

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



MICHAEL J. CZYMBOR
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 8, 2013

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 8th day of August, 2013.

PRESENT:

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

Also Present: City Manager Michael J. Czymbor; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Police Chief Gary Getchell; Fire Marshal Mark Lynady; Planning Director Thad Crowe; Airport Manager John Youell; Grants/Projects Manager Jonathan Griffith and Main Street Manager Charles Rudd

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

INVOCATION – The Reverend Dan Phillips, Pastor, Lemon Heights Baptist Church

PLEDGE OF ALLEGIANCE – Jonathan Griffith

APPROVAL OF MINUTES – 7/18/13 Budget Workshop & 7/18/13 Regular meetings – Commissioner Brown moved to approve the minutes as read. Commissioner Kitchens seconded the motion, which passed unopposed.

1. **PUBLIC RECOGNITION/PRESENTATIONS:** Mayor Myers introduced Vicki Young, the newest administrative employee of the City. She is the Assistant City Clerk and Administrative Assistant to the City Manger.

Mayor Myers recognized former Palatka City Commissioner Heman Azula, who was present in the audience.

2. **PUBLIC COMMENTS** – There were none.
3. **CONSENT AGENDA:**

- a. **Adopt Resolution No. 2013-9-145** amending the City of Palatka FY 2012-13 Budget as of 6/30/13
- b. **Adopt Resolution No. 2013-9-146** authorizing execution of a contract with Fireworks by Santore to reschedule the 4th of July Fireworks to August 31, 2013
- c. **Adopt Resolution No. 2013-9-148 authorizing the issuance of Class A Special Event Permit #13-31 for Downtown Palatka "Gem City Shrimp Blast" August 31, 2013 from 11:00 a.m. to 11:00 p.m.;** Setting forth terms and conditions of the Permit, to include permission to sell/consume alcoholic beverages on public property and exceed allowable noise levels during festival hours; authorizing the closure of certain streets to vehicular traffic during Festival events; and setting the advance permit fee
- d. **Approve Request to exceed noise levels established by Chapter 30, Palatka Code, for the following Special Events Permits:**
 1. **Permit #13-14 – Palatka Trail Festival, August 17, 2013, 8:00 a.m. – 3:00 p.m. – Putnam Co. Rails to Trails Council & City of Palatka, Applicants**
 2. **Permit #13-32 – "Blast of Grass" Concert – September 14, 2013 from 6:00 p.m. – 9:00 p.m. – Old Palatka Waterworks Environmental Education Center, applicant**
 3. **Permit #13-33 – "The Big Push" Auto Push Race – September 21, 2013 from 8:30 am – 5:00 p.m. – Palatka Christian Service Center, Applicant**
- e. **Notice of Amendment to City Commission Meeting Calendar** to set a Budget workshop on August 29th to begin at 4:00 p.m. and a Joint Meeting with the Palatka Gas Authority Board on August 29th to begin at 6:00 p.m. or immediately following the Budget workshop
- f. **Adopt Resolution No. 2013-9-149** declaring certain Golf Course equipment to be surplus and authorizing its disposal

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

4. **CONSIDERATION OF CRA BUSINESS ITEM** (as recommended during 6/27/13 CRA Meeting) **Resolution No. 2013-9-150** reallocating CBD-TIF Funds for the Century Block Clean-up – Adopt – The Clerk read a Resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AMENDING CENTRAL BUSINESS DISTRICT TAX INCREMENT FUND BUDGET FOR FY 2012-2013 TO FACILITATE THE CENTURY BLOCK REDEVELOPMENT PROJECT . Commissioner Norwood moved to adopt the Resolution a read. Commissioner Brown seconded the motion. There being no discussion or comment, a roll call vote was taken, with the following results: Commissioners Norwood, Brown, Kitchens, Leary and Mayor Myers: Yes. Nays: None. The Resolution was declared adopted.
5. **BUDGET SUMMARY REPORT – October 2012 through June 2013 – Matt Reynolds, Finance Director, said this is for June 2013. They are getting closer to the end of the fiscal year and all funds are on track as projected.**
6. **RESOLUTION No. 2013-9-151** awarding a bid to finance the lease/purchase of ten (10) police vehicles to BB&T, and authorizing the Mayor, the City Manager, other City Officials, and staff as appropriate, to execute and attest the Lease Agreement, Project Fund Agreement, and all other documents in connection therewith – Adopt. The Clerk read a Resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ACCEPTING A PROPOSAL FROM BB&T FOR THE FINANCING OF THE PURCHASE OF POLICE DEPARTMENT VEHICLES AND AUTHORIZING THE MAYOR AND CITY STAFF TO EXECUTE AND ATTEST ALL NECESSARY CONTRACTS AND OTHER DOCUMENTS IN CONNECTION THEREWITH IN ORDER TO COMPLETE THE FINANCING TRANSACTION. Commissioner Kitchens moved to adopt the Resolution as read. Commissioner Norwood seconded the motion. There being no comment or discussion, a roll call vote was taken with the following results: Commissioners

Kitchens, Norwood, Brown, Leary and Mayor Myers: Yes. Nays: None. The Resolution was declared adopted.

7. **ORDINANCE** adopting regulations for non-consensual towing of vehicles from private property – 1st Reading – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING LOCAL REGULATIONS AND PROFESSIONAL STANDARDS FOR NONCONSENSUAL TOWING OF VEHICLES PARKED ON PRIVATE PROPERTY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. Commissioner Kitchens moved to pass the ordinance on first reading as read. Commissioner Norwood seconded the motion.

Police Chief Getchell said by statute the City is allowed to regulate the towing industry. If someone parks their car at a business and the owner wants it removed, currently towing companies can charge whatever they want to charge to the owner of the vehicle. This establishes uniform rates as well as a minimum franchise fee to do business inside the city limits. This allows for inspections and licensing oversight. There being no discussion or comment, a roll call vote was taken with the following results: Commissioners Kitchens, Norwood, Leary, Brown and Mayor Myers: Yes. Nays: None. The Ordinance was declared passed on first reading.

8. **ORDINANCE** approving a final plat for a service road easement at the rear portion of 201 Zeagler Drive – Thomas Scarborough, Applicant – 2nd Reading, Adopt – The clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, APPROVING A FINAL PLAT FOR A SERVICE ROAD EASEMENT LOCATED ON PROPERTY IDENTIFIED AS 201 ZEAGLER DRIVE; LOCATED IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the Ordinance on 2nd reading as read. Commissioner Leary seconded the motion. There being no discussion or comment, a roll call vote was taken with the following results: Commissioners Norwood, Leary, Kitchens, Brown and Mayor Myers: Yes. Nays: None. The Ordinance was declared adopted.
9. **DISCUSSION** – Customs Agent for Palatka Municipal Airport – Mr. Czymbor said the City has been requested to investigate options for locating a customs agent at the Airport. Mr. Youell made a presentation to the Airport Advisory Board yesterday, which he will give to the City Commission tonight.

Mr. Youell narrated a Power Point Presentation, saying there are three options. Federal regulations require airports planning passenger processing facilities to prove, without cost to the federal government, suitable office and other space is available for the sole use of federal offices and agents.

Option #1 is to obtain international airport status and “port of entry” designation. This requires some serious traffic and is not an option for Palatka

Option #2 is to obtain approval and become a User Fee Airport. The City would build a facility and pay the salaries of the inspectors. The cost is estimated to be around \$140,874 for the first year and \$123,438 for succeeding years. This is salary only. In addition, data processing costs per inspection are \$17,042 to \$21,562 for the first year and \$13,620 to \$17,640 for succeeding years depending upon the location. There are other associated costs such as overtime.

The best option is Option #3, to construct a facility and be declared a “Landing Rights Airport”. The port in Jacksonville would designate an individual who would travel to Palatka on 48 hours notice prior to arrival of an aircraft pursuant to CFR 122.31. None of the general aviation airports

in Jacksonville have customs support; the only one is the International Airport. Mr. Youell said Ocala put an operation in a few years ago, but that operation has moved to Leesburg. He contacted Leesburg, which has a larger airport with more operations. They inspect between 225 and 250 aircraft per year at a charge of \$50 per aircraft. This would be \$750 for small aircraft and \$1,000 for large aircraft for a total of \$17,500 for the year. This paid for the computer equipment only. Neither Gainesville nor Daytona have an Agent, this takes a fairly sizeable operation. St. Augustine does have one.

Commissioner Leary asked why a director would provide approval for a customs agent to travel to another airport when that would take business away from that airport. Mayor Myers said they would try to accommodate the customer. Mr. Holmes said if a customer chooses to go to Palatka rather than Leesburg, it might be feasible. With all the facilities around Palatka, Palatka would be competing with them. Commissioner Brown said this would help them cultivate international business, but if this isn't cost effective, they have to find another way. Mr. Youell said the recommendation of the Airport Advisory Board is that it is not cost effective at this time.

Commissioner Kitchens asked Mr. Youell if he had contacted JaxPort to find out if they'd be willing to defer some of their traffic to Palatka. Mr. Youell said he had not. Commissioner Leary said they need to find a niche for their airport and it's not international trade.

10. CITY MANAGER & ADMINISTRATIVE REPORTS

Mr. Czymbor reported Mr. Patel with SHP Hospitality, LLC has received a permit from SJRWM as well as substantially submitted and addressed concerns on his site plan for the proposed Hampton Inn. They hope to be submitting his site plan and construction plans by the end of the month.

Mr. Czymbor said next week he, Commissioners Brown, Leary and Norwood will attend the Florida League of Cities Annual Conference in Orlando.

Charles Rudd, Main Street Manager encouraged all to see Rumors, the play being presented at the Larimer Arts Center this weekend.

11. COMMISSIONER COMMENTS

Commissioner Leary asked Mr. Crowe to send a draft of the vacant building ordinance around to the Commission to look at whether or not this is something they want to pursue.

Commissioner Norwood said there is a Competitive Abstinence Grant that is being written by a citizen of Palatka. This is an \$800,000 grant. He'd like to give a presentation to the City Manager who could distribute it to the Commission to think about a resolution supporting that application.

Commissioner Norwood said he spoke with FDOT representatives about the Trail and its maintenance. The consensus is that it is in the City and it is up to the City to maintain it. FDOT said volunteers can be used but they are not reliable. This was not discussed nor was it added to the City's maintenance plan. They need to include this in the FY 2013-14 Budget. There are wooden barriers that separate the trail from private property that are already coming down and need maintenance. The wooden barriers have been a maintenance issue from the start. Commissioner Kitchens suggested they approach Keep Putnam Beautiful about maintenance.

Mayor Myers said the opening of the Trail is on August 17th with a ribbon cutting at 10:00 a.m. The Gem City Shrimp Blast is scheduled for August 31st.

Mayor Myers recognized Shannon Purinton, head of the Water Works Environmental Education Committee. There was a dedication there this week in honor of Jim Townsend. Commissioner Kitchens said there are two good articles in the Palatka Daily News today concerning Mr. Townsend. Ms. Purinton thanked the City for its support of their projects and initiatives.

Mayor Myers encouraged all to see the play Rumors, a Neil Simon play, which is going on at the Larimer.

12. **ADJOURN** - There being no further business to discuss, the meeting was adjourned at 6:25 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