$1,699.51 |
| 615 St. Johns Avenue | \$7,471.88 |
| 320 Oak Street | \$6,900.80 |

Commissioner Norwood moved to approve the Main Street Façade Grant Awards. Commissioner Kitchens seconded the motion, which passed unopposed.

- b. **ACCEPT CRA RECOMMENDATIONS** as follows (CRA meeting held 8/25/11):
1. **ALLOCATE \$60,000.00** to Façade Grant Program – CBD TIF
 2. **ALLOCATE \$4,427.56** for DPI Welcome Center Expense – CBD TIF
 3. **ALLOCATE \$5,000.00** for NHD Signage, Wayfinding, Logo Design & Kiosk Const. – NHD TIF
 4. **APPROVE SHNA Live Here, Work Here Program** as amended

Commissioner Kitchens moved to approve all four items to include the amendment to the amount of Item 2 and the addition of #4, approval of Live Here, Work Here Program, as amended, as recommended by the CRA. Commissioner Norwood seconded the motion, which passed unopposed. Mr. Boynton noted that approval of 4(b)(1) included approval of a façade grant award to Beef O'Brady's in the amount of \$10,000.00.

5. **RESOLUTION** dedicating the "Platt Drew Wastewater Treatment Plant" – The Clerk read a Resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA NAMING THE BROWNS LANDING WASTEWATER TREATMENT PLANT IN HONOR OF PLATT DREW, WASTEWATER TREATMENT PLANT SUPERINTENDANT. Commissioner Norwood moved to pass the Resolution as read. Commissioner Leary seconded the motion.

Mr. Drew said he is extremely honored and thanked his City Family for giving him the opportunity to serve a city as great as Palatka. Mr. Boynton said he has worked with Mr. Drew for well over six years and cited personal experience with Mr. Drew's leadership. He cited the FDEP Consent Order, when they could find no problems with procedures, and could find no reason for the order. Mr. Drew proved through investigation the problem was with the testing. In 2008 they lost both pump stations at the River Street location. Platt's crew was manually controlling the flow through the pump stations. A few years ago they were faced with looking at expanding the WWTP, but now the plant has been re-rated and there is capacity for years to come. They've done millions of dollars of improvements and Mr. Drew has met the challenge of additional testing for the reuse program. He has never had a worry about the WWTP, whether it's the personnel, the budget or meeting FDEP regulations. This is due to Carlton Platt Drew. He very much appreciates his coming out of retirement in 2009 to guide the Plant through the reuse project, and he hopes the honor of having the City's WWTP name after him was worth his staying on.

Commissioner Brown said she'd like to see this honor sent to Quality Cities Magazine. They also need to submit an article regarding the reuse system. Commissioner Norwood said he understands the pressure on wastewater treatment plant operator; Mr. Drew has always done a tremendous job. They were frantic thinking they were going to have to double the capacity of the existing plant, and through Mr. Drew's dedication, they avoided having to do this. He understands the work he has done to keep the City in compliance. He presented the resolution to Mr. Drew and his family, noting a framed copy will hang in the WWTP.

Commissioner Leary said he's known Mr. Drew and his wife, Cyndy for years, and congratulated both on this well-deserved honor. Commissioner Kitchens said they all appreciate the work Mr. Drew has done over the years; he deserves this high honor. Mr. Drew said when he re-retires he is considering volunteering to work with Ms. Purinton at the old Whitewater Drive plant.

Mayor Myers said Mr. Drew's work ethic is above reproach and it's been an honor to serve with him.

A roll call vote on the motion was taken with the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers; yes. Nays; none. Resolution No. 9-06 was declared adopted.

6. **ORDINANCE** – amending the City of Palatka Code of Ordinances to provide a new section of the Zoning Code; Section 62-15 to delineate setbacks for signs – 1st Reading. The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING FOR THE FOLLOWING NEW SECTION OF THE SIGN CODE OF THE CITY OF PALATKA, FLORIDA; SECTION 62-15 TO PROVIDE A MINIMUM SETBACK OF FIVE FEET FOR SIGNS NOT AFFIXED TO BUILDINGS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to approve the Ordinance as read on 1st reading. Commissioner Kitchens seconded the motion. A roll call vote was taken with the following results: Commissioners Kitchens, Leary, Norwood, Brown and Mayor Myers; yes. Nays; none. Ordinance passed on 1st reading.
7. **ORDINANCE 11-22** amending the City of Palatka Future Land Use Element to allow residential uses in the Commercial Future Land Use category, limited to Downtown Zoning Districts (Large Scale Amendment) – City of Palatka Building and Zoning Dept., Applicant – Adopt. The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED TO ALLOW FOR RESIDENTIAL USES IN THE COMMERCIAL LAND USE CATEGORY, LIMITED TO DOWNTOWN ZONING DISTRICTS, SUBJECT TO DENSITY, DESIGN AND LOCATIONAL LIMITATIONS (POLICY A.1.9.3), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens motion to adopt the ordinance as read. Commissioner Leary seconded the motion. A roll call vote was taken with the following results: Commissioners Leary, Norwood, Brown, Kitchens and Mayor Myers; yes. Nays; none. The Ordinance was declared adopted.
8. **ORDINANCE 11-23** amending the Future Land Use Element of the adopted City of Palatka Comprehensive Plan to change the timeframe of required hookup to city water system for properties within 250 ft. of a city water line from 90 days to one year. – Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE ELEMENT OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED TO CHANGE THE TIMEFRAME OF REQUIRED HOOKUP TO CITY WATER SYSTEM FOR PROPERTIES WITHIN 250 FEET OF A CITY WATER LINE FROM 90 DAYS TO ONE YEAR, PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE (POLICY D.1.4.3). 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 Norwood, Brown, Kitchens, Leary and Mayor Myers; yes. Nays; none. The Ordinance was declared adopted.
9. **ORDINANCE 11-24** amending Section 94-114(d)(1) of the Palatka Municipal Code to allow for the limited encroachment of nonconforming structures into setbacks; and by amending Section 94, Division 2, Schedule of Districts and amending Section 94-67 to clarify applicability of variances; and creating a new Section 94-71 entitled Sign Variance Criteria – Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FOLLOWING SECTIONS OF THE ZONING CODE OF THE CITY OF PALATKA, FLORIDA BE AMENDED: SECTION 94-114 (d)(1) TO ALLOW FOR THE LIMITED ENCROACHMENT OF NONCONFORMING STRUCTURES INTO SETBACKS THROUGH THE CONDITIONAL USE PRECESS; SECTION 94, DIVISION 2 TO ALLOW FOR SPECIFIC SIGN TYPES IN NON-RESIDENTIAL ZONING DISTRICTS; AND CREATING NEW SECTION 94-71

ENTITLED "SIGN VARIANCE CRITERIA" TO CLARIFY APPLICABILITY OF VARIANCES AND TO PROVIDE SPECIFIC VARIANCE CRITERIA; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown motion to adopt the ordinance as read. Commissioner Kitchens seconded the motion. A roll call vote was taken with the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers; yes. Nays; none. The ordinance was declared adopted.

AGENDA ITEMS 10 & 11 – Annexations with accompanying land use amendment and rezoning ordinances (first reading on all)

10. **PUBLIC HEARING** – Application to Annex, Amend the Future Land Use Map and Future Land Use Element on a parcel of land, 14.4 acres on Moody Rd., 600' South of Reid St. from County US (Urban Services) to City of Palatka IL (Industrial), and Rezone from County IL (Industrial, Light) to City M-1 (Light Industrial) – City of Palatka, applicant.

ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY ON THE EAST SIDE OF NORTH MOODY ROAD, APPROXIMATELY 600 FEET SOUTH OF REID STREET, IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) LOCATED ON NORTH MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET FROM PUTNAM COUNTY US (URBAN SERVICES) TO IN (INDUSTRIAL), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE..

ORDINANCE - 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 LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST, LOCATED ON NORTH MOODY ROAD APPROXIMATELY 600 FEET SOUTH OF REID STREET FROM PUTNAM COUNTY IL (INDUSTRIAL, LIGHT) TO M-1 (LIGHT INDUSTRIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens moved to correct the ordinance to Section 02, Township 10 South, Range 27 East. Commissioner Brown seconded the motion, which passed unopposed.

Commissioner Brown moved to approve all 3 ordinances on 1st reading with the zoning ordinance as corrected. Commissioner Leary seconded the motion. A roll call vote was taken with the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers; yes. Nays; none. The Ordinances were passed on 1st reading.

11. **PUBLIC HEARING** – 300 Stillwell Ave. – Application to Annex, Amend the Future Land Use Map and Future Land Use Element on a parcel of land, 0.3 acres from County US (Urban Services) to City of Palatka RL (Residential, Low Density), and Rezone from County R-1A (Residential 1A, Single-Family) to City R-1A (Single-Family Residential) – Rev. Ezekiel Johnson, Applicant

ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IDENTIFIED AS 300 STILLWELL AVENUE, LOCATED IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUBLIC

RECORDS OF PUTNAM COUNTY, FLORIDA CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) IDENTIFIED AS 300 STILLWELL AVENUE FROM PUTNAM COUNTY US (URBAN SERVICES) TO RL (RESIDENTIAL, LOW DENSITY), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE - 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 LOCATED IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST, LOCATED AT 300 STILLWELL AVENUE, FROM PUTNAM COUNTY 2-1A (RESIDENTIAL 1A, SINGLE FAMILY) TO 2-1A (SINGLE-FAMILY RESIDENTIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Commissioner Norwood moved to approve all 3 ordinances on 1st reading. Commissioner Brown seconded the motion. Commissioner Kitchens said anytime there is an annexation or rezoning, the department heads make reports, and prior to this year they got those reports in their agenda packets. Mr. Crowe let her look at the file. She called the PD and they have no problem with this. Usually annexing one single-family residence doesn't create a large impact, but with multiple family dwellings and businesses, this affect levels of service for the PD. Since they no longer get this information, she will continue to check these annexations for impact to city services. There being no further discussion, a roll call vote was taken with the following results: Commissioners Kitchens, Leary, Norwood, Brown and Mayor Myers; yes. Nays; none. All 3 ordinances passed on 1st reading.

AGENDA ITEMS 12 through 15 – Rezoning ordinances on 2nd reading for adoption

12. **ORDINANCE #11-25** – 310 S. Palm Ave. – Planning Board recommendation to Amend the Zoning Map on a parcel of land (less than 10 acres in size); Rezone from R-1A (Single Family Residential) to C-1 (General Commercial) - Nancy M. Raby Living Trust, Applicant – 2nd Reading - Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN OF THE CITY OF PALATKA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST (LESS THAN 10 ACRES IN SIZE) IDENTIFIED AS 310 S. PALM AVENUE, FROM OPF (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens noted an error in the ordinance – she checked the package for the comp plan ordinance, which had the complete legal and parcel number. She thought all was fine, but the parcel # has been omitted from this corrected ordinance. It needs to be added to the property description. Commissioner Brown moved to add the parcel number to the property description. Commissioner Kitchens seconded the motion, which passed unopposed.
13. **ORDINANCE #11-26** – 1209 Westover Dr. (ARC of Putnam Co.) - Planning Board recommendation to Amend the Zoning Map on a parcel of land (less than 10 acres in size); Rezone from C-1 (Commercial, General) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – 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 LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST,

IDENTIFIED AS 1209 WESTOVER DRIVE, FROM C-1 (GENERAL COMMERCIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

14. **ORDINANCE #11-27** – 712 S. Palm Ave. (Oak Hill Cemetery West) - Planning Board recommendation to Amend the Zoning Map on a parcel of land (less than 10 acres in size); Rezone from C-1 (General Commercial) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – 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 LOCATED IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 712 S. PALM AVENUE, FROM C-1 (GENERAL COMMERCIAL) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.
15. **ORDINANCE #11-28** – 1215 Westover Dr. (Edgar Johnson Senior Center) - Planning Board recommendation to Amend the Zoning Map on a parcel of land (less than 10 acres in size); Rezone from R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – 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 LOCATED IN SECTION 12, TOWNSHIP 10 SOUTH, RANGE 26 EAST, IDENTIFIED AS 1215 WESTOVER DRIVE, FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO PBG-1 (PUBLIC BUILDING AND GROUNDS); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Commissioner Kitchens moved to adopt agenda items 12 through 15, rezoning ordinances, as read. Commissioner Norwood seconded the motion. A roll call vote was taken with the following results: Commissioners Leary, Norwood, Brown, Kitchens and Mayor Myers; yes. Nays; none. Ordinances were declared adopted.

AGENDA ITEMS #16 through 22 – Small Scale Land Use Amendments for Adoption – City of Palatka Building & Zoning Department, Applicant

16. **PUBLIC HEARING/ORDINANCE 11-29** – 1100 S. 18th St. (Beasley Middle School) – Amend the Future Land Use Map and Future Land Use Element on a parcel of land (less than 20 acres in size) from County OPF (Other Public Facilities) to City PB (Public Buildings and Grounds) – Adopt. The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 20 ACRES IN SIZE) IDENTIFIED AS 1100 SOUTH 18TH STREET FROM OPF (OTHER PUBLIC FACILITIES) TO PB (PUBLIC BUILDINGS AND GROUNDS), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. (Beasley Middle School)
17. **PUBLIC HEARING/ORDINANCE 11-30** – Burt's S/D (41 lots) located at S. 18th & President Street - Amend the Future Land Use Map and Future Land Use Element on 41 Parcels of Land in Section 12, Township 10 south, Range 26 East (less than 20 acres in size) from County REC (Recreation) to City RL (Residential, Low Density) – Adopt. The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO FORTY-ONE PARCELS OF LAND (COLLECTIVELY LESS THAN 20 ACRES IN SIZE) LOCATED ON THE EAST SIDE OF MOSELEY AVENUE BETWEEN PROSPER STREET AND PRESIDENT STREET; ON THE SOUTH SIDE OF PRESIDENT STREET BETWEEN MOSELEY AVENUE AND SOUTH 15TH STREET; ON THE WEST SIDE OF SOUTH 15TH STREET BETWEEN PRESIDENT STREET AND TWIGG STREET; ON BOTH SIDES OF

KIRBY STREET BETWEEN SOUTH 15TH STREET AND SOUTH 17TH STREET; ON THE EAST SIDE OF SOUTH 17TH STREET FROM PRESIDENT STREET TO RUTH STREET, ON BOTH SIDES OF SOUTH 18TH STREET FROM PRESIDENT STREET TO BEASLEY MIDDLE SCHOOL PROPERTY; AND ON TWIGG STREET BETWEEN SOUTH 15^H STREET AND BEASLEY MIDDLE SCHOOL PROPERTY FROM REC (RECREATION) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

18. **PUBLIC HEARING/ORDINANCE 11-31** – Burt's S/D (14 lots) located at S. 18th & Twigg Streets - Amend the Future Land Use Map and Future Land Use Element on 14 Parcels of Land in Section 12, Township 10 South, Range 26 East (less than 10 acres in size) from County REC (Recreation) to City RL (Residential, Low Density) – Adopt. The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO FOURTEEN PARCELS OF LAND (COLLECTIVELY LESS THAN 10 ACRES IN SIZE) LOCATED ON THE NORTH SIDE OF TWIGG STREET BETWEEN SOUTH 18TH STREET AND APPROXIMATELY 500 FEET WEST OF SOUTH 18TH STREET; ON THE SOUTH SIDE OF KATE STREET BETWEEN SOUTH 18TH STREET AND APPROXIMATELY 500 FEET WEST OF SOUTH 18TH STREET; AND ON SOUTH 18TH STREET BETWEEN TWIGG STREET AND KATE STREET FROM REC (RECREATION) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.
19. **PUBLIC HEARING/ORDINANCE 11-32** – Burt's S/D (51 lots) located at 15th & Hargrove Streets - Amend the Future Land Use Map and Future Land Use Element on 51 Parcels of Land in Section 13, Township 10 South, Range 26 East (less than 20 acres in size) from County REC (Recreation) to City RL (Residential, Low Density) – Adopt. The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO FIFTY-ONE PARCELS OF LAND (COLLECTIVELY LESS THAN 20 ACRES IN SIZE) LOCATED ON THE SOUTH SIDE OF RIVER STREET BETWEEN SOUTH 13TH STREET AND SOUTH 15TH STREET; ON BOTH SIDES OF HARGROVE STREET BETWEEN SOUTH 13TH STREET AND SOUTH 15TH STREET; THE WEST SIDE OF SOUTH 15TH STREET BETWEEN TWIGG STREET AND RAVINES STATE GARDENS; ON THE EAST SIDE OF SOUTH 15TH STREET BETWEEN RIVER STREET AND ON SOUTH 13TH STREET; ON BOTH SIDES OF SOUTH 14TH STREET BETWEEN HARGROVE STREET AND SOUTH 15TH STREET; ON THE WEST SIDE OF SOUTH 13TH STREET BETWEEN RIVER STREET AND SOUTH 15TH STREET; AND ON THE SOUTH SIDE OF TWIGG STREET BETWEEN SOUTH 15TH STREET AND RAVINES STATE GARDENS FROM REC (RECREATION) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.
20. **PUBLIC HEARING/ORDINANCE 11-33** – Rolling Hills S/D - Amend the Future Land Use Map and Future Land Use Element on 71 Parcels of Land in Section 12, Township 10 South, Range 26 East (less than 20 acres in size) from County RM (Residential, Medium Density) to City RL (Residential, Low Density) – Adopt. The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO SEVENTY-ONE PARCELS OF LAND (COLLECTIVELY LESS THAN 20 ACRES IN SIZE) LOCATED ON THE NORTH SIDE OF OLEANDER DRIVE FROM APPROXIMATELY 1,050 FEET WEST OF HUSSON AVENUE TO MANGO DRIVE; BOTH SIDES OF MANGO DRIVE BETWEEN OLEANDER DRIVE AND ONE LOT SOUTH OF MAGNOLIA DRIVE; BOTH SIDES OF REDBUD LANE BETWEEN OLEANDER DRIVE AND ONE LOT SOUTH OF MAGNOLIA DRIVE; BOTH SIDES OF DOGWOOD LANE FROM OLEANDER DRIVE TO APPROXIMATELY 470 FEET NORTH OF OLEANDER DRIVE; AND BOTH SIDES OF HOLLY LANE FROM OLEANDER DRIVE TO APPROXIMATELY 470 FEET NORTH OF OLEANDER DRIVE FROM

RM (RESIDENTIAL, MEDIUM DENSITY) TO RL (RESIDENTIAL, LOW DENSITY); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

21. **PUBLIC HEARING/ORDINANCE 11-34** – 306 S. Palm Ave. – Amend the Future Land Use Map and Future Land Use Element on a parcel of land (less than 10 acres in size) from County OPF (Other Public Facilities) to City COM (Commercial) – Adopt. The Clerk read an ordinance entitled AN ORDINANC EOF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) LOCATED AT 306 SOUTH PALM AVENUE FROM OPF (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.
22. **PUBLIC HEARING/ORDINANCE 11-35** – Amend the Future Land Use Map and Future Land Use Element on a parcel of land located North of North SR 19 and West of HWY. 17 North from OPF (Other Public Facilities) to City COM (Commercial) – Adopt. The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) LOCATED ON STATE ROAD 19, WEST OF US 17 FROM OPF (OTHER PUBLIC FACILITIES) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Commissioner Norwood moved to adopt agenda items 16 through 22, Small Scale Land Use Amendments as read. Commissioner Leary seconded the motion. Commissioner Kitchens noted that in agenda item 19, Ord. 11-32 lies in Section 7, Township 10, Range 26, not 13, 10, 26 and in agenda item 21, the Section 12 needs to be Section 13. These are correct on the agenda but not in the ordinance and they need to be corrected. A roll call vote on the motion was taken with the following results: Commissioners Norwood, Brown, Kitchens, Leary and Mayor Myers; yes. Nays; none. The ordinances were declared adopted.

AGENDA ITEMS 23 through 28 – Large Scale Comp Plan Amendments with/without accompanying rezoning – ***Recommendation to table items 23 through 28 to a time certain of Sept. 8, 2011*** –

-
23. **ORDINANCE** – Palatka Municipal Airport - Parcel Numbers 03-10-26-0000-0010-0000, 03-10-26-0000-0010-0040, 03-10-26-0000-0010-0060 - Planning Board recommendation to Amend Future Land Use Map on combined parcels of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from M-1 (Light Industrial) to AP-1 (Airport) and AP-2 (Airport Related) - City of Palatka Building & Zoning Dept., Applicant – 2nd Reading
 - a. Land Use Amendment – Adopt
 - b. Rezoning Ordinance – Adopt
 24. **ORDINANCE** – 1100 N. 19th St. (Jenkins Middle School) – Planning Board recommendation to Amend the Future Land Use Map and Future Land Use Element on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – Adopt
 25. **ORDINANCE** – 2900 Crill Ave. (Oak Hill Cemetery East) Planning Board recommendation to mend the Future Land Use Map and Future Land Use Element on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – 2nd Reading
 - a. Land Use Amendment – Adopt
 - b. Rezoning Ordinance – Adopt
-

26. **ORDINANCE** - 302 Mellon Rd. (Palatka High School) - Planning Board recommendation to Amend the Future Land Use Map and Future Land Use Element on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – Adopt
27. **ORDINANCE** – Parcel Number 37-09-26-0000-0070-0000, located on Orié Griffin Boulevard (Putnam Co. Sheriff’s Office and Jail) - Planning Board recommendation to Amend the Future Land Use Map on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from C-2 (Intensive Commercial) to PBG-2 (Other Public Facilities) - City of Palatka Building & Zoning Dept., Applicant – 2nd Reading
 - a. Land Use Amendment – Adopt
 - b. Rezoning Ordinance – Adopt
28. **ORDINANCE** – 5001 St. Johns Ave. (St. Johns River State College) - Planning Board recommendation to Amend Future Land Use Map on a parcel of land greater than 20 acres in size from OPF (Other Public Facilities) to PB (Public Buildings and Grounds) and Rezone from R-3 (Multi-Family Residential) to PBG-1 (Public Buildings and Grounds) - City of Palatka Building & Zoning Dept., Applicant – 2nd Reading
 - a. Land Use Amendment – Adopt
 - b. Rezoning Ordinance – Adopt

Commissioner Leary moved to table items 23 through 28 to a time certain of September 8, 2011. Commissioner Brown seconded the motion, which passed unopposed.

29. **PUBLIC HEARING/DRAFT ORDINANCE** – Amend the Future Land Use Map and Future Land Use Element on 4 Parcels of Land Located on Kay Larkin Circle and 2 Parcels of Land (more than 20 acres in sizes) located North of St. Johns Ave. and West of Moody Rd. from OPF (Other Public Facilities) to City IN (Industrial) – City of Palatka Building & Zoning Dept., Applicant - Authorize transmittal of Draft Ordinance to state agencies for review - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALTKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN TO AMENDED WITH RESPECT TO SIX PARCELS OF LAND (GREATER THAN 20 ACRES IN SIZE) LOCATED ALONG KAY LARKIN CIRCLE AND WEST OF NORTH MOODY ROAD NORTH OF ST. JOHNS AVENUE FROM OPF (OTHER PUBLIC FACILITIES) TO IN (INDUSTRIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens moved to authorize transmittal of the draft ordinance to state agencies for review. Commissioner Norwood seconded the motion. A roll call vote was taken with the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers; yes. Nays; none. Motion carried.
30. **ADMINISTRATIVE REPORTS**
 - a. **USDA Visioning Meeting Debriefing** – City Manager Boynton said several weeks ago he and Mrs. Driggers, Mr. Griffith and Mayor Myers participated in a debriefing phone conversation with USDA. He said USDA had many good things to say about Palatka’s visioning meeting and debriefing session. As a result of the visioning meeting, the City is looking at applying for a Rural Enterprise Grant to be used for possibility of parking, upgrade of restroom facilities and other infrastructure at the Riverfront Park. This has to be tied in with another small business, but they can do this at the riverfront to tie in with existing business. They are also looking at extending the water and wastewater system into areas of the county that are contiguous to the City Limits; they wouldn’t annex the area but can make water & sewer available. They are also looking at building a true community center, and talked about an open air farmers market. Most of this could work nicely with the riverfront development. Even with the work being done at the Price Martin Center, it’s a 55%/45% grant and the City will have to come up with 45% of that. The low-interest loans are very low, 1–2%, but there has to be a funding stream with that. With a bond issues to extend water and sewer, they can charge a surcharge to pay for the infrastructure.

They hope to have a sequencing strategy to present to everyone involved, including the visioning meeting participants.

b. Golf Course Update – Golf Pro Andy Hertz provided an update on past and future events at the Course. They have the SJRSC tournament coming back to the Palatka golf course. The Hospital Tournament will return next month. The Annual Elks Tournament and Lee Conlee House Tournament are scheduled for the fall. Also returning are fundraising events such as Keep Putnam Beautiful, Partners in Faith Open, etc., and more, which are included in his report (filed). They have all been rebooked for next year and they hope to add more. They've done three kids clinics, summer camps for kids, and 25 members of the Palatka high team, more than half of which are ladies, and they are doing ladies tournaments. They have hosted three Pro Am tournaments, which generated hotel and dining income for the City. The Senior Pro-Am had a full field. These are good events for Course and community.

As to Golf Course Maintenance, Mr. Hertz said they have refurbished all bunkers, rebuilt native areas, aerated greens, installed new cups, pins and flags, all equipment is up and running and in good condition. He included information regarding acid injection and nematodes; this has really worked, and they have found a combination that has provided immediate, good results. They have re-sodded bad spots on the greens with sod that came from sod nursery. A gentleman from University of Florida has been helping with nematode products, and they are working with UF to come up with a cheaper alternative. It's been tough to keep the course mowed with the rains; they are mowing 5 – 6 days per week. They will shut down on Oct. 24 to over-seed the course.

As to marketing, they reworked the phone book advertising and saved over \$2,000 per year. They are placing ads in golfers guides and surrounding area Pennysavers, are doing email marketing and are growing their database, and working with the golf channel on upcoming promotions, participating in a weekly Jacksonville radio show. They ran a "Living Social" promotion and sold 209 rounds to out of town people, and will run a Groupon ad and hoping for the same results. They are finding there is new competition; many courses in the area have dropped their rates, making it difficult to draw people from out of town, but as the weather cools down those rates will go back up and Palatka will be competitive in the winter.

As for operating expense, this is outlined in his report. They did not replace one staff member due to lack of play, but will replace that person in the winter. Core food item prices are rising, so there may be some slight menu increases. The new cart fleet has been in place 10 months, so they have not had to spend any money on repairs. The fleet is in great shape, and hopefully will hold for another year.

Commissioner Kitchens said they have great food there. Her class reunion committee has been holding its meetings there. They are recommending to all their friends to eat lunch there. Many people don't know you can go there to eat lunch. Commissioner Leary said as to marketing, an employee at water management suggested they contact businesses regarding payroll deduction on a golf membership. Many businesses do this. Also they should look at having a bifurcated yearly fee for golfers who don't play as much and can't afford a full fee. They should look at other marketing opportunities to get people who are not full-time golfers to pay an annual fee. Commissioner Kitchens said she spoke to a person who ran a restaurant for many years regarding breakfast profit, who said if they were open for breakfast they would make a nice profit.

Regarding cost share, Mr. Boynton said he and the Mayor met with the county administrator and BOCC chairman, and they are working on a proposal to take to the County in the near future. They will put that together next week. Commissioner Kitchens said she's met with each commissioner individually and they are open to holding workshops on the subject.

c. City Dock Usage – Parks Supt. Jeff Norton – Mr. Boynton said as Mr. Norton was unable to attend tonight's meeting, this item will be tabled to the Sept. 8 meeting.

Mr. Boynton recognized the Palatka Skeet Club, which was recognized as the intermediate skeet club of the year for 2011, and gave kudos to them. It is a high quality club and range.

Mr. Boynton said as to ongoing riverfront construction project, most of the grading and sidewalk construction has been completed. Possibly next week they will start on storm drain construction on Memorial, and St. Johns Ave. parking lot areas. St. Johns Ave. is starting to be reconstructed. They are starting to run the new water line next week. They won't see much change in the next few weeks, but underground utilities are starting to go in.

Regarding the Riverfront project, he will be bringing back a recommendation and proposal to move the clock tower along with changes they envision in that area. They have some homework to do on moving the clock tower. They are also working on very positive things on the waterfront including making application for a grant to redo the boat dockage and restrooms. The City did not get the grant for additional dockage but will apply for that next year, now having the required permits in place. They are having preliminary discussions with civic clubs regarding recreational areas in place. Commissioner Kitchens asked when the Clock Tower discussion will come up; Mr. Boynton said it will come before the Commission on September 8th and the CRA will subsequently hear it under a funding request.

Commissioner Leary asked if someone could address the buildings that are still up on the 100 Block. They need to communicate to the Community why they are still there are what potentially the City will do with them. Mr. Boynton said the reason those buildings are still there is there was a desire in 2008 to maintain those buildings as a historic element and reflection of the past. In the end, the Commission gave that decision to the developer, who indicated the buildings had value and he wanted to include them in his development. That has not changed. In the past 3 – 4 years they have deteriorated further. If and when CDP comes back with final plans, they will know more on the status. That decision was made in 2008.

The City Clerk said the City will host the NEFLC meeting on September 15th.

Asst. Police Chief James Griffith said Police Chief Getchell will be having surgery tomorrow.

31. COMMISSIONER COMMENTS

a. **Nuisance Tax** – Commissioner Phil Leary said he will meet with the Planning Director and come back with a draft ordinance on this. This has a lot of merit as Palatka has a number of high incident properties this could address. He will work with the Planner and they will bring a proposed ordinance back on this.

Commissioner Leary said, as to the issue of derelict boats, several people in the community are very interested in that. They are working hard to try to resolve these issues. One solution involves a mooring ordinance adopted by the county.

Commissioner Leary said he's very concerned about local gas prices, as reported by the newspaper. The Chamber needs to take the lead on this. Palatka is losing a lot of economic help for no reason. A letter from the City Manger to the Chamber to ask them to take the lead on this would be good. Mr. Boynton said he will address this tomorrow.

Commissioner Kitchens said they each bring their individual talents to the City. They each have something to add, and her experience is in legal descriptions. She's glad to be of help in that area.

Commissioner Brown said she has been asked to serve on the Florida League of Cities executive board next year. She passed among the Commission members a picture Mr. Trepper shared with her regarding the quality of his work and tours.

Commissioner Brown said she was invited to a meeting with the Putnam Coalition and she distributed a copy of the agenda. They are going after a \$6 million grant to enhance Jenkins and Beasley middle schools.

Commissioner Brown said she brought back a calendar from the FLC Annual Conference made by The Highwayman, a black artist who travels all over, who he has done several paintings of Putnam County. If the City has events he will come to show his paintings, and this will generate publicity.

She saw that murals will go up on the billboards, and she spoke with the Planner and Jonathan Griffith regarding this. People have come to her house to ask her who these people in her mural were, and she has spoken to Mr. Boynton about starting a walking tour. St. Augustine has little boxes that describe what goes on at the Old Fort. People should be able to call to get information. You can call on your cell phone and put a code, and receive information about a certain place. They can work with the downtown merchants and get a walking tour going, and people can punch up numbers on their own cell phones to get information.

Commissioner Brown said some of them attended a meeting on economic development at the FLC Annual Conference. She spoke with the speaker from UF who is interested in speaking to them regarding funding sources for the Town. She's interested in holding a workshop on this.

Commissioner Norwood said they had a really great conference, with lots of participation from commission and staff. He was appointed Vice Chair of Urban Administration Committee. People know where Palatka is; the things they are doing downtown bode well for the future. As they participate on these boards and committees it gives them the opportunity to present their city and address things that help to address local issues. As he chairs or vice chairs committees he presents opportunities to present legislation to make positive changes.

Mayor Myers said his wife's father is in a retirement community in Mt. Dora and these communities are constantly looking for places and ideas for day trips. They are planning a trip here. There are many communities like this in Florida and this presents an opportunity for redevelopment.

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