

Proceedings of a special meeting of the City Commission of the City of Palatka held at 11:45 a.m. on the 20th of December, 2000.

PRESENT:	Mayor	Tim Smith
	Commissioner	Mary Lawson Brown
	Commissioner	Hernan Azula
	Commissioner	Ish Edwards
	Commissioner	James Norwood

Also Present: City Manager Allen R. Bush, City Attorney Donald Holmes, City Clerk Betsy Jordan Driggers, Finance Director Ruby Williams, Police Chief Bill Dolinski, Fire Chief Rudy Howard, Planning Director Adam Mengel, Water & Sewer Supt. Sam Willis, Main Street Manager Debbie Banks.

Mayor Smith opened the meeting and read the following call:

December 15, 2000

TO MESSRS: MARY LAWSON BROWN, HERNAN AZULA,
ISH EDWARDS AND JAMES NORWOOD

You are hereby notified that a special called meeting of the City Commission is called to be held at the regular meeting place of the City Commission at City Hall, 201 N. 2nd Street, in the City of Palatka at 11:45 a.m. Wednesday, December 20, 2000.

The purpose of the meeting is to take action on the following items:

1. Hear Results of the November 7, 2000 Mayor/Commissioner Election to fill the unexpired term of Mayor Tim Smith.
2. Approve Supplemental Engineering Agreement with HDR for Putnam County Business Park Water & Sewer System Project
3. Adopt a Utilities Project Change Order with HDR for the Putnam County Business Park.
4. Authorize City Manager to execute grant agreement No. SC137 with FDEP on the Old Palatka Water Works Project.

/s/ Tim Smith
MAYOR

We acknowledge receipt of a copy of the foregoing notice of a special meeting this 18th day of December, 2000.

/s/ Mary Lawson Brown
COMMISSIONER

/s/ Hernan Azula
COMMISSIONER

/s/ Ish Edwards
COMMISSIONER

/s/ James Norwood
COMMISSIONER

Mayor Smith introduced Judge Hedstrom and Mayor-Elect Flagg, and thanked them for attending.

ITEM 1 - 11/7/00 ELECTION RESULTS – Mr. Bush said the Supervisor of Elections certified the election results in a letter. Karl N. Flagg was duly elected as Mayor and will serve out the remainder of Mayor Smith’s unexpired term. He will take office tonight. Commissioner Azula moved to accept and record the election certification received from Don Hersey, Putnam County Supervisor of Elections, on the election held November 7, 2000. Commissioner Edwards seconded the motion, which passed unopposed.

ITEM 2 – PUTNAM COUNTY BUSINESS PARK – Supplemental Engineering Agreement with HDR for water & sewer service – Mr. Bush said the City originally entered into a contract with HDR for around \$32,000 to do the working drawings for a line into the property to handle the Sykes project. This was supposed to be completed and in place by November 15. Since then, Sykes has fallen behind on its deadlines and this will probably happen in January. During that time while they worked with HDR some changes came about and the EDA grant came into play. HDR had contracted with Putnam County to do an overview of the plan for how the water system would be laid out. Since that time they have made some changes to give some loop circulation, and redesigned the original lift station, which is addressed in the change order that comes up next. The total project expenses have been detailed as to why they are asking for an additional \$26,000. This will take this contract up to 6% of the total joint City-County work, which is still very conservative, given normal engineering fees. Staff has reviewed the agreement and feels everything is justified, and asks for Commission approval. Commissioner Norwood moved to execute the Supplemental Engineering Agreement for \$26,000 with HDR, Inc. for the Putnam County Business Park. Commissioner Edwards seconded the motion. Commissioner Norwood asked where the funds are coming from and if it was included in the budget. Mr. Bush said the work is grant eligible, plus the City must expend a certain amount of matching funds. When all the final bids are received on this project they will know how much money they have. He budgeted a certain lump sum for this project to work with which amounts to the EDA grant plus the City's required match. These grants are eligible to come out of that. When the total project is bid, if the project happens to run over cost, you simply reduce certain aspects of it to fit the budget, which determines how much work you will do. There being no further discussion, the motion passed unopposed.

ITEM 3. – PUTNAM CO. BUSINESS PARK UTILITY PROJECT CHANGE ORDER – HDR, Inc. – Mr. Bush said the original plans for the temporary lift station called for running a 3" force-main down St. Johns Avenue Extension. Since the City knew the small lift station would be in place for a limited time they felt like this was a waste of money. DEP originally did not want to go with this because they felt like the wastewater would get in the lines and become septic, causing problems over time. The City has since convinced DEP to allow the City to go ahead and put the permanent line in. The change order is for an 8" force main going to the lift station from the Sykes property to the corner of Zeagler & St. Johns. The second part is to change a valve from a wheel valve to a gate valve. Commissioner Norwood moved to execute a change order on the scope of work being performed on the Putnam County Business Park Utility Project. Commissioner Azula seconded the motion, which passed unopposed.

ITEM 4. – OLD PALATKA WATER WORKS DEP GRANT NO. SC137 – Mr. Bush said this is a special category grant for \$212,000. The scope of work is listed. There are some restrictive covenants that need to be recorded. He would like authorization to execute the grant award agreement along with the accompanying documentation required by the Division of Historical Resources. Commissioner Brown moved to allow the City Manager to execute DEP Grant No. SC137 Award Agreement, Addendum and Restrictive Covenants. Commissioner Edwards seconded the motion. Commissioner Norwood asked if this will complete all the work necessary to complete this project. Mr. Bush said this will accomplish the preservation of the building itself. The project has been modified to meet the amount of money they have to work with. The building will be secured, but there are a number of things that had to be taken out. The building was in worse shape than they had originally determined, and it will take more money to secure it that they had originally estimated. The roof and walls need to be reinforced or they will collapse. They are collecting money through a donation campaign to bring more money in to complete the project. He received a contribution from Seminole Electric this morning for \$40,000, along with a number of smaller contributions from private individuals. This extra amount will pay for the change orders. Some of the interior will not be finished to the extent of the original bid. Commissioner Norwood asked if the City had obtained estimates on the interior work. If the City has to contribute money, it needs to be included in the budget. Mr. Bush said those figures came in on the original bid. Most of the City's contribution is being handled as in-kind donations. They did not plan on putting much cash into it. Mayor Smith said a committee approached Historic

Preservation in Tallahassee with an architectural cost estimate originally and obtained the grant. They have the option to go back and ask for more due to increased construction costs. There was never an effort to look to the City to pay for this project. They are looking for outside contributions to finish the work. It's important to know that Seminole made this contribution because the building will be used for environmental education, also, not from the historical aspects. Mr. Bush said requests have also been made to GP, Lafarge, Florida Furniture, so they are hoping to see some more. It's good for their image and gives them credit for doing environmentally sensitive deeds. Commissioner Brown asked how they solicit companies to support city projects. Mayor Brown said in this case there is a Waterworks Restoration Committee who received a grant for administration of this process, and provided funds for an individual to go out and solicit donations. Commissioner Brown said when they first started this process they all went out and took a look at what they wanted to do with it. She would like to have more knowledge about when these discussions take place and what is happening, so they have a better knowledge of what's going on. They may even have ideas for funding resources. Commissioner Azula asked what is being done to secure the old tanks. He read where SJRWMD is also sponsoring some work in that area. Mr. Bush said at this time there are no funds to address the large tanks west of the building. They are addressing saving the building right now. The ponds out back are being attended to with a small grant from SJRWMD. They will be cleaned and utilized as part of the environmental education as a stormwater treatment project. Commissioner Brown said they should have tours of these projects as they head into different phases so they can be brought up to date. She wants to be able to answer questions that people put to her. Mr. Bush said there have been some minor revisions since Mr. Taylor, the architect, made his presentation to the Commission. Commissioner Brown said she would have liked to have known when they started the work so she could go see it and discuss it with the architect. She does not get enough information about things that go on in the City. She can't keep up with everything, but she feels very bad when people ask her questions she can't answer. Mr. Bush said there are periodic meetings on site with the Architect. He will notify the Commissioners of the next meeting, which they can join. There being no further discussion, the question was called and the motion passed unopposed.

There being no further business to discuss, the meeting was adjourned.

CITY CLERK

MAYOR