

KARL N. FLAGG
MAYOR-COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

GEORGE E. SANDERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER



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

ALLEN R. BUSH
CITY MANAGER
BETSY JORDAN DRIGGERS
CITY CLERK
RUBY M. WILLIAMS
FINANCE DIRECTOR
GARY S. GETCHELL
CHIEF OF POLICE
MICHAEL LAMBERT
CHIEF FIRE DEPT.
DONALD E. HOLMES
CITY ATTORNEY

MINUTES CITY OF PALATKA August 9, 2007

The following is a record of the proceedings of a regular meeting of the City of Palatka City Commission held on the 9th day of August, 2007.

PRESENT: Mayor Karl N. Flagg
Commissioner Mary Lawson Brown
Commissioner Allegra Kitchens
Commissioner James Norwood, Jr.
Commissioner George Sanders

ALSO PRESENT: City Manager Allen Bush, City Attorney Donald Holmes, City Clerk Betsy Driggers, Asst. City Clerk Karen Venables, Finance Director Ruby Williams, Police Chief Gary Getchell, Fire Chief Mike Lambert, WP Supervisor Melvin Register, Park/Cemetery Supervisor Jeff Norton, General Service Director Ken Venables, Interim Planner Debbie Banks,

CALL TO ORDER:

- a. Invocation – Given by the Reverend John Jacobs, Pastor; All Saints Anglican Church
- b. Pledge of Allegiance – Led by Larry Pritchett
- c. Roll Call

APPROVAL OF MINUTES – 6-28-07 called mtg., 7-12-07 regular - Commissioner Sanders moved to approve the minutes as read. Commissioner Norwood seconded the motion, which passed unopposed.

1. PUBLIC RECOGNITION

a. **PROCLAMATION – MDA Firefighter Appreciation Month – August, 2007**

Mayor Flagg read and presented a proclamation to the Palatka Fire Dept. declaring the month of August as MDA Firefighter Appreciation Month.

b. **DISTINGUISHED SERVICE AWARD:**

Mayor Flagg, assisted by Commissioner Norwood, presented distinguished service awards in recognition of their years of service to the following departing Board & Committee members:

Marc Spalding, Board of Zoning Appeals Chairman – 13 years
Larry Pritchett, Airport Advisory Board Chairman – 4 years
Brenda Lockhart, Historic Preservation Board – 14 years
Jeanne Douglass, Putnam Co. Library Board – 10 years
Annie Mae Spell, Putnam Co. Library Board – 6 years
Fred Pilgrim, Gas Authority Board – 4 years (unable to attend)
Shandra Riffey, Palatka Housing Authority – 2 years (unable to attend)

2. PUBLIC COMMENTS (speakers limited to three minutes – no action taken on items)

Rosemary Anderson, President of the Arts Council, provided a summary report on the activities during the first half of 2007 (filed). In March the Artrain USA was their most visible project, which tied in with the 2007 Azalea

Festival. The Tourist Development Council and over thirty business and community groups helped support this activity. Repairs of the Larimer's lower level have enabled them to hold classes there; she passed out "before and after" photos. They have solicited and administered grants from the Florida Division of Cultural Affairs to bring professional artists to Putnam schools to not only perform, but also to teach their medium and give children the opportunity for a direct experience. The School Board has provided the funds needed to match these grants. On November 1st they will hold the annual Olivia Lay Art Auction, and on December 7th the Council will bring a performance of the Nutcracker back to Palatka. The Council appreciates the City's support and encouragement.

Annie Mae Spell, Crill Avenue, thanked the Commission for letting her serve on the Library Board. She noted she has wanted a book mobile for the library ever since she was appointed to the Library Board, and before she left the Board consented to work on it as their #1 project. Although it was not accomplished during her tenure, the seed has been planted with the incoming board members.

3. **CONSENT AGENDA:**

- a. **Authorize the Mayor to execute a contract with Florida Div. of Emergency Management for FEMA Project #1561-127-R** for City Hall Annex (Building & Zoning) Wind Retrofit for a total of \$15,421 (Federal Share \$11,399; Administrative Fee \$302; City Share \$3,780)
- b. **Authorize the Mayor to execute a contract with Florida Div. of Emergency Management for FEMA Project #1561-114-R** for Price-Martin Community Center Wind Retrofit for a total of \$11,717 (Federal Share \$8,873; Administrative Fee \$342; City Share \$2,844)
- c. **Authorize the General Services Director to submit a FRDAP** grant application to FDEP for an amount not to exceed \$200,000 for the Old Palatka Water Works Project (no cash match required)
- d. **Authorize Police Impact Fees expenditure not to exceed \$13,000** for fiber optic connection from main police facility to PD Annex facility at 1209 Reid Street, and renovations to facility at 1209 Reid Street
- e. **Authorize Law Enforcement Trust Fund expenditure not to exceed \$7,000** for computer and telephone system hook-up/connections at PD Annex at 1209 Reid Street
- f. **Authorize Fire Impact Fee expenditures as follows:**
 1. Not to exceed \$8,000 for a Thermal Imaging Camera
 2. Not to exceed \$4,000 for fiber optic connections to PD fiber optic cable and computer system connection
- g. **Authorize execution of a contract with Ajax Construction Co. for \$25,000** for the Airport Terminal Building design-development phase of construction, per results of negotiation with top-ranked proposer (Per commission action May 10, 2007)– Passero Assoc., Airport Engineers
- h. **Authorize execution of Amendment #1 to DEP Financial Assistance Grant #LP7661** for the Wastewater Treatment Plant Reuse Project to extend the date of completion to 11-9-09 and provide an additional \$1,000,000 in funding (\$333,333 grant matching from SJRWMD Grant Funds)
- i. **Authorize execution of FAA Grant Offer for AIP Project No. AIP-3-12-0061-015-2007 in the amount of \$945,121 (Federal Share)** to fund Airport terminal building and supporting facilities

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

4. **CONVENE COMMUNITY REDEVELOPMENT AGENCY:** Mayor Flagg recessed the Regular City Commission Meeting and convened the Community Redevelopment Agency to hear the following agenda item:

REQUEST TO AMEND SCOPE OF SOUTH HISTORIC DISTRICT DONATION OF TIF FUND EXPENDITURE OF \$20,000 FOR TILGHMAN HOUSE window replacement to include priority renovations/upgrades, per request of Palatka Art League, with concurrence from South Historic Neighborhood Association.

PRESENT: Mayor Karl N. Flagg, Commissioners Mary Lawson Brown, Allegra Kitchens, James Norwood, Jr., George Sanders, Downtown Palatka Inc. President Sam Deputy.

ABSENT: Palatka Main Street Manager Harry Eaken.

Mr. Deputy stated a grant application was made to the State to work on the Tilghman House to repair and replace the windows. The grant was written and approved, but when the State made budget cuts, the funding was cut. In addition to this grant, the Southside Historic Neighborhood had offered that facility \$20,000 from its TIF Funds and that money is currently still allocated to the Tilghman House. The Art League is asking to re-prioritize that money from window replacement to other priority upgrades, such as electricity, plumbing and porch repairs. Mayor Flagg stated there is a memo from the City Clerk that addresses this as well.

Valeria Ingamell, Vice President of the Palatka Art League, stated there are needs for repairs for things more pressing than the windows. A Code complaint has been filed on the electrical wiring. They are hoping they can use the money for more pressing repairs. Mayor Flagg stated the Commission appreciates Ms. Ingamell's

leadership as the Vice President of the Palatka Art League and he is appreciative of the concerns of the citizen who registered the complaint. The City's facilities should not be exempted from the standards that we hold others to. The Commission does not have a problem with what is being requested. Ms. Ingamell remarked that, indirectly, the complaint helped them. Commissioner Brown motion to approve the scope of work regarding the \$20,000 TIF fund donation from the South Historic Neighborhood District be adjusted per the request to prioritize repairs. Commissioner Kitchens seconded the motion, which passed unopposed.

Commissioner Brown moved to adjourn the Community Redevelopment Agency. Commissioner Kitchens seconded the motion, which passed unopposed. Mayor Flagg adjourned the Community Redevelopment Agency and reconvened the August 9, 2007 City Commission meeting and returned to the Orders of the Day.

Mayor Flagg said, regarding the Tilghman House, he commends Mr. Norton for his leadership, but noted the Commission needs to be kept apprised on and abreast of the priorities and all of the issues. Mr. Bush stated they will go through the normal bidding process. An RFP will be issued and the results will be brought back to the City Commission. Mayor Flagg stated time is of essence, and it is crucial that this building is brought up to standards.

5. **PRESENTATION on current insurance legislation, Department overview and hurricane preparedness** – Randell Brown, Regional Director; State Department of Financial Services – Mr. Brown was present to discuss My Safe Florida Home Program. The program began in August 2006 when the Legislature appropriated money for Florida citizens to have hurricane coverage on their homes. The Florida Dept. of Financial Services was chosen to help administer the program. Thus far they have distributed just under two million dollars in grants. He discussed changes that have come about in the program. He discussed current insurance legislation and an overview of the Dept. including related information on hurricane preparedness. Free wind inspections are available to Floridians living in single-family, site-build homes. He will leave information on the program with the City. People can access information on the program through their website at www.mysafefloridahome.com.

Mr. Randell stated the grants are matched on a dollar for dollar basis up to a maximum of \$5,000.00 for specific items, unless the homeowner qualifies as a low-income homeowner, in which case non-matching grants are available. Grants may be used only for improvements to opening protections, including windows, exterior doors and garage doors, as well as bracing of gable ends.

UPDATE ON HISTORIC TRAIN DEPOT RENOVATIONS – Robert Taylor, Architect, updated the Commission on the Historic Train Depot renovations. He distributed drawings of the renovated floor plan, noting they plan to take advantage of the large lobby space and museum space at the train station in order to incorporate office facilities for Ride Solutions. Existing materials and finishes would be respected. The design is intended to leave as much of the lobby space as possible accessible to train and bus takers. They have worked with the Railroad Society to preserve the artifacts in the cases and historical elements of the train station. Restrooms will be upgraded. The waiting room on the north end of the building will be used for intake and scheduling. There will be no foreseeable changes on the exterior of the facility. They are getting ready to go out for bids, and have a pre-bid conference coming up in about two weeks. They expect to open bids at the end of this month.

Mayor Flagg asked as to the estimated time of the project's completion. Mr. Taylor said they have allowed the contractor 120 calendar days. Commissioner Brown thanked Mr. Taylor for his contributions to get the train station back up and running. Mayor Flagg commended Mr. Taylor on his work and dedication to the City of Palatka. Commissioner Norwood also thanked Mr. Taylor for his work, and noted he had never seen the depot open since the day it was dedicated, and asked as to its hours of operation. Mr. Norton stated he was not sure. Mayor Flagg suggested the hours be posted and asked that this be followed through. Mr. Norton stated he would obtain this information and report back to the Commission. Commissioner Norwood said this information should also be posted at City Hall and the Chamber for the convenience of individuals visiting the area. Mr. Taylor thanked the Commission for the privilege of providing a service to the City. Mayor Flagg noted once this project is complete there should be some form of recognition for these services at the time of rededication.

7. **REQUEST TO WAIVE SPECIAL EVENTS LAW ENFORCEMENT FEES** for Bicycle Criterion Race – August 25 & 26 - Edison Lombana, organizer, said he requested a waiver of the law enforcement fee for the downtown criterium on August 25th. Mr. Lombana inquired as to whether or not there was some type of tax leniency that the City had for businesses that come into Palatka. Mr. Bush stated there was one incentive in place and that is based on job creation for industrial sites only. Mr. Lombana stated he has heard the Commission has already made a decision regarding his request.

Mayor Flagg stated that, if Mr. Lombana has heard anything about this Commission making a decision about something that is on this agenda, he has been misinformed, because this Commission has not discussed this item until right now. They have not met and discussed this matter. He takes exception to any citizen that would imply

that this Commission has made a decision on anything outside of the Sunshine and outside of an official meeting. Commissioner Kitchens concurred that she also has not spoken to any Commissioner about this or any other item that is being voted on tonight, or that has been voted on or will ever be voted on. Mr. Lombana said he was not pointing fingers, but he received a call yesterday from Mr. Holmes and wanted to know how it coincides with what is on the agenda tonight. Mayor Flagg stated Mr. Holmes called him at the direction of the City Manager, who is an Administrator and not a Commissioner. Mr. Holmes stated he was asked to call Mr. Lombana to give him advance notice that the request he had made was not consistent with policies that the Board had invoked in the past, namely asking for a waiver of the police fees for an event that was not sponsored by a non-profit organization. As a courtesy to Mr. Lombana and to avoid tonight being the first Mr. Lombana heard about it, he was asked to give him a call. The practice Mr. Lombana had asked the City to adopt was one that they had not adopted in the past and was not consistent with the City's past policies. Mr. Holmes stated Mr. Lombana did not give him much of a chance to give him that courtesy when he called, stopping him short by telling him he knew why he was calling and, essentially, that Mr. Lombana did not want to talk with him, but wanted to talk to the Commission. Mr. Lombana stated he feels there is a violation of the Sunshine Law because Ms. Driggers, the Clerk, asked him if Mr. Holmes, the City Attorney, had called him about the issue. He did not know who Mr. Holmes was until he went to his office and received the call. This is sending him signals that a decision was made before he could present his case before the Commission.

Mr. Lombana stated at first he only needed one officer, like he did in the past. Then Corporal Williams said he needed 3 officers, according to the evaluation. It was his understanding they only needed one police officer. Adding the additional officers puts a financial crisis on his budget for his event. Mayor Flagg said after the organizational meeting is held, the PD puts an operations plan in place, which determines the number of officers that is needed. Based on the scope of the operation and magnitude of impact of the event, they deemed this number appropriate, based upon the direct impact to the City. It is based on things like road closures, barricades being put in place, traffic having to be rerouted, and safety of the public as well as individuals who are participating in the event. Once given the scope and the specific details of the overall project, the City's staff evaluates the event and brings back a recommendation. If they thought one officer could handle the event, there would only be one officer in the scope. There is a factor that determines the need based upon how many spectators would be involved and how much of the City is being closed down. These individuals are charged with making sure that this event, just like any other event in the City of Palatka, is safe for the participant as well as the spectators.

Mayor Flagg stated Mr. Lombana is not being penalized or punished; the fees are based upon actual cost. The reason the City Attorney was advised to call Mr. Lombana is because the request is dealt with in a City Ordinance. The City Attorney interprets the ordinances to make sure the City is acting within the guidelines of the laws the Commission has created. Mr. Holmes was the most appropriate member of the City's staff to call and make sure Mr. Lombana understood Section 50-202 (d) of the City Code. If Mr. Lombana had any questions or response, rather than relaying a message to the City Attorney through the City Manager, the City Clerk or the Police Chief, the City Attorney was the most appropriate person in municipal government to address the concern. There is no conspiracy or nothing to keep Mr. Lombana from coming before this legislative body. The only thing that the City Attorney was charged with was to make sure Mr. Lombana didn't find out tonight that granting his request would violate that section of the municipal ordinance. It was not to stop him in any way, shape, form or fashion.

Mr. Lombana stated this is a new business that is coming into the community, and it is creating jobs. The community supports this; he is bringing tourism to the community. The City is taking a stand no different than when he first came to the Chamber of Commerce back in 1996. He is struggling with this financially. He'd like the Commission to take into account that he is bringing people to the community. Next year he will be better prepared for the expense, but this year he was only prepared to pay for one officer and not three.

Mayor Flagg stated the magnitude of the event as presented reflects the need for three officers. This event is not a business creation or business plan. It is an event that impacts the Police Department. He is not saying Mr. Lombana is not bringing tourism to the community; that is what the Tourist Development Council is for. The City wants to help, but not at a cost of violating the municipal code. Mr. Lombana said he is a promoter, licensed by the Federal and State governments; that is how he makes a living. The County is willing to help and support his event without any harassment. This is a business that can help make the City grow. Mayor Flagg stated the City is not harassing him, but there are expenses involved which cannot be waived, as Mr. Lombana does not qualify for a waiver. No one has disrespected Mr. Lombana, his idea, his vision or plans for this event or any other future event. He recommended Mr. Lombana allow other entities within the community to share in his vision and become corporate sponsors or business sponsors to help offset the cost; however, the Commission cannot wavier from the City Code and Ordinance. They have to make decisions based upon the laws as stated. The City will support and endorse this event to the best of its ability, but as it relates to the impact upon law enforcement, these officers are already full time officers, and when they are working a special detail it is always overtime, and the overtime budget is already well out of control. The Commission does not have the latitude to fulfill this request.

Mr. Lombana said this is putting a crisis on his budget. Mayor Flagg stated it is also putting a crisis on the City's budget.

Mr. Holmes stated it had been brought to his attention that Mr. Lombana may have sent out some letters indicating that vehicles parked on St. Johns Ave. would be towed if they were present the night before his bike race. Mr. Lombana stated he did not say towed but removed. Mr. Holmes asked how you move them without towing? Mr. Lombana stated they would just be moved to another site, such as to the side of the street. A few years ago he had to beg some people to remove their vehicles from a turn where bikers would be going 30mph. He showed the letter to Mr. Norton before he sent it out. If this is a mistake he will take full responsibility for it. Mayor Flagg said Mr. Lombana also needs the Downtown Merchants to be a partner in this; no one needs to be at odds or at a disadvantage. Mr. Lombana stated the small businesses are giving him support. Mr. Holmes stated he needed clarification on the vehicle issue. Mr. Norton said they have corrected the language in the letter to ask people to voluntarily move their own vehicles. Mr. Holmes said he wanted to be clear that the City was not authorizing him to tow vehicles. Mayor Flagg said these are public parking spaces in the business district; they need to be sure the merchants, who have already been in an economic struggle, are not being deprived of customer access. This issue comes more under the perspective of public safety. Mr. Lombana said when he had a business on St. Johns Avenue he always cooperated with Blue Crab Festival, even though it created an inconvenience for his customers.

Commissioner Kitchens stated fees are not waived for the Blue Crab Festival. When she was elected she swore to not only uphold the Constitution and the Law of the United States and State of Florida, but she also swore to uphold the laws of the City of Palatka. Looking at the Ordinance, she does not see how the Commission had the legal right to waive the fee; it would be the same for any business in Palatka. This has nothing to do with Sunshine laws; the City Ordinance is clear and they are not allowed to violate their own laws. She does hope his project will be successful. Per Commissioner Brown's question, Mayor Flagg said he believed the fees were around \$810 for police security and \$75 for the permit. Commissioner Norwood agreed this was a good project and he is glad to see it come to the City of Palatka. He is in favor of making sure that the City does not violate its own policy and ordinances that are put in place. He thinks the businesses will be supportive, especially the businesses that Mr. Lombana is going to have a direct impact on.

Commissioner Norwood moved to deny the request to waive special events law enforcement fees. Commissioner Sanders seconded the motion.

Christy Sanford, 312 Dodge St., said it sounded like there was a month's delay between the time Mr. Lombana applied for his permit and this. Mayor Flagg stated he could produce the notes the Commission received but it was much more than a month involved. The Class B Application was submitted back in March, the fees were pending until additional information was required and May was when the Police Chief signed off. He did not have the date when the law enforcement fees were calculated. Mr. Lombana said the date Mr. Williams signed the Ops plan was 7/07, after the event was already approved. Mayor Flagg stated the event was approved but the fees were to be determined, so Mr. Lombana knew there would be fees coming, just no specific amounts. Everyone could hope their event will only require one officer, but the magnitude of it may determine the need for more. Mr. Holmes inquired if Ms. Sanford thought the City was sitting on his request for the waiver for a long time. Ms. Sanford responded yes. Mr. Holmes stated his letter for request to waiver was dated July 23. He is not sure when it was submitted to City Hall, but it couldn't have been that long ago. Ms. Sanford said it sounded like a long time between the time his application was submitted and the time he was told what the fee was going to be. Mr. Lombana stated there was a delay, and he was hoping the Commission could waive or amend the fee until after the event. Commissioner Kitchens asked Mr. Lombana when he submitted his plan and met with the police to let them know how many riders and spectators were expected. Mr. Lombana said he did not have that paperwork but met with them in March, April and May. Commissioner Kitchens stated it did not change the way the law reads.

There being no further discussion on the motion, a vote was taken and the motion passed unopposed. Mayor Flagg stated the Commission supports Mr. Lombana and will do what they can to assist him with his event. Mr. Lombana stated he was not attacking the Commission, but felt the Sunshine Law was violated. Mayor Flagg stated the only way the Sunshine Law is violated is when there is an unadvertised meeting between two or more of the five elected officials. City staff can meet with the public to discuss any issue to try and resolve those issues; "City staff" means everybody who is employed by the City of Palatka, including the City Manager, City Attorney and contracted employees. One of the elected officials can go into a meeting just for the sake of overhearing a discussion. If there are more than one of the Commissioners there, media has to be notified, it has to be properly noticed and minutes have to be taken. There is no violation of Sunshine if you hear from City staff. Mr. Lombana asked the Mayor to give the cycling organization's representative a Key to the City, and invited the Commission to attend the get-together before the race. Mayor Flagg he would, and asked him to leave information on the date, time and place with the City Clerk.

8. **ORDINANCE** Amending Chapter 78, Article V, Sections 162 through 178 of the Municipal Code pertaining to Occupational Licenses and Taxes to change “occupational business license” to “business tax receipt” and “Occupational Business License” to “Business Tax,” and amending other administrative procedures, per 2007 Statutory changes effective July 1, 2007 – 2nd Reading, Adopt - The Clerk read an ordinance entitled AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING CHAPTER 78, ARTICLE V, SECTIONS 78-162 THROUGH 78-178 OF THE PALATKA MUNICIPAL CODE PERTAINING TO OCCUPATIONAL LICENSES AND OCCUPATIONAL LICENSE TAXES TO REFLECT STATUTORY CHANGES RELATIVE TO THEIR DESIGNATIONS; ADDING ADMINISTRATIVE PROCEDURES PERTAINING TO APPLICATIONS FOR LICENSES, THEIR ISSUANCE AND DURATION, AND COLLECTION OF TAX; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE. Commissioner Norwood moved to adopt the ordinance as read. Commissioner Kitchens seconded the motion. A roll call vote was taken with the following results: Commissioners Brown, Kitchens, Norwood, Sanders and Mayor Flagg, yes. Nays, none. Ordinance No. 07-12 was declared adopted.
9. **RESULTS OF DOWNTOWN REDEVELOPMENT REQUEST FOR QUALIFICATIONS/PROPOSALS** – Mayor Flagg directed the City Clerk to read the memorandum from Project Attorney Steven W. Zelkowitz, Esq. Into the record regarding the Palatka Riverfront Redevelopment Project (Filed). Mr. Bush summarized Mr. Zelkowitz’ memo, saying there was certain criteria in the RFP that went out, and neither of the proposals the City received met the scope requested. Had the City asked for a Statement of Qualifications up front, more businesses may have responded and been willing to sit down and negotiate with the City to see if a Memorandum of Understanding could be reached on the development. It would give the City more to choose from. He recommended the Commission retain the responses already submitted by Carlisle Group and CDP, and re-release the request for statements of qualifications (SOQ’s), which is what Mr. Zelkowitz is recommending in his letter. Commissioner Kitchens stated she concurs, as long as they retain the proposals that have already been submitted by Carlisle and CDP. Mr. Bush said Carlisle and CDP have already submitted an SOQ, and will be notified of the re-release. Commissioner Kitchens stated she was very impressed with the qualifications of the two that were submitted. She was also impressed with the projects they have done, their ideas of how to get funding, and photos of the projects they have done. Commissioner Brown said she concurs, but would like to see more than just the two. Commissioner Sanders concurred with Mr. Bush.

Mr. Holmes said, according to Mr. Zelkowitz, it seems that both of the submitters base their concepts around using Federal funds to create partial or total low-income housing along the riverfront as part of the riverfront development. Since that concept is so different from what the City started with, he said it might be wise to communicate to those who are going to be submitting other SOQ’s that that’s not the concept the City is looking for. He thinks there needs to be some clarification of what the City is looking for right now, even if it is a letter to the two firms that submitted saying the City received their qualifications, and although they look like a good builder, the City is not interested in Federal funds being used to create low income housing on the riverfront, that being the basis of a central part of the downtown redevelopment. Mayor Flagg said the City needs to be precise and clear. Mr. Bush stated the market is down. All they have to do is submit an SOQ and then come to the table with the City to determine if there is something they can do here in Palatka. Mr. Holmes asked how many proposals the City was willing to entertain if the basis for their submission was to use Federal funds to build low-income housing. If they don’t want that type of proposal, the City is just wasting time.

Commissioner Kitchens said they proposed “affordable housing;” she thinks there is a difference between Federal grants for affordable housing and federal low-income housing. There are quite a few projects around Palatka and Putnam County that have touted themselves as affordable housing that middle class people can afford, like the apartments by the Kay Larkin Airport.

Mayor Flagg said it is incumbent upon the City Commission to impart the importance upon any developer that shows an interest in the City’s downtown redevelopment project that the scope of it, the mixed use, and the percentages have to be right in order for this project to be the catalyst for the rest of downtown. Mr. Bush suggested the City go ahead and send out the SOQ and attach the EDSA study that the City paid good money for. Mayor Flagg stated there needs to be a revised memo that does not indicate or specify the two developers that have already submitted, that makes it clear that the City’s aim and target is not these certain things. Commissioner Norwood said it should be made clear that low-income housing is not put on this valuable piece of property. He is not in favor of retaining the two proposals received because of what they are proposing. The City has been waiting for this for several years; they can wait several more years for the market to change in order to get what we want, rather than what someone is offering us.

Mayor Flagg stated Mr. Bush still has an issue with the Frank George Apartment Building. There should be a report coming from the PHA stating the City’s options. The Palatka Housing Authority has demonstrated diligence and patience relating to this project, and they are in this as a partner. He supports the qualifications-based developer selection approach and believes Mr. Zelkowitz’ advice is commendable and appropriate.

Commissioner Kitchens stated both proposals received talked about mixed use facilities, both talked about historic downtown rehabilitation, which she understands is the thorn in most peoples sides, and Carlisle talked specifically about hotel lodging and meeting facilities. They are not just talking about low income or affordable housing, but a mixed use of residential and commercial, which is what they are looking for. Mayor Flagg stated whatever is sent out on this, it needs to be clear as to the City's vision, so there is no misunderstanding on the developer's side. Commissioner Kitchens asked if it should be spelled out that they are not to get any Federal grants? Mr. Bush stated not necessarily, because there are grants available for infrastructure, water and sewer. The proposal that went out did not ask for affordable housing. The only reason he asked to bring the EDSA proposal back in as an attachment is to spell it out for them. Commissioner Kitchens said they need to clarify that EDSA included a marine design, which is not part of the project. Mr. Bush stated the marina is not included in the scope. Mayor Flagg stated this would be a public process.

Commissioner Brown moved to accept the recommendation of Mr. Zerkowicz to re-release the Downtown Redevelopment Request as a Request for Statements of Qualifications. Commissioner Sanders seconded the motion. A roll call vote was requested, which yielded the following results: Commissioner Kitchens, No. Commissioners Norwood, Sanders, Brown and Mayor Flagg, yes. Motion carried by a vote of 4 in favor and 1 opposed.

10. **ADMINISTRATIVE REPORTS**

R.C. Willis Water Plant Improvements Groundbreaking Ceremony Date – Melvin Register, Superintendent, said they are getting ready to break ground on the long-awaited new water treatment facility around the 2nd week of September. They hope to have various dignitaries from around the county attend. They plan to hold the ceremony at around 9:30 a.m. to avoid the heat of the day; he asked for the Commission's input to set the date. Consensus was reached to set the ceremony for Wednesday, September 12th at 9:30 a.m. at the R.C. Willis Water Treatment Plant.

Per Mr. Bush's question, Mr. Register stated the City of Palatka is probably the last entity to be funded by DEP under this type of project, which is funded at 85% grant and 15% loan. The project is scheduled to come in at \$11,721,000.00 and will be for a 6-million gallon per day filtration facility. It is scheduled for completion Christmas Day, 2008.

11. **COMMISSIONER COMMENTS**

Commissioner Brown stated she would be running for the Florida League of Cities Board of Directors again.

Commissioner Norwood asked when the City facilities needs assessments could be expected. Mr. Bush said he had talked with Chief Getchell, who attended a needs assessment workshop, about heading this project up, and he is researching this.

Gary Getchell, Police Chief, stated Mr. Bush approached him on this and delegated the task to him. He's asked his secretary to compile all the books for all the departments and pass them out. Her father passed away and she just got back to work so it has been at a standstill. This takes approximately a year to complete. If the Commission wants to establish a tighter time-line he can suggest to them what it is going to take to accomplish that, and they can put those things in place. When it was done at the PD it took approximately one year.

Commissioner Norwood said he wants to have an assessment in hand. This comes up at every budget workshop. He wants to make sure there is a procedure in place so next year at this time it will be in the Commission's hands to enable them to make intelligent decisions based on what they have. Chief Getchell stated that was a reasonable expectation and they could do that.

Commissioner Kitchens said last year she inquired about printing up brochures for citizens with information on City rules and regulations, such as information on trash and dumpster regulations, noise ordinances, and other things that relate to permitting and the like. She is not saying to put the entire code in there, just general information that people may not be aware of when they come to the City of Palatka.

Mr. Bush asked if information regarding sanitation regulations is on the door hangars. Mrs. Williams stated that information is on their utility bill. Mayor Flagg stated Commissioner Kitchens is talking about multiple issues. Commissioner Kitchens stated things such as fireworks, firearms and garbage, just general things that come up as questions almost on a regular basis that people moving into the City are not aware of, such as having your dog on a leash. This could be information for people who open up a new water account. Mayor Flagg stated areas could be prioritized by things that generate the highest number of complaints, in an effort to create voluntary compliance. Each department could provide input on the things that affect their department. Commissioner Kitchens said the

number one issue would be leaving the garbage can at the curb all week. Mayor Flagg stated this could be passed on to all department heads in a staff meeting.

Mayor Flagg inquired as to the 911 addressing, whether the Fire Department is solely responsible for this, or if all of the departments deal with making sure there is voluntary compliance with addresses being visible, and if this is an ongoing campaign.

Debbie Banks, Interim Planner, said there are a large percentage of homes that are not 911 compliant. They have asked everyone to notify her department if they notice a house that is not addressed, so they can send them a letter. If they don't comply first they get a warning. Mayor Flagg stated a public service announcement and an awareness campaign should be done. The fire department has done such done public service campaigns.

Mike Lambert, Fire Chief, said several years ago they incorporated 911 addressing into their smoke detector program. Mayor Flagg said he would like all the departments to come together and do a blitz of some sort. The City should be certain that all of their facilities are in compliance first. Commissioner Brown suggested someone could take it up as a civic project.

Mayor Flagg acknowledged the passing of Ernest Hill Sr., father of State Senator Anthony "Tony" Hill, whose funeral service was held this morning in Jacksonville. He attended the service to represent the City Commission as well as the City.

12. **ADJOURN** at 8:02 p.m. upon a motion by Commissioner Kitchens and seconded 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

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY CLERK'S OFFICE AT 329-0100 AT LEAST 24 HOURS IN ADVANCE TO REQUEST ACCOMMODATIONS.