

ROBERTA M. CORREA
MAYOR - COMMISSIONER

TAMMIE McCASKILL
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



TROY BELL, ICMA-CM
MPA, MS-Finance
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI L. KRANTZ, CMC
CITY CLERK

MARCIA G. CARTY, CPA
MS-Taxation
FINANCE DIRECTOR

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT

MINUTES CITY OF PALATKA June 20, 2024

The minutes of the proceedings of the regular meeting of the Palatka City Commission held on Thursday, June 20, 2024 at 4:00 PM at City Hall, 201 N. 2nd St., Palatka, FL 32177.

1. CALL TO ORDER AT 4:00 PM OR IMMEDIATELY FOLLOWING THE CRA BUDGET WORKSHOP SCHEDULED FOR 2:30 PM The workshop was called to order at 3:17 PM as per the notice which ran in the newspaper that the budget workshop would commence at 4:00 PM or immediately following the CRA budget workshop.

- a. Special Called Workshop Notice

The notice was read by the Clerk.

- b. Roll Call

Present: Commissioner Justin Campbell
Commissioner Will Jones
Commissioner Rufus Borom
Mayor Roberta Correa

Absent: Commissioner Tammie McCaskill

Also Present: Troy Bell, City Manager; Jane West, City Attorney; Sunni Krantz, City Clerk; Marcia Carty, Finance Director; Virginia Jones, HR Generalist; Joe Verrecchio, Public Works Operations Manager; Eddie Cutwright, Community Affairs Director; Chris Taylor, Fire Chief; Jason Shaw, Police Chief; Matt Newcomb, Assistant Police Chief; Yul McNair, Airport Manager; Allegra Kitchens, former City Commissioner; Tivon Adams, Annabelle Lamb and Keillan Ginnis, Interns; and Kierra Kaymore, Customer Service/Records Clerk; Rebecca Jones, Fire Administrative Assistant; Lorenzo Aghemo, Planning Director (via telecommunications technology)

2. PUBLIC COMMENTS

- a. **Public Comments** - (Speakers limited to three minutes - no action taken on items)

3. DISCUSSION

- a. Second Draft of Budget for FY 2024-2025

Ms. Carty presented the second draft of the budget. At the next budget workshop, to be held on July 12th, each department head plans to present its budget.

The salaries presented are more in-line with the Step in grade than at the previous budget workshop. As the budget process proceeds, Ms. Carty is getting more information daily from the Department Heads in order to create more firm budget numbers.

Discussion commenced with Mr. Bell regarding the initiatives of the Commission as expressed in one on one meetings with him:

Transportation for citizens - Mayor Correa spoke regarding Ride Solutions (a non-profit transportation company) being underfunded by the State government. Mr. Bell advised the Commission could fund existing organizations or create new transportation methods. Commissioner Campbell spoke in support of existing transportation solutions vs. new options. Commissioner Borom asked to look at services for the residents of the City only. Commissioner Jones indicated the City needs to know if there is enough demand for the service in Palatka and why the State government would not fully fund Ride Solutions. The consensus agreed transportation is important.

Water and Wastewater - Commissioner Jones asked for a budget line for North area improvements.

Affordable Housing - Commissioner Campbell spoke of the American Rescue Plan Act (ARPA) funding set aside for affordable housing/homelessness. Ms. West advised there is an exception for fiscally restrained counties for the legislation requiring local governments to have funding for homelessness.

City Hall and other facilities improvements - Ms. Carty advised there is \$300,00 currently set aside for the City Hall and \$50,000 for the Annex in the proposed budget. We have other maintenance lines for other buildings, such as the Bronson House. Discussion commenced regarding ADA compliance for the upstairs area of City Hall. Mayor Correa advised the Tilghman House and the Larimer need work, as well as the Bronson House, which we received some funding for. She spoke regarding looking at all city-owned buildings and creating a maintenance timetable.

Email subscription, upgrade city communication, and website updating - Mayor Correa advised website improvements are never-ending. She expressed we have to use every media method to communicate to residents. Commissioner Campbell and Mr. Bell spoke regarding looking into the communications systems the Emergency Operations Center and the County School District utilizes

Mental Health - Ms. Carty advised it this is currently a line-item in ARPA. Mr. Bell suggested the idea of incentive programs and to channel people to those who can provide services. Commissioner Campbell spoke regarding concern of a lack of mental health service providers. Discussion commenced regarding the transportation hub area by the Price Martin Center. Commissioner Campbell recommended bringing in the mental health programs we have in the community for the discussion. Commissioner Jones suggested reaching out to the International Clubhouse. Mayor Correa spoke of concern the City could not solely fund a Clubhouse. Commissioner Borom recommended reaching out to other cities. Commissioner Campbell recommended we stick to ARPA with this item for the upcoming year (2024-2025) and bring it back up next year's (2025-2026) budget. Mr. Bell advised it is increasingly seen that police departments have someone that works with homelessness.

Cultural parks, recreational programs, and events, Jenkins - Commissioner Campbell advised this center will need some funding.

Dog parks - Mr. Bell advised it is not very costly to set up a dog park with dog baggie stations. Mayor Correa recommended starting with dog stations at some of the current parks, rather than creating a dog park.

Better Place to live - Mayor Correa and Commissioner Campbell advised a number of things work toward this goal.

Bike patrol - Mayor Correa recommenced this as a CRA discussion as a pilot program. Commissioner Jones spoke in support of it throughout the City.

Public safety - Commissioners Jones and Borom spoke regarding this being a community-wide effort.

Farmer's Market - Mayor Correa spoke in support of encouraging it, but not funding it completely ourselves.

Price Martin Hardening - Mr. Bell advised for this project there is ARPA funding and a grant Mr. Bell advised audio-visual equipment is not apart of the grant project. Commissioners Borom and Campbell expressed \$20,000 - \$30,000 is needed in the budget for the audio-visual equipment at Price Martin.

Commissioners' Project Fund - Commissioner Borom suggested setting aside funding for each Commissioner to do projects, such as pothole repair, parks, and things already approved. Commissioner Borom advised Putnam County, Green Cove Springs, and Daytona Beach have similar funding set aside.

Fiber optic, electric charging station, solar park - Mayor Correa spoke regarding the helpfulness of electric charging stations within the City. Mr. Bell spoke regarding the possibility that the City incentivize fiber optics. Ms. Carty advised ARPA funding could be utilized. Mayor Correa advised the consensus is that the Commission is on the fence about these topics. Mayor Correa asked if the existing Public Works area could be a solar farm after Public Works new facility is built?

Legislative Aide position - Mr. Bell suggested changing this position to a full-time role as Deputy Clerk. This position would provide more legislative engagement and address short falls and succession planning in the City Clerk's office. Commissioner Campbell advised a consensus of the Commission was in agreement.

Potable Water Celebration - Mr. Bell advised we have met the 20-mile mark for water line replacement and the celebration is pending the weather.

Historic City Conservation/Regeneration - Mayor Correa suggested this would be more CRA/CLG funded more than General Fund. She recommended a historic district in the Palatka Heights area.

Municipal Finance - Ms. Carty advised the City will continue to pursue grants.

Code Enforcement - Commission confirmed code enforcement is a priority.

Sidewalk and pavement management - Ms. Carty advised we have grants. Mr. Bell advised we will be differentiating repairs from sidewalk projects in the budget.

Neighborhood crime-related watch programs - Commissioner Campbell advised this falls under better place to live.

Homelessness - discussed above.

Public Encampment - Commission indicated this is in regards to homelessness.

River Center - Mayor Correa advised we need a workshop to further discuss the proposed land swap. Commissioner Jones expressed we need input from the public somewhere neutral. Mayor Correa expressed the due diligence period would end August 15. Commissioner Borom asked for valuation of the appraisal and the revenue brought in from rentals. Commissioner Borom spoke of concern of the age of the building next door to City Hall that is the subject of the land swap with the River Center. Ms. West advised the appraisal is underway. Commissioner Campbell summarized the consensus: to hold a community input session, get an appraisal, and then hold an emergency meeting of the City Commission.

Set aside monies earned from liens - Commissioner Borom advised some ARPA funds are set aside for assisting

with home renovation. Mr. Bell advised we are not specifically earmarking funding for the homes of the elderly from code enforcement liens. Ms. West advised the funds we recover from liens and claims of surplus tax proceed sales, go back to Code Enforcement and using a portion for abatement proceedings/demolition. Ms. West advised a portion also goes to Court costs. Commissioner Campbell recommended it continue in the manner it currently is and that next budget year, 2025-2026, to look at using the funding for the elderly after we have a grasp on how it currently is.

CRA facade grant - this would be a CRA program.

Increase Recreation programs - Commissioner Borom advised this is in the proposed budget already.

Place social security office at Price Martin or Jenkins - Mr. Bell indicated this is more of an action than a funding matter.

PT Volunteer Coordinator for Cultural Arts - Ms. Carty advised there is a decision unit for this position.

Workshop/Team Building - Commissioner Campbell recommended Team Building be at the top of the list as an ongoing event for the City and needs to be built into the morale of the employees and Commission/Staff.

Audio visual upgrade at Price Martin/Jenkins - discussed above.

Jacksonville Black Chamber of Commerce - Commissioner Borom indicated this is not a budget item

Insurance risk management - this is also not a budget item.

Increase events and programming at River Center - Mr. Cutwright advised there is not a specific line for River Center programming. Some things that occur at the River Center are funded by the Recreation or other budgets. Commissioner Campbell recommended creating a program budget.

Petty cabs in Central District - Mayor Correa advised this would be a private entity.

Electric charging stations - Mayor Correa advised this would be a private entity.

Pursue urban solar farm - Mayor Correa advised this would be a private entity.

Improve Recycling - Mayor Correa advised it is unfortunate the County is ending the contract for recycling.

Set up a theater - Mayor Correa advised the theater building is privately owned.

Establish Welcome to Palatka - Commissioner Jones and Mayor Correa advised this would be CRA funded.

Ribbon cutting - Mayor Correa advised Revitalize Historic Palatka does the ribbon cuttings of downtown businesses.

Prepare a brochure on how to set up a business - Mr. Bell advised this would be created by the Planning Department.

Hire Building Official - Mr. Bell advised this would be funded in the Planning Department. Mayor Correa suggested a Part Time or Contract position to start. She advised some citizens are having difficulty navigating between the County and the City. Mr. Bell advised if services are performed on a contract basis per permit, each would receive a portion of the permit fee.

Utilization of other buildings in the community for community outreach - Commissioner Borom indicated this would not impact the budget.

Regarding the revenue side of the budget, Ms. Carty presented the first draft of the revenue numbers (page 72 of the agenda packet). She advised when we get information from TRIM the numbers will become more finite.

4. **ADJOURN Motion to adjourn at 4:38 PM by Commissioner Campbell. Seconded by Commissioner Jones. The Motion passed unanimously.**

NOTICES: 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 ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, AT THE APPLICANT'S EXPENSE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FS 286.0105

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