

Proceedings of a regular meeting of the City Commission of the City of Palatka, Florida, held on the 23rd day of September, 2004.

PRESENT:	Mayor	Karl N. Flagg
	Commissioner	Mary Lawson Brown
	Commissioner	Hernan Azula
	Commissioner	James Norwood, Jr.
	Commissioner	George E. Sanders

Also Present: City Manager Allen R. Bush; City Attorney Donald E. Holmes; City Clerk Betsy Jordan Driggers; Finance Director Ruby M. Williams; Police Chief Gary Getchell; Fire Chief Ken Venables; Planning Director Adam Mengel, Lynn Davis, Golf Maintenance Supt; Cathy Butler, Main Street Manager

INVOCATION - The Reverend Lester Jenkins, Associate Pastor; Peniel Baptist Church

PLEDGE OF ALLEGIANCE - Mayor Flagg

APPROVAL OF MINUTES – 9/9/04 - Commissioner Sanders moved to adopt the minutes as read. Commissioner Azula seconded the motion, which passed unopposed.

PUBLIC RECOGNITION - Student of the Month - Commissioners Brown and Norwood joined Mayor Flagg in presenting Student of the Month 2004-05 school year plaques to school administrators and Student of the Month Certificates of Award to the following students for their academic achievement, leadership, citizenship and attendance at their respective schools:

Dwayne Williams	Beasley Middle School
Lindsay Westberry	Browning Pearce Elementary
Alice Write	Central Academy School
Ashton Offord	Children's Reading Center
John Smith	E. H. Miller School
Alexandria Johnson	James A. Long Elementary
Joshua Higginbotham	Jenkins Middle School
Kayla Tibbs	Kelley Smith Elementary
Jennie McNett	Mellon Elementary
Kasey Wellon	Moseley Elementary
Cricket Alford	Palatka High School
Alex Noles	Peniel Baptist Academy
Matt Byrd	Q.I. Roberts Middle School
Kemeria Thomas	River Breeze Elementary

PUBLIC COMMENTS - Christy Sanford, 312 Washington Street, thanked Jeff Norton, Parks Supt., and others for their help in helping Sherri Lowe and her to get an Urban Forestry Grant Application for Tree Scaping along Washington Street in to USDA on time. Ms. Sanford said they also completed a grant application for tree scaping at Rotary Park. She invited the Commission and public to the next Tree Committee meeting, held on the 2nd Monday of each month at 4:00 p.m. at City Hall. Ms. Sanford noted that Palatka is one of three cities selected for a tourism grant, as reported in Palatka Daily News today. She fears that if there is too much development at the riverfront there will not be enough waterfront for tourists to stroll along, and would like assurance from the Commission that there will be.

Allegra Kitchens, 1027 S. 12th Street, said she'd like the commission to give a status report on the clean up of debris from Hurricane Frances. Mayor Flagg noted there is a consent agenda item for a contract for tree debris removal, and that contractor will start tomorrow. They had to comply with FEMA regulations, etc., and this 'delay' is considered a normal time cycle for something of this nature. Commissioner Brown said their Streets employees have been working seven days a week trying to get this debris picked up, and they are to be commended for their hard work and dedication. There is just so much to be picked up, and they are working hard at getting to it as quickly as possible.

CONSENT AGENDA

- a. Award bid for Golf Course Maintenance Shed Reroofing to Armstrong Roofing for \$13,240;
- b. Award bid for Animal Control Truck to Beck Chrysler on a 36-month lease basis @ \$307.04 per month;
- c. Award bid for Animal Containment Box for Animal Control Truck to Custom Fiberglass Coaches for \$9,825 (single source bid);
- d. Renew Display Advertising Contract with PDN for 10/1/04 - 9/30/05;
- e. Renew 3-year contract with Davis Monk & Co. for audit services;
- f. Approve Final Budget Amendments for 2003-04 budget year;
- g. Close boat ramp Oct. 15 - 16 and set special event permit fee at \$75 for GAR Crew Classic Rowing Competition;
- h. Reappoint Rodney Carnes to the Code Enforcement Board for a three-year term ending 9/30/07 (single applicant);
- i. Authorize execution of a Hurricane Debris Removal Contract with A & H Excavation.

Commissioner Sanders moved to pass the consent agenda as presented. Commissioner Brown seconded the motion, which passed unopposed. Per the question about the boat ramp closing, Mayor Flagg said the citizens do have other options when the boat ramp is closed; there is a ramp at Brown's Landing and two in East Palatka. The newspaper will report the closing in advance, and there will be advance signage at the Ramp itself.

Mayor Flagg noted that one alternate on the Code Enforcement Board has poor attendance, and he hopes the Chairman of that Board will address this matter. Per the question, the Clerk noted that the alternate resigned in July, and they have advertised seeking applicants for his replacement. Mayor Flagg asked Mr. Bush, with all the enclaves in the City, how A&H will be able to determine what is in the City and what is not, for reporting purposes. Mr. Bush said each crew & monitor was provided with a map of the City that clearly shows the city limits, and what is inside and outside the city limits.

PUBLIC HEARING - TRIM CALENDAR - 8.0 proposed millage rate - Mr. Bush said the budget has been available for public review since the conclusion of the budget workshops. This budget is based upon a tentative millage rate of 8.0, which is the same millage rate adopted for the 2003-05 budget; it represents a 5.194% increase over the rolled-back rate. Tonight is the 2nd reading and adoption of the 2004/05 Budget.

LEVY ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE LEVYING TAXES FOR THE YEAR 2004 TO RAISE THE NECESSARY REVENUE TO DEFRAY THE EXPENSES OF THE CITY OF PALATKA FOR THE FISCAL YEAR 2004-05 in its entirety. Commissioner Azula moved to pass the Levy ordinance on 2nd reading as read. Commissioner Brown seconded the motion. A roll call vote was taken with the following results: Commissioners Azula, Brown, Norwood, Sanders and Mayor Flagg, Yes; Nays, none. The Levy Ordinance was declared adopted.

APPROPRIATION ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, MAKING AN APPROPRIATION OF MONIES FOR THE OPERATING EXPENSES OF THE CITY OF PALATKA FOR GENERAL ADMINISTRATION OF THE SEVERAL GOVERNMENTAL DEPARTMENTS OF THE CITY, AND FOR CONTRIBUTING TO THE SEVERAL SINKING FUNDS OF THE CITY TO PAY INTEREST ON AND PROVIDE FOR THE RETIREMENT OF THE OUTSTANDING BONDS AND OTHER FIXED OBLIGATIONS OF THE CITY, AND FOR PALATKA GAS AUTHORITY, FOR AND DURING THE FISCAL YEAR A.D. 2004-05. Commissioner Norwood moved to pass the Appropriations Ordinance on 2nd reading for adoption as read. Commissioner Azula seconded the motion. A roll call vote was taken with the following results: Commissioners Azula, Brown, Norwood, Sanders and Mayor Flagg, Yes; Nays, none. The Appropriations Ordinance was declared passed on 2nd reading.

RESOLUTION - The Clerk read a resolution entitled A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST A SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT WITH THE FLORIDA

DEPARTMENT OF TRANSPORTATION TO DEVELOP A STORMWATER MASTER PLAN AND FOR THE DESIGN AND PERMITTING OF A MASTER SURFACE WATER MANAGEMENT SYSTEM, TO INCLUDE A LAND SURVEY TO IDENTIFY EXISTING AIRPORT WETLANDS AT PALATKA'S KAY LARKIN AIRPORT. Commissioner Brown moved to pass the resolution as read. Commissioner Azula seconded the motion. Per the question, Mr. Bush said the \$212,000 grant is an 80% grant FDOT approved for funding for the master study of the surface water plan. \$42,000 is the total local match. A roll call vote was taken with the following results: Commissioners Azula, Brown, Norwood, Sanders and Mayor Flagg, Yes; Nays, none. The resolution was declared adopted.

ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA BE AMENDED BY REVISING APPENDIX "A" TO SECTION 86-315 THEREOF, PROVIDING NEW WATER RATE SCHEDULES EFFECTIVE OCTOBER 1, 2004, BOTH INSIDE AND OUTSIDE THE CITY LIMITS RESPECTIVELY; AND PROVIDING AN EFFECTIVE DATE. Commissioner Azula moved to pass the ordinance on 2nd reading for adoption. Commissioner Sanders seconded the motion. Commissioners Azula, Brown, Norwood, Sanders and Mayor Flagg, Yes; Nays, none. The ordinance was declared adopted.

ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA BY REVISING APPENDIX "A" TO SECTION 86-344 AND APPENDIX "A" TO SECTION 86-345 THEREOF, PROVIDING NEW SEWER CHARGES EFFECTIVE OCTOBER 1, 2004, BOTH INSIDE AND OUTSIDE THE CITY LIMITS RESPECTIVELY; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance on 2nd reading. Commissioner Sanders seconded the motion. A roll call vote was taken with the following results. Commissioners Azula, Brown, Norwood, Sanders and Mayor Flagg, Yes; Nays, none. The ordinance was declared adopted.

ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA BE AMENDED BY REVISING APPENDIX "A" TO SECTION 66-9, PROVIDING NEW GARBAGE COLLECTION RATES EFFECTIVE OCTOBER 1, 2004; AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 2nd reading for adoption. Commissioner Sanders seconded the motion. A roll call vote was taken with the following results: Commissioners Azula, Brown, Norwood, Sanders and Mayor Flagg, Yes; Nays, none. The ordinance was declared adopted.

ORDINANCE - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, BY ADDING SUBSECTION (d) TO SECTION 2-171 THEREOF, PROVIDING FOR AN ADJUSTMENT TO CERTAIN PENSIONS PROVIDED BY THE GENERAL EMPLOYEES' RETIREMENT PLAN; AND PROVIDING FOR AN EFFECTIVE DATE. Commissioner Norwood moved to pass the ordinance on 2nd reading for adoption. Commissioner Brown seconded the motion. A roll call vote was taken with the following results: Commissioners Azula, Brown, Norwood, Sanders and Mayor Flagg, Yes; Nays, none. The ordinance was declared adopted.

DOWNTOWN PALATKA, INC. - Presentation of six-committee recommendation for redevelopment - Chip Laibl, President of Downtown Palatka, Inc., formally asked the City Commission for their continued support and direction by adopting the two recommendations listed in the summary of the Downtown Redevelopment Team's final report. He thanked Mr. Bush and the project team members who served, including Sam Deputy and Graphics II for all their printing services.

Mayor Flagg said each commissioner has the presentation, and they have been anticipating this product. He applauded the efforts of all who worked on pulling this

product together. This project's goal is obviously for revitalization and redevelopment of Downtown Palatka. He asked Mr. Laibl to read his recommendations into the minutes, which he did (filed). Mr. Laibl said the committee's suggestions were just those; out of all those suggestions, only two were culled out. The first is for the City to appoint a 5-year Plan team that is responsible for providing direction for the ultimate Revitalization and Sustained Economic Development of the Downtown Palatka Business Community. He read the specific recommendations for that team's appointment and charges (filed).

Mr. Bush said he believes this is a good idea because communication is very important. This committee will go a long way toward ensuring everyone is on the same page. Commissioner Norwood said they must have a plan for improvement, and he has been talking about this for the last year. This way everyone will know what direction the City is going in. He supports the 5-year plan. Commissioner Sanders expressed his willingness to work with the Committee and asked them to acknowledge the professional help they get from those with the knowledge and expertise to make sound recommendations. He was in business downtown 27 + years, and saw a lot of changes take place. It will take both entities to move forward. They can't lose site of cooperation. Palatka is not unlike a lot of cities throughout the US who are struggling with downtown revitalization. Commissioner Brown said she has lived downtown all her life; her business has been downtown since 1915. There is nothing more she loves in this City. Many of their problems came from a lack of communication. She hopes this committee will find ways to solve problems and not create them. Commissioner Azula said it is refreshing to know that the business community can find time to come up with positive recommendations, and that citizens can and do get involved with downtown redevelopment. It is hard to find time to do these things. This was a bargain as far as studies go. He is supportive, and he hopes they will continue with a professional business attitude for the benefit of all. They can slow down, take their time, and do a professional and thorough job. He thanked all involved.

Mayor Flagg said on Point 1, all of them must treat revitalization seriously. Rumors fly, and they don't need to react to rumors and what folks say off the record. If they are not willing to come forward and go on the record, folks don't need to listen to them. They all must be receptive to business leaders, entrepreneurs, citizens, and everyone involved. They are not just revitalizing with the citizens of Palatka in mind. They are not looking at a scientific study, but need reasonableness and reality. They don't need to hurry along, and must have a vision for the future. The citizens are the City. The need to Plan, Do, Check and Act. The city leaders need to determine which way to go, but they can't if there are no town meetings, workshops, etc. They aren't trying to satisfy five or six people, but everyone involved. He applauds the five-year team. The commissioners do not violate Sunshine laws; they cannot have a meeting before the meeting, and don't discuss things out of open meetings. They need to protect the integrity of the process and not narrow their scope. Some individuals have said there is a done deal in the works, but if there is, he does not know about it. They all want to do the right thing. Nothing has been rubber-stamped. They need to keep lines of communication wide open through merchants, main street programs, CRA, and the County, as they are a major component of Downtown. Every stakeholder should be heard. If someone wants to put their personal agenda on the table, they need to identify it as such. They don't like to rely on outsiders for ideas, but they need to hear what is working in other communities. Mayor Flagg remanded the matter over to Mr. Bush, who will fine-tune these options for the Commission to take action on at a future meeting.

Mr. Laibl read recommendation #2, that the Palatka City Commission should immediately establish a Committee that shall serve as an advisory board to the Commission and as an information source for the public. He read the specific points listed (filed). Recommendation for committee make up is as follows: Five members; One representative each from the North and South Historic Districts; One downtown area representative east of 5th Street; one downtown area representative west of 5th Street; one County commissioner or appointee. Per the question, Mr. Bush said under the statute setting up the redevelopment authority, the City Commission is specifically named as the Community Redevelopment Authority Board. This seems to be more of an advisory committee that simply makes recommendations as to the expenditure of tax increment funds. Commissioner Brown said as committees do things, they need to understand that

they serve in an advisory capacity only. They do not have the authority to take action. Also, press releases should always be channeled through City Hall for approval before being released to the Press. Mr. Laibl said the goal of the committee is to keep everyone informed. Commissioner Norwood said they need to set up some parameters for action and procedure. In the past they have had advisory committees who tend to take possession of certain issues, and that is not in their scope. He is very much in favor of the committee, but they need scope and procedure. Mr. Bush said any recommendation from this committee would be just that; the Commission is only body that can take action.

Mayor Flagg said his concern is that whoever speaks for this group has a consensus from the group before speaking, and that no one is moving under their own authority and putting out the message they want put out. They need checks and balances. Mr. Bush should fine-tune this recommendation before it comes back to the Commission for action. It is important to have that necessary consensus; they all need to be singing from the same sheet of music. They need to take the time to hear each other out and be partners. If Downtown Palatka succeeds, everyone succeeds.

Michael Lithgow (?), 620 River Street, said he believes the recommendations are very good, and concurs with Commissioner Norwood that parameters need to be set for the committee. He asked if the same members will serve on both committees; they need a wider cross-section and don't need to duplicate committee members. Mr. Laibl said the County Commission may want to appoint an appointee and not a member, but they will try to make it as diverse as possible. Commissioner Brown said they will need at least one person to sit on both committees in order to keep the communication flowing. That has been one of the biggest problems up to this point.

Commissioner Norwood said he would like to see impact studies included with the recommendations coming to the commission, especially with the first committee. They need to know what the impact will be on services, such as police, fire, sanitation, utilities, etc. Mayor Flagg said it is important that, as they develop the plans, if they don't prioritize for the next five years, they won't have a plan in five years. They need some action. They need to prioritize and decide what comes first, second, etc. The city will grow; it is inevitable. If all the growth is west of town, the City will continue to decline. They need to establish some incentives to create growth downtown. There needs to be a balance. They need to be progressive, not aggressive. Commissioner Norwood said there are other entrepreneurs that are not downtown, and they need to also be included in this process. Commissioner Brown said at one time Larry Pritchett had come in and talked about tax incentives for historical and business districts.

Larry Pritchett, Property Appraiser, said FS chapter 193 and 196 provide for different ways that historically significant properties can receive tax benefits. There are about five different statutes. He offered to meet with one of the groups and go over them in detail, and then bring a proposal back to the Commission.

Mayor Flagg said it is incumbent upon Mr. Bush to explain the role and responsibilities of Cathy Butler, Main Street Manager/CRA Director. He can do that in memo form. There needs to be a distinct understanding of her dual role, which some have perceived as a conflict. Mr. Bush said the CRA is the Community Redevelopment Agency, which tries to acquire property and make improvements downtown to bring money and people in the downtown area. The two roles are closely related. The CRA has certain advantages that Main Street doesn't, and there is a funding mechanism included.

Cathy Butler, Main Street Manager, said in Florida at least 60% of the Main Street programs are funded by combining the Main Street Manager and the CRA Director positions onto one position. Main Street has no funding other than fundraising. Percentage-wise, she dedicates less than 3 months to CRA and the rest to Main Street. She also books all the riverfront activities, which does bring people into downtown. Mr. Bush said they can discuss this further with the committees. The two need to work side-by-side, as they are closely related. Mayor Flagg said they need to state concerns publicly in order to address them. Where there is misunderstanding, they need to air concerns on both sides and work things out, rather than go on misinformation and misunderstanding.

Mr. Bush and Ms. Butler will fine-tune this before it comes back to the Commission for a final vote.

Betsy Scarlett, 205 Kate Street, said she'd appreciate some information as to what the Main Street role is and what the CRA role is. Mayor Flagg said they will provide that.

KAY LARKIN AIRPORT - NAME CHANGE PROPOSAL - Mayor Flagg noted a memorandum from Mike Cavello (filed) and a copy of a resolution naming the municipal airport; Mayor Flagg read the memorandum into the record. He noted that the original resolution seems to accomplish this name change, as it establishes the name of the field as "Kay Larkin Field," but somehow the interpretation of the original Resolution somehow lost focus, and the name was never properly used. Mayor Flagg also noted Mr. Cavello has been very precise as to his request. Commissioner Brown moved to revise the name as recommended in Mr. Cavello's memo. Commissioner Sanders seconded the motion. Mr. Bush said the Airport has long been recognized as Kay Larkin Municipal Airport since its inception. He has had comments from FDOT to do away with historical names, which is not what Mr. Cavello is trying to do; but this recommendation is wordy. He suggested they continue with the original name, but continue with Palatka - Kay Larkin Municipal Airport.

Mike Cavello, Airport Manager, said for charting purposes, the first word is what the chart office keys in on. Changing the first word will put Palatka on the map; either choice will do that. His personal preference is to honor Lt. Jasper Kennedy Larkin by spelling out the full name. That is how it is listed on his headstone. No one knows who "Kay" Larkin is. Mr. Bush said if you're going to see the word "Palatka" on the chart, then you've accomplished your goal. Many Pilots who have reason to fly here are familiar with the name. Per the question, Commissioner Brown clarified her motion as to choice "B" - Palatka - Kay Larkin Municipal Airport. Mayor Flagg noted that Mr. Cavello stated his preference is for Choice "A". After discussion, Commissioner Brown said Mr. Cavello's recommendation (choice "A") is also fine. Mr. Bush said they need to keep in mind that there is Kay Larkin Drive, Kay Larkin Apartments, etc. Mayor Flagg said that won't be affected.

Allegra Kitchens, 1027 S. 12th Street, said most people in Palatka do know who Kay Larkin is; he was known as Kay to his family and friends. She understands that Palatka needs to lead the name off, and suggested going with option B, as he was known as Kay Larkin, not Jasper Kennedy Larkin.

Arlene Huber, 520 Oak Street, said she concurs with Ms. Kitchens and believes option B is the better choice. Many airports are known with a euphonious name that also goes with the written name as well.

There being no further discussion, the question was called. The motion passed four in favor, one in opposition.

ADMINISTRATIVE REPORTS - There were none.

COMMISSIONER COMMENTS

Commissioner Brown:

- Thanked Ms. Driggers for all her work on the NEFLC dinner.
- Said the City needs to apply for the NEFRPC awards; she gave Commissioner Norwood the list, and he has two recommendations.

Commissioner Norwood:

- Said he would like to see the City apply for the Award for Excellence in Public Safety, recognizing the City's safety record; and also for the Environmental Stewardship Award on behalf of the Reuse Project, which is environmentally friendly. Commissioner Brown noted last year the City won the Transportation Award for the Train Depot Transportation Hub project. Mayor Flagg concurred and said that is a good idea; they have a lot they can be proud of.

- Said he would also like to see the Mayor nominated for the Harry Waldron Leadership Award.

There being no further business to discuss, the meeting was adjourned at 7:36 p.m. upon a motion by Commissioner Brown.

CITY CLERK

MAYOR