

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 25, 2013

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 25th 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; Fire Chief Mike Lambert; Parks & Cemeteries Supt. Jeff Norton; Airport Manager John Youell; Main Street Manager Charles Rudd; Project Manager Jonathan Griffith

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

INVOCATION - Rosie Harrell, Co-Facilitator, National Day of Prayer; Putnam Ministerial Assoc.

PLEDGE OF ALLEGIANCE – Police Chief Gary Getchell

APPROVAL OF MINUTES – 4/11/13 – Commissioner Norwood moved to adopt the minutes as read. Commissioner Kitchens seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION/PRESENTATIONS:

PROCLAMATION – Florida's 500 Year Anniversary – Viva Florida 500 – Steve Crowley, Arts Council of Greater Palatka, Executive Director, Putnam County Library, was present to accept the Proclamation on behalf of Viva Florida 500. The Proclamation was read and presented by Mayor Myers. Mr. Crowley said they have been maintaining a time capsule which has been ensconced in the Library, which will contain artifacts from the year 2013, to be opened at some point in the future. There are events for the public and school children to participate in.

PROCLAMATION – National Day of Prayer – May 2, 2013 – Rosie Harrell, Co-Facilitator, and others were present to accept the Proclamation, which was read and presented by Mayor Myers. Mrs. Harrell thanked the Commission for all they do in the schools, and said flyers on this event are available.

PROCLAMATION – Amtrak and National Train Day – May 11, 2013 – Marvis Champion, President, Palatka Railroad Preservation Society, and others were present to receive the proclamation, which was read and presented by Mayor Myers. Mr. Champion said the Train Depot Museum is open from 9 – 5 every day, and on the 1st Sunday of the month the train exhibits are open to the public. Trains stop at the Depot daily. Mr. Howard Blaszyck, Vice President, said their organization started in 1993 at the suggestion of Vice Mayor Brown. They incorporated in 2010 and in 2011 gained tax exempt status as a charitable educational organization. Janice Browning, who recently passed away, was instrumental in the Society. She'd have been here if she could have attended. Mayor Myers noted one of the highlights of Palatka tours are the exhibits at the Train Depot, and he urged parents to take their children to see them.

STUDENT OF THE MONTH – April, 2013 – Commissioner Leary joined Mayor Myers in presenting Certificates of Achievement to the following students in recognition of academic excellence, leadership, citizenship and attendance at their respective schools:

Emonai Wynn	Beasley Middle School
Krysta Harrell	Browning Pearce Elementary School
Joshua Hansford	Children's Reading Center Charter School
Tavarence Boynton-DeWitt	E.H. Miller School
Madison Rigsby	James A. Long Elementary School
Lucas Surrency	Jenkins Middle School
Josie Bohanan	Kelley Smith Elementary School
Lakiaya Wright	Mellon Elementary School
Nevae'h Reeves	Moseley Elementary School
Alexis Session	Palatka High School
Ethan Lumpkin	Peniel Baptist Academy
Elisabeth Pignato	Putnam Academy of Arts & Sciences, Inc.

2. PUBLIC COMMENTS

Lynn Slobovian, 106 Twin Lakes Road, W. Putnam, Volunteer Coordinator, Haven Hospice, Palatka, said Roberts Care Center received a large donation to increase its bed size to 18. They will hold a groundbreaking ceremony on Thursday, May 2 at 10:30 a.m. and she invited the Commission and staff to attend. She asked Mayor Myers if he'd provide comments at the ceremony. This expansion is significant as it will eliminate the need for patients and families to travel outside the community for hospice care.

John Quinerans, 109 Tanner Woods Drive, Palatka, said he lives near Silver Lake Drive & Palm Avenue. Regarding bicycle friendly streets, he has three bicycles and he is unable to ride a bike safely in that area. The streets have been there since horse-drawn wagon days, and they are too narrow; there is no room for bicycles and cars together. He cannot ride his bike from his house to the store. He hopes the City can give direction and energy necessary to make streets of Putnam County safe for bikers.

3. CONSENT AGENDA:

- a. **Adopt Resolution No. 2013-9-105** amending the FY 2012-13 Budget for March, 2013
- b. **Adopt Resolution No. 2013-9-106** awarding the Airport Refueling Truck bid to Eastern Aviation Fuels in the amount of \$60,000.00 and amending the FY 2012-13 Airport Fund Budget
- c. **Accept Board/Committee resignations as follows:**
 - 1. Resignation of Alex Sharp from the Code Enforcement Board effective immediately
 - 2. Resignation of Elisabeth Virnstein from the Palatka Tree Committee effective immediately
 - 3. Resignation of Sherri Lowe from the Palatka Tree Committee effective immediately
- d. **Appoint Eva Hosein and Emily Rodriguez to the Palatka Tree Committee** to serve at the pleasure of the Commission (no set terms) per Staff Recommendation

- e. **Allow consumption of alcoholic beverages on public r/w for Special Events Permit #13-25, Palatka Spring Wine Stroll, May 11, 2013 from 5:00 pm to 9:00 pm - Palatka Main Street, Applicant**

Commissioner Leary moved to adopt all items on the Consent Agenda as read. Commissioner Norwood seconded the motion, which passed unopposed.

Mayor Myers recognized Eva Hosein and Emily Rodriguez, who were present, and noted they had just been appointed to the Palatka Tree Committee.

Commissioner Leary asked if the Planning Director will provide an update on all Boards and Committees, including any vacancies.

4. **BUDGET SUMMARY REPORT – Oct. 2012 through Mar. 2013 – Matt Reynolds, Finance Director, said this report marks the halfway point through the fiscal year. The budget is on track and the Golf Course revenues are up. As to electronic read water meters, there are some 1" and 2" meters that are yet to be installed. The majority of the meters in the City have been changed out. It has helped to track water usage more accurately, and has helped with being able to show when water usage has occurred at individual properties. As to frequency of calibration, Mr. Reynolds said this is not a question he can answer, but one that would be best answered by Rhett McCamey, Water & Sewer Distribution Superintendent. Commissioner Norwood said they should be calibrated every three years as they need to be accurate.**
5. **PRESENTATION AND ACCEPTANCE OF AUDIT/COMPREHENSIVE ANNUAL FINANCIAL REPORT F/Y 2011-12 – Tina Robinson & John Rowe, Carr, Riggs & Ingram, Auditors – Tina Robinson provided the audit report for financial statements for the fiscal year ending September 30, 2012. She noted the summary is contained on pages 73 and 74, which summaries the auditor's opinions on the Financial Statements, major projects and major state grants, as well as any opinions. For each of the six major funds and non-major funds, the City received unqualified or clean opinions. These are good opinions. There were no internal control deficiencies disclosed and no major non-compliance. The rate covenants of the Airport and Golf funds were not met. The Auditor General requires this to be stated in the general findings if they are not met for the previous two periods. The bond covenants require a sufficient rate set or revenue generated in order to cover those bonds. The debt issuance itself will show the requirement; the debt must be met on an ongoing basis. The holder will not set the rates or suggest rates, but the bond requires the City to set a rate that will enable it to repay the debt. Starting this year, the Auditor General will be looking to see if those continue to be uncorrected, and will follow up with the City.**

Mrs. Robinson said they also reported that for each of the two major federal grant programs, the City received unqualified or clean opinions on those grants. No significant issues were found. The Downtown Redevelopment Fund requires a separate opinion; that carries a positive cumulative fund balance of around \$475,000, and information particular to that Fund is shown on pages 3, 5 and 40. Those tax increment funds expended total around \$321,000 and that was well within the budgetary limits. Because these are recurring funds, they are assessed in a different fashion than those that fluctuate during the year. Those expenditures are looked.

Mrs. Robinson said the most significant capital asset expenditures were Airport Improvements, WWTP, Energy Efficiency improvements, Downtown streetscaping/parking and the Riverboat. There was no new debt other than two capital leases. As part of the audit procedures the State Auditor General requires them to look at certain things; they have to look at uncorrected findings, which were the rate covenants. They also have to look to see if they meet the definition of a financial emergency, or a deteriorating financial condition, and while they do not meet that as defined in the Florida Statutes, they caution the City that they have not met the rate covenants on the Golf Course or the Airport funds. The accumulated deficit is over \$1 million; they have a

reserve to cover that, but a low reserve. This has depleted the General Operating Fund. They recommend a reserve of at least two months' operating cost in reserves; the City has 0.8 months' operating funds in reserves. Another area they are required to look at is investment of public funds to determine they meet statutory requirements, and they do. The audit agrees with the report filed with Department of Financial Services.

Commissioner Leary asked how the City's reserves compare with other local governments. Mrs. Robinson said on average they run around 3 months' coverage in reserves.

John Rowe, auditor, congratulated the City for twenty straight years of excellence in financial reporting, which represents a lot of hard work on behalf of the City Commission and staff. Only about 20% of governments qualify for this recognition over 20 years.

Mr. Czymbor said they appreciate the cooperative working relationship and insight provided by the Auditors. He complimented Matt Reynolds, Finance Director, for his and his small staff's work. The fund balance on various funds is extremely low. This community is fiscally distressed. There are many challenges here and it won't get any easier. The Commission needs to make some difficult decisions about some rate increases for both water utilities and sanitation. They've already been told the County is going to raise the landfill tipping fees. They will be doing a lot of education and information about why they will be increasing rates.

Commissioner Norwood asked when the last time they had two months' expenses in reserves. Mr. Reynolds said 2007/2008. Mayor Myers said that is when ad valorem tax revenues began to decrease. The City is a business; revenues have to at least equal or exceed expenditures. Revenues come from fees in the Enterprise Funds and from ad valorem taxes. The City Manager has very aggressively looked for ways to increase revenues while decreasing expenses. The Golf Course is a case in point. Some may be distasteful, but they are acting in the best interest of their citizens while keeping level of services up to par. The economy has turned and property values have stabilized; they've been going down for three years. Hopefully they will begin to rise and new construction will commence.

Commissioner Leary moved to accept the FY 2011/12 Audit/Comprehensive Annual Financial Report. Commissioner Kitchens seconded the motion. Mayor Myers complimented Mr. Reynolds, saying he is extremely competent and does a great job.

6. **PRESENTATION** – Planning & Creating a Bicycle Friendly Community and related request to adopt a Bicycle Friendly Facilities Plan – Linda Crider, 116 Kirkland Street, Palatka, gave a presentation entitled "Making our Community Bicycle Friendly." She said she moved here seven years ago because she loves to bicycle and kayak. She spent her professional career teaching transportation planning and how to make a community healthier and more livable, and has utilized that in joining the Trails working group to further that initiative. She sees a need to get more people involved in the effort so she started the Putnam Blueways and Trails Citizens' Support Group. This organization is doing quite well. There are many people who didn't know anything about the trails or their development. They wish to develop a plan to look not only at the trail coming through, but how people in the community can get to it. She will talk about not only the infrastructure but how to make the community more bike-friendly, which is their goal.

She read a quote from the pedestrian bicycle and pedestrian employment impact study saying the public will benefit from such bike and pedestrian walkways and bikeways as these promote a healthier lifestyle. The Community benefits as it increases economic activities, promotes higher property values, and increases environmental stability. People in walkable bike-able communities live longer and healthier. There is assistance to this end available, but the first step is to have the Mayor and Commission sign on to the concept. Americans are in poor health are

dying sooner than our counterparts in other industrialized nations, even though we spend twice as much money on health care. Older Americans should live smarter and healthier.

A copy of the power point presentation is included in the record (filed). Ms. Crider said the Trails system put Palatka on the map as the "trails hub" of Florida; the longest Florida Trail comes through Palatka. The League of American Cyclists have determined a list of criteria on what makes a "bicycle friendly community" and she'd like to see the City follow this criteria. They have an active Trails working group that works with FDOT and FDEP. They plan many activities and this year held the first annual Bicycle Festival. The five criteria on which a community is judged to be bicycle friendly are Engineering (infrastructure), Education for cyclists and motorists; Encouragement (maps, bike-to-work days, and other events), Enforcement and Evaluation (updated bicycle plans, program manager, and crash data evaluation). They need to not only have a trail, but to develop a maintenance plan using volunteer as well as City Staff. They need to put bicycle parking everywhere, publish and market a bicycle map, and confirm a bid for 2014 Bike Florida event; they will be coming next spring and using Palatka as a starting point. They should encourage bike patrols for trails, events and community enforcement through officer and youth bike patrols. The Share the Road campaign is a Bike Florida initiative and grants are available. She'd like to see an "earn a bike" program started. This would be for bicycle safety education in schools and retraining for youth leaders, resources officers and PE teachers, and they in turn provide training for students.

As to infrastructure, Ms. Crider said they need good bicycle facilities, i.e. bike lanes, boulevards & paths, connectors and collectors. They can do this on existing roadways. Some roads don't have a shoulder or sidewalk; they can be improved as they come up on roadway improvement projects. They need designated bike routes with traffic calming and good signage. A "sharrow" is a bicycle symbol with an arrow shows bicyclists where the paths are, and warns motorists that cycles are present. Bike lanes protect cyclists and pedestrians. A bicycle "system plan" starts with Palatka and works out towards its borders. She provided a list of City & County projects to this end. A maintenance plan is needed as part of this effort which includes volunteers. They should engage the community in a bicycle friendly community effort. They will hold a workshop on this initiative at the Senior Center on May 2 from 7 to 8:30 p.m. This will involve partnerships that have already been established. The City can continue support and involvement with the Trails Working Group and adopt bike facilities according to the bicycle facilities system plan. They will do this by adding things to the Capital Improvement Plan. Most of this is on the County; she made a presentation to them last week. They can do this by determining funding sources. The City should create a maintenance and enhancement plan for the Urban Trail. They need support from Law Enforcement through trail patrols and volunteers. They can encourage murals and solar lighting along the Trail.

Commissioner Leary said he served as a member of the Rails to Trails Advisory Committee on the Palatka to Lake City Trail. There is some funding in the State budget this year for this. He hopes when Senator Thrasher becomes Senate President there will be more funding available for this area. His big concern is bicycle safety; he rides his bike frequently and it is dangerous. They need to educate people on bicycle safety, both motorists and pedestrians. He is concerned that the patrolling of the Trail through the City is going to take some effort and coordination through the PD, considering its location. He agrees they need to incorporate bike paths into the capital improvement and infrastructure element. They are in a unique position, being the Hub for these different trails. The Florida Legislature is committed to the Trails system.

Commissioner Kitchens agreed that safety is of primary concern with the Trails path. The FDOT held a workshop when in the planning stage and the City and public convinced FDOT to move the Trail to another location; however, it was moved back to the unsafe area. They need to be careful when putting in bike trails and consider parking for businesses; it is against the law to

park in a bike lane. She's heard of people throwing rocks and garbage at pedestrians and bikers alike. She hopes they can incorporate this into their plans, but need to consider businesses, too.

Commissioner Norwood said he's a cycling enthusiast. There are dangerous individuals in vehicles. It will take some time to change that culture; people think it's "fun" to pick on cyclists. It will take the community and them as individuals to improve this nation's collective health. He's leery about budget constraints; they can do some of this through grants, but the city will be funding this as well.

Mayor Myers said he appreciates Mrs. Crider being an advocate for cyclists; he and his wife are bike enthusiasts and they are excited about the various trails system. He concurs with all comments, saying all it takes is money. They can be supportive and educate the public, and be more bicycle friendly. The more they embrace this concept, the more accepting the public will become. He noted he sat in on the meeting between Mrs. Crider and Bike Florida officials, and believes that to be the best sales speech he's heard. She did a great job convincing them to come to Palatka. Mrs. Crider said some of these can be incorporated quite economically into currently budgeted projects. Paint is not that expensive for bike lanes. It gives cyclists a special place to ride and helps motorists to consider the cyclists as not being "in the way." Not only will this make citizens safer, but it will attract more and more people to the community.

Commissioner Leary moved to draft a letter to the Legislative Delegation to seek funding for expanding and facilitating Palatka as a bicycle friends community, and to direct staff to initiate the planning process to develop a bicycle friendly community as part of the Comprehensive Plan. Commissioner Norwood seconded the motion. Commissioner Kitchens said the Planning Sheet distributed by Ms. Crider said the portion that applies to Palatka will cost \$1.2 million. Mayor Myers said they are not directing any expenditures at this time; any expenditure would have to come back to the Commission for approval. There being no further discussion, the motion passed unopposed.

- 7. **RESOLUTION No. 2013-9-108** to authorize the purchase of Police Department Vehicles from the following bidders and amending the FY 2012-13 budget accordingly:
 - 1. Beck Automotive Group for ten (10) Patrol/Admin Vehicles for a total of \$295,876.00
 - 2. Ontario Leasing for the purchase of the currently leased Animal Control and Code Enforcement Vehicles in the amount of \$16,000

The Clerk read a Resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AWARDDING THE BID FOR THE PURCHASE OF POLICE DEPARTMENT VEHICLES TO BECK AUTOMOTIVE GROUP AND ONTARIO LEASING, A SOLE SOURCE PROVIDER, AND TO AMEND THE FY 2012-13 GENERAL FUND BUDGET ACCORDINGLY. Commissioner Norwood 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, which yielded the following results: Commissioners Brown, Kitchens Leary, Norwood and Mayer Myers, yes; Nays, none. The Resolution was declared adopted.

- 8. **DISCUSSION & ACTION** – City Manager's request to call a closed Executive Session regarding Fire Union Contract Negotiations per FS 447.605 – Mr. Czymbor said there is a limited exemption allowing the Commission to go into a closed executive session to allow discussions held with an elected body "outside the Sunshine." This is to allow the Commission to discuss the collective bargaining agreement with the Firefighter's Union. A court reporter will be hired to take minutes. This will allow the Commission to discuss strategy; he'd like to hold an executive session late next week. Commissioner Leary moved to authorize the calling of an Executive Session to discuss the Fire Union Collective Bargaining Agreement. Commissioner Kitchens seconded the motion. Commissioner Leary said they've been inundated with information on pension reform, which will be resolved next week upon the close of the Legislative Session. He'd like more information on how this impacts the City. He just wants to be sure that whatever they do, they

take any Legislative action into consideration. No one lobbies harder than Fire and Police unions; the bills are currently under consideration in the Senate. Mayor Myers said many municipalities are in crisis trying to fund pensions; he noted Palatka is in a healthier position.

There being no further discussion, the motion was voted upon and passed unopposed.

9. **DISCUSSION** – Woodmen of the World Flagpole Proposal – Jonathan Griffith, Projects Manager, said Mr. Mills and Mr. Merwin of Woodmen of the World (WOW) contacted Staff regarding installation of a flagpole at the Riverfront Park. There are two options; one suggested by the contributor, which puts the pole at the terminus of St. Johns Avenue, and Staff's proposal, to locate it in the Plaza next to the Wetlands Center. He noted there is already one flagpole on the Riverfront Park. Commissioner Leary asked if WOW is amenable to Staff's recommendation.

Gene Mills, 107 Lazy Lake, Palatka FL, Woodmen of the World, was present for questions. He said they want to place the flagpole in the center of the terminus of St. Johns Avenue; they object to the location next to the GP Center. Commissioner Kitchens said she understands Staff has planned a fountain in that location, but in the absence of the fountain, they could locate the flagpole there, and move it when they are ready to build the fountain. Mr. Mills said this will hold an 8 x 12 flag and they will install 3 lights to shine upon it. The cost will be borne completely by WOW. Commissioner Norwood said he appreciates the donation, but they have to establish that once anything is put on the riverfront, it belongs to the citizens of Palatka. Individuals covet things they install on the riverfront; however, as the Riverfront is developed, things may need to be moved around. Anything they put on the riverfront may be moved in the future, and everyone needs to recognize that up front. Mayor Myers said several years ago this Commission voted to move the Clock tower to that site; that never happened because it was a question of money, at least for the time being. Mr. Griffith said if the Commission wants to consider this location, in a place of prominence, Staff would ask the Commission to entertain moving the other flag, which is at the Submarine Memorial. Typically you only have one American flag at each facility. Commissioner Norwood said the current flag is very close to this location. Whoever donated that flag probably doesn't want that flag moved. Commissioner Leary said they've had very confrontational meetings with the submarine veterans, who don't want their memorial moved. Anyone who puts something there needs to understand that the Riverfront is in a fluid state; anything placed there may be moved in the future.

Doc Sweeny, Submarine Veterans, PO Box 35, San Mateo, said he's in 100% agreement that one flag at the River is fine. They WOW installed the current flagpole; they can take that one down and put up a larger one and he has no objection to that.

Mr. Czymbor said they appreciate the donation; he noted there is an ongoing electrical and maintenance cost associated with anything put there. He wants it on the record that the location of the flagpole may change, should the Commission endorse this location. Mayor Meyers concurred. Mr. Mills said once they donate the Flagpole, it belongs to the City and they can do whatever they want to with it. Mayor Myers noted this will involve relocation of the flagpole at the Submarine site. Commissioner Norwood said, as to the lighting, these three lights may not severely impact the budget, but these small things accumulate. A fountain is eventually going to be located there around the flagpole. He asked if a fountain is planned in the near future. Mayor Myers said this motion wouldn't involve a fountain. Commissioner Kitchens said the City set priorities on the Riverfront Park; it was agreed that the playground would take top priority and the fountain was placed lower on the list. That, like the clock tower relocation, is a moot subject.

Commissioner Kitchens moved to accept the donation of a Flagpole and Flag with lighting from Woodmen of the World, to be located at the terminus of St. Johns Avenue, subject to relocation in the future as the Riverfront is developed. Commissioner Leary seconded the motion. There being no further discussion, the motion was voted upon and passed unopposed.

10. CITY MANAGER & ADMINISTRATIVE REPORTS

Mr. Czymbor reported the following:

- The evaluation committee for the 100/200 Block Development RFP has met and sent respondents questions to clarify responses; those will be coming back to the Commission at a future date.
- They are proposing amendments to the Special Events ordinance to address concerns that have come up recently.
- The FY 2013/14 Budget process has begun
- The Price-Martin Center improvements are substantially complete; they will be holding a ribbon-cutting rededication ceremony in the near future.
- The City will be publishing a formal hydrant flushing schedule to aid people in determining optimum laundry dates and minimize laundry incidents, in order to address those complaints.
- The Mug Race is next weekend; the Mug Race Party is scheduled for Friday night; the Mug Race will be held Saturday.
- They've approached the Chamber of Commerce to secure finding for marketing brochures for City and Golf Course.

Main Street Manager Charles Rudd said Elvis will make an appearance at Saturday Night's Downtown Cruise-In.

City Clerk Betsy Driggers thanked everyone who participated on the City's March of Dimes campaign. She said the City's team took 3rd Place in its category.

11. COMMISSIONER COMMENTS

Commissioner Kitchens reminded everyone that the Day of Prayer service will be May 2 at noon at the Courthouse Gazebo.

Commissioner Leary said, regarding the City Manager's memorandum on the 13th Street & St. Johns Avenue Intersection, that he advocates for traffic control devices there. Mr. Czymbor said Chief Getchell did a very comprehensive and thorough report on signage and milled rumble strips with an estimated cost; he's asked the City to proceed with the Streets Department to install those improvements. They hope that will improve the accidents at that intersection.

Commissioner Norwood asked if it is OK for a commissioner to copy all commissioners on correspondence he or she is sending to Staff. Mr. Holmes said it is not. This is a possible violation of the Sunshine Law. There are warnings coming out from the AG's office on that. No one should ever hit the "reply all" button. Commissioner Kitchens said they need a workshop on the Sunshine Law. Board members are also hitting "reply all" on e-mails. Commissioner Leary suggested funding a workshop for all board members and other officials that have to comply with the Sunshine Law.

The Clerk said she'd be appearing at all upcoming Board Meetings to update and refresh Board members on Sunshine Law, as it has come to her attention that this is a need.

12. ADJOURN – There being no further business to discuss, the meeting was adjourned at 8:00 p.m. upon a motion by Commissioner Kitchens at 8:00 p.m.