

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
April 11, 2013

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 11th day of April, 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; Finance Director Matt Reynolds; Police Chief Gary Getchell; Main Street Manager Charles Rudd; Projects/Grants Manager Jonathan Griffith

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

INVOCATION – The Reverend Eddie Stith, Student Pastor; First Assembly Church of God

PLEDGE OF ALLEGIANCE – George Crawford

APPROVAL OF MINUTES – 3/28/13 – Commissioner Kitchens moved to adopt the minutes as read. Commissioner Norwood seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS:

PROCLAMATION – Safe Digging Month – April, 2013 – Don Kitner, Manager, Palatka Gas Authority, was present to receive the proclamation, which was read and issued by Mayor Myers. Mr. Kitner said as an underground facility operator, they appreciate the City's support on this and encourage everyone to "call before you dig." It's a free call and prevents a lot of damage.

PRESENTATION - 60TH ANNIVERSARY MUG RACE – David & Linda Girardin, PO Box 392, E. Palatka, said Palatka is privileged to host the 60th running of the Mug Race. The original sailors who conceived the idea and ran the first race live in Putnam County. The Rudder Club of Jacksonville touts it as the longest river race in the world. This is a 43-mile river race. Mrs. Girardin said a few years ago they got together to reinstate the Friday night party at the Riverfront in order to promote the community, the downtown merchants and the sailors who participate in the race. This is about hospitality and making visiting sailors feel welcome. They distributed a copy of the brochure for the race.

Mr. Girardin said the Party is May 3 from 5 to 9 at the Riverfront. There will be live music, an oyster roast and the Flying Elvises will make a landing. Mrs. Girardin said they invite the public to come view the staggered start of the race on Saturday morning.

Marlene Lagasse, promoter, said she has posters available for display. Mayor Myers thanked all who have worked on this event, saying it showcases Downtown Palatka

EAGLE SCOUT RECOGNITION – George Crawford, volunteer and Eagle Scout Coordinator, Boy Scouts of America, was present as the Mayor presented proclamations honoring Drew Caleb Hawkins, Troop 427, and Hayden Joseph Herrington, Troop 248 in recognizing their attainment of the rank of Eagle Scout. The scouts were joined by their respective families. Michael Kenneth England, Troop 62, was recognized in absentia. Mayor Myers said this is a rank that is held for life; it takes a lot of hard work and reflects not only their work, but also the support of parents and troop leaders.

2. **PUBLIC COMMENTS -**

Phyllis R. (Rosie) Harrell, 271 E. River Road, E. Palatka, thanked members of the Commission for not changing the alcohol ordinance. She is involved in prayer in the community, and she gets many requests for those struggling with addiction. She invited them to the U-Turn event which is being held on Saturday and begins at 11:00 a.m. at the Riverfront.

3. **CONSENT AGENDA:**

- a. **Adopt Resolution No. 2013-9-98** authorizing the expenditure of up to \$23,375.00 of Law Enforcement Trust Funds pursuant to FS932.7055 5(a – c) for crime prevention, drug abuse education/prevention programs and gun range electrical, and to amend the FY 2012-13 General Fund budget accordingly
 - b. **Adopt Resolution No. 2013-9-99** to award the bid for Police Department Building Renovation Architectural Services to Robert E. Taylor, AIA in the amount of \$9,975.00 and amend the FY 2012-13 General Fund Budget accordingly
 - c. **Adopt Resolution No. 2013-9-100** amending the FY 2012-13 Budget to make the Health Insurance Premium Contingency Settlement invoice payment
 - d. **Approve special request items for Class B Special Events Permit #13-22, 2013 Wolfson Children's Bass Tournament, May 16, 17 & 18, 2013, per Special Event Coordinator's recommendation:**
 1. Approve Noise Ordinance variance May 16, 17 & 18 from 4:00 a.m. to 6:00 p.m. (Required for the playing of the National Anthem at launch and afternoon weigh-ins ending at 6:00 p.m. daily).
 2. Close boat ramp to public beginning Friday, 5/17 through 7:00 p.m. Saturday, 5/18/13.
- Commissioner Norwood moved to approve all items on consent as recommended. Commissioner Leary seconded the motion, which passed unopposed.

4. **COMMUNITY REDEVELOPMENT AGENCY BUSINESS:**

RESOLUTION No. 2013-9-101 approving the ranking of respondents to the Call to Artists for the selection of a Sculptor for the NEA Arts in Public Places Grant, and authorizing the City Manager to negotiate a contract with the top-ranked artist - Adopt per CRA Recommendation 4/11/13 – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA ACCEPTING THE NEA GRANT PUBLIC ART PROPOSALS RANKING AND AUTHORIZING THE CITY MANAGER TO NEGOTIATE WITH THE TOP RANKED ARTIST FOR THE DEVELOPMENT AND INSTALLATION OF THE PUBLIC ART PIECE. Commissioner Norwood moved to adopt the resolution as read. Commissioner Brown seconded the motion. There being no further discussion or comment, 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.

5. **RESOLUTIONS** refunding the Golf Course Loan and two (2) Airport Loans, and authorizing the execution of a Letter of Commitment to Prosperity Bank pledging security for the repayment of the debt – Matt Reynolds, Finance Director said they have been working on the refinancing of debt on these three loans; SunTrust did not want to amend the rates, and Prosperity Bank was selected as they provided the most favorable rates in response to an RFP. The City will save around \$160,000 on the airport loan and around \$180,000 on the golf course loan, over the life of the loans, which expire in 2023.

RESOLUTION No. 2013-9-102 authorizing the issuance of a \$1,358,000 taxable Golf Course Revenue Refunding Note, Series 2013A; pledging securities for its repayment; providing for its sale to Prosperity Bank, covenants and agreements – Adopt - The Clerk read a resolution entitled A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE ISSUANCE OF A \$1,358,000 TAXABLE GOLF COURSE REVENUE REFUNDING NOTE, SERIES 2013A FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING DEBT OF THE ISSUER AS MORE PARTICULARLY DESCRIBED HEREIN AND PAYING COSTS RELATED THERETO; PROVIDING THAT THE NOTE SHALL BE A LIMITED OBLIGATION OF THE ISSUER PAYABLE FROM CERTAIN GOLF COURSE NET REVENUES RECEIVED BY THE ISSUER AND A BACKUP COVENANT TO BUDGET, APPROPRIATE AND DEPOSIT NON-AD VALOREM REVENUES AS PROVIDED HEREIN; PROVIDING FOR THE RIGHTS, SECURITIES AND REMEDIES FOR THE OWNER OF THE NOTE; AUTHORIZING THE PRIVATE NEGOTIATED SALE OF SUCH NOTE TO PROSPERITY BANK PURSUANT TO THE TERMS AND CONDITIONS DESCRIBED HEREIN; MAKING CERTAIN COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the Resolution as read. Commissioner Kitchens seconded the motion. There being no further discussion or comment, 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.

RESOLUTION No. 2013-9-103 authorizing the issuance of a \$528,000 taxable Airport Revenue Refunding Note, Series 2013B and a \$883,000 tax exempt Airport Revenue Refunding Note, Series 2013C; pledging securities for its repayment; providing for its sale to Prosperity Bank, covenants and agreements - Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE ISSUANCE OF A \$528,000 TAXABLE AIRPORT REVENUE REFUNDING NOTE, SERIES 2013B AND A \$883,000 TAX-EXEMPT AIRPORT REVENUE REFUNDING NOTE, SERIES 2013C FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING DEBT OF THE ISSUER AS MORE PARTICULARLY DESCRIBED HEREIN AND PAYING COSTS RELATED THERETO; PROVIDING THAT THE NOTES SHALL BE LIMITED OBLIGATIONS OF THE ISSUER PAYABLE FROM CERTAIN AIRPORT NET REVENUES RECEIVED BY THE ISSUER AND A BACKUP COVENANT TO BUDGET, APPROPRIATE AND DEPOSIT NON-AD VALOREM REVENUES AS PROVIDED HEREIN; PROVIDING FOR THE RIGHTS, SECURITIES AND REMEDIES FOR THE OWNERS OF THE NOTES; AUTHORIZING THE PRIVATE NEGOTIATED SALE OF SUCH NOTES TO PROSPERITY BANK PURSUANT TO THE TERMS AND CONDITIONS DESCRIBED HEREIN; DESIGNATING THE SERIES 2013C NOTE AS A QUALIFIED TAX-EXEMPT OBLIGATION WITHIN THE MEANING OF THE INTERNAL REVENUE CODE; MAKING CERTAIN COVENANTS AND AGREEMENTS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the Resolution as read. Commissioner Kitchens seconded the motion. There being no further discussion or comment, 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. **RESOLUTION No. 2013-9-104** authorizing the issuance of Class A Special Event Permit #13-18 for the May 24, 2013 Blue Crab Festival Kick-off Party and #13-19 for 2013 Blue Crab Festival on May 25 – 27, 2013, setting advance and estimated fees, and authorizing a reduction in the amount of the 2012 permit fee – Adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO THE BLUE CRAB FESTIVAL, INC. FOR THE 2013 BLUE CRAB FESTIVAL AND KICK-OFF PARTY; SETTING FOR THE PROVISIONS OF THE PERMIT; ALLOWING FORTH THE CLOSURE OF CERTAIN STREETS TO VEHICULAR TRAFFIC DURING FESTIVAL EVENTS; SETTING ADVANCE AND OTHER PERMIT FEES; AND AUTHORIZING A REDUCTION IN THE AMOUNT OF THE 2012 BLUE CRAB FESTIVAL PERMIT FEES. Commissioner Leary moved to adopt the Resolution as read. Commissioner Brown seconded the motion.

Commissioner Kitchens asked if the 2012 invoice had been paid. Mr. Czymbor said the invoice has not yet been paid; it was compiled in June 2012, but was not sent to the Festival until January of this year. They are recommending a refund based upon installation of electrical infrastructure at the Park, which the Blue Crab Committee has paid for. Commissioner Kitchens asked what the Presbyterian Church had to say about the layout of the beer & entertainment tents and alcohol sales area.

Carla Jane Morris, Chairman, Blue Crab Festival Committee, said they've asked for the same area of alcohol sales and consumption that was permitted last year. A representative of the Church has attended all their meetings. They are fine with it as long as the Festival doesn't disturb Sunday services. Commissioner Kitchens said they were upset last year because of the garbage and disturbance on the grounds. Ms. Morris said they are paying a new group to pick up garbage, and they will be patrolling the entire festival site. They are hoping for a trash-free event. Commissioner Kitchens said there was a problem between security people and local businesses; she asked if security people had been properly trained. Ms. Morris said they have been, and the Security team will meet with the PD.

Mr. Czymbor said he's made a concerted effort to meet with Ms. Morris and has attended meetings to help clarify issues. He believes the City has a strong partnership with the Festival, and they are looking forward to the best festival ever. He wanted to be sure local vendors have preference on providing services and selling wares. Ms. Morris said to bring his concerns to the meeting Monday night.

Commissioner Brown noted last year the Festival was closed for two days. Ms. Morris said Saturday evening most of the vendors left; Sunday was dead and there was no music Sunday night. The parade was cancelled. Commissioner Brown asked that Blue Crab not have to pay last year's bill until after this year's Festival. Commissioner Kitchens said it is her preference that the alcohol issue be voted upon separately. There being no further discussion or comment, a roll-call vote was taken, with the following results: Commissioners Brown, Leary, Norwood and Mayor Myers, yes. Commissioner Kitchens, No. The Resolution was declared adopted. Commissioner Kitchens said she voted no because of the alcohol issue.

Ms. Morris said the City's invoice for this year is \$8,632.00; they also face deposits and insurance payments due May 1. She asked if they can wait to pay any part of this year's bill and last year's bill until after the Festival. None of the income comes in until after the event happens. She asked if they can take partial payment ahead and the rest afterwards.

Commissioner Leary moved to direct the City Manger to work with the Festival Committee regarding payments in installments of the fees. Commissioner Brown seconded the motion and

thanked the Committee for their work, saying this festival is famous all over and it really helps to boost the local economy. There being no further discussion, the motion passed unopposed.

Ms. Morris said this year they have a television program called "How To Do Florida" coming to Palatka to film on Sunday; this is aired on The Sunshine Network and it's about RV-ing around Florida on a budget. They are coming to Palatka on Sunday around 11 am and will be filming that day. This brings national attention to Palatka. Mayor Myers thanked her and her committee for their hard work, and noted people think of Blue Crab Festival when they think of Palatka, and this is very positive.

Commissioner Kitchens said she'd like to see this next year as two separate items; this year they did not do it that way. She wanted to vote no on the alcohol only, and asked that the City Clerk place this on the Agenda as two separate items next year.

PUBLIC HEARINGS:

7. **ORDINANCE** Renewing and Extending the Electric Franchise Agreement with Clay Electric, originally adopted by Ordinance 81-25 on October 21, 1981 – 2nd Reading, Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, EXTENDING AND RENEWING AN ELECTRIC FRANCHISE PREVIOUSLY GRANTED TO CLAY ELECTRIC COOPERATIVE, INC.; AMENDING CERTAIN TERMS OF ORDINANCE #81-25; IMPOSING CERTAIN CONDITIONS; PROVIDING FOR AN ADMINISTRATIVE FEE AND TERMS RELATING THERETO; EXTENDING OTHER UNAMENDED TERMS AND CONDITIONS; PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens moved to adopt the ordinance on 2nd reading as read. Commissioner Brown seconded the motion. . There being no further discussion or comment, 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. **CITY MANAGER & ADMINISTRATIVE REPORTS**

Mr. Czymbor said the Fiscal Year 2013-14 Budget process commences shortly and he will get memorandums out to Department Heads and Commissioners outlining the process. This will be another challenging year, but the process will differ from that followed in past years.

Mr. Czymbor said the Downtown Riverview Development RFP responses are due Monday, and they are looking forward to having some good proposals to consider.

Mr. Czymbor said one proposal was received for the Golf Course Restaurant Expansion, and he looks forward to bringing back a recommendation for award on that and the Continuing Services RFP in May.

Charles Rudd, Main Street, Manager, said the Magnolia Café, a new restaurant, has opened in Downtown Palatka. It is a wonderful addition to the Community.

9. **COMMISSIONER COMMENTS**

Commissioner Brown said Roberts Hospice Center has received a \$1 million dollar donation and is holding a groundbreaking ceremony on an expansion.

Commissioner Brown said she won't be in attendance at the April 25th meeting as she will be attending a conference on Florida League of Cities business.

Commissioner Norwood said he traveled to Thomasville, Georgia recently, and noted they have a brochure of information on all the city-sponsored events distributed city-wide. This was all in one brochure. He would like to suggest that the City put together a similar brochure that outlines all the events for the entire year so visitors can make plans to come back for different events. He noted Commissioner Brown is an advocate of brochures, and this one was very well done and was in every restaurant they went into, in all the downtown stores, and in the municipal buildings. Mayor Myers said he's had a discussion with Mr. Czymbor about this issue, and also about placing individual brochures at various sites. American Cruise Lines brings people to tour the City and they are looking for informational brochures. Possibly TIF Funds could fund these brochures. Thomasville is Palatka's competition; they need to advertise Palatka. Mr. Rudd has done a great job with Main Street events advertising, but they need to expand on that. Commissioner Norwood said it encompassed everything all over the City, and not just the downtown.

10. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 6:45 p.m. upon a motion by Commissioner Brown.

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