

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

January 26, 2012

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 26th day of January, 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; Finance Director Matthew Reynolds; Planning Director Thad Crowe, Police Chief Gary Getchell; Fire Chief Mike Lambert, Parks & Cemeteries Director Jeff Norton, and Main Street Manager Charles Rudd.

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

INVOCATION – Sister Sheila McCoy, Pastor, God's Manna Church

PLEDGE OF ALLEGIANCE – Charles Rudd, Main Street Manager

APPROVAL OF MINUTES – 1/12/12 – Commissioner Brown moved to adopt the minutes as read. Commissioner Kitchens seconded the motion, which passed unopposed.

1. **PUBLIC RECOGNITION/PRESENTATIONS:**

PROCLAMATION – Clean Sweep Month – Greater Palatka Clean-up – February, 2012 – Mayor Myers read the proclamation, saying this is to encourage citizens to clean up their property in order to make the community pretty for festivals and events that begin in March. Amnesty for charges for picking up large items and debris will be given to those who will put these trash items on the curb. The public can contact Keep Putnam Beautiful, Ramicah Watkins, for help with clean-up. Ramicah Watkins said the Great American Clean-up is their big event, which runs from March 1 through May 30, and she urges the public to volunteer for this event. Mr. Boynton said to coordinate large trash pick-up citizens can call Public Works at 329-0107.

PROCLAMATION – March of Dimes Fundraising Days – January 11 through April 21, 2012 – Mayor Myers read the proclamation for March of Dimes fundraising days to kick off the event,

which culminates on April 21, 2012 with the March for Babies. Mayor Myers said when March of Dimes began it was dedicated to finding a cure for polio. Polio has been almost eradicated around the world.

COAST GUARD AUXILIARY PRESENTATION – Susan Leverette, Volunteer - Kathy Fisk, representative, said they work through Putnam County and the surrounding area on boating safety. They are here to honor Susan Leverette for being an outstanding member. She has opened her yard to the Auxiliary, participated in making floats, walked miles in parades and has always been there to help with events. Mrs. Fisk presented her with a Certificate of Recognition.

STUDENT OF THE MONTH – January, 2102 – Vice Mayor Brown joined Mayor Myers in presenting certificates to the following students in recognizing them for their academic excellence, leadership, citizenship and attendance at their respective schools:

Brionna McRae	Beasley Middle School
Emonei Wynn	Browning Pearce Elementary School
Aaron Neeley	Children's Reading Center Charter School
Erica Smith	E.H. Miller School
Elias Bramlitt	James A. Long Elementary School
Alexis Miller	Jenkins Middle School
Seth Bellamy	Kelley Smith Elementary School
Leanne Shaffer	Mellon Elementary School
Robryona Appling	Moseley Elementary School
Ja'metria Johnson	Palatka High School
Abby Coulliette	Peniel Baptist Academy

2. **PUBLIC COMMENTS**

Roberta Correa, 703 Emmett Street, Palatka, representing the Palatka Historic Preservation Board, read a resolution into the record supporting the preservation of the 100 Block on N. 2nd Street.

Mark Miles, 414 River Street, member, Palatka Historic Preservation Board, said he felt it necessary to advise the Commission that the resolution presented by Ms. Correa was ratified by three people. As the Commission decides what to do with the 100 Block, they need to know this. This was not a unanimous vote. He will send them all an e-mail with his own personal opinion.

Askew Vickers, 207 N. 18th Street, asked if the City receives any money for homeless people. Mr. Boynton said no. Mr. Vickers asked what percentage of the budget goes to the Police Department. Mr. Boynton said around 60% of ad valorem. Mr. Vickers asked what is more important, safety or health? He brought examples of rusty water and showed it to the Commission. He said he understands the water system has rusty pipes. They have to drink this water and bathe in it. The infrastructure is the problem. The pipes are bad but they are being charged for this water. Mr. Boynton said if it was brought to his attention, there are things they can do to alleviate the rust. They just ran miles of brand new pipes in the Northside area. The infrastructure from the main line to the pipes going into the house can also cause rust and those pipes do not belong to the City. The water sits in older lines and when people get up in the morning the rust appears. Flushing hydrants, which they've installed all over the City, alleviates that problem. He asked him to bring it to his attention immediately the next time it happens, and not wait a month and a half.

3. **CONSENT AGENDA:**

- a. **Award bid for sale of airport property in the amount of \$62,500.00** to Ronnie Hildurn, RCH Manufacturing, per results of RFP and recommendation of City Manager & Airport Manager;

- b. **Authorize execution of contract change order #1 in the amount of \$9,295.70** to F&G Construction Contract (AIA Document #G701), for a total contract amount of \$311,495.70 for the 2010 Energy Conservation Project, per City Manager's recommendation.
- c. **Authorize renewal of EAP contract with Dr. Vanessa Townsend & Associates (formerly Dr. S. Dingfelder) in the amount of \$3,108.00** for Employee Assistance Program Benefits, per recommendation from Safety Committee
- d. **Appoint George DeLoach to the Palatka Planning Board for a three-year term to expire December, 2014** per results of balloting (interviews conducted on January 12, 2012)
- e. **Reappoint John H. Jones to the General Employees' Pension Board** as financial representative for a two-year term to expire January, 2014 (incumbent)
- f. **Concur on the reappointment of Sgt. Scott Reinhold to the Police Officers' Pension Board** as one (1) of two (2) Member Reps for a two-year term to expire December, 2013, per results of election

Commissioner Leary moved to approve all items on Consent. Commissioner Brown seconded the motion, which passed unopposed.

- 4. **REQUEST** to grant Special Request Items for Permit #12-07 "3rd Friday Downtown Street Party" from 6:00 p.m. to 10:00 p.m. February 17, March 16 and April 20, 2012 – Palatka Main Street
 - a. Grant permission to exceed allowable noise levels
 - b. Grant permission to serve/consume alcoholic beverages on public property/street r/w
 Commissioner Norwood moved to approve both items (a) and (b). Commissioner Leary seconded the motion. Commissioner Brown asked where the alcohol will be allowed.

Jeff Norton, Special Events Coordinator, said they will set up between 2nd and 3rd Street on St. Johns Avenue. Commissioner Kitchens asked if the difference between this and Blue Crab is that Blue Crab alcohol consumption is under a tent and this is allowed on the street? Mr. Norton said this is set up between 2nd and 5th Streets on St. Johns Avenue. Commissioner Brown asked that they eventually have street areas set aside for this purpose. When you go to places like Key West they do allow drinking in right of ways, but it is combined to a certain area. There being no further discussion, the question was called on the motion, which passed four in favor, one opposed by Commissioner Kitchens.

- 5. **PUBLIC HEARING – 718 Elmwood Avenue** – Planning Board Recommendation to annex, amend the future land use designation from Putnam Co. US (Urban Service) to Palatka RL (Residential, Low Density) and rezone from Putnam County R-1A (Single-Family) to City of Palatka R-1 (Single Family Residential), John W. White and Larue Greathouse, Applicants

ORDINANCE annexing 781 Elmwood Avenue – 2nd Reading, Adopt - 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 718 ELMWOOD AVENUE, LOCATED IN SECTION 11, 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 amending Future Land Use - 718 Elmwood Avenue – 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 PALN BE AMENDED WITH RESPECT TO ONE PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE) IDENTIFIED AS 718 ELMWOOD AVENUE FROM PUTNAM COUNTY US (URBAN SERVICES) TO RL (RESIDENTIAL, LOW DENSITY), PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

ORDINANCE rezoning 718 Elmwood Avenue – 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, LOCATED AT 718 ELMWOOD AVENUE FROM PUTNAM COUNTY R-1A (SINGLE-FAMILY) TO R-1 (SINGLE-FAMILY RESIDENTIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

Commissioner Norwood moved to adopt all 3 ordinances as read. 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. All 3 ordinances were declared adopted.

6. **ORDINANCE** – Planning Board Recommendation to Rezone 6805 St. Johns Avenue from Putnam County Ag (Agriculture) To R-3 (Multiple-Family Residential) – Robert A. Guirlinger, Arbor Place Partners, LLLP, 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 09, TOWNSHIP 10 SOUTH, RANGE 26 EAST, LOCATED AT 6805 ST. JOHNS AVENUE FROM PUTNAM COUNTY AG (AGRICULTURE) TO R-3 (MULTIPLE-FAMILY RESIDENTIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance as read. Commissioner Leary seconded the motion. Commissioner Brown confirmed the applicant knows this is where airplanes fly overhead. Commissioner Leary said they should look at doing a special type of ordinance for new construction so people will know surrounding zoning. Commissioner Brown said people purchase property around the airport and then complain when planes fly over.

Thad Crowe, Planning Director, said there are areas around the Airport that are restricted as to zoning, but this area is outside of the restricted area. There are other issues that germane to this that will be taken up at a later day. There being no further discussion 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.

7. **ORDINANCE** electing to locally implement FS 316.008 (8)(a) to allow for the installation of Traffic Infraction Detectors to enforce red light violations, and repealing the Palatka Traffic Safety Act, Chapter 82, Article IV of the Municipal Code – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ELECTING TO INSTITUTE PROCEDURES AUTHORIZED BY CHAPTER 316.0083 FL. STAT. 2011; REPEALING ORDINANCE 09-08, KNOWN AS THE CITY OF PALATKA TRAFFIC LIGHT SAFETY ACT (CODIFIED IN MUNICIPAL CODE AS CH. 82, ARTICLE IV) AND ANY OTHER ORDINANCES IN CONFLICT HEREWITH; PROVIDING FOR THE RENUMBERING OF CHAPTER 82 OF THE MUNIICIPAL CODE; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens moved to adopt the ordinance as read. 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 ordinance was declared adopted
8. **ORDINANCE** amending Chapters 62 and 94 of the Municipal Code to clarify sign specifications, allowable locations and prohibitions – 1st reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA AMENDING SIGN CODE SECTION 62-1 TO PROVIDE DEFINITIONS FOR SPECIFIC SIGN TYPES, CLARIFY ISSUES IN SECTION 62-4 PERTAINING TO MAXIMUM SIGN SIZE, REMOVE LIMITATION IN SECTION 62-10 OF

WALL SIGNS TO COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS, DELETE SECTION 62-14 WHICH PROVIDES STANDARDS FOR PORTABLE SIGNS, ADD SECTION 62-14 THAT REQUIRES LANDSCAPING AROUND NEW SIGNS; AND ADD NEW SECTION 62-15 TO CLARIFY THAT SIGNS NOT DEFINED IN CODE ARE PROHIBITED AND SIGN LOCATIONS ARE LIMITED BY CHAPTERS 62 AND 94; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Leary moved to pass the ordinance on 1st reading. Commissioner Norwood seconded the motion. Commissioner Norwood asked if they decided how they are going to handle signs that do not meet the requirements of this ordinance.

Thad Crowe, Planning Director, said in cases of signs that don't meet standards and are currently in place, they are "grandfathered" legal non-conforming signs, and if the sign is destroyed it will have to be rebuilt to these new standards. Commissioner Brown asked, if she wanted to put a sign on her funeral home, where could she do so? Mr. Crowe said the downtown zoning districts allow wall signs on buildings, ground signs up to 30 sq. ft., window signs and some sidewalk signs. Commissioner Kitchens said Mr. Boynton was going to get with Mr. Romay about the Emergency Management operation sign on Hwy 19. Mr. Boynton said Mr. Romay is in the audience to address any concerns. An exception has been created for public information signs. Mr. Crowe has created provisions and inserted them into this ordinance that everyone is happy with; he asked Mr. Crowe to distribute the new ordinance which contains those changes.

Quinn Romay, Chief of Emergency Operations for EOC, 6106 First Manor West, said Mr. Crowe has alleviated some of their concerns. One of their jobs is alerting the public. In 2006 they got a federal grant to put their sign in place. There are limited ways to alert the motoring public to weather and/or Amber Alerts. They were fortunate to receive the grant. Their sign is outside of what's allowed in this ordinance. They've got some additional language to add to this they'd like the City to consider. Commissioner Leary said he and the Planner disagree on outdoor advertising. They need to get people off the outer byways and downtown, and he's looking forward to working with the Planning Director for future revisions to the Plan ordinance.

Commissioner Kitchens said she has an issue with the Downtown "bulletin board" sign. This is a wooden barrel sign downtown they will be pinning notices to. People tape notices to light poles downtown and now so this will be so people can put notices on the bulletin board and not on street poles or sign posts. She doesn't think there are that many notices up on sign posts now, and this will encourage people to put up more signs. This will create litter. Another section requires landscaping around signs. This can get very expensive. She knows of a small amount of landscaping around a certain sign that cost over \$3,000. Also, the City Attorney said if the sign isn't specifically prohibited by the ordinance, it's allowed. This change in the ordinance says if it's not spelled out here it is prohibited. With the changeable signs, she had the City Manger check with several churches with very large signs. Only one is out of compliance, Hillcrest Baptist Church, but it will be grandfathered in. She has concerns with trying to fix the current sign ordinance. She does not see that it's broken. Commissioner Leary said the landscaping requirements are in line with other governments. It is very straightforward and a common sense approach to signs. This takes the sign ordinance in the right direction. Mr. Holmes said they can amend the ordinance by substituting the ordinance in the package with the version they have just been provided. Commissioner Leary moved to amend the ordinance by substituting the ordinance in the packet with the amended ordinance they were just provided. Commissioner Brown seconded the motion, which passed four in favor and 1 opposed by Commissioner Kitchens.

A roll call vote to pass the ordinance as amended on 1st reading was taken with the following results: Commissioners Brown, Leary, Norwood, and Mayor Myers; yes. Nays; Commissioner Kitchens. Ordinance passed on 1st reading 4 in favor, 1 opposed.

9. **ORDINANCE** amending Municipal Code Chapter 94, Article V, off-street parking and loading standards, to set forth dimensions for parking spaces – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA AMENDING ZONING CODE SECTION 94-261 TO MODIFY VEHICLE PARKING SPACE SIZE AND ALLOW COMPACT CAR SPACES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Leary moved to pass the ordinance on 1st reading. Commissioner Norwood seconded the motion,

Marcia Lane, 210 E. Forest Park Drive, said she sits on the Board of Zoning Appeals. She asked what size parking spaces this allows. Mr. Crowe said at this time the required minimum parking space is 10 feet wide x 20 feet long. This changes it to a more standard dimension of 9 feet wide by 18 feet long and allows for compact car spaces. Ms. Lane said she's worked in other cities that allow smaller spaces. This is not very practical for a county like Putnam. They turned down requests from Walmart and the Hodge Brothers who wanted smaller spaces. With parking spaces that are smaller than normal, people take up two spaces in order to get their cars into the spaces. The reality is that people are not all going to compact cars. A business needs to put full size parking spaces in. A foot makes a huge difference. Trucks are also large vehicles. She'd like them to think about this.

Commissioner Kitchens read an e-mail into the record from the Putnam County Tax Assessor who advised they will have problems with delivery trucks and door dings should this pass. She said you may be able to fit your car into a space, but when you open your door you will ding a car. This may be the way other communities do it, but this is not other communities. They are unique. They have many large pickup trucks, SUVs and cars. Changing the current ordinances is not the thing to do. You can get a small car into a large space, but not a large vehicle into a small space. Passage of this ordinance will cause problems. They don't need smaller parking spaces. The Planning Board recommended this request be turned down.

Commissioner Brown said when she gets out of the passenger side of a vehicle, she has to open the door all the way out to get out. They have many senior citizens who have to open up a door all the way. Commissioner Leary said it costs a business more to create larger parking spaces. This is a cost to businesses. The push is to go to compact cars. This will attract new businesses. A roll call vote was taken with the following results: Commissioner Leary and Mayor Myers; yes. Nays; Commissioners Brown, Kitchens and Norwood. Motion failed 2 in favor, 3 opposed.

10. **ORDINANCE** amending the Municipal Code Fee Schedule Index for Chapter 54, Sewer Impact Fee basis for residential connections – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF APATLA, FLORIDA AMENDING PLANNING CODE SECTION 54-157 TO REVISE SEWER IMPACT FEES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 1st reading. Commissioner Leary seconded the motion. Commissioner Kitchens said she was initially concerned about reducing the impact fees but was assured by Staff that because there is no need for a 2nd wastewater treatment plant, the City can lower these fees. They were raised in 2006 to cover the cost of a 2nd treatment plant. There being no further discussion, a roll call vote was taken with the following results: Commissioners Norwood, Leary, Brown and Mayor Myers; yes. Nays; Commissioner Kitchens. Ordinance passed on 1st reading 4 in favor and 1 opposed.
11. **ADMINISTRATIVE REPORTS**
- a. **City Manager Boynton – 100 Block Buildings** - Mr. Boynton said the structural review has been completed but the report is not yet available. He will make it an official agenda item for the next meeting. By the time he gets the reports it may take him a few days to put a memorandum together on it, so it may not be in the agenda package, but they will have it the Monday prior to the Commission meeting.

Mr. Boynton said he and the City Attorney will get together next week to go over the Developer RFDQ for the Riverview Property and they will have that ready for review at the next meeting. He hopes to do this concurrently with the 100 Block item.

Mr. Boynton said he was told last week that the plans for the bicycle trail through the City are at FDOT for review, and they hope to send this out to bid in February with construction to commence early spring. The trail starts at Putnam County Blvd. in East Palatka, comes across the bridge into Palatka, over to 1st St., down Main St going down to Dunham at 11th and across to US 17. That will be underway by this summer.

Mr. Boynton said they had an energy sustainability meeting scheduled for yesterday, but it was rescheduled. They need to present this in workshop form. He hopes they will look at their calendars in order to get a workshop set up so Mr. Taylor can present this material.

Mr. Boynton said they were notified they have been awarded \$290,000-plus for a boating improvement grant to expand the boat launch and build new restrooms. He thanked Commissioner Leary for his help in obtaining those grant funds. This comes with a 25% grant match, or around \$90,000, from the City. He will be moving money around over the next few months and reallocating some things.

Mr. Boynton said an airport grant was received for around \$1.5 million from FAA which includes the complete reconstruction of Taxiway C. With this, all working runways will have been totally reconstructed over the past four years, and with the new terminal, they have pretty much reconstructed the entire airport over the past five years. The Palatka Municipal Airport Air Show is scheduled for this Saturday from 9:00 a.m. to 4:00 p.m., and is free to the public.

12. COMMISSIONER COMMENTS

Commissioner Kitchens distributed photos to the Commission of the City's parking lot next to the Presbyterian Church Annex, which she said shows public drinking in the evenings. The Police Chief is aware of this and is working on the problem. In the photo taken on January 7th there are 14 plastic cups and a gallon jug half full of liquor. On the 20th of January there were 8 beer cans in the City parking lot, plus broken glass, next to the Snyder's building. This is happening in the evenings starting Thursday nights. The residents in the area are concerned about this.

Commissioner Kitchens said the agreement with the City Manager says they shall evaluate him each January, and she'd like those distributed by the Clerk. Mr. Boynton said he's directed the Clerk to distribute those.

Commissioner Kitchens said she does not condemn people for drinking, although she chooses not to, as long as they do it within the law.

Commissioner Brown thanked the Commission for the flowers they sent while she was ill.

Commissioner Brown said she brought back legislative priorities from Legislative Action Day as there are pending changes to Statute the Commission should be aware of. The FLC wants the Commissioners to talk to our representatives about these issues. Home Rule is challenged all the time. Mr. Boynton said the Clerk e-mails those notices out as she receives them.

Commissioner Leary said they need to prioritize legislative issues that are most important to the City. The bottle deposit program would solve a lot of the problems associated with bottles and cans left on the streets and parking lots. This would be quite beneficial to cities like Palatka to help in preserving the natural beauty. The number one litter problem is bottles.

Commissioner Norwood said the sidewalks are collectors of trash and broken glass along the bridge, and that is a problem for those who ride bicycles. Mr. Boynton said he will increase the blowing off of the sidewalks.

Mayor Myers said the Main Street Manger's leadership has increased activity in Downtown. Everyone should look at the schedule of events and attend as many functions as they can.

Regarding the Azalea Festival Mayor's Reception, Mayor Myers said the former sponsor has chosen not to sponsor this year and Prosperity Bank has agreed to sponsor the Mayor's Reception, which will be held on March 2 at the Bronson-Mulholland House.

13. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 7:30 p.m. 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