VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA
FLORIDA

Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

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

MINUTES
CITY OF PALATKA
January 24, 2013

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 24th day of January, 2013.

PRESENT:	Mayor	Vernon Myers
	Commissioner	Mary Lawson Brown
	Commissioner	Allegra Kitchens
	Commissioner	Phil Leary
ABSENT:	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; 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 – The Reverend John Jacobs, Pastor; St. Peter's Anglican Church

PLEDGE OF ALLEGIANCE – Alex Sharp

APPROVAL OF MINUTES – 11/08/12 Workshop; 12/13/12 Regular & 1/7/13 Inaugural Meetings – Commissioner Brown moved to adopt the minutes as read. Commissioner Kitchens seconded the motion, which passed unopposed.

1. **PUBLIC RECOGNITION/PRESENTATIONS:**
PROCLAMATION – March of Dimes Fundraising Days – Gary Frost & Shann Purinton, Chairpersons – Shann Purinton was present to receive the Proclamation, which was read and issued by Mayor Myers. Ms. Purinton thanked Mayor Myers, saying he did a great job as chairman last year, and the employees and Commission for their fundraising efforts. This 5-mile Walk is scheduled for April 20 at the Riverfront Park. This is the 75th anniversary of March of Dimes, which has done so much for children. Mayor Myers said he recalls when March of Dimes' focus was to eradicate polio, which has been accomplished. Now the focus is on birth defects.

PROCLAMATION – Clean Sweep Month – Greater Palatka Clean-up – February, 2013 – Mayor Myers read and issued the proclamation. Ramicah Watkins, executive Director, Keep Putnam Beautiful, was present to speak and offered KPB's help to residents and businesses who need transportation or manpower to clean up their residences. This attracts visitors and new residents

to come to visit. They are an affiliate of Keep America Beautiful, and they sponsor the Great American Clean-up during the month of March. All of their events and clean-ups are listed on the KPB website.

STUDENT OF THE MONTH – January, 2013 – Vice Mayor Brown joined Mayor Myers in presenting Certificates of Recognition to the following students for Academic Excellence, Leadership, Citizenship and Attendance at their respective schools:

Ashleigh Ratliff	Beasley Middle School
Madison Hopper	Browning Pearce Elementary School
Jonathan Gipe	Children's Reading Center Charter School
Brianna Lawson	E.H. Miller School
Jar'Shanti Melton	James A. Long Elementary School
Demare Purifoy	Jenkins Middle School
Kendall Hawkins	Kelley Smith Elementary School
Rebecca Anderson	Mellon Elementary School
Jada Warren	Moseley Elementary School
Darrenton Harris	Palatka High School
Rebecca Williams	Peniel Baptist Academy
Gabriel Bourassa	Putnam Academy of Arts & Sciences, Inc.

2. **PUBLIC COMMENTS - There were none.**

3. **CONSENT AGENDA:**
   a. **Adopt Resolution No. 2013-9-67** adopting the 2013-14 City of Palatka Priorities
   b. **Adopt Resolution No. 2013-9-68** authorizing the City Manager and City Clerk to execute and attest Passero Associates' Supplemental Agreements No's 12-37S & 12-37T for the identification, location, removal and disposal of excess materials at Palatka Municipal Airport
   c. **Adopt Resolution No. 2013-9-69** setting hangar rental rates at the Palatka Municipal Airport, and providing an effective date
   d. **Introduce and Adopt into Record the** 10/19/12, 10/24/12, 10/29/12, 10/31/12, 11/2/12, 11/5/12, 11/6/12, 11/9/12, 11/14/12 and 11/16/12 Report of Canvassing Board for the 11/06/12 General Election
   e. **Appoint Alex Sharp, President, Downtown Palatka, Inc. to the Palatka Community Redevelopment Agency** for the remainder of a four-year term to expire 12/31/15
   f. **Reappoint Jud Neufeld and T. E. "Ted" MacGibbon to the Palatka Gas Authority** Board for three-year terms to expire January, 2015 (incumbents – sole applicants)
   g. **Concur on reappointments of Employee Pension Board Representatives,** per election results:
      1. **Melvin Register -** General Pension Board – 2 year term exp. 12/14
      2. **Ass't Chief James Griffith** - Police Officers' Pension Board - 2 year term exp. 12/14

Commissioner Brown asked to pull Item (a) for discussion. Commissioner Kitchens asked to pull Item (b) for an explanation of this for the record. Commissioner Leary moved to pass Items (c) through (g) on Consent as recommended. Commissioner Kitchens seconded the motion, which passed unopposed.

3(a). **Adopt Resolution No. 2013-9-67** adopting the 2013-14 City of Palatka Priorities – Commissioner Brown said she'd like to add a priority to look at housing repairs to help citizens upgrade their housing. They should look for money from other resources like Farmers Home Administration. Mayor Myers concurred. Commissioner Leary said there was a hearing today on changes to the CDBG Program. They need to have a general discussion on what's going to be available and what won't be available, and discuss USDA grant resources. Mayor Myers said he's been active

with Habitat for Humanity and they have been concentrating on home repairs rather than replacement. Commissioner Brown said there are other resources available such as weatherization grants. There was a consensus to place this on a future Agenda. Commissioner Brown moved to pass Item 3(a) on consent as recommended. Commissioner Kitchens seconded the motion, which passed unopposed. Mayor Myers commended Mr. Czymbor on putting these priorities together, and said he put a lot of thought into these. His efforts are greatly appreciated.

3(b). Adopt Resolution No. 2013-9-68 authorizing the City Manager and City Clerk to execute and attest Passero Associates' Supplemental Agreements No's 12-37S & 12-37T for the identification, location, removal and disposal of excess materials at Palatka Municipal Airport – Mr. Czymbor said this is part of the annual budget development process; the Airport Fund has had some difficulties in the past making sure revenues meet expenditures. Some options they considered are looking at fuel sales & hangar rentals, which are traditional forms of revenue, and non-traditional forms of revenue in order to make that Fund self-supporting. They looked at the sale of millings and lime rock from runways rehabilitation projects, and that was previously authorized by the Commission. In addition they've identified other areas for maintenance, including tree trimming and the resulting sale of timber, which can be sold to GP, and mining of sand dredged from storm water retention ponds for stormwater management. This is high quality sand and can be sold through their Airport Consultant's coordination. They recommend adoption of this Resolution, which allows the City to work with the consultant, who will work with various contractors. This will result in revenues of $500,000 to $600,000. Commissioner Brown moved to adopt Consent Agenda Item 3(b) as recommended. Commissioner Kitchens seconded the motion, which passed unopposed.

Mayor Myers introduced Mr. Ted MacGibbon and Mr. Jud Neufeld, and Alex Sharp, who have just been appointed/reappointed to Boards. Commissioner Kitchens said she'd like to hold a joint meeting with the Gas Authority and other advisory boards so they can update the Commission on their work.

4. **BUDGET SUMMARY REPORT** - F/Y 1st Quarter ending 12/31/12 - Matt Reynolds, Finance Director, said he prepared this report at the request of the City Manger. This is intended to give the Commission more information on where the City stands budget-wise. This is for the first quarter of the fiscal year. In the future this report will be provided monthly. He and Mr. Czymbor will be monitoring the budget very closely and will make adjustments according to actual revenue receipts. He will answer any questions. He has not noticed anything out of the ordinary for the year; they may need to adjust the Red Light Camera revenues as they got started on the program later than they'd anticipated. Revenues are exceeding expenditures on all funds so far this year.

5. **RESOLUTION** authorizing the following nominal lease renewals and setting forth terms:
   a. **Palatka Duplicate Bridge Club Lease** on a portion of the Cooper Building (exp 1/2013)
   b. **American Red Cross Lease** on a portion of the Cooper Building (exp. 4/2013)
   c. **Keep Putnam Beautiful Lease** on office space at 205 N. 2nd Street (exp. 1/2013)
   d. **Palatka Art League Lease** on the Tilghman House (exp. 1/2013)

   The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE RENEWAL AND EXECUTION OF NOMINAL LEASE AGREEMENTS ON CITY-OWNED REAL PROPERTY WITH PALATKA ART LEAGE, KEEP PUTNAM BEAUTIFUL, PALATKA DUPLICATE BRIDGE CLUB AND AMERICAN RED CROSS/NE FLORIDA CHAPTER, AND PROVIDING LEASE TERMS. Commissioner Kitchens moved to adopt the Resolution as read. Commissioner Leary seconded the motion. There being no discussion, a roll call vote was taken with the following results: Commissioner Brown, Kitchens, Leary, and Mayor Myers, yes; Nays, none. The Resolution was declared passed and adopted.

6. **RESOLUTION** authorizing the execution of Florida Boating Improvement Grant No. 12241 for Riverfront Park Improvements - adopt – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE AND ATTEST FLORIDA BOATING IMPROVEMENT GRANT AGREEMENT NO. 12241 FOR RIVERFRONT PARK, PIER AND LAUNCH IMPROVEMENTS. Jonathan Griffith, Project Manager, said the grant agreement has a City-sponsored match requirement of $273,605; the City has already expended $30,000 of this required under another grant. This is the result of two grant applications. Commissioner Brown moved to adopt the Resolution as read. Commissioner Leary seconded the motion. There being no further discussion, a roll call vote was taken with the following results: Commissioner Brown, Kitchens, Leary, and Mayor Myers, yes; Nays, none. The Resolution was declared passed and adopted. Mayor Myers said a workshop on the schematics of the grant is scheduled for Tuesday 1/29/13. Commissioner Leary said he met with those responsible for distributing economic development funds; the City of Palatka received these funds over many other cities due to the need for upgrades for fishing tournaments and other riverfront park events. He commended Mr. Griffith on a job well done.

PUBLIC HEARINGS:

7. **ORDINANCE** – 2406, 2408 & 2412 Tommy Avenue and 2419 Leigh Street - Planning Board Recommendation to Annex, Amend the Future Land Use Map and Element from Putnam County UR (Urban Reserve) to City of Palatka RL (Residential, Low Density) and Rezone from Putnam Co. R-1A to City of Palatka R-1A, per Water & Sewer Utility Annexation Agreements

ORDINANCE annexing 2406, 2408 & 2412 Tommy Avenue & 2419 Leigh Terrace – 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 2406, 2408, AND 2412 TOMMY AVENUE AND 2419 LEIGH STREET, LOCATED IN SECTION 13, 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. Commissioner Leary moved to pass the ordinance on second reading for adoption as read. Commissioner Brown seconded the motion. There being no discussion, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Leary, and Mayor Myers, Yes; Nays, none. The ordinance was declared passed and adopted.

ORDINANCE amending the Future Land Use Map and Element - 2406, 2408 & 2412 Tommy Avenue & 2419 Leigh Terrace – 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 PLAN BE AMENDED WITH RESPECT TO THE FOLLOWING FOUR PARCELS OF LAND (LESS THAN 10 ACRES IN SIZE): FROM PUTNAM COUNTY UR (URBAN RESERVE) TO CITY RL (RESIDENTIAL, LOW DENSITY) FOR 2406, 2408, 2412 TOMMY AVENUE AND 2419 LEIGH STREET (SECTION 13, TOWNSHIP 10 SOUTH, RANGE 26 EAST), 10 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance as read. Commissioner Leary seconded the motion. There being no discussion, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Leary, and Mayor Myers, Yes; Nays, none. The ordinance was declared passed and adopted.

ORDINANCE rezoning 2406, 2408 & 2412 Tommy Avenue & 2419 Leigh Terrace – 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 FROM PUTNAM COUNTY R-1A (RESIDENTIAL SINGLE-FAMILY) TO CITY R-1A (SINGLE-FAMILY RESIDENTIAL) FOR THE FOLLOWING PROPERTIES: 2406,

2408, AND 2412 TOMMY AVENUE AND 2419 LEIGH STREET (SECTION 13, TOWNSHIP 10 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens moved to pass the ordinance on second reading for adoption as read. Commissioner Leary seconded the motion. There being no discussion, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Leary, and Mayor Myers, Yes; Nays, none. The ordinance was declared passed and adopted.

8. **ORDINANCE** – Multiple locations along Zeagler Dr./6541 St. Johns Avenue - Planning Board Recommendation to amend the Future Land Use Map & Future Land Use Element from RH (Residential, High Density) to COM (Commercial), and rezone from R-3 (Multi-Family Residential) to C-1 (General Commercial) – City of Palatka, Applicant

   ORDINANCE amending the Future Land Use Map and Element – Multiple Properties along Zeagler Drive & 6541 St. Johns 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 PLAN OF THE CITY OF PALATKA BE AMENDED AS TO CERTAIN PROPERTIES LOCATED IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST (GREATER THAN 20 ACRES IN SIZE) IDENTIFIED AS 201 ZEAGLER DRIVE; THE FRONT PORTION OF 414 ZEAGLER DRIVE EXTENDING BACK AND WEST 275 FEET FROM THE EAST PROPERTY LINE; 520, 524, 530, AND 610 ZEAGLER DRIVE AND PARCEL BEHIND IT; 611 AND 613 ZEAGLER DRIVE; AND 6541 ST. JOHNS AVENUE, FROM RH (RESIDENTIAL, HIGH DENSITY) TO COM (COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens moved to adopt the Ordinance as read. Commissioner Leary seconded the motion. There being no discussion, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Leary, and Mayor Myers, Yes; Nays, none. The ordinance was declared passed and adopted.

   ORDINANCE rezoning Multiple Properties along Zeagler Drive & 6541 St. Johns 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 PROPERTIES LOCATED IN SECTION 10, TOWNSHIP 10 SOUTH, RANGE 26 EAST, INCLUDING 201 ZEAGLER DRIVE, A PORTION OF 414 ZEAGLER DRIVE EXTENDING BACK AND WEST 250 FEET FROM THE EAST PROPERTY LINE, 520, 524, AND 530 ZEAGLER DRIVE, AND 6541 ST. JOHNS AVENUE FROM R-3 (MULTI-FAMILY RESIDENTIAL) TO C-1 (GENERAL COMMERCIAL); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to pass the ordinance on 2nd reading for adoption. Commissioner Kitchens seconded the motion. There being no discussion, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Leary, and Mayor Myers, Yes; Nays, none. The ordinance was declared passed and adopted.

9. **ORDINANCE** amending Palatka Municipal Code Section 94-156 to allow Educational/Interpretive Signs in Historic Districts - 1st Reading – AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA AMENDING SIGN CODE SECTION 62-1 AND ZONING CODE SECTION 94-156 TO ALLOW EDUCATIONAL/ INTERPRETATIVE SIGNS IN HISTORIC DISTRICTS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to pass the ordinance on first reading as read. Commissioner Kitchens seconded the motion. Commissioner Kitchens said she spoke with Mr. Crowe about this regarding the signs, especially those at River & Laurel and other locations, as to compliance with State Statute. He said they will be required to comply, and won't block vision in intersections. Mr. Griffith said they've pulled

sign permits and the building inspector will be overseeing the work, as will he. There being no further discussion, a roll-call vote was taken, with the following results: Commissioners Brown, Kitchens, Leary, and Mayor Myers, Yes; Nays, none. The ordinance was declared passed on first reading.

10. **CITY MANAGER & ADMINISTRATIVE REPORTS** –
Mr. Czymbor reminded every of the Airport Fly-In, scheduled for Saturday, and the Wine Stroll on Saturday night in Downtown.

Mr. Czymbor said Staff sent out a draft RFP for the development of the 100 Blocks for comments and criticism. They will be compiling those comments for the Commission.

Mr. Czymbor said the responsibility for Code Enforcement will be transferred from the Planning Dept. to the Police Department in February. The Police Chief is working with the Planning Department in order to provide more streamlined code enforcement for the community. They will be releasing press releases and will be bringing back ordinances for review and revision.

Commissioner Leary asked where they are on the Nuisance Ordinance. Chief Getchell said this is still in draft form. They will be bringing forward two big ordinances to change some of the Code Enforcement process; after those are adopted they will bring forward the Chronic Nuisance ordinance. They would like to introduce this ordinance in a workshop. Overall, they have a draft plan they've presented to the City Manager on implementation. This will all come before the Commission in four to six months.

11. **COMMISSIONER COMMENTS**

Commissioner Kitchens said when Commissioners Norwood and Brown were sworn in, Commissioner Norwood wanted to be sworn in with a Bible, but the Bible that used to sit on the dais belonged to Mayor Flagg and he took it with him. She purchased a Bible from the Bible Book Store, and the owner there contributed part of the cost. She presented the Bible to the City and said she'd like to have this remain on the dais for future use.

Commissioner Leary thanked the City Manger and Fire Chief for an extensive tour and review of the 100 Block buildings. It was interesting and informative.

Mayor Myers urged everyone to go out to the Airport for the open house on Saturday. It's very educational and enjoyable.

Mayor Myers also urged everyone to participate in the Downtown Palatka Main Street wine stroll Saturday night.

12. **ADJOURN** – There being no further business to discuss, the meeting was adjourned at 7:00 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