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
April 26, 2012

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 26th day of April, 2012.

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

Also Present: City Manager Elwin C. "Woody" Boynton, Jr.; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Planning Director Thad Crowe, Police Chief Gary Getchell; Fire Chief Mike Lambert; and Parks & Cemeteries Supervisor Jeff Norton

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

INVOCATION – Rosie Harrell, Palatka Ministerial Association;
and Co-Facilitator, National Day of Prayer

PLEDGE OF ALLEGIANCE – Police Chief Gary Getchell

APPROVAL OF MINUTES – 4/12/12 – Commissioner Norwood moved to adopt the minutes as read. Commissioner Leary seconded the motion, which passed unopposed.

1. **PUBLIC RECOGNITION/PRESENTATIONS:**
PROCLAMATION - Bike Month – May, 2012 – representatives of Putnam County Recreation Department and Blueways & Trails Citizens Support Organization volunteers Christy Sanford, Linda Crider, Bob Stevens, Kevin Sharbaugh, and Tess Simpson were present to receive the proclamation, which was read and issued by Mayor Myers. Ms. Crider talked about events scheduled for Bike Month and Tess Simpson distributed literature regarding the planned events. The Bike & Eat kick off event is scheduled for May 1,, and they are scheduled every Tuesday through the month. Every Sunday afternoon there will be a family Trail bike ride .

PROCLAMATION – Florida Paddling Trail Blueways Community – Representatives of the Blueways & Trails Association Citizens Support Group were present to receive the proclamation, which was read and presented by Mayor Myers.

PROCLAMATION – Civility Month – May, 2012 – Mayor Myers issued the proclamation, which was requested by the City, County and Local Government Law Section of the Florida Bar Association.

POLICE DEPARTMENT PROMOTION – Officer Todd Davis to Corporal – Police Chief Getchell said Officer Davis qualified for this promotion through a competitive process. Officer Davis has been with the PD since 7.5 years, has worked in patrols, street crimes detective and task force, and has trained new officers in the field. He is one of few people in Putnam County specifically trained at Quanitco VA to dismantle a meth lab. He has a unique sense of humor and this makes him good at diffusing volatile situations. He plans to be the best father and husband he can be, and one day be Chief of Police. He was accompanied by his wife and children. Chief Getchell administered the Oath of Office to Corporal Davis.

STUDENT OF THE MONTH – April, 2012 – Mayor Myers & Commissioner Norwood presented certificates for academic excellence, leadership, citizenship and attendance to the following students at their respective schools:

Christopher McKay	Beasley Middle School
Judith Bryan	Browning Pearce Elementary School
Mark Douglas Doran	Children's Reading Center Charter School
Jarvarious Boynton-Dewitt	E.H. Miller School
Jessica Minchew	James A. Long Elementary School
Emily McKinney	Jenkins Middle School
Catherine Albritton	Kelley Smith Elementary School
Logan Flores	Mellon Elementary School
Jennika Hill	Moseley Elementary School
Sequan Curry	Palatka High School
Shelby Tye	Peniel Baptist Academy

2. **PUBLIC COMMENTS**

Rosie Harrell, 271 E. River Road, E. Palatka, Member, Palatka Ministerial Association, invited all to the 61st observance of the National Day of Prayer. There are different events scheduled throughout the County. The first youth event will be held this year. Events start at 6:00 a.m. in Palatka and continue throughout the day. From noon to 1:00 p.m. they will be praying for government, education and churches at Putnam County Bandstand.

Askew Vickers, 207 N. 18th Street, commended the Mr. Boynton, the City Manager, on a job well done, saying he exceeded expectations of his job; he did a better job than he'd anticipated.

3. **CONSENT AGENDA:**

a. Authorize expenditure of $33,500 from Law Enforcement Trust Fund for purchases as follows:

1. Outfit seized units as PSA units; amount up to	$ 5,000
2. SWAT Team Equipment – Amount up to	$ 5,000
3. Gun Range Project – Amount up to	$23,000
4. Print Design Software – amount up to	$ 500

b. Authorize execution of Change Order #1 to WW Gay Fire Systems, Inc. contract (FIN 430531-1-94-11) in the amount of $884.00, for a new total contract amount of $105,491.00, for adjustments to Airport Security System Improvement Project scope of work, per Airport Engr. & City Manager's recommendation.

c. Authorize execution of Change Order #2 to Halifax Paving, Inc. contract (FIN 429097-1-94-12) in the amount of $4,533.00, for a new total contract amount of $3,421,521.74, to add a security system to the west gate on the Runway 9-27 Pavement Rehab project, per Airport Engineer & City Manager's Recommendation.

d. **Authorize execution of Amendment #1 for Dept. of Corrections Work Squad Contract #WS696** to renew the Inmate Work Squad contract eff. Oct 1, 2012 through Sept. 30, 2013 - $116,008.00/yr (2 squads – Streets & Parks)
e. **Authorize execution of Amendment #1 for Dept. of Corrections Work Squad Contract #WS681** to renew the Inmate Work Squad contract eff. August 24, 2012 through August 23, 2013 - $58,004/yr (1 Squad – Public Works)
f. **Authorize one-year extension of debris removal contract with A & H Excavation** effective July 1, 2012 @ $12.75 per cubic yard, per City Manager's recommendation.
g. **Grant Special Request Items for Permit #12-27** "3rd Friday Downtown Street Party" from 6:00 p.m. to 10:00 p.m. May 18, June 15 and July 20, 2012 as follows, per recommendation of Special Events Coordinator – Palatka Main Street, applicant
   1. Grant permission to exceed allowable noise levels
   2. Grant permission to serve/consume alcoholic beverages on public property/street r/w

Commissioner Leary moved to approve all items on consent as recommended. Commissioner Norwood seconded the motion, which passed unopposed.

4. **PUBLIC HEARING - MAIN STREET FAÇADE GRANT AWARDS** – Bob Taylor, Main Street
   a. 211 St. Johns Ave. (Old McCrory's Bldg) – Ruth Burk, owner – Not to exceed $10,000.00
   b. 209 Reid Street – Angel's Dining Car – John Browning, owner $10,000.00

   Commissioner Norwood moved to accept the report of Palatka Main Street on the grant awards as presented. Commissioner Leary seconded the motion, which passed. .

5. **RESOLUTION** authorizing the Mayor and City Clerk to Execute and Attest a Maintenance Agreement with FDOT for maintenance of the Right-of-Ways along SR 15, SR 20 and SR 100 – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST TO AN AGREEMENT FOR MAINTENANCE OF PORTIONS OF RIGHT OF WAY ALONG SR15, SR20 AND SR100 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION. Commissioner Kitchens 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, Leary, Norwood and Mayor Myers, yes, Nays, none. The resolution was declared adopted.

6. **ADMINISTRATIVE REPORTS**

   City Manager Selection Process – Woody Boynton, City Manager, said he prepared a memorandum regarding the selection process for the Commission's consideration (filed). The process is similar to the process conducted five years ago. On May 11 at noon applications will no longer be accepted. At that point all applications will be copied and forwarded to each of them as well as Mr. Paul Sharon, the Range Rider that has been selected to help with the process. Mr. Sharon will then put together a list of 15 potential candidates for the Commission to interview. In addition they'd like the Commission to look at those requested for consideration, and each of them will be asked to provide an additional name if they feel another candidate needs to be considered. That could provide a field of up to 20 candidates. They will then hold public interviews before a committee consisting of the five commissioners and one person each of them select, and Don Holmes and another individual he will select. That committee will see each person at the same time. They won't break into small groups. This may be a two or three day process. He is looking at the week of June 11 for these interviews. They will then vote to narrow this down to the top five candidates. Those top five will have a complete background check done prior to the 2nd round of interviews around the week of June 25. The interview committee will be reduced to just the five commissioners and Mr. Holmes. They will then choose the next City Manager. He hopes that by the 4th of July a candidate will be selected. It could take up to two months for that person to relocate here, so they could be looking at late July or August for the new City Manager to begin. The Police Chief said they can do a cursory background check in two weeks, but a field interview would take longer. If any flags go up from the cursory check they can

then dig deeper. Mayor Myers said Mr. Sharon is a retired municipal manager and this is his background. He belongs to the Florida League of Cities and they offer this pro-bono to members. He is conducting a search for a city manager of Fernandina Beach at this time. He and Mr. Boynton will narrow the field down to 15, and if the Commissioners want to add a name to that list, they can do so at that time. Commissioner Leary moved to adopt the proposed City Manager Selection process. Commissioner Norwood seconded the motion, which passed unopposed.

Mr. Boynton said congratulations are in order for City Finance Director Matt Reynolds, who became the proud father of a newborn son, Dalton Matthews, this past Saturday.

MARCH OF DIMES AWARDS: Fire Chief Lambert was called to the podium. Mayor Myers said the City of Palatka really shined during the March of Dimes awards ceremony. He said the Fire Department received first place in the lightweight division and was awarded the Battered Boot award for having raised over $5,000.00, and he presented those awards to Chief Lambert. Mayor Myers said the City of Palatka also received the first place award in the Middleweights category, and also received the Battered Boot award, and thanked The Clerk for her leadership there.

7. **COMMISSIONER COMMENTS**
Commissioner Kitchens offered her congratulations to City employees for their first place recognitions during the 2012 March of Dimes campaign.

Commissioner Leary said Mr. DeVitto brought to his attention the derelict boat situation still exists. He has made several calls to the State and they said there is nothing they can do. It is a navigation hazard. It's the same five or six boats. There is no pump out station and they are not utilizing facilities at the Boathouse Marina, so he has no idea what the people living on these boats are doing with their sewage. They need to move forward with a mooring ordinance for the City. Their jurisdiction only goes from the bridge down to Wilson's Cove. The boats just move around. They are still working on a grant to get the sunken boat out of there. The issue of law enforcement jurisdiction is confusing, but as he understands it the Sheriff's Department has jurisdiction. He will head up a committee to address this.

Commissioner Norwood said they need to continue to have in place a program to remove debris from the bridge for cyclists and others who use the sidewalks. They need it cleaned up on a routine basis. Mr. Boynton said it is swept every Friday. They can look at adding an additional weekly sweep. Mayor Myers said at the Quality Inn this morning he encountered a group of some 40 bicycling enthusiasts that bike through Palatka on a regular basis and he's asked Mr. Norton to look into holding some type of reception for them.

8. **ADJOURN** – there being no further business to discuss, the meeting was adjourned at 7:00 p.m. upon a motion by Commissioner upon a motion by Commissioner Norwood.

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