

**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**  
January 23, 2014

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 23<sup>RD</sup> day of January, 2014.

**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; Planning Director Thad Crowe, 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 Ted Stackpole, Pastor; First Assembly of God

**PLEDGE OF ALLEGIANCE** – County Commissioner Walton Pellicer

**APPROVAL OF MINUTES** – 1/9/14 – Commissioner Norwood moved to approve the minutes as read. Commissioner Brown seconded the motion, which passed unopposed.

**1. PUBLIC RECOGNITION/PRESENTATIONS:**

**PROCLAMATION** – March of Dimes Fundraising Days – Jan. 9 thru Apr. 12, 2014 - Walton Pellicer and Phyllis Criswell, 2014 March for Babies Co-Chairs, were present to receive the proclamation, which was read and presented by Mayor Myers. Commissioner Pellicer said he agreed to serve as Co-Chair to collect money for this worthwhile cause. He is fortunate to have two healthy daughters, but some folks need the support of this organization. He encouraged anyone who has the opportunity to visit the neonatal unit at Shands to do so, saying you would leave thankful for your healthy children. Supt. Criswell said the money raised for this organization is spent right here in Putnam County. They want healthy children in their schools and able to learn as they are the County's future. Per capita, Putnam County is the #1 MOD fund raising community in the nation.

**EMPLOYEE PROMOTION** – Mark Lynady to Assistant Fire Chief – Fire Chief Mike Lambert recognized the promotion of Mark Lynady to Assistant Fire Chief, noting he joined the department in 1982 and has been the Fire Marshal for the past 10 years. Chief Lambert read his resume, noting he's done an outstanding job in his role as Fire Marshal. Chief Lambert pinned a badge on Assistant Chief Lynady. His wife, Jill and two daughters and grandchildren were present and joined him for the pinning. Assistant Fire Chief Lynady said he looks forward to working with the Commission and Staff to provide the best services to the City and its residents.

**STUDENT OF THE MONTH** – January, 2014 - Vice Mayor Brown joined Mayor Myers in presenting Certificates of Achievement to the following students for academic excellence, leadership, citizenship and attendance at their respective schools:

Emma Murrow	Browning-Pearce Elementary
Jaiden Martin	C. L. Overturf, Jr. 6 <sup>th</sup> Grade Center
Robert Moore	Children's Reading Center Charter School
Arbual Perry	E. H. Miller School
Robert Taylor	James A. Long Elementary School
Evan Carpenter	Jenkins Middle School
Braeden Brauman	Kelley Smith Elementary School
Cypress Bourassa	Mellon Elementary School
Ja'kyria Humphrey	Moseley Elementary School
Kaitlyn Vogt	Palatka High School
Lauren Hudson	Peniel Baptist Academy
Hannah Seyler	Putnam Academy of Arts & Sciences
Marie Reeves	Putnam EDGE High School

**2. PUBLIC COMMENTS**

Sam Carr, Chairman, Bartram Trails in Putnam CSO, presented an update on the Bartram Trail in Putnam County. They received a grant to establish the Trail. The kiosks will be here tomorrow and will be placed around the County, as will 31 trail signs. The County is developing the Bartram Trail Website. They are about to complete the grant requirements, which Jonathan Griffith has managed for them. Others were thanked that were instrumental in developing the Trail. He said the Trail will open soon; Putnam County is receiving national recognition for this Trail. The Bartram Trail group will be coming here for their national conference. This will draw groups from all over; there is a huge interest in this outside of Putnam County. He noted the other groups, museums and universities who participated in putting the Trail together.

He presented the Bartram Trail Conference Kiosk for Palatka, which depicts the first pictured resident of Palatka, a Native American Seminole, drawn by Mr. Bartram. He displayed the Trail Kiosk for Putnam County. They were produced by Sailforth Production and are the result of the Commission approving the grant. They have one for Stokes Landing, which will be presented to the County, and one for Welaka. Mayor Myers congratulated Mr. Carr on his hard work and noted it's the community activist citizens that make this community a great place. William Bartram started in Philadelphia and went as far south as Blue Springs. Ecotourism can be a boon to this City as an economic development strategy.

**3. CONSENT AGENDA:**

- a. **Adopt Resolution No. 2014-10-31** amending the FY 2013-14 Budget through 12/31/13
- b. **Adopt Resolution No. 2014-10-32** authorizing the execution of Passero Associates WO #13-40T in an amount not to exceed \$65,000.00 for architectural design services for a new T-Hangar Building at Palatka Municipal Airport

- c. **Approve Pawn Shop Location at 2512 Crill Avenue** – Cash Daddy Pawn, LLC; Toy Whitaker, Appl.
- d. **Make Annual Golf Course Advisory Board Appointments:** Dave Cox and Wilson Edwards (PMGA), Joyce Oliver and Gen Alvers (PWGA) for one-year terms to expire January, 2015

Commissioner Brown moved to approve the Consent Agenda as presented. Commissioner Kitchens seconded the motion, which passed unopposed.

- 4. **BUDGET SUMMARY REPORT** – 1<sup>st</sup> Quarter FY 2013-14 – Matt Reynolds, Finance Director, presented his report (filed), saying this is the first budget summary for the year 2014. There being no questions or comments, Commissioner Norwood moved to accept the report. Commissioner Leary seconded the motion, which passed unopposed.
- 5. **PRESENTATION** - Riverfront Improvements Project Schedule – Jonathan Griffith, Projects Manager, said this is an update on where they are with all riverfront redevelopment projects. He narrated his PowerPoint presentation. He started with the solicitation for demolition of the Amphitheater and noted they are also soliciting quotes to erect a fence along the entire existing bulkhead from brick. The bid deadline is February 5th. They hope to start demolition on February 14th. The FBIP grant will finance floating piers and water taxi slips. They are co-locating these due to the cost benefits and limited funds available. They hope to start construction in June or August.

Construction of Southern Riverfront Improvements – they are working to finalize the plan documents with Rudd Jones Associates. They are making application for CDBG funds; it may be necessary that the City doesn't elect to construct all of this. They are including "break points" in the plans should they not have enough money to complete all improvements. They could continue the parking lot and short Laurel Street extension after the initial improvements are made. If the boats come in before June, the dock operator will determine alternate dockage.

Mr. Griffith displayed a progress photo of the sculpture; the scale is shown in the bottom right-hand photo. They hope to take delivery near the completion of the water taxi terminal. This was made possible by a grant from NEA for Art in Public Places.

Wetlands Education Center – they are working with the architect on completion of the plans. They have the building down to 5,000 sf and seem to be within budget; they are working through final tweaks with the architect on the interior. The most current site plan was shown; Mr. Griffith said it is more in line with what they initially proposed; it is a two-story building that fronts Memorial Parkway. A drawing of the front of the building was shown of the exterior looking towards City Hall. The construction period is July through December, 2014.

Progress photos of the water taxis were shown. Mr. Griffith said they will be visiting the site tomorrow to determine the schedule; they expect the first boat to be delivered in May and the second boat in July.

A rendering of the latest sketch of the Hampton Inn was shown, as was a full landscape and irrigation plan, which was provided to the developer; Mr. Griffith noted this was a \$6,000 incentive for the developer. They are set to close on the property within the next week.

A rendering of the 100 block improvements from Riverfront Development Group was shown. Mr. Griffith said they had a good turnout for their marketing kick off. Tentative closing date is May, 2014, and completion of Phase I is expected in December, 2015. They are calling this

"Riverfront Square." Phase I is completion of the existing buildings; Phase II is improvement of the vacant land.

Mr. Griffith said they were not awarded the OGT grant; they do not fund dual-use facilities. They are now looking at that grant for improvements to the boardwalk under the bridge. They were rated 4 of 5 in FRDAP grant applications this year and hope to receive word on those grants this year. The final cost of the playground and riverfront park improvements for underground electrical cable and phone is now at \$170,000, down from \$320,000.

6. **RESOLUTION No. 2014-10-34** adopting procedures for public input at City of Palatka commission and board meetings - Adopt – Tabled on January 9, 2014 – The Clerk read a resolution entitled A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ADOPTING A PROCEDURE TO COMPLY WITH FLORIDA STATUTES SECTION 286.0114 REGARDING PUBLIC INPUT AT COMMISSION AND BOARD MEETINGS. Commissioner Norwood moved to pass the Resolution as amended. Commissioner Kitchens seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers, yes; Nays, none.

**PUBLIC HEARINGS:**

7. **PUBLIC HEARING** – 2410 Tommy Avenue – Planning Board Recommendation to Annex, amend the Future Land Use Map and Element from Putnam Co. UR (Urban Reserve) to City RL (Residential, Low Density) and Rezone from Putnam County -1A (Residential, Single Family) to City R-1A – Vincent V. & Gloria J. Thompson, owners

**ANNEXATION ORDINANCE 14-03** – 2<sup>nd</sup> 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 2410 TOMMY AVENUE, LOCATED IIN 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 Kitchens moved to adopt the ordinance on second reading as read. Commissioner Leary seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers, yes; Nays, none. The Ordinance was declared adopted on second reading.

**LAND USE AMENDMENT ORDINANCE 14-04** – Adopt – The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALAKTA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO THE FOLLOWING PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE): FROM PUTNAM COUNTY UR (URBAN RESERVE) TO CITY RL (RESIDENTIAL, LOW DENSITY) FOR 2410 TOMMY AVENUE (SECTION 13, TOWNSHIP 10 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Brown moved to adopt the ordinance on second reading as read. Commissioner Kitchens seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers, yes; Nays, none. The Ordinance was declared adopted.

**REZONING ORDINANCE 14-05** — 2<sup>nd</sup> Reading, Adopt -The Clerk read an ordinance entitled AN ORDINANCE 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 PROPERTY: 2410 TOMMY AVENUE (SECTION 13, TOWNSHIP 10 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance on second reading as read. Commissioner Leary seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers, yes; Nays, none. The Ordinance was declared adopted on second reading.

8. **PUBLIC HEARING** – 1400 N. SR 19 – Planning Board Recommendation to Annex, amend the Future Land Use Map and Element from Putnam County US (Urban Service) to City COM (Commercial) and Rezone from Putnam County AG (Agricultural) to City M-1 (Light Industrial) – Marc Spalding, owner

**ANNEXATION ORDINANCE 14-06** – 2<sup>nd</sup> 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 1400 NORTH STATE ROAD 19, LOCATED IN SECTION 37, TOWNSHIP 9 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 Brown moved to adopt the ordinance on second reading as read. Commissioner Kitchens seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers, yes; Nays, none. The Ordinance was declared adopted on second reading.

**LAND USE AMENDMENT ORDINANCE 14-07** – 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 PARCEL OF LAND (LESS THAN 10 ACRES IN SIZE): FROM PUTNAM COUNTY US (URBAN SERVICES) TO CITY COM (COMMERCIAL) FOR 1400 NORTH STATE ROAD 19 (SECTION 37, TOWNSHIP 9 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance on second reading as read. Commissioner Leary seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers, yes; Nays, none. The Ordinance was declared adopted.

**REZONING ORDINANCE 14-08** -- 2<sup>nd</sup> 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 AG (AGRICULTURE) TO CITY M-1 (LIGHT INDUSTRIAL) FOR THE FOLLOWING PROPERTY: 1400 NORTH STATE ROAD 19 (SECTION 37, TOWNSHIP 9 SOUTH, RANGE 26 EAST); PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Kitchens moved to adopt the ordinance on second reading as read. Commissioner Brown seconded the motion. There being no discussion or comment, a roll-call vote was taken, which yielded the following results: Commissioners Brown, Kitchens, Leary, Norwood and Mayor Myers, yes; Nays, none. The Ordinance was declared adopted on second reading.

9. **DISCUSSION** on formation of a Volunteer Community Work Force to aid in addressing minimum property maintenance issues – Vice Mayor Brown said a few months ago they discussed adding Code Enforcement fines to tax bills. It has become extremely hard for the

elderly and others to keep their property up to Code. She'd like to come together on putting a volunteer force in place to help people keep their property up to code and improve housing. She has spoken to Jim Melfi with Habitat for Humanity who helps people with USDA applications for housing upgrades. She's spoken to some area churches, and suggests they recruit other organizations like Boy Scouts to donate time and talents to help upgrade properties. She'd like to organize a meeting to put a call out to volunteers who could help to this end. She was disappointed that, at the last Florida League of Cities Conference Palatka was shown as a "dying" community. They need to come together to organize a community work force who can volunteer to this end. They can all approach different churches to send volunteers in. Keep Putnam Beautiful said they can't go on private property, but can donate rakes and shovels. Commissioner Leary said students who qualify for scholarships have to have so many community service hours; that is a resource. There is a huge difference between aesthetics and Code violations. He agrees that they need to address both. They need another entity to coordinate aesthetics. Code violations may require something more. There is a group at First Baptist Church who will help with yard work if requested. Mayor Myers said they have a lot of citizens that are in need of help. There are a lot of resources out there; they need to bring these resources together. There are many youth organizations out there that can help. Commissioner Leary said Keep Putnam Beautiful should head this up; that is the logical organization to head this up. There was consensus to hold a public meeting at Price Martin Center. Commissioner Norwood asked the newspaper to provide advertising for this. Commissioner Kitchens concurred and said many churches provide these services to its members.

**10. CITY MANAGER & ADMINISTRATIVE REPORTS**

Mr. Czymbor said on Saturday they will hold the 4<sup>th</sup> Annual Fly-In at the Airport from 9 a.m. to 4 p.m. Mr. Youell has flyers to distribute.

Mr. Czymbor said they need to schedule a meeting with Senator Thrasher. During the upcoming Legislative session they want to focus on full funding of the FRDAP program and the Red Light Camera Program. He noted that included in the Senate and House budget is the appropriation for USDA funding; he thanked Commissioner Leary for working with them on the funding on the grant application for the Golf Course Restaurant

Charles Rudd, Main Street Manager noted the Downtown Wine Stroll is scheduled for Saturday night. Mayor Myers said they had a great 3<sup>rd</sup> Friday turnout and many were in attendance. The Fly-in is a big deal and all citizens should be alerted.

**11. COMMISSIONER COMMENTS**

Commissioner Kitchens noted the loss of Tyler West, a school teacher at Jenkins Middle School who passed away suddenly over the weekend. He was well known and highly respected in the community. He will be missed. She extended sympathies to the family.

Commissioner Brown said her family has lived in Palatka for 100 years this year and her business is 99 years old. She noted anyone can establish a successful business in Palatka.

**12. ADJOURN –** There being no further business to discuss, the meeting was adjourned up at 7:14 p.m. upon a motion by Commissioner Kitchens.

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