

TOWN OF WELAKA
REGULAR TOWN COUNCIL MEETING

July 11, 2023, at 6:00 PM
Honorable Willie Washington, Jr. Town Council Room
400 4th Avenue, Welaka, FL 32193

(This meeting will be broadcasted, for view only, on the Town of Welaka's Facebook Page)

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE & INVOCATION**
- 3. ROLL CALL BY TOWN CLERK**, Meghan Allmon
- 4. ADOPTION OF PREVIOUS MINUTES**: June 13, 2023, Regular Meeting Minutes
- 5. APPROVAL OF CURRENT AGENDA**
- 6. RECOGNITIONS**
- 7. PRESENTATIONS / REPORTS TO TOWN COUNCIL**
 1. Citizens Advisory Committee Update
 2. Events Committee Update

Presentations are scheduled by individuals or businesses to inform the Town Council of issues, projects, etc. The Council shall not take formal action upon issues or matters presented under presentations at the same meeting. If formal action is desired, such matters shall be deferred and scheduled for a subsequent or future Council Meeting for consideration. Council may, however, by a majority vote, act on items they deem necessary and appropriate. Items not requiring Council action shall be directed to the mayor for consideration and further action.

- 8. PUBLIC HEARINGS** - None.
- 9. RESOLUTIONS**
 - 1. RES 2023-05** - Setting Maximum Millage Rate for submitting DR-420 for year 2023.
- 10. PROCLAMATIONS** - None.
- 11. PUBLIC COMMENTS**

A 'Request To Speak Form' shall be completed and submitted to the Town Clerk to officially address the Town Council. There will be no response to the speaker by Council or Town Staff, except the Council Members desiring to address a comment made during this part of the meeting may do so under Section 13 of this section. One specific issue per Form may be submitted, and you will have up to 3 minutes to address the Council.

- 12. CONSENT AGENDA ITEMS**
 1. Sewer Credits for Welaka Utility Bills

13. NON-CONSENT AGENDA ITEMS

1. TOWN MATTERS

- a. Confirmation of Town Council Appointments for Citizens Advisory Committee and Events Committee
- b. Preliminary Millage Rate Discussion

2. ZONING RECOMMENDATIONS

- a. REPLAT - Fern Farm SD Plat

3. UTILITY MATTERS

- a. None.

14. DEPARTMENT REPORTS

- 1. PUBLIC WORKS DEPARTMENT REPORT**
- 2. UTILITY DEPARTMENT REPORT**
- 3. POLICE CHIEF MICHAEL PORATH REPORT**
- 4. TOWN ATTORNEY PATRICK KENNEDY REPORT**
- 5. TOWN CLERK MEGHAN ALLMON REPORT**

15. MAYOR & TOWN COUNCIL REPORTS

- 1. MAYOR WATTS**
- 2. COUNCIL PRESIDENT JESSICA FINCH**
- 3. COUNCILWOMAN TONYA LONG**
- 4. COUNCILWOMAN KATHY WASHINGTON**
- 5. COUNCILWOMAN KIMBERLY DUGGER**

16. ADJOURNED

TOWN OF WELAKA TOWN COUNCIL MEETING
June 13, 2023, 6:00 PM
Honorable Willie Washington, Jr. Council Room
400 4th Ave., Welaka FL 32193

MINUTES

(This meeting was broadcasted for view only on the Town of Welaka's Facebook page)

1. Mayor called Meeting to order at 6:00 PM.
2. Everyone stood and said the pledge of allegiance. Pastor Dan gave the invocation.
3. **ROLL CALL** taken by Utility Clerk, Emma Sledge in the Town Clerk, Meghan Allmon's, absence.
-All present: Mayor Jamie Watts, Council President Jessica Finch, Councilwoman Kimberly Dugger, Councilwoman Kathy Washington, Councilwoman Tonya Long, and Town Attorney Patrick Kennedy. Five Council Members are present, mayor. We have a quorum.

4. ADOPTION OF PREVIOUS MINUTES from 5/9/2023 MEETING

No corrections

Motion to adopt 5/9/2023 Town Council Meeting Minutes made by Long and seconded by Dugger.
Passed 5/0.

5. APPROVAL OF CURRENT AGENDA

Motion for approval to accept current 6/13/2023 Town Council Meeting Agenda made by Finch and seconded by Long. Passed 5/0 with corrections.

Washington: Corrections to 6/13/23 Agenda. Under Number 8, Public Hearings, Number 1 Ordinance 2023-02 and Number 2 Ordinance 2023-03 should read "Second Reading" not "Third Reading."

6. RECOGNITIONS

1. \$500 Donation check for the Friends of Welaka from the NEFLC. Watts read the entire letter aloud.

Washington made donation last year for FOW

2. Tree City USA recognition plaque shown by Watts. He read the 2 letters aloud.

Long: Challenge to plant an oak tree due to many being cut down. Without doing something now future generations will not be able to enjoy the trees. Needs to discuss budget wise to where we can pick up trees to hand out. There's a website that explains when and where to plant a live oak tree.

7. PRESENTATIONS / REPORTS TO TOWN COUNCIL

1. Les Sims Spoke:

Thank you to the mayor and council members. I got involved with education right out of the military. Wants to provide education options to children. Started out as Live Putnam. Group of volunteers deciding all day attendance was important inside schools. That's what we did for schools. Funding for full day. In 2020 they rebranded to The Education Foundation of Putnam County and added Board members. Changed ways for vocational funding. Our mission is to fund the immediate needs of district needs for school children. Help connect dot between school district and corporate funding. Helps fund projects district cannot fund. Funding

sources come from Consortium, which matches grants. Federal, State, and local funding and sponsors. District employees are the greatest source of funding for the program. We return every dime gained from district employees back to the teachers and districts. Cathleen Holstinet, full time admin. 2022 started out as host sponsor from Bartram Frolic. Teach kids about the history of FL. 90% of kids have never been on rivers or lakes or on boats. Encourages kids to begin learning. Created scholarship program which gave \$16k to kids graduating from high school (seniors). Fourteen different instructors applied and were funded to help pay for training. Multi-sensory reading program was created for kids that need to learn reading differently. Reading is the biggest obstacle at an early age. \$20,000 was funded to purchase different items to help these children learn to read in a different way. The Q.I Aeronautical Engineering Championships needed \$4,200 to go. This was funded by TEFPC. The children placed 2nd in the nation. Asked for Senate Appropriation of \$367k. Funding scholarships for kids going through Pilot Program. In a nutshell, since 2016 they have returned \$427,000 to the district just through the pre-k program. Last year alone we have returned \$92,000 to the county in different programs. Looking forward to what the future holds for more funding.

Washington: Is focus up to the 4th grade?

Sims: Focus this year is 2nd and 3rd grade reading skills. Looking for Kindergarten through 3rd grade reading scores. We get information from the school board. 3rd grade and below for early reading grades

Washington: Do you also help the highschoolers with exposure for what they want to go into?

Sims: No, because county already does that, for example GP and Beck companies. Is there more we can do? We're looking into it.

Washington: I would like to see Juniors and Seniors fields they are going into to, to have the ability to be exposed. Had a man interested in being an Engineer. Made connections to have them shadow.

Sims: I have been approached about shadowing as well. CCHS are partnering with Embry Riddle for aeronautical program.

Dugger: How old is the foundation?

Sims: 2016-2020 focused on early Pre-K, 2020 rebranded for more programs.

Dugger: How many board members?

Sims: Eleven.

Finch: Appreciate the passion and it shows, if there's any way we can help please reach out.

Sims: Keep us in mind and reach out.

Man in brown shirt: What kind of influence does your group have on elementary education in Putnam County?

Sims: What we do is we are a funding partner. We find what needs funding and we help in that aspect. If there's concerns about the district, attend a board meeting with the district.

Watts: thanked Sims for speaking.

2. Mark Litten Spoke:

Litten: Just moved from Ohio to FL last year to begin FL economic career. Happened a job came up in Putnam County. He works with Putnam County's Economic Development (ED) for the Chamber of Commerce. President Finch and Litten have had numerous conversations. ED is focusing primarily on industrial development. Focusing on bringing primary jobs to Putnam County, to help families build homes and put

children through college. Currently working on 7 major economic development projects. 3 are leads received from Enterprise Florida. Jax USA, regional partner in economic development. Merging DEO with Enterprise Florida to make the new Department of Commerce. Four projects came to us through Marketing or website. They need to be here to be closer to the market. Was at Putnam County board of commission meeting which they passed a grant for...local manufacturing company to do a \$235M expansion. They will provide new jobs and new wages and add footage to the present facility. Another project is Project Orange, which is a \$23M project, looking to acquire new facility, and more footage. Project Owl, something new that you haven't seen. Electric Vehicle automotive production plant. Approved letter of intent to start process to acquire 140 acres. GP is our largest industrial employer, which has been very good for Putnam County. He markets Putnam County to the world. Full page ads in magazines as Putnam County is great place to do business and grow. Launched new economic development website which links from COC website. Also has division of chamber which is specific to Putnam County with private and public sectors. Four quarterly meetings with nationally known speaker. Now might be a good time for Town of Welaka to join.

Dugger: The electric car facility, is there anything we can do to influence that choice?

Litten: Principals of the facility attended the Putnam County Board of Commissioners meeting today and were treated well. They were very pleased. They have 180 days to do Due Diligence. Starts with an Environmental Phase 1. Hopefully after 180 days they will put in an offer to purchase.

Finch: Are we looking at any development projects in South Putnam.

Litten: Not many sites identified and very few industrial buildings. 50–60-year-old buildings, not sufficient. Right now, all we have is land. Infrastructure must keep up.

Watts; Been here for 40 years and watching new infrastructure updates. Nice to see that you are preparing the initiative for that.

Litten: Opening northern Putnam County. Lot of land opportunities, but no infrastructure. Must control growth compared to St Johns County which blew up quick.

Finch: One thing I've noticed is most high school students must move far to make good money because of the lack of infrastructure.

Litten: My goal is to try to bring new business and industries with more jobs to help families and prohibit children moving away.

3. Citizens Advisory Committee Update - Scott Turnbull Spoke:

Turnbull: Couple things. Patrick, have we made any progress on the No Wake Zone?

Kennedy: I have no idea I was supposed to be working on this.

Finch: I think you said there was a way to limit a wake zone without having to do a manatee area.

Kennedy: Put up no wake zone sign at the boat ramp at any time.

Watts: When we put ordinance into Municode and annexed in the boat ramp it was done to receive a grant from DEP versus the parking lot near boat ramp.

Turnbull: Where are ARPA funds at?

Watts: Next CAB meeting will have an update on that. Utility has had some recent funding issues. We are still on budget. Will present to council in July meeting.

Turnbull: Wants a permit process for removing trees in the Town. Any tree under the ordinance will be covered.

Watts: My concern is making sure to review the ordinance. We don't know what's changed legislatively since 2015 regarding arbor.

Kennedy: I don't think much has changed.

Watts: Look and bring it back to council. Chief and I discussed a lot of the tree situation is an educational problem. People don't know. Suggests sending letters reminding people that we have a tree ordinance. We need to protect our trees because that is what makes us unique.

Dugger: What was the process that John Fagan had to go through for clearing land?

Chief: They contacted the Town Hall when a previous employee worked here. We got the calls that the Jacksonville company was here clearing the lot. There's no permit, cannot cut down Champion and Heritage trees. Took three hours for staff to look at cut down and still standing trees. Did not have Business Tax Receipt to practice in Welaka.

Dugger: We're doing that now?

Watts: Can we enforce an ordinance, and will that solve the problem?

Watts: Mapped entire utility system with Diamond Maps, would like to do a layer for the trees.

Turnbull: is a permit required to cut down trees?

Kennedy: Permit is required to cut down Heritage and Champion trees.

Chief: Require anyone to get a permit because they can't tell what a Champion and Heritage trees are.

Washington: Is this a paid permit?

Kennedy: We can do a tree survey but it's very expensive.

Finch: Heritage trees, are we allowed to go on private property to tag trees or are we relying on people to tell us if we have certain trees?

Kennedy: No.

Finch: They are talking about expanding ordinance to require a permit for certain size trees, regulated trees.

Kennedy: Currently we only require permits for Heritage and Champion trees. We would need to have a basic land clearing permit. Need to be ready to spend some money for tree surveys or put the onus on them to provide a tree survey from a third party.

Turnbull: We can require the Tree Board to do a site visit and that would replace the survey.

Watts: Is the council okay with Patrick reviewing and updating the ordinance and review in July?

Kennedy: To clarify, I am going to review the ordinance and change it to if you clear any land you need to come in and verify Heritage tree population so we can determine if any trees need to be replaced. Land preservation and private property must be balanced.

Finch: Exceptions that are listed in current ordinance are pretty good. The part that mentions retaining 15% of the canopy unless industrial or platted residential area. Tree ordinance is assuming a site plan was submitted. In this case, no site plan submitted.

Kennedy: We need to focus on whether there's a permit and work with them when the trees are cut to make sure the correct ones are taken down and left.

Finch: The other issue is the timely clearing of all debris.

Chief: Had three discussions about clearing. Had vehicle issues and waiting to hear back.

Long: Needs to address the other lot in Town that left debris all over the lot/road. There were no plans.

Finch: we have wondered where our standing is with private property versus public property.

Long: It is dangerous leaving the debris.

Man in brown shirt: In the initial permitting process is there any stipulation to replant new trees that were cut down?

Turnbull: That's in the Ordinance.

Washington: Brought this up last month regarding Jefferson Smith for resurfacing of the basketball court and the new clay for fields.

Watts: Spoke to John Stuart about getting new clay but not resurfacing. Not sure of the time frame that we're looking at.

Washington: Is the Town also replacing equipment. We can get together and raise money.

Watts: Looking in ARPA funds to re-clay and equipment replacement.

4. Events Committee Update - Desouza spoke:

Desouza: Two updates - June 24th at 10:30 there will be a hurricane preparedness event sponsored by the Red Cross. Also still accepting donations and sponsors for fireworks. Something we haven't done before; we want to do a watermelon carving contest with cash prizes. I wanted to speak on planting live oaks. We do have contact with Jose from UF. I am sure he will be happy to come in and do a Saturday event.

Washington: Is cowboy day with Events Committee?

Desouza: No, it is a private group event.

8. PUBLIC HEARINGS

1. **ORDINANCE 2023-02 - Prohibiting the Establishment of Unlisted Uses (SECOND READING/ADOPTED)**

Kennedy read the Ordinance 2023-02 header aloud.

Kennedy: This is the ordinance that deals with prohibiting the establishment of unlisted uses such as medical marijuana. The Welaka Planning & Zoning Board is currently updating the regulations and making changes as needed. If it isn't currently allowed, it will be considered prohibited. Medical marijuana is specifically prohibited because that is what the statute requires.

Watts: You are getting calls on a weekly basis from people wanting to do something in the Town of Welaka?

Kennedy: Getting calls daily. Start tracking fully what's coming in, to help understand who's calling, what about, and how many.

Finch made a motion to accept second reading of ORD 2023-02 and seconded by Dugger. Discussion ensued by council and audience (see below in minutes). Passed 4/1. Washington voted as "no."

Washington: What you're saying is we don't have our zoning established yet? If a cannabis dispensary came into Welaka, they can't? She spoke with different municipalities and visited dispensaries. Impressed by the process, why go out of Town when you can bring the business into Town?

Finch: Had a resident approach me yesterday with C1 zoning only and wanted an internet gambling café. The ordinance will help protect the Town until we know what we want to do with it. There's a lot of other uses that we don't want to see here in Welaka. Very important ordinance to pass.

Kennedy: Get an idea of what we're allowing now and change and recognize what we have in there. We currently have a cell tower that we would typically not allow.

Washington: We don't want people standing around. I have yet to see people stand around dispensaries. It's very strict as to what they allow.

Kennedy: We either must allow it or ban it.

Watts: Torn on dispensary because I know people who need it. In Tallahassee the number of users is tied to how many you have in a rural community. What bothers me is I don't want you here to use our facilities. I want people here who are vested in the community. Temporary measure that can be revisited later. We have to say as a community, what does that say about our community?

Clements: It's not really marijuana that I'm against. Do whatever with your body. Keep it away from the grandchildren. If we must go to Palatka to go to the doctor why can't people go there to get cannabis? The bottom line is revenue. I will be against it until I die.

Henson, Pastor at church on Main Street: It is going to cause problems. What drew me here is the small-town charm. If I need anything I go to St. Augustine and Palatka to get it. If we move into a different type of establishment, we're going to get different types of problems. Need to be against it to preserve as much small-town charm as we can.

Dolly Hensen: What adults do with their body is their business. With my job, if I've done medical marijuana, I must pass a drug screen. I've seen people buying it from dispensaries and selling it to younger kids. How are these children going to get jobs? More kids are going to be exposed to it if we bring a dispensary to Welaka. Kids are our future.

Frank Barns: New to the Town. I hate to be a devil's advocate. I don't know if you can hold off forever. Separate the two, be careful about lumping them together.

Clements: He is right. It's the element that comes with this stuff. I've seen it in small cities and large Towns.

Washington: We had a pharmacy in the Town. If one wanted to come to Town again, would that be out also?

Kennedy: Drug stores are allowed in Town.

Watts: Things already on the list are allowed, anything that is not, is prohibited.

Cindy Levine: Where's the nearest dispensary at? Crescent City? They must go to a doctor, why does it have to be here when everything else is spread out?

Pat McCoy: What's the difference between Medical Marijuana and "street" marijuana.

Washington: You can have gummies, suppositories, and lotion. Medical is prescribed.

Dugger: One is regulated, and one is not.

Dugger: We're working on a vision for the Town. I'm glad we're doing this because we have businesses that are open now. A dispensary here is not working towards the vision. I'd rather see a coffee nook or art gallery there instead.

Finch: We have to kind of lump it together to exclude everything that is not already allowed. If not, we'd be discussing every single little detail. I would like to see something different as well.

Sledge: called the roll. Passed 4/1. Washington voted as "No."

2. ORDINANCE 2023-03 - Animal Control (SECOND READING - DRAFT STATUS)

Kennedy read the Ordinance 2023-03 header aloud.

Kennedy: Revisions were made for feeding stations. We have people in the Town trying to care for the cats, wanted to recognize that effort. In addition to Paragraph 8b, which allows a private individual to have up to 6 cats, advise the Town that do have 6 cats, feral or tame. That is still in there. Kennedy added a revision under 8.c. that says the Town Council to approve feeding stations at their discretion.

Long made a motion to accept Ordinance 2023-03 and Washington seconded. Passed 5/0.

Discussion ensued:

Finch: Item B line 195, page 4, is it notifying the Town. Is it asking permission?

Kennedy: Notifying the Town of the number.

Finch: Line 201 Registry in Town for caretakers and feeding station volunteers, make sure they are spayed or neutered within 14 days. Change to 45 days.

Finch made a motion to amend Line 201 in Ordinance 2023-03 to change to 45 days. Long seconded. Passed 5/0.

Toole: She has 23 cats, designated as a feeding station.

Desouza: Can Patrick elaborate on the treatment and care of domestic and wild animals? I have concerns about the stray dogs that I am seeing throughout the Town. We are also having record high temperatures and I see dogs tethered to chains outside, which is inhumane. Is there something we can add to the newsletter for clarification on the care of dogs?

Aaron Levine: Peacocks. Beautiful but invasive. Is that something we can put on the radar?

Kennedy: FLFWL will not handle peacocks nor will animal control.

Finch: There is a peacock rescue that can possibly address the issue and re-home them.

Dugger: Elaborates on where the peacocks come from, as she is a Town resident.

Finch: Beginning with Line 379 in Ordinance 2023-03, does this address Desouza's concerns? Section 22, inhumane cruel treatment of animals.

Desouza: What defines a shelter?

Kennedy: That can bring us down the rabbit

hole. Sledge: Called the roll. Passed 5/0.

3. ORDINANCE 2023-04 - Architectural Standards (SECOND READING/ADOPTED)

Kennedy read the Ordinance 2023-04 header aloud.

Kennedy: Change to Number 8. Orientation. Some lots are shaped which makes it difficult for the primary building to face the main street. Changes made to Section 9.d. on Page 7. He deleted Paragraph 9.E. and Line 6324 on Page 8 because it was redundant.

Dugger made a motion to accept the second reading of Ordinance 2023-04 and seconded by Long. Passed 5/0.

Finch: Corner lots will be allowed to show a compelling reason?

Kennedy: Yes, they can ask for a variance.

Washington: This is not just commercial but also residential? Not mandatory, but a strong recommendation. I am coming to mind with one resident, she is concerned about putting a structure on their property.

Kennedy: This applies to both. Why wouldn't we allow it?

Washington: With a Quonset hut, is it going to be an automatic "no?"

Kennedy: The Quonset hut prohibition applies to all zoning districts except agricultural zoning.

Washington: This is one of my concerns with last month's meeting. It's not in the heart of Welaka. Why should they have to worry about that?

Kennedy: This is one of the reasons I drafted this Ordinance, to prohibit Quonset Huts.

Toole: We are at odds with Patrick on this one.

Kennedy: That's not true. This is the whole reason to address this ordinance. We didn't want Quonset huts.

Toole: Please read about orientation.

Kennedy: We are discussing Quonset huts, not orientation.

Toole: She agrees with no Quonset huts in Town.

Long: I understand what you are saying. Had we had something in place before what was raised right in front of the Town Hall. I'm against regulating so much to not allow people freedom, but I feel as though there are places that do not need a Quonset hut. Need some leeway to decide individually.

Washington: I would understand if it was for commercial but is out of boundaries for commercial zone. Who's to say it's going to be that big?

Dugger: There must be some kind of flexibility and common sense. If they live out there, there needs to be some flexibility.

Kennedy: What is out there if you want to say you need a certain amount of acreage. Discusses the visibility of it. This is a tough one.

Desouza: I think we all understand what got us to this decision. I think it's okay to say no going forward. We need to grandfather people who already had them when the answer was previously yes.

Toole: If the product has already been purchased and we have nothing saying no, then we should allow them to build. Going forward, the answer can remain no. On orientation, please read back changes made.

Kennedy: The only changes made to the Ordinance were primary structures and attached accessory structures. The rest remains the same. The only exception is if they can show that there is a compelling reason. We don't charge to look at a site plan, only for a variance, if needed.

Toole: I've asked before because we've sanctioned out of the Harbor a 100 x 100' lot. There are people that want a side entrance. Most of the Harbor are putting in prefabricated models that fit their lifestyle. Most of the homes on the narrow lots in the Harbor are facing sideways. I think there should be exceptions for the Harbor.

Long: The way you wrote this section, if they come to the Zoning Board with their plan, there would be no issue putting in a sideways facing structure?

Kennedy: They would only need a site plan review or possibly a variance. One thing we will have to address is the Harbor area. Zoning will be looking at the Harbor and get a lot done with that section. Look at what was allowed historically.

Kennedy: If a customer can genuinely show investment into a Quonset Hut, then I can look into it and if they have one, we can grandfather them in. If he has no concerns about it, he'll bring it

Sledge: called the roll. Passed 4/1. Washington voted as "No."

Watts: introduced Dale Walker from the audience. Mr. Walker works for the City of Crescent City. The CFO and Assistant City Manager live in condos on the river. He observed our meeting and had some nice things to say about our meeting and the people.

9. RESOLUTIONS

1. RES 2023-05 - Citizens Advisory Committee Establishment

Watts asked Kennedy to address.

Kennedy: Trying to figure out what to do about reconstituting some of these Town's Committees. Try to figure out what we did before and mirror it and make it clearer. Community Advisory, Events and Tree Committees to be looked at.

Watts: He doesn't have the time to be over the committee.

Kennedy: You can say that as one representative from the Town Council.

Watts: Entertain a motion to modify the resolution.

Kennedy: Revisit these committees every two years.

Watts: We would like to modify Page 1, Section A to read one member of the Town Council as a representative.

Kennedy: This is a resolution so it can be edited as necessary.

Watts: Modify Paragraph to show representative as non-voting member and chairman of the committee.

Washington: Can it be alternated?

Kennedy: This leaves it open for you to decide. Have the council member be the chairman but not a voting member. Voting should be a simple matter, nothing formal, for items to be presented to the Town Council.

Long: I think you have to do the two years, because it's rolling over.

Washington: This is something that I had brought up before from the FLC. It is highly suggested that a council member does not serve as chair because the council member can be viewed as someone who will present their position.

Kennedy: I think it's a valid concern, but I don't think with this committee that it is a concern. It is allowed even though it was suggested, it is allowed. The chairperson makes sure the meeting moves forward and minutes are taken.

Turnbull: With Jessica being the chair, she doesn't stifle the conversation in any way. She can give us information that none of us knows, which is important.

Desouza: The chairperson is also the main person speaking and the main point on this downtown vision. Making sure things are organized such as meetings and events. Who will do that if not a council member?

Kennedy: My suggestion is to permit it.

Finch: There is more than the meetings to take into consideration. Finch is willing to continue as Chairperson for the Citizens Advisory Committee.

Kennedy: Two-year terms, adding language to Paragraph 2, stating members shall serve 2-year terms. At the end of the 2-year term, the Town Council will turn appoint to the committee.

Watts: Council will confirm the person joining the committee.

Finch: Item B, each member will be a resident of Welaka or a vested stake holder. Contradictive?

Kennedy: Which do you want it to be?

Council Members: Residents.

Long: If I move out of the community then I am no longer a resident but still own a business, so I am a vested stakeholder. Does this mean I can't be on the committee?

Watts: I see your point. I think both should remain.

Finch: Is it possible to add that any new person to the committee must do the Sunshine Law class?

Kennedy: You can add it. Excellent idea. I would like to sit down with these committees and go over some of this stuff. Nervous that things aren't being handled correctly. Meeting notices and minutes must be done correctly. Town Clerk must obtain these minutes and notices, whether she does them or not, as the Town is responsible for them.

Toole: You want to do Advisory, Events, Charter, and Tree Board? You have 4 qualified candidates to run on each committee?

Kennedy: On the Tree Committee, a council member cannot be involved because they will be involved in permitting.

Watts: We will re-work this and vote next month. Town Clerk will email a copy of the form to all members.

Kennedy: Need a clean reading of this.

Watts: Bring nominees to the next meeting. All nominees and re-appointees need to fill out a form. Revisiting this in next month's meeting.

2. RES 2023-06 - Community Events Committee Establishment

Watts: This one need to be discussed because we have 5 members appointed by Town Council. In previous meetings we talked about opening this up.

Kennedy: We need a set number of members.

Desouza: I have 5 people appointed that I know will show up to volunteer. I publicize the meetings, and nobody ever shows. No interest is shown by the public. Grateful for the appointed.

Kennedy: Who is on the committee that votes on what to bring forward to the council?

Watts: Will take this topic up next month.

Kennedy: Must be resident and same changes to Paragraph 2.

Desouza: Events committee does not require residency.

Finch: That is correct.

Kennedy: Needs consistency. Make paragraphs match.

Long: We can have someone that is non-voting volunteers.

Watts: We will revisit this at next month's meeting.

10. PROCLAMATIONS - None.

11. PUBLIC COMMENT

Aaron Levine: I've got a degree in forestry and 25 years' experience. Helped Interlachen set up Tree City USA. I can provide a level of expertise and offer my services to the Tree Board if needed.

12. CONSENT AGENDA ITEMS - None.

13. NON-CONSENT AGENDA ITEMS

1.a. TOWN MATTERS - 2022 Annual Drinking Water Quality Report

Watts: explained the report. This is on our website and will be mailed out in our July 1, 2023 newsletter. St Johns River Water Management did approve our Presumptive Use Permit for the next 20 years and was published in the Palatka Daily Newspaper.

Watts: Increase of 40,000 gallons a day. Holding usage or dropping it. Permit renewed for 20 years. On the sewer side, it is due Jan 1st for renewal. We're doing a DEP temporary renewal now.

2.a. ZONING RECOMMENDATIONS - None.

3.a. UTILITY MATTERS - None.

14. DEPARTMENT REPORTS

1. PUBLIC WORKS DEPARTMENT REPORT: John Stuart, Supervisor, absent

a. Report on overall maintenance of the Town.

Watts: We have instituted worksheets for all department overtime.

2. UTILITY DEPARTMENT REPORT: Tyler Buford, Supervisor, absent

a. Report on Town utility system.

Watts: We have instituted worksheets for all department overtime. Have been doing work for WWTP. The water is crystal clear. They have worked very diligently, and they are very proud of it.

3. POLICE CHIEF MICHAEL PORATH REPORTS:

Chief: We have 2 residual grants that I've applied for. One of them is for mobile radios in patrol vehicles. We also asked for 4 patrol vehicles, but they gave us enough money for 2 vehicles. They also capped us on our purchases, so the Town would have to come out of pocket to fund the rest. We have three candidates we're processing. Hopefully will hire at the end of this month or beginning of July. We also need a backup vehicle if one of ours goes down. We currently have 3 patrol vehicles. Hopefully I will get approval in the next couple of days. Extra radios will go into the vehicles approved for \$16,000. The whole amount is approved. The only thing we need to come out of pocket for is an extended warranty and service contracts. Both contracts end September 30th of this year. The commission has new rules and closes Sept 30th. We will be giving back \$100,000 to Jag Grant because we won't be using it. Hoping to gain pursuit trucks from Ford Motor Vehicles to be received by Sept. 30th as well as Motorola.

Watts: Making Chief's current vehicles a backup vehicle due to the warranty.

Chief: Grant cycle for this year \$26,000. We have a second speed sign and more active patrols and more citations. Currently we don't have a way to write ordinances, such as golf carts on roadways, to match the state.

Long: Giving money back? We are not willing to incur \$12k so we are giving that money back?

Chief: The 2 vehicles we are going to get will supplement the salaries. It would be \$12,000 per vehicle if we had all 4 vehicles.

Watts: We're adding a new officer each year in the budget, but the vehicles would just be sitting.

Kennedy: When you say ordinance, do you mean citation?

Chief: When we cite people through city ordinance, our system through Putnam County doesn't allow us to write through the traffic citations module. To do this, we need ordinances to follow up on payment.

4. TOWN ATTORNEY PATRICK KENNEDY REPORTS:

Kennedy: Charter review has been in lap, trudged through first re-writes, hopefully have that back to Charter Review soon. Meeting this Thursday to get things cleaned up. Some things that will be new will have to come back to clean up existing. Zoning map update in GIS. Maps should be updated here shortly.

5. TOWN CLERK MEGHAN ALLMON REPORTS - None. Absent.

15. MAYOR & TOWN COUNCIL REPORTS

1. MAYOR WATTS

Watts: Patrick and I discussed mailing a letter to AZA Health, to terminate the contract within the next 6 months. The council will meet to decide what comes next. Someone contacted him and is interested in opening an Urgent Care. AZA Health would have the opportunity to come back with an RFP.

Kennedy: We need to figure out what their rent is going to be.

Long: For an Urgent Care facility, they are investing a lot more manpower and the amount of money they are going to spend on staffing the facility. Would be willing to go way lower on rent for something that can serve the people.

Watts: FGUA discussion about what the Town owns and what they don't own. Going to have to revisit their bulk water agreements.

Watts: Talked about how the departments are now using Diamond Maps.

2. COUNCIL PRESIDENT JESSICA FINCH - Re-establishing the Town's CLG (Certified Local Government) and Historical Preservation Committee appointment.

Finch: Cindy and Aaron called and asked if his services would be welcome. When I spoke to the Chief regarding the trees on 309, we needed to have a service like that to prohibit the 309 incident. If we can continue to work on getting that committee established, we can enforce it.

Finch: Talked to Northeast Florida Regional Council, NEFRC, about a tree survey and historical property survey. Some grants for Historical Preservation, to be eligible, we need to be reestablished as a CLG. To do that we need to reestablish our local Historical Preservation Committee also.

Finch: We did discuss citizens advisory, to establish a CRA, next step is finding of necessity.

Finch: Next Town cleanup is July 8th.

3. COUNCILWOMAN TONYA LONG - None.

4. COUNCILWOMAN KATHY WASHINGTON – None.

5. COUNCILWOMAN KIMBERLY DUGGER - Town website update.

Dugger: Started working with CivicPlus in April on the Town's website. Ideally, we want our website as the first window people see into Welaka. Where I'm right now, I've identified everything on the website that is not working. There are different directions we can go. We have a zoom meeting on June 21st @ 10:00 A.M. with Gregg Huggins from CivicPlus. It's up to the council to decide what upgrades are coming. She's talked to residents that are willing to help and be paid.

Kennedy: CivicPlus is making their presentation, are we taking presentations from other people? Might need to advertise to get competitive bids. You have to have at least 3 other prices.

Dugger: She can. CivicPlus has a patent on Municode.

Kennedy: If that's our only option, you have to state that this is the sole source that provides Municode to be linked to our website.

Dugger: Currently pays \$1,600 a year. They also have a meeting and agenda solution which would help Meghan out immensely. It's an additional \$2,200 per year.

Watts: Also easier for residents to navigate.

Kennedy: It's an expansion of existing service.

Long: So it's \$6,000 per year versus \$1,653 for everything. That's the big thing we need figure out.

Dugger: Agreed.

Kennedy: You can go ahead with meeting, just can't make any decisions at the meeting. Just listen.

Desouza: You mentioned we have a nice website now but there are things we are not utilizing. Need to look at staff workload and see if they have bandwidth to do that. She's curious to know if it'll be more or less work for the paid employees in the office to manage a new website.

Watts: It looks like it'll be 2 jobs. The Clerk's responsibility is the agendas and minutes, and she can designate the updating duties to someone else, if needed.

Desouza: The Deputy Clerk can do the other website jobs.

Watts: That's correct.

Dugger: The upgrade will make it easier for the person you select to do the updating.

Kennedy: Is there a reason why you wouldn't want to do this at a regular meeting?

Dugger: Gregg from CivicPlus is not available at this time. With a smaller group, it gives the council a better opportunity to learn and ask questions. It's really something you need to see. It needs to be advertised in the morning.

Watts: I will tell the Clerk is needs to be advertised in the morning.

16. **ADJOURNED** – 09:11 PM

RESOLUTION NO. 2023-05

A RESOLUTION OF THE TOWN COUNCIL FOR THE TOWN OF WELAKA, FLORIDA, SETTING THE MAXIMUM MILLAGE FOR SUBMITTING THE DR-420 CERTIFICATION OF TAXABLE VALUE AND FOR DEVELOPING THE BUDGET FOR THE TAX YEAR 2023.

WHEREAS, the Town of Welaka, Florida, is required to set its maximum millage in order to submit its DR-420 Certification of Taxable Value with the Florida Department of Revenue by the August 4, 2023 deadline; and

WHEREAS, this resolution and the subsequent DR-420 filing will set the upper limit for the millage rate used by the Town Council to develop its budget during the September 2023 budget hearings, but will not prevent them from adopting a lower millage rate;

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF WELAKA THAT they are hereby establishing a millage rate of _____ mils per \$1,000 of taxable value for the purpose of submitting the DR-420 Certification of Taxable Value by the August 4, 2023 deadline.

APPROVED AND ADOPTED by the Town Council for the Town of Welaka at its regular meeting assembled this 11th day of July 2023.

TOWN OF WELAKA

Jamie D. Watts, Mayor

Attest:

Meghan E. Allmon, Town Clerk



**Town of Welaka
Committee Volunteer Application**

CHARTER REVIEW COMMITTEE
COMMUNITY ADVISORY COMMITTEE
EVENTS COMMITTEE

Please circle the Committee you are interested in volunteering for: (you may choose more than one)

Personal Contact Information:

Date: 5-8-23 Name: Sandra Walker
Current Address: 724 Shell St Welaka, FL 32193
Phone - Home: _____ Cell: 386-559-0122
Email Address: Flasand67@gmail.com

Emergency Contact Information:

Name: Alexis Commander Relationship with Volunteer: Daughter
Phone: Home: _____ Cell: 813-647-3876

Signature: Sandra Walker

Date: 5-8-23

June 12, 2023

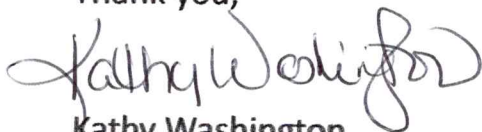
Kathy Washington
Town of Welaka Councilwoman
kwashington@welaka-fl.gov
904-424-0764

To whom it concerns:

I am delighted to recommend Ms. Sandra Walker as a prospective candidate for the Town's Citizens Advisory Committee. In my opinion, Ms. Walker would be a valuable asset to this committee. She is a native resident of our amazing community. Also, Sandra is dependable, acquainted with many residents and keeps herself in an approachable manner with a smile.

I am pleased to write this endorsement for Ms. Sandra Walker to be accepted on the Town of Welaka Citizens Advisory Committee.

Thank you,


Kathy Washington



**Town of Welaka
Committee Volunteer Application**

**CHARTER REVIEW COMMITTEE
COMMUNITY ADVISORY COMMITTEE
EVENTS COMMITTEE**

Please circle the Committee you are interested in volunteering for: (you may choose more than one)

Personal Contact Information:

Date: 05/01/2023 Name: Rachel Minion
Current Address: 189 River Hill Dr. Welaka
Phone - Home: _____ Cell: 312.502.7978
Email Address: rachminion@gmail.com

Emergency Contact Information:

Name: Jon Minion Relationship with Volunteer: Spouse
Phone: Home: _____ Cell: 904.322.9942

Signature: *Rachm*

Date: 05/01/2023



Timothy E. Parker, C.F.A
Putnam County Property Appraiser

Phone: 386/329-0286 • Fax: 386/329-0447 • Email: appraiser@putnam-fl.com
Website: www.putnam-fl.com/app

June 1, 2023

Town of Welaka
ATTN: Meghan Allmon, Town Clerk
PO Box 1098
Welaka, FL 32193

Dear Ms. Allmon:

In accordance with Florida Statute supplement 200.065, 1985, the following ESTIMATE of total assessed value of nonexempt property for the current year is provided for budget planning purposes. If you have any questions, please contact Justin Edwards at 329-0290 and he will be happy to assist you.

Estimated total taxable value: \$93,340,815

Sincerely,

Timothy E. Parker, C.F.A.
Putnam County Property Appraiser

Crescent City Annex
115 N. Summit Street
386/698-4284

Main Office
P.O. Box 1920
312 Oak Street
Palatka, FL 32178

Interlachen Annex
Hitchcock's Plaza, SR #20
386/684-3383

Estimated Ad Valorem Tax for 2023-2024

Estimated total taxable value for the Town of Welaka as of June 1, 2023: \$93,340,815

For the 2023-2024 Budget Cycle

Current Mileage Rate of 5.050 $\$93,340,815 \times .005050 = \$471,371.11$

Previous 2022-2023 Budget Cycle

Current Mileage Rate of 5.050 $\$75,963,594 \times .005050 = \$383,616.15$

Difference from 2022 to 2023 = \$87,754.96



Welaka, FL

River of Lakes

Town of Welaka
400 4th Avenue
Welaka, FL 32193
(386) 467-9800

June 23, 2023

<NAME>
<ADDRESS>
<ADDRESS>

RE: Public Hearing on Case #SD 2023-01

To Whom It May Concern:

The Town of Welaka Town Council will hold a hearing on July 11, 2023, at 6:00 p.m., to hear Case # SD 2023-01, concerning a replat of certain lands in the Town of Welaka, Florida, at the intersection of North Street and Greenwood Avenue currently identified by Parcel Numbers #41-12-26-9200-0370-0010 and 41-12-26-9200-0370-0020 to create six buildable lots averaging approximately 0.5 acres in size.

The hearing will be held in the Town Council Meeting Room at Welaka Town Hall, located at 400 4th Avenue, Welaka, Florida.

All interested persons are invited to attend this meeting. Any person wishing to appeal any decision made with respect to any matter considered at this 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. This record includes the testimony and evidence upon which the appeal is to be based (Florida Statutes §286.105).

Persons with disabilities requiring accommodations to participate in this meeting should contact Town Hall at (386) 467-9800 or by writing to 400 4th Avenue, Welaka, Florida 32193 at least 24 hours in advance to request accommodations.

Sincerely,

Meghan E. Allmon
Town Clerk

FERN FARM

A REPLAT OF LOT 1 & A PORTION OF LOT 2
 BLOCK 37 OF THE TOWN OF WELAKA, MAP BOOK 1, PAGES 51 & 52
 SECTION 41, TOWNSHIP 12 SOUTH, RANGE 26 EAST
 TOWN OF WELAKA, PUTNAM COUNTY, FLORIDA

LEGAL DESCRIPTION:

LOT 1 AND THE NORTH 217.70' OF LOT 2, ALL IN BLOCK 37 OF THE TOWN OF WELAKA,
 MAP BOOK 1, PAGES 51 AND 52 OF THE PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA.



TITLE CERTIFICATION:
 I, _____, DO HEREBY
 CERTIFY THAT THE RECORD TITLE TO THE LAND AS DESCRIBED AND SHOWN ON THIS PLAT IS IN THE
 NAME OF _____ AS SHOWN ON THE PLAT. IN THE EVENT THE PLAT DOES NOT CONTAIN A DEDICATION, I HEREBY
 CERTIFY TO THE DEVELOPER OF THE PLATED SUBDIVISION HAS RECORD TITLE TO THE LAND.
 ADDITIONALLY, I CERTIFY THAT THERE ARE NO LEASES AND/OR ENCUMBRANCES OF RECORD AGAINST
 SAID PROPERTY, EXCEPT AS SHOWN ON SAID PLAT AND THAT THE TAXES FOR THE YEAR
 THIS THE _____ DAY OF _____

BY: _____

ADOPTION AND DEDICATION:

THIS IS TO CERTIFY THAT THE UNDERSIGNED ARE THE LAWFUL OWNERS OF THE LANDS DESCRIBED IN THE
 CAPTION SHOWN HEREON WHICH SHALL HEREAFTER BE KNOWN AS FERN FARM, AND THAT
 IT HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED, AND THAT THIS PLAT, MADE IN
 ACCORDANCE WITH SAID SURVEY, IS HEREBY ADOPTED AS THE TRUE AND CORRECT PLAT OF SAID LANDS.
 IN WITNESS WHEREOF, THE UNDERSIGNED OWNERS HAS CAUSED THIS PLAT AND DEDICATION TO BE
 EXECUTED BY ITS SOLE OWNERS, PARETTE LIVING TRUST.

BY: KEITH TAYLOR PARETTE, TRUSTEE

WITNESS TO ALL PARTIES

BY: VICTORIA LYNN PARETTE, TRUSTEE

WITNESS TO ALL PARTIES

ACKNOWLEDGEMENT:

STATE OF FLORIDA
 COUNTY OF PUTNAM

I, HEREBY CERTIFY THAT ON THIS DAY PERSONALLY APPEARED BEFORE ME, AN OFFICER DULY
 AUTHORIZED TO ADMINISTER OATHS AND TAKE ACKNOWLEDGMENTS, _____
 AND WHO EXECUTED THE FOREGOING DEDICATION AND SEVERALLY ACKNOWLEDGED BEFORE ME THAT THEY
 EXECUTED THE SAME FREELY AND VOLUNTARILY.

WITNESS MY SIGNATURE AND OFFICIAL SEAL AT WELAKA, IN THE COUNTY OF PUTNAM AND
 STATE OF FLORIDA, THIS _____ DAY OF _____ A.D., 2023.

NOTARY PUBLIC STATE OF FLORIDA AT LARGE

MY COMMISSION EXPIRES: _____

CLERK'S ACCEPTANCE:

I, MATI REYNOLDS, CLERK OF THE CIRCUIT COURT OF PUTNAM COUNTY, FLORIDA,
 DO HEREBY CERTIFY THAT THE ABOVE PLAT OF FERN FARM,
 PREPARED BY _____, HAS BEEN FILED IN THE PUBLIC RECORDS OF PUTNAM COUNTY,
 FLORIDA AND IS APPROVED AND ACCEPTED FOR RECORD THIS _____ DAY OF _____ A.D., 2023.

TOWN OF WELAKA APPROVAL:

THIS CERTIFIES THAT THIS PLAT WAS PRESENTED TO THE
 WELAKA PLANNING COMMISSION OF WELAKA, FLORIDA, AND IS
 APPROVED AND ACCEPTED FOR RECORD THIS _____ DAY OF _____ A.D., 2023.

MAYOR

COUNCIL PRESIDENT

CLERK ATTEST

TOWN OF WELAKA ZONING BOARD APPROVAL:

THIS CERTIFIES THAT THIS PLAT WAS PRESENTED TO THE
 WELAKA ZONING BOARD OF WELAKA, FLORIDA, AND IS
 APPROVED AND ACCEPTED FOR RECORD THIS _____ DAY OF _____ A.D., 2023.

CHAIRMAN

NOTES:

- 1) BEARINGS BASED ON THE NORTH LINE OF BLOCK 37, TOWN OF WELAKA
 ASSUMED TO BEAR NORTH 85°47'26" EAST.
- 2) NOTICE: THIS PLAT, AS RECORDED IN ITS GRAPHIC FORM, IS THE OFFICIAL DEPICTION
 OF THE SURVEY. THE MONUMENTS SHOWN ON THIS PLAT ARE NOT TO BE CONSIDERED
 SUPERSEDED IN AUTHORITY BY ANY OTHER GRAPHIC OR DIGITAL FORM OF THE PLAT.
 THERE MAY BE ADDITIONAL RESTRICTIONS THAT ARE NOT RECORDED ON THIS PLAT
 THAT MAY BE FOUND IN THE PUBLIC RECORDS OF THIS COUNTY.
- 3) WETLANDS/ENVIRONMENTALLY SENSITIVE LANDS ARE NOT LOCATED, UNLESS SPECIFICALLY STATED.
- 4) THERE MAY BE IMPROVEMENTS WHICH HAVE NOT BEEN SHOWN.

LEGEND

- EXISTING PERMANENT REFERENCE MONUMENT
- R = RECORDED
- M = MEASURED
- = SET 5/8" REBAR WITH CAP, LS-5284
- = SET 1/2" REBAR WITH CAP, LS-5284
- ⊙ = P.C.P. SET NAIL & DISK, LS-5284
- ⊙ = P.C.P. SET NAIL & DISK, LS-5284
- Δ = CENTRAL (INCLUDED) ANGLE
- ⊙ = RADIUS
- ⊙ = ARC LENGTH
- ⊙ = TANGENT
- P.C. = POINT OF CURVATURE
- P.T. = POINT OF TANGENCY
- P.C.C. = POINT OF COMPOUND CURVE
- P.T.C. = POINT OF TANGENCY
- P.W. = RIGHT-OF-WAY REFERENCE POINT
- P.C.P. = PERMANENT CONTROL POINT
- CM. = CONCRETE MONUMENT

SURVEYOR'S CERTIFICATE OF REVIEW:

THIS IS TO CERTIFY THAT THIS PLAT HAS BEEN REVIEWED FOR CONFORMITY TO FLORIDA
 STATUTES CHAPTER 177 ON
 THIS _____ DAY OF _____ A.D., 2023.

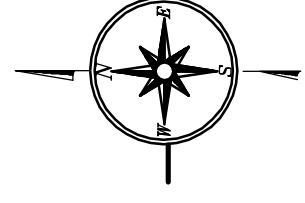
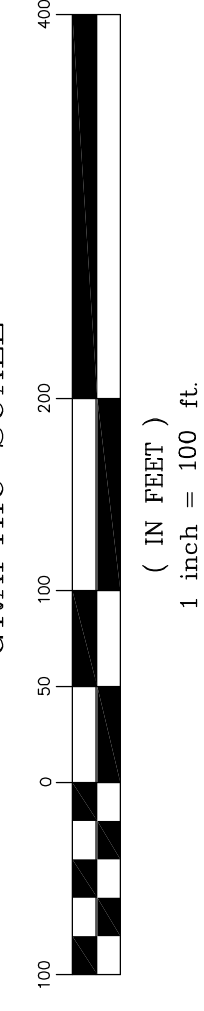
CECIL WESTLEY TURLINGTON III, LAND SURVEYOR
 FLORIDA REGISTRATION NO. LS-5869

SURVEYOR'S CERTIFICATE:

I HEREBY CERTIFY THAT THIS PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE LANDS SURVEYED
 AND THAT THE MONUMENTS SHOWN ON THIS PLAT COMPLY WITH THE REQUIREMENTS OF CHAPTER 177 OF THE
 STATUTES OF THE STATE OF FLORIDA AND THAT PERMANENT REFERENCE MONUMENTS HAVE BEEN SET AS INDICATED.

WILLIAM B. SNYDER, LAND SURVEYOR
 FLORIDA REGISTRATION NO. LS-5284
 SIGNED THIS _____ DAY OF _____ A.D., 2023.

GRAPHIC SCALE



THIS PLAT PREPARED BY:
WILLIAM B. SNYDER, PLS
 LAND SURVEYORS

108 SANCHEZ AVENUE
 PALM COAST, FLORIDA 32137
 (386) 325-6888
 williamsn@pmj.com