TERRILL L. HILL
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY of Palatka FLORIDA

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

TERRY K. SUGGS
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

JASON L. SHAW, SR.
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

AGENDA
CITY OF PALATKA
September 22, 2016

CALL TO ORDER:

a. **Invocation** – The Reverend Dan Phillips, Associate Pastor; Grace Fellowship of Palatka
b. **Pledge of Allegiance**
c. **Roll Call**

APPROVAL OF MINUTES – 09-08-16 Regular Meeting

1. **PUBLIC RECOGNITION/PRESENTATIONS**
   a. **PROCLAMATION** – Fire Prevention Week – October 8 through 11, 2016 – Palatka Fire Dept.
   b. **PROCLAMATION** – Domestic Violence Prevention Month – October, 2016 – Lee Conlee House
   c. **RETIREMENT RECOGNITION** – Pam Sprouse, Building & Zoning Permit Clerk – 19 yrs of service
   d. **STUDENT OF THE MONTH – September, 2016** – Mayor Hill and Vice Mayor Brown

Dylan Wilkes	Browning-Pearce Elementary
Stone Thompson	C. L. Overturf, Jr. 6th Grade Center
Justin Arrowood	Children's Reading Center Charter School
Izayah Harrell	E. H. Miller Elementary School
Maggie Woods	James A. Long Elementary School
Cylei Hutchinson	Jenkins Middle School
Makenzie Huitchinson	Kelley Smith Elementary School
Devon Rowe	Mellon Elementary School
Dar'Neria Bowman	Moseley Elementary School
James Campbell	Palatka High School
Lainey Geiser	Peniel Baptist Academy
Darrell Polite	Putnam Academy of Arts & Sciences
Isaiah Conyers-Decent	Putnam EDGE High School

2. **PUBLIC COMMENTS** – (limited to 3 minutes – no action will be taken on topics of discussion)

3. **CONSENT AGENDA**
   *a. **Adopt Resolution No. 2016-12-63** authorizing the expenditure of Law Enforcement Trust Funds not to exceed $2,532.33 to purchase crime prevention, community service and recruitment supplies.
   *b. **Adopt Resolution No. 2016-12-64** authorizing the execution of a St. Johns River Water Management District Fiscal Year 2016 Cost Share Grant Agreement #28765 for the South Historic district storm water treatment improvement project
   *c. **Adopt Resolution No. 2016-12-65** approving the Scope and Fee proposal for Ayres & Associates in the amount of $119,952.88 for the design, permitting and bid administration of the South Historic Stormwater Improvement Project
   *d. **Adopt Resolution No. 2016-12-66** approving the Scope and Fee proposal for Ayres & Associates in the amount of $22,205 for a River Street Traffic Calming Study and Concept Development
   *e. **Adopt Resolution No. 2016-12-67** authorizing the Mayor and City Clerk to execute and attest Stone Engineering Group's scope and fee proposal for engineering design services for the Booker Park Regional Storm water Project in an amount not to exceed $133,575.
   *f. **Adopt Resolution No. 2016-12-68** authorizing the submission of a USDA Grant for the Palatka Gas Authority W. Peniel Natural Gas Expansion Project
   *g. **Adopt Resolution No. 2016-12-69** authorizing execution of a Temporary Management Agreement with Heartz Golf, LLC for Palatka Golf Club

3. **CONSENT AGENDA (Continued)**
   - ***h. Appoint Richard Stackpole to Palatka Historic Preservation Board** as "member with architectural experience" to a three-year term to expire June, 2019
   - ***i. Authorize closure of certain streets** to vehicular traffic for Special Events Permit No. 16-41 - Homecoming Parade, 9/23/16 from 3 p.m. to 5 p.m. - PHS Student Council; Cindy Bellamy, Agent.
   - ***j. Approve request to exceed allowable noise levels** for Special Events permit No. 16-42 - Civil War Living History Event - Occupation of Palatka, 9/23/16 from 10 a.m. until 2 p.m and 9/24/16, from 10 a.m. until 12 p.m. at the Bronson Mulholland House -- Coenraad van Rensburg; Applicant
   - ***k. Grant permission to exceed allowable noise levels** and close S. 14th Street between Crill Ave & Diana Drive for Special Events Permit No. 16-37 – Domestic Violence Community Awareness Event, 10/15/16 from 11 a.m.- 2 p.m. – Warrior Princess/Shelia Brinson, Applicant.
   - ***l. Grant permission to exceed allowable noise levels** and authorize road closures for Special Events Permit No. 16-07 - Azalea City Cruisers Car Show, 10/22/16 from 7 a.m. until 7 p.m. - Azalea City Cruisers, Applicant; Phil Vaughn, Agent
   - ***m. Adopt Resolution No. 2016-12-70** authorizing the submission of a St. Johns River Water Management District Fiscal Year 2017 Cost Share Application for potable line replacement in priority areas 1 and 2 in the amount of $500,000

PUBLIC HEARINGS:

* 4. **SECOND PUBLIC HEARING - TRIM CALENDAR: F/Y 2016-17** – Adoption of Budget & Millage Rate for 2016/17 Budget Year – 6.4000 mills proposed
   - ***a. RESOLUTION** setting the proposed FY 2016-17 Millage Rate (6.4000 Proposed) - Adopt
   - ***b. RESOLUTION** adopting the proposed FY 2016-17 Budget – Adopt

* 5. **ORDINANCE** rezoning 1207 Washington Street (Historic Central Academy) – Planning Board Recommendation to rezone property from R-2 (Two-Family Residential) to PBG-1 (Public Buildings & Grounds) – Palatka Housing Authority, owner/applicant – 2nd Reading, Adopt

* 6. **ORDINANCE** amending Palatka Municipal Code Sec. 20-185(b) to amend the membership and terms of the Palatka General Employees' Pension Board – 2nd Reading, Adopt

* 7. **ORDINANCE** amending Chapter 2, Div. 6 of the Code, Firefighters' Pension Plan, to revise vesting and normal retirement conditions effective retroactive to 1/1/2016 – 2nd Reading, Adopt

* 8. **ORDINANCE** amending Palatka Municipal Code, Chapter 94, Zoning Code to define and regulate electronic gaming establishments – 2nd Reading, Adopt

* 9. **ORDINANCE** amending Appendix "A," Fee Schedule of the Code of Ordinances to increase Water & Sewer Rates FY 2016-17 Budget Year – 2nd Reading, Adopt – ***Staff Recommendation to table 2nd Reading to a Time Certain of Oct 13, 2016***

* 10. **ORDINANCE** amending Palatka Municipal Code, Appendix A, to add business license, registration and inspection fees for Electronic Gaming Establishments – 1st Reading

10. **CITY MANAGER & ADMINISTRATIVE REPORTS**

11. **COMMISSIONER COMMENTS**

12. **ADJOURN**

*Attachment **Separate Cover

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

Upcoming Events:

Oct. 31 – Halloween Trick-Or-Treat 6 pm – 8 pm
Nov. 8 – General Election Day
Nov. 11 – City offices closed to observe Veterans Day
Nov. 24 & 25 – City offices closed to observe Thanksgiving

Board Openings:

Put. Co. Library Board – City Appointee (2)
Board of Zoning Appeals – 1 vacancy (at-large)
Tree Committee – 1 Vacancy (at large)
Code Enforcement Board – 1 vacancy (alternate)

CITY OF PALATKA

Proclamation

WHEREAS, fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire. According to the National Fire Protection Association (NFPA), in 2014 fire departments in the United States responded to 369,500 home fires which resulted in 2,745 civilian deaths, representing 84 percent of all U.S. fire deaths; and

WHEREAS, working smoke alarms cut the risk of dying in reported home fires in half; however, three out of five home fire deaths results from fires in properties without working smoke alarms, and in one-fifth of all homes with smoke alarms, none were working; and

WHEREAS, many Americans don't know how old the smoke alarms in their homes are, or how often they need to be replaced. residents should install smoke alarms and/or alert devices that meet the needs of people who are deaf or hard of hearing in every sleeping room, outside each separate sleeping area and on every level of the home; and

WHEREAS, Properly installed and working smoke alarms can mean the difference between life and death in the event of a home fire emergency, and residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

WHEREAS, Palatka's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education. Palatka's residents are responsive to public education measures and are able to take personal steps to increase their safety from fire, especially in their homes; and

WHEREAS, The 2016 Fire Prevention Week campaign, **"Don't Wait – Check the Date! Replace Smoke Alarms Every 10 Years,"** represents the final year of NFPA's three-year campaign to educate the public about basic but essential elements of smoke alarm.

NOW, THEREFORE, I, Terrill L. Hill, Mayor of the City of Palatka, Florida, together with the members of the Palatka City Commission, do hereby proclaim the week of October 8 thru 11, 2016 as

FIRE PREVENTION WEEK

throughout the City of Palatka, and I urge all citizens to know how old all the smoke detectors are in their home, replace them every 10 years, and to test their smoke alarms at least once every month.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Palatka to be affixed this 22nd day of September, in the Year of Our Lord Two Thousand and

Commissioners:
Mary Lawson Brown
Rufus Borom
Justin Campbell
James Norwood, Jr.

PALATKA CITY COMMISSION

_____

By: Terrill L. Hill, MAYOR

CITY OF PALATKA

Proclamation

WHEREAS, domestic violence is a crime that impacts all citizens of Putnam County, and its impact is wide-ranging, taking a dramatic toll on the criminal justice system, law enforcement, the health care community, and society as a whole. Each year in Putnam County an estimated 1 in 4 women and 1 in 7 men are victims of domestic violence, which translates to 13,100 individuals affected in our county based on recent data; and

WHEREAS, it is vital for our community to support the victims of domestic violence and assist with their grave financial, physical and psychological losses; to impose legal sanctions against perpetrators of personal violence; and to help the batterers unlearn their abusive behavior; and

WHEREAS, Lee Conlee House is the only certified domestic violence center in Putnam County providing 24-hour hotline, shelter and other needed services and counseling to victims and their families, and has been awarded certification through Florida's Department of Children and Families; and

WHEREAS, the Palatka City Commission endorses and supports all programs sponsored by the Lee Conlee House in its mission to provide shelter and support services to victims of domestic violence and their families, thereby assisting in the elimination of domestic violence in our community.

NOW, THEREFORE, I, Terrill L. Hill, Mayor of the City of Palatka, Florida, together with the member of the Palatka City Commission, do hereby proclaim that the month of October, 2016 is hereby designated as

DOMESTIC VIOLENCE AWARENESS MONTH

in the City of Palatka, and urge all citizens to participate in planned activities benefitting the Lee Conlee House in its mission to provide shelter and support services to victims of domestic violence and their families, and support its goal of creating a community with zero tolerance of domestic violence.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the City of Palatka to be affixed this 22nd day of September, in the Year of Our Lord Two Thousand Sixteen.

Commissioners:
Mary Lawson Brown
Rufus Borom
Justin Campbell
James Norwood, Jr.

PALATKA CITY COMMISSION

_____

By: Terrill L. Hill, MAYOR

RY LAWSON BROWN
CE MAYOR · COMMISSIONER

FUS J. BOROM
MMISSIONER

STIN R. CAMPBELL
MMISSIONER

MES NORWOOD, JR.
MMISSIONER

CITY of Palatka · FLORIDA

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

CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

JASON L. SHAW, SR
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

REQUEST TO BE PLACED ON CITY COMMISSION AGENDA

OTE: Regular City Commission meetings are held on the 2nd and 4th Thursdays of the month at 6:00 p.m. If you wish to ppear on the Palatka City Commission meeting agenda, you should submit this request form, together with any attachments r backup material that would help the Commission to better consider your request, to the City Clerk's office either in person, y mail (201 N. 2nd Street, Palatka 32177), fax (386-329-0199) or e-mail (bdriggers@palatka-fl.gov). Please note that without dequate supporting documentation or information, the Commission may not be in a position to take any action on your equest. Materials submitted for the Commission's review during the meeting may not be considered as this does not give the ommission or Staff adequate time to read or consider such material. If you plan to make a PowerPoint presentation, please ubmit your media (thumb drive, DVD, etc.) to the Clerk's Office in advance.

leeting agendas close at **10:00 a.m. on the Friday two weeks prior to the next regularly scheduled Thursday City ommission meeting.** Please verify the closing date for agenda items with the Clerk's office, as meeting dates are subject to hange. Staff will make every attempt to accommodate a request for a specific agenda date, but all requests will be handled n a case-by-case basis and may be assigned to a commission meeting to be held at a future date. *If your request can pically be handled by a City department or staff member, you will be referred to the appropriate department or staff member.*

ame of Individual, Organization and/or Group making presentation or request: Rod Smith

ddress: Po Box 203, Alachua 32615 e-mail rodsmith@avera.com

aytime Phone 352-372-9999 Other ph. _____ Fax _____

equested meeting date: 9/22/16 regular Commission meeting **Meeting date assigned:** _____ ***(For Clerk's Office Use Only)***

_____ Request for Commission Action; OR X Presentation Only; no action required

ubject Matter you wish to address: General, introduce himself as candidate for State Senate, issues running on affecting Palatka

(attach additional sheet if necessary)

ommission Action Requested, if any: _____

Y PERSON WISHING TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING W EED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MA HICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FS 286.105

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

CITY COMMISSION AGENDA ITEM

SUBJECT:
Adopt Resolution No. 2016-12-63 authorizing the expenditure of Law Enforcement Trust Funds in an amount not to exceed $2,532.33 to purchase crime prevention, community service and recruitment supplies.

SUMMARY:
Throughout the coming months, the PD will be conducting informative training sessions at schools and other community gatherings, These items will be utilized in our crime prevention program and as recruitment tools for the department. The following items are to be purchased for this use:

300	Stylus Twist Pen	225.01
18	Zippered Vinyl Portfolio	360.32
200	Single Port USB Car Charger	373.49
250	Economy Pocket Coolie	225.99
50	Umbrella	529.48
250	Power Clip	244.58
100	5" Foam Football	277.44
250	Whistle Key Light	296.02

All items above include a set-up charge for imprinting and shipping and handling charges.

Pursuant to F.S.S. 932.7055 (5a-c), special law enforcement trust fund monies can be utilized for such purposes as crime prevention, drug abuse education and prevention programs, or other law enforcement purposes.

RECOMMENDED ACTION:
Adopt the resolution authorizing the expenditure of Law Enforcement Trust Funds in an amount not to exceed $2,532.33 to purchase items for community events and recruitment purposes.

ATTACHMENTS:

Description	Type
Resolution	Cover Memo
Florida State Statute	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date

Police	Shaw, Jason	Approved	9/14/2016 - 9:15 AM
City Clerk	Driggers, Betsy	Approved	9/14/2016 - 11:16 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:12 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:46 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:27 AM

RESOLUTION No. 2016 -

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE EXPENDITURE OF LAW ENFORCEMENT TRUST FUNDS IN AN AMOUNT NOT TO EXCEED $2,532.33 TO PURCHASE EDUCATIONAL AND RECRUITMENT MATERIAL FOR COMMUNITY EVENTS.

WHEREAS, the Palatka Police Department will be conducting informative training sessions at local schools as well as other community gatherings throughout the coming year; and

WHEREAS, the Palatka Police Department is in need of various materials to be utilized in our crime prevention program and recruitment program; and

WHEREAS, Florida Statutes 932.7055 (5)(a-c) allows for the utilization of special law enforcement trust funds for such purposes as crime prevention, drug abuse education and prevention programs, or for other law enforcement purposes; and

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida, that the Palatka Police Department is hereby authorized to expend Law Enforcement Trust Funds in an amount not to exceed $2,532.33 for the purchase of educational and recruitment material for community events.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this _____ day of _____, 2016

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM
AND LEGALITY:

_____

CITY ATTORNEY

Select Year: 2011 Go

The 2011 Florida Statutes

Title XLVII
CRIMINAL PROCEDURE AND CORRECTIONS

Chapter 932
PROVISIONS SUPPLEMENTAL TO CRIMINAL PROCEDURE LAW

View Entire Chapter

932.7055 Disposition of liens and forfeited property.—

(1) When a seizing agency obtains a final judgment granting forfeiture of real property or personal property, it may elect to:

(a) Retain the property for the agency's use;

(b) Sell the property at public auction or by sealed bid to the highest bidder, except for real property which should be sold in a commercially reasonable manner after appraisal by listing on the market; or

(c) Salvage, trade, or transfer the property to any public or nonprofit organization.

(2) Notwithstanding subsection (1), a seizing agency must destroy any image and the medium on which the image is recorded, including, but not limited to, a photograph, video tape, diskette, compact disc, or fixed disk made in violation of s. 810.145 when the image and the medium on which it is recorded is no longer needed for an official purpose. The agency may not sell or retain any image.

(3) If the forfeited property is subject to a lien preserved by the court as provided in s. 932.703(6)(b), the agency shall:

(a) Sell the property with the proceeds being used towards satisfaction of any liens; or

(b) Have the lien satisfied prior to taking any action authorized by subsection (1).

(4) The proceeds from the sale of forfeited property shall be disbursed in the following priority:

(a) Payment of the balance due on any lien preserved by the court in the forfeiture proceedings.

(b) Payment of the cost incurred by the seizing agency in connection with the storage, maintenance, security, and forfeiture of such property.

(c) Payment of court costs incurred in the forfeiture proceeding.

[1](d) Notwithstanding any other provision of this subsection, and for the 2011-2012 fiscal year only, the funds in a special law enforcement trust fund established by the governing body of a municipality may be expended to reimburse the general fund of the municipality for moneys advanced from the general fund to the special law enforcement trust fund before October 1, 2001. This paragraph expires July 1, 2012.

(5)(a) If the seizing agency is a county or municipal agency, the remaining proceeds shall be deposited in a special law enforcement trust fund established by the board of county commissioners or the governing body of the municipality. Such proceeds and interest earned therefrom shall be used for school resource officer, crime prevention, safe neighborhood, drug abuse education and prevention programs, or for other law enforcement purposes, which include defraying the cost of protracted or complex investigations, providing additional equipment or expertise, purchasing automated external defibrillators for use in law enforcement vehicles, and providing matching funds to obtain federal grants. The proceeds and interest may not be used to meet normal operating expenses of the law enforcement agency.

(b) These funds may be expended upon request by the sheriff to the board of county commissioners or by the chief of police to the governing body of the municipality, accompanied by a written certification that the request complies with the provisions of this subsection, and only upon appropriation to the sheriff's office or police department by the board of county commissioners or the governing body of the municipality.

(c) An agency or organization, other than the seizing agency, that wishes to receive such funds shall apply to the sheriff

or chief of police for an appropriation and its application shall be accompanied by a written certification that the moneys will be used for an authorized purpose. Such requests for expenditures shall include a statement describing anticipated recurring costs for the agency for subsequent fiscal years. An agency or organization that receives money pursuant to this subsection shall provide an accounting for such moneys and shall furnish the same reports as an agency of the county or municipality that receives public funds. Such funds may be expended in accordance with the following procedures:

1. Such funds may be used only for school resource officer, crime prevention, safe neighborhood, drug abuse education, or drug prevention programs or such other law enforcement purposes as the board of county commissioners or governing body of the municipality deems appropriate.
2. Such funds shall not be a source of revenue to meet normal operating needs of the law enforcement agency.
3. After July 1, 1992, and during every fiscal year thereafter, any local law enforcement agency that acquires at least $15,000 pursuant to the Florida Contraband Forfeiture Act within a fiscal year must expend or donate no less than 15 percent of such proceeds for the support or operation of any drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood, or school resource officer program(s). The local law enforcement agency has the discretion to determine which program(s) will receive the designated proceeds.

Notwithstanding the drug abuse education, drug treatment, drug prevention, crime prevention, safe neighborhood, or school resource officer minimum expenditures or donations, the sheriff and the board of county commissioners or the chief of police and the governing body of the municipality may agree to expend or donate such funds over a period of years if the expenditure or donation of such minimum amount in any given fiscal year would exceed the needs of the county or municipality for such program(s). Nothing in this section precludes the expenditure or donation of forfeiture proceeds in excess of the minimum amounts established herein.

(6) If the seizing agency is a state agency, all remaining proceeds shall be deposited into the General Revenue Fund. However, if the seizing agency is:

(a) The Department of Law Enforcement, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the Forfeiture and Investigative Support Trust Fund as provided in s. 943.362 or into the department's Federal Law Enforcement Trust Fund as provided in s. 943.365, as applicable.

(b) The Department of Environmental Protection, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the Internal Improvement Trust Fund.

(c) The Division of Alcoholic Beverages and Tobacco, the proceeds accrued pursuant to the Florida Contraband Forfeiture Act shall be deposited into the Alcoholic Beverage and Tobacco Trust Fund or into the department's Federal Law Enforcement Trust Fund as provided in s. 561.027, as applicable.

(d) The Department of Highway Safety and Motor Vehicles, the proceeds accrued pursuant to the Florida Contraband Forfeiture Act shall be deposited into the Department of Highway Safety and Motor Vehicles Law Enforcement Trust Fund as provided in s. 932.705(1)(a) or into the department's Federal Law Enforcement Trust Fund as provided in s. 932.705(1)(b), as applicable.

(e) The Fish and Wildlife Conservation Commission, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the State Game Trust Fund as provided in ss. 379.338, 379.339, and 379.3395 or into the Marine Resources Conservation Trust Fund as provided in s. 379.337.

(f) A state attorney's office acting within its judicial circuit, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the State Attorney's Forfeiture and Investigative Support Trust Fund to be used for the investigation of crime and prosecution of criminals within the judicial circuit.

(g) A school board security agency employing law enforcement officers, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the School Board Law Enforcement Trust Fund.

(h) One of the State University System police departments acting within the jurisdiction of its employing state university, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into that state university's special law enforcement trust fund.

(i) The Department of Agriculture and Consumer Services, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the Agricultural Law Enforcement Trust Fund or into the department's Federal Law Enforcement Trust Fund as provided in s. 570.205, as applicable.

(j) The Department of Military Affairs, the proceeds accrued from federal forfeiture sharing pursuant to 21 U.S.C. ss. 881(e)(1)(A) and (3), 18 U.S.C. s. 981(e)(2), and 19 U.S.C. s. 1616a shall be deposited into the Armory Board Trust Fund and used for purposes authorized by such federal provisions based on the department's budgetary authority or into the department's Federal Law Enforcement Trust Fund as provided in s. 250.175, as applicable.

(k) The Department of Transportation, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the State Transportation Trust Fund to be used for purposes of drug interdiction or into the department's Federal Law Enforcement Trust Fund as provided in s. 339.082, as applicable.

(l) The Medicaid Fraud Control Unit of the Department of Legal Affairs, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the Department of Legal Affairs Grants and Donations Trust Fund to be used for investigation and prosecution of Medicaid fraud, abuse, neglect, and other related cases by the Medicaid Fraud Control Unit.

(m) The Division of State Fire Marshal in the Department of Financial Services, the proceeds accrued under the Florida Contraband Forfeiture Act shall be deposited into the Insurance Regulatory Trust Fund to be used for the purposes of arson suppression, arson investigation, and the funding of anti-arson rewards.

(n) The Division of Insurance Fraud of the Department of Financial Services, the proceeds accrued pursuant to the provisions of the Florida Contraband Forfeiture Act shall be deposited into the Insurance Regulatory Trust Fund as provided in s. 626.9893 or into the Department of Financial Services' Federal Law Enforcement Trust Fund as provided in s. 17.43, as applicable.

(7) If more than one law enforcement agency is acting substantially to effect the forfeiture, the court having jurisdiction over the forfeiture proceedings shall, upon motion, equitably distribute all proceeds and other property among the seizing agencies.

(8) Upon the sale of any motor vehicle, vessel, aircraft, real property, or other property requiring a title, the appropriate agency shall issue a title certificate to the purchaser. Upon the request of any law enforcement agency which elects to retain titled property after forfeiture, the appropriate state agency shall issue a title certificate for such property to said law enforcement agency.

(9) Neither the law enforcement agency nor the entity having budgetary control over the law enforcement agency shall anticipate future forfeitures or proceeds therefrom in the adoption and approval of the budget for the law enforcement agency.

History.—s. 5, ch. 92-54; s. 2, ch. 92-290; s. 21, ch. 94-265; s. 479, ch. 94-356; s. 5, ch. 95-265; s. 72, ch. 96-321; s. 41, ch. 96-418; s. 2, ch. 98-387; s. 3, ch. 98-389; s. 4, ch. 98-390; s. 5, ch. 98-391; s. 2, ch. 98-392; s. 2, ch. 98-393; s. 2, ch. 98-394; s. 61, ch. 99-245; s. 2, ch. 2000-147; ss. 26, 79, ch. 2002-402; s. 1923, ch. 2003-261; s. 37, ch. 2003-399; s. 3, ch. 2004-39; s. 38, ch. 2004-234; s. 16, ch. 2004-344; s. 23, ch. 2005-3; s. 19, ch. 2005-71; s. 2, ch. 2005-109; s. 5, ch. 2005-117; s. 11, ch. 2006-26; s. 20, ch. 2006-176; s. 21, ch. 2006-305; s. 7, ch. 2007-14; s. 10, ch. 2007-73; s. 10, ch. 2008-153; s. 207, ch. 2008-247; s. 7, ch. 2009-82; s. 8, ch. 2010-153; s. 18, ch. 2011-47.

[1]**Note.**—Section 18, ch. 2011-47, amended paragraph (4)(d) "[i]n order to implement Specific Appropriations 1192 and 1198 of the 2011-2012 General Appropriations Act."

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CITY COMMISSION AGENDA ITEM

SUBJECT:

Adopt Resolution No. 2016-12-64 authorizing the execution of a St. Johns River Water Management District Fiscal Year 2016 Cost Share Grant Agreement #28765 for the South Historic district storm water treatment improvement project

SUMMARY:

The St. Johns River Water Management District (SJRWMD) has awarded the City a FY 2016 Cost Share Grant for phase I of stormwater improvements in the South Historic District. This project is planned to coincide with the South TIF District CRA traffic calming improvements on River Street and for the modeling, leak detection and design of the potable water system in multiple areas. Both projects require excavation and road/curb work. This project shall replace the existing storm water pipe with ex filtration pipe and divert the water from three outfalls to a baffle structure or an alternate treatment system. This treatment scenario more resembles the natural system and will eliminate the untreated discharge currently in this area.

The total project cost for this project is estimated at $591,237 with the SJRWMD funding $468,019 and the Southern TIF funding $123,218. An additional $80,000 is budgeted for traffic calming improvements.

RECOMMENDED ACTION:

Adopt a resolution authorizing the execution of a St. Johns River Water Management District Fiscal Year 2016 Cost Share Grant Agreement #28765 for the South Historic district storm water treatment improvement project

ATTACHMENTS:

Description	Type
Grant Resolution	Resolution
Grant Agreement	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Grants & Projects	Griffith, Jonathan	Approved	9/15/2016 - 4:02 AM
City Clerk	Driggers, Betsy	Approved	9/15/2016 - 9:41 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:12 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:47 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:27 AM

RESOLUTION NO. 2016 – 12 -

A RESOLUTION AUTHORIZING THE EXECUTION OF A ST. JOHNS RIVER WATER MANAGEMENT DISTRICT FISCAL YEAR 2016 COST SHARE GRANT AGREEMENT #28765 FOR THE SOUTH HISTORIC DISTRICT STORM WATER TREATMENT IMPROVEMENT PROJECT

WHEREAS, the St. Johns River Water Management District (SJRWMD) has awarded the City a Fiscal Year 2016 cost share grant for improvements to the storm water system in and around the South Historic District area by implementing pretreatment prior to the multiple outfalls located along River Street (the Project); and

WHEREAS, the current storm water systems discharge directly into the St. Johns River waterway an impaired water body and the project results in a water treatment and natural system benefit; and

WHEREAS, the total project cost for this project is estimated at $591,237 with the SJRWMD funding $468,019 and the Southern TIF funding $123,218; and

WHEREAS, it is in the best interest of the City of Palatka to go forward with the application.

NOW THEREFORE, be it resolved that the Mayor and City Clerk are hereby authorized to execute and attest the SJRWMD Cost Share Agreement #28765 for the South Historic District storm water treatment project.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 22nd day of September, 2016.

CITY OF PALATKA

BY:_____
Its Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
City Attorney

COST-SHARE AGREEMENT
BETWEEN THE
ST. JOHNS RIVER WATER MANAGEMENT DISTRICT
AND CITY OF PALATKA

THIS AGREEMENT ("Agreement") is entered into by and between the GOVERNING BOARD of the ST. JOHNS RIVER WATER MANAGEMENT DISTRICT (the "District"), whose address is 4049 Reid Street, Palatka, Florida 32177, and CITY OF PALATKA ("Recipient"), 201 North Second Street, Palatka, Florida 32177. All references to the parties hereto include the parties, their officers, employees, agents, successors, and assigns.

RECITALS

The waters of the state of Florida are among its basic resources, and it has been declared to be the policy of the Legislature to promote the conservation, development, and proper utilization of surface and ground water. Pursuant to chapter 373, Fla. Stat., the District is responsible for the management of the water resources within its geographical area.

The District 2016-2017 cost-share funding program is designed to fund the construction of local stormwater management and alternative water supply projects as well as conservation implementation projects. Its goals are to contribute to: 1) reduction in water demand through indoor and outdoor conservation measures; 2) development of alternative or non-traditional water supply sources; such as reclaimed water, surface water, or seawater; 3) water quality improvements (for example, nutrient-loading reduction in springsheds or other surface-water systems); and 4) water resource development opportunities (for instance, increasing available source water through expansion or development of surface-water storage). The current cost-share funding program also recognizes the importance of providing funding opportunities for construction of flood protection and natural-systems restoration projects, which are important components of the District's core mission focus.

The District has determined that providing cost-share funding to Recipient for the purposes provided for herein will benefit the water resources and one or more of the District's missions and initiatives.

At its June 2016 meeting, the Governing Board selected Recipient's proposal for cost-share funding. The parties have agreed to jointly fund the following project in accordance with the funding formula further described in the Statement of Work, Attachment A (hereafter the "Project"):

Palatka South Historic District Storm Water Improvement Project, Phase 1

In consideration of the above recitals, and the funding assistance described below, Recipient agrees to perform and complete the activities provided for in the Statement of Work, Attachment A. Recipient shall complete the Project in conformity with the contract documents and all attachments and other items incorporated by reference herein. This Agreement consists of all of the following documents: (1) Agreement, (2) Attachment A - Statement of Work; and (3) all other attachments, if any. The parties hereby agree to the following terms and conditions.

1. **TERM; WITHDRAWAL OF OFFER.**

(a) The term of this Agreement is from the date upon which the last party has dated and executed the same ("Effective Date") until September 30, 2017 ("Completion Date"). Recipient shall not commence the Project until any required submittals are received and approved. Time is of the essence for every aspect of this Agreement, including any time extensions. Any request for an extension of time beyond the Completion Date must be made in writing before July 1, 2017. Timely requests to extend, for longer than six months, the Completion Date of the Agreement for projects whose District contribution exceeds $100,000 may only be approved by the District's Governing Board. Notwithstanding specific mention that certain provisions survive termination or expiration of this Agreement, all provisions of this Agreement that by their nature extend beyond the Completion Date, for example, delivery of a final report, will remain in full force and effect after the Completion Date as necessary to affect performance.

(b) This Agreement constitutes an offer until authorized, signed and returned to the District by Recipient. This offer terminates forty-five (45) days after receipt by Recipient; provided, however, that Recipient may submit a written request for extension of this time limit to the District's Project Manager, stating the reason(s) therefor. Request for extension of time after the forty-five (45) days will be denied. The Project Manager shall notify Recipient in writing if an extension is granted or denied. If granted, this Agreement shall be deemed modified accordingly without any further action by the parties.

(c) If the construction, which is eligible for District reimbursement, does not begin before June 30, 2017, or if the first invoice for non-construction projects is not submitted by June 30, 2017, the cost-share agreement will be subject to termination and the funds subject to reallocation.

2. **DELIVERABLES.** Recipient shall fully implement the Project, as described in the Statement of Work, Attachment A. Recipient is responsible for the professional quality, technical accuracy, and timely completion of the Project. Both workmanship and materials shall be of good quality. Unless otherwise specifically provided for herein, Recipient shall provide and pay for all materials, labor, and other facilities and equipment necessary to complete the Project. The District's Project Manager shall make a final acceptance inspection of the Project when completed and finished in all respects. Upon satisfactory completion of the Project, the District will provide Recipient a written statement indicating that the Project has been completed in accordance with this Agreement. Acceptance of the final payment by Recipient shall constitute a release in full of all claims against the District arising from or by reason of this Agreement.

3. **OWNERSHIP OF DELIVERABLES.** Unless otherwise provided herein, the District does not assert an ownership interest in any of the deliverables under this Agreement.

4. **AMOUNT OF FUNDING.**

(a) For satisfactory completion of the Project, the District shall pay Recipient one hundred percent (100%) of the total construction cost of the Project, but in no event shall the District cost-share exceed $468,019. The District cost-share is not subject to modification based upon price escalation in implementing the Project during the term of this Agreement. Recipient shall be responsible for payment of all costs necessary to ensure

completion of the Project. Recipient shall notify the District's Project Manager in writing upon receipt of any additional external funding for the Project not disclosed prior to execution of this Agreement.

(b) "Construction cost" is defined to include actual costs of constructing Project facilities, including construction management. Land acquisition, engineering design, and permitting costs are excluded. Construction cost does not include any costs incurred prior to the Effective Date, unless expressly authorized by the Statement of Work. Costs that are excluded will not be credited toward Recipient's cost-share.

(c) Cooperative funding shall not be provided for expenses incurred after the Completion Date.

5. **PAYMENT OF INVOICES.**

(a) Recipient shall submit itemized invoices as per the Statement of Work, Attachment A for reimbursable expenses by one of the following two methods: (1) by mail to the St. Johns River Water Management District, Finance Director, 4049 Reid Street, Palatka, Florida 32177, or (2) by e-mail to acctpay@sjrwmd.com. The invoices shall be submitted in detail sufficient for proper pre-audit and post-audit review. Invoices shall include a copy of contractor and supplier invoices to Recipient and proof of payment. Recipient shall be reimbursed for one hundred percent (100%) of approved cost or the not-to-exceed sum of $468,019, whichever is less. The District shall not withhold any retainage from this reimbursement. District reimbursement is subject to annual budgetary limitation, if applicable, as provided in subsection (g). If necessary for audit purposes, Recipient shall provide additional supporting information as required to document invoices.

(b) **End of District Fiscal Year Reporting**. The District's fiscal year ends on September 30. Irrespective of the invoicing frequency, the District is required to account for all encumbered funds at that time. When authorized under the Agreement, submittal of an invoice as of September 30 satisfies this requirement. The invoice shall be submitted no later than October 30. If the Agreement does not authorize submittal of an invoice as of September 30, Recipient shall submit, prior to October 30, a description of the additional work on the Project completed between the last invoice and September 30, and an estimate of the additional amount due as of September 30 for such Work. If there have been no prior invoices, Recipient shall submit a description of the work completed on the Project through September 30 and a statement estimating the dollar value of that work as of September 30.

(c) **Final Invoice**. The final invoice must be submitted no later than forty-five (45) days after the Completion Date; provided, however, that when the Completion Date corresponds with the end of the District's fiscal year (September 30), the final invoice must be submitted no later than thirty (30) days after the Completion Date. **Final invoices that are submitted after the requisite date shall be subject to a penalty of ten percent (10%) of the invoice. This penalty may be waived by the District, in its sole judgment and discretion, upon a showing of special circumstances that prevent the timely submittal of the final invoice. Recipient must request approval for delayed submittal of the final invoice not later than ten (10) days prior to the due date and state the basis for the delay.**

(d) All invoices shall include the following information: (1) District contract number; (2) Recipient's name, address, and authorization to directly deposit payment into Recipient's account (if Recipient has not yet provided the District with a completed Direct Deposit Authorization form; (3) Recipient's invoice number and date of invoice; (4) District Project Manager; (5) Recipient's Project Manager; (6) supporting documentation as to cost and/or Project completion (as per the cost schedule and other requirements of the Statement of Work); (7) Progress Report (if required); (8) Diversity Report (if otherwise required herein). Invoices that do not correspond with this paragraph shall be returned without action within twenty (20) business days of receipt, stating the basis for rejection. Payments shall be made within forty-five (45) days of receipt of an approved invoice.

(e) **Travel expenses.** If the cost schedule for this Agreement includes a line item for travel expenses, travel expenses shall be drawn from the project budget and are not otherwise compensable. If travel expenses are not included in the cost schedule, they are a cost of providing the service that is borne by Recipient and are only compensable when specifically approved by the District as an authorized District traveler. In such instance, travel expenses must be submitted on District or State of Florida travel forms and shall be paid pursuant to District Administrative Directive 2000-02.

(f) **Payments withheld.** The District may withhold or, on account of subsequently discovered evidence, nullify, in whole or in part, any payment to such an extent as may be necessary to protect the District from loss as a result of: (1) defective work not remedied; (2) failure to maintain adequate progress in the Project; (3) any other material breach of this Agreement. Amounts withheld shall not be considered due and shall not be paid until the ground(s) for withholding payment have been remedied.

(g) **Annual budgetary limitation.** For multi-fiscal year agreements, the District must budget the amount of funds that will be expended during each fiscal year as accurately as possible. The Statement of Work, Attachment A, includes the parties' current schedule for completion of the Work and projection of expenditures on a fiscal year basis (October 1 – September 30) ("Annual Spending Plan"). If Recipient anticipates that expenditures will exceed the budgeted amount during any fiscal year, Recipient shall promptly notify the District's Project Manager and provide a proposed revised work schedule and Annual Spending Plan that provides for completion of the Work without increasing the Total Compensation. The last date for the District to receive this request is August 1 of the then-current fiscal year. The District may in its sole discretion prepare a District Supplemental Instruction Form incorporating the revised work schedule and Annual Spending Plan during the then-current fiscal year or subsequent fiscal year(s).

6. **LIABILITY AND INSURANCE.** Each party is responsible for all personal injury and property damage attributable to the negligent acts or omissions of that party, its officers, employees and agents. Recipient accepts all risks arising from construction or operation of the Project. Nothing contained herein shall be construed or interpreted as denying to any party any remedy or defense available under the laws of the state of Florida, nor as a waiver of sovereign immunity of the state of Florida beyond the waiver provided for in section 768.28, Fla. Stat., as amended. Each party shall acquire and maintain throughout the term of this Agreement such liability, workers' compensation, and automobile insurance as required by their current rules and regulations. If Florida Department of Environmental Protection ("FDEP") funds will be used to fund all or a portion of the Agreement,

additional FDEP insurance requirements applicable to the Recipient are included in the Insurance attachment to the Agreement.

7. **FUNDING CONTINGENCY.** This Agreement is at all times contingent upon funding availability, which may include a single source or multiple sources, including, but not limited to: (1) ad valorem tax revenues appropriated by the District's Governing Board; (2) annual appropriations by the Florida Legislature, or (3) appropriations from other agencies or funding sources. Agreements that extend for a period of more than one Fiscal Year are subject to annual appropriation of funds in the sole discretion and judgment of the District's Governing Board for each succeeding Fiscal Year. Should the Project not be funded, in whole or in part, in the current Fiscal Year or succeeding Fiscal Years, the District shall so notify Recipient and this Agreement shall be deemed terminated for convenience five (5) days after receipt of such notice, or within such additional time as the District may allow. For the purpose of this Agreement, "Fiscal Year" is defined as the period beginning on October 1 and ending on September 30.

8. **PROJECT MANAGEMENT.**

(a) The Project Managers listed below shall be responsible for overall coordination and management of the Project. Either party may change its Project Manager upon three (3) business days prior written notice to the other party. Written notice of change of address shall be provided within five (5) business days. All notices shall be in writing to the Project Managers at the addresses below and shall be sent by one of the following methods: (1) hand delivery; (2) U.S. certified mail; (3) national overnight courier; or (4) e-mail. Notices via certified mail are deemed delivered upon receipt. Notices via overnight courier are deemed delivered one (1) business day after having been deposited with the courier. Notices via e-mail are deemed delivered on the date transmitted and received.

DISTRICT	RECIPIENT
Nitesh Tripathi, Ph.D., Project Manager	Jonathan Griffith, Project Manager
St. Johns River Water Management District	City of Palatka
4049 Reid Street	201 North Second Street
Palatka, Florida 32177	Palatka, Florida 32177
386-312-2359	386-329-0107
E-mail: ntripath@sjrwmd.com	E-mail: jcgriffith@palatka-fl.gov

(b) The District's Project Manager shall have sole responsibility for transmitting instructions, receiving information, and communicating District policies and decisions regarding all matters pertinent to performance of the Project. The District's Project Manager may issue a District Supplemental Instruction (DSI) form, Attachment C, to authorize minor changes in the Project that the parties agree are not inconsistent with the purpose of the Project, do not affect the District cost-share, Completion Date, or otherwise significantly modify the terms of the Agreement.

9. **PROGRESS REPORTS AND PERFORMANCE MONITORING.**

(a) **Progress Reports**. Recipient shall provide to the District quarterly Project update/status reports as provided in the Statement of Work. Reports will provide detail on progress of the Project and outline any potential issues affecting completion or the overall schedule. Recipient shall use the District's Project Progress Report form, Attachment B. Recipient

shall submit the Project Progress Reports to the District's Project Manager and District's Budget Coordinator within thirty (30) days after the closing date of each calendar quarter (March 31, June 30, September 30 and December 31).

(b) **Performance Monitoring**. For as long as the Project is operational, the District shall have the right to inspect the operation of the Project during normal business hours upon reasonable prior notice. Recipient shall make available to the District any data that is requested pertaining to performance of the Project.

10. **FAILURE TO COMPLETE PROJECT**.

(a) Should Recipient fail to complete the Project, Recipient shall refund to the District all of the funds provided to Recipient pursuant to this Agreement. However, the District, in its sole judgment and discretion, may determine that Recipient has failed to complete the Project due to circumstances that are beyond Recipient's control, or due to a good faith determination that the Project is no longer environmentally or economically feasible. In such event, the District may excuse Recipient from the obligation to return funds provided hereunder. If the Project has not been completed within thirty (30) days after the Completion Date, Recipient shall provide the District with notice regarding its intention as to completion of the Project. The parties shall discuss the status of the Project and may mutually agree to revise the time for Project completion or the scope of the Project. Failure to complete the Project within ninety (90) days after the Completion Date shall be deemed to constitute failure to complete the Project for the purposes of this provision.

(b) In the event the Project constitutes a portion of the total functional project, this paragraph shall apply in the event the total functional project is not completed. In such event, the 90-day timeframe provided herein shall commence upon the date scheduled for completion of the total functional project at the time of execution of this Agreement, unless extended by mutual agreement of the parties. Paragraphs 10(a) and 10(b) shall survive the termination or expiration of this Agreement.

11. **TERMINATION.** If Recipient materially fails to fulfill its obligations under this Agreement, including any specific milestones established herein, the District may provide Recipient written notice of the deficiency by forwarding a Notice to Cure, citing the specific nature of the breach. Recipient shall have thirty (30) days following receipt of the notice to cure the breach. If Recipient fails to cure the breach within the thirty (30) day period, the District shall issue a Termination for Default Notice terminating this Agreement without further notice. In such event, Recipient shall refund to the District all funds provided to Recipient pursuant to this Agreement within thirty (30) days of such termination. The District may also terminate this Agreement upon ten (10) days written notice in the event of any material misrepresentations in the Project Proposal.

Delay or failure by the District to enforce any right, remedy or deadline hereunder shall not impair, or be deemed a waiver of, any such right, remedy or deadline, or impair the District's rights or remedies for any subsequent breach or continued breach of this Agreement.

ADDITIONAL PROVISIONS (Alphabetical)

12. **ASSIGNMENT.** Recipient shall not assign this Agreement, or any monies due hereunder, without the District's prior written consent. Recipient is solely responsible for fulfilling all work elements in any contracts awarded by Recipient and payment of all monies due. No provision of this Agreement shall create a contractual relationship between the District and any of Recipient's contractors or subcontractors.

13. **AUDIT; ACCESS TO RECORDS; REPAYMENT OF FUNDS.**

    (a) **Maintenance of Records.** Recipient shall maintain its books and records such that receipt and expenditure of the funds provided hereunder are shown separately from other expenditures in a format that can be easily reviewed. Recipient shall keep the records of receipts and expenditures, copies of all reports submitted to the District, and copies of all invoices and supporting documentation for at least five (5) years after expiration of this Agreement. In accordance with generally accepted governmental auditing standards, the District shall have access to and the right to examine any directly pertinent books and other records involving transactions related to this Agreement. In the event of an audit, Recipient shall maintain all required records until the audit is completed and all questions are resolved. Recipient will provide proper facilities for access to and inspection of all required records.

    (b) **Repayment of Funds.** District funding shall be subject to repayment after expiration of this Agreement if, upon audit examination, the District finds any of the following: (1) Recipient has spent funds for purposes other than as provided for herein; (2) Recipient has failed to perform a continuing obligation of this Agreement; (3) Recipient has received duplicate funds from the District for the same purpose; (4) Recipient has been advanced or paid unobligated funds; (5) Recipient has been paid funds in excess of the amount Recipient is entitled to receive under the Agreement; and/or (6) Recipient has received more than one hundred percent (100%) contributions through cumulative public agency cost-share funding.

14. **CIVIL RIGHTS.** Pursuant to chapter 760, Fla. Stat., Recipient shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, age, handicap, or marital status.

15. **DISPUTE RESOLUTION.** Recipient is under a duty to seek clarification and resolution of any issue, discrepancy, or dispute involving performance of this Agreement by submitting a written statement to the District's Project Manager no later than ten (10) business days after the precipitating event. If not resolved by the Project Manager, the Project Manager shall forward the request to the District's Office of General Counsel, which shall issue a written decision within ten (10) business days of receipt. This determination shall constitute final action of the District and shall then be subject to judicial review upon completion of the Project.

16. **DIVERSITY REPORTING.** The District is committed to the opportunity for diversity in the performance of all cost-sharing agreements, and encourages Recipient to make a good faith effort to ensure that women and minority-owned business enterprises (W/MBE) are given the opportunity for maximum participation as contractors. The District will assist Recipient by sharing information on W/MBEs. Recipient shall provide with each invoice a report describing: (1) the company names for all W/MBEs; (2) the type of minority, and (3) the amounts spent with each during the invoicing period. The report will also denote if there were no W/MBE expenditures.

17. **GOVERNING LAW, VENUE, ATTORNEY'S FEES, WAIVER OF RIGHT TO JURY TRIAL.** This Agreement shall be construed according to the laws of Florida and shall not be construed more strictly against one party than against the other because it may have been drafted by one of the parties. As used herein, "shall" is always mandatory. In the event of any legal proceedings arising from or related to this Agreement: (1) venue for any state or federal legal proceedings shall be in Duval County; (2) each party shall bear its own attorney's fees, including appeals; (3) for civil proceedings, the parties hereby consent to trial by the court and waive the right to jury trial.

18. **INDEPENDENT CONTRACTORS**. The parties to this Agreement, their employees and agents, are independent contractors and not employees or agents of each other. Nothing in this Agreement shall be interpreted to establish any relationship other than that of independent contractors during and after the term of this Agreement. Recipient is not a contractor of the District. The District is providing cost-share funding as a cooperating governmental entity to assist Recipient in accomplishing the Project. Recipient is solely responsible for accomplishing the Project and directs the means and methods by which the Project is accomplished. Recipient is solely responsible for compliance with all labor, health care, and tax laws pertaining to Recipient, its officers, agents, and employees.

19. **CONFLICTING INTEREST IN RECIPIENT.** Recipient certifies that no officer, agent, or employee of the District has any material interest, as defined in section 112.312, Fla. Stat., either directly or indirectly, in the business of Recipient to be conducted hereby, and that no such person shall have any such interest at any time during the term of this Agreement.

20. **NON-LOBBYING**. Pursuant to section 216.347, Fla. Stat., as amended, Recipient agrees that funds received from the District under this Agreement shall not be used for the purpose of lobbying the Legislature or any other state agency.

21. **PERMITS.** Recipient shall comply with all applicable federal, state and local laws and regulations in implementing the Project and shall include this requirement in all subcontracts pertaining to the Project. Recipient shall obtain any and all governmental permits necessary to implement the Project. Any activity not properly permitted prior to implementation or completed without proper permits does not comply with this Agreement and shall not be approved for cost-share funding.

22. **PUBLIC ENTITY CRIME.** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017 for CATEGORY TWO ($35,000) for a period of 36 months following the date of being placed on the convicted vendor list.

23. **PUBLIC RECORDS**. Records of Recipient that are made or received in the course of performance of the Project may be public records that are subject to the requirements of chapter 119, Fla. Stat. If Recipient receives a public records request, Recipient shall promptly notify the District's Project Manager. Each party reserves the right to cancel this Agreement for refusal by the other party to

allow public access to all documents, papers, letters, or other materials related hereto and subject to the provisions of chapter 119, Fla. Stat., as amended.

24. **ROYALTIES AND PATENTS**. Recipient certifies that the Project does not, to the best of its information and belief, infringe on any patent rights. Recipient shall pay all royalties and patent and license fees necessary for performance of the Project and shall defend all suits or claims for infringement of any patent rights and save and hold the District harmless from loss to the extent allowed by Florida law.

IN WITNESS WHEREOF, the St. Johns River Water Management District has caused this Agreement to be executed on the day and year written below in its name by its Executive Director, and Recipient has caused this Agreement to be executed on the day and year written below in its name by its duly authorized representatives, and, if appropriate, has caused the seal of the corporation to be attached. This Agreement may be executed in separate counterparts, which shall not affect its validity. Upon execution, this Agreement constitutes the entire agreement of the parties, notwithstanding any stipulations, representations, agreements, or promises, oral or otherwise, not printed or inserted herein. This Agreement cannot be changed by any means other than written amendments referencing this Agreement and signed by all parties.

ST. JOHNS RIVER WATER
MANAGEMENT DISTRICT

By: _____
Ann B. Shortelle, Ph.D., Executive Director
(or designee)

Date: _____

ONLY AS TO FORM AND LEGALITY

_____
William Abrams, Sr. Assistant General Counsel

CITY OF PALATKA

By: _____

_____
Typed Name and Title

Date: _____

Attest: _____

_____
Typed Name and Title

ATTACHMENTS

Attachment A - Statement of Work
Attachment B - Project Progress Report Form
Attachment C - District Supplemental Instructions Form

2016-17 District Cost-Share Initiative
Last updated: 7-7-16

ATTACHMENT A - STATEMENT OF WORK
CITY OF PALATKA
PALATKA SOUTH HISTORIC DISTRICT STORM WATER IMPROVEMENT PROJECT – PHASE 1

I. INTRODUCTION/BACKGROUND

The St. Johns River Water Management District (District) is continuing its Cooperative Cost Share Initiative Program in Fiscal Year (FY) 2016-2017 to develop and implement resource and water supply development projects and promote conservation. On June 14, 2016, the District's Governing Board approved funding for Cooperative Cost Share projects. Each project selected for funding will have a positive benefit to one or more of the District's core missions; including water supply, water quality, natural systems or flood mitigation.

The City of Palatka (Recipient) requested funding for their Palatka South Historic District Storm Water Improvement Project – Phase 1 for the not-to-exceed amount of $468,019, towards the estimated construction cost of $468,019. This request was approved by the Governing Board. The Recipient is located in Putnam County and is a Rural Economic Development Initiative (REDI) Community.

II. OBJECTIVES

The objective of this contract is to provide cost share dollars that will enable the Recipient to provide stormwater treatment for a residential neighborhood which currently discharges directly to the St. Johns River, thereby improving water quality of the St. Johns River. Additional objective of the project is to renew/replace the aging stormwater infrastructure currently providing no treatment within this basin. Only Phase 1 of the two-phase project is funded through this cost-share grant. There are three separate collection/conveyance systems for stormwater runoff that outfall directly to the St. Johns River. The proposed treatment will be provided by an offline exfiltration trench system within the neighborhood. The three outfall points will be reduced to one discharge point and a baffle box with stormwater filtration media or alternate treatment system will be installed prior to the discharge point. The corresponding reductions of Nitrogen and Phosphorous from this basin will be approximately 80.22 lbs/yr and 8.52 lbs/yr.

III. SCOPE OF WORK

The Recipient plans to install exfiltration and conveyance system and a 'baffle box' in the South Historic District of City of Palatka.

IV. PROJECT ADMINISTRATION AND DELIVERABLES

The Recipient shall be responsible for the following:

- Complete and obtain final project design, construction plans, and specifications;
- Obtain all required permits, including right of access to the project sites, related to project construction and subsequent operation and maintenance of the completed work;
- Assure compliance with all permits and permit conditions;
- Provide procurement for project construction;
- Perform supervision and inspection of construction;
- Perform construction contract administration;

- Assure compliance with cost accounting practices and procedures required for reimbursement of cost share funds expended.

The Recipient shall provide the following to the District's Project Manager:

- Timely invoices for actual construction costs in accordance with this cost share agreement (i.e. quarterly, with appropriate substantiation that demonstrates that the applicant has paid for the total work cost and is seeking reimbursement up to the match amount) to enable proper review by the District's Project Manager prior to payment authorization;
- Quarterly progress reports identifying project progress to date, key milestones reached, overall project schedule versus time for project completion, key issues to be resolved, project construction photos; quarterly reports shall also be emailed to the District's Budget Coordinator at mlicourt@sjrwmd.com;
- Certification of construction completion by a Professional Engineer registered in the state of Florida.

The Recipient shall ensure the task in the Task Identification section below is completed.

V. TASK IDENTIFICATION AND TIME FRAMES

The expiration date of this cost share agreement is September 30, 2017. The projected schedule is as follows:

Task Description	Anticipated Start Date	Anticipated Completion Date
Installation of exfiltration and conveyance system and a 'baffle box' in the South Historic District of City of Palatka.	December 9, 2016	June 1, 2017

VI. BUDGET/COST SCHEDULE

For satisfactory completion of the Project, the District shall pay Recipient hundred percent (100%) of the total construction cost of the Project, but in no event shall the District's cost-share exceed $468,019.

Recipient shall invoice the District quarterly with appropriate documentation. The District's Project Manager shall provide an invoice template that will be used. Invoices shall include a copy of the contractor's invoices submitted to the Recipient, proof of payment by Recipient, and other required supporting documentation for reimbursement up to match amount. For in-house expenses, Recipient shall provide copies of all receipts for materials and a system report showing documentation of staff time or other proof of staff time expenses for the Project. The final invoice shall be submitted with the final project report. If the total actual cost of this project is less than originally estimated, the District's cost-share amount shall be reduced accordingly. Recipient may invoice more frequently submitting all required documentation and include general status information. Recipient may invoice the District for Project construction work beginning October 1, 2016.

The District's Project Manager will also provide a document to the Recipient to be completed showing the spend-down plan for the Project. The spend-down plan should be completed once the Recipient issues the Notice to Proceed to the construction contractor.

Recipient shall submit quarterly progress reports to the District's Project Manager and the District's Budget Coordinator within 30 days of the end of quarter for work accomplished during each quarter. The email

address for the District's Budget Coordinator is mlicourt@sjrwmd.com. The Recipient will submit a final project report within 30 days of Final Completion and acceptance by City of Palatka detailing the project's accomplishments and any issues resolved during the course of the work.

Estimated Cost Schedule for Reimbursement.

FY 16-17 (10/1/2016 – 9/30/2017)

Description	Estimated Task Amount	Estimated Reimbursement Amount
Installation of exfiltration and conveyance system and a 'baffle box' at the southeast section of the City in the South Historic District of City of Palatka	$468,019	$468,019
TOTAL FY 16-17:	$468,019	$468,019

ATTACHMENT B

St. Johns River Water Management District
Project Progress Report

Date: _____
month/day/year

Report Number: _____

Contract/Project Identification

Project Name:	Palatka South Historic District Storm Water Improvement Project, Phase 1
Recipient:	City of Palatka

SJRWMD Contract Number:	28765	SJRWMD Project Manager:	Nitesh Tripathi, Ph.D.
		Recipient's Project Manager:	Jonathan Griffith

Construction Schedule

Start Date (mm/dd/yy):	
Completion (mm/dd/yy):	

Reporting Period

Beginning Date (mm/dd/yy):	
Ending Date (mm/dd/yy):	

Budget

Total Budget:	$
Expended To-date:	$
Expended This Period:	$
Percent Budget Expended:	%

Duration

Planned Duration:	Weeks
Duration To-date:	Weeks
Duration This Period:	Weeks
Percent Duration Expended:	%

Anticipated Future Payment Requests:

3 Months	6 Months	9 Months	12 Months

Design/Permitting Status

Tasks/Milestones/Deliverables Scheduled for this Reporting Period or Within the Next 60 days:

Task Number	Tasks/Milestones/Deliverables	Start Date	Finish Date	Percent Complete	Projected Finish Date

Problems, Issues, Solutions, Anticipated deviations from schedule:

Attach an additional page of notes if necessary to explain reasons for lateness or unusual events or circumstances.

ATTACHMENT C — DISTRICT'S SUPPLEMENTAL INSTRUCTIONS (sample)
DISTRICT SUPPLEMENTAL INSTRUCTIONS #

DATE:

TO:

FROM: , Project Manager

CONTRACT/PURCHASE ORDER NUMBER:

CONTRACT TITLE:

The Work shall be carried out in accordance with the following supplemental instruction issued in accordance with the Contract Documents without change in the Contract Sum or Contract Time. Prior to proceeding in accordance with these instructions, indicate your acceptance of these instructions for minor changes to the work as consistent with the Contract Documents and return to the District's Project Manager.

1. CONTRACTOR'S SUPPLEMENTAL INSTRUCTIONS:

2. DESCRIPTION OF WORK TO BE CHANGED:

3. DESCRIPTION OF SUPPLEMENTAL INSTRUCTION REQUIREMENTS: .

Contractor's approval: (choose one of the items below):

Approved: _____ Date: _____

(It is agreed that these instructions shall not result in a change in the Total Compensation or the Completion Date.)

Approved: _____ Date: _____

(Contractor agrees to implement the Supplemental Instructions as requested, but reserves the right to seek a Change Order in accordance with the requirements of the Agreement.)

Approved: _____ Date: _____
, District Project Manager

Acknowledged: _____ Date: _____
, District Contracts Administrator

cc: Contract/Purchasing file
Financial Management

CITY COMMISSION AGENDA ITEM

SUBJECT:

Adopt Resolution No. 2016-12-65 approving the Scope and Fee proposal for Ayres & Associates in the amount of $119,952.88 for the design, permitting and bid administration of the South Historic Stormwater Improvement Project

SUMMARY:

See attached a proposed scope and fee proposal from Ayres and Associates to design and permit the South Historic Stormwater Improvements. This scope and fee is associated with a St. Johns River Water Management District Cost Share Grant. The design and permitting costs are not grant reimbursable. The cost for the proposed work is not to exceed $119,952.88, and is a budgeted item.

RECOMMENDED ACTION:

Adopt the resolution approving the Scope and Fee proposal for Ayres & Associates in the amount of $119,952.88 for the design, permitting and bid administration of the South Historic Stormwater Improvement Project

ATTACHMENTS:

Description	Type
Ayres Resolution	Resolution
Scope and Fee Proposal	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Grants & Projects	Griffith, Jonathan	Approved	9/15/2016 - 4:01 AM
City Clerk	Driggers, Betsy	Approved	9/15/2016 - 10:04 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:11 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:40 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:24 AM

RESOLUTION NO. 2016-12-67

A RESOLUTION APPROVING THE SCOPE AND FEE PROPOSAL FOR AYRES & ASSOCIATES IN THE AMOUNT OF $119,952.88 FOR THE DESIGN, PERMITTING AND BID ADMINISTRATION OF THE SOUTH HISTORIC STORMWATER IMPROVEMENT PROJECT

WHEREAS, the St. Johns River Water Management District (SJRWMD) has awarded the City a Fiscal Year 2016 cost share grant for improvements to the storm water system in and around the South Historic District area by implementing pretreatment prior to the multiple outfalls located along River Street (the Project); and

WHEREAS, the City issued Request for Qualifications 13-001 (the RFQ) for continuing Engineering, Architecture, Landscape Architecture and Surveying services for; and

WHEREAS, on May 10, 2013 the City approved a shortlist of firms; and

WHEREAS, Ayres & Associates was qualified by the City to perform general engineering services; and

WHEREAS, the City deems it reasonable and necessary to approve Ayres & Associates Scope and fee proposal in the amount of $119,952.88 for the design, permitting and bid administration of the south historic stormwater improvement project; and

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida:

1. That the Mayor and City Clerk are hereby authorized to execute and attest the Scope and Fee Proposal for Ayres & Associates in the amount of $119,952.88 for the design, permitting and bid administration of the south historic stormwater improvement project.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 22nd day of September, 2016.

CITY OF PALATKA

BY:_____
Its Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND LEGALITY:

July 29, 2016

SCOPE OF SERVICES
SOUTH HISTORIC DISTRICT STORMWATER IMPROVEMENT PROJECT

CITY OF PALATKA
FY 2016-17 DISTRICTWIDE COST SHARE PROGRAM

Project Summary

The City of Palatka's South Historic District Stormwater Improvement Project was recently selected by the St. Johns River Water Management District's (SJRWMD) Cooperative Cost Share Initiative Program in Fiscal Year (FY) 2016-2017. The project will provide stormwater treatment for a residential neighborhood which currently discharges stormwater runoff directly to the St. Johns River. Construction plans and specifications will be provided for construction of the project. In addition, a stormwater environmental resource permit will be secured from the SJRWMD for this project. The project limits are defined in Exhibit A.

I. SCOPE OF SERVICES

TASK 1 – PRELIMINARY ENGINEERING

Preliminary engineering is required to prepare the necessary analysis, design and plans for bid documents and agency permits. This task will include survey, subsurface utility engineering, geotechnical investigations and field reviews.

Task 1.1 – Design Survey

The Consultant will provide topographic survey of the project limits. The topographic survey will provide sufficient information to prepare design plans for bidding and construction. Specific survey tasks shall at a minimum include the following:

- Horizontal Project Control tied to Florida State Plane Coordinate System
- Vertical Project Control tied to NAVD 88 Datum
- Approximate Right of Way – Property ties will be made to establish the right of way within the project limits where possible.
- A survey baseline will be calculated based on the existing right of way
- Design Survey with full TOPO/DTM from right of way to right of way. This includes surveying all above ground topographic features within the right of way of the streets identified that are within the project limits to include but not limited to:
    - Manholes
    - Valve boxes
    - Water meter boxes
    - Evidence of utilities (cable pedestals, phone pedestals, etc.)
- Inverts will be obtained for drainage structures within the survey limits to include the following:
    - Catch basins
    - Inlets

- Manholes
- Mitered end sections
- Endwalls
- Other visible miscellaneous pipes
- All connecting pipes, sizes, and materials

Task 1.2 – Subsurface Utility Engineering (SUE)
The Consultant will provide subsurface utility designating services where directed by the Engineer of Record. Specific SUE tasks shall at a minimum include the following:

- Up to 16 Utility Test Holes (VVH)

Task 1.3 – Geotechnical Services
The Consultant will be responsible for the Geotechnical activities associated with this project that is required for the engineering design and plans production requirements. Specific requirements for geotechnical evaluation are as follows:

- Six (6) foot hand augers every 500 feet for seasonal high water table
- Fifteen (15) foot SPT borings every 1,000 feet for pipeline improvements
- Geotechnical report with findings

TASK 2 – CONSTRUCTION PLANS
All plans will be prepared in accordance with the Florida Department of Transportation Plans Preparation Manual, Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Street and Highways (Florida Greenbook) and the Putnam County Land Development Code. All plans and design documents are to be prepared with Standard English values and the roadway elements will be designed to Florida Greenbook standards.

The intent of this project is to provide stormwater treatment on residential streets (Exhibit A) within the South Historic District that do not currently have stormwater treatment and/or convenyance systems. The efforts described below include typical drainage analysis, drainage plans and associated roadway analysis and plans. The tasks below include the efforts for preparing the necessary public meeting exhibits and holding one (1) public meeting to discuss the proposed improvements on this project.

Task 2.1 – 60% Plans Submittal
The Consultant will prepare 60% construction plans for the drainage and associated roadway improvements. Related project permit coordination/application will be initiated as part of this phase submittal. An opinion of probable construction costs will be submitted along with this plans submittal. The index of plans for this phase submittal will include: (Some sheets maybe be eliminated by combining information on other sheets)

- Key Sheet
- Summary of Pay Items
- Typical Section
- Typical Section Details
- Summary of Quantities
- Summary of Drainage Structures

- General Notes
- Project Layout
- Survey Reference Points
- Roadway Plans
- Miscellaneous Drainage Details
- Drainage Structures
- Cross Sections
- Traffic Control Plans
- Sedimentation and Erosion Control Plans
- Signing and Pavement Marking Plans

Task 2.2 – 90% Plans Submittal
The Consultant will prepare 90% construction plans and preliminary specifications for the drainage and associated roadway improvements. The plans shall include sufficient information and detail to clearly demonstrate the design intent, satisfy the permit requirements and obtain approvals. The construction plans will be based on the comments received from the review of the 60% Plans in Task 2.1. An opinion of probable construction costs will be submitted along with this plan submittal. The index of plans for this phase submittal will be as identified in Task 2.1 and as may require modification per Consultant discretion thereof.

Task 2.3 – Final Plans Submittal
The Consultant will prepare Final construction plans and specifications for the drainage and associated roadway improvements. The final construction plans will be based on the comments received from the review of the 90% plans in Task 2.2.

TASK 3 – PERMITTING
The Consultant will prepare the necessary permit determination letters and/or permit applications for construction of the project. This type of project does not trip any of the permitting thresholds, however, since the intent is to provide stormwater treatment the SJRWMD may require a full Environmental Resource Permit (ERP) review.

Task 3.1 – Pre-Application Meeting
The Consultant will schedule and attend a pre-application meeting with a representative from the SJRWMD office that will be reviewing the permit.

Task 3.2 – Prepare Permit Applications and Supporting Plans/Documentation
The Consultant will submit a Request for a Verification of an Exemption in accordance with the most recent regulations of the SJRWMD. If the project does not qualify for an exemption, then an ERP application will be prepared for the project. This will be a joint application with the USACE and responses will be provided to Requests for Additional Information (RAI) from both agencies as necessary to secure the permits. Permit application fees will be the responsibility of the City and the Consultant will coordinate obtaining the required fees.

TASK 4 – BID SERVICES AND CONSTRUCTION ADMINISTRATION SERVICES

Task 4.1 – Bid Services
The Consultant will prepare a set of bid documents for the South Historic District Stormwater Improvement Project. The Consultant will prepare the technical documents (plans, instructions to bidders and specifications). The Consultant will provide a complete set of Bid Documents to the City for review. Once comments are received they will be incorporated into the Final Bid Documents. A PDF copy of the Final Bid Documents will be provided to the City for use in advertising the project for bids.

The City of Palatka will be responsible for advertising and providing the bidders a copy of the Bid Documents. The Consultant shall attend a pre-bid conference, should one be necessary or required. The Consultant shall address any technical questions from the pre-bid conference relating to the bids and any further questions during the bidding period.

Consultant will provide assistance as needed to clarify comments and/or questions related to the construction plans.

II. COMPENSATION AMOUNT

The Consultant will complete the scope of services described herein for a total lump sum of $119,952.88, as detailed in Exhibit B.

III. PROJECT DELIVERABLES

Task 1.1 – Design Survey
An electronic copy of the survey will be submitted for this deliverable.

Task 1.2 – Subsurface Utility Engineering (SUE)
VVH data for up to 16 utility test holes.

Task 1.3 – Geotechnical Services
An electronic copy of the geotechnical investigation report will be submitted for this deliverable. All geotechnical boring locations will be provided on the survey.

Task 2.1 – 60% Plans Submittal
The Consultant will provide five (5) copies of the following in the format specified:
60% plans in 11” x 17”
60% design documentation in 8.5” x 11”, including calculations
60% opinion of probable construction costs

A copy of the items listed above will be provided on a CD in in AutoCAD and PDF format.

Task 2.2 – 90% Plans
The Consultant will provide five (5) copies of the following in the format specified:
90% plans in 11” x 17”
90% design documentation in 8.5” x 11”, including calculations
90% opinion of probable construction costs

A copy of the items listed above will also be provided on a CD in PDF format.

Task 2.3 – Final Plans
The Consultant will provide five (5) copies of the following in the format specified:
Final plans in 11" x 17"
Final design documentation in 8.5" x 11", including calculations
Final opinion of probable construction costs

A copy of the items listed above will also be provided on a CD in PDF format.

Task 3.1 – Pre-Application Meeting
The Consultant will provide meeting minutes from the pre-application meeting. The meeting minutes will be provided in electronic (PDF) format via email to the City.

Task 3.2 – Permit Applications and Supporting Plans/Documentation
The Consultant will provide a copy of the Request for Verification of Exemption letter along with the required Permit Applications, Plans and Supporting Documentation on a CD in PDF format to the City.

Task 4.1 – Bid Services
The Consultant will provide five (5) copies of the following in the format specified:
Bid Plans in 11" x 17"
Bid Documents in 8.5" x 11"

A copy of the items listed above will also be provided on a CD in PDF format.

IV. PROJECT SCHEDULE

Task 1.1 – Design Survey
The survey will be conducted and submitted within four (4) weeks of receiving notice to proceed.

Task 1.2 – Subsurface Utility Engineering (SUE)
The subsurface utility engineering (SUE) work will be completed during the 60% Plans task and will be included in the deliverable for task 2.1.

Task 1.3 – Geotechnical Services
The geotechnical investigations field work will be completed within two (2) weeks and the report will be provided within four (4) weeks of notice to proceed.

Task 2.1 – 60% Plans
The 60% Plans will be submitted within six (6) weeks of receiving the Preliminary Engineering Items identified under Task 1. It is anticipated that the City will review the 60% Plans and provide comments within two (2) weeks of receiving.

Task 2.2 – 90% Plans
The 90% Plans and preliminary specifications will be submitted within three (3) weeks of approval of Task 2.1. It is anticipated that the City will review the 90% Plans and provide comments within two (2) weeks of receiving.

Task 2.3 – Final Plans
The Final Plans and specifications will be submitted within three (3) weeks of approval of Task 2.2. It is anticipated that the City will review the 90% Plans and provide comments within two (2) weeks of receiving.

Task 3.1 – Pre-Application Meeting
The Pre-Application Meeting will be schedule within three (3) weeks of receiving the survey from Task 1.1.

Task 3.2 – Permit Applications and Supporting Plans/Documentation
The permit applications, plans and design documentation will be submitted within four (4) weeks of approval of Task 2.1.

Task 4.1 – Bid Services
The Bid Services are anticipated to take two (2) weeks once all permits and approvals have been received from Tasks 2.2 and 3.2.

PUTNAM COUNTY GIS

Exhibit A

Location Map

All provided Putnam County GIS data are to be considered a generalized spatial representation that is subject to revisions. This information is provided as a visual representation only and is not to be used as a legal or official representation of legal boundaries. The Putnam County Board of County Commissioners as well as the constitutional offices including the Clerk of the Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector assume no responsibility associated with its misuse.

EXHIBIT B
CITY OF PALATKA
CONTRACT FEE SUMMARY
SOUTH HISTORIC DISTRICT STORMWATER IMPROVEMENTS

PART I - GENERAL	
1. Project South Historic District - Stormwater Improvements	**2. Work Authorization** XX-XX
3. Consultant Name Ayres Associates Inc	**4. Date of Proposal** 7/29/2016

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTALS
Project Director	$ 175.00	0	$ -	
Project Manager	$ 165.00	49	$ 8,085.00	
Sr. Engineer	$ 155.00	54	$ 8,370.00	
Project Engineer	$ 140.00	149	$ 20,860.00	
Sr. Designer	$ 120.00	71	$ 8,520.00	
CADD Technician	$ 80.00	114	$ 9,120.00	
Administrative/Clerical	$ 60.00	15	$ 900.00	
Total Direct Labor	$ 123.57	452		$ 55,855.00

PART III - OTHER COSTS		
6. Miscellaneous Direct Costs		
Printing and Shipping	$ 200.00	
MISCELLANEOUS DIRECT COSTS SUBTOTAL		$ 200.00
7. Subcontracts (Lump Sum)		
Task 1.1 - Desgin Survey (Cardno)	$ 46,557.88	
Task 1.2 - Subsurface Utility Engineering (Cardno)	$ 7,840.00	
Task 1.3 - Geotechnical Services (Universal)	$ 9,500.00	
SUBCONTRACTS (LUMP SUM) SUBTOTAL		$ 63,897.88
TOTAL LUMP SUM AMOUNT (Items 5, 6, and 7)		$ 119,952.88
8. Reimbursable Costs (Limiting Amount)		
TOTAL REIMBURSABLE COSTS		$0.00

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum plus Reimbursables) (Items 5, 6, 7, and 8)	**$ 119,952.88**

DESIGN, PERMITTING, & CONSTRUCTION PLANS

CONSULTANT NAME: Ayres Associates Inc
ESTIMATOR NAME: Daryl R. Myers, PE
DATE: 7/29/2016

PROJECT NAME: South Historic District - Stormwater Improven
FROM: River Street / Crill Avenue
TO: Morris Street / Hotel Street

	TASK ITEM	SCALE 1"=	UNIT	NO. OF UNITS	NO. OF SHEETS	HRS PER UNIT	TOTAL STAFF-HOURS	COMMENTS
1	**Preliminary Engineering**							
	Project Kickoff Meeting		LS	1		4	4	
					SUBTOTAL		**4**	
2	**Construction Plans**							
	Task 2.1 - 60% Plans							
	Roadway Analysis		LS	1		40	40	
	Roadway Plans	40	LS	1	10	80	80	5600 LF / 560' coverage = 10 sheets
	Drainage Analysis		LS	1		40	40	
	Drainage Plans		LS	1	10	80	80	
	Task 2.2 - 90% Plans							
	Roadway Plans		LS	1	10	24	24	
	Drainage Plans		LS	1	10	16	16	
	Preliminary Specifications		LS	1		20	20	
	Public Meeting		LS	1		24	24	Includes Prep & Exhibits for meeting
	Task 2.3 - Final Plans							
	Roadway Plans		LS	1	22	16	16	
	Drainage Plans		LS	1	22	8	8	
	Technical Specifications		LS	1		8	8	
					SUBTOTAL		**356**	
3	**Permitting**							
	Task 3.1 - Pre-Application Meeting							
	Pre-Application Meeting & Minutes		LS	1		8	8	
	Task 3.2 - Permit Applications							
	SJRWMD Permit Application		EA	1		40	40	
					SUBTOTAL		**48**	
4	**Bid Services**							
	Task 4.1 - Bid Services							
	Prepare Bid Documents		LS	1		24	24	
	Attend Pre-Bid Meeting		LS	1		4	4	
	Address RFI for Bids		LS	1		16	16	
					SUBTOTAL		**44**	
GRAND TOTALS							**452**	

PRIME CONSULTANT
ESTIMATE OF WORK EFFORT AND FEE
DESIGN, PERMITTING, & CONSTRUCTION PLANS

CONSULTANT: Ayres Associates Inc
RFP NUMBER: XX-XX
ESTIMATOR NAME / DATE: Daryl R. Myers, PE 7/29/2016

PROJECT NAME: South Historic District - Stormwater Improvements
FROM: River Street / Crill Avenue **TO:** Morris Street / Hotel Street
PROJECT LENGTH: NA

TASK ITEM	Project Director RATE = $ 175.00		Project Manager RATE = $ 165.00		Sr. Engineer RATE = $ 155.00		Project Engineer RATE = $ 140.00		Sr. Designer RATE = $ 120.00		CADD Technician RATE = $ 80.00		Administrative/Clerical RATE = $ 60.00		TOTAL HOURS BY ACTIVITY	SALARY COST BY ACTIVITY
	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST		
1 Preliminary Engineering	0	$ -	2	$ 330.00	2	$ 310.00	0	$ -	0	$ -	0	$ -	0	$ -	4	$ 640.00
2 Construction Plans	0	$ -	36	$ 5,940.00	36	$ 5,580.00	107	$ 14,980.00	71	$ 8,520.00	96	$ 7,680.00	10	$ 600.00	356	$ 43,300.00
3 Permitting	0	$ -	7	$ 1,155.00	12	$ 1,860.00	22	$ 3,080.00	0	$ -	6	$ 480.00	1	$ 60.00	48	$ 6,635.00
4 Bid Services	0	$ -	4	$ 660.00	4	$ 620.00	20	$ 2,800.00	0	$ -	12	$ 960.00	4	$ 240.00	44	$ 5,280.00
PROJECT TOTALS	**0**	**$ -**	**49**	**$ 8,085.00**	**54**	**$ 8,370.00**	**149**	**$ 20,860.00**	**71**	**$ 8,520.00**	**114**	**$ 9,120.00**	**15**	**$ 900.00**	**452**	**$ 55,855.00**

CITY COMMISSION AGENDA ITEM

SUBJECT:

Adopt Resolution No. 2016-12-66 approving the Scope and Fee proposal for Ayres & Associates in the amount of $22,205 for a River Street Traffic Calming Study and Concept Development

SUMMARY:

See attached a proposed scope and fee proposal from Ayres and Associates for the analysis of existing Putnam County traffic count and City crash data, field observation along River St. between Morris St. and Laurel St. and the development of traffic calming concepts. The cost for these services is $22,205 and is a budgeted item. The proposal includes three mandatory meetings with the South Historic Neighborhood Association and City Commission. This project is expected to coincide with the South Historic District Stormwater Improvement Project.

RECOMMENDED ACTION:

Adopt the resolution approving the Scope and Fee proposal for Ayres & Associates in the amount of $22,205 for a River Street Traffic Calming Study and Concept Development

ATTACHMENTS:

Description	Type
Resolution	Resolution
Ayres Scope and Fee	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Grants & Projects	Griffith, Jonathan	Approved	9/15/2016 - 4:02 AM
City Clerk	Driggers, Betsy	Approved	9/15/2016 - 10:14 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:11 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:40 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:25 AM

RESOLUTION NO. 2016-12-67

A RESOLUTION APPROVING THE SCOPE AND FEE PROPOSAL FOR AYRES & ASSOCIATES IN THE AMOUNT OF $22,205 FOR A RIVER STREET TRAFFIC CALMING STUDY AND CONCEPT DEVELOPMENT

WHEREAS, the City of Palatka Community Redevelopment Agency has budgeted for traffic calming improvements on River Street from Morris St. to Laurel St. (the Project); and

WHEREAS, the City issued Request for Qualifications 13-001 (the RFQ) for continuing Engineering, Architecture, Landscape Architecture and Surveying services for; and WHEREAS, on May 10th 2013 the City approved a shortlist of firms; and

WHEREAS, Ayres & Associates was qualified by the City to perform general engineering services; and

WHEREAS, the City deems it reasonable and necessary to approve Ayres & Associates Scope and fee proposal in the amount of $22,205 for a River Street Traffic Calming Study and Concept Development; and

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida:

1. That the Mayor and City Clerk are hereby authorized to execute and attest the Scope and Fee Proposal for Ayres & Associates in the amount of $22,205 for River Street Traffic Calming Project.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 22nd day of September, 2016.

CITY OF PALATKA

BY:_____
Its Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND CONTENT:

_____

August 12, 2016

SCOPE OF SERVICES
RIVER STREET TRAFFIC CALMING STUDY

CITY OF PALATKA

Project Summary

The scope of services is to provide analysis of existing Putnam County traffic count and City available crash data and perform field observation to determine need for traffic calming features along River St between Morris St and Laurel St. Scope of services will include:

I. SCOPE OF SERVICES

TASK 1 – DATA COLLECTION
Consultant will visit the site to observe the AM, mid-day and PM peak period conditions for any operational and safety issues (for both vehicular and pedestrian traffic). Peters and Yaffee will prepare a condition diagram of River Street detailing the existing laneage and land uses. Peters and Yaffee will also conduct a spot speed study. Daily traffic count data will be provided by the City. Available crash data will be obtained from the City Police Department.

TASK 2 – DOCUMENTATION
Consultant will document the recorded observations, the 85th percentile speed limit, traffic data, and crash data.

TASK 3 – TRAFFIC CALMING CONCEPTS
Based on the documented data, potential traffic calming techniques will be identified and concept plans prepared. A cost for each traffic calming technique will be provided.

TASK 4 – TRAFFIC CALMING REPORT
A report will be prepared detailing the results of the study and submitted to the City of Palatka for review and approval.

TASK 5 – PUBLIC MEETINGS
Consultant will attend up to three public meetings to discuss the results of the report.

II. COMPENSATION AMOUNT

The Consultant will complete the scope of services described herein for a total lump sum of $22,205.00, as detailed in Exhibit A.

III. PROJECT DELIVERABLES

TASK 4 – TRAFFIC CALMING REPORT
The Consultant will provide five (5) copies of the report. A copy will also be provided in PDF format.

IV. PROJECT SCHEDULE

TASK 4 – TRAFFIC CALMING REPORT

The traffic calming report will be conducted and submitted within six (6) weeks of receiving notice to proceed.

EXHIBIT A
CITY OF PALATKA
CONTRACT FEE SUMMARY
RIVER STREET TRAFFIC CALMING

PART I - GENERAL	
1. Project River Street Traffic Calming	**2. Work Authorization** XX-XX
3. Consultant Name Ayres Associates Inc	**4. Date of Proposal** 8/12/2016

PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTALS
Project Director	$ 175.00	0	$ -	
Project Manager	$ 165.00	32	$ 5,280.00	
Sr. Engineer	$ 155.00	0	$ -	
Project Engineer	$ 140.00	0	$ -	
Sr. Designer	$ 120.00	0	$ -	
CADD Technician	$ 80.00	0	$ -	
Administrative/Clerical	$ 60.00	0	$ -	
Total Direct Labor	$ 165.00	32		$ 5,280.00

PART III - OTHER COSTS		
6. Miscellaneous Direct Costs		
	$ -	
MISCELLANEOUS DIRECT COSTS SUBTOTAL		$ -
7. Subcontracts (Lump Sum)		
Traffic Calming Study - Traffic Subconsultant	$ 16,925.00	
SUBCONTRACTS (LUMP SUM) SUBTOTAL		$ 16,925.00
TOTAL LUMP SUM AMOUNT (Items 5, 6, and 7)		$ 22,205.00
8. Reimbursable Costs (Limiting Amount)		
TOTAL REIMBURSABLE COSTS		$0.00

PART IV - SUMMARY	
TOTAL AMOUNT OF CONTRACT (Lump Sum plus Reimbursables) (Items 5, 6, 7, and 8)	**$ 22,205.00**

CITY COMMISSION AGENDA ITEM

SUBJECT:

Adopt Resolution No. 2016-12-67 authorizing the Mayor and City Clerk to execute and attest Stone Engineering Group's scope and fee proposal for engineering design services for the Booker Park Regional Storm water Project in an amount not to exceed $133, 575.

SUMMARY:

See attached a proposal from Stone Engineering Group for survey, design, bid administration, and construction administration services for the Booker Park Regional Storm Water Facility Project. Stone Engineering was selected and shortlisted under the City's Continuing Services Request for Qualifications in 2013. They are currently under contract for continuing services with the City of Palatka.

The cost share agreement with the St. Johns River Water Management District will only fund construction related activities. These services are not reimbursable with grant funds.

RECOMMENDED ACTION:

Adopt the resolution authorizing the Mayor and City Clerk to execute and attest Stone Engineering scope and fee proposal for engineering design services for the Booker Park Regional Storm water Project in an amount not to exceed $133, 575.

ATTACHMENTS:

Description	Type
Stone Eng Resolution	Resolution
Scope and Fee Proposal	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Public Works	Griffith, Jonathan	Approved	9/15/2016 - 4:00 AM
City Clerk	Driggers, Betsy	Approved	9/15/2016 - 10:10 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:11 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:44 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:25 AM

RESOLUTION NO. 2016-

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST STONE ENGINEERING GROUP'S ENGINEERING DESIGN SERVICES SCOPE AND FEE PROPOSAL NOT TO EXCEED THE AMOUNT OF $133,575 FOR THE BOOKER PARK REGIONAL STORMWATER POND PROJECT

WHEREAS, the **City** issued Request for Qualifications 13-001 for continuing Engineering, Architecture, Landscape Architecture and Surveying services; and

WHEREAS, on May 10th 2013 the City approved a shortlist of firms; and

WHEREAS, Stone Engineering Group was qualified by the City to provide engineering services; and

WHEREAS, the **City** desires to construct a regional storm water pond at Booker Park (the **Project)**; and

WHEREAS, it is in the best interest of the City of Palatka to go forward with the scope and fee proposal.

NOW THEREFORE, be it resolved that the Mayor and City Clerk are hereby authorized to execute and Stone Engineering Group's Engineering Design Scope and Fee Proposal for the Booker Park regional storm water pond project in an amount not to exceed $133,575.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 22nd day of September, 2016.

CITY OF PALATKA

BY:_____
Its MAYOR

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CONTENT:

_____
CITY ATTORNEY

Stone Engineering GROUP
7400 Baymeadows Way, Suite 220 - Jacksonville, FL 32256
904-448-5300 - Fax 904-448-0401

March 31, 2016 (Updated May 11,2016)

Mr. Jonathan C. Griffith
Public Works Director
City of Palatka
201 N. Second Street
Palatka, Florida 32177

Re: Engineering Design Services for Booker Park Stormwater Facilities Phase 1 and Phase 2

Dear Mr. Griffith:

Stone Engineering Group is pleased to submit this proposal for Professional Engineering Services in connection with the City's efforts to design, permit and construct the stormwater conveyance and treatment facilities in the northeastern section of the City of Palatka. Stone Engineering Group's scope generally includes the development of construction plans, specifications, permitting documents and some construction oversight for the project funded by the SJRWMD under their REDI community cooperative funding program. Stone Engineering Group's understanding of the project and a detailed scope of our services are provided below.

Scope of the Project:

The Booker Park Regional Stormwater Facility is so named because of the treatment facilities close proximity to Booker Park located at 10th street and Dunham Street within the City. This stormwater Improvement project includes a 36 inch to 60 inch drainage transmission pipe, beginning at 4th Street and collecting existing drainage outfalls along Dunham Street and rerouting the drainage system to the proposed stormwater treatment facilities at 10th Street. The project is conceptually defined by the December 15, 2015, 60% completed conceptual plans by Stone Engineering Group. This project has been planned as two separate project phases:

Phase 1: Includes a limited number of drainage collection pipes by Booker Park, stormwater treatment facilities north of Booker Park and a reclaimed /reuse water irrigation pump system for Booker Park.

Phase 2: Includes the extension of the 36 inch to 54 inch transmission drainage pipe from Booker Park area east to Fourth Street.

Topographical, *trees* and right of way (ROW) survey and geotechnical evaluation will be provided for use in the design. Wetlands delineation is also provided in the scope, however the direction from the City has been to avoid actual wetland impacts and permitting if possible. The regulatory agency applications that are anticipated to be submitted include a permit from the St. Johns River Water Management District (SJRWMD) for Stormwater Management and United States Corp of Engineers (USCOE) permit for wetland impacts. Utility coordination will be provided to notify and provide design plans to the utility agency owners (UAOs). This proposal does not include subsurface utility location services (SUE) considering that Dunham Street is primarily an unimproved City street ROW. The

proposal also does not include landscape/irrigation design services, lighting design services or structural design services.

Project Tasks:
The scope of the engineering services includes:

TASK 1: Preliminary Engineering/60% Funding Conceptual Plans:

A. Perform site visit to roughly define the drainage basin, review the site conditions around Booker Park.

B. Compile and review record or as-built drawings, LIDAR GIS and stormwater master plan drawings provided by the City and/or County.

C. Research specific SJRWMD design standards and requirements for the stormwater treatment systems for Nutrient removal.

D. Incorporate City stormwater master plan drawing information into the County LIDAR topographic data to create an existing conditions plan.

E. Attend Pre-Application meeting with SJRWMD.

F. Develop 60 % conceptual plans for inclusion in the funding application to SJRWMD. The plans to include creation of a preliminary stormwater piping layout and stormwater management facility on existing aerial field condition maps, stormwater master plan drawings, and County LIDAR maps.

TASK 2: 60% Design Plans:

A. Based upon City's comments on the Dec 15, 2015 conceptual plans develop 60% complete design plans for the drainage improvements.

B. Authorize the geotechnical engineer for soil data and the surveyor for topographic survey

C. Perform a complete pre and post development drainage analysis and conveyance modeling to confirm the drainage basin limits and the sizing of each run of stormwater pipe.

D. Design the stormwater treatment and management system to match the stormwater modeling system.

E. Develop 60% design plans for the stormsewer piping, and connections to the existing drainage outfalls along Dunham Street.

F. Develop an Engineer Estimate of Probable Construction Cost based upon the 60% design plans.

G. Contact the Utility Agency Owners (UAO) identified in the area of construction and send 60% plans to UAOs to mark up utility conflicts.

TASK 3: 90% Design Plans & Final Contract Documents:

A. Based upon City design comments, develop 90% design plans including drainage improvements.

B. Incorporate in the 90% design plans utility adjustment designs received from the UAOs.

C. Develop the final design plans including final technical specifications considering City staff technical review comments.

D. Develop Front end Contract / Bid documents for Bidding

E. Update the Engineer Estimate of Probable Construction Cost to a Final Pre-bid construction cost estimate.

TASK 4: Develop and Submit Permit Applications:

A. Prepare and submit a permit application and supporting documents to the SJRWMD for an Individual ERP. Including response to one RAI related to the design.

B. Prepare and submit a permit application and supporting documents to the USCOE to address wetland primary and secondary impacts. Including response to one RAI related to the design.

TASK 5: Bidding Services:

A. Prepare, and distribute the bid package in support of the City. The City will provide any formal advertisement. Provide assistance to the City as follows:

B. Prepare Addenda; prepare a maximum of three (3) addenda addressing clarifications of the documents or contractor request for information.

C. Attend one (1) Pre-Bid Conference if required for the scope of the project.

D. Review bid submittals for responsive/responsible bids and provide a recommendation of award/rejection.

TASK 6: Construction Administration and Limited Construction Observation (Phase 1 only):

A. Attend Pre-Construction meeting including preparation of the agenda.

B. Review and process approximately six (6) shop drawing packages.

C. Review and process approximately eight (8) partial pay requests.

D. Provide construction observation services (field reviews) averaging two (2) site visit(s) per week for approximate 180 day construction period.

E. Respond to approximately ten (10) Requests for Information (RFIs) from the contractor

related to design intent questions.

F. Review and process approximately four (4) change orders.

G. Conduct substantial and final inspections and develop punch list for contractor completion.

H. Provide testing and performance observation services and as built drawing review required for agency certification of construction completion.

I. Provide construction certification for the approving agencies upon receipt of contractor's approved As-builts and supporting documentation.

Fee Schedule

TASK 1: Preliminary Engr/60% Funding Conceptual Plans	**$ 6,500**
TASK 2: 60% Design Plans	**$ 16,400**
TASK 3: 90% Design Plans & Final Contract Documents	**$ 40,510**
TASK 4: Develop and Submit Permit Applications	**$ 6,000**
TASK 5: Bidding Services	**$ 1,550**
TASK 6: Construction Administration & Limited Construction Observation	**$ 23,500**
Geotechnical Engineering/ Wetland Evaluation/ Survey & Coord (updated)	**$ 39,115**
TOTAL	**$ 133,575**

Notes:

1. This rates and services proposal, if not executed by both parties, will remain in force only until May 27, 2016, unless otherwise agreed in writing.
2. Client/City will furnish the necessary supporting data including stormwater master plan data, GIS data, survey, as-builts and/or past studies.
3. Design and permitting will be based upon standards and regulations in existence at the time of this proposal. Redesign costs arising from later revisions will based on time and materials rates.
4. Although our proposal includes submitting for certain permits, Stone Engineering cannot guarantee that all required permits can be obtained.

SERVICES EXCLUDED

The above services and professional fees do not include consideration for the following:

Wetland Staking/ Wetland Mitigation Services & Wildlife Impact Studies
Archaeological Studies / Environmental Assessments/ Contamination Assessments
Assistance with Funding Applications and Reporting

Stormwater NPDES NOI / SWPPP

Flood Plain Studies / FEMA Map Modifications

Full time Construction Engineering Inspection (CEI) Services

Park, Roadway and Utilities Improvement Design (other than that specifically identified above)

Electrical Design including power or site lighting

ROW Research and Determinations, Land or Easement Acquisition elements

Bulkhead Sheet Pile Design

Permit Agency Review Fees (SJRWMD $100)

All conditions, restrictions, and requirements of the City of Palatka / Stone Engineering Group Services Agreement remain the same. If you have any questions or need additional information prior to the issuance of a Task Order, please do not hesitate to contact us.

Sincerely,
STONE ENGINEERING GROUP

Gary L. Sneddon, PE
President/Project Manager

CITY COMMISSION AGENDA ITEM

SUBJECT:
Adopt Resolution No. 2016-12-68 authorizing the submission of a USDA Community Facilities Grant Application for the Palatka Gas Authority W. Palatka Extension

SUMMARY:
Palatka Gas Authority (PGA) provides natural gas services to the City of Palatka and its surrounding areas. The PGA is seeking approval from the City to submit a United States Department of Agriculture (USDA) Community Facility Grant application for its W. Palatka Extension Project.

Over the past several years PGA has received numerous requests from the residences in the W. Peniel Road and Motes Road areas for natural gas service. This expansion project is designed to encompass these two areas as one overall project subdivided into a northern area and a southern area.

The southern area would begin on W. Peniel Road ending just south of Sunset Lane and extend to PGA's existing facilities at SR 19 and E. Peniel Road. Included in this area would be all side streets that intersect with this extension. The road ways involved are either private or under the jurisdiction of Putnam County with the exception of the crossing of SR 19 at E. Peniel Road. PGA would install approximately 5,000' of 2", 8,300' of 1-1/4" main lines along with roughly 28 service lines and meter sets. PGA's crews would complete most of the installations, meter sets and final connections. A specialty contractor would be utilized when directional bores are required.

The northern area would begin at CR 309 and extend west to SR 20. Included in this area would be all side streets that intersect with this extension. The road ways involved are either private or under the jurisdiction of Putnam County. PGA would install approximately 10,000' of 2", 5,800' of 1-1/4" main lines along with roughly 27 service lines and meter sets. PGA's crews would complete most of the installations, meter sets and final connections. A specialty contractor would be utilized when directional bores are required.

PGA has identified approximately 25 residences that currently utilize propane for gas service and there are well over 200 potential accounts in the area.

RECOMMENDED ACTION:
Adopt the resolution authorizing the submission of a USDA Community Facilities Grant Application for the Palatka Gas Authority W. Palatka Road Extension

ATTACHMENTS:

Description	Type
Grant Resolution	Resolution
W, Palatka Ext. Location Map & Grant Application	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Driggers, Betsy	Approved	9/14/2016 - 7:56 PM
City Clerk	Driggers, Betsy	Approved	9/14/2016 - 7:56 PM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:11 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:44 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 10:10 AM

RESOLUTION No. 2016 – 12 - 68

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING AN APPLICATION FOR A UNITED STATES DEPARTMENT OF AGRICULTURE GRANT FOR THE PALATKA GAS AUTHORITY W. PALATKA EXTENSION AND AUTHORIZING EXECUTION AND SUBMITTAL OF ALL NECESSARY DOCUMENTS IN CONNECTION THEREWITH

WHEREAS, the City of Palatka Gas Authority has received numerous requests from residential, commercial and industrial businesses in the W. Peniel and Motes Road areas of Palatka, Florida and the areas immediately surrounding W. Peniel Road and Motes Road; and

WHEREAS, the Gas Authority has existing facilities in Palatka that can be extended from SR 19 and E. Peniel Road to provide service to those customers in W. Palatka presently requesting natural gas service; and

WHEREAS, this W. Palatka Extension will involve the installation of approximately 5,000' of 2", 8,300' of 1-1/4" main lines plus associated service lines and meter sets in the southern project area and approximately 10,000' of 2" and 5,800' of 1-1/4" main lines plus associated services lines and meter sets in the northern project area at an estimated cost of $364,554 (the PROJECT); and

WHEREAS, the City Commission deems it necessary to apply for a United States Department of Agriculture Rural Development Grant in the amount of $193,214 and a local match of $171,340 for the PROJECT and

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka Florida:

1. The City of Palatka shall apply for a Rural Development grant from the United States Department of Agriculture (USDA) with a total project cost of $364,554, with the USDA funding $193,214 of the total project cost, and the City of Palatka Gas Authority providing a contribution of $171,340, with the proceeds of said grant being utilized for the extension of gas lines from SR 19 and E. Peniel Road to W. Peniel Road & Motes Road areas (W. Palatka Extension);

2. The Mayor is authorized to execute any and all documents necessary and required by USDA to file the Grant Application referred to in Section 1 above, and to confirm the City's assurance that the City will comply, as appropriate, with those requirements under Title VI, Civil Rights Act of 1964, Drug-Free Workplace Regulations and Equal Opportunity Regulations, and any other Federal regulations as may be required by USDA;

3. The Mayor and/or his successor is specifically authorized to execute any and all documents necessary to consummate the grant; and

4. That the Gas Authority General Manager is hereby designated as the City's authorized representative in carrying out the City's responsibilities under the grant agreement.

PASSED AND ADOPTED by the Palatka City Commission this 22nd day of September, 2016.

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

_____

CITY ATTORNEY

Palatka Gas Authority (PGA) provides natural gas services to the City of Palatka and its surrounding areas. Over the past several years PGA has received numerous requests from the residences in the W. Peniel Road and Motes Road areas for natural gas service. This expansion project is designed to encompass these two areas as one overall project subdivided into a northern area and a southern area.

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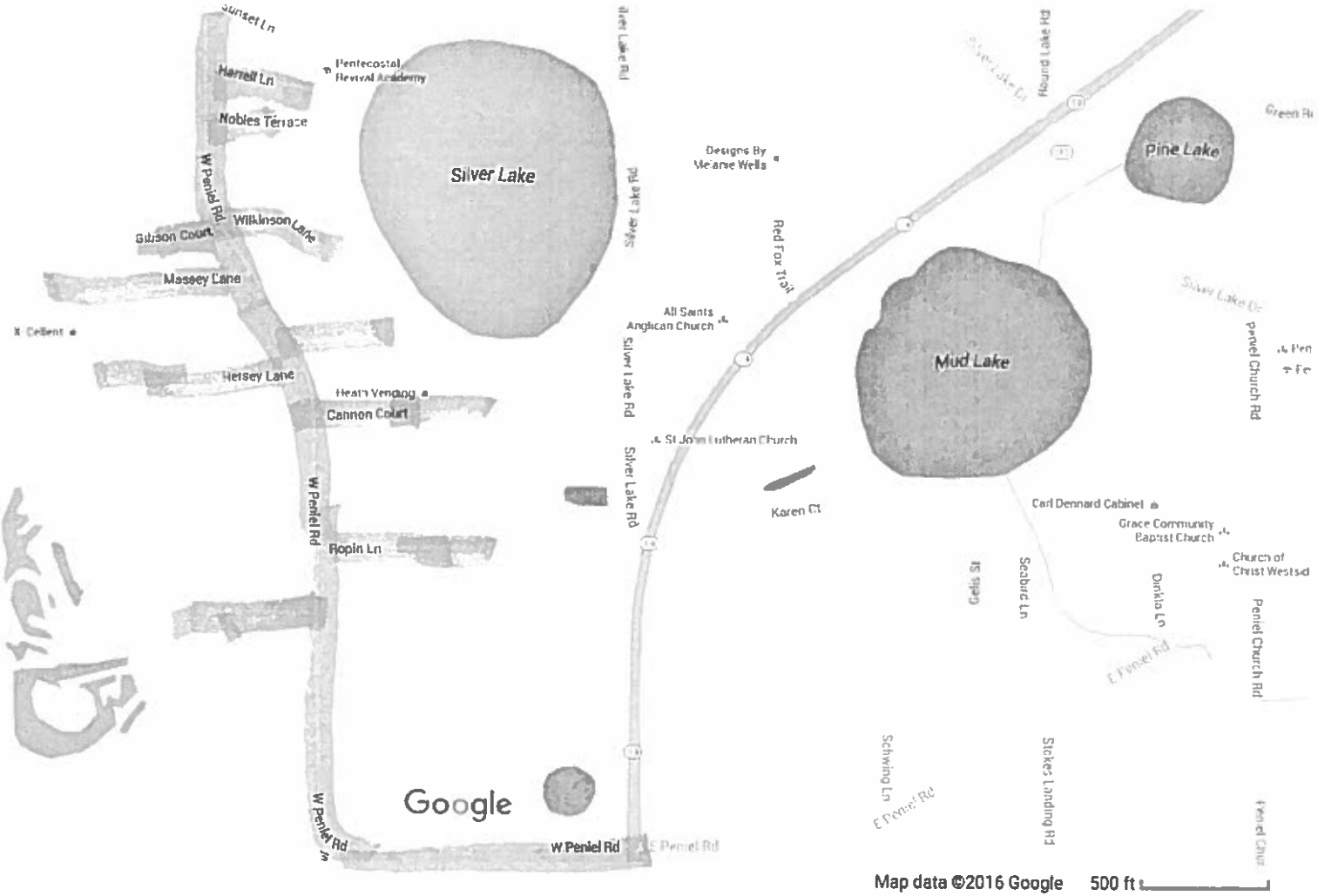
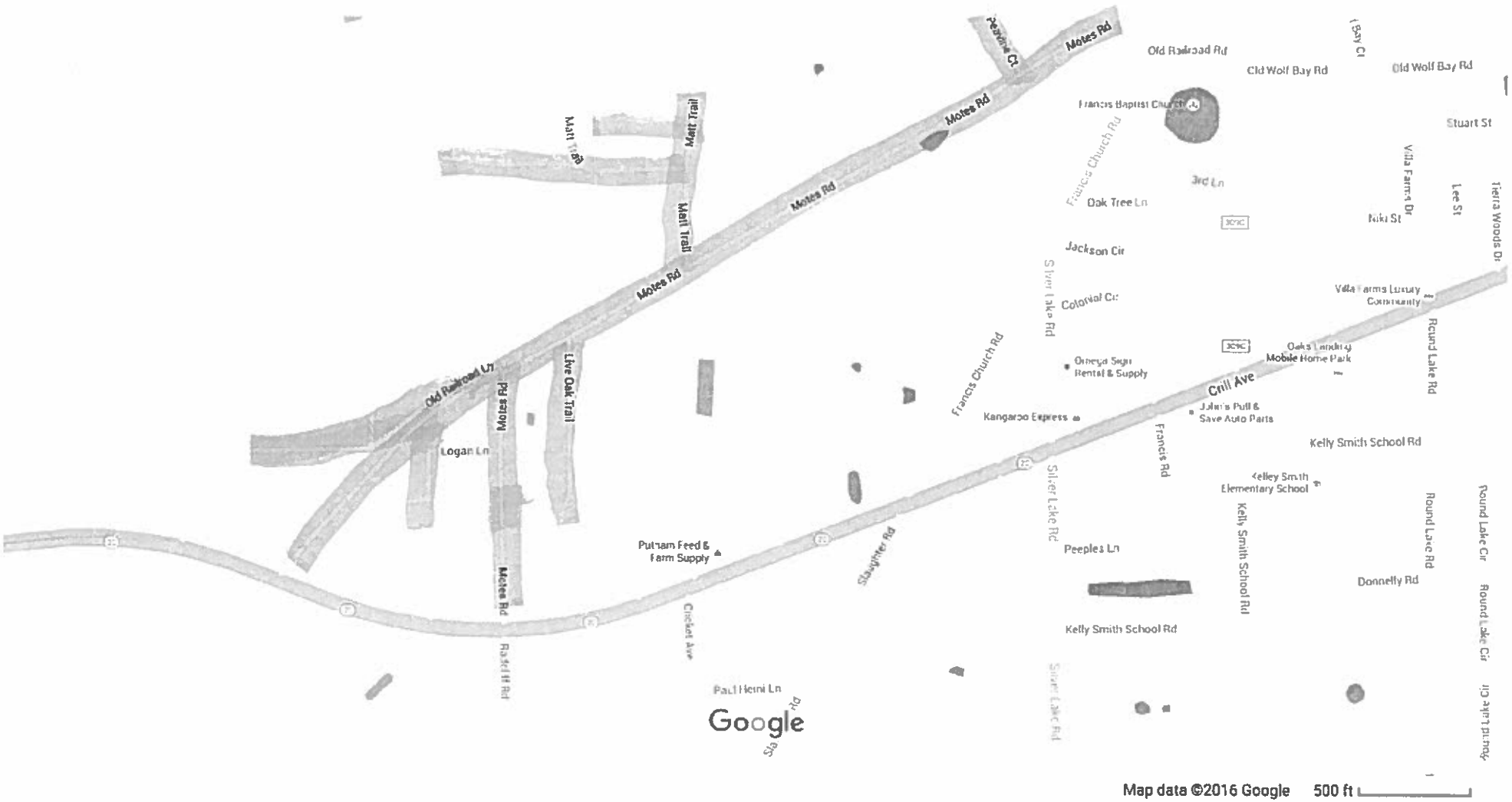
Google Maps


Sunset Ln
Harrell Ln
Pentecostal Revival Academy
Nobles Terrace
W Peniel Rd
Silver Lake
Wilkinson Lane
Gibson Court
Massey Lane
Hetsey Lane
Heath Vending
Cannon Court
W Peniel Rd
Ropin Ln
W Peniel Rd
W Peniel Rd
Silver Lake Rd
Designs By Melanie Wells
Red Fox Trail
All Saints Anglican Church
Silver Lake Rd
St John Lutheran Church
Karen Ct
Mud Lake
Pine Lake
Carl Dennard Cabinet
Grace Community Baptist Church
Church of Christ Westside
Peniel Church Rd
Seaburg Ln
Dinkia Ln
E Peniel Rd
Schwing Ln
Stokes Landing Rd
Google
Map data ©2016 Google
500 ft

Google Maps


Motes Rd
Peacock Ct
Old Railroad Rd
Old Wolf Bay Rd
Wolf Bay Ct
Stuart St
Francis Baptist Church
Francis Church Rd
3rd Ln
Oak Tree Ln
Villa Farms Dr
Lee St
Tierra Woods Dr
Niki St
Matt Trail
Jackson Cir
Silver Lake Rd
Colonial Cir
Villa Farms Luxury Community
Round Lake Rd
Omega Sign Rental & Supply
Oaks Landing Mobile Home Park
Crill Ave
Kangaroo Express
Julian's Pull & Save Auto Parts
Kelly Smith School Rd
Old Railroad Ln
Live Oak Trail
Logan Ln
Francis Rd
Kelley Smith Elementary School
Kelly Smith School Rd
Round Lake Cir
Putnam Feed & Farm Supply
Slaughter Rd
Peeples Ln
Donnelly Rd
Chicket Ave
Radcliff Rd
Paul Heini Ln
Google
Map data ©2016 Google
500 ft

Project Name: W. Palatka Expansion

Out of Town Commercial Accounts

	SM Commercial	LVS Commercial	Non-Fuel	Surcharge
	$10.25	$70.00	$0.853	

Number of LVS Customers: 0

Number of SM Customers: 0

	Equipment	CCF		
0	Water Heater	500	0	0.000
0	Dryers	250	0	0.000
0	Range	500	0	0.000
0	Furnace	850	0	0.000
0			0	0.000
0			0	0.000
0		0	0	0.000
0		0	0	0.000
0		0	0	0.000
0		0	0	0.000

Equipment non-fuel revenues: $0.00

Annual customer charge revenues: $0.00

Total annual commercial revenues: $0.00

Residential Accounts

	Cust. Chg.	Non-Fuel	
	$10.25	$0.893	0.00

Number of Customers: 55

# of units	Appliances	CCF	Total CCF	
15	Tank Water Heater	150	2,250	$2,009.43
40	Tankless Water Heater	130	5,200	$4,644.02
20	Range	50	1,000	$893.08
20	Dryer	50	1,000	$893.08
30	Fire Logs	50	1,500	$1,339.62
15	Grill	25	375	$334.91
4	Furnace	200	800	$714.46
2	Pool Heater	200	400	$357.23

Appliance non-fuel revenues: 11,185.83

Annual customer charge revenues: $6,765.00

Total annual residential revenues: $17,950.83

Cumulative Annual Revenues: $17,950.83

Annual AEP Revenues $0.00

Deposit requirements (minimum $75.00): $2,991.80

Amount to recover $0.00

Main/Service ROI (years): 18.51

Piping ROI (years): #DIV/0!

Years to recover AEP 18.512

Project ROI in years w/Grant 8.701

Main Cost:	269,367
Service Cost:	62,937
Project Cost:	$332,304
Grant:	$176,121
House Piping Estimate	$0

Date: 9/15/2016

Discounted Cash Flow Analysis

Date: 8/27/2016

Project: W. Palatka Expansion

Prepared by: DK

Cash Flow Calculation by Year:	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Revenue	17,950	17,950	17,950	17,950	17,950	17,950	17,950	17,950	17,950	17,950
Other Income	193,214									
Total Operating Revenues	211,164	17,950	17,950	17,950	17,950	17,950	17,950	17,950	17,950	17,950
Operating Expenses	100	250	500	750	750	750	750	750	750	750
Maintenance Expenses										
Specific expenses (excluding depreciation and amort)										
Other Expenses:										
Interest Expense										
Depreciation and Amortization	8,308	8,308	8,308	8,308	8,308	8,308	8,308	8,308	8,308	8,308
Total Expenses	8,408	8,558	8,808	9,058	9,058	9,058	9,058	9,058	9,058	9,058
Operating Income	202,756	9,392	9,142	8,892	8,892	8,892	8,892	8,892	8,892	8,892
Miscellaneous Adjustments (expenses) Income:										
1)										
2)										
Adjustments for Cash Flow:										
Add: Depreciation and Amortization	8,308	8,308	8,308	8,308	8,308	8,308	8,308	8,308	8,308	8,308
Other Working Capital Requirements or Float	-	-	-	-	-	-	-	-	-	-
Operating Cash Flow	211,064	17,700	17,450	17,200	17,200	17,200	17,200	17,200	17,200	17,200
Cash provided by specific project Financing (P&I below)										
Capital Requirements and Financing payment:										
Capital Investment (inc closing costs) & Expenditures	364,554									
Interest Payments on Debt (specific loan only)										
Principal Payments on Debt (specific loan only)										
Net Free Cash Flow to Equity	(153,490)	17,700	17,450	17,200	17,200	17,200	17,200	17,200	17,200	17,200
Add: Yearly Synergies or Other Savings Anticipated										
Asset remaining (Terminal) value										171,663
Net Cash Flow (after purchase w/ 10 yr terminal value)	(153,490)	17,700	17,450	17,200	17,200	17,200	17,200	17,200	17,200	188,863

Net Present Value (NPV)	1,000
Internal Rate of Return (IRR)	12.1%

Zero = Meets Required Return

Revenue Growth Factor %: 1.8%

Required Return on Investment 12%

(The model's required Equity return includes recovery of interest and financing)

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Economic Value Added (EVA)	160,006	(31,364)	(28,623)	(24,885)	(19,900)	(13,918)	(6,940)	1,036	10,009	19,978

10 Year EVA (NPV)	79,000

Notes and Assumptions: Revenue Growth is based on adding slightly more than 1 service per year

FORM APPROVED
OMB No. 0575-0015

Form RD 442-3
(Rev. 3-97)

BALANCE SHEET

Name: City of Palatka - Gas Authority

Address: PO Box 1081
Palatka, FL 32178-1081

	07-31-2016 Month Day Year *Current Year*	09-30-2015 Month Day Year *Prior Year*
ASSETS		
CURRENT ASSETS		
1. Cash on hand in Banks	$466,061.00	$52,424.00
2. Time deposits and short-term investments	$620,026.00	$832,175.00
3. Accounts receivable	$175,909.00	$158,781.00
4. Less: Allowance for doubtful accounts	( )	( )
5. Inventories	$77,171.00	$87,618.00
6. Prepayments		
7.		
8.		
9. Total Current Assets *(Add 1 through 8)*	$1,339,167.00	$1,130,998.00
FIXED ASSETS		
10. Land	$211,543.00	$211,543.00
11. Buildings	$1,420,922.00	$1,420,922.00
12. Furniture and equipment	$849,641.00	$849,641.00
13. Infrastructure	$6,387,951.00	$6,148,066.00
14. Less: Accumulated depreciation	($2,956,440.00)	($2,960,535.00)
15. Net Total Fixed Assets *(Add 10 through 14)*	$5,913,617.00	$5,669,637.00
OTHER ASSETS		
16.		
17.		
18. Total Assets (Add 9, 15, 16 and 17)	$7,252,784.00	$6,800,635.00
LIABILITIES AND EQUITIES		
CURRENT LIABILITIES		
19. Accounts payable	$175,335.00	$180,991.00
20. Notes payable		
21. Current portion of USDA note		
22. Customer deposits	$289,558.00	$261,968.00
23. Taxes payable		
24. Interest payable		
25. Non Current Liabilities > 1-year	$18,163.00	$18,163.00
26. Non Current Liabilities < 1-year	$937,432.00	$937,432.00
27. Total Current Liabilities *(Add 19 through 26)*	$1,420,488.00	$1,398,554.00
LONG-TERM LIABILITIES		
28. Notes payable USDA	$0.00	$0.00
29.		
30.		
31. Total Long-Term Liabilities *(Add 28 through 30)*	$0.00	$0.00
32. Total Liabilities *(Add 27 and 31)*	$1,420,488.00	$1,398,554.00
EQUITY		
33. Retained earnings	$5,642,742.00	$5,642,743.00
34. Memberships		
35. Total Equity (Add *lines* 33 *and* 34)	$5,642,742.00	$5,642,743.00
36. Total Liabilities and Equity *(Add lines 32 and 35)*	$7,063,230.00	$7,041,297.00

CERTIFIED CORRECT | Date | Appropriate Official *(Signature)*

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0015. The time required to complete this information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

USDA
Form RD 1940-20
(Rev. 6-99)

Position 3

FORM APPROVED
OMB No. 0575-0094

REQUEST FOR ENVIRONMENTAL INFORMATION

Name of Project: Palatka Gas W. Palatka Expansi

Location: City of Palatka

Item 1a. Has a Federal, State, or Local Environmental Impact Statement or Analysis been prepared for this project?
☐ Yes ☑ No ☐ Copy attached as EXHIBIT I-A.

1b. If "No." provide the information requested in Instructions as EXHIBIT I.

Item 2. The State Historic Preservation Officer (SHPO) has been provided a detailed project description and has been requested to submit comments to the appropriate Rural Development Office. ☐ Yes ☑ No Date description submitted to SHPO _____

Item 3. Are any of the following land uses or environmental resources either to be affected by the proposal or located within or adjacent to the project site(s)? *(Check appropriate box for every item of the following checklist)*

	Yes	No	Unknown
1. Industrial	☐	☑	☐
2. Commercial	☐	☑	☐
3. Residential	☑	☐	☐
4. Agricultural	☑	☐	☐
5. Grazing	☐	☑	☐
6. Mining, Quarrying	☐	☑	☐
7. Forests	☐	☑	☐
8. Recreational	☐	☑	☐
9. Transportation	☐	☑	☐
10. Parks	☐	☑	☐
11. Hospital	☐	☑	☐
12. Schools	☐	☑	☐
13. Open spaces	☐	☑	☐
14. Aquifer Recharge Area	☐	☑	☐
15. Steep Slopes	☐	☑	☐
16. Wildlife Refuge	☐	☑	☐
17. Shoreline	☐	☑	☐
18. Beaches	☐	☑	☐
19. Dunes	☐	☑	☐
20. Estuary	☐	☑	☐
21. Wetlands	☐	☑	☐
22. Floodplain	☐	☑	☐
23. Wilderness *(designated or proposed under the Wilderness Act)*	☐	☑	☐
24. Wild or Scenic River *(proposed or designated under the Wild and Scenic Rivers Act)*	☐	☑	☐
25. Historical, Archeological Sites *(Listed on the National Register of Historic Places or which may be eligible for listing)*	☐	☑	☐
26. Critical Habitats *(endangered/threatened species)*	☐	☑	☐
27. Wildlife	☐	☑	☐
28. Air Quality	☐	☑	☐
29. Solid Waste Management	☐	☑	☐
30. Energy Supplies	☐	☑	☐
31. Natural Landmark *(Listed on National Registry of Natural Landmarks)*	☐	☑	☐
32. Coastal Barrier Resources System	☐	☑	☐

Item 4. Are any facilities under your ownership, lease, or supervision to be utilized in the accomplishment of this project, either listed or under consideration for listing on the Environmental Protection Agency's List of Violating Facilities? ☐ Yes ☑ No

_____ *(Date)*

Signed: _____ *(Applicant)*

Mayor
_____ *(Title)*

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collections is 0575-0094. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

EXHIBIT 1 – Form RD 1940-20

PRIMARY BENEFICIARIES

New and/or existing residences will benefit from this project. Natural gas will assist in lowering utility bills for newly constructed and/or existing residences and is an environmentally friendly energy source.

In addition, natural gas availability to the W. Palatka area will assist economic development in the commercial and industrial sectors by having this energy source available. Natural gas is a highly sought after energy in many industrial, manufacturing and processing businesses.

AREA DESCRIPTION

Infrastructure installation will be primarily limited to road and street rights of way. The only facilities installed outside of a road or street right of way will be service lines installed on private property to those requesting service. Each such customer will be required to provide a small corridor, on their property, to install facilities to serve their location. No environmentally sensitive areas will be disturbed.

PUBLIC REACTION

The W. Palatka Expansion Project was started with the Gas Authority receiving requests for natural gas service from numerous residences. Prior to the start of this project a press release will be initiated with the local newspaper and the local business community will be advised.

CONSTRUCTION

PGA will install its facilities by horizontal directional drilling, plowing and/or trenching based on the surface conditions and what will least impact the environment while facilitating installation.

ALTERNATIVES TO THE PROPOSED PROJECT

The Gas Authority investigated numerous designs and location alternatives and chose the best option to minimize impacts to the local traffic, businesses and road rights of way.

MITIGATION MEASURES

As indicated above the facilities will primarily be installed within road and street rights of way; road surfaces will not be disturbed and horizontal directional drilling will be utilized in areas of high traffic.

PRELIMINARY ENVIRONMENTAL INFORMATION

Will the proposed project affect the important land resources? No

If Yes, please indicate which lands will be affected.

FLOODPLAIN _____

WETLANDS _____

IMPORTANT FARMLANDS _____

PRIME FOREST LANDS _____

PRIME RANGELANDS _____

_____ _____
CITY OFFICIAL OR CHAIRMAN DATE

PURPOSE: This guide will provide Rural Development with a general knowledge of what important land resources, if any, will be affected by the proposed project

APPLICANT CERTIFICATION OF PRIOR INDEBTEDNESS

_____
Date

Area Director
USDA/Rural Development

Dear Sir/Madame:

This is to certify that the following constitute all of the outstanding obligations (bonded) indebtedness or otherwise, exclusive of operative expense which are liens upon the revenue of the Gas Authority, City of Palatka.

(insert none, if there are no RD funded outstanding obligations)

Date of Issue	Total Amt of Issue	Int. Rate	Amount Outstanding Principle as of	Name of Bond Holder	Status of Lien 1st. 2nd, etc.
None	$		$		
	$		$		
	$		$		
	$		$		
	$		$		
	$		$		
	$		$		

_____
(Mayor or Chairman)

_____
(Clerk)

_____
(Attorney)

(Revised 03/07)

APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

1. TYPE OF SUBMISSION: Application ☑ Construction ☐ Non-Construction	Pre-application ☑ Construction ☐ Non-Construction	**2. DATE SUBMITTED**	Applicant Identifier
		3. DATE RECEIVED BY STATE	State Application Identifier
		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name: City of Palatka	**Organizational Unit:**
	Department: Palatka Gas Authority
Organizational DUNS: 010595445	Division:
Address:	**Name and telephone number of person to be contacted on matters involving this application (give area code)**
Street: PO Box 1081	Prefix: / First Name: Donald
City: Palatka	Middle Name: E
County: Putnam	Last Name: Kitner
State: FL / Zip Code: 32178-1081	Suffix:
Country: United States	Email: dkitner@palatkagas.org
6. EMPLOYER IDENTIFICATION NUMBER *(EIN)*: 59-6000401	Phone Number (give area code): 386-328-1591 / Fax Number (give area code): 386-325-9373

8. TYPE OF APPLICATION: ☑ New ☐ Continuation ☐ Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify)	**7. TYPE OF APPLICANT:** (See back of form for Application Types) C- Municipal Other (specify) **9. NAME OF FEDERAL AGENCY:** USDA Rural Development
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 10-766 TITLE (Name of Program): Community Facilities	**11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:** Palatka Gas - W. Palatka Expansion
12. AREAS AFFECTED BY PROJECT *(Cities, Counties, States, etc.)*: City of Palatka	
13. PROPOSED PROJECT Start Date: 01/02/2017 / Ending Date: 12/30/2017	**14. CONGRESSIONAL DISTRICTS OF:** a. Applicant: FL - 5th / b. Project: FL - 5th & FL - 6th

15. ESTIMATED FUNDING:		**16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?**
a. Federal	$ 193,214 .00	a. Yes. ☑ THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:
b. Applicant	$ 171,340 .00	
c. State	$ .00	
d. Local	$ .00	b. No. ☐ PROGRAM IS NOT COVERED BY E. O. 12372
e. Other	$ .00	☐ OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
f. Program Income	$ .00	**17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?**
g. TOTAL	$ 364,554 .00	☐ Yes If "Yes" attach an explanation. ☑ No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

a. Authorized Representative		
Prefix	First Name	Middle Name
Last Name		Suffix
b. Title: Mayor		c. Telephone Number (give area code): 386-329-0103
d. Signature of Authorized Representative		e. Date Signed

INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

Item:	Entry:	Item:	Entry:
1.	Select Type of Submission.	11.	Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project.
2.	Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable).	12.	List only the largest political entities affected (e.g., State, counties, cities).
3.	State use only (if applicable).	13	Enter the proposed start date and end date of the project.
4.	Enter Date Received by Federal Agency Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. If for a new project, leave blank.	14.	List the applicant's Congressional District and any District(s) affected by the program or project
5.	Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e-mail and fax of the person to contact on matters related to this application.	15	Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15.
6.	Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service.	16.	Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process.
7.	Select the appropriate letter in the space provided. A. State B. County C. Municipal D. Township E. Interstate F. Intermunicipal G. Special District H. Independent School District I. State Controlled Institution of Higher Learning J. Private University K. Indian Tribe L. Individual M. Profit Organization N. Other (Specify) O. Not for Profit Organization	17.	This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes.
8.	Select the type from the following list: • "New" means a new assistance award. • "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date. • "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision enter the appropriate letter: A. Increase Award B. Decrease Award C. Increase Duration D. Decrease Duration	18	To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.)
9.	Name of Federal agency from which assistance is being requested with this application.		
10.	Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested.		

OMB Approval No. 0348-0041

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	$ 750 .00	$ .00	$ 750 .00
2. Land, structures, rights-of-way, appraisals, etc.	$ .00	$ .00	$ .00
3. Relocation expenses and payments	$ .00	$ .00	$ .00
4. Architectural and engineering fees	$ 3,500 .00	$ .00	$ 3,500 .00
5. Other architectural and engineering fees	$ .00	$ .00	$ .00
6. Project inspection fees	$ 28,000 .00	$ .00	$ 28,000 .00
7. Site work	$ .00	$ .00	$ .00
8. Demolition and removal	$ .00	$ .00	$ .00
9. Construction	$ 332,304 .00	$ .00	$ 332,304.00
10. Equipment	$ .00	$ .00	$ .00
11. Miscellaneous	$ .00	$ .00	$ .00
12. SUBTOTAL *(sum of lines 1-11)*	$ 364,554 .00	$ 0 .00	$ 364,554 .00
13. Contingencies	$ .00	$ .00	$ .00
14. SUBTOTAL	$ 364,554 .00	$ 0 .00	$ 364,554 .00
15. Project (program) income	$ 0 .00	$ .00	$ 0 .00
16. TOTAL PROJECT COSTS *(subtract #15 from #14)*	$ 364,554 .00	$ .00	$ 364,554 .00

FEDERAL FUNDING

17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.	Enter eligible costs from line 16c Multiply X _____ %	$ 0 .00

INSTRUCTIONS FOR THE SF-424C

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0041), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

This sheet is to be used for the following types of applications: (1) "New" (means a new [previously unfunded] assistance award); (2) "Continuation" (means funding in a succeeding budget period which stemmed from a prior agreement to fund); and (3) "Revised" (means any changes in the Federal Government's financial obligations or contingent liability from an existing obligation). If there is no change in the award amount, there is no need to complete this form. Certain Federal agencies may require only an explanatory letter to effect minor (no cost) changes. If you have questions, please contact the Federal agency.

Column a. - If this is an application for a "New" project, enter the total estimated cost of each of the items listed on lines 1 through 16 (as applicable) under "COST CLASSIFICATION."

If this application entails a change to an existing award, enter the eligible amounts *approved under the previous award* for the items under "COST CLASSIFICATION."

Column b. - If this is an application for a "New" project, enter that portion of the cost of each item in Column a. which is *not* allowable for Federal assistance. Contact the Federal agency for assistance in determining the allowability of specific costs.

If this application entails a change to an existing award, enter the adjustment [+ or (-)] to the previously approved costs (from column a.) reflected in this application.

Column. - This is the net of lines 1 through 16 in columns "a." and "b."

Line 1 - Enter estimated amounts needed to cover administrative expenses. Do not include costs which are related to the normal functions of government. Allowable legal costs are generally only those associated with the purchases of land which is allowable for Federal participation and certain services in support of construction of the project.

Line 2 - Enter estimated site and right(s)-of-way acquisition costs (this includes purchase, lease, and/or easements).

Line 3 - Enter estimated costs related to relocation advisory assistance, replacement housing, relocation payments to displaced persons and businesses, etc.

Line 4 - Enter estimated basic engineering fees related to construction (this includes start-up services and preparation of project performance work plan).

Line 5 - Enter estimated engineering costs, such as surveys, tests, soil borings, etc.

Line 6 - Enter estimated engineering inspection costs.

Line 7 - Enter estimated costs of site preparation and restoration which are not included in the basic construction contract.

Line 9 - Enter estimated cost of the construction contract.

Line 10 - Enter estimated cost of office, shop, laboratory, safety equipment, etc. to be used at the facility, if such costs are not included in the construction contract.

Line 11 - Enter estimated miscellaneous costs.

Line 12 - Total of items 1 through 11.

Line 13 - Enter estimated contingency costs. (Consult the Federal agency for the percentage of the estimated construction cost to use.)

Line 14 - Enter the total of lines 12 and 13.

Line 15 - Enter estimated program income to be earned during the grant period, e.g., salvaged materials, etc.

Line 16 - Subtract line 15 from line 14.

Line 17 - This block is for the computation of the Federal share. Multiply the total allowable project costs from line 16, column "c." by the Federal percentage share (this may be up to 100 percent; consult Federal agency for Federal percentage share) and enter the product on line 17.

OMB Approval No. 0348-0042

ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property aquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.

14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).

16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE Mayor
APPLICANT ORGANIZATION City of Palatka	DATE SUBMITTED August 29, 2016

Attachment to Legal Services Agreement
Local Counsel

Owner City of Palatka Gas Authority Phone 386 329 0100

Attorney Donald E. Holmes, P.A. Phone 386 328 1111

Project Name Palatka Gas Authority, W. Palatka Expansion

Itemization of Services Provided and Fee Charged:	# of Hours	$ Per Hour	Total
1. Review of USDA Grant Contract	2	$150	$300
2. Review of Construction Contracts	2	$150	$300
4. Other	1	$150	$150
TOTAL			**$750.00**

Owner Signature (date)

Attorney Signature (date)

Committed to the future of rural communities.

"USDA is an equal opportunity provider, employer and lender."
To file a complaint of discrimination write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice or TDD).

CITY COMMISSION AGENDA ITEM

SUBJECT:
Adopt Resolution No. 2016-12-69 authorizing the execution of a Temporary Golf Course Management Agreement with Heartz Golf, LLC to expire 12/31/16

SUMMARY:
Staff has come to a temporary management agreement with Heartz Golf, LLC regarding the temporary management of the Palatka Golf Club and food/beverage operations. This is a three-month contract which will allow the City to work out issues with insurance, property taxes and other issues with entering into a management agreement per the proposal submitted by Heartz Golf, LLC in response to the City's RFP 2016-02. The City will compensate Heartz Golf, LLC for services by payment of a monthly stipulated sum of $6,750.00

On July 28, 2016 the City Commission adopted a resolution ranking Heartz Golf, LLC was selected as the top-ranked respondent to the RFP.

RECOMMENDED ACTION:
Adopt the resolution authorizing the execution of a Temporary Management Agreement with Heartz Golf, LLC for the management and operation of Palatka Golf Club.

ATTACHMENTS:

Description	Type
Management Agreement	Exhibit
Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 3:21 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 3:22 PM

RESOLUTION No. 2016-12-69

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE EXECUTION OF A TEMPORARY AGREEMENT FOR MANAGEMENT SERVICES FOR THE PALATKA GOLF COURSE BETWEEN HEARTZ GOLF, LLC AND THE CITY OF PALATKA, FLORIDA

WHEREAS, on February 11, 2016, Request for Proposals (RFP) No. 2016-02 was advertised for the operation of the golf course and/or food and beverage operation, for which four (4) proposals were received; and

WHEREAS, on July 28th the Palatka City Commission adopted Resolution No. 2016-12-49 ranking the proposals based upon the recommendation of the RFP-2016-02 Evaluation Committee ranking recommendation, which ranked Heartz Golf, LLC as the top resondent; and

WHEREAS, the City of Palatka as reached an agreement with Heartz Golf, LLC on terms for a temporary management agreement for a three month term commencing October 1, 2016; and

WHEREAS, the Palatka City Commission has determined that entering into the Temporary Agreement with Heartz Golf, LLC for management services of the Palatka Golf Course is in the best interest of the City of Palatka.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida:

1. That the Temporary Management Services Agreement between Heartz Golf, LLC and the City of Palatka is hereby approved; and

2. That the City Manager and City Clerk are hereby authorized to execute and attest the Temporary Agreement for a three month term commencing October 1, 2016.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 22nd day of September 2016.

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM
AND CORRECTNESS:

Terms and Conditions of an Agreement Between:
(Hereafter referred to as "*Agreement*")

Heartz Golf, LLC
145 Brittany Lane
Palm Coast, FL 32137
(386) 864-5306
aheartz@pga.com
(Hereafter referred to as "*Company*")

and

City of Palatka, Florida
201 North Second Street
Palatka, FL 32177
T: (386) 329-0100
F: (386) 329-0106
tsuggs@palatka-fl.gov
(Hereafter referred to as "*City"*)
(City and Company hereafter referred to as, each a "*Party*", collectively, "*Parties*")

for

Palatka Golf Club
(Hereafter referred to as *"Golf Course"* or *"Project"*)

October 1, 2016
(Hereafter referred to as the *"Effective Date"*)

TABLE OF CONTENTS

Article I -- Company's Responsibilities 2
Article II -- Company's Compensation 3
Article III -- City's Responsibilities 3
Article IV -- Agreement Terms and Provisions 5
Article V – Acceptance of Agreement 9
Attachment A – Company's Scope of Services 10

Article I -- Company's Responsibilities

1.1 Basic Project Information

The City owns the Golf Course and desires the Company to manage the operation, maintenance and capital improvement of the Golf Course.

1.2 Agreement Term and Schedule

The Agreement term shall be three (3) months to begin October 1, 2016:

1.3 Company's Services

i. The Company shall complete those tasks as described in Attachment A ("Services"), the completion of which shall direct the Golf Course's operation, maintenance and capital improvement (the "Work").

ii. The Company shall have the authority to make decisions and changes to the Work in accordance with the completion of the Services.

iii. The Company shall keep the City informed of observations concerning the progress and quality of the Work as outlined in Attachment A. The Company shall report to the City any observed deviations in the completion of the Work.

iv. The Company shall complete the Services as an independent contractor to the City. Neither Party shall be an employee of, partner of, or joint venturer with the other and neither Party so

hold itself out. By providing these periodic evaluations of the Work and completing the Services, the Company shall not be responsible for the acts or omissions of the City, or any of the City's subcontractor's, agents or employees, or any other persons performing any of the Work as recommended by the Company in the completion of the Services.

1.4 Company's Supplemental Services

The Company shall provide only those Services specifically enumerated in Attachment A. The Company may agree to provide Supplemental Services to the City after execution of this Agreement, without invalidating the Agreement. The Company shall not provide any Supplemental Services without the prior written consent and approval of the Company and the City regarding scope of work and fees.

Article II -- Company's Compensation

2.1 Compensation

The City shall compensate the Company for the Services by payment of a Monthly Stipulated Sum of $6,750. Payments shall be made upon presentation of Company's Invoices, which shall be submitted upon the 1st day of each calendar month following the Effective Date up to and including December 30, 2016.

2.2 Payment Terms

All amounts due the Company under this Agreement are due ten (10) days from the invoice date.

Article III -- City's Responsibilities

3.1 City Representative

City shall designate a representative authorized to act on the City's behalf with respect to the Project. The City hereby designates Terry Suggs to act in this capacity.

3.2 Personnel Employed at the Golf Course

Unless the Parties mutually agree otherwise, all personnel employed at the Palatka Golf Club shall remain employees of the City. Such personnel shall be subject to the City's existing employment practices and policies, as applicable. In

the event the Company shall recommend in good faith that the City terminate or suspend the employment of any such City employee, the City shall terminate or suspend such employment as recommended by the Company, unless the City shall demonstrate to the Company's reasonable satisfaction that such suspension or termination would be unlawful. The City shall in any event retain the final authority and responsibility for hiring, suspending or terminating all City employees employed at the Project.

3.3 Fiscal Obligations of the Golf Course

The City shall be solely responsible for the collection of the Golf Course's revenues and payment of the Golf Course's expenses. Company shall be responsible for the supervision, direction and monitoring of such collection and payment only as described by the Services.

3.4 Right of First Refusal for Lease or Sale

If, at any time during the term of the Agreement, the City desires to lease or sell the Golf Course to any third party, the City shall first offer to lease or sell the Golf Course to the Company upon the same price and terms as the City intends to offer to or receives from any third party. The City shall submit such terms to the Company in writing (the "Offer Notice"), following which the Company, by written notice, shall have sixty (60) days from its receipt of the Offer Notice to exercise its right to lease or purchase the Golf Course for the terms specified by the Offer Notice. Should the Company fail or otherwise refuse to exercise its right to lease or purchase the Golf Course, then the City shall thereafter be free to lease or sell the Golf Course to any third party under terms that are materially similar to those contained in the Offer Notice. The City and Company agree that any purchase price or lease rate that is 95% of any purchase price or lease rate specified in the Offer Notice shall not be deemed to be a material difference from the terms contained in the Offer Notice.

Article IV – Agreement Terms and Provisions

4.1 Termination by the Parties

i. By mutual agreement and through written notice the Parties may terminate this Agreement for convenience and without cause effective upon completion of the term. Should the Parties elect to so terminate this Agreement, the Company shall be due all Monthly Stipulated Sums earned or accrued through termination date.

ii. The Parties may terminate this Agreement only for cause ("Event of Default"), which shall include failure by either Party to perform any

term or covenant of this Agreement in any material respect, and such failure continues for thirty (30) days or more after written notice of such failure is given by one Party to the other, provided that if the failure is of such nature that it cannot be reasonably corrected within such thirty (30) day period, such failure shall not constitute an Event of Default so long as the defaulting Party institutes curative action within the applicable period and diligently pursues that action to completion.

iii. The City may terminate this Agreement for its convenience upon thirty (30) days written notice should it enter into a binding agreement to lease or sell the Golf Course and the Company has failed or refused to exercise its right of first refusal as provided in Section 3.4, above. Should the City elect to so terminate this Agreement, then the City shall pay the Company a Termination Fee equal to not less than twelve (12) months times the Monthly Stipulated Sum, which fee shall be due upon the date of termination. In addition to the Termination Fee, the Monthly Stipulated Sums payable to the Company for its Services shall be paid through the date of termination.

4.2 Termination of Agreement

i. Unless the Parties shall elect to extend this Agreement pursuant to clause ii of this Section 4.2 prior to November 30, 2016 this Agreement will terminate on December 31, 2016.

ii. This Agreement will terminate on December 31, 2016 unless the Parties shall enter into a binding agreement to extend this Agreement, provided any such extension agreement shall:

a. Be in effect for a period of not less than three (3) months.

b. Maintain all other terms and provisions of this Agreement for the term of the extension, unless the Parties mutually agree otherwise.

iii. This Agreement will terminate should the Parties enter into a binding agreement for the Company to lease/manage the Golf Course from the City, with such termination to be effective as of the date of the parties' execution of such agreement.

iv. This Agreement will terminate should the Parties enter into a binding agreement for the Company to purchase the Golf Course from the City, with such termination to be effective as of the date of the closing of the Company's purchase of the Golf Course.

4.3 Disputes

The Parties shall endeavor to settle unresolved claims and disputes between them by mediation as a condition precedent to arbitration or the institution of legal or equitable proceedings by either party, which, unless the Parties mutually agree otherwise, shall be submitted to JAMS, or its successor, for resolution. The Parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

4.4 Instruments of Service

Drawings, specifications, and other documents prepared by the Company are Instruments of Service for use solely with respect to the Project. All original materials, reports documents, drawings, specifications, computations, sketches, test data, photographs and renderings related to the services and work performed hereunder shall be the property of the City.

4.5 Confidentiality of Information

i. "Confidential Information" shall mean all information (in written, oral or electronic form) that is disclosed between the Parties including, without limitation, business and marketing information, analyses, budgets, presentations, strategies, techniques, documentation, designs, procedures, inventions, files, memoranda, reports, drawings, plans, customer lists or other account information, trade secrets, know how, means, or other intellectual property, and any information relating to the present and future business operations or financial condition of either Party or the Golf Course. Confidential Information does not include information which: **(a)** has been published or is now in the public domain, or in the future becomes published or in the public domain through no action of the receiving Party (the "Recipient"); **(b)** subsequent to disclosure hereunder, is received by the Recipient from a third party not known by the Recipient to be under an obligation of confidentiality to the disclosing Party; **(c)** is independently developed by Recipient without reference to the Confidential Information; or **(d)** is disclosed with the prior written

approval of the disclosing Party. Any Party asserting that information is not Confidential Information by virtue of any of (a) through (d) hereof shall have the burden of proof on such issue.

ii. The Confidential Information shall **(a)** be kept confidential by the Recipient, **(b)** not be used by the Recipient in any way detrimental to the disclosing Party, and **(c)** not be used by the Recipient other than in connection with the Services. The Recipient may disclose the Confidential Information only to necessary directors, officers, agents, employees, consultants, attorneys, or representatives (collectively, the "Representatives"), on a need to know basis. The Recipient will **(i)** inform each of its Representatives of the confidentiality of the Confidential Information and of this Agreement, **(ii)** direct its Representatives not to use the Confidential Information other than in connection with the Discussions, and **(iii)** be responsible for any improper use of the Confidential Information by its Representatives. Upon termination of this Agreement, each Party shall promptly return Confidential Information it has received hereunder to the other Party.

4.6 Indemnity

i. Company and City shall each indemnify, defend and hold each other, their officers, agents and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising out of their negligent performance of this Agreement, subject to any limitations set forth in this Agreement.

ii. City shall indemnify, defend and hold the Company its officers, agents and employees harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees) or claims for injury or damages arising from City's use of any Instruments of Service before such Instruments are approved by appropriate governmental agencies, use of drawings for other projects and use of any preliminary drawing or specification not intended or labeled as "For Construction" for construction purposes, subject to any limitations set forth in this Agreement.

4.7 Limitation of Liability

Liability under this Agreement shall be limited to direct, actual damages only. In no event shall either Party be liable to the other for consequential, incidental,

punitive or special damages, including but not limited to damages for lost profits, frustration of economic or business expectations, non-operation or increased expense of operation of systems or equipment.

4.8 Insurance

Company does hereby covenant and agree to obtain and keep in full force and effect the insurance coverages set forth below and to furnish City with certificates of insurance evidencing such coverage upon request, which insurance shall, to the extent permitted by Company's insurance company, name the City as additional named insured and shall contain a thirty (30) day cancellation or material change prior notice provision. If permitted by the Company's insurance company, such policies shall contain a waiver of subrogation in favor of the City.

i. Comprehensive General Liability. Company shall maintain comprehensive general liability insurance with minimum limits of US$1,000,000 per person and US$1,000,000 per occurrence for bodily injuries and US$1,000,000 per occurrence for property damages, which insurance shall include, but not be limited to, contractual liability, products and completed operations, broad-form G.L. endorsement, and personal injury coverage.

ii. Automobile Liability Insurance. Company shall maintain comprehensive automobile liability insurance covering all owned, non-owned, and hired vehicles with minimum combined single limits of US$1,000,000 for bodily injury or property damage arising out of ownership, maintenance, or use of any motor vehicle.

iii. Professional Liability/Errors and Omissions. Company shall maintain professional liability and errors and omissions coverage with minimum limits of US$1,000,000.

4.9 Extent and Amendment of Agreement

This Agreement represents the entire Agreement between the Parties with respect to the subject matter hereof, superseding all previous oral or written communications, representations, or agreements and shall be binding on and shall inure to the benefit of the successors and assigns of each Party. This Agreement may be modified only by a writing signed by both Parties. This Agreement may be signed by one or more counterparts, each of which shall constitute an original.

4.10 Severability

In the event that any term or provision of this Agreement is found to be void, invalid or unenforceable for any reason, that term or provision shall be deemed to be stricken from this Agreement, and the balance of the Agreement shall survive and remain enforceable.

4.11 Assignment; Binding Effect

Neither the City nor the Company shall assign or transfer their interest in this Agreement without the prior written consent of the other. This Agreement shall be binding upon and inure to the benefit of the Company, the City, and their respective successors and assigns.

4.12 Notice

The Parties shall have been deemed to give notice to the other Party when such notice is sent by Registered Mail, Federal Express or United Parcel Service to the address indicated on page one (1) of this Agreement.

Article V – Acceptance of Agreement

The Agreement shall be deemed accepted and binding from the moment of both (i) its execution by the Parties and (ii) by City's delivery of the Contract Signing Fee due pursuant to Section 2.1 to the Company. Unless otherwise specified, this Agreement shall be governed by the laws of the State of Florida. Any legal action arising from this contract must be brought in Putnam County, Florida.

For:

THE CITY OF PALATKA

By:_____
Terry K. Suggs, CITY MANAGER

ATTEST for City of Palatka:

_____
Betsy J. Driggers, CITY CLERK

HEARTZ GOLF, LLC

By:_____
Andrew Heartz, PRESIDENT

WITNESSES (2) for Heartz Golf, LLC:

_____
Print Name:

_____
Print Name:

Attachment A

Manual of Operations, Policies and Procedures

August 2016

Prepared and Submitted by:

Heartz Golf, LLC

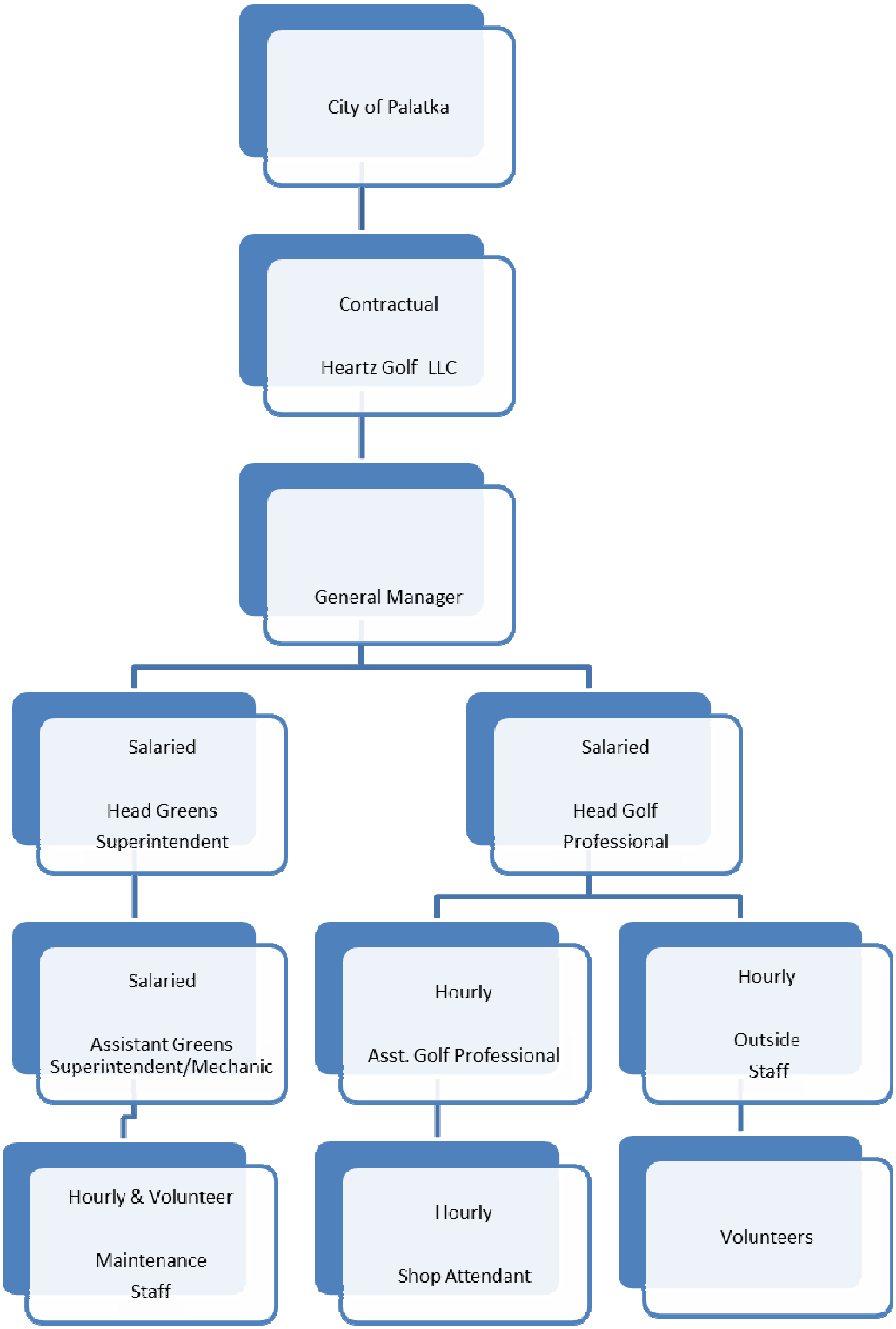
TABLE OF CONTENTS

1. ORGANIZATIONAL CHART OF PERSONNEL

2. JOB DESCRIPTIONS
    - 2.1. Pro Shop
        - 2.1.1. Director of Golf
        - 2.1.2. Head Professional
        - 2.1.3. Assistant Golf Professional/Shop Attendant
        - 2.1.4. Cart Attendant
    - 2.2. Maintenance
        - 2.2.1. Superintendent
        - 2.2.2. Assistant Superintendent/Mechanic
        - 2.2.3. Laborer
    - 2.3. Volunteers
        - 2.3.1. Registration Form

3. INSIDE OPERATIONS
    - 3.1. Time keeping and scheduling
    - 3.2. Green Fee and Membership Pricing
    - 3.3. Inventory and Inventory Controls
    - 3.4. Sales and discounting
    - 3.5. Shop credit
    - 3.6. Voided transactions & Special Orders
    - 3.7. Beginning of Day Checklist
    - 3.8. End of Day Checklist
    - 3.9. Daily Close Checklist
    - 3.10. Outside Checklist
    - 3.11. Driving range checklist
    - 3.12. Accident and incident reporting
    - 3.13. Weather alerts and policies

1.0 Organizational Chart



2.0 Job Descriptions

2.1 Pro Shop

2.1.1 General Manager

Position Concept: To install a versatile, experienced, accredited and highly capable staff member that becomes the sole source of responsibility for all inside golf operations, sales and marketing. The general manager would be responsible for all aspects of the golf operation while working cooperatively with other department managers. The GM coordinates and administers Heartz Golf and City of Palatka policies, develops operating policies and procedures in conjunction with Heartz Golf and directs the work of all assistant and seasonal employees. The GM implements and monitors the budget, monitors the quality of products and services and ensures maximum guest satisfaction. The GM secures and protects golf course assets, including financial, facilities and equipment.

This position would report directly to City of Palatka

Specific Responsibilities (in conjunction with Heartz Golf):

- Develops / coordinates the development of long range and annual business plans.
- Develops / implements general policies.
- Approves specific operational policies, programs, and procedures in harmony with the mission and general policies.
- Monitors the performance of all daily operations, functions and services; assures high standards and total customer satisfaction.
- Establishes personnel policies; ensures proper hiring, training, supervising, personal development and corrective action in accordance with fair labor standards, safety and established policy.
- Ensures accurate recording of hourly labor and timely, accurate payroll processing.
- Oversees the development of operating procedures and training manuals.
- Develops emergency and safety procedures.
- Maintains active memberships in appropriate professional organizations.
- Coordinates the development of operating and capital budgets; monitors financial statements, reviews income and expenses relative to plans, implements corrective measures as needed, and reports status on a monthly basis.
- Manages and oversees all accounting, inventories, banking, audit procedures, cash flow, and establishes controls to safeguard funds and assets.
- Meets, greets, and welcomes prospective customers/ patrons.
- Makes recommendations for capital improvements, supplies and equipment.

- Assures operational compliance with local, state, and federal laws.
- Maintains knowledge and compliance with all lease terms and contractual obligations.
- Oversees the care and maintenance of all physical assets and facilities.
- Coordinates the club's marketing and promotional programs to recruit members/patrons.
- Ensures the highest standards for golf services and programs, golf course and practice area, food and beverage, sports and recreation, entertainment and other club services.
- Establishes and monitors compliance with all purchasing policies and procedures.
- Ensures and initiates programs to provide members with a variety of innovative functions, programs and events.
- Oversees and works with department heads to schedule and supervise staffing.
- Conducts regularly scheduled staff meetings.

Minimum Qualifications:

- 4-year College Degree preferred (business management, finance, management, hospitality)
- Member in Good Standing: PGA, CMAA or comparable professional organization.
- Minimum 3 years prior experience in golf and hospitality management with specific experience in public daily fee operations.
- Solid understanding of business fundamentals in a business environment.
- Successful in managing P&L's, budgets and the progressive financial management of facility.
- Proficient in computer knowledge and use of Microsoft applications.
- Experience with POS and tee time systems.
- Excellent time management, organization and prioritization skills.
- Excellent communication, leadership and employee development skills.
- Valid FL Driver's License.
- Communicates regularly with City of Palatka staff and attends regular meetings of same, as may be requested from time to time.

2.1.2 Head Golf Professional

Position Concept: The Golf Professional will oversee and manage the golf operation and work cooperatively with other departments while reporting to the General Manager. It is our intent that the Golf Professional be a motivated and energetic individual that

apprentices under and seeks to absorb knowledge from the General Manager, such that a culture of being able to "promote from within" becomes possible at Palatka Golf Club.

Specific Responsibilities:

1. Recruitment, hiring, training, and supervision of all staff including assistant professionals, outside cart assistants, mechanics, starters and rangers.
2. Implementation of policies and procedures and regular scheduling of staff meetings at the direction of the GM.
3. Oversee the rental and maintenance of golf cars.
4. Oversee the reservation system, starting, and monitoring of play.
5. Track and verify all players and guests, golf cars, club care, lockers, handicap fees, and other charges necessary, and facilitate proper controls.
6. Oversee the administration of the handicap program.
7. Enforce all rules and regulations governing golf course usage.
8. Develop and manage an innovative tournament program that services all customer segments.
9. Develop and oversee the golf instruction and golfer development programs for all customer segments.
10. Oversee the operations of a well-managed practice facility.
11. Maintain close working relationship and be compatible with other department heads.
12. Assist in the marketing and promotion of new memberships and programmed play.
13. Assist in the preparation of budgets, including forecasting and review of all golf revenues and expenses on a daily, weekly, monthly, and annual basis in collaboration with the GM.
14. Maintain and oversee a profitable merchandise concession that is consistent with patron demographics and needs.
15. Establish sales goals and forecasts for all golf programs and services, monitor and analyze reports.
16. Oversee all golf-related purchasing.
17. Implement cash and systems controls to ensure the safekeeping of assets, inventory and resources.
18. Oversee and approve all weekly golf staff time sheets /payroll, purchase orders, and invoices.
19. Supervise physical inventories and the display of merchandise. Assist in the development of necessary systems to safeguard inventories.

20. Assist in the publication of newsletters, informational and promotional materials.

21. Compile information from market competition for comparison studies to properly position the facility in the marketplace.

Minimum Qualifications:

- 2-year College Degree preferred (business management, finance, management, hospitality)
- Member in Good Standing: PGA or comparable professional organization.
- Minimum 2 years prior experience as a Head Golf Professional, with specific experience in public daily fee operations.
- Solid understanding of business fundamentals in a business environment.
- Successful in managing P&L's, budgets and the progressive financial management of facility.
- Proficient in computer knowledge and use of Microsoft applications.
- Experience with POS and tee time systems.
- Excellent time management, organization and prioritization skills.
- Excellent communication, leadership and employee development skills.
- Valid FL Driver's License

2.1.3 Assistant Golf Professional / Shop Attendant

Position Concept: The Assistant Golf Professional will oversee and manage the golf operation and work cooperatively with other departments while reporting to the General Manager and Head Golf Professional. It is our intent that the Assistant Golf Professional be a motivated and energetic individual that apprentices under and seeks to absorb knowledge from his/her direct reports, such that a culture of being able to "promote from within" becomes possible at Palatka Golf Club.

Specific Responsibilities:

1. Conduct all duties and responsibilities of the Head Golf Professional in their absence.
2. Oversee the preparedness and use of golf cars.
3. Oversee the reservation system, starting, and monitoring of play.
4. Track and verify all players and guests, golf cars, club care, lockers, handicap fees, and other charges necessary, and facilitate proper controls.
5. Enforce all rules and regulations governing golf course usage.

6. Oversee and maintain the proper and accurate entry of individual transactions in the point-of-sale system.
7. Develop and oversee the golf instruction and golfer development programs for all customer segments.
8. Oversee the operations of a well-managed practice facility.
9. Maintain close working relationship and be compatible with other department heads.
10. Assist in the marketing and promotion of new memberships and programmed play as directed.
11. Assist in the preparation of budgets, including forecasting and review of all golf revenues and expenses on a daily, weekly, monthly, and annual basis in collaboration with the GM and Head Golf Professional.
12. Maintain and oversee a profitable merchandise concession that is consistent with patron demographics and needs.
13. Implement cash and systems controls to ensure the safekeeping of assets, inventory and resources.
14. Supervise physical inventories and the display of merchandise. Assist in the development of necessary systems to safeguard inventories.
15. Assist in the publication of newsletters, informational and promotional materials.
16. Compile information from market competition for comparison studies to properly position the facility in the marketplace.

Minimum Qualifications:

- 2-year College Degree preferred (business management, finance, management, hospitality)
- Member in Good Standing: PGA or comparable professional organization.
- Solid understanding of business fundamentals in a business environment.
- Proficient in computer knowledge and use of Microsoft applications.
- Experience with POS and tee time systems.
- Excellent time management, organization and prioritization skills.
- Excellent communication, leadership and employee development skills.
- Valid FL Driver's License

2.1.4 Golf Cart Attendant

Position Concept: The Golf Cart Attendant is responsible for the preparation and return of the golf carts, as well as other outside duties. The position provides patrons with friendly, courteous service and reports to the inside pro shop staff, including the General Manager, Head Golf Professional and Assistant Golf Professional.

Specific Responsibilities:

1. Welcome players to the property as applicable.
2. Monitor and assist in the maintenance of the parking lot, walkways, bag drop, practice green, cart building, carts and cart accessories.
3. Complete opening and closing checklists as appropriate.
4. Gather working knowledge of the daily playing information and communicate it to patrons as appropriate.
5. Competition for comparison studies to properly position the facility in the marketplace.

Minimum Qualifications:

- Good organizational, verbal, mental and visual skills.
- Ability to use logical and rational thinking to address social situations and scenarios.
- Working knowledge of golf and golf terminology.
- Ability to perform moderate physical work which may require lifting up to 60 pounds occasionally, 30 pounds frequently, and up to 10 pounds constantly.
- Perform activities such as bending, kneeling, crouching, climbing, reaching, standing, pushing, lifting and grasping.
- Ability to work outside.
- Valid FL Driver's License

2.2 Maintenance

2.2.1 Head Greens Superintendent

Position Concept

This position is responsible for maintaining the golf course, club house grounds, and the oversight of the golf course maintenance department. This position reports directly to Heartz Golf and is tasked with the suitable presentation of the course in a condition that meets or exceeds customer expectations.

Specific Responsibilities:

1. Responsible for the esthetic and technical qualities of the entire playing surface of the course, greens, tees, fairway, roughs and surrounding areas.
2. Hire, train and supervise maintenance staff and dismiss as necessary according to guidelines put forth by the Heartz, LLC.
3. Enforce OSHA regulations.
4. Ensure that employees are informed on what protective equipment and/or clothing is required and when it is required.
5. Schedule and supervise work of golf course maintenance crew and be responsible for their work quality and actions as pertained to the job.
6. Ensure that all new employees are properly trained.
7. Hold safety meetings with employees on an ongoing basis as required by worker's compensation.
8. Prepare, present and execute maintenance budget.
9. Prepare, present and execute capital equipment budget under the guidance of Heartz, LLC.
10. Present long range plans.
11. Supervise special projects such as renovation, sod work, tree trimming and removal of debris.
12. Keep accurate records of expenses, weather, chemical applications, and inventories.
13. Conduct chemical inventories as required and keep accurate records of same.
14. Furnish accounting department with payroll information in a timely manner according to guidelines furnished by accounting.
15. Prepare daily job assignments for grounds maintenance crews.
16. Plan, plant and maintain landscaping material, add and remove as needed.
17. Responsible for building and maintaining fences, bridges and shelters on or adjacent to the golf course.
18. Purchase, store, inventory and maintain equipment.
19. Schedule repairs and maintenance of equipment.
20. Keep accurate inventory records of equipment and parts.
21. Keep accurate fuel consumption reports and other records of expenses.
22. Schedule repair and maintenance of irrigation components, pump station, fertigation stations.
23. Record rainfall amounts and water usage reports on a monthly basis.
24. Identify and control ornamental pests on golf course and grounds foliage.
25. Must be able to operate all maintenance equipment.

26. Assure that anyone handling any equipment has been thoroughly trained and that the employee has signed a statement he/she has been trained which is in their file.
27. Attend continuing education classes to update the knowledge of golf course maintenance.
28. Attend local meeting, field days, etc.
29. Communicate on an ongoing basis with City of Palatka staff and personnel, supervisors, other Heartz Golf staff and golfers on golf course conditions.

Minimum Qualifications:

- 2-year College Degree preferred (agronomy, turf management).
- Preferred member in Good Standing: GCSAA or comparable professional organization.
- Minimum 2 years prior experience in turfgrass management.
- Minimum of 2 years experience in personnel management in golf/agronomy/service industry.
- Solid understanding of business fundamentals (budgeting and expense management)
- Proficient in computer knowledge and use of Microsoft applications.
- Excellent time management, organization and prioritization skills.
- Excellent communication, leadership and employee development skills.
- Applicator's License and certification required within 90 days of employment.
- Valid FL Driver's License

2.2.2 Assistant Greens Superintendent/ Mechanic

Position Concept: The assistant greens superintendent/mechanic is the key position in the absence of the head greens superintendent. This position assists in supervising, scheduling and training of new employees. This position would also be the dedicated staff member responsible for the repair, upkeep and regular maintenance of the fleet of maintenance equipment at the facility.

It is our intent to locate a motivated individual that would effectively apprentice under the head superintendent, such that we can establish a culture of "promoting from within" at Palatka Golf Club.

Specific Responsibilities:

1. Assist the head greens superintendent in this position.
2. Schedule and supervise daily job assignments for golf course maintenance crew.
3. Train new employees in equipment, procedures, safety, required safety equipment and safety clothing.

4. Take inventory of chemicals.
5. Supervise special projects, i.e. renovations, sod work, tree trimming and removal, as necessary.
6. Report crew hours worked to superintendent.
7. Schedules repairs and maintenance of all equipment.
8. Keeps inventory and all records of equipment and parts.
9. Keeps regular check of fuel consumption levels.
10. Keeps records of shop expenses, fuel, lubricants and parts.
11. Checks operation of equipment out in field.
12. Monitors the employees' work habits toward keeping the equipment clean, lubricated and gassed.
13. Assists superintendent in proper maintenance for operators.
14. Keeps within the department's budget relating to equipment parts and mechanics supplies.

Minimum Qualifications:

- 2-year College Degree preferred (agronomy, turf management).
- Preferred member or apprentice in Good Standing: GCSAA or comparable professional organization.
- Minimum 2 years prior experience in turfgrass management.
- Minimum of 2 years experience in personnel management in golf/agronomy/service industry.
- Minimum of 2 years experience of prior mechanics position and/or knowledge.
- Ability to work on and repair all equipment used in golf course maintenance.
- An understanding of business fundamentals (budgeting and expense management)
- Proficient in computer knowledge and use of Microsoft applications.
- Excellent time management, organization and prioritization skills.
- Excellent communication, leadership and employee development skills.
- Valid FL Driver's License

2.2.3 Equipment Operator/Laborer

Position Concept: This position performs work involving the use of both hand and motor propelled equipment utilized in the maintenance of the course, including small equipment and hand tools required to complete various tasks as directed in order to groom the course. The position reports to the Head Superintendent and Assistant Superintendent/Mechanic

Specific Responsibilities:

- Mows fairways and roughs with gang units, or other mowing equipment as directed.
- Properly operates and maintains equipment, i.e. ensures equipment cooling is working, refills fuel, oil, cleans equipment after each use and reports any equipment problems or failures immediately to a supervisor.
- Returns all equipment to its proper place after use and assists in maintaining a clean and properly organized maintenance building.
- Demonstrates courtesy to all patrons of the course.
- Obeys all safety procedures and policies.
- Completes all duties as directed by and to the standard demonstrated by a supervisor

Minimum Qualifications:

- Good organizational, verbal, mental and visual skills.
- Ability to use logical and rational thinking to address social situations and scenarios.
- Working knowledge of golf and golf terminology.
- Ability to perform moderate physical work which may require lifting up to 60 pounds occasionally, 30 pounds frequently, and up to 10 pounds constantly.
- Perform activities such as bending, kneeling, crouching, climbing, reaching, standing, pushing, lifting and grasping for up to five hours without sitting.
- Ability to work outside. Potential exposure to sharp and rapid equipment movement.
- Valid Driver's License

2.3 Volunteers

2.3.1 Volunteer assistance is an ongoing part of the operation of Palatka Golf Club. To measure the impact of these efforts, Heartz Golf shall maintain a roster of available volunteers and account for the extent of their assistance as part of the contractual reporting to be submitted at the close of each quarter.

3.1 Time Keeping and Scheduling

To be completed or verified by the General Manager at his/her discretion.

1. Prior to the commencement of each pay period, prepare a weekly schedule of assigned shifts for all salaried and hourly employees and incorporating expected volunteer coverage during that timeframe.

2. Ensure that the staffing coverage and hours to be worked align with expected play, scheduled events and projected payroll expenses for that pay period.

3. Communicate the schedule clearly to all affected personnel via display of the schedule or distribution.

4. Maintain the schedule on file and produce the schedule as requested.

5. Collect and verify all time cards at the close of each pay period.

6. Adhere to a scheduling format substantially similar to the below example:

	Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**	**Saturday**	**Sunday**
Operating Hours	**7am – 5pm**	**7am – 5pm**	**7am – 5pm**	**7am – 5pm**	**7am – 5pm**	**7am – 5pm**	**7am – 5pm**
Golf Shop							
GM	7am – 5pm	7am – 5pm	7am – 5pm	7am – 5pm	7am – 5pm	Off	7am – 10am
Head Pro	7am – 5pm			7am – 2pm	7am – 1pm	7am – 5pm	
Asst. Pro		11am-5pm					10am – 5pm
Carts							
Cart Attendant	3pm – 9pm	3pm – 9pm				3pm – 9pm	3pm – 9pm
Volunteer		7am – 12pm	7am –12pm	7am – 12pm	7am – 12pm		
Volunteer			1pm - 9pm	1pm - 9pm	1pm - 9pm	7am – 3pm	7am – 3pm
Volunteer	3pm – 9pm	3pm – 9pm				3pm – 9pm	3pm – 9pm
Maintenance							
Superintendent	6am-3pm	6am-3pm	6am- 3pm	6am-3pm	6am-3pm		
Mechanic	6am – 2pm	6am – 2pm	6am – 2pm	6am – 2pm	6am – 10am	6am – 10am	
Operator	6am – 2pm	6am – 2pm	6am – 2pm	6am – 2pm	6am – 10am		6am – 10am
Operator	6am – 2pm	6am – 2pm	6am – 2pm	6am – 2pm	6am – 2pm		
Volunteer							
Volunteer							
Volunteer							
Volunteer							

3.2 Green Fee and Membership Pricing

1. Price points, privileges and policies for all Green Fees are to be established as part of the annual Operating Program (for the purposes of this Operating Manual, "Operating Program" shall refer to that submittal be as described in section A.2 of the Addendum to the HEARTZ, LLC Management agreement) submitted prior to the commencement of each Fiscal Year, but shall generally conform to the following tiers and products:

    1.1. 18 Hole

    1.2. 9 Hole

    1.3. Twilight 18 Hole – after 2 p.m.

    1.4. Twilight 9 Hole – after 2 p.m.

    1.5. Twilight 9 Hole – after 4 p.m. (2nd drop)

    1.6. Golf Now tee time

    1.7. County Employee 18 Hole

    1.8. City/EMS Fee

    1.9. Golf Card Fee

    1.10. GC Volunteer/Employee – 18 Hole

    1.11. Outing green fee – Weekend

    1.12. Outing green fees – Weekday

    1.13. Promotional Green Fees

    1.14. From time to time, additional categories may be developed and listed when significant specials, offers or events occur so that revenue from these items may be tracked independently.

2. Price points for Cart Fees shall be established as part of the Annual Plan submitted prior to the commencement of each Fiscal Year, but shall generally conform to the following tiers and products:

    2.1. 18 Hole Cart

    2.2. 18 Hole Cart – Member

2.3. 9 Hole Cart

2.4. 9 Hole Cart – Member

2.5. Outing cart fee

2.6. Additional categories may be developed and listed when significant specials, offers or events occur so that revenue from these items may be tracked independently.

3. Price points for any User Fees shall be established as part of the Annual Plan submitted prior to the commencement of each Fiscal Year, but shall generally conform to the following tiers and products:

3.1. Non-City of Palatka Residents

4. Price points, privileges and policies for all Memberships are to be established as part of the Annual Plan submitted prior to the commencement of each Fiscal Year, but shall generally conform to the following four tiers and products:

4.1. ***Azalea Membership*** – Top tier membership with the most privileges & highest price point. Generally, this tier shall provide unlimited play and cart usage, a meaningful discount on soft good in the Pro Shop, and no practice range usage.

4.2. ***Club Membership*** – Second tier membership that includes similar play and product privileges as the Azalea, but with no cart fee benefits. Generally, this tier shall provide unlimited play, a "per occurrence" cart fee, a meaningful discount on soft good in the Pro Shop, and no practice range usage.

4.3. ***Seasonal Azalea*** – Second tier membership with similar benefits to the Club membership, but based on a premium pro-rata price point that allows for a seasonal payment play. Generally, this tier shall provide unlimited play, a "per occurrence" cart fee, a meaningful discount on soft good in the Pro Shop, and no practice range usage.

4.4. ***Driving Range Membership*** – An ala cart membership option that offers practice range privileges and which can be combined with any of the above membership packages. This membership shall be structured such that it can become a supplement to any of the above playing membership packages.

Azalea Membership

Unlimited Greens Fees; *No Play Restrictions*

Golf Carts included

$4.00 User Fee

20% Discount on all Regular Priced Golf Shop Golf "soft good" merchandise

Pricing: Quarterly or Monthly Payments Available

$2,700 / $3,050 with Range

Club Membership

Unlimited Greens Fees; *No Play Restrictions*
Golf Carts $16.00 18 Holes / $9.00 9 Holes
$4.00 User Fee
15% Discount on all Regular Priced Golf Shop "soft good" merchandise
Pricing: Quarterly or Monthly Payments Available
$1,500 / $1,800 with Range

Sportsman Membership

No Play Restrictions
Carts $16.00 18 Holes / $9.00 9 Holes
Walking $10.00 18 holes / $6.00 9 Holes
$4.00 User Fee
10% Discount on all Regular Priced Golf Shop "soft good" merchandise
Pricing: Quarterly Payments Available
$535 / $885 with Range

Range Membership

Limited of two (2) large range buckets a day
$400

ALL MEMBERSHIP FEES INCLUDE TAX
*PALATKA RESIDENTS $4.00 DISCOUNT
Membership valid October 1 – September 30 (Prorated when joining after October 1)

Daily Golf Fees

	18 Holes	9 Holes	5 Holes
AM	$32.00*	$23.00	$15.00
PM	$26.00*	$17.00	$13.00
After 4pm	$15.00	$15.00	$10.00

ALL FEES INCLUDE TAX
*PALATKA RESIDENTS - $4.00 DISCOUNT OFF 18 HOLE RATE
*WALKING - $5.00 DISCOUNT OFF 18 HOLE RATE

3.3 Inventory and Inventory Controls

1. All received merchandise shall be submitted to the City with the following documentation attached:

1.1. Initial City of Palatka purchase order request

1.2. Approved City of Palatka purchase order

1.3. Actual manufacturer invoice and packing list

1.4. Receiving slip from the point-of-sale system verified that the merchandise has been logged into the point-of-sale system

2. Any merchandise delivered to the Pro Shop shall be logged into the point-of-sale system with a re-creatable Vendor Receipt that records the following attributes:

2.1. # of units

2.2. Wholesale cost per unit

2.3. Total material cost

2.4. Any additional cost (i.e. shipping and handling, delivery, etc.)

2.5. Total invoice cost

3. Any merchandise on sale in the Pro Shop shall have an associated re-pricing Report on file that indicates the following attributes:

3.1. Item #

3.2. Description

3.3. Wholesale unit cost as derived from associated Vendor Receipt(s)

3.4. Blended mark-up and margin, which shall remain consistent with mutually agreed upon Cost of Good benchmarks established in the Operating Program.

3.5. Retail price

3.6. Remaining quantity in stock

4. A complete inventory report for all Pro Shop merchandise shall be compiled and submitted to the City of Palatka on a monthly basis. Quantities of each item shall be as generated by the point-of-sale system and then verified by hand count performed by the General Manager and either the Head Golf Professional or the Assistant Golf Professional. This hand count shall be entered into Point-of-sale system and the submitted report shall include the System Total, the Actual Total and the resulting Variance, if any.

5. Cost of goods and margin data for Pro Shop inventory shall be submitted quarterly according to contractually required reporting.

3.4 Sales and Discounting

1. Unless otherwise authorized in advance by the City, no offer circulated by the Golf Shop shall discount the value of any green fee by more than 15% of its retail value.

2. Unless otherwise authorized by the City, no offer circulated by the Golf Shop shall discount the value of any Pro Shop merchandise by more than 20% of its retail value.

3. Each quarter, a discounting report should be submitting indicating items sold at a discount to full retail value as logged by the point-of-sale system.

3.5 Shop Credit

1. From time to time, shop credit may be issued to individual players as a tournament prize.

2. Any issuance of shop credit must be preceded by the collection of an equal amount of cash or credit card charges on the same day on the same day as the issuance of the credit.

3. All amounts of shop credit issued shall be entered into the Daily Deposit sheet.

4. The amount of credit issued and name of the player to whom the credit is issued must be recorded as a separate and individual transaction within the point-of-sale system.

5. A complete accounting of all outstanding shop credit shall be submitted on a quarterly basis to the City and shall list (i) all players to whom outstanding credit has been issued, (ii) the change in credit issued/redeemed, (iii) the remaining balance of outstanding credit.

6. Whenever credit is redeemed, it shall be entered into the point-of-sale system as an individual transaction and shall list (i) the products, goods and services for which the credit has been redeemed, (ii) the amount of credit that has been redeemed, (iii) the name of the individual redeeming the credit.

7. Credit may only be redeemed by the individual to whom it has been issued. Credit may not be saleable or transferable.

8. Credit may not be issued in any other form than what can be recorded and reconciled within the point-of-sale system. Paper, chits, cards, certificates or other such formats shall not be recognized or accepted.

9. Transactions may be entered into the point-of-sale system as “Gift Certificates” only when shop credit is purchased in bulk by a tournament and is not yet assigned to specific players.

10. All Gift Certificates and Shop Credit shall expire no more than 2 years from the date of the original transaction. At such time, expired credit shall be entered into the POS system as a transaction and recorded.

3.6 Voided Transactions & Special Orders

1. All voided transactions should be independently recorded and logged on a separately produced VOID report and attached to the Daily Deposit Report.

2. The total amount of voided transactions as produced by the VOID report shall be recorded on the Daily Deposit Report submitted to the City.

3. Special Orders may be utilized for the following transactions:

   3.1. Non-standard pricing for specific items

   3.2. Purchases involving specific pre-orders of “one off” merchandise by individuals

   3.3. Ringing in bulk tournament entry fees and redistributing them to specific line items via corresponding transactions that create a zero balance on account. This protocol will involve ringing in a Special Order for the total of all entry fees, VOIDING this Special Order, and then re-entering the total amount via several different transactions that distribute the total into corresponding and relevant line items (i.e. green fees, cart fees, etc.)

4. Special Orders involving merchandise sales shall be recorded with additional documentation submitted with the Daily Deposit Report including:

   4.1. A copy of a printed receipt detailing the transaction.

Copy of the invoice/packing receipt showing that the item was delivered. Special Order merchandise is not entered into inventory as these are singular transactions.

3.7 Beginning of Day Checklist

To be completed or verified by the General Manager, Head Golf Professional or Assistant Golf Professional.

1. Arrival time 6:30 a.m. or 30 minutes prior to the first scheduled tee time.

2. Unlock the front door.

3. Disable the alarm system.

4. Unlock the pro shop door and side entry door.

5. Switch on applicable lights in the dining area, pro shop and restrooms.

6. Retrieve $200 cash from the safe, verify the amount, and place this amount into the register.

7. Retrieve any cash/transactions left in the safe from the previous evening that may not have been rung in due to their specialized nature (i.e. league credit, special orders). Ring these transactions into the point-of-sale system.

8. Communicate with Maintenance Staff and detail type of play for the day and any related issues, i.e. course setup, tee times, special functions, leagues, course conditions.

9. Pull necessary carts from the cart building to accommodate the first two hours of play.

10. Visually inspect Pro Shop and verify that it is visually appealing and presented to a representative standard, i.e. carpet vacuumed, garments hung/folded properly, counters clean and clutter-free, merchandise dust-free and neatly organized.

11. Turn on the clubhouse televisions and ensure they are tuned to appropriate programming (i.e. Golf Channel).

3.8 End of Day Checklist

These items to be completed by the General Manager, Head Golf Professional and Assistant Golf Professional.

1. Ensure Golf Shop is visually appealing, i.e. merchandise is organized, carpet vacuumed, trash receptacles emptied.

2. Ensure all thermostats are set to a seasonally appropriate temperature.

3. Turn of all applicable lights, TV's.

4. Turn of all lights, lock doors, and set alarm.

5. Check to see if cart staff remains present. Inform them of your departure.

6. Close register through the point-of-sale system and generate a system total. Count all cash and checks and enter this total into the point-of-sale system. Place all cash and checks into an envelope and place in the safe. The envelope should contain the amount of cash, the total amount of checks, the location of the register and the date.

7. Place $200 cash and in an envelope to be placed in the register drawer the following day.

8. Lock safe.

9 Daily Close Checklist

These items to be completed by the General Manager.

1. Remove all cash and checks from the envelopes in safe. Recount and verify the amounts.

2. Generate the Daily Sales Report from the point-of-sale system.

3. Generate a Variance Report from the point-of-sale system.

4. Compile the Daily Sales Report per the protocol and format provided by the City of Palatka.

5. Generate necessary VOID receipts and Special Order receipts & invoices and attach behind the Daily Sales Report.

6. Complete the bank deposit form.

7. **Monday-Friday.** Place all cash, checks and deposit slip in the locked deposit bag and place in safe until ready for deposit.

8. **Saturday, Sunday and All Holidays.** Place all cash, checks and deposit slip in the locked deposit bag and place in safe until retrieved for deposit the next business day.

3.10 Outside/Cart Attendant Checklist

1. Check parking lot for strange vehicles and/or unusual activity.

2. Check exterior of clubhouse and cart storage for signs of tampering.

3. Open cart storage facility.

4. Begin staging carts based on expected play in the morning.

5. Unplug chargers from carts, roll-up charger cords as required.

6. Check carts for pencils and scorecards and add if necessary.

7. Check carts for mechanical issues, i.e. soft tires, and remove from use as necessary.

8. Empty trash on course around clubhouse and refill water coolers as necessary.

3.11 Driving Range Checklist

1. Examine practice area at least three times per day.

2. Gather and remove all empty ball baskets.

3. Collect any loose range balls.

4. Ensure hitting stations are neatly organized.

5. Collect and remove all trash and debris.

3.12 Accident and Incident reporting; Risk Management for Liability and Property issues

All tasks to be completed by the most senior staff member on duty.

1. Conduct an initial investigation at the site of the incident as soon as practicable, as soon after the injury as safely possible.

2. Ask the relevant parties involved and any witnesses, in separate interviews, to tell in their own words exactly what happened.

3. Repeat the subject's version of the event back to him/her and allow the employee to make any corrections or additions.

4. After the employee has given his/her description of the event, ask appropriate questions that focus on causes.

5. Complete and file both Alphastaff Supervisor's Incident Report and the City of Palatka Incident report. The completed City form should be emailed to the City Clerk as soon as is practicable.

3.13 Weather & Emergency Events

From time to time, the path and severity of approaching storms may require changes to the hours of operation and/or specific steps to prepare for inclement weather. Please communicate with the onsite manager to determine appropriate changes.

In an effort to appropriately secure the facility, the following items should be retrieved:

1. All outdoor golf course, practice putting green(s) and driving range flag poles.
2. All outdoor tee markers, removable course signage, and course stakes and ropes.

3. All outdoor moveable coolers.
4. All outdoor patio and golf course, coolers, trash receptacles, and bunker rakes.
5. Maintenance equipment should be moved into the maintenance facility and gas tanks filled.
6. All loose items found at back kitchen outdoor receiving areas, trash receptacles.
7. Other loose exterior objects such as plants, signs, rugs, etc. removed and stored indoors.
8. All furniture and merchandise will be moved away from windows and doors.
9. All electrical appliances will be unplugged and if possible elevated.
10. All computers will be unplugged and equipment moved off the floor.
11. Back up important operational information on computer disks and secure off property.
12. Important hard copy files should be placed in plastic bags and elevated.

If weather conditions do not allow personnel to evacuate from the property, remain indoors within safe secure rooms, and stay away from windows and doors.

Business plan

Have members and guests pay a little more to cover operational costs. Expand membership categories to attract more of the daily fee players to join the club. Use the support of the golfers at the club to cover operational costs to make the club 100% self-supporting in two years.

Turf Management Plan - Capital Improvements

- Keep the same staff in place. Use the knowledge gained over the last seven years to continue to produce and maintain the best possible playing conditions.
- Work with PMGA to secure funds to plant final seven fairways with Celebration Bermuda grass. Start a five year plan to raise money to replace greens in 2021.

Marketing Strategy

1. Market a new less expensive membership. Get PMGA member to support and join under new more affordable membership.

<u>Palatka Sportsman Membership</u>
$500.00
$17.00 cart fee
$10.00 walking fee
****All membership revenue will be used for golf course maintenance and renovations***

2. Provide local players and out of town guests a way to fund the maintenance of the golf course. Many of our yearly Azalea players have expressed interest in finding a way to support club.

Friends of Palatka Golf Club
Names will be on plaque clubhouse
****All revenue will be used for golf course maintenance and renovation***

3. Combine marketing efforts with other Donald Ross golf courses to promote the Donald Ross Golf Trail.

Donald Ross
GOLF TRAIL

Mission

The Donald Ross Golf Trail Association is dedicated to the mission of sharing Donald Ross's legacy. The history of Donald Ross is legendary and the best way to truly appreciate his legacy is by engaging golfers to play these great courses. We are proud to have our charter member clubs as certified members of the largest and most historic golf trail in the world. The Donald Ross Golf Trail membership certificate confirms the member golf course supports the efforts of the Donald Ross Golf Trail mission.

Goals & Objectives

- *First, increase the regional and national visibility of member clubs to golfers who appreciate Donald Ross courses, and therefore, increase revenue at those clubs*
- *Second, assist golfers in playing the member clubs by providing limited access and/or special offers for those who are Donald Ross Golf Trail Members*
- *Thirdly, create the largest golf trail in the country through an interactive online and social media golf community of Donald Ross courses and Donald Ross Golf Trail golfers*

Heartz Golf owns the following and will use to promote Palatka Golf Club:

- www.Donaldrossgolftrail.org
- www.Donaldrossgolfcard.com
- Over 10,000 email addresses from members of Donald Ross Courses.

CITY COMMISSION AGENDA ITEM

SUBJECT:
Appoint Richard Stackpole to the Palatka Historic Preservation Board as Member with Architectural Experience for a three -year term to expire June, 2019.

SUMMARY:
The City of Palatka sought applicants for appointment to a 3-year term on the Historic Preservation Board for a "member with architectural experience."

Richard B. Stackpole has submitted an application for appointment to this position. He lives inside the City Limits and has 30 years of experience in construction, restoration and remodeling, which includes architectural experience.

Mr. Stackpole currently serves on the Putnam County Library Board as one of four City of Palatka appointees. He applied for this position as he wishes to be more active as a board member, as the Library Board only meets 5 times per year. He has stated he will submit his resignation from the Library Board if this appointment is found to be in conflict with the Dual Office Holding Statute.

RECOMMENDED ACTION:
Appoint Richard Stackpole to the Palatka Historic Preservation Board for member with architectural experience for a three-year term expiring June, 2019

ATTACHMENTS:

Description	Type
R. Stackpole Application	Attachment

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Driggers, Betsy	Approved	8/26/2016 - 11:08 AM
City Clerk	Driggers, Betsy	Approved	8/26/2016 - 11:08 AM
City Manager	Suggs, Terry	Approved	8/27/2016 - 1:55 PM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:29 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:15 AM

TERRILL L. HILL
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY of Palatka
FLORIDA

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

TERRY K. SUGGS
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

JASON L. SHAW, SR.
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

CITY OF PALATKA ADVISORY BOARD APPLICATION

I wish to apply for appointment to the HISTORICAL RESERVATION **Board.**
I understand that, if appointed, I will serve in a volunteer capacity on this advisory board.

APPLICANT: RICHARD B STACKPOLE JR **(Must be at least 18 yrs. old)**
Residence (911 Address) 342 ST JOHNS AVE #902 **Phone:** 386 308 6591
Fax:
Business Name & Address **Phone:**
Fax:

(City Residents or business/property owners will be given preference when board member residency is not specified by statute or city ordinance)

Preferred Mailing Address: SAME

E-mail: RICKSTAK@GMAIL.COM **Daytime Phone:** 386 308 6591

PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet if necessary)

CARPENTRY + CONSTRUCTION (30 YEARS)
I worked in Boston, MA and many other areas doing Remodeling and Restoration. I have a good working knowledge of architectural Details of Homes and trying to keep them in tune with the local flavor of the area and similar styles of appearance.

OTHER COMMENTS OR INFORMATION:

AGREEMENT: by filing this document, I agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term of appointment.

RB S 7/13/16

SIGNATURE OF APPLICANT **DATE**

Applicants will be interviewed by the Palatka City Commission during regular public meetings.

CITY COMMISSION AGENDA ITEM

SUBJECT:

Approve request to exceed allowable noise levels for Special Events permit No. 16-42 - Civil War Living History Event - Occupation of Palatka, September 23rd, 2016 from 10 a.m. until 2 p.m and September 24th, 2016, from 10 a.m. until 12 p.m. at the Bronson Mulholland House -- Coenraad van Rensburg; Applicant

SUMMARY:

While Class B special events can be approved by the Special Events Coordinator, this application contains requests (for exceeding allowable noise levels for cannon fire) that must go before the City Commission for approval.

RECOMMENDED ACTION:

Grant permission to exceed allowable noise levels for the Occupation of Palatka Special Event, Friday & Saturday, September 23rd, 2016 from 10 a.m. until 2 p.m. & September 24th, 2016 from 10 a.m. until 12 p.m.

ATTACHMENTS:

Description	Type
Special Event Permit No 16-42 Occupation of Palatka	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Special Events	Crowe, Thad	Approved	9/9/2016 - 12:45 PM
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 11:36 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:13 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:51 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:50 AM

APPLICATION # 16-42
(circle one below)
CLASS A PERMIT – Filing Deadline: 60 days prior to event
CLASS B PERMIT - Filing Deadline: 60 days prior to event
CLASS C PERMIT - Filing Deadline: 30 days prior to event

RECEIVED
AUG 26 2016
BY:

CITY OF PALATKA
APPLICATION FOR SPECIAL EVENT

1. NAME AND ADDRESS OF APPLICANT/ORGANIZER
   a. Putnam County Historical Society (PCHS)
   b. CONTACT PERSON Coenraad van Rensburg TELEPHONE/CELL 904 377 5044
   c. EMAIL Coenraad@latitusenefloridx FAX # 386 328 6890
2. ADDITIONAL CONTACT
   a. CONTACT PERSON Elizabeth van Rensburg TELEPHONE/CELL 904 377 3190
   b. EMAIL emholiday@hotmail.com FAX # 386 328 6890
3. DESCRIPTION AND/OR NAME OF PROPOSED ACTIVITY Occupation of Palatka Living History ~~Civil~~ Civil War Event
4. **DATE & HOURS** OF DESIRED USE: September 23 + 24 (10-2 / 10-12)
5. PORTION FOR WHICH PERMISSION IS DESIRED (City Dock, Amphitheater, Gazebo, etc.) Bronson Mulholland House
6. ROAD CLOSURES: n/a
7. REQUEST FOR NOISE VARIANCE(Dates and Times): Canon fire
8. REQUEST FOR ALCOHOL VARIANCE(Dates,Times,Location): n/a
9. ESTIMATE OF ANTICIPATED ATTENDANCE 600
10. NUMBER AND TYPE OF AUXILIARY VEHICLES/EQUIPMENT n/a
11. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES
    a. CLASS A: ___ **$300.00- 40,000 – 80,000 in attendance per day**
    b. CLASS B: ___ **$100.00 per day Up to 1,000 persons per day**
    c. CLASS C: ✓ **$50.00 per day** (Limited impact on traffic, parking etc.) Events such as Weddings, Fishing tournaments with less than 40 boats. Etc.
    d. Any private entity/business(es) who are holding a function on private property that impacts neighboring businesses/residents within the City limits and, impacts City services will be assessed a fee amount accordingly. (7% Sales Tax)

Applications will not be processed and events dates cannot be secured without accompanying application fee.

12. OTHER COSTS: Fees will be determined at the pre-assessment meeting with the organizers and the City Department Heads.
13. ATTACHED ITEMS:
    - Site Plan (To Include: Parking, Vendor Location, Street Closures, Garbage Containers, Parade/ March Route, Sound System(s) Location, Event Headquarters, and etc.)
    - Certificate of Insurance SEC 50-222 (See Attached Requirements)
14. Arrangements for police services are **REQUIRED** for fishing tournaments with 70 boats or more. Fishing Tournaments and other large event organizers are required to arrange for auxiliary vehicle/trailer parking per accompanying guidelines.

IMPORTANT INFORMATION

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT **DOES NOT** INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. **Organizers are required** to contact the City of Palatka Building & Zoning Department office at 386-329-0103 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.
Acceptance of your application should in no way be construed as final approval or confirmation of your request.

Sec. 50-145. Any person or organization granted permission shall be bound by all park/city rules and regulations and all applicable ordinances as fully as though the same were inserted in this document, except for such rules and regulations as may be waived by such document or the City Commission.

Sec. 50-146. The person or persons to whom permission for use of city property is issued shall be liable for any loss, damage or injury sustained by any person whatsoever by reason of the negligence of the person or persons to whom such permission shall have been issued. Event liability insurance, naming the City of Palatka as an additional insured, is required prior to public events. Event liability insurance naming the City of Palatka as an additional insured is also required if a private event is taking place that will impact the City and the use of City Services.

The applicant(s) agrees to hold harmless and indemnify the City of Palatka, its officers, agents and employees against any loss, damage or expense (including all costs and reasonable attorney's fees) suffered by the City of Palatka for:

1) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty or covenant made by the applicant(s) to the City of Palatka as an inducement to the granting of the permit.
2) Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant(s) on public property by applicant's agents, employees, invitee and/or any other persons.

ARTICLE V NOISE CONTROL Sec. 30-101 – 30-109: Permission for use of city property does not grant an automatic exemption to exceed maximum allowable noise levels. Complaints of adverse effects upon the community or surrounding neighborhood may result in revoking permission for use of City property for this activity.

10. CERTIFICATION: I HAVE READ AND UNDERSTAND THE ABOVE CONDITIONS UNDER WHICH THE CITY OF PALATKA HAS GRANTED PERMISSION FOR USE OF THE AREA DEFINED ON PAGE ONE OF THIS APPLICATION FOR THE PURPOSE STATED HEREIN, AND AGREE TO BE BOUND BY SAME.

8/25/16 — DATE

R. Van Rensburg — SIGNATURE OF APPLICANT

APPROVED:

9/8/16 — SPECIAL EVENTS COORDINATOR — DATE

CHIEF OF POLICE — DATE

RETURN TO:
KE'ONDRA WRIGHT, SPECIAL EVENTS COORDINATOR
THAD CROWE, PLANNING DIRECTOR
205 N. 2nd Street
Palatka, FL 32177

(FOR ADDITIONAL INFORMATION PLEASE CALL THE BUILDING & ZONING OFFICE AT 386-329-0103.)

CITY OF PALATKA
PLANNING MEETING
PRE-EVENT ASSESSMENT LIST

To be completed by Special Events Coordinator:

Meeting Date: 8/29/16 Special Events Coordinator: Thad Crowe

- ☑ Site Sketch Provided
- ☐ Tentative Schedule of Events

Event Classification:
- Class A ☐
- Class B ☑
- Class C ☐

To be completed by applicant with typewriter or print legibly in dark ink.

Name of Special Event/ Production: Occupation of Palatka

Type of Event: Living History

Type of Event Activities (concerts, street dances, races, contests, competitions, regattas, arts/crafts displays, still motion picture production, etc. – attach separate listing if necessary)
educational opportunities

Location of Event: 100 Madison Street

Requested dates and time of events (not including set-up and break down):

	Date	Day	Begin		End	
Event Day 1	9/23/16	Fri	10	AM/PM	2	AM/PM
Event Day 2	9/24/16	Sat	10	AM/PM	12	AM/PM
Event Day 3				AM/PM		AM/PM
Event Day 4				AM/PM		AM/PM

Set-up for event will begin on (Date) Thurs 9/22/16 at (time) 5 pm

Break down will be completed by (Date) Sat 9/24/16 at (time) 5pm

Event Sponsor/Organization Putnam County Historical Society

Name of Promoter: _____ Tax Exempt No.: _____

Fee Worksheet *(to be completed by Special Events Coordinator)*

"Class A" Event	**"Class B" Event**	**"Class C" Event**
Daily Fees (see fee schedule)	Daily Fees $100.00/day	Daily Fees $50/day
Security Fees @ $23/hr/Officer	Security Fees @ $23/hr/Officer	Security Fees @ $23/hr/Officer
Green Container Fees @ $15/container	Green Container Fees @ $15/container	Green Container Fee@$15/container
Refundable Deposit $500.00	Public Works Employees @ $14.00/hr (no charge during normal working hours)	

Special Events Permit Fees $_____ Per day X _____ Days $ Exempt

Law Enforcement (City)
Police Officer(s) $ 23.00 Per hour X ____Officers X ____Hours $_____

Fire Personnel $ 23.00 Per hour X _____Hours $_____

Building Inspector $ 23.00 Per hour X _____Hours $_____

Public Works Services (only-no charge during regular working hours)

Public Works Personnel # Personnel _____ X _____Hours @ $23/hour $ _____

Electrician Services (only-no charge during regular working hours)

Electrician Personnel $ 23.00 Per hour X _____Hours $_____

Sanitation Equipment Fee

Green Roll-Out Containers _____ X $15.00 Per Container $_____

Additional Charges (List)

_____ $ _____

_____ $ _____

_____ $ _____

_____ $ _____

TOTAL SPECIAL EVENT FEES (Sponsor/Promoter) $ 0-

To be completed and submitted by applicant prior to meeting with city staff.
City staff will amend checklist as necessary.

r Estimated peak number of participants (each day of event): Day 1 300

Day 2 300 Day 3 _____ Day 4 _____ Day 5 _____

r Type of special effects to include pyrotechnics, explosives, discharging weapons, hazardous materials and/or incendiary devices to be used: cannon fire

r Number and location of fire protection services: n/a

r Inspection(s)- date and time requested: ($23/hour) n/a

r Electrician services- date and time requested: ($23/hour) n/a

r Emergency medical services: ambulance locations(s) (note on site plan): n/a

Number of EMS personnel required: ($23/hour) n/a

r Number and location for portable toilets: (note location on site plan) n/a

r Carnival location (if any) (note location on site map) n/a

r Number of sanitation roll-out containers required ($15/ container) n/a

r Location of parking/transportation services, if any: n/a

r Temporary parking, directional signage needed: n/a

r Type transport vehicles (van, buses, etc.) n/a

r Location of security and emergency vehicle parking on site: if needed beside PCHS museum

r Public street barricades/street closures/detours: (note locations on site plan) n/a

r Main emergency vehicle access to site (location-also note on site plan): as usual via Madison or 2nd Street

r Location of temporary structures, fences, grandstands, bandstands, judges stands, bleachers, hospitality tents, booths, etc.: (note on site plan): some tents

r Number and location of arts and craft vendors, concessions and/or sponsor/promoter(s) stands (note on site map) n/a

r Number and location of food vendors (note on site plan): n/a

r Staff/ volunteer uniform identification: n/a (dressed a soldier)

r Sound system(s) location: n/a

r Number and location of special activities (launching areas, animal attractions, amusements, car shows, parade routes, and etc.): n/a

r Number and location of temporary signs/banners: two sets of cones at Madison and 2nd

r Number and location of promotional visual effects: n/a

r Watercraft: n/a

r Aircraft: probably not

r Types & location of on-site advertising (banners, balloons, posters, flyers, inflatables, signs, etc.): n/a

Items Outstanding:

✓ r Site plan

→ r 501(C) (3) certificate of exemption

→ r Nonprofit articles of incorporation, charter and mission statement

r Consent letter (event property): property owners on which special event location is held (if not held on city property)

CITY COMMISSION AGENDA ITEM

SUBJECT:

Authorize closure of certain streets to vehicular traffic for Special Events Permit No. 16-41 - Homecoming Parade, September 23, 2016 from 3:00 p.m. - 5:00 p.m. - Palatka High School Student Council, Applicant; Cindy Bellamy, Agent.

SUMMARY:

The homecoming parade will be on St. Johns Ave., between the riverfront and 11th St. The Applicant is requesting the closing of St Johns Ave. to vehicular traffic as noted on the attached site plan.

RECOMMENDED ACTION:

Grant permission for the closure of St. Johns Ave. to vehicular traffic between the riverfront and 11th St. for Special Events Permit No. 16-41, Palatka High School Student Council Homecoming Parade, Friday, September 23, 2016 from 3:00 p.m. until 5:00 p.m.

ATTACHMENTS:

Description	Type
Special Event Permit No 16-41 PHS Homecoming Parade	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Special Events	Crowe, Thad	Approved	9/9/2016 - 12:44 PM
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 11:35 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:13 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:50 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:50 AM

APPLICATION # 16-41

(circle one below)

CLASS A PERMIT – Filing Deadline: 60 days prior to event
CLASS B PERMIT - Filing Deadline: 30 days prior to event
CLASS C PERMIT - Filing Deadline: 30 days prior to event

CITY OF PALATKA
APPLICATION FOR USE OF PARKS, RECREATIONAL AREAS, RIVERFRONT PARK AND OTHER AREAS WITHIN THE CITY LIMITS

1. NAME AND ADDRESS OF APPLICANT/ORGANIZER (PHS Student Council)
Cindy Bellamy 302 Mellon Rd Palatka FL32177

CONTACT PERSON Cindy Bellamy TELEPHONE 386-329-0577

FAX # 386-329-0624

2. NAME AND ADDRESS OF PERSON, CORPORATION OR ASSOCIATION SPONSORING THE ACTIVITY, IF DIFFERENT FROM ABOVE

CONTACT PERSON _____ TELEPHONE _____

FAX # _____

3. DESCRIPTION AND/OR NAME OF PROPOSED ACTIVITY Homecoming Parade

4. **DATE & HOURS** OF DESIRED USE. Fri, Sept 23, 2016 3:00 - 5:00 pm

5. PORTION FOR WHICH PERMISSION IS DESIRED (City Dock, Amphitheater, Gazebo, etc.)
St. Johns Ave.

6. REQUEST FOR ROAD CLOSURES: N. Laurel

7. REQUEST FOR NOISE VARIANCE(Dates and Times): _____

8. REQUEST FOR ALCOHOL VARIANCE: _____

9. ESTIMATE OF ANTICIPATED ATTENDANCE _____

10. NUMBER AND TYPE OF AUXILIARY VEHICLES/EQUIPMENT _____

11. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES

a.) CLASS A: ____ **$150.00 up to 10,000 in attendance per day**
____ **$225.00 10,000 – 40,000 in attendance per day**
____ **$300.00 – 40,000 – 80,000 in attendance per day**
b.) CLASS B: ✓ **$100.00 per day**
c.) CLASS C: ____ **$ 50.00 per day** (Limited impact on traffic, parking etc.) Events such as Weddings, Fishing tournaments with less than 40 boats, ETC.
d.) Any private entity/business(es) who are holding a function on private property that impacts neighboring businesses/residents within the City limits and, impacts City services will be assessed a fee amount accordingly. **(7% Sales Tax)**

Number of Days _____ Fee Required (Yes/No) _____ Check Enclosed? _____

12. OTHER COSTS: Fees will be determined at the pre-assessment meeting with the organizers and the Special Events Committee.

13. Arrangements for police services are **REQUIRED** for fishing tournaments with 70 boats or more. Fishing Tournaments and other large event organizers are required to arrange for auxiliary vehicle/trailer parking per accompanying guidelines.

IMPORTANT INFORMATION

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT **DOES NOT** INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. **Organizers are required** to contact the City of Palatka Building & Zoning Department office at 386-329-0103 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.
Acceptance of your application should in no way be construed as final approval or confirmation of your request.

Sec. 50-145. Any person or organization granted permission shall be bound by all park/city rules and regulations and all applicable ordinances as fully as though the same were inserted in this document, except for such rules and regulations as may be waived by such document or the City Commission.

Sec. 50-146. The person or persons to whom permission for use of city property is issued shall be liable for any loss, damage or injury sustained by any person whatsoever by reason of the negligence of the person or persons to whom such permission shall have been issued. Event liability insurance, naming the City of Palatka as an additional insured, is required prior to public events. Event liability insurance naming the City of Palatka as an additional insured is also required if a private event is taking place that will impact the City and the use of City Services.

The applicant(s) agrees to hold harmless and indemnify the City of Palatka, its officers, agents and employees against any loss, damage or expense (including all costs and reasonable attorney's fees) suffered by the City of Palatka for:

1.) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty or covenant made by the applicant(s) to the City of Palatka as an inducement to the granting of the permit.
2.) Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant(s) on public property by applicant's agents, employees, invitee and/or any other persons.

ARTICLE V NOISE CONTROL Sec. 30-101 – 30-109: Permission for use of city property does not grant an automatic exemption to exceed maximum allowable noise levels. Complaints of adverse effects upon the community or surrounding neighborhood may result in revoking permission for use of City property for this activity.

10. CERTIFICATION: I HAVE READ AND UNDERSTAND THE ABOVE CONDITIONS UNDER WHICH THE CITY OF PALATKA HAS GRANTED PERMISSION FOR USE OF THE AREA DEFINED ON PAGE ONE OF THIS APPLICATION FOR THE PURPOSE STATED HEREIN, AND AGREE TO BE BOUND BY SAME.

_____ *Cindy Bellamy*_____
DATE SIGNATURE OF APPLICANT

APPROVED:

_____ 9/9/2014
SPECIAL EVENTS COORDINATOR DATE

_____
CHIEF OF POLICE DATE

RETURN TO:
THAD CROWE
SPECIAL EVENTS COORDINATOR
205 N. 2nd Street
Palatka, FL 32177

(FOR ADDITIONAL INFORMATION PLEASE CALL THE BUILDING & ZONING OFFICE AT 386-329-0103.)

CITY OF PALATKA
PLANNING MEETING
PRE-EVENT ASSESSMENT LIST

To be completed by Special Events Coordinator:

Meeting Date: _____ Special Events Coordinator: Thad Crowe

☑ Site Sketch Provided
☐ Tentative Schedule of Events

Event Classification:
Class A ☐
Class B ☑
Class C ☐

To be completed by applicant with typewriter or print legibly in dark ink.

Name of Special Event/ Production: PHS Homecoming Parade

Type of Event: parade

Type of Event Activities (concerts, street dances, races, contests, competitions, regattas, arts/crafts displays, still motion picture production, etc. – attach separate listing if necessary)
floats, marching units, vehicles, spirit mobiles in parade

Location of Event: St. Johns Avenue

Requested dates and time of events (not including set-up and break down):

	Date	Day	Begin	End
Event Day 1	9/23/16	Friday	3:00 AM/PM	5:00 AM/PM
Event Day 2			AM/PM	AM/PM
Event Day 3			AM/PM	AM/PM
Event Day 4			AM/PM	AM/PM

Set-up for event will begin on (Date) 9/23/16 at (time) 3:00pm

Break down will be completed by (Date) 9/23/16 at (time) 5:00pm

Event Sponsor/Organization PHS Student Council

Name of Promoter: Cindy Bellamy Tax Exempt No.: _____

Fee Worksheet *(to be completed by Special Events Coordinator)*

"Class A" Event	**"Class B" Event**	**"Class C" Event**
Daily Fees (see fee schedule)	Daily Fees $100.00/day	Daily Fees $50/day
Security Fees @ $23/hr/Officer	Security Fees @ $23/hr/Officer	Security Fees @ $23/hr/Officer
Green Container Fees @ $15/container	Green Container Fees @ $15/container	Green Container Fee@$15/container
Refundable Deposit $500.00	Public Works Employees @ $14.00/hr (no charge during normal working hours)	

Special Events Permit Fees	$ 100	Per day X 1	Days	$ 100.00
Law Enforcement (City) Police Officer(s)	$ 23.00	Per hour X 3 Officers X 2	Hours	$ 138.00
Fire Personnel	$ 23.00	Per hour X _____	Hours	$ _____
Building Inspector	$ 23.00	Per hour X _____	Hours	$ _____

Public Works Services (only-no charge during regular working hours)

Public Works Personnel # Personnel _____ X _____ Hours @ $23/hour $ _____

Electrician Services (only-no charge during regular working hours)

Electrician Personnel $ 23.00 Per hour X _____ Hours $ _____

Sanitation Equipment Fee

Green Roll-Out Containers _____ X $15.00 Per Container $ _____

Additional Charges (List)

_____ $ _____

_____ $ _____

_____ $ _____

_____ $ _____

TOTAL SPECIAL EVENT FEES (Sponsor/Promoter) $ 238.00

Revised: 2/11/15

To be completed and submitted by applicant prior to meeting with city staff. City staff will amend checklist as necessary.

☑ Estimated peak number of participants (each day of event): Day 1 ✓

Day 2 _____ Day 3 _____ Day 4 _____ Day 5 _____

☐ Type of special effects to include pyrotechnics, explosives, discharging weapons, hazardous materials and/or incendiary devices to be used: NA

☐ Number and location of fire protection services: NA

☐ Inspection(s)- date and time requested: ($23/hour) NA

☐ Electrician services- date and time requested: ($23/hour) NA

☐ Emergency medical services: ambulance locations(s) (note on site plan): NA

Number of EMS personnel required: ($23/hour) NA

☐ Number and location for portable toilets: (note location on site plan) NA

☐ Carnival location (if any) (note location on site map) NA

☐ Number of sanitation roll-out containers required ($15/ container) NA

☐ Location of parking/transportation services, if any: NA

☐ Temporary parking, directional signage needed: NA

☐ Type transport vehicles (van, buses, etc.) NA

☐ Location of security and emergency vehicle parking on site: NA

☑ Public street barricades/street closures/detours: (note locations on site plan) Usual City parade set-up

- ☐ Main emergency vehicle access to site (location-also note on site plan): NA

- ☐ Location of temporary structures, fences, grandstands, bandstands, judges stands, bleachers, hospitality tents, booths, etc.: (note on site plan): NA

- ☐ Number and location of arts and craft vendors, concessions and/or sponsor/promoter(s) stands (note on site map) NA

- ☐ Number and location of food vendors (note on site plan): NA

- ☐ Staff/ volunteer uniform identification: NA

- ☐ Sound system(s) location: NA

- ☐ Number and location of special activities (launching areas, animal attractions, amusements, car shows, parade routes, and etc.): NA

- ☐ Number and location of temporary signs/banners: NA

- ☐ Number and location of promotional visual effects: NA

- ☐ Watercraft: NA

- ☐ Aircraft: NA

- ☐ Types & location of on-site advertising (banners, balloons, posters, flyers, inflatables, signs, etc.): NA

Items Outstanding:

- ☐ Site plan

- ☐ 501(C) (3) certificate of exemption

- ☐ Nonprofit articles of incorporation, charter and mission statement

- ☐ Consent letter (event property): property owners on which special event location is held (if not held on city property)

- ☐ Fire resistive rating certificates (tents, fabrics, etc.)
- ☐ Schedule fire, building/electrical inspections
- ☐ Schedule pre/post sanitation inspections
- ☐ Example of special event vendor permits provided
- ☑ Special event certificate of insurance- city as "additional insured"
  (if carnival, aircraft or watercraft rides are planned, need certificates from those vendors)
  List certificates required, _____
  _____
- ☐ Alcohol liability certificate of insurance- city as "additional insured"
- ☐ Required permits (federal, state, local): _____
- ☐ Alcohol license (copy)
- ☐ _____
- ☐ _____
- ☐ _____

NOTES

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Google Maps PHS Homecoming Parade Route 9/23/16 3:00-5:00

CLBellamy 8/18/16

CITY COMMISSION AGENDA ITEM

SUBJECT:
Grant permission to exceed allowable noise levels and authorize road closures for Special Events Permit No. 16-07 - Azalea City Cruisers Car Show, October 22nd, 2016 from 7 a.m. until 7 p.m. - Azalea City Cruisers, Applicant; Phil Vaughn, Agent

SUMMARY:
This event will take place at the Riverfront Park. Although Class B special events can be approved by the Special Events Coordinator, this application includes a noise variance request due to the use of amplified music and also road closures that must receive City Commission approval.

1. Grant permission to exceed allowable noise levels for entertainment on October 22, 2016 from 7 a.m. until 7 p.m.
2. Grant permission to close the following streets to vehicular traffic: Memorial Parkway from Reid Street to South 2nd Street, and St. Johns Avenue from Memorial Parkway to 2nd Street October 22, 2016 from 7 a.m. until 7 p.m.

RECOMMENDED ACTION:
Grant permission to exceed allowable noise levels during the Azalea City Cruisers Car Show on Saturday, October 22, 2016 from 7 a.m. until 7 p.m.; and authorize closure of Memorial Parkway from Reid Street to South 2nd Street and St. Johns Avenue from Memorial Parkway to 2nd Street during the same timeframe.

ATTACHMENTS:

Description	Type
Special Event Permit No 16-07 Azalea City Cruisers	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Special Events	Crowe, Thad	Approved	9/9/2016 - 12:43 PM
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 11:34 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:12 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:48 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:27 AM

APPLICATION # 16-07

(circle one below)

CLASS A PERMIT – Filing Deadline: 60 days prior to event
CLASS B PERMIT - Filing Deadline: 60 days prior to event
CLASS C PERMIT - Filing Deadline: 30 days prior to event

CITY OF PALATKA
APPLICATION FOR SPECIAL EVENT

1. NAME AND ADDRESS OF APPLICANT/ORGANIZER
   a. AZALEA CITY CRUISERS
   b. CONTACT PERSON PHIL VAUGHN TELEPHONE/CELL 443-513-6414
   c. EMAIL _____ FAX # _____
2. ADDITIONAL CONTACT
   a. CONTACT PERSON JIM WELLBORN TELEPHONE/CELL 386-916-2993
   b. EMAIL JRW502003@YAHOO.COM FAX # _____
3. DESCRIPTION AND/OR NAME OF PROPOSED ACTIVITY AZALEA CITY CRUISERS
4. **DATE & HOURS** OF DESIRED USE: OCT 22, 2016 7AM to 7PM
5. PORTION FOR WHICH PERMISSION IS DESIRED (City Dock, Amphitheater, Gazebo, etc.) MEMORIAL DRIVE & ST JOHNS AVE to 2ND ST
6. ROAD CLOSURES: MEMORIAL DRIVE + 100 BLOCK OF ST JOHNS AVE
7. REQUEST FOR NOISE VARIANCE(Dates and Times): 7AM to 7PM
8. REQUEST FOR ALCOHOL VARIANCE(Dates,Times,Location): N/A
9. ESTIMATE OF ANTICIPATED ATTENDANCE 100 - 200
10. NUMBER AND TYPE OF AUXILIARY VEHICLES/EQUIPMENT Ø
11. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES
    a. CLASS A: ___ **$300.00- 40,000 – 80,000 in attendance per day**
    b. CLASS B: ✓ **$100.00 per day Up to 1,000 persons per day**
    c. CLASS C: ___ **$50.00 per day** (Limited impact on traffic, parking etc.) Events such as Weddings, Fishing tournaments with less than 40 boats and etc.
    d. Any private entity/business(es) who are holding a function on private property that impacts neighboring businesses/residents within the City limits and, impacts City services will be assessed a fee amount accordingly. (7% Sales Tax)

Applications will not be processed and events dates cannot be secured without accompanying application fee.

12. OTHER COSTS: Fees will be determined at the pre-assessment meeting with the organizers and the City Department Heads.
13. ATTACHED ITEMS:
    ☐ Site Plan (To Include: Parking, Vendor Location, Street Closures, Garbage Containers, Parade/ March Route, Sound System(s) Location, Event Headquarters, and etc.)
    ☐ Certificate of Insurance SEC 50-222 (See Attached Requirements)
14. Arrangements for police services are **REQUIRED** for fishing tournaments with 70 boats or more. Fishing Tournaments and other large event organizers are required to arrange for auxiliary vehicle/trailer parking per accompanying guidelines.

IMPORTANT INFORMATION

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USE DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT DOES NOT INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. **Organizers are required** to contact the City of Palatka Building & Zoning Department office at 386-329-0103 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.

Acceptance of your application should in no way be construed as final approval or confirmation of your request.

Sec. 50-145. Any person or organization granted permission shall be bound by all park/city rules and regulations and all applicable ordinances as fully as though the same were inserted in this document, except for such rules and regulations as may be waived by such document or the City Commission.

Sec. 50-146. The person or persons to whom permission for use of city property is issued shall be liable for any loss, damage or injury sustained by any person whatsoever by reason of the negligence of the person or persons to whom such permission shall have been issued. Event liability insurance, naming the City of Palatka as an additional insured, is required prior to public events. Event liability insurance naming the City of Palatka as an additional insured is also required if a private event is taking place that will impact the City and the use of City Services.

The applicant(s) agrees to hold harmless and indemnify the City of Palatka, its officers, agents and employees against any loss, damage or expense (including all costs and reasonable attorney's fees) suffered by the City of Palatka for:

1.) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty or covenant made by the applicant(s) to the City of Palatka as an inducement to the granting of the permit.
2.) Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant(s) on public property by applicant's agents, employees, invitee and/or any other persons.

ARTICLE V NOISE CONTROL Sec. 30-101 – 30-109: Permission for use of city property does not grant an automatic exemption to exceed maximum allowable noise levels. Complaints of adverse effects upon the community or surrounding neighborhood may result in revoking permission for use of City property for this activity.

10. CERTIFICATION: I HAVE READ AND UNDERSTAND THE ABOVE CONDITIONS UNDER WHICH THE CITY OF PALATKA HAS GRANTED PERMISSION FOR USE OF THE AREA DEFINED ON PAGE ONE OF THIS APPLICATION FOR THE PURPOSE STATED HEREIN, AND AGREE TO BE BOUND BY SAME.

11/10/15
DATE

SIGNATURE OF APPLICANT

APPROVED:

SPECIAL EVENTS COORDINATOR DATE

8/11/16
CHIEF OF POLICE DATE

RETURN TO:
THAD CROWE
SPECIAL EVENTS COORDINATOR
205 N. 2nd Street
Palatka, FL 32177

(FOR ADDITIONAL INFORMATION PLEASE CALL THE BUILDING & ZONING OFFICE AT 386-329-0103.)

CITY OF PALATKA
PLANNING MEETING
PRE-EVENT ASSESSMENT LIST

To be completed by Special Events Coordinator:

Meeting Date: 8/10/16 Special Events Coordinator: Thad Crowe

		Event Classification:	
☑	Site Sketch Provided	Class A	☐
☐	Tentative Schedule of Events	Class B	☑
		Class C	☐

To be completed by applicant with typewriter or print legibly in dark ink.

Name of Special Event/ Production: Azalea City Cruisers

Type of Event: Car Show

Type of Event Activities (concerts, street dances, races, contests, competitions, regattas, arts/crafts displays, still motion picture production, etc. – attach separate listing if necessary)
Car Show, Music Wagon, Craft Vendors, Food Vendors

Location of Event: Palatka River Front / Memorial Drive

Requested dates and time of events (not including set-up and break down):

	Date	Day	Begin	End
Event Day 1	10/22/16	Sat	7 AM/PM	7 AM/PM
Event Day 2			AM/PM	AM/PM
Event Day 3			AM/PM	AM/PM
Event Day 4			AM/PM	AM/PM

Set-up for event will begin on (Date) 10/21/16 at (time) 9:00 AM

Break down will be completed by (Date) 10/22/16 at (time) 7:00 pm

Event Sponsor/Organization Azalea City Cruisers

Name of Promoter: Azalea City Cruisers Tax Exempt No.: 27-3127215

Fee Worksheet *(to be completed by Special Events Coordinator)*

"Class A" Event	**"Class B" Event**	**"Class C" Event**
Daily Fees (see fee schedule)	Daily Fees $100.00/day	Daily Fees $50/day
Security Fees @ $23/hr/Officer	Security Fees @ $23/hr/Officer	Security Fees @ $23/hr/Officer
Green Container Fees @ $15/container	Green Container Fees @ $15/container	Green Container Fee@$15/container
Refundable Deposit $500.00	Public Works Employees @ $14.00/hr (no charge during normal working hours)	

Special Events Permit Fees $_____ Per day X _____ Days $_____

Law Enforcement (City)
Police Officer(s) $ 23.00 Per hour X ____Officers X ____Hours $_____

Fire Personnel $ 23.00 Per hour X _____Hours $_____

Building Inspector $ 23.00 Per hour X _____Hours $_____

Public Works Services (only-no charge during regular working hours)

Public Works Personnel # Personnel _____ X _____Hours @ $23/hour $ _____

Electrician Services (only-no charge during regular working hours)

Electrician Personnel $ 23.00 Per hour X _____Hours $_____

Sanitation Equipment Fee

Green Roll-Out Containers _____ X $15.00 Per Container $_____

Additional Charges (List)

_____ $ _____

_____ $ _____

_____ $ _____

_____ $ _____

TOTAL SPECIAL EVENT FEES (Sponsor/Promoter) $_____

To be completed and submitted by applicant prior to meeting with city staff.
City staff will amend checklist as necessary.

☑ Estimated peak number of participants (each day of event): Day 1 100-200

Day 2 _____ Day 3 _____ Day 4 _____ Day 5 _____

☐ Type of special effects to include pyrotechnics, explosives, discharging weapons, hazardous materials and/or incendiary devices to be used: _____

☑ Number and location of fire protection services: AT FOOD VENDORS, LOCATION TBA

☑ Inspection(s)- date and time requested: ($23/hour) 10/22/14 9:00 AM

☐ Electrician services- date and time requested: ($23/hour) _____

☐ Emergency medical services: ambulance locations(s) (note on site plan): _____

Number of EMS personnel required: ($23/hour) _____

☑ Number and location for portable toilets: (note location on site plan) 1-REG, 1-HANDICAP, 1-WASH STATION

☐ Carnival location (if any) (note location on site map) _____

☐ Number of sanitation roll-out containers required ($15/ container) _____

☐ Location of parking/transportation services, if any: _____

☐ Temporary parking, directional signage needed: _____

☐ Type transport vehicles (van, buses, etc.) _____

☐ Location of security and emergency vehicle parking on site: _____

☑ Public street barricades/street closures/detours: (note locations on site plan) MEMORIAL DR + ST JOHNS AVE to 255

- ☐ Main emergency vehicle access to site (location-also note on site plan): _____

- ☐ Location of temporary structures, fences, grandstands, bandstands, judges stands, bleachers, hospitality tents, booths, etc.: (note on site plan): _____

- ☐ Number and location of arts and craft vendors, concessions and/or sponsor/promoter(s) stands (note on site map) _____

- ☐ Number and location of food vendors (note on site plan): _____

- ☑ Staff/ volunteer uniform identification: VEST & CAR CLUB T-SHIRTS

- ☑ Sound system(s) location: MEMORIAL DRIVE

- ☐ Number and location of special activities (launching areas, animal attractions, amusements, car shows, parade routes, and etc.): _____

- ☐ Number and location of temporary signs/banners: _____

- ☐ Number and location of promotional visual effects: _____

- ☐ Watercraft: _____

- ☐ Aircraft: _____

- ☐ Types & location of on-site advertising (banners, balloons, posters, flyers, inflatables, signs, etc.): _____

Items Outstanding:

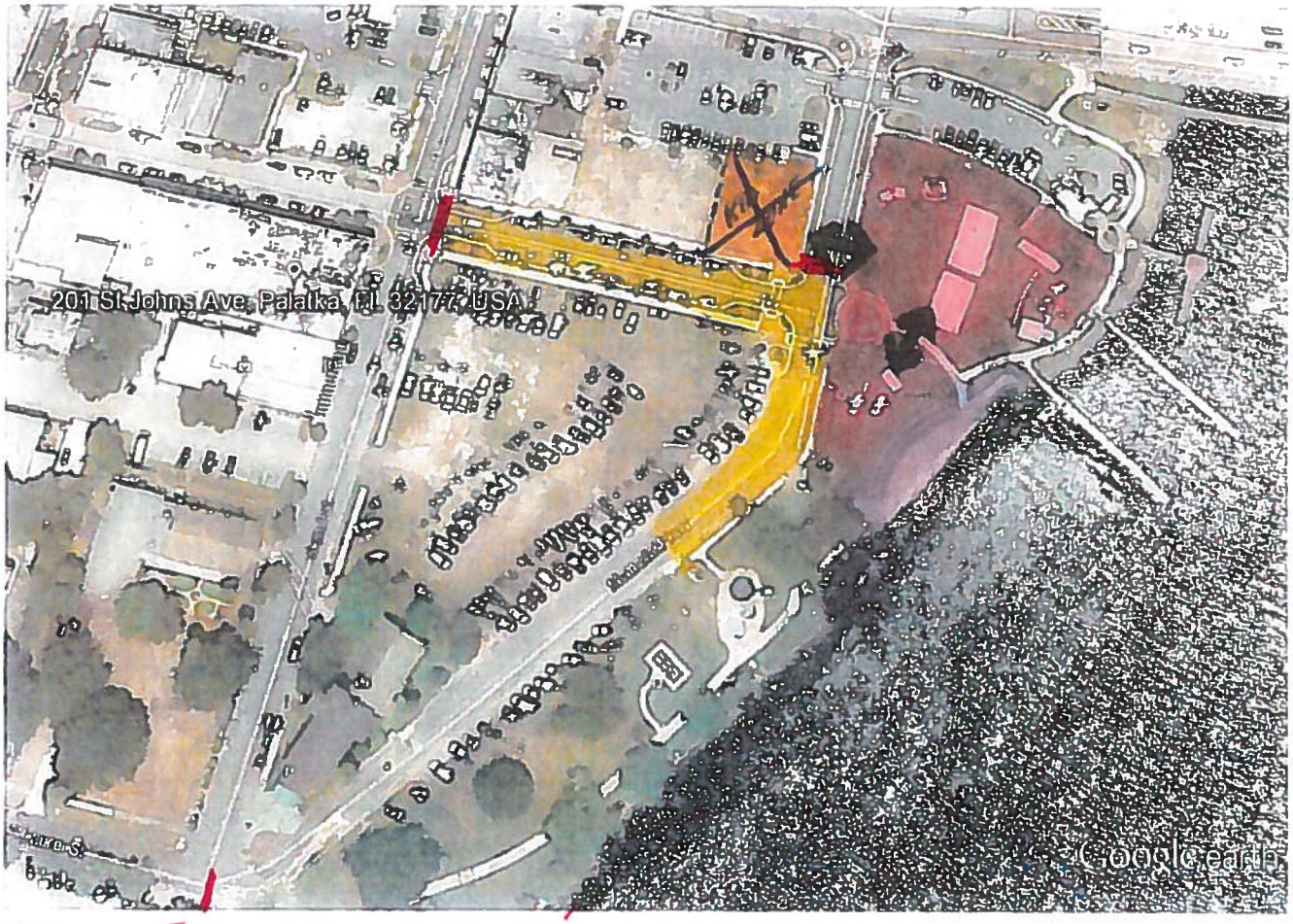
- ☐ Site plan

- ☐ 501(C) (3) certificate of exemption

- ☐ Nonprofit articles of incorporation, charter and mission statement

- ☐ Consent letter (event property): property owners on which special event location is held (if not held on city property)

AUTUMN FEST - Revised



Google earth feet 500 meters 100

START

VENDORS ~~KID ZONE~~ ENTERTAINMENT CAR SHOW

— = Road Closures

PHIL 1-443-513-6414

JIM 386-983-0466 ~~386-916-2993~~

CHARLIE 386-~~546~~-4304

328-546-4999

JONATHAN GRIFFITH 386 916 3163

CITY COMMISSION AGENDA ITEM

SUBJECT:
Grant permission to exceed allowable noise levels and close S. 14th Street between Crill Ave & Diana Drive for Special Events Permit No. 16-37 - Domestic Violence Community Awareness Event, October 15, 2016 from 11 a.m.- 2 p.m. - Warrior Princess/Shelia Brinson, Applicant.

SUMMARY:
This event will occur at Hank Bryan Park. Although Class B special events can be approved by the Special Events Coordinator, this application contains special requests that must receive City Commission approval. The noise level waiver is for amplified announcements and also music associated with the basketball tournament. The street closure is requested for the safety of participants and spectators who will be walking across this street between the basketball courts and the park. The Applicant has agreed to pay for the presence of two police officers during the event.

RECOMMENDED ACTION:
Grant permission to exceed allowable noise levels and close S. 14th St. between Crill Ave. and Diana Dr. during the event (Saturday, October 15, 2016 from 11 a.m. to 2 p.m.).

ATTACHMENTS:

Description	Type
Special Event Permit No 16-37 Shelia Brinson	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Special Events	Crowe, Thad	Approved	9/9/2016 - 12:43 PM
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 11:35 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:12 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:49 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:27 AM

APPLICATION # 16-37
(circle one below)
CLASS A PERMIT – Filing Deadline: 60 days prior to event
CLASS B PERMIT - Filing Deadline: 60 days prior to event
CLASS C PERMIT - Filing Deadline: 30 days prior to event

CITY OF PALATKA
APPLICATION FOR SPECIAL EVENT

1. NAME AND ADDRESS OF APPLICANT/ORGANIZER
   a. Shelia Brinson
   b. CONTACT PERSON Shelia Brinson TELEPHONE/CELL 904-704-5825
   c. EMAIL shelia72875@yahoo.com FAX #
2. ADDITIONAL CONTACT
   a. CONTACT PERSON TELEPHONE/CELL
   b. EMAIL FAX #
3. DESCRIPTION AND/OR NAME OF PROPOSED ACTIVITY Community Awareness for National Domestic Violence Awareness Month
4. **DATE & HOURS** OF DESIRED USE: October 15, 2016 from 11am until 2pm
5. PORTION FOR WHICH PERMISSION IS DESIRED (City Dock, Amphitheater, Gazebo, etc.) Hank Bryan Park
6. ROAD CLOSURES: a portion of Crill Ave & S. 14th St
7. REQUEST FOR NOISE VARIANCE(Dates and Times): October 15, 2016 from 11am until 2pm
8. REQUEST FOR ALCOHOL VARIANCE(Dates,Times,Location):
9. ESTIMATE OF ANTICIPATED ATTENDANCE 75 people
10. NUMBER AND TYPE OF AUXILIARY VEHICLES/EQUIPMENT
11. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES
    a. CLASS A: ___ **$300.00- 40,000 – 80,000 in attendance per day**
    b. CLASS B: X **$100.00 per day Up to 1,000 persons per day**
    c. CLASS C: ___ **$50.00 per day** (Limited impact on traffic, parking etc.) Events such as Weddings, Fishing tournaments with less than 40 boats, Etc.
    d. Any private entity/business(es) who are holding a function on private property that impacts neighboring businesses/residents within the City limits and, impacts City services will be assessed a fee amount accordingly. (7% Sales Tax)

Applications will not be processed and events dates cannot be secured without accompanying application fee.

12. OTHER COSTS: Fees will be determined at the pre-assessment meeting with the organizers and the City Department Heads.
13. ATTACHED ITEMS: r Site Plan (To Include: Parking, Vendor Location, Street Closures, Garbage Containers, Parade/ March Route, Sound System(s) Location, Event Headquarters, and etc.)
    r Certificate of Insurance SEC 50-222 (See Attached Requirements)
14. Arrangements for police services are **REQUIRED** for fishing tournaments with 70 boats or more. Fishing Tournaments and other large event organizers are required to arrange for auxiliary vehicle/trailer parking per accompanying guidelines.

IMPORTANT INFORMATION

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT **DOES NOT** INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. **Organizers are required** to contact the City of Palatka Building & Zoning Department office at 386-329-0103 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.
Acceptance of your application should in no way be construed as final approval or confirmation of your request.

Sec. 50-145. Any person or organization granted permission shall be bound by all park/city rules and regulations and all applicable ordinances as fully as though the same were inserted in this document, except for such rules and regulations as may be waived by such document or the City Commission.

Sec. 50-146. The person or persons to whom permission for use of city property is issued shall be liable for any loss, damage or injury sustained by any person whatsoever by reason of the negligence of the person or persons to whom such permission shall have been issued. Event liability insurance, naming the City of Palatka as an additional insured, is required prior to public events. Event liability insurance naming the City of Palatka as an additional insured is also required if a private event is taking place that will impact the City and the use of City Services.

The applicant(s) agrees to hold harmless and indemnify the City of Palatka, its officers, agents and employees against any loss, damage or expense (including all costs and reasonable attorney's fees) suffered by the City of Palatka for:

1) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty or covenant made by the applicant(s) to the City of Palatka as an inducement to the granting of the permit.
2) Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant(s) on public property by applicant's agents, employees, invitee and/or any other persons.

ARTICLE V NOISE CONTROL Sec. 30-101 – 30-109: Permission for use of city property does not grant an automatic exemption to exceed maximum allowable noise levels. Complaints of adverse effects upon the community or surrounding neighborhood may result in revoking permission for use of City property for this activity.

10. CERTIFICATION: I HAVE READ AND UNDERSTAND THE ABOVE CONDITIONS UNDER WHICH THE CITY OF PALATKA HAS GRANTED PERMISSION FOR USE OF THE AREA DEFINED ON PAGE ONE OF THIS APPLICATION FOR THE PURPOSE STATED HEREIN, AND AGREE TO BE BOUND BY SAME.

Shelia Brinser

DATE SIGNATURE OF APPLICANT

APPROVED:

8/9/16

SPECIAL EVENTS COORDINATOR DATE

8/17/16

CHIEF OF POLICE DATE

RETURN TO:
KE'ONDRA WRIGHT, SPECIAL EVENTS COORDINATOR
THAD CROWE, PLANNING DIRECTOR
205 N. 2nd Street
Palatka, FL 32177

(FOR ADDITIONAL INFORMATION PLEASE CALL THE BUILDING & ZONING OFFICE AT 386-329-0103.)

CITY OF PALATKA
PLANNING MEETING
PRE-EVENT ASSESSMENT LIST

To be completed by Special Events Coordinator:

Meeting Date: 8/15/16 Special Events Coordinator: Thad Crowe

- ☑ Site Sketch Provided
- ☐ Tentative Schedule of Events

Event Classification:
- Class A ☐
- Class B ☑
- Class C ☐

To be completed by applicant with typewriter or print legibly in dark ink.

Name of Special Event/ Production: **Community Awareness for National Domestic Violence Month**

Type of Event: **Bringing awareness for Domestic Violence**

Type of Event Activities (concerts, street dances, races, contests, competitions, regattas, arts/crafts displays, still motion picture production, etc. – attach separate listing if necessary)
Booths with Vendors passing infromation, kids face painting, games , free food, balloon release for in memory of everyone who lost a love one

Location of Event: **Hank Bryan Park**

Requested dates and time of events (not including set-up and break down):

	Date	Day	Begin		End	
Event Day 1	10/15/16	Saturday	11 am	AM/PM	2 pm	AM/PM
Event Day 2				AM/PM		AM/PM
Event Day 3				AM/PM		AM/PM
Event Day 4				AM/PM		AM/PM

Set-up for event will begin on (Date) **Saturday, 10/15/16** at (time) **9 am**

Break down will be completed by (Date) **Saturday, 10/15/16** at (time) **3 pm**

Event Sponsor/Organization _____

Name of Promoter: _____ Tax Exempt No.: _____

Fee Worksheet *(to be completed by Special Events Coordinator)*

"Class A" Event	**"Class B" Event**	**"Class C" Event**
Daily Fees (see fee schedule)	Daily Fees $100.00/day	Daily Fees $50/day
Security Fees @ $23/hr/Officer	Security Fees @ $23/hr/Officer	Security Fees @ $23/hr/Officer
Green Container Fees @ $15/container	Green Container Fees @ $15/container	Green Container Fee@$15/container
Refundable Deposit $500.00	Public Works Employees @ $14.00/hr (no charge during normal working hours)	

Special Events Permit Fees $_____ Per day X _____ Days $ Exempt

Law Enforcement (City) Police Officer(s) $ 23.00 Per hour X 2 Officers X 3 Hours $ 138-

Fire Personnel $ 23.00 Per hour X _____ Hours $_____

Building Inspector $ 23.00 Per hour X _____ Hours $_____

Public Works Services (only-no charge during regular working hours)

Public Works Personnel # Personnel _____ X _____ Hours @ $23/hour $ _____

Electrician Services (only-no charge during regular working hours)

Electrician Personnel $ 23.00 Per hour X _____ Hours $_____

Sanitation Equipment Fee

Green Roll-Out Containers _____ X $15.00 Per Container $_____

Additional Charges (List)

_____ $ _____

_____ $ _____

_____ $ _____

_____ $ _____

TOTAL SPECIAL EVENT FEES (Sponsor/Promoter) $ 138-

To be completed and submitted by applicant prior to meeting with city staff.
City staff will amend checklist as necessary.

r Estimated peak number of participants (each day of event): Day 1 75 people

Day 2 _____ Day 3 _____ Day 4 _____ Day 5 _____

r Type of special effects to include pyrotechnics, explosives, discharging weapons, hazardous materials and/or incendiary devices to be used: N/A

r Number and location of fire protection services: _____

r Inspection(s)- date and time requested: ($23/hour) _____

r Electrician services- date and time requested: ($23/hour) _____

r Emergency medical services: ambulance locations(s) (note on site plan): _____

Number of EMS personnel required: ($23/hour) _____

r Number and location for portable toilets: (note location on site plan) See attached site plan

r Carnival location (if any) (note location on site map) N/A

r Number of sanitation roll-out containers required ($15/ container) current roll-out containers currently at park

r Location of parking/transportation services, if any: see attached site plan

r Temporary parking, directional signage needed: _____

r Type transport vehicles (van, buses, etc.) _____

r Location of security and emergency vehicle parking on site: _____

r Public street barricades/street closures/detours: (note locations on site plan) see attached site plan

r Main emergency vehicle access to site (location-also note on site plan): _____

r Location of temporary structures, fences, grandstands, bandstands, judges stands, bleachers, hospitality tents, booths, etc.: (note on site plan): **see attached site plan**

r Number and location of arts and craft vendors, concessions and/or sponsor/promoter(s) stands (note on site map) _____

r Number and location of food vendors (note on site plan): **see attached site plan**

r Staff/ volunteer uniform identification: **purple shirts**

r Sound system(s) location: **See attached site plan**

r Number and location of special activities (launching areas, animal attractions, amusements, car shows, parade routes, and etc.): **N/A**

r Number and location of temporary signs/banners: _____

r Number and location of promotional visual effects: **N/A**

r Watercraft: **N/A**

r Aircraft: **N/A**

r Types & location of on-site advertising (banners, balloons, posters, flyers, inflatables, signs, etc.):

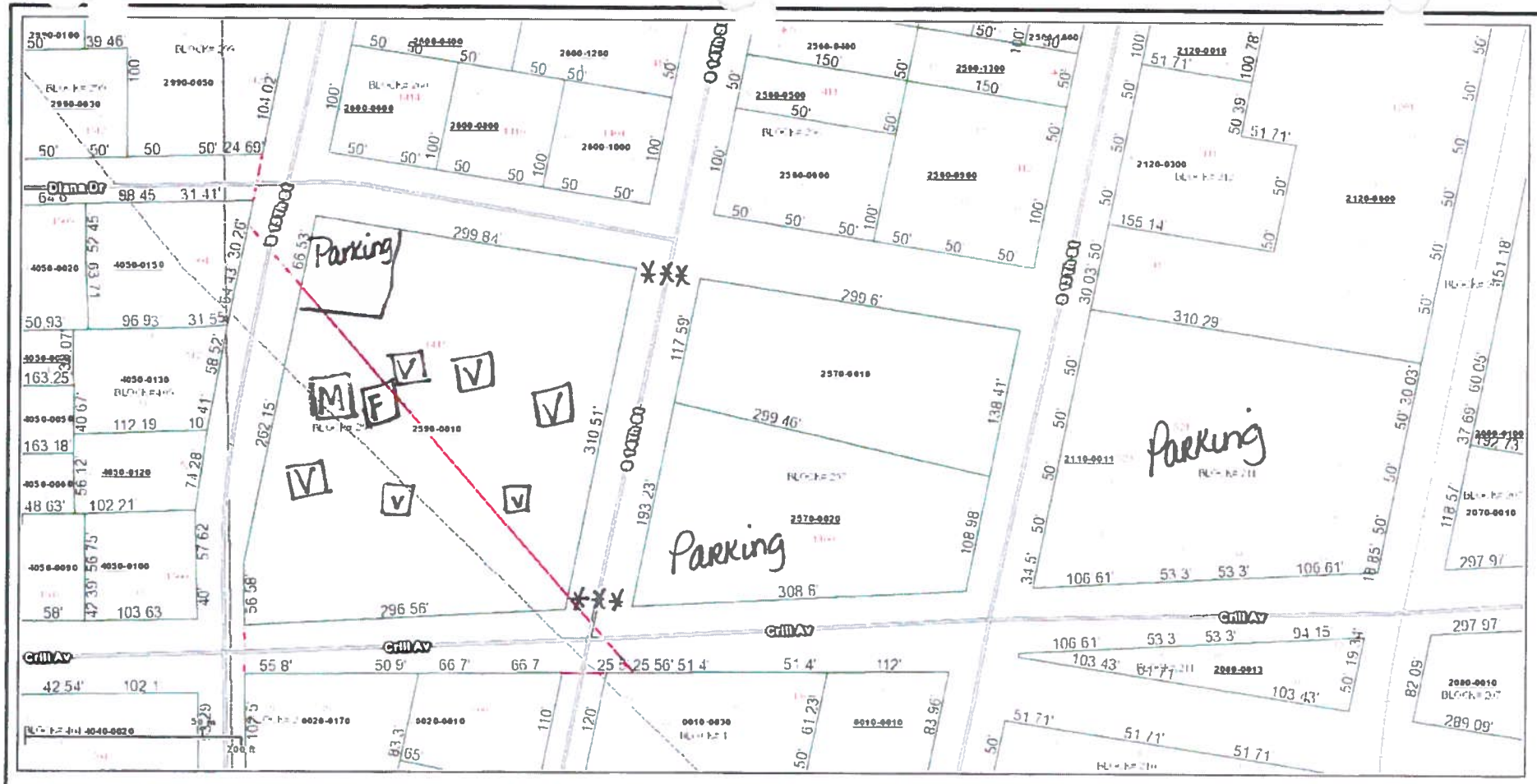
Items Outstanding:

r Site plan

r 501(C) (3) certificate of exemption

r Nonprofit articles of incorporation, charter and mission statement

r Consent letter (event property): property owners on which special event location is held (if not held on city property)



*= Street Closures

V = Vendor Booths (tables / 10X10 tents)

M = Staff tent

F = FREE Food Giveaway

PUTNAM COUNTY GIS

Hank Bryan Park

1415 Diana Dr

All provided Putnam County GIS data are to be considered a generalized spatial representation that is subject to revisions. This information is provided as a visual representation only and is not to be used as a legal or official representation of legal boundaries. The Putnam County Board of County Commissioners as well as the constitutional offices including the Clerk of the Court, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector assume no responsibility associated with its misuse.

CITY of Palatka FLORIDA

CITY COMMISSION AGENDA ITEM

SUBJECT:

Adopt Resolution No. 2016-12-70 authorizing the submission of a St. Johns River Water Management District Fiscal Year 2017 Cost Share Application for potable line replacement in priority areas 1 and 2 in the amount of $500,000

SUMMARY:

The St. Johns River Water Management District (SJRWMD) is receiving applications for Fiscal Year 2017 cost share projects. The City has assessed its potable infrastructure and determined three priority areas for line replacement water lines in the target areas. These lines range from 87-130 years old and are primarily cast iron. They frequently break, resulting in water loss. These lines have exceeded their useful life.

The City and CRA have proactively set aside Tax Increment Funds (TIF) for match funding of a future Commmunity Development Block Grant (CDBG) project to replace lines in these areas. The CDBG project is expected to occur in FY 2019.

The City completed potable line replacement along Dunham St. in 2009. This is the closest supply of water from a main line that does not travel through cast iron pipes.The proposed SJRWMD project would involve extending the PVC main line extension (the Dunham Street line) from the North Historic District (priority area 2) through the Central Business District and to the South Historic District (priority area 1). This project would improve the water quality in these areas and drastically reduce water lost to leaks and breaks.

The construction project would be 100% REDI funded by SJRWMD.

RECOMMENDED ACTION:

Adopt a resolution authorizing the submission of a St. Johns River Water Management District Fiscal Year 2017 Cost Share Application for potable line replacement in priority areas 1 and 2 in the amount of $500,000

ATTACHMENTS:

Description	Type
Grant Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Grants & Projects	Griffith, Jonathan	Approved	9/21/2016 - 10:32 AM

City Clerk	Driggers, Betsy	Approved	9/21/2016 - 12:01 PM

RESOLUTION NO. 2016-12-70

A RESOLUTION AUTHORIZING THE SUBMISSION OF A ST. JOHNS RIVER WATER MANAGEMENT DISTRICT FISCAL YEAR 2016 COST SHARE APPLICATION FOR POTABLE LINE REPLACEMENT IN PRIORITY AREAS 1 AND 2 IN THE AMOUNT OF $500,000

WHEREAS, the St. Johns River Water Management District (SJRWMD) is receiving applications for Fiscal Year 2017 cost share projects; and

WHEREAS, the City desires to improve its aging potable water system in the South and North Historic District Areas (the Project); and

WHEREAS, the current potable system in the North Historic, Central Business and South Historic District is comprised of cast iron pipe ranging from 130-87 years old; and

WHEREAS, these areas are subject to frequent breaks and require line flushing to alleviate the poor water quality due to high levels of iron they import into the water system resulting in excessive amounts of water loss;

WHEREAS, it is in the best interest of the City of Palatka to go forward with the application.

NOW THEREFORE, be it resolved that the Mayor and City Clerk are hereby authorized to execute and attest the SJRWMD Cost Share Application for the South Historic District storm water treatment project in the amount of $500,000 for FY 2017.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 22ND day of September, 2016.

CITY OF PALATKA

BY:_____
Its Mayor

ATTEST:

_____
City Clerk

CITY COMMISSION AGENDA ITEM

SUBJECT:
SECOND PUBLIC HEARING - TRIM CALENDAR: F/Y 2016-17 - Final Budget & Millage Rate for 2016/17 Budget Year – 6.4000 mills
***a. RESOLUTION 2016-12-70** setting the FY 2016-17 Millage Rate (6.4000 mills) - Adopt
***b. RESOLUTION 2016-12-71** adopting the final FY 2016-17 Budget - Adopt

SUMMARY:
The proposed FY 2016-17 budget that is being submitted is based upon the proposed millage rate of 6.4000, which represents a 5.89% decrease from the rolled-back rate of 6.8009 mills. The proposed budget is on file in the Clerk's Office for the public's inspection.

The budget is based upon all of the input and changes that were discussed at the previous budget workshop that was held on July 28, 2016 as well as the CRA Budget Workshop held on September 1, 2016. No changes have been made since the first reading of the budget on September 8, 2016. The proposed budget *does* include a 4.9% increase in the water and sewer rates and a 6.5% increase in the solid waste collection rate.

The proposed budget *does* include a cost of living adjustment for all employees of 5%.

Also included is a truth in millage statement that is required to be read before the adoption of the millage-levy resolution as well as the DR-420, DR-420 TIF, and DR-420 MMP forms where the millage rate was tentatively set at 6.9967 which means that the final millage cannot exceed that rate.

RECOMMENDED ACTION:
Adopt the Resolutions setting the final millage rate and final budget, which is based upon the millage rate of 6.4000, as proposed.

ATTACHMENTS:

Description	Type
Truth in Millage Statement	Cover Memo
Final Millage Rate Resolution	Resolution
Final Budget Resolution	Resolution
All DR-420 Forms	Backup Material
Final Budget	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Finance	Reynolds, Matt	Approved	9/15/2016 - 1:16 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:15 AM
City Manager	Suggs, Terry	Approved	9/16/2016 - 12:31 PM

TRUTH IN MILLAGE STATEMENT
FISCAL YEAR 2016-2017

Prior to adoption of the Resolutions which set the property tax millage rate, Chapter 200.065 (4)(d), Florida Statutes, requires that the following statement be publicly announced.

- **The taxing authority levying this property tax is the City Commission of the City of Palatka.**
- **The rolled back rate is 6.8009 mills per $1,000 of assessed value.**
- **The percentage decrease is 5.89% below the rollback millage rate.**
- **The operating millage rate to be levied is 6.4000 mills per $1,000 of assessed value.**

RESOLUTION No. 2016 -

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, PUTNAM COUNTY, FLORIDA, ADOPTING THE FINAL LEVYING OF AD VALOREM TAXES FOR THE CITY OF PALATKA, PUTNAM COUNTY FOR FISCAL YEAR 2016-2017; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Palatka of Putnam County, Florida, on September 8, 2016 adopted Fiscal Year 2016-2017 Tentative Millage Rates following a public hearing as required by Florida Statute 200.065; and

WHEREAS, the City Commission of the City of Palatka of Putnam County, Florida, held a public hearing as required by Florida Statute 200.065; and

WHEREAS, the gross taxable value for operating purposes not exempt from taxation within the City of Palatka of Putnam County has been certified by the County Property Appraiser to the City of Palatka as $393,623,972.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka of Putnam County, Florida, that:

1. The FY2016-2017 operating millage rate for the City of Palatka is 6.4000 mills, which is less than the rolled-back rate of 6.8009 mills by 5.89%.

2. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 22nd day of September, 2016.

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM
AND CORRECTNESS:

_____

CITY ATTORNEY

RESOLUTION 2016 -

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA OF PUTNAM COUNTY, FLORIDA ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2016-2017, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Annual Budget contains fund appropriations and establishes projected revenue and expenditure levels for all funds and divisions for the current fiscal year and the fiscal year commencing on October 1, 2016; and

WHEREAS, Florida Statutes §200.065(2)(c) requires that a public hearing be held on the final budget, and Florida Statutes §200.65(2)(d) requires that a public hearing be held to finalize the budget and adopt a millage rate; and

WHEREAS, Florida Statutes §200.065(2)(d) requires that within 15 days after the meeting adopting the final budget, the taxing authority shall advertise in a newspaper of general circulation of its intent to finally adopt a millage rate and budget. The final hearing must be held within 2 to 5 days of the advertisement. Sections 129.03 and 200.065, F.S. outlines the exact requirements of said advertisements; and

WHEREAS, the City of Palatka of Putnam County, Florida on September 8, 2016, held a public hearing as required by Florida Statutes §200.65; and

WHEREAS, the City of Palatka of Putnam County, Florida, set forth the appropriations and revenue estimate for the Budget for the Fiscal Year 2016-2017 in the amount of twenty six million six hundred twenty five thousand eight hundred eighty six and 00/100 dollars ($26,625,886).

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka of Putnam County, Florida:

1. The Fiscal Year 2016-2017 Final Budget is hereby adopted.

2. The five-year Capital Improvement Plan as transmitted as part of the Budget document as an outline of projected capital improvements to serve as a guideline for future planning is hereby approved and incorporated in the Budget.

3. The Fiscal Year 2016-2017 Final Budget, as filed with the City Clerk, contains the expenditures and reserves estimate, and the revenues and cash balances of the City of Palatka, Florida for the fiscal year from October 1, 2016 to September 30, 2017, both dates inclusive. Said Budget was submitted to the City Commission of the City of Palatka, Florida, by the City Manager as required by and pursuant to Section 39(6) of the City Charter of the City of Palatka, Florida. The 2016-2017 Final Budget is hereby fixed and determined in the amount of twenty six million six hundred twenty five thousand eight hundred eighty six and 00/100 dollars ($26,625,886) and is hereby in all respects adopted and confirmed as so fixed and determined, and the City Clerk is hereby directed to enter the same upon the Minutes of the City of Palatka, Florida.

4. The City Manager is hereby authorized to expend such sums in accordance with this

resolution and the other applicable provisions of the Charter and Ordinances of the City of Palatka, Florida and State law.

5. Properly advertised Public Hearings have been held on September 8, 2016 at 6:00 P.M. and September 22, 2016 at 6:00 P.M. as required by law. Copies of the budget are on file at the Office of the City Clerk for inspection and on the City of Palatka website.

6. If any provision or portion of the Resolution is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of the Resolution shall remain in full force and effect.

7. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 22nd day of September, 2016.

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM
AND CORRECTNESS:

_____

CITY ATTORNEY

FLORIDA DEPARTMENT OF REVENUE

Reset Form | Print Form

CERTIFICATION OF TAXABLE VALUE

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year : 2016	County : PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority : CITY OF PALATKA

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	$ 331,406,295			(1)
2.	Current year taxable value of personal property for operating purposes	$ 61,877,032			(2)
3.	Current year taxable value of centrally assessed property for operating purposes	$ 902,085			(3)
4.	Current year gross taxable value for operating purposes *(Line 1 plus Line 2 plus Line 3)*	$ 394,185,412			(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	$ 561,440			(5)
6.	Current year adjusted taxable value *(Line 4 minus Line 5)*	$ 393,623,972			(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	$ 383,508,554			(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☑ YES	☐ NO	Number 3	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, *Certification of Voted Debt Millage* forms attached. If none, enter 0	☐ YES	☑ NO	Number 0	(9)

SIGN HERE	**Property Appraiser Certification**	I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser: Electronically Certified by Property Appraiser	Date : 6/30/2016 11:14 AM

SECTION II : COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy *(If prior year millage was adjusted then use adjusted millage from Form DR-422)*	6.9967	per $1,000	(10)
11.	Prior year ad valorem proceeds *(Line 7 multiplied by Line 10, divided by 1,000)*	$ 2,683,294		(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value *(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)*	$ 145,761		(12)
13.	Adjusted prior year ad valorem proceeds *(Line 11 minus Line 12)*	$ 2,537,533		(13)
14.	Dedicated increment value, if any *(Sum of either Line 6b or Line 7e for all DR-420TIF forms)*	$ 20,507,036		(14)
15.	Adjusted current year taxable value *(Line 6 minus Line 14)*	$ 373,116,936		(15)
16.	Current year rolled-back rate *(Line 13 divided by Line 15, multiplied by 1,000)*	6.8009	per $1000	(16)
17.	Current year proposed operating millage rate	6.9967	per $1000	(17)
18.	Total taxes to be levied at proposed millage rate *(Line 17 multiplied by Line 4, divided by 1,000)*	$ 2,757,997		(18)

Continued on page 2

19.	TYPE of principal authority (check one)	☐ County ☑ Municipality	☐ Independent Special District ☐ Water Management District	(19)
20.	Applicable taxing authority (check one)	☑ Principal Authority ☐ MSTU	☐ Dependent Special District ☐ Water Management District Basin	(20)
21.	Is millage levied in more than one county? (check one)	☐ Yes	☑ No	(21)

DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP **STOP HERE - SIGN AND SUBMIT**

22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. *(The sum of Line 13 from all DR-420 forms)*	$ 2,537,533	(22)
23.	Current year aggregate rolled-back rate *(Line 22 divided by Line 15, multiplied by 1,000)*	6.8009 per $1,000	(23)
24.	Current year aggregate rolled-back taxes *(Line 4 multiplied by Line 23, divided by 1,000)*	$ 2,680,816	(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. *(The sum of Line 18 from all DR-420 forms)*	$ 2,757,997	(25)
26.	Current year proposed aggregate millage rate *(Line 25 divided by Line 4, multiplied by 1,000)*	6.9967 per $1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate *(Line 26 divided by Line 23, **minus 1**, multiplied by 100)*	2.88 %	(27)

First public budget hearing	Date : 9/8/2016	Time : 6:00 PM EST	Place : 201 N. 2nd Street, Palatka, FL 32177

SIGN HERE

Taxing Authority Certification

I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.

Signature of Chief Administrative Officer : Electronically Certified by Taxing Authority	Date : 7/29/2016 2:43 PM
Title : TERRY SUGGS, CITY MANAGER	Contact Name and Contact Title : TERRY SUGGS, CITY MANAGER
Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST
City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104 / Fax Number : 3863290106

Instructions on page 3

Reset Form | Print Form

DR-420MM
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

FLORIDA DEPARTMENT OF REVENUE

MAXIMUM MILLAGE LEVY CALCULATION
FINAL DISCLOSURE
For municipal governments, counties, and special districts

Year : **2016**	County : PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority : CITY OF PALATKA

1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☐ No	(1)

IF YES, STOP ***STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.***

2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	6.7166	per $1,000	(2)
3.	Prior year maximum millage rate with a majority vote from ***2015***, Form DR-420MM, Line 13	12.3494	per $1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	6.9967	per $1,000	(4)

If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.

Adjust rolled-back rate based on prior year majority-vote maximum millage rate

5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	$	383,508,554	(5)
6.	Prior year maximum ad valorem proceeds with majority vote ***(Line 3 multiplied by Line 5 divided by 1,000)***	$	4,736,101	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	$	145,761	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote ***(Line 6 minus Line 7)***	$	4,590,340	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	$	377,798,779	(9)
10.	Adjusted current year rolled-back rate ***(Line 8 divided by Line 9, multiplied by 1,000)***	12.1502	per $1,000	(10)

Calculate maximum millage levy

11.	Rolled-back rate to be used for maximum millage levy calculation ***(Enter Line 10 if adjusted or else enter Line 2)***	12.1502	per $1,000	(11)
12.	Adjustment for change in per capita Florida personal income ***(See Line 12 Instructions)***		**1.0375**	(12)
13.	Majority vote maximum millage rate allowed ***(Line 11 multiplied by Line 12)***	12.6058	per $1,000	(13)
14.	Two-thirds vote maximum millage rate allowed ***(Multiply Line 13 by 1.10)***	13.8664	per $1,000	(14)
15.	Current year adopted millage rate	0.0000	per $1,000	(15)
16.	**Minimum vote required to levy adopted millage:** (Check one)			(16)

☑ a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. ***Enter Line 13 on Line 17.***

☐ b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to adopted rate. ***Enter Line 15 on Line 17.***

☐ c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the adopted rate. ***Enter Line 15 on Line 17.***

☐ d. Referendum: The maximum millage rate is equal to the adopted rate. ***Enter Line 15 on Line 17.***

17.	The selection on Line 16 allows a maximum millage rate of ***(Enter rate indicated by choice on Line 16).***	12.6058	per $1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	$	394,185,412	(18)

Continued on page 2

Taxing Authority :	DR-420MM R. 5/12 Page 2

19.	Current year adopted taxes ***(Line 15 multiplied by Line 18, divided by 1,000).***	$ 0	(19)
20.	Total taxes levied at the maximum millage rate ***(Line 17 multiplied by Line 18, divided by 1,000).***	$ 4,969,022	(20)

DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP ***STOP HERE. SIGN AND SUBMIT.***

21.	Enter the current year adopted taxes of all dependent special districts & MSTUs levying a millage . ***(The sum of all Lines 19 from each district's Form DR-420MM)***	$ 0	(21)
22.	Total current year adopted taxes ***(Line 19 plus Line 21).***	$ 0	(22)
	Total Maximum Taxes		
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage ***(The sum of all Lines 20 from each district's Form DR-420MM).***	$ 0	(23)
24.	Total taxes at maximum millage rate ***(Line 20 plus Line 23).***	$ 4,969,022	(24)
	Total Maximum Versus Total Taxes Levied		
25.	Are total current year adopted taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☐ YES ☑ NO	(25)

SIGN HERE

Taxing Authority Certification	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
Signature of Chief Administrative Officer :		Date :
Title : TERRY SUGGS, CITY MANAGER	Contact Name and Contact Title : TERRY SUGGS, CITY MANAGER	
Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST	
City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

Complete and submit this form to the Department of Revenue with the completed DR-487, Certification of Compliance, within 30 days of the final hearing.

Instructions on page 3

Reset Form | Print Form

DR-420MM-P
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

FLORIDA DEPARTMENT OF REVENUE

MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
For municipal governments, counties, and special districts

Year: **2016**	County: PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority: CITY OF PALATKA

1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☑ No	(1)

IF YES, STOP ***STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.***

2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	6.8009	per $1,000	(2)
3.	Prior year maximum millage rate with a majority vote from ***2015*** Form DR-420MM, Line 13	12.3494	per $1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	6.9967	per $1,000	(4)

If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.

Adjust rolled-back rate based on prior year majority-vote maximum millage rate

5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	$	383,508,554	(5)
6.	Prior year maximum ad valorem proceeds with majority vote ***(Line 3 multiplied by Line 5 divided by 1,000)***	$	4,736,101	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	$	145,761	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote ***(Line 6 minus Line 7)***	$	4,590,340	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	$	373,116,936	(9)
10.	Adjusted current year rolled-back rate ***(Line 8 divided by Line 9, multiplied by 1,000)***	12.3027	per $1,000	(10)

Calculate maximum millage levy

11.	Rolled-back rate to be used for maximum millage levy calculation ***(Enter Line 10 if adjusted or else enter Line 2)***	12.3027	per $1,000	(11)
12.	Adjustment for change in per capita Florida personal income ***(See Line 12 Instructions)***		**1.0375**	(12)
13.	Majority vote maximum millage rate allowed ***(Line 11 multiplied by Line 12)***	12.7641	per $1,000	(13)
14.	Two-thirds vote maximum millage rate allowed ***(Multiply Line 13 by 1.10)***	14.0405	per $1,000	(14)
15.	Current year proposed millage rate	6.9967	per $1,000	(15)
16.	**Minimum vote required to levy proposed millage:** (Check one)			(16)

☑ a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. ***Enter Line 13 on Line 17.***

☐ b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. ***Enter Line 15 on Line 17.***

☐ c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. ***Enter Line 15 on Line 17.***

☐ d. Referendum: The maximum millage rate is equal to the proposed rate. ***Enter Line 15 on Line 17.***

17.	The selection on Line 16 allows a maximum millage rate of ***(Enter rate indicated by choice on Line 16)***	12.7641	per $1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	$	394,185,412	(18)

Continued on page 2

19.	Current year proposed taxes ***(Line 15 multiplied by Line 18, divided by 1,000)***	$ 2,757,997	(19)
20.	Total taxes levied at the maximum millage rate ***(Line 17 multiplied by Line 18, divided by 1,000)***	$ 5,031,422	(20)

DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP ***STOP HERE. SIGN AND SUBMIT.***

21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage . ***(The sum of all Lines 19 from each district's Form DR-420MM-P)***	$ 0	(21)
22.	Total current year proposed taxes ***(Line 19 plus Line 21)***	$ 2,757,997	(22)
	Total Maximum Taxes		
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage ***(The sum of all Lines 20 from each district's Form DR-420MM-P)***	$ 0	(23)
24.	Total taxes at maximum millage rate ***(Line 20 plus Line 23)***	$ 5,031,422	(24)
	Total Maximum Versus Total Taxes Levied		
25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☑ YES ☐ NO	(25)

SIGN HERE

Taxing Authority Certification

I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.

Signature of Chief Administrative Officer : Electronically Certified by Taxing Authority	Date : 7/29/2016 2:43 PM
Title : TERRY SUGGS, CITY MANAGER	Contact Name and Contact Title : TERRY SUGGS, CITY MANAGER
Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST
City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104 / Fax Number : 3863290106

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

Instructions on page 3

FLORIDA DEPARTMENT OF REVENUE

Reset Form | Print Form

DR-420TIF
R. 6/10
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year : 2016	County : PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority : CITY OF PALATKA
Community Redevelopment Area : Downtown	Base Year : 1983

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	$ 29,105,101	(1)
2.	Base year taxable value in the tax increment area	$ 14,750,255	(2)
3.	Current year tax increment value *(Line 1 minus Line 2)*	$ 14,354,846	(3)
4.	Prior year Final taxable value in the tax increment area	$ 29,576,978	(4)
5.	Prior year tax increment value *(Line 4 minus Line 2)*	$ 14,826,723	(5)

SIGN HERE

Property Appraiser Certification — I certify the taxable values above are correct to the best of my knowledge.

Signature of Property Appraiser : Electronically Certified by Property Appraiser

Date : 6/30/2016 11:14 AM

SECTION II: COMPLETED BY TAXING AUTHORITY **Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.**

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:

6a.	Enter the proportion on which the payment is based.	95.00 %	(6a)
6b.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 6a)* ***If value is zero or less than zero, then enter zero on Line 6b***	$ 13,637,104	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	$ 98,551	(6c)

7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:

7a.	Amount of payment to redevelopment trust fund in prior year	$ 0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10	0.0000 per $1,000	(7b)
7c.	Taxes levied on prior year tax increment value *(Line 5 multiplied by Line 7b, divided by 1,000)*	$ 0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value *(Line 7a divided by Line 7c, multiplied by 100)*	0.00 %	(7d)
7e.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 7d)* ***If value is zero or less than zero, then enter zero on Line 7e***	$ 0	(7e)

SIGN HERE

Taxing Authority Certification — **I certify the calculations, millages and rates are correct to the best of my knowledge.**

Signature of Chief Administrative Officer : Electronically Certified By Taxing Authority

Date : 7/29/2016 2:43 PM

Title : TERRY SUGGS, CITY MANAGER	Contact Name and Contact Title : TERRY SUGGS, CITY MANAGER
Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST

City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

FLORIDA DEPARTMENT OF REVENUE

Reset Form | Print Form

DR-420TIF
R. 6/10
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year : 2016	County : PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority : CITY OF PALATKA
Community Redevelopment Area : North Historic	Base Year : 1994

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	$ 3,402,362	(1)
2.	Base year taxable value in the tax increment area	$ 1,099,110	(2)
3.	Current year tax increment value *(Line 1 minus Line 2)*	$ 2,303,252	(3)
4.	Prior year Final taxable value in the tax increment area	$ 3,336,466	(4)
5.	Prior year tax increment value *(Line 4 minus Line 2)*	$ 2,237,356	(5)

SIGN HERE

Property Appraiser Certification — I certify the taxable values above are correct to the best of my knowledge.

Signature of Property Appraiser : Electronically Certified by Property Appraiser

Date : 6/30/2016 11:14 AM

SECTION II: COMPLETED BY TAXING AUTHORITY **Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.**

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:

6a.	Enter the proportion on which the payment is based.	95.00 %	(6a)
6b.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 6a)* ***If value is zero or less than zero, then enter zero on Line 6b***	$ 2,188,089	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	$ 14,871	(6c)

7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:

7a.	Amount of payment to redevelopment trust fund in prior year	$ 0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10	0.0000 per $1,000	(7b)
7c.	Taxes levied on prior year tax increment value *(Line 5 multiplied by Line 7b, divided by 1,000)*	$ 0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value *(Line 7a divided by Line 7c, multiplied by 100)*	0.00 %	(7d)
7e.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 7d)* ***If value is zero or less than zero, then enter zero on Line 7e***	$ 0	(7e)

SIGN HERE

Taxing Authority Certification — **I certify the calculations, millages and rates are correct to the best of my knowledge.**

Signature of Chief Administrative Officer : Electronically Certified By Taxing Authority

Date : 7/29/2016 2:43 PM

Title : TERRY SUGGS, CITY MANAGER	Contact Name and Contact Title : TERRY SUGGS, CITY MANAGER
Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST

City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

FLORIDA DEPARTMENT OF REVENUE

Reset Form | Print Form

DR-420TIF
R. 6/10
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

TAX INCREMENT ADJUSTMENT WORKSHEET

Year : 2016	County : PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority : CITY OF PALATKA
Community Redevelopment Area : South Historic	Base Year : 1994

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	$ 8,145,531	(1)
2.	Base year taxable value in the tax increment area	$ 3,217,275	(2)
3.	Current year tax increment value *(Line 1 minus Line 2)*	$ 4,928,256	(3)
4.	Prior year Final taxable value in the tax increment area	$ 8,082,533	(4)
5.	Prior year tax increment value *(Line 4 minus Line 2)*	$ 4,865,258	(5)

SIGN HERE

Property Appraiser Certification — I certify the taxable values above are correct to the best of my knowledge.

Signature of Property Appraiser : Electronically Certified by Property Appraiser

Date : 6/30/2016 11:14 AM

SECTION II: COMPLETED BY TAXING AUTHORITY **Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.**

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:

6a.	Enter the proportion on which the payment is based.	95.00 %	(6a)
6b.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 6a)* ***If value is zero or less than zero, then enter zero on Line 6b***	$ 4,681,843	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	$ 32,339	(6c)

7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:

7a.	Amount of payment to redevelopment trust fund in prior year	$ 0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10	0.0000 per $1,000	(7b)
7c.	Taxes levied on prior year tax increment value *(Line 5 multiplied by Line 7b, divided by 1,000)*	$ 0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value *(Line 7a divided by Line 7c, multiplied by 100)*	0.00 %	(7d)
7e.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 7d)* ***If value is zero or less than zero, then enter zero on Line 7e***	$ 0	(7e)

SIGN HERE

Taxing Authority Certification — **I certify the calculations, millages and rates are correct to the best of my knowledge.**

Signature of Chief Administrative Officer : Electronically Certified By Taxing Authority

Date : 7/29/2016 2:43 PM

Title : TERRY SUGGS, CITY MANAGER	Contact Name and Contact Title : TERRY SUGGS, CITY MANAGER
Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST

City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

Reset Form | Print Form

FLORIDA DEPARTMENT OF REVENUE

CERTIFICATION OF FINAL TAXABLE VALUE

DR-422
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

Year : 2016	County : PUTNAM	Is VAB still in session? ☐ Yes ☐ No
Principal Authority : CITY OF PALATKA		Check type : ☐ School District ☐ County ☑ Municipality ☐ Independent Special District ☐ Water Management District
Taxing Authority : CITY OF PALATKA		Check type : ☑ Principal Authority ☐ MSTU ☐ Dependent Special District ☐ Water Management District Basin

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year gross taxable value from Line 4, Form DR-420	$ 394,185,412	(1)
2.	Final current year gross taxable value from Form DR-403 Series	$ 0	(2)
3.	Percentage of change in taxable value *(Line 2 divided by Line 1, minus 1, multiplied by 100)*	-100.00 %	(3)

The taxing authority must complete this form and return it to the property appraiser by _____ time _____ date

SIGN HERE	***Property Appraiser Certification***	I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser :	Date :

SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

If this portion of the form is not completed in full your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is inapplicable, enter N/A or -0-.

Non-Voted Operating Millage Rate (from resolution or ordinance)

4a.	County or municipal principal taxing authority	0.0000	per $1,000	(4a)
4b.	Dependent special district	0.0000	per $1,000	(4b)
4c.	Municipal service taxing unit (MSTU)	0.0000	per $1,000	(4c)
4d.	Independent Special District	0.0000	per $1,000	(4d)
4e.	School district — Required Local Effort	0.0000	per $1,000	(4e)
	Capital Outlay	0.0000	per $1,000	
	Discretionary Operating	0.0000	per $1,000	
	Discretionary Capital Improvement	0.0000	per $1,000	
		0.0000		
	Additional Voted Millage	0.0000	per $1,000	
4f.	Water management district — District Levy	0.0000	per $1,000	(4f)
	Basin	0.0000	per $1,000	

Are you going to adjust adopted millage ?	☐ YES	☐ NO	***If No, STOP HERE, Sign and Submit.***

Continued on page 2

Taxing Authority :	DR-422 R. 5/13 Page 2

COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S)

5.	Unadjusted gross ad valorem proceeds *(Line 1 multiplied by Line 4a, 4e, or 4f as applicable , divided by 1,000)*	$ 0	(5)
6.	Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%) *(Line 5 divided by Line 2 multiplied by 1,000)*	0.0000 per $1000	(6)

MSTUs, DEPENDENT SPECIAL DISTRICTS , and INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)

7.	Unadjusted gross ad valorem proceeds *(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)*	$ 0	(7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) *(Line 7 divided by Line 2, multiplied by 1,000)*	0.0000 per $1000	(8)

SIGN HERE	**Taxing Authority Certification**	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer :		Date :
	Title : TERRY SUGGS, CITY MANAGER	Contact Name and Contact Title : TERRY SUGGS, CITY MANAGER	
	Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST	
	City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

INSTRUCTIONS

SECTION I: Property Appraiser

1. Initiate a separate DR-422 form for each DR-420, Certification of Taxable Value, and DR-420S, Certification of School Taxable Value, submitted.
2. Complete Section 1 and sign.
3. Send the original to the taxing authority and keep a copy.

SECTION II: Taxing Authority

1. Complete Section II and sign.
2. Return the original to the property appraiser.
3. Keep a copy for your records.
4. Send a copy to the tax collector.
5. Send a copy with the DR-487, Certification of Compliance, to the Department of Revenue at the address below. Send separately if the DR-487 was previously sent to the Department.

Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315 - 3000

All taxing authorities must complete Line 4, millages adopted by resolution/ordinance at final budget hearing.

Counties, municipalities, schools, and water management districts may complete Line 5 and Line 6 only when Line 3 is greater than plus or minus 1%. (s. 200.065(6), F.S.)

MSTUs, dependent special districts, and independent special districts may adjust the non-voted millage rate only when Line 3 is greater than plus or minus 3%. (s. 200.065(6), F.S.)

Adjusted millage rate must comply with statutes. The adjusted millage rate entered on Line 6 or Line 8 cannot exceed the rate allowed by other provisions of law or the state constitution.

Multi-county and water management districts must complete a separate DR-422 for each county.

All TRIM forms for taxing authorities are available on our website at
http://dor.myflorida.com/dor/property/trim

Reset Form | Print Form

FLORIDA DEPARTMENT OF REVENUE

CERTIFICATION OF FINAL TAXABLE VALUE

DR-422
R. 5/13
Rule 12D-16.002
Florida Administrative Code
Effective 5/13
Provisional

Year : 2016	County : PUTNAM	Is VAB still in session? ☐ Yes ☐ No
Principal Authority : CITY OF PALATKA		Check type : ☐ School District ☐ County ☑ Municipality ☐ Independent Special District ☐ Water Management District
Taxing Authority : CITY OF PALATKA		Check type : ☑ Principal Authority ☐ MSTU ☐ Dependent Special District ☐ Water Management District Basin

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year gross taxable value from Line 4, Form DR-420	$ 394,185,412	(1)
2.	Final current year gross taxable value from Form DR-403 Series	$ 0	(2)
3.	Percentage of change in taxable value *(Line 2 divided by Line 1, minus 1, multiplied by 100)*	-100.00 %	(3)

The taxing authority must complete this form and return it to the property appraiser by _____ time _____ date

SIGN HERE	***Property Appraiser Certification***	I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser :	Date :

SECTION II : COMPLETED BY TAXING AUTHORITY

MILLAGE RATE ADOPTED BY RESOLUTION OR ORDINANCE AT FINAL BUDGET HEARING UNDER s. 200.065(2)(d), F.S.

If this portion of the form is not completed in full your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is inapplicable, enter N/A or -0-.

Non-Voted Operating Millage Rate (from resolution or ordinance)

4a.	County or municipal principal taxing authority	0.0000	per $1,000	(4a)
4b.	Dependent special district	0.0000	per $1,000	(4b)
4c.	Municipal service taxing unit (MSTU)	0.0000	per $1,000	(4c)
4d.	Independent Special District	0.0000	per $1,000	(4d)
4e.	School district — Required Local Effort	0.0000	per $1,000	(4e)
	Capital Outlay	0.0000	per $1,000	
	Discretionary Operating	0.0000	per $1,000	
	Discretionary Capital Improvement	0.0000	per $1,000	
		0.0000		
	Additional Voted Millage	0.0000	per $1,000	
4f.	Water management district — District Levy	0.0000	per $1,000	(4f)
	Basin	0.0000	per $1,000	

Are you going to adjust adopted millage ?	☐ YES	☐ NO	***If No, STOP HERE, Sign and Submit.***

Continued on page 2

Taxing Authority :	DR-422 R. 5/13 Page 2

COUNTIES, MUNICIPALITIES, SCHOOLS, and WATER MANAGEMENT DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 1% . (s. 200.065(6), F.S)

5.	Unadjusted gross ad valorem proceeds *(Line 1 multiplied by Line 4a, 4e, or 4f as applicable , divided by 1,000)*	$ 0	(5)
6.	Adjusted millage rate (Only if Line 3 is greater than plus or minus 1%) *(Line 5 divided by Line 2 multiplied by 1,000)*	0.0000 per $1000	(6)

MSTUs, DEPENDENT SPECIAL DISTRICTS , and INDEPENDENT SPECIAL DISTRICTS may adjust the non-voted millage rate only if the percentage on Line 3 is greater than plus or minus 3% (s. 200.065(6), F.S.)

7.	Unadjusted gross ad valorem proceeds *(Line 1 multiplied by Line 4b, 4c, or 4d as applicable, divided by 1,000)*	$ 0	(7)
8.	Adjusted Millage rate (Only if Line 3 is greater than plus or minus 3%) *(Line 7 divided by Line 2, multiplied by 1,000)*	0.0000 per $1000	(8)

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	Signature of Chief Administrative Officer :		Date :
	Title : TERRY SUGGS, CITY MANAGER	Contact Name and Contact Title : TERRY SUGGS, CITY MANAGER	
	Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST	
	City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

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Florida Department of Revenue
Property Tax Oversight - TRIM Section
P. O. Box 3000
Tallahassee, Florida 32315 - 3000

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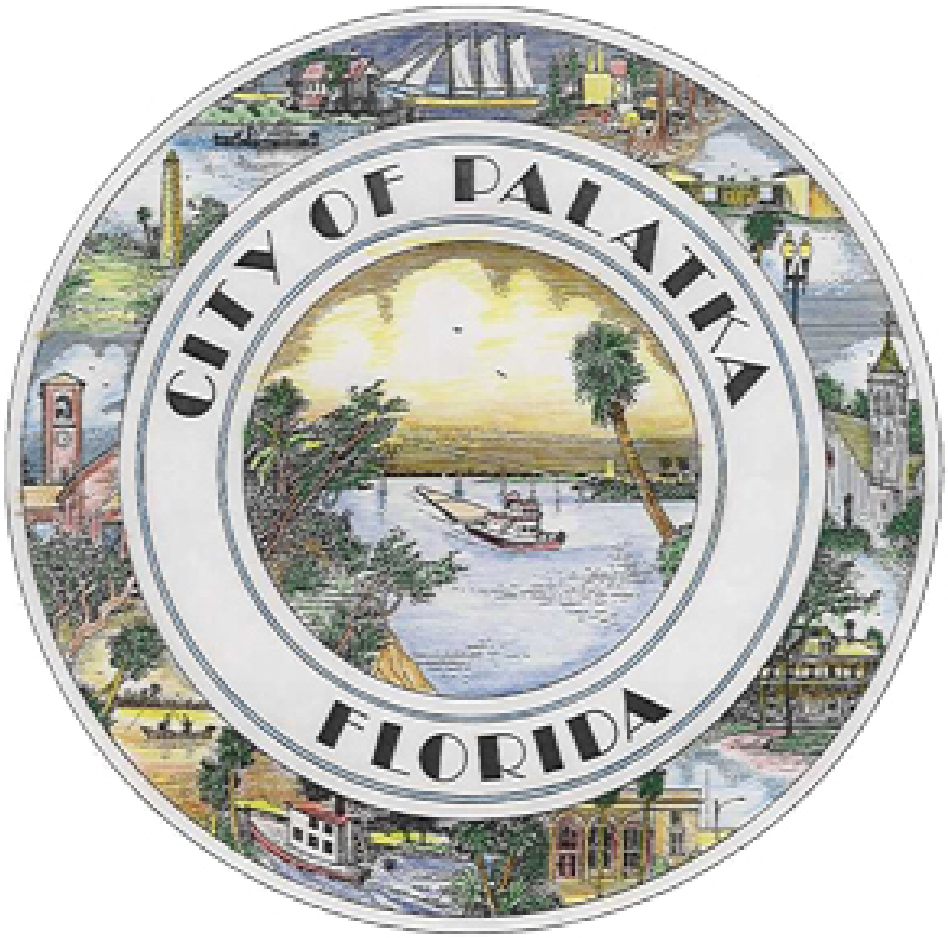
http://dor.myflorida.com/dor/property/trim

ANNUAL BUDGET

and Program of Municipal Services

Fiscal Year 2016 – 2017



CITY OF PALATKA

The History of Palatka

The area was once the domain of the Timucuan peoples, two tribes of which existed in the Palatka region under chiefs Saturiwa and Utina. They fished bass and mullet, or hunted deer, turkeys, bear and opossum. Others farmed beans, corn, melons, squash, and tobacco. However, infectious disease that came with European contact and war devastated the tribes, and they were extinct by the mid-18th century. The last people evacuated with the Spanish to Cuba in 1763, when Spain ceded Florida to Great Britain after the Seven Years' War.

During the late eighteenth century, remnants of Creek and other tribes made their way to Florida. In a process of ethnogenesis, the Seminole tribe was formed. They called the location *Pilo-taikita*, meaning “crossing over”, or “cows’ crossing.” Here the St. Johns River narrows and begins a shallower, winding course upstream to Lake George and Lake Monroe.

In 1767, Denys Rolle (1725-1797), an English gentleman and philanthropist, established Rollestown on the east bank of the St. Johns River at the head of deep-water navigation. His 78,000-acre plantation was a utopian commercial and humanitarian experiment, recruiting settlers off the streets of London, including paupers, vagrants, pickpockets and "penitent prostitutes." Two hundred indentured servants arrived to clear wilderness for agriculture and livestock. Unaccustomed to either hard work or a subtropical climate, however, they scattered. Rolle next imported slaves from West Africa to tend chickens, hogs, goats and sheep, or produce cotton, indigo, citrus and turpentine for export to England.

He built a mansion and laid out a village, but trouble beleaguered the "ideal society." In 1770, a disgruntled overseer sold over 1,000 of his employer's cattle and disappeared with the money. Rolle hired new overseers and bought more slaves, but the plantation failed to prosper. When Spain resumed control of Florida in 1783, Rolle abandoned the colony and chartered a ship to carry his household belongings, livestock and slaves to a 2,000-acre estate on Great Exuma in the Bahamas. The point in East Palatka is still called Rollestown.

With changes of sovereignty in Florida came numerous changes of ownership in Pilo-taikita, now contracted to *Pilatka*. In 1774, naturalist William Bartram noted an Indian village on the west bank, but it was abandoned before later European Americans came to settle. The current existence of Palatka can be traced to the settlement established there in 1821. After the United States acquired Florida in 1821, Nehemiah Brush established a ferry and bought a 1,200-acre tract in 1826 and another of equal size the next year. The site became a distribution point, where goods were shipped by a New York company to supply immigrants at the Grant of Arredondo, which lay to the west.

The arrival of land-hungry American settlers created confrontations with the resident Seminole. When the government attempted to relocate the tribe to the west of the Mississippi as part of Indian Removal starting in 1833, the Second Seminole War began. The Seminole attacked and burned Pilatka in 1835. Recognizing the site's strategic importance for control of the St. Johns River, the main artery into Central Florida, the US Army in 1838 established Fort Shannon, named for Captain Samuel Shannon. It included a garrison, supply depot and hospital. During 1842 the Seminole were driven from the area, and consequently Fort Shannon was abandoned by the army in 1843. Settlers made use of the military piers and buildings, including eight blockhouses, to develop the town. By 1847, it was growing rapidly. In 1849, Putnam County was created, with Pilatka the county seat. With the help of Judge Isaac H. Bronson, it was incorporated as a city on January 8, 1853.

During the 1850s, Florida in general and Pilatka in particular gained a reputation as a haven for invalids escaping northern winters. Steamboats carried them up the river in increasing numbers. One visitor wrote that

amusements included "sailing, fishing, rowing, walking, riding in buggy and on horseback, whist, enchre, backgammon and hunting."

The tourist trend was interrupted by the Civil War, when gunboats cruised the waters and Pilatka was destitute and largely deserted. On October 7, 1862, the USS *Cimarron* fired several shells over the town after seeing some Confederate cavalry. Mary Boyd pleaded with Union Commander Maxwell Woodhull to spare Pilatka, assuring him that the horse soldiers were not residents. He complied.

Among the notable residents of Pilatka during the war was Confederate spy Lola Sánchez and her sisters. Sánchez became upset when their father was falsely accused of being a Confederate spy by the members of the Union Army and imprisoned. Officers of the Union Army then occupied their residence in Palatka, Florida. On one occasion Sánchez overheard various officers' planning a raid and alerted the Confederates forces. As a result, the Confederate forces led by Capt. John Jackson Dickison, surprised and captured the Union troops on the day of the supposed raid in what is known as "Battle of Horse Landing".

Following the war, tourists returned to find new hotels, including the Putnam House, built by Hubbard L. Hart, and the Larkin House, which had accommodations for 250 guests. Steamers ran up the Ocklawaha River to Eustis, Leesburg and Silver Springs, or the St. Johns River to Enterprise and Sanford. Industries included logging, raising cattle and hogs, and orange groves. On May 24, 1875, the post office changed the spelling to Palatka, ending confusion with Picolata.

By the 1880s, several competing railroads crossed the community, which became an important junction. These included the Florida Southern Railroad, the Jacksonville, Tampa and Key West Railroad, the St. Augustine and Palatka Railway, and the Georgia Southern and Florida Railroad. On November 7, 1884, Palatka suffered a devastating fire. Guests arrived that season to find no accommodations, and so continued on the train south; this was the beginning of a gradual shift of tourism elsewhere. The city lost trade, shipping and transportation preeminence to Jacksonville, on the coast. With its downtown rebuilt in brick to be fireproof, Palatka emerged a finer place.

In 1893, A. E. and H. S. Wilson of Saginaw, Michigan bought the Noah J. Tilghman & Son Sawmill, which processed cypress lumber. Renamed the Wilson Cypress Company, it expanded operations and became a major employer. At its peak, it was the second largest cypress mill in the world, but closed in 1944. The Great Freeze of 1894 and 1895 destroyed Palatka's citrus groves for 5 years, which were formerly a major attraction. The ill-fated Cross Florida Barge Canal was once intended to pass the city. Today, tourism remains important.

Larkin House c. 1880

Second Street c. 1880

Fiscal Year 2016-2017

Annual Budget and Program of Municipal Services

City Commissioners
Terrill Hill, Mayor
Mary Lawson Brown, Vice-Mayor
Justin Campbell
Rufus Borom
James Norwood, Jr.

City Manager
Terry K. Suggs

Finance Director
Matthew D. Reynolds

TABLE OF CONTENTS

STATISTICAL ANALYSIS

ESTIMATED ACTUAL VALUE	1
PROPERTY TAX INFORMATION	2
PROPERTY TAX RATE HISTORY	3

ALL FUNDS

BUDGET SUMMARY	4

GENERAL FUND

REVENUES & CASH BALANCES FORWARD	5– 8
EXPENDITURES	
CITY COMMISSION	9
CITY MANAGER'S OFFICE	10
CITY CLERK'S OFFICE	11
FINANCE DEPARTMENT	12
HUMAN RESOURCES DEPARTMENT	13
FACILITIES MAINTENANCE DEPARTMENT	14
INFORMATION TECHNOLOGY	15
LEGAL COUNSEL	16
OTHER GENERAL GOVERNMENT SERVICES	17
PUBLIC SAFETY	
BUILDING & ZONING	18
POLICE DEPARTMENT	19 – 20
CODE ENFORCEMENT	21
FIRE DEPARTMENT	22
STREETS	23
CEMETERY	24
CULTURAL SERVICES	25
CULTURAL SERVICES (BRONSON HOUSE)	26
PARKS & RECREATION	27 - 28
COMMUNITY CENTER	29
WATER TAXIS	30
TRANSFERS, CONTINGENCIES & RESERVES	31

BETTER PLACE FUND

REVENUES & CASH BALANCES FORWARD	32
EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	33

AIRPORT FUND

REVENUES & CASH BALANCES FORWARD	34
EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	35 – 36

TABLE OF CONTENTS (CONTINUED)

UTIILTY FUND

REVENUES & CASH BALANCES FORWARD	37
EXPENDITURES	
WATER PLANT	38
WASTEWATER TREATMENT PLANT	39
WASTE/SEWER DISTRIBUTION	40
WATER ADMINISTRATION	41
TRANSFERS, CONTINGENCIES & RESERVES	42

GOLF COURSE FUND

REVENUES & CASH BALANCES FORWARD	43
EXPENDITURES	
MAINTENANCE DEPARTMENT	44
CLUB HOUSE	45
TRANSFERS, CONTINGENCIES & RESERVES	46

SANITATION FUND

REVENUES & CASH BALANCES FORWARD	47
EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	
GARAGE MAINTENANCE	48
SANITATION DEPARTMENT, TRANSFERS	49
CONTINGENCIES & RESERVES	50

TAX INCREMENT FUND

REVENUES & CASH BALANCES FORWARD	51
EXPENDITURES	
DOWNTOWN TIF DISTRICT, TRANSFERS	52
SOUTH HISTORIC TIF DISTRICT	53
NORTH HISTORIC TIF DISTRICT, CONTINGENCIES & RESERVES	54

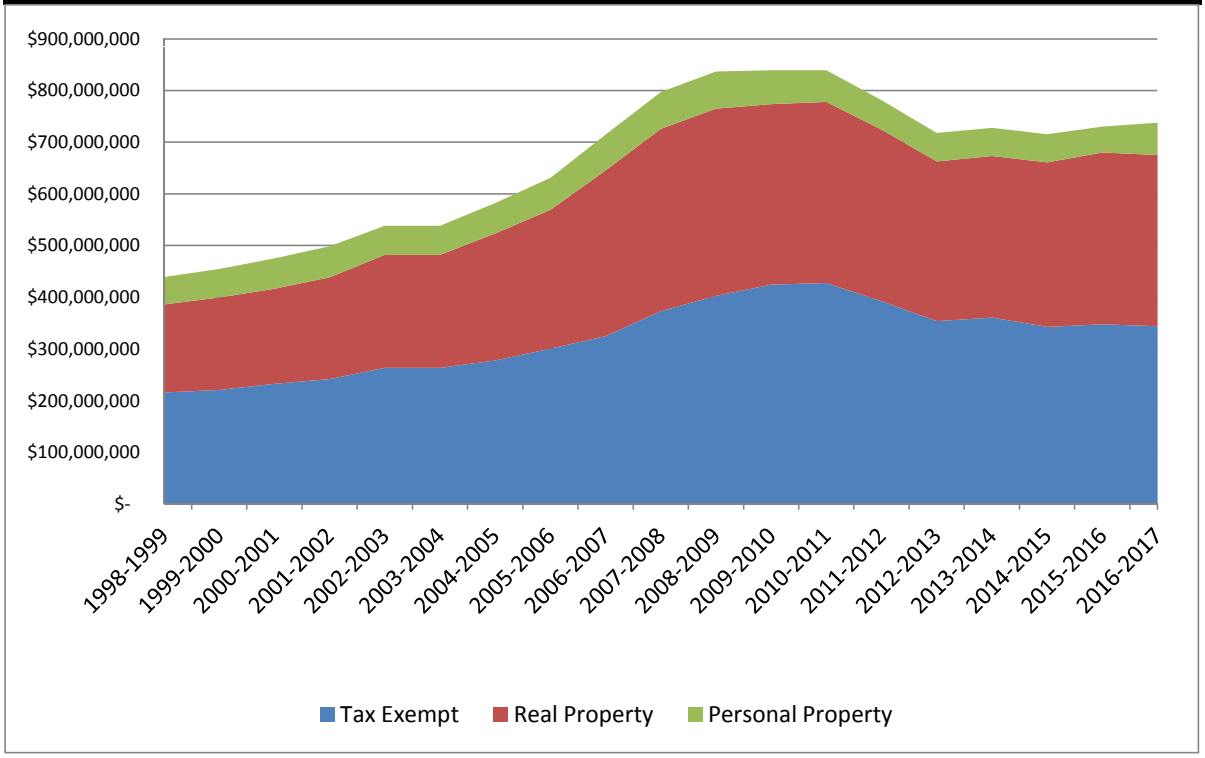
CDBG FUND

REVENUES & CASH BALANCES FORWARD	55
EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	56

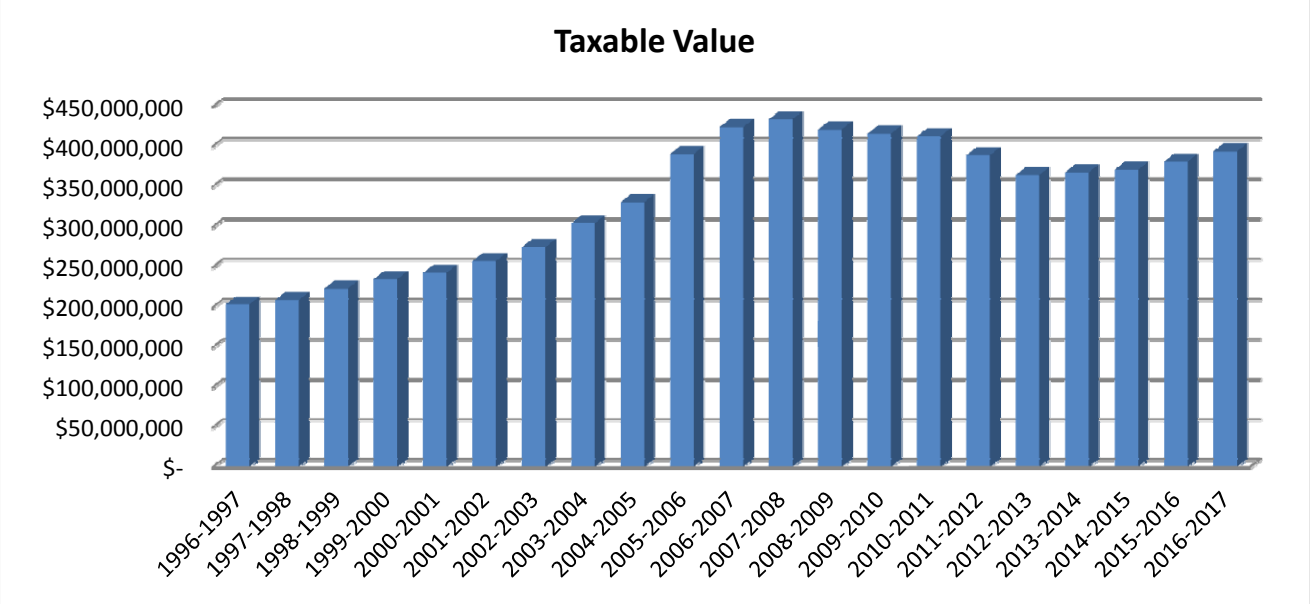
FIVE YEAR CAPITAL PLAN

ALL FUNDS/DEPARTMENTS	57 - 59

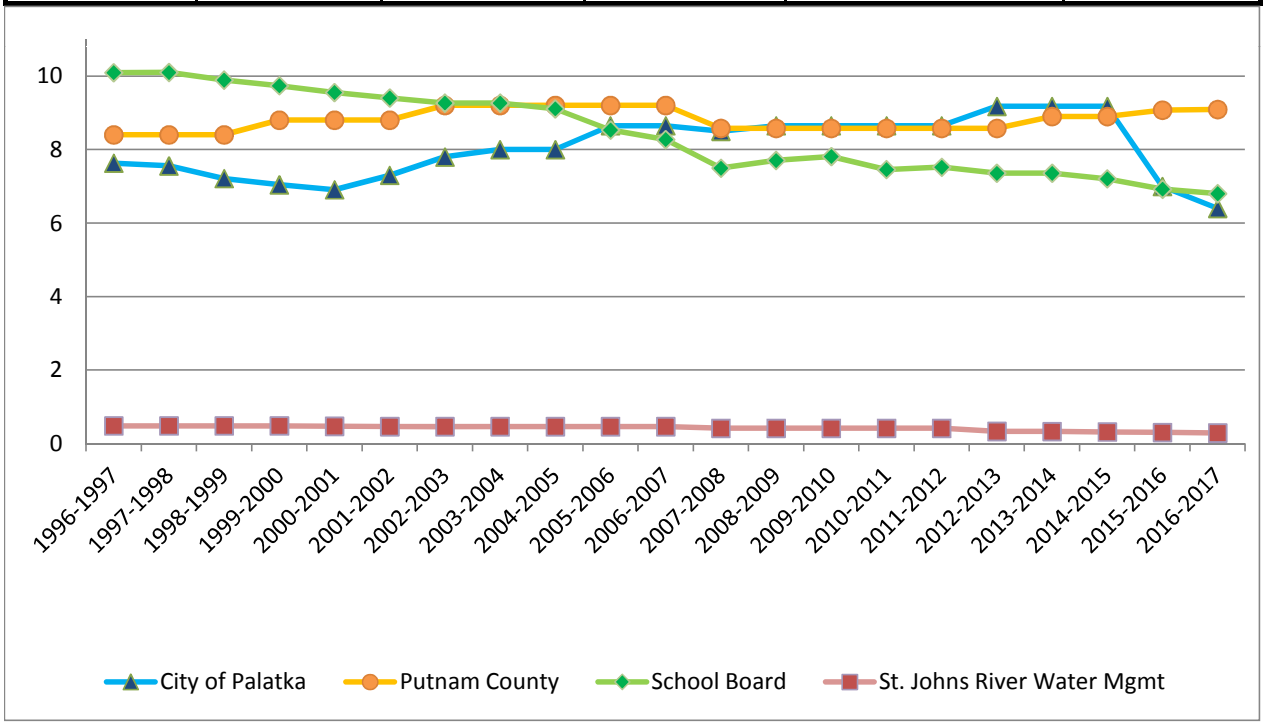
City of Palatka Estimated Actual Value				
Fiscal Year	**Tax Exempt**	**Real Property**	**Personal Property**	**Total Estimated Actual Value**
1998-1999	$ 216,093,042	$ 170,172,776	$ 53,215,597	$ 439,481,415
1999-2000	$ 220,912,111	$ 178,778,331	$ 55,367,259	$ 455,057,701
2000-2001	$ 232,468,810	$ 183,889,211	$ 59,094,480	$ 475,452,501
2001-2002	$ 241,548,517	$ 197,230,902	$ 60,338,363	$ 499,117,782
2002-2003	$ 263,807,095	$ 218,334,521	$ 56,587,231	$ 538,728,847
2003-2004	$ 263,807,095	$ 218,334,521	$ 56,587,231	$ 538,728,847
2004-2005	$ 277,976,363	$ 245,544,610	$ 59,022,315	$ 582,543,288
2005-2006	$ 300,981,367	$ 268,616,535	$ 62,032,313	$ 631,630,215
2006-2007	$ 324,868,250	$ 320,669,058	$ 69,748,674	$ 715,285,982
2007-2008	$ 373,365,912	$ 353,141,525	$ 70,909,071	$ 797,416,508
2008-2009	$ 403,089,469	$ 362,073,552	$ 71,887,265	$ 837,050,286
2009-2010	$ 424,474,968	$ 349,743,213	$ 65,330,966	$ 839,549,147
2010-2011	$ 427,401,929	$ 350,826,549	$ 61,172,680	$ 839,401,158
2011-2012	$ 392,358,229	$ 331,832,689	$ 57,098,415	$ 781,289,333
2012-2013	$ 353,857,097	$ 309,467,179	$ 54,838,730	$ 718,163,006
2013-2014	$ 360,625,430	$ 312,960,196	$ 54,787,757	$ 728,373,383
2014-2015	$ 342,925,717	$ 318,343,135	$ 54,579,756	$ 715,848,608
2015-2016	$ 347,634,124	$ 332,823,647	$ 50,086,206	$ 730,543,977
2016-2017	$ 344,064,467	$ 331,406,295	$ 62,779,117	$ 738,249,879



City of Palatka Property Tax Information					
Fiscal Year	**Taxable Value**	**Millage Rate**	**Calculated Receipts**	**% Change Dollars**	**% Change Tax Rate**
1996-1997	$ 203,564,231	7.6310	$ 1,553,399	2.05%	-1.97%
1997-1998	$ 208,976,323	7.5550	$ 1,578,816	1.64%	-1.00%
1998-1999	$ 223,388,373	7.2130	$ 1,611,300	2.06%	-4.53%
1999-2000	$ 235,053,580	7.0420	$ 1,655,247	2.73%	-2.37%
2000-2001	$ 242,983,691	6.9070	$ 1,678,288	1.39%	-1.92%
2001-2002	$ 257,569,265	7.3000	$ 1,880,256	12.03%	5.69%
2002-2003	$ 274,921,752	7.8000	$ 2,144,390	14.05%	6.85%
2003-2004	$ 304,566,925	8.0000	$ 2,436,535	13.62%	2.56%
2004-2005	$ 330,648,848	8.0000	$ 2,645,191	8.56%	0.00%
2005-2006	$ 390,417,732	8.6500	$ 3,377,113	27.67%	8.13%
2006-2007	$ 424,050,596	8.6500	$ 3,668,038	8.61%	0.00%
2007-2008	$ 433,960,817	8.5000	$ 3,688,667	0.56%	-1.73%
2008-2009	$ 421,346,887	8.6500	$ 3,644,651	-1.19%	1.76%
2009-2010	$ 416,061,561	8.6500	$ 3,598,933	-1.25%	0.00%
2010-2011	$ 412,847,084	8.6500	$ 3,571,127	-0.77%	0.00%
2011-2012	$ 388,931,104	8.6500	$ 3,364,254	-5.79%	0.00%
2012-2013	$ 364,305,909	9.1749	$ 3,342,470	-0.65%	6.07%
2013-2014	$ 367,747,953	9.1749	$ 3,374,051	0.94%	0.00%
2014-2015	$ 370,908,427	9.1749	$ 3,403,048	0.86%	0.00%
2015-2016	$ 380,825,796	6.9967	$ 2,664,524	-21.70%	-23.74%
2016-2017	$ 393,623,972	6.4000	$ 2,519,193	-5.45%	-8.53%



City of Palatka Property Tax Rate History					
Fiscal Year	City of Palatka	Putnam County	School Board	St. Johns River Water Mgmt	Total
1996-1997	7.6310	8.4000	10.0940	0.4820	26.6070
1997-1998	7.5550	8.4000	10.0980	0.4820	26.5350
1998-1999	7.2130	8.4000	9.8910	0.4820	25.9860
1999-2000	7.0420	8.8000	9.7380	0.4820	26.0620
2000-2001	6.9070	8.8000	9.5540	0.4720	25.7330
2001-2002	7.3000	8.8000	9.4040	0.4620	25.9660
2002-2003	7.8000	9.2000	9.2660	0.4620	26.7280
2003-2004	8.0000	9.2000	9.2660	0.4620	26.9280
2004-2005	8.0000	9.2000	9.1100	0.4620	26.7720
2005-2006	8.6500	9.2000	8.5340	0.4620	26.8460
2006-2007	8.6500	9.2000	8.2740	0.4620	26.5860
2007-2008	8.5000	8.5765	7.4940	0.4158	24.9863
2008-2009	8.6500	8.5765	7.7050	0.4158	25.3473
2009-2010	8.6500	8.5765	7.8130	0.4158	25.4553
2010-2011	8.6500	8.5765	7.4570	0.4158	25.0993
2011-2012	8.6500	8.5765	7.5200	0.4158	25.1623
2012-2013	9.1749	8.5765	7.3560	0.3313	25.4387
2013-2014	9.1749	8.9000	7.3560	0.3283	25.7592
2014-2015	9.1749	8.9000	7.2040	0.3164	25.5953
2015-2016	6.9967	9.0730	6.9240	0.3023	23.2960
2016-2017	6.4000	9.0914	6.8000	0.2885	22.5799



BUDGET SUMMARY
CITY OF PALATKA
FISCAL YEAR 2016/2017

***THE PROPOSED OPERATING BUDGET EXPENDITURES OF THE CITY OF PALATKA ARE 0.4% MORE THAN LAST YEARS TOTAL OPERATING EXPENDITURES.**

General Fund 6.4000

ESTIMATED REVENUES		General Fund	Better Place Fund	Utility Fund	Sanitation Fund	Golf Fund	Airport Fund	Tax Increment Fund	CDBG Fund	Total All Funds
Taxes:	Millage per $1000									
Ad Valorem Taxes	**6.4000**	**$ 2,261,988**						$ 317,683		$ 2,579,671
Sales and Use Taxes		$ 2,008,373	$ 810,000							$ 2,818,373
Licenses/Permits		$ 1,072,626								$ 1,072,626
Special Assessments		$ 1,247,310								$ 1,247,310
Intergovernmental		$ 1,023,908	$ 2,554,529	$ 60,000			$ 604,220			$ 4,242,657
Charges for Services		$ 127,200		$ 4,893,589	$ 1,750,733	$ 644,654	$ 726,328			$ 8,142,504
Fines/Forfeitures		$ 572,242								$ 572,242
Miscellaneous		$ 242,881		$ 47,012	$ 600	$ 200	$ 2,050		$ 33	$ 292,776
TOTAL SOURCES		**$ 8,556,528**	**$ 3,364,529**	**$ 5,000,601**	**$ 1,751,333**	**$ 644,854**	**$ 1,332,598**	**$ 317,683**	**$ 33**	**$ 20,968,159**
Transfers In		$ 1,002,686	$ 315,034			$ 386,544	$ 231,552			$ 1,935,816
Fund Balances/Reserves/Net Assets		$ 1,570,422	$ 193,773	$ 856,885	$ 575,573	$ (5,849)	$ (249,584)	$ 742,494	$ 38,197	$ 3,721,911
TOTAL REVENUES, TRANSFERS & BALANCES		**$ 11,129,636**	**$ 3,873,336**	**$ 5,857,486**	**$ 2,326,906**	**$ 1,025,549**	**$ 1,314,566**	**$ 1,060,177**	**$ 38,230**	**$ 26,625,886**
EXPENDITURES										
General Government		$ 1,387,286								$ 1,387,286
Public Safety		$ 6,147,843								$ 6,147,843
Physical Environment			$ 2,634,665	$ 3,511,935	$ 1,495,352					$ 7,641,952
Transportation		$ 661,857					$ 1,334,963			$ 1,996,820
Economic Environment								$ 757,617		$ 757,617
Human Services		$ 29,705								$ 29,705
Culture/Recreation		$ 596,543	$ 443,665			$ 850,488				$ 1,890,696
Debt Services		$ 263,011	$ 437,303	$ 814,338	$ 154,070	$ 168,756	$ 154,290			$ 1,991,768
TOTAL EXPENDITURES		**$ 9,086,245**	**$ 3,515,633**	**$ 4,326,273**	**$ 1,649,422**	**$ 1,019,244**	**$ 1,489,253**	**$ 757,617**	**$ -**	**$ 21,843,687**
Transfers Out		$ 464,340	$ 168,756	$ 562,585	$ 197,188	$ 12,154	$ 74,897	$ 302,560		$ 1,782,480
Fund Balances/Reserves/Net Assets		$ 1,579,051	$ 188,947	$ 968,628	$ 480,296	$ (5,849)	$ (249,584)	$ -	$ 38,230	$ 2,999,719
TOTAL APPROPRIATED EXPENDITURES, TRANSFERS, RESERVES & BALANCES		**$ 11,129,636**	**$ 3,873,336**	**$ 5,857,486**	**$ 2,326,906**	**$ 1,025,549**	**$ 1,314,566**	**$ 1,060,177**	**$ 38,230**	**$ 26,625,886**

THE TENTATIVE, ADOPTED AND/OR FINAL BUDGETS ARE ON FILE IN THE CLERK'S OFFICE AT 201 N 2ND STREET, PALATKA, FLORIDA AS A PUBLIC RECORD.

General Fund

FUND TITLE/FUND # *General Fund: 001*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
311 AD VALOREM TAXES								
311-0-0100 CURRENT AD VALOREM TAXES	3,066,132	3,121,059	3,096,672	2,376,189	2,223,660	2,389,717	2,253,288	-5.17%
311-0-0200 DELINQUENT AD VALOREM TAXES	13,274	8,699	11,500	11,500	3,711	6,711	8,700	-24.35%
Total	3,079,406	3,129,758	3,108,172	2,387,689	2,227,372	2,396,428	2,261,988	-5.26%
312 LOCAL OPTION, USE & FUEL TAXES								
312-4-1000 LOCAL OPTION FUEL TAX	270,113	281,543	264,975	275,425	174,299	296,895	295,000	7.11%
312-4-2000 2010 LOCAL GAS TAX	187,355	191,087	176,430	189,570	122,117	206,315	200,000	5.50%
312-5-1000 FIRE 175 PREM MONIES	80,280	95,455	78,504	78,504	-	80,000	80,000	1.91%
312-5-2000 POLICE 185 PREM MONIES	66,189	64,825	59,256	59,256	-	65,000	65,000	9.69%
Total	603,937	632,909	579,165	602,755	296,416	648,211	640,000	6.18%
314 UTILITY SERVICES TAXES								
314-1-0000 UTILITY TAX ELECTRIC	750,858	791,072	784,356	800,184	463,382	797,183	837,782	4.70%
314-3-0000 UTILITY TAX WATER	166,127	166,991	171,440	178,347	103,783	178,487	187,697	5.24%
314-4-0000 UTILITY TAX GAS	80,499	77,073	89,428	82,205	75,415	95,000	95,000	15.56%
314-7-0000 UTILITY TAX FUEL OIL	100	187	172	172	58	90	90	-47.67%
314-8-0000 UTILITY TAX PROPANE	1,351	1,158	1,261	1,261	848	1,145	1,150	-8.80%
Total	998,935	1,036,481	1,046,657	1,062,169	643,486	1,071,904	1,121,719	5.61%
315 COMMUNICATION SERVICE TAXES								
315-0-1000 TELE COMMUNICATION SERVICE TAX	125,758	104,714	116,400	101,924	50,013	86,150	246,654	142.00%
Total	125,758	104,714	116,400	101,924	50,013	86,150	246,654	142.00%
316/322/329 PERMITS & FEES								
316-0-1000 OCCUPATIONAL BUSINESS TAX	99,811	91,723	90,000	90,000	17,913	90,000	90,000	0.00%
322-0-2000 BUILDING PERMITS	108,568	170,187	111,585	75,000	67,693	90,257	83,000	10.67%
322-0-2100 BUILDING & ZONING REVENUES	38,593	59,654	51,629	30,000	28,157	37,543	38,000	26.67%
329-0-0001 LANDSCAPING CODE FEE	3,900	9,600	-	-	1,200	1,200	-	0.00%
Total	250,872	331,164	253,214	195,000	114,964	219,000	211,000	8.21%
323 FRANCHISE FEES								
323-1-0000 FRANCHISE FEES ELECTRIC	810,331	837,391	778,999	785,196	590,994	820,596	861,626	9.73%
Total	810,331	837,391	778,999	785,196	590,994	820,596	861,626	9.73%
325 SPECIAL ASSESSMENTS								
325-2-1000 FIRE ASSESSMENT	-	-	-	787,775	841,239	920,861	1,247,310	58.33%
Total	-	-	-	787,775	841,239	920,861	1,247,310	58.33%
331/333/334 STATE/FEDERAL GRANTS & PILOTS								
331-2-1500 JAG RECOVERY LOCAL 09SBB90645	-	-	-	-	-	-	-	0.00%
331-2-2500 BULLET PROOF VEST GRT-POLICE	5,814	3,256	4,388	4,388	-	4,388	4,388	0.00%
331-2-3500 2008 UMWX0032 COPS UNI HIRING	-	-	-	-	-	-	-	0.00%
331-2-3600 2009 RKWX0247 COPS RECOVERY	-	-	-	-	-	-	-	0.00%
331-2-3601 COPS Grant 2014-2015	-	-	-	-	-	-	-	0.00%
331-2-4700 WEED & SEED GRANT-POLICE	-	-	-	-	-	-	-	0.00%
331-2-5400 EMW-2010-FO-02817 FIRE GRANT	-	-	-	-	-	-	-	0.00%
331-2-5401 EMW-2012-FO-03185 FIRE GRANT-B	-	-	-	-	-	-	-	0.00%
331-2-5500 SAFER GRANT	-	-	-	-	-	-	-	0.00%
331-2-5600 JAG 2009 2009DJBX0978	-	-	-	-	-	-	-	0.00%
331-2-5900 VOCA GRANT V09045	37,694	34,167	37,531	37,531	8,541	32,000	37,531	0.00%
331-2-6000 JAG 2010 2010DJBX1516	-	-	-	-	-	-	-	0.00%
331-2-6100 2011-JAGC-PUTN-3-B2-169	-	-	-	-	-	-	-	0.00%
331-7-1000 HISTORICAL GRANT	-	-	-	-	-	-	-	0.00%
331-2-6200 JAG 2011 2011DJBX2106	-	-	-	-	-	-	-	0.00%
331-2-6300 2012-JAGC-PUTN-1-C4-027	-	-	-	-	-	-	-	0.00%
331-2-6301 JAG LOCAL 2013-DJ-BX-0269	-	-	-	-	-	-	-	0.00%
331-2-6302 JAG COUNTY WIDE 2013-JAGC-PUTN	-	-	-	-	-	-	-	0.00%
331-2-6303 JAG LOCAL 2014-DJ-BX-0134	10,986	-	-	-	-	-	-	0.00%
331-2-6304 2014-JAGC-PUTN-2-E5-010	16,219	-	-	-	-	-	-	0.00%
331-2-6305 JAG LOCAL 2014-DJ-BX-0180	-	10,933	10,986	-	-	-	-	0.00%
331-2-6306 2015-JAGC-PUTN-3-R3-013	-	15,007	15,359	-	-	-	-	0.00%
331-2-6307 2016-JAGC-PUTN	-	-	-	15,000	-	15,000	-	-100.00%
331-2-6308 2017-JAGC-PUTN	-	-	-	-	-	-	13,000	0.00%
331-2-5503 USDA POLICE VEHICLES	40,239	-	-	-	-	-	-	0.00%
331-2-5504 USDA FIRE DEPT VEHICLES	-	-	69,500	-	-	69,504	-	0.00%
333-0-1000 PAYMENTS IN LIEU OF TAX (PHA)	18,347	23,924	18,300	18,300	13,750	13,750	15,000	-18.03%
334-1-3002 ST JOHNS/7TH/OAK ST 11HM-3E-04	-	(21,579)	-	-	-	-	-	0.00%
334-1-4000 SJRWMD #26799 SOFTWARE COST SH	-	-	-	-	-	-	-	0.00%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
334-2-0300 FIRE GRANT-USAR TRAINING	1,777	-	-	-	4,680	4,680	-	0.00%
334-5-5001 DEO PLANNING GRANT	3,000	-	-	-	-	-	-	0.00%
337-2-0200 GAS AUTHORITY CNG VEHICLE REIM	-	-	-	-	2,500	5,000	-	0.00%
334-2-0100 STATE CNG VEHICLE REIMBURSEMENT	-	-	-	-	-	10,145	-	0.00%
334-2-0101 POLICE DEPT REPORT WRITING GRANT	-	-	-	-	-	-	75,000	0.00%
Total	134,076	65,708	156,064	75,219	29,470	154,466	144,919	92.66%
335 STATE SHARED REVENUES								
335-1-2000 STATE REVENUE SHARING	400,433	403,223	401,925	403,598	234,528	401,881	401,646	-0.48%
335-1-4000 MOBILE HOME LICENSE TAX	6,170	3,946	7,772	5,309	3,116	4,104	4,200	-20.89%
335-1-5000 ALCOHOLIC BEVERAGE TAX	9,149	9,317	13,330	9,500	9,981	9,981	10,000	5.26%
335-1-6000 SALES TAX REVENUE (95%)	375,167	384,769	373,512	374,485	236,644	404,259	432,503	15.49%
335-2-1000 FIREFIGHTERS SUP COMP	5,040	5,832	5,040	5,832	-	5,297	5,640	-3.29%
335-4-9000 GAS TAX REBATE	9,470	13,885	12,123	13,000	6,412	9,412	12,000	-7.69%
Total	805,430	820,972	813,702	811,724	490,682	834,934	865,989	6.69%
337 GRANTS/LOCAL UNITS								
337-2-0100 HIDTA	256	-	6,547	6,547	1,873	2,200	2,000	-69.45%
Total	256	-	6,547	6,547	1,873	2,200	2,000	-69.45%
338 SHARED REVENUE FROM OTHER LOCAL UNITS								
338-0-2000 SHARE OF COUNTY OCCUP	6,086	6,459	7,000	6,000	1,377	5,935	6,000	0.00%
338-0-9000 SHARED REV OTHER LOC UNITS	5,000	-	5,000	5,000	-	5,000	5,000	0.00%
Total	11,086	6,459	12,000	11,000	1,377	10,935	11,000	0.00%
340's CHARGES FOR SERVICES								
341-0-3001 CODE ENFORCEMENT-ADMIN FEES	-	158	3,000	250	-	-	-	-100.00%
341-0-9000 ELECTION FEES	765	-	-	-	-	-	-	0.00%
342-1-1000 POLICE SERVICES	-	-	-	-	-	-	-	0.00%
342-1-1100 GUN SAFETY CLASSES	1,540	1,855	4,200	2,800	1,155	1,155	1,500	-46.43%
342-1-2000 FIRE ALARM REG & FEES (POLICE)	75	-	-	-	-	-	-	0.00%
342-1-3000 TAXI REGISTRATION	-	-	-	-	-	-	-	0.00%
342-2-1000 FIRE SERVICES	20,373	56,638	25,000	25,000	20,788	32,788	25,000	0.00%
342-5-1000 FIRE INSPECTION FEES	13,770	16,356	15,000	-	810	810	-	0.00%
343-8-1000 CEMETERY SERVICES	48,608	59,080	52,500	11,100	18,539	24,718	11,100	0.00%
343-8-2000 VAULT SALES-CEMETERY	23,550	25,290	26,000	-	5,430	7,240	-	0.00%
346-4-1000 ANIMAL CONTROL FEES	1,129	490	1,300	250	640	640	500	100.00%
347-2-1000 PARK-REC RENTALS FEES	10,898	10,065	10,000	10,000	5,904	7,872	10,000	0.00%
347-2-1001 SPECIAL EVENT FEES	-	-	-	-	-	-	-	0.00%
347-3-1000 BRONSON HOUSE	140	500	1,200	1,000	-	-	1,000	0.00%
347-3-1001 ST JOHNS RIVER CENTER-RENTALS	-	125	7,500	7,500	5,613	7,238	7,500	0.00%
347-3-1002 ST JOHNS RIVER CENTER-GIFT SHOP SALES	-	178	6,000	2,000	98	100	100	-95.00%
347-5-1000 COMMUNITY CENTER	9,193	9,641	13,000	12,000	9,215	12,287	12,000	0.00%
341-0-9001 CODE ENFORCEMENT-MISC FEES	3,025	6,718	2,700	2,700	2,375	3,500	2,700	0.00%
341-0-3002 CODE ENFORCEMENT-VACANT PROPERTY REG	-	2,600	-	-	4,100	4,100	1,000	0.00%
342-1-1001 POLICE DEPT-FINGERPRINTS	515	410	360	360	470	500	400	11.11%
342-1-1002 POLICE DEPT-ADMIN TOW FEES	7,355	5,732	7,071	7,071	1,950	2,300	2,000	-71.72%
342-1-1003 POLICE DEPT-INVESTIGATIVE COST	728	2,199	1,200	1,200	1,092	1,500	800	-33.33%
342-1-1004 POLICE DEPT-RECORDS REQUESTS	4,172	3,462	3,500	3,500	1,794	2,600	2,000	-42.86%
342-1-1005 POLICE DEPT-ADMIN FEES	22,979	20,720	18,279	18,500	13,998	20,000	18,500	0.00%
342-1-1006 POLICE DEPT-OFFENDER PAYMENTS	197	1,245	125	1,000	164	350	200	-80.00%
342-1-1007 POLICE DEPT-OT REIMBURSEMENTS	37,968	27,392	30,000	30,000	19,010	28,515	30,000	0.00%
342-1-1008 POLICE DEPT-REPORTS	-	-	-	-	-	-	-	0.00%
342-1-1009 POLICE DEPT-MISCELLANEOUS	4,055	1,879	3,800	2,780	311	361	500	-82.01%
342-1-1010 POLICE DEPT-INVOLUNTARY TOWS	645	420	630	630	-	-	400	-36.51%
Total	211,680	253,151	232,365	139,641	113,455	158,574	127,200	-8.91%
350's FINES/FORFEITS								
351-1-1000 COURT FINES	77,552	59,297	78,100	71,000	31,011	46,516	50,000	-29.58%
351-3-1000 POLICE EDUCATION	2,469	2,754	2,000	2,500	1,193	1,790	2,000	-20.00%
354-0-1000 CODE ENFORCEMENT-LIEN FINES	12,476	8,103	2,100	2,100	8,464	8,464	5,000	138.10%
359-0-0500 EVIDENCE FUND	-	-	1,500	1,500	-	-	-	-100.00%
359-0-1100 FALSE ALARM FINES	34,139	24,246	26,000	26,000	12,396	18,597	20,000	-23.08%
359-0-2000 SPECIAL POLICE TRUST REV	8,513	23,553	10,000	10,000	-	-	10,000	0.00%
359-0-4000 PARKING TICKETS	-	60	-	-	10	10	-	0.00%
354-0-1100 RED LIGHT CAMERA	697,326	508,857	774,973	507,970	314,654	495,970	483,242	-4.87%
354-0-1101 RED LIGHT HEARING	5,838	3,805	4,000	4,000	1,351	2,026	2,000	-50.00%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
Total	838,312	630,675	898,673	625,070	369,079	573,373	572,242	-8.45%
360's MISCELLANEOUS REVENUES								
361-1-1000 INTEREST EARNINGS	2,503	1,798	3,150	2,400	853	1,606	1,800	-25.00%
361-1-1500 INTEREST-MISCELLANEOUS	-	-	-	-	-	-	-	0.00%
362-0-1000 MISC RENTS	2	3	-	-	4	4	-	0.00%
362-0-3000 AMTRAK RENT	2,040	2,040	2,040	2,040	1,360	2,040	2,040	0.00%
362-0-4000 CONCESSION STAND RENT	-	-	-	-	-	-	-	0.00%
364-0-1000 CEMETERY LOTS	51,975	33,750	52,850	36,250	16,250	21,667	36,250	0.00%
364-0-1010 CEMETERY LOTS RESTRICTED	10,875	6,750	10,570	7,250	3,250	4,333	7,250	0.00%
364-0-4900 SURPLUS EQUIPMENT-GENERAL	10,527	11,596	2,000	2,000	15,557	15,779	-	-100.00%
364-0-4901 SURPLUS LAND-GENERAL	2,322	-	-	-	-	-	-	0.00%
366-0-1500 WEED & SEED CONTRIB	-	-	-	-	-	-	-	0.00%
366-0-2000 CRIME PREVENTION	-	500	-	-	25	25	-	0.00%
366-0-2100 VOLUNTEER PROGRAM	-	-	-	-	-	-	-	0.00%
366-0-2200 POLICE ATHLETIC LEAGUE	-	-	-	-	-	-	-	0.00%
366-0-2500 VOCA	-	-	-	-	-	-	-	0.00%
366-0-2501 NRA Grant	-	-	30,000	-	-	-	-	0.00%
366-0-3000 CONTRIB FRM PUT HIST SOC	-	-	-	-	-	-	-	0.00%
366-0-3500 CONTRIBUTION-BRONSON HOUSE	100	-	-	-	-	-	-	0.00%
366-0-3501 CONTRIBUTION-ST JOHNS RIVER CENTER	-	1,370	300	-	36	36	-	0.00%
366-0-3502 CONTRIBUTION-WATER WORKS	-	-	300	-	-	-	-	0.00%
366-0-5000 CONTRIBUTIONS FOR CANINE	22,225	-	-	-	-	-	-	0.00%
366-0-5001 CONTRIBUTION FOR ANIMAL CONTRO	-	100	-	-	-	-	-	0.00%
366-0-6000 CONTRIBUTIONS FIRE TRK RESTOR	-	-	-	-	-	-	-	0.00%
366-0-7500 RIVERFRONT HANDICAP PLAYGROUND	-	-	-	-	-	-	-	0.00%
366-0-8000 FIREWORKS CONTRIBUTION	6,865	8,260	8,500	18,000	4,625	8,425	8,500	-52.78%
366-0-8001 MAYOR'S RECEPTION CONTRIBUTION	500	5,000	4,500	5,000	8,515	8,515	7,500	50.00%
366-0-8002 CONTRIBUTION FOR SPECIAL EVENT	-	150	-	-	-	-	-	0.00%
366-0-8003 CONTRIBUTIONS-PALATKA PRIDE	-	-	-	-	750	750	-	0.00%
366-0-8500 FIRE PUBLIC EDUCATION	20,855	21,108	17,000	17,000	15,848	16,598	17,000	0.00%
366-0-9000 REID ST ISLAND CONTRIB	-	-	-	-	-	-	-	0.00%
369-3-1000 REFUNDS/REIMBURSEMENTS	32,319	50,413	25,000	47,000	20,017	20,037	16,637	-64.60%
369-3-3000 REFUND FED EX TAX-FUEL	-	-	-	-	-	-	-	0.00%
369-9-0500 MISC REVENUE	1,480	3,053	900	900	599	881	900	0.00%
369-9-1000 FDOT RIGHT OF WAY MAINTENANCE	51,654	51,654	51,654	51,654	25,827	51,654	51,654	0.00%
369-9-2000 INSURANCE CLAIMS-GENERAL	17,912	5,609	-	-	10,889	10,889	-	0.00%
369-9-3000 FDOT HWY LIGHTING MAINTENANCE	42,163	43,428	43,428	44,731	-	44,731	46,072	3.00%
369-9-3001 FDOT TRAFFIC SIGNAL MAINTENANCE	19,697	20,583	20,583	40,888	-	40,888	42,115	3.00%
366-0-2600 WOMENS SELF-DEFENSE CLASS DONA	321	47	-	-	-	-	-	0.00%
366-0-6100 CONTRIBUTIONS FROM GP FOR FD	-	-	-	-	-	-	-	0.00%
369-9-1001 E-Payables Revenue Share	2,510	2,490	2,283	2,500	1,386	2,411	2,400	-4.00%
369-9-1002 Mortgage-P/I	2,073	2,763	2,763	2,763	1,842	2,763	2,763	0.00%
Total	300,918	272,466	277,821	280,376	127,633	254,033	242,881	-13.37%
381 TRANSFERS IN								
381-0-1000 TRANSFER FROM TAX INCREMENT	16,400	16,400	-	16,400	-	16,400	11,400	-30.49%
381-0-1200 TRANSFER FROM PENSION FUNDS	-	-	-	-	-	-	-	0.00%
381-0-1300 TRANSFER FROM GAS AUTHORITY-FRANCHISE	300,000	300,000	300,000	250,000	200,000	250,000	158,152	-36.74%
381-0-1400 TRANSFER FROM UTILITY FUND-FRANCHISE	-	-	-	265,339	154,781	265,339	291,650	9.92%
381-0-1500 TRANSFER FROM SANITATION FUND-FRANCHIS	-	-	-	96,178	56,104	96,178	103,329	7.44%
Total	316,400	316,400	300,000	627,917	410,885	627,917	564,531	-10.09%
382 REIMBURSEMENTS								
382-0-1000 ADMIN EXP REIMB-UTILITY FUND	260,000	260,000	260,000	240,791	140,464	240,791	236,535	-1.77%
382-0-2000 ADMIN EXP REIMB-GOLF FUND	-	-	-	14,998	8,749	14,998	12,154	-18.96%
382-0-3000 ADMIN EXP REIMB-SANITATION FUND	95,000	95,000	95,000	87,264	50,905	87,264	83,859	-3.90%
382-0-5001 ADMIN EXP REIMB-AIRPORT FUND	-	-	-	51,684	30,150	51,684	74,897	44.91%
382-0-6000 ADMIN EXP REIMB-TAX INCREMENT FUNDS	-	-	-	13,910	8,114	13,910	11,126	-20.01%
382-0-7000 ADMIN EXP REIMB-PENSION FUNDS	11,311	16,116	11,326	19,584	-	19,584	19,584	0.00%
382-0-8000 REIMBURSEMENT FROM GAS AUTHORITY	9,064	-	-	-	-	-	-	0.00%
Total	375,375	371,117	366,326	428,231	238,381	428,231	438,155	2.32%
383 CAPITAL LEASE PROCEEDS								
383-0-1000 CAPITAL LEASE PROCEEDS-POLICE CARS	520,700	389,000	389,000	-	-	-	-	0.00%
383-0-1001 CAPITAL LEASE PROCEEDS-FIRE TRUCKS	-	-	69,500	-	-	-	-	0.00%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
Total	520,700	389,000	458,500	-	-	-	-	0.00%
384 DEBT PROCEEDS								
384-0-1001 LOAN PROCEEDS-PD VEHICLES	-	-	-	-	-		-	0.00%
Total	-	-	-	-	-	-	-	0.00%
TOTAL OPERATING & OTHER REVENUES	9,383,472	9,198,365	9,404,605	8,928,233	6,547,319	9,207,813	9,559,214	7.07%
CASH BALANCE FORWARD								
301-0-1000 OPERATING CASH BALANCE FORWARD	-	-	807,384	802,871	1,119,425	1,119,425	1,245,107	55.08%
301-0-1001 EVIDENCE FUND BALANCE FORWARD	-	-	499	(368)	(796)	(796)	(1,205)	227.45%
301-0-1002 LOT DEMOLITION/CLEANUP BALANCE	-	-	27,070	29,160	30,801	30,801	24,072	-17.45%
301-0-1003 IMPACT FEES-POLICE BALANCE FOR	-	-	-	-	-	-	-	0.00%
301-0-1004 IMPACT FEES-FIRE BALANCE FORWA	-	-	5,841	5,841	5,841	5,841	5,841	0.00%
301-0-1005 IMPACT FEES-SCHOOL BOARD BALAN	-	-	-	-	-	-	-	0.00%
301-0-1006 INSURANCE CONTINGENCY BALANCE	-	-	-	-	-	-	-	0.00%
301-0-1007 BETTER PLACE BALANCE FORWARD	-	-	-	-	-	-	-	0.00%
301-0-1008 RIVERFRONT PLAYGROUND BALANCE	-	-	5,000	5,000	5,000	5,000	5,000	0.00%
301-0-1009 SPECIAL CEMETERY BALANCE FORWA	-	-	102,740	109,940	109,490	109,490	102,223	-7.02%
301-0-1010 SPECIAL POLICE BALANCE FORWARD	-	-	57,012	58,095	69,104	69,104	69,104	18.95%
301-0-1011 CANINE PURCHASE BALANCE FOWARD	-	-	278	278	278	278	278	0.00%
301-0-1012 HAND GUN CLASSES BALANCE FORWA	-	-	3,922	6,705	5,777	5,777	6,932	3.39%
301-0-1013 FIRE PUBLIC EDUCATION BALANCE	-	-	24,142	26,983	29,361	29,361	22,126	-18.00%
301-0-1014 POLICE ATHLETIC LEAGUE BALANCE	-	-	-	-	-	-	-	0.00%
301-0-1015 CRIME PREVENTION BALANCE FORW	-	-	1,259	1,259	1,654	1,654	1,654	31.37%
301-0-1016 WEED & SEED BALANCE FORWARD	-	-	-	-	-	-	-	0.00%
301-0-1017 BLOOD SCREENING BALANCE FORWAR	-	-	1,260	1,260	1,260	1,260	1,260	0.00%
301-0-1018 WOMENS SELF-DEFENSE CLASS BALA	-	-	877	877	924	924	2,079	137.06%
301-0-1019 RED LIGHT CAMERA BALANCE FORWARD	-	-	274,983	222,671	95,116	95,116	83,116	-62.67%
301-0-1020 ADVANCE TO GOLF COURSE FUND BALANCE FO	-	-	-	-	-	-	-	0.00%
301-0-1021 LANDSCAPING CODE FEE BALANCE FORWARD	-	-	-	-	10,050	10,050	2,835	0.00%
Total	-	-	1,312,267	1,270,572	1,483,285	1,483,285	1,570,422	23.60%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	9,383,472	9,198,365	10,716,872	10,198,805	8,030,604	10,691,098	11,129,636	9.13%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# City Commission: 001-01-511	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1110 COMMISSIONERS SALARIES	84,242	86,348	86,349	86,349	57,565	86,348	90,665	5.00%
·1210 ACCURED SALARIES	(5,351)	-	-	-	-	-	-	0.00%
·2100 FICA TAX EXPENSE	6,439	6,371	6,606	6,606	4,022	6,032	6,936	5.00%
·2200 RETIREMENT EXPENSE	18,419	16,866	16,494	16,283	10,855	16,283	16,508	1.38%
·2300 HEALTH AND LIFE INSURANCE	-	-	11	11	-	-	11	0.00%
·2400 WORKERS COMP	1,261	1,285	1,284	1,228	919	1,223	1,465	19.30%
Total	105,011	110,870	110,744	110,477	73,361	109,886	115,585	4.62%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	2,744	7,166	3,229	28,795	1,921	15,021	28,786	-0.03%
·3400 CONTRACTUAL SERVICES	-	-	-	-	-	-	-	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	(425)	-	-	-	-	-	-	0.00%
·4022 SCHOOLING/CONF-MAYOR	425	2,086	1,200	5,000	1,909	4,184	5,000	0.00%
·4023 SCHOOLING/CONF-VMAYOR BROWN	2,314	3,548	2,200	5,000	5,698	5,112	5,000	0.00%
·4024 SCHOOLING/CONF-COMM CAMPBELL	-	1,914	1,200	5,000	1,231	2,980	5,000	0.00%
·4025 SCHOOLING/CONF-COMM NORWOOD	2,156	2,784	1,500	5,000	992	2,741	5,000	0.00%
·4026 SCHOOLING/CONF-COMM BOROM	102	2,802	1,200	5,000	3,243	5,103	5,000	0.00%
·4100 COMMUNICATIONS SERVICES	-	-	-	-	-	-	-	0.00%
·4200 POSTAGE AND FREIGHT	-	-	-	-	-	-	-	0.00%
·4400 RENTALS AND LEASES	-	-	-	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	2,410	2,595	2,219	3,326	2,104	3,326	3,515	5.68%
·4610 BUILDING MAINTENANCE	270	2,023	-	5,000	64	64	4,000	-20.00%
·4620 EQUIPMENT MAINTENANCE	-	1,700	1,700	1,700	1,700	1,700	1,700	0.00%
·4700 PRINTING AND BINDING	50	988	1,000	1,000	435	435	1,000	0.00%
·4800 ADVERTISING	-	1,456	-	2,500	2,841	3,000	3,000	20.00%
·5100 OFFICE SUPPLIES	78	99	350	300	206	300	300	0.00%
·5230 JANITORIAL SUPPLIES	-	-	-	-	18	30	30	0.00%
·5280 OPERATING SUPPLIES	3,005	3,682	1,000	3,000	3,639	5,000	8,000	166.67%
·5281 MAYOR'S RECEPTION	-	7,025	6,500	6,900	8,628	8,628	9,000	30.43%
·5400 MEMBR,SUBSCRIPT,DUES	1,223	1,595	1,500	1,600	1,663	2,400	2,400	50.00%
Total	14,354	41,462	24,798	79,121	36,291	60,023	86,731	9.62%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	6,922	-	-	-	-	-	0.00%
Total	-	6,922	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	119,365	159,254	135,542	189,598	109,652	169,909	202,316	6.71%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# City Manager's Office: 001-20-512	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	113,466	152,248	116,315	92,388	61,763	94,099	98,085	6.17%
·1200 REGULAR SALARIES	31,897	31,220	31,672	79,965	22,002	33,495	57,602	-27.97%
·1210 ACCRUED SALARIES	2,752	90	-	-	(2,842)	(2,842)	-	0.00%
·2100 FICA TAX EXPENSE	10,942	14,013	11,321	13,185	6,133	9,344	11,910	-9.67%
·2200 RETIREMENT EXPENSE	22,196	22,474	21,401	27,791	11,281	17,181	17,631	-36.56%
·2300 HEALTH AND LIFE INSURANCE	23,976	20,052	26,459	22,555	5,539	22,555	10,300	-54.33%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	2,560	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	203	198	197	219	164	219	225	2.74%
·2410 WORKERS COMP CLAIM	-	-	-	-	550	550	-	0.00%
Total	207,992	240,294	207,365	236,103	104,590	174,601	195,753	-17.09%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	888	3,061	610	417	556	1,458	411	-1.44%
·3120 PHYSICALS	-	-	-	-	-	-	100	0.00%
·3400 CONTRACTUAL SERVICES	-	-	-	-	-	-	-	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	2,142	1,349	879	1,000	1,659	2,000	1,700	70.00%
·4021 SCHOOLING/CONF-CITY MANAGER	2,744	1,399	1,750	5,000	3,282	5,000	5,000	0.00%
·4100 COMMUNICATIONS SERVICES	1,158	1,369	1,000	1,350	829	1,293	1,350	0.00%
·4200 POSTAGE AND FREIGHT	359	462	200	400	385	450	450	12.50%
·4310 NATURAL GAS	-	-	-	-	-	-	-	0.00%
·4320 ELECTRICITY	1,860	1,865	1,700	1,800	923	1,741	1,800	0.00%
·4400 RENTALS AND LEASES	1,568	2,021	330	1,907	1,765	1,800	1,907	0.00%
·4500 LIABILITY INSURANCE	3,383	3,516	3,518	4,723	3,475	4,607	3,580	-24.20%
·4610 BUILDING MAINTENANCE	666	3,227	750	5,000	639	900	4,000	-20.00%
·4620 EQUIPMENT MAINTENANCE	517	635	750	550	564	600	600	9.09%
·4630 VEHICLE MAINTENANCE	10	375	250	375	20	50	375	0.00%
·4700 PRINTING AND BINDING	1,848	1,178	750	1,100	689	1,055	1,100	0.00%
·5100 OFFICE SUPPLIES	1,182	826	500	650	929	1,300	1,300	100.00%
·5210 GAS AND LUBRICANTS	924	1,095	900	1,500	759	1,272	1,500	0.00%
·5230 JANITORIAL SUPPLIES	444	341	400	350	234	350	350	0.00%
·5280 OPERATING SUPPLIES	480	2,587	1,000	1,950	2,057	2,800	1,950	0.00%
·5400 MEMBR,SUBSCRIPT,DUES	1,630	1,503	1,630	1,800	1,634	1,634	1,800	0.00%
Total	21,801	26,808	16,917	29,872	20,398	28,310	29,273	-2.01%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	29,854	29,854	-	1,659	1,659	-	0.00%
Total	-	29,854	29,854	-	1,659	1,659	-	0.00%
DEPARTMENT TOTAL	229,793	296,956	254,136	265,975	126,647	204,570	225,026	-15.40%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# City Clerk's Office: 001-21-512	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	70,685	74,032	71,550	74,777	50,330	76,214	78,165	4.53%
·1200 REGULAR SALARIES	-	-	3,458	21,258	-	-	-	-100.00%
·1210 ACCRUED SALARIES	1,411	461	-	-	(1,872)	(1,872)	-	0.00%
·2100 FICA TAX EXPENSE	4,992	5,186	5,738	7,347	3,506	5,309	5,980	-18.61%
·2200 RETIREMENT EXPENSE	19,014	17,884	16,814	22,280	11,677	17,682	17,509	-21.41%
·2300 HEALTH AND LIFE INSURANCE	6,885	6,882	7,467	8,094	4,015	8,094	9,462	16.90%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	1,146	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	73	96	95	95	71	95	113	18.95%
Total	104,207	104,540	105,122	133,851	67,728	105,523	111,229	-16.90%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	10,778	11,839	10,126	10,278	4,634	9,834	10,137	-1.37%
·3120 PHYSICALS	-	-	-	-	-	-	-	0.00%
·3400 CONTRACTUAL SERVICES	4,950	4,375	5,000	4,375	4,375	4,375	4,375	0.00%
·3401 ELECTION EXPENSE	-	-	500	500	-	-	500	0.00%
·4027 SCHOOLING/CONF-BETSY DRIGGERS	1,718	2,128	1,500	1,500	116	1,500	2,000	33.33%
·4100 COMMUNICATIONS SERVICES	1,264	1,508	928	1,704	853	1,317	1,704	0.00%
·4200 POSTAGE AND FREIGHT	724	200	850	200	241	350	350	75.00%
·4310 NATURAL GAS	-	-	-	-	-	-	-	0.00%
·4320 ELECTRICITY	1,860	1,902	1,800	1,800	923	1,741	1,800	0.00%
·4400 RENTALS AND LEASES	1,490	1,691	2,200	1,605	1,462	1,500	1,605	0.00%
·4500 LIABILITY INSURANCE	1,981	2,046	1,924	2,241	1,714	2,264	2,358	5.22%
·4610 BUILDING MAINTENANCE	688	1,320	2,000	5,000	514	800	4,000	-20.00%
·4620 EQUIPMENT MAINTENANCE	536	541	642	5,118	564	5,118	5,118	0.00%
·4630 VEHICLE MAINTENANCE	-	-	-	-	-	-	-	0.00%
·4700 PRINTING AND BINDING	59	-	200	200	59	200	200	0.00%
·4800 ADVERTISING	1,705	1,698	2,250	100	122	350	350	250.00%
·4900 LEGAL ADVERTISING	6,082	3,285	4,000	4,000	330	2,000	2,000	-50.00%
·5100 OFFICE SUPPLIES	1,119	1,220	1,000	1,000	990	1,300	1,300	30.00%
·5210 GAS AND LUBRICANTS	-	-	-	-	-	-	-	0.00%
·5230 JANITORIAL SUPPLIES	316	353	400	400	234	300	400	0.00%
·5260 UNIFORMS	-	-	-	-	-	-	-	0.00%
·5280 OPERATING SUPPLIES	1,989	2,284	2,000	2,000	300	1,600	1,000	-50.00%
·5281 MAYOR'S RECEPTION	5,857	-	-	-	-	-	-	0.00%
·5400 MEMBR,SUBSCRIPT,DUES	601	612	500	825	386	825	825	0.00%
Total	43,715	37,004	37,820	42,846	17,818	35,375	40,022	-6.59%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	18,558	18,558	-	-	-	-	0.00%
Total	-	18,558	18,558	-	-	-	-	0.00%
DEPARTMENT TOTAL	147,922	160,101	161,500	176,697	85,546	140,897	151,251	-14.40%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Finance: 001-22-513	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	66,451	76,515	68,894	67,000	65,779	76,757	83,895	25.22%
·1200 REGULAR SALARIES	96,335	84,055	99,645	69,778	46,419	70,030	75,099	7.63%
·1210 ACCRUED SALARIES	2,997	523	-	-	(3,519)	(3,519)	-	0.00%
·1300 OTHER SALARIES & WAGES	-	-	-	18,000	-	18,000	18,900	5.00%
·1400 OVERTIME-GENERAL ADMIN	-	357	-	-	-	-	-	0.00%
·2100 FICA TAX EXPENSE	11,838	11,788	12,893	10,464	8,241	12,138	12,163	16.24%
·2200 RETIREMENT EXPENSE	33,544	26,313	29,506	21,556	16,022	24,305	24,888	15.46%
·2300 HEALTH AND LIFE INSURANCE	16,506	11,295	17,782	30,604	6,546	30,604	19,716	-35.58%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	1,823	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	217	225	225	174	130	174	230	32.18%
·2500 UNEMPLOYMENT COMP	-	-	-	-	-	-	-	0.00%
Total	229,710	211,069	228,945	217,576	139,617	228,489	234,891	7.96%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	6,076	6,467	6,503	6,556	4,850	6,556	6,411	-2.21%
·3120 PHYSICALS	-	-	-	60	-	-	100	66.67%
·3200 ACCOUNTING AND AUDITING	30,782	29,797	29,797	59,670	29,317	34,670	33,696	-43.53%
·3400 CONTRACTUAL SERVICES	-	-	-	-	-	-	-	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	238	198	2,000	4,000	2,320	2,400	4,000	0.00%
·4100 COMMUNICATIONS SERVICES	1,520	1,721	1,647	1,800	996	1,800	1,800	0.00%
·4200 POSTAGE AND FREIGHT	1,994	1,420	900	1,450	880	1,450	1,450	0.00%
·4310 NATURAL GAS	-	-	-	-	-	-	-	0.00%
·4320 ELECTRICITY	1,859	1,865	1,620	1,900	923	1,741	1,900	0.00%
·4400 RENTALS AND LEASES	1,180	1,235	761	1,180	987	1,180	1,180	0.00%
·4500 LIABILITY INSURANCE	3,255	3,651	3,524	3,473	2,663	3,473	4,199	20.90%
·4610 BUILDING MAINTENANCE	1,049	1,288	500	5,000	516	800	4,000	-20.00%
·4620 EQUIPMENT MAINTENANCE	4,642	4,871	4,675	4,880	4,894	4,900	4,900	0.41%
·4700 PRINTING AND BINDING	1,837	2,729	1,600	2,400	1,575	2,400	2,400	0.00%
·5100 OFFICE SUPPLIES	941	1,474	1,000	1,500	618	900	1,500	0.00%
·5230 JANITORIAL SUPPLIES	531	389	400	525	161	400	525	0.00%
·5260 UNIFORMS	-	-	-	-	-	-	-	0.00%
·5280 OPERATING SUPPLIES	6,398	3,982	4,774	4,500	1,016	2,000	4,500	0.00%
·5400 MEMBR,SUBSCRIPT,DUES	528	845	545	930	190	590	590	-36.56%
Total	62,829	61,933	60,246	99,824	51,906	65,260	73,151	-26.72%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	-	-	-	1,998	1,998	-	0.00%
Total	-	-	-	-	1,998	1,998	-	0.00%
DEPARTMENT TOTAL	292,540	273,002	289,191	317,400	193,521	295,747	308,042	-2.95%

General Fund

FUND TITLE/FUND #								
General Fund: 001								
DEPARTMENT NAME/#	**ACTUAL**	**ACTUAL**	**BUDGET**	**BUDGET**	**ACTUAL**	**PROJECTED**	**BUDGET**	**INCREASE/**
Human Resources: 001-25-513	**2014**	**2015**	**2015**	**2016**	**2016**	**2016**	**2017**	**DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	-	-	-	51,739	-	-	43,745	-15.45%
·1210 ACCRUED SALARIES	-	-	-	-	-	-	-	0.00%
·2100 FICA TAX EXPENSE	-	-	-	3,958	-	-	3,346	-15.46%
·2200 RETIREMENT EXPENSE	-	-	-	12,003	-	-	10,149	-15.45%
·2300 HEALTH AND LIFE INSURANCE	-	-	-	13,800	-	-	13,800	0.00%
·2400 WORKERS COMP	-	-	-	-	-	-	-	0.00%
Total	-	-	-	81,500	-	-	71,040	-12.83%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	-	-	-	-	-	-	-	0.00%
·3120 PHYSICALS	-	-	-	100	-	-	100	0.00%
·3400 CONTRACTUAL SERVICES	-	-	-	-	-	-	-	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	-	-	-	3,000	-	-	3,000	0.00%
·4100 COMMUNICATIONS SERVICES	-	-	-	-	-	-	-	0.00%
·4200 POSTAGE AND FREIGHT	-	-	-	250	-	-	250	0.00%
·4310 NATURAL GAS	-	-	-	-	-	-	-	0.00%
·4320 ELECTRICITY	-	-	-	-	-	-	-	0.00%
·4400 RENTALS AND LEASES	-	-	-	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	-	-	-	-	-	-	1,649	0.00%
·4610 BUILDING MAINTENANCE	-	-	-	5,000	-	-	4,000	-20.00%
·4620 EQUIPMENT MAINTENANCE	-	-	-	-	-	-	-	0.00%
·4700 PRINTING AND BINDING	-	-	-	200	-	-	200	0.00%
·5100 OFFICE SUPPLIES	-	-	-	1,000	-	-	1,000	0.00%
·5230 JANITORIAL SUPPLIES	-	-	-	250	-	-	250	0.00%
·5260 UNIFORMS	-	-	-	-	-	-	-	0.00%
·5280 OPERATING SUPPLIES	-	-	-	4,000	-	-	4,000	0.00%
·5400 MEMBR,SUBSCRIPT,DUES	-	-	-	500	-	-	500	0.00%
Total	-	-	-	14,300	-	-	14,949	4.54%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	-	-	-	95,800	-	-	85,989	-10.24%
CITY HALL TOTAL EXPENDITURES	789,619	889,314	840,369	1,045,470	515,365	811,123	972,624	-7%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Facilities Maintenance: 001-23-519	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	61,575	46,023	72,573	39,315	26,954	40,827	41,281	5.00%
·1210 ACCURED SALARIES	1,463	(478)	-	-	(984)	(984)	-	0.00%
·1400 OVERTIME	1,214	652	-	-	2,084	4,022	-	0.00%
·2100 FICA TAX EXPENSE	4,393	3,297	5,552	3,008	2,048	3,099	3,158	4.99%
·2200 RETIREMENT EXPENSE	16,890	10,592	17,055	9,121	6,737	10,196	9,247	1.38%
·2300 HEALTH AND LIFE INSURANCE	3,845	4,051	4,247	4,423	2,182	4,423	5,173	16.96%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	1,690	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	1,824	1,687	1,685	851	637	851	1,015	19.27%
Total	92,893	65,823	101,112	56,718	39,657	62,434	59,874	5.56%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	362	350	503	556	111	556	411	-26.08%
·4020 SCHOOLING, CONFERENCE, ETC	1,225	873	500	500	-	500	500	0.00%
·4100 COMMUNICATIONS SERVICES	938	1,460	1,440	674	814	1,350	1,350	100.30%
·4400 RENTALS AND LEASES	-	110	500	500	-	500	5,000	900.00%
·4500 LIABILITY INSURANCE	1,042	1,126	1,082	683	516	683	876	28.26%
·4610 BUILDING MAINTENANCE	-	-	300	1,000	-	500	500	-50.00%
·4620 EQUIPMENT MAINTENANCE	1,749	351	1,500	1,000	1,021	1,500	1,500	50.00%
·4630 VEHICLE MAINTENANCE	3,154	1,307	3,000	2,000	853	2,000	2,000	0.00%
·5210 GAS AND LUBRICANTS	4,585	3,091	3,250	4,000	1,106	2,189	3,000	-25.00%
·5250 SMALL TOOLS	-	328	-	500	531	1,000	1,000	100.00%
·5260 UNIFORMS	509	423	500	500	460	750	750	50.00%
·5280 OPERATING SUPPLIES	2,542	2,806	3,000	2,500	1,506	2,500	2,500	0.00%
·5400 MEMBR,SUBSCRIPT,DUES	-	-	-	-	-	-	-	0.00%
Total	16,106	12,224	15,575	14,413	6,918	14,028	19,387	34.51%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	-	-	5,000	693	693	-	-100.00%
Total	-	-	-	5,000	693	693	-	-100.00%
DEPARTMENT TOTAL	108,999	78,048	116,687	76,131	47,267	77,154	79,261	4.11%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Information Technology: 001-17-516	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	56,651	65,876	58,020	52,969	35,386	53,680	55,491	4.76%
·1210 ACCRUED SALARIES	184	56	-	-	(1,199)	(1,199)	-	0.00%
·2100 FICA TAX EXPENSE	3,982	4,597	4,439	4,052	2,350	3,566	4,245	4.76%
·2200 RETIREMENT EXPENSE	15,402	12,420	13,635	12,289	8,210	12,454	12,430	1.15%
·2300 HEALTH AND LIFE INSURANCE	11,790	11,786	12,712	13,800	6,876	13,800	16,172	17.19%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	1,033	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	1,245	1,288	1,287	1,145	856	1,145	1,362	18.95%
·2510 UNEMPLOYMENT CLAIM	-	520	-	-	-	-	-	0.00%
Total	90,287	96,543	90,093	84,255	52,480	83,446	89,700	6.46%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	5,125	11,090	38,626	10,239	15,464	25,000	25,237	146.48%
·4020 SCHOOLING, CONFERENCE, ETC	345	-	2,900	1,500	615	615	1,500	0.00%
·4100 COMMUNICATIONS SERVICES	2,617	2,892	1,600	2,703	2,520	3,849	4,440	64.26%
·4400 RENTALS AND LEASES	9,909	6,606	-	-	-	-	-	0.00%
·4401 RENTALS AND LEASES-VEHICLE	-	-	-	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	841	1,238	858	1,257	951	1,257	1,488	18.38%
·4610 BUILDING MAINTENANCE	-	-	-	-	-	-	4,000	0.00%
·4620 EQUIPMENT MAINTENANCE	139	515	400	-	694	1,650	1,500	0.00%
·4630 VEHICLE MAINTENANCE	428	57	1,000	3,000	763	1,200	3,000	0.00%
·5100 OFFICE SUPPLIES	-	-	250	-	11	50	50	0.00%
·5210 GAS AND LUBRICANTS	1,624	1,276	1,500	2,057	738	1,340	1,800	-12.49%
·5280 OPERATING SUPPLIES	536	7,965	3,450	8,000	7,221	16,000	10,000	25.00%
·5400 MEMBR,SUBSCRIPT,DUES	175	-	350	350	-	-	175	-50.00%
Total	21,737	31,639	50,934	29,106	28,977	50,961	53,190	82.75%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	3,013	-	30,000	58,113	58,113	60,000	100.00%
Total	-	3,013	-	30,000	58,113	58,113	60,000	100.00%
DEBT SERVICE								
·7101 PRINCIPAL-COMPUTER EQUIP	-	-	6,379	-	-	-	-	0.00%
·7102 INTEREST-COMPUTER EQUIP	-	-	228	-	-	-	-	0.00%
Total	-	-	6,607	-	-	-	-	0.00%
DEPARTMENT TOTAL	112,025	131,195	147,634	143,361	139,570	192,521	202,890	41.52%

General Fund

FUND TITLE/FUND #								
General Fund: 001								
DEPARTMENT NAME/# Legal: 001-04-514	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1000 EXECUTIVE SALARIES	17,105	17,610	17,610	59,894	39,929	59,894	62,889	5.00%
·2100 FICA TAXES	827	819	1,347	4,582	2,676	4,014	4,811	5.00%
·2200 RETIREMENT-GENERAL	4,601	4,254	4,138	13,895	9,264	13,895	14,087	1.38%
·2300 HEALTH AND LIFE INSURANCE	-	-	46	4,377	-	-	46	-98.95%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	406	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	18	18	18	61	46	61	73	19.67%
Total	22,958	22,701	23,159	82,809	51,915	77,864	81,906	-1.09%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	47,867	38,757	35,126	5,000	6,534	10,000	8,500	70.00%
·4020 SCHOOLING/CONF-CITY ATTORNEY	-	-	-	-	25	1,800	2,000	0.00%
·4500 LIABILITY INSURANCE	259	290	269	1,034	2,720	1,034	1,309	26.60%
Total	48,126	39,048	35,395	6,034	9,278	12,834	11,809	95.71%
DEPARTMENT TOTAL	71,084	61,748	58,554	88,843	61,193	90,698	93,715	5.48%

General Fund

FUND TITLE/FUND #								
General Fund: 001								
DEPARTMENT NAME/#	**ACTUAL**	**ACTUAL**	**BUDGET**	**BUDGET**	**ACTUAL**	**PROJECTED**	**BUDGET**	**INCREASE/**
Other Govt Services: 001-04-519	**2014**	**2015**	**2015**	**2016**	**2016**	**2016**	**2017**	**DECREASE**
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
·3400 SAFETY PROGRAM	1,644	1,447	1,000	1,000	245	1,500	1,500	50.00%
·3420 SPECIAL EVENTS(FIREWORKS)	19,750	18,290	23,500	18,000	18,500	18,290	18,500	2.78%
·3430 CHRISTMAS LIGHTING	-	-	-	-	-	-	-	0.00%
·3470 MILLENNIUM TOWER EXPENSE	731	143	1,000	1,000	-	-	1,000	0.00%
·4500 LIABILITY INSURANCE	-	-	-	3,854	1,009	3,960	3,546	-7.99%
·4510 INSURANCE CLAIMS	-	-	-	-	-	-	-	0.00%
·4511 HEALTH INS-CONTINGENT PREM GAS AU	9,064	-	-	-	-	-	-	0.00%
·4590 100 BLOCK BLDG MAINTENANCE	-	-	-	-	-	-	-	0.00%
·4920 PROPERTY TAX	-	7,882	-	5,000	1,489	1,500	1,500	-70.00%
·4930 SPECIAL EVENTS (PALATKA PRIDE)	-	240	-	-	1,051	1,400	1,500	0.00%
·3480 BLOOD SCREENING	-	-	-	-	-	-	-	0.00%
·3120 SURPLUS EQUIPMENT AUCTION COST	195	-	250	250	-	-	250	0.00%
Total	31,384	28,003	25,750	29,104	22,294	26,650	27,796	-4.49%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	-	-	15,000	-	-	-	-100.00%
Total	-	-	-	15,000	-	-	-	-100.00%
GRANTS & AIDS								
·8210 CHAMBER OF COMMERCE	5,000	5,000	5,000	5,000	5,000	5,000	5,000	0.00%
·8230 SOCIAL SERVICES	-	1,000	2,000	1,000	1,000	1,000	1,000	0.00%
·8240 RIVER FRONT PARK PROG	5,000	5,000	5,000	5,000	5,000	5,000	5,000	0.00%
Total	10,000	11,000	12,000	11,000	11,000	11,000	11,000	0.00%
DEPARTMENT TOTAL	41,384	39,003	37,750	55,104	33,294	37,650	38,796	-29.59%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Building & Permitting: 001-02-524	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	72,120	73,444	74,577	70,984	47,777	70,836	74,533	5.00%
·1200 REGULAR SALARIES	82,746	109,915	117,035	59,982	61,028	89,153	62,825	4.74%
·1210 ACCRUED SALARIES	486	1,243	-	-	(4,287)	(4,287)	-	0.00%
·1400 OVERTIME	321	280	-	-	-	-	-	0.00%
·2100 FICA TAX EXPENSE	10,734	12,434	14,658	10,019	7,488	11,067	10,508	4.88%
·2200 RETIREMENT EXPENSE	41,707	37,427	41,682	30,384	19,731	29,084	30,768	1.26%
·2300 HEALTH AND LIFE INSURANCE	32,965	35,645	38,832	28,356	19,996	28,356	33,277	17.35%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	4,162	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	242	331	330	166	124	166	198	19.28%
Total	245,483	270,718	287,114	199,891	151,858	224,374	212,109	6.11%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	1,945	659	3,129	556	832	832	836	50.36%
·3120 PRE-EMPLOYMENT PHYSICALS	-	86	190	-	-	-	-	0.00%
·3400 OTHER CONTRACTUAL SERVICES	73,878	103,785	103,860	103,860	67,845	103,485	92,420	-11.01%
·4020 SCHOOLING, CONFERENCE, ETC	2,578	2,272	3,000	3,000	485	1,500	2,500	-16.67%
·4100 COMMUNICATIONS SERVICES	2,859	2,604	2,880	2,880	1,426	2,248	2,500	-13.19%
·4200 POSTAGE AND FREIGHT	1,945	1,994	1,210	1,900	865	1,150	1,500	-21.05%
·4310 NATURAL GAS	381	395	400	400	182	239	300	-25.00%
·4320 ELECTRICITY	3,638	3,976	3,200	3,400	2,103	3,862	4,000	17.65%
·4330 CREDIT CARD FEES	798	626	800	600	338	588	600	0.00%
·4400 RENTALS AND LEASES	1,767	1,767	1,800	1,800	1,620	1,620	1,800	0.00%
·4500 LIABILITY INSURANCE	4,852	6,454	6,140	5,281	4,023	5,373	5,684	7.63%
·4610 BUILDING MAINTENANCE	886	1,343	2,500	2,500	1,118	1,218	2,500	0.00%
·4620 EQUIPMENT MAINTENANCE	3,059	3,276	4,600	3,600	3,311	3,311	3,600	0.00%
·4630 VEHICLE MAINTENANCE	293	407	400	400	-	-	800	100.00%
·4700 PRINTING AND BINDING	2,231	2,444	1,000	2,500	1,048	1,505	1,500	-40.00%
·4800 ADVERTISING	-	-	100	-	-	-	-	0.00%
·4900 LEGAL ADVERTISING	8,147	12,505	10,000	12,000	13,117	17,489	17,500	45.83%
·5100 OFFICE SUPPLIES	443	1,842	300	950	731	975	1,200	26.32%
·5110 CODE ENFORCEMENT	-	-	-	-	-	-	-	0.00%
·5120 DEMOLITION	-	-	-	-	-	-	-	0.00%
·5210 GAS AND LUBRICANTS	2,012	2,041	1,100	2,500	584	955	1,200	-52.00%
·5230 JANITORIAL SUPPLIES	164	234	200	750	153	250	500	-33.33%
·5260 UNIFORMS	130	-	120	-	-	-	-	0.00%
·5280 OPERATING SUPPLIES	5,121	4,355	5,500	4,500	636	1,000	3,000	-33.33%
·5400 MEMBR,SUBSCRIPT,DUES	755	810	1,100	850	594	850	850	0.00%
Total	117,883	153,876	153,529	154,227	101,010	148,448	144,790	-6.12%
CAPITAL OUTLAY								
·6401 DEO PLANNING GRANT	3,000	-	-	-	-	-	-	0.00%
·6450 CAPITAL IMPROVEMENTS	-	-	-	-	-	-	-	0.00%
·6451 LANDSCAPING CODE FEE IMPROVEMENT	-	3,900	-	-	8,415	8,415	1,000	0.00%
Total	3,000	3,900	-	-	8,415	8,415	1,000	0.00%
DEPARTMENT TOTAL	366,365	428,494	440,643	354,118	261,283	381,237	357,899	1.07%

General Fund

FUND TITLE/FUND # General Fund: 001								
DEPARTMENT NAME/# Police: 001-07-521	ACTUAL 2014	ACTUAL 2015	BUDGET 2015	BUDGET 2016	ACTUAL 2016	PROJECTED 2016	BUDGET 2017	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	298,158	272,268	314,604	295,014	186,359	279,111	283,229	-3.99%
·1200 REGULAR SALARIES	1,133,220	1,156,365	1,251,344	1,108,624	725,379	1,112,719	1,165,677	5.15%
·1210 ACCRUED SALARIES	9,845	3,504	-	-	(34,770)	(34,770)	-	0.00%
·1220 CLERICAL SALARIES	118,731	115,928	123,634	123,109	85,768	130,755	138,336	12.37%
·1300 OTHER SALARIES & WAGES	23,510	24,541	25,585	24,910	16,524	25,022	26,080	4.70%
·1310 HOLIDAY PAY	31,928	29,911	32,964	32,964	22,432	32,624	32,964	0.00%
·1320 CONTRACTUAL WORKERS	-	-	-	-	-	-	-	0.00%
·1400 OVERTIME	104,351	86,154	103,320	95,000	65,125	109,311	105,000	10.53%
·1410 OVERTIME CLERICAL	-	-	500	500	-	-	-	-100.00%
·2100 FICA TAX EXPENSE	121,939	118,393	141,674	128,529	77,851	117,918	133,973	4.24%
·2200 RETIREMENT-CLERICAL BENEFIT	36,942	28,966	32,937	31,398	21,620	33,540	33,846	7.80%
·2201 PENSION-POLICE BENEFIT	228,325	204,154	245,121	191,205	109,213	170,241	123,565	-35.38%
·2230 STATE CONTRIB-POLICE	66,189	64,825	59,256	59,256	-	65,000	65,000	9.69%
·2300 HEALTH AND LIFE INSURANCE	268,119	288,139	329,021	357,022	156,956	357,022	378,069	5.90%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	24,434	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	33,823	35,021	35,227	30,813	23,004	30,695	35,996	16.82%
·2410 WORKERS COMP CLAIM	-	-	-	-	464	464	-	0.00%
·2500 UNEMPLOYMENT COMP	-	-	-	-	-	-	-	0.00%
Total	2,499,514	2,428,169	2,695,187	2,478,344	1,455,927	2,429,652	2,521,735	1.75%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	19,117	38,853	47,326	30,351	28,835	30,351	42,838	41.14%
·3101 RED LIGHT CAMERA-ATS CONTRACT	136,618	413,471	328,800	229,125	141,900	229,125	229,125	0.00%
·3102 RED LIGHT FINES DUE TO STATE	365,798	269,593	301,870	266,845	164,929	266,845	254,117	-4.77%
·3103 RED LIGHT HEARING EXPENSES	9,000	12,000	12,000	12,000	7,000	12,000	12,000	0.00%
·3120 PHYSICALS	2,200	1,480	2,500	2,500	1,145	2,500	2,500	0.00%
·3500 CONFIDENTIAL INFORMANTS	6,000	6,000	6,000	6,000	6,000	6,000	6,000	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	298	240	300	300	300	300	300	0.00%
·4030 TRAINING & SCHOOLING	25,674	20,639	23,972	18,672	10,763	18,672	18,672	0.00%
·4100 COMMUNICATIONS SERVICES	18,571	30,554	37,299	33,380	17,305	33,380	33,380	0.00%
·4200 POSTAGE AND FREIGHT	1,487	921	1,300	1,300	547	1,300	1,300	0.00%
·4310 NATURAL GAS	32	12	200	20	33	40	100	400.00%
·4320 ELECTRICITY	11,077	10,468	12,000	12,000	4,673	11,000	11,000	-8.33%
·4330 CREDIT CARD FEES	3	36	-	75	2	2	25	-66.67%
·4380 ANIMAL CONTROL	3,538	4,492	3,953	4,300	3,871	4,300	4,300	0.00%
·4390 K-9 CARE	1,570	2,604	3,887	4,319	1,581	4,319	4,319	0.00%
·4400 RENTALS AND LEASES	7,581	7,932	8,736	9,240	6,640	9,240	9,240	0.00%
·4450 VEHICLE LEASES	158,552	38,851	43,708	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	52,075	52,154	50,933	53,389	40,458	54,072	59,975	12.34%
·4510 INSURANCE CLAIMS	-	35,500	-	-	-	-	-	0.00%
·4610 BUILDING MAINTENANCE	5,748	10,441	5,700	6,500	5,276	10,000	6,500	0.00%
·4620 EQUIPMENT MAINTENANCE	4,861	8,075	6,800	6,800	4,713	6,800	6,800	0.00%
·4630 VEHICLE MAINTENANCE	62,163	44,121	45,000	40,000	16,911	32,000	40,000	0.00%
·4640 RADIO MAINTENANCE	929	1,412	2,000	2,000	-	2,000	2,000	0.00%
·4680 RANGE MAINTENANCE	932	908	1,420	1,420	546	1,420	1,420	0.00%
·4700 PRINTING AND BINDING	3,416	3,529	3,465	3,465	814	2,039	2,800	-19.19%
·4900 WEED & SEED DONATION EXPENSES	-	-	-	-	-	-	-	0.00%
·4940 GUN SAFETY CLASS EXPENSE	-	-	-	-	-	-	-	0.00%
·4950 POLICE ATHLETIC LEAGUE	-	-	-	-	-	15,000	15,000	0.00%
·5100 OFFICE SUPPLIES	2,161	1,519	1,500	1,500	665	1,500	1,500	0.00%
·5210 GAS AND LUBRICANTS	114,418	81,863	100,000	96,000	35,011	68,000	80,000	-16.67%
·5230 JANITORIAL SUPPLIES	1,372	1,689	1,300	1,500	1,314	2,200	2,000	33.33%
·5260 UNIFORMS	18,486	15,489	16,050	24,050	18,846	24,050	24,050	0.00%
·5280 OPERATING SUPPLIES	61,041	56,771	64,004	55,460	29,770	45,000	51,960	-6.31%
·5281 SPECIAL POLICE TRUST EXPENSE	19,623	11,462	10,000	-	-	-	-	0.00%

General Fund

FUND TITLE/FUND # General Fund: 001								
DEPARTMENT NAME/# Police: 001-07-521	ACTUAL 2014	ACTUAL 2015	BUDGET 2015	BUDGET 2016	ACTUAL 2016	PROJECTED 2016	BUDGET 2017	INCREASE/ DECREASE
OPERATING EXPENSES (continued)								
·5282 EVIDENCE FUND EXPENSE	984	1,499	1,500	-	409	409	-	0.00%
·5283 CRIME PREVENTION-DRUG AWARE	-	105	-	-	-	-	-	0.00%
·5284 VOCA-DONATIONS	-	-	-	-	-	-	-	0.00%
·5285 WOMEN'S SELF DEFENSE EXPENSE	-	820	-	-	-	-	-	0.00%
·5300 PETTY CASH REIMBURSEMENT	250	-	100	100	-	100	100	0.00%
·5400 MEMBR,SUBSCRIPT,DUES	747	1,100	2,549	600	185	600	600	0.00%
Total	1,116,322	1,186,603	1,146,172	923,211	550,442	894,564	923,921	0.08%
CAPITAL OUTLAY								
·6210 CAPITAL IMPROVEMENTS	3,325	-	-	46,969	9,495	31,275	-	-100.00%
·6400 CAPITAL OUTLAY	28,476	29,919	29,919	-	-	-	75,000	0.00%
·6401 VEHICLE PURCHASES	520,625	325,572	325,572	-	-	-	-	0.00%
·6402 VEHICLE PURCHASES (USDA GRANT)	40,239	-	-	-	-	-	-	0.00%
Total	592,665	355,491	355,491	46,969	9,495	31,275	75,000	59.68%
GRANTS & AIDS								
·8320 BULLET PROOF GRANT-50% CITY	-	1,349	4,387	4,047	3,003	4,388	4,388	8.43%
·8370 BULLET PROOF GRANT	-	1,349	4,387	4,047	3,003	4,388	4,388	8.43%
·8400 JAG-BYRNE 2008-PUT4Q9-003	-	-	-	-	-	-	-	0.00%
·8410 WEED & SEED GRANT EXPENSE	-	-	-	-	-	-	-	0.00%
·8440 JAG RECOVERY LOCAL 09SBB90645	-	-	-	-	-	-	-	0.00%
·8450 JAG 2009 2009DJBX0978	-	-	-	-	-	-	-	0.00%
·8460 JAG 2010 2010DJBX1516	-	-	-	-	-	-	-	0.00%
·8470 2011-JAGC-PUTN-3-B2-169	-	-	-	-	-	-	-	0.00%
·8210 CONTRIBUTION TO PAL	-	-	-	-	-	-	-	0.00%
·8480 JAG 2011 2011DJBX2106	-	-	-	-	-	-	-	0.00%
·8490 2012-JAGC-PUTN-1-C4-027	-	-	-	-	-	-	-	0.00%
·8500 2013 JAG Local 2012-DJ-BX-0269	-	-	-	-	-	-	-	0.00%
·8510 2013-JAGC-PUTN-1-D7-018	-	-	-	-	-	-	-	0.00%
·8511 2014 JAG LOCAL	11,098	-	-	-	-	-	-	0.00%
·8512 2014 JAGC-PUTN COUNTY WIDE	16,073	-	-	-	-	-	-	0.00%
·8513 2015 JAG LOCAL	-	10,933	10,986	-	-	-	-	0.00%
·8514 2015 JAGC-PUTN COUNTY WIDE	-	15,007	15,359	-	-	-	-	0.00%
·8515 NRA Grant	-	-	30,000	-	-	-	-	0.00%
·8516 2016 JAGC-PUTN COUNTY WIDE	-	-	-	15,000	12,820	15,000	-	-100.00%
·8517 JAG-LOCAL-2017	-	-	-	-	-	-	-	0.00%
·8518 2017-JAG PUTN COUNTY WIDE	-	-	-	-	-	-	13,000	0.00%
·8519 REPORT WRITING SYS GRANT-MATCH	-	-	-	-	-	-	75,000	0.00%
Total	27,171	28,638	65,119	23,094	18,826	23,776	96,776	319.05%
DEBT SERVICE								
·7101 PROSPERITY POL VEH	-	-	-	-	-	-	-	0.00%
·7102 HANCOCK POL VEH	-	-	-	-	-	-	-	0.00%
·7103 BB&T POL VEH 2013	44,079	41,047	60,055	61,071	35,500	61,071	62,105	1.69%
·7104 BOA POL VEH 2014	-	102,145	102,200	102,100	102,100	102,100	103,800	1.67%
·7105 AMERIS POL VEH 2015	-	-	-	41,500	41,500	41,500	84,200	102.89%
·7201 PROSPERITY POL VEH	-	-	-	-	-	-	-	0.00%
·7202 HANCOCK POL VEH	-	-	-	-	-	-	-	0.00%
·7203 BB&T POL VEH 2013	3,654	2,604	3,589	2,572	1,625	2,572	1,539	-40.16%
·7204 BOA POL VEH 2014	-	8,018	8,022	6,366	6,366	6,366	4,705	-26.09%
·7205 AMERIS POL VEH 2015	-	-	-	6,062	5,263	6,062	6,662	9.90%
Total	47,733	153,814	173,866	219,671	192,354	219,671	263,011	19.73%
DEPARTMENT TOTAL	4,283,405	4,152,716	4,435,835	3,691,289	2,227,043	3,598,937	3,880,443	5.12%

General Fund

FUND TITLE/FUND # General Fund: 001								
DEPARTMENT NAME/# Code Enforcement: 001-19-521	ACTUAL 2014	ACTUAL 2015	BUDGET 2015	BUDGET 2016	ACTUAL 2016	PROJECTED 2016	BUDGET 2017	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	34,236	34,474	37,797	36,596	20,919	30,081	41,010	12.06%
·1210 ACCRUED SALARIES	325	224	-	-	(924)	(924)	-	0.00%
·1400 OVERTIME	-	627	-	-	948	1,500	-	0.00%
·2100 FICA TAX EXPENSE	2,615	2,489	2,891	2,800	1,527	2,283	3,137	12.04%
·2200 RETIREMENT EXPENSE	6,613	5,335	5,924	5,570	4,377	6,582	6,225	11.76%
·2300 HEALTH AND LIFE INSURANCE	205	5,735	213	8,094	4,015	8,094	9,462	16.90%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	406	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	549	562	562	521	389	519	663	27.26%
Total	44,949	49,446	47,387	53,581	31,251	48,135	60,497	12.91%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	651	449	752	778	490	778	1,211	55.66%
·4020 SCHOOLING, CONFERENCE, ETC.	4,848	5,129	1,200	3,500	3,862	4,200	2,000	-42.86%
·4100 COMMUNICATIONS SERVICES	268	435	288	672	337	619	672	0.00%
·4200 POSTAGE AND FREIGHT	513	95	1,000	1,000	154	300	1,000	0.00%
·4500 LIABILITY INSURANCE	500	618	575	649	495	651	883	36.06%
·4630 VEHICLE MAINTENANCE	666	615	800	850	53	510	850	0.00%
·4640 RADIO MAINTENANCE	-	-	-	-	-	-	-	0.00%
·4700 PRINTING AND BINDING	958	141	200	200	-	200	200	0.00%
·5100 OFFICE SUPPLIES	170	167	200	200	152	350	200	0.00%
·5120 LOT DEMOLITION AND CLEANUP	3,980	5,713	-	-	15,193	15,193	-	0.00%
·5210 GAS AND LUBRICANTS	598	112	900	900	60	200	900	0.00%
·5260 UNIFORMS	100	117	100	150	145	150	300	100.00%
·5280 OPERATING SUPPLIES	641	792	700	800	641	1,000	1,000	25.00%
Total	13,893	14,382	6,715	9,699	21,581	24,150	9,216	-4.98%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	58,842	63,827	54,102	63,280	52,832	72,286	69,713	10.17%

General Fund

FUND TITLE/FUND # General Fund: 001								
DEPARTMENT NAME/# Fire: 001-08-522	ACTUAL 2014	ACTUAL 2015	BUDGET 2015	BUDGET 2016	ACTUAL 2016	PROJECTED 2016	BUDGET 2017	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	169,942	173,688	174,478	194,705	117,473	195,099	159,447	-18.11%
·1200 REGULAR SALARIES	774,351	790,689	801,869	796,493	536,435	792,984	819,687	2.91%
·1210 ACCRUED SALARIES	5,836	3,716	-	-	(25,213)	(25,213)	-	0.00%
·1220 CLERICAL SALARIES	18,499	18,487	19,964	19,964	11,590	18,322	20,963	5.00%
·1300 OTHER SALARIES & WAGES	8,833	23,652	10,000	21,000	4,470	15,000	18,000	-14.29%
·1310 HOLIDAY PAY	31,089	31,553	31,623	31,633	21,358	30,245	31,633	0.00%
·1400 OVERTIME	79,897	80,930	85,000	75,000	60,530	92,000	85,000	13.33%
·2100 FICA TAX EXPENSE	77,357	79,449	85,904	87,118	53,269	81,223	86,807	-0.36%
·2200 CLERICAL RETIREMENT	-	-	-	-	-	-	-	0.00%
·2201 FIRE PENSION	327,715	265,598	282,637	255,327	184,369	284,235	306,618	20.09%
·2230 STATE CONTRIB-FIRE	80,280	95,455	78,504	78,504	-	80,000	80,000	1.91%
·2300 HEALTH AND LIFE INSURANCE	158,443	149,806	162,676	202,844	75,648	202,844	206,848	1.97%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	16,507	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	25,572	22,808	27,428	28,421	21,253	28,358	31,882	12.18%
·2500 UNEMPLOYMENT COMP	-	-	-	-	-	-	-	0.00%
Total	1,774,321	1,735,832	1,760,083	1,791,009	1,061,184	1,795,098	1,846,885	3.12%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	1,429	18,282	28,019	3,334	93,758	111,690	28,292	748.59%
·3120 PHYSICALS	9,310	4,990	5,000	10,000	1,955	10,000	15,000	50.00%
·4020 SCHOOLING, CONFERENCE, ETC	6,464	5,967	6,000	6,000	2,115	6,000	6,000	0.00%
·4100 COMMUNICATION SERVICES	7,022	7,284	8,000	7,000	4,005	6,500	7,000	0.00%
·4200 POSTAGE AND FREIGHT	268	277	400	100	248	300	300	200.00%
·4310 NATURAL GAS	2,047	2,324	2,500	2,500	1,955	2,600	2,500	0.00%
·4320 ELECTRICITY	13,993	12,866	14,000	14,000	7,094	13,000	14,000	0.00%
·4330 CREDIT CARD FEES	-	-	-	-	358	500	-	0.00%
·4400 RENTALS AND LEASES	980	1,228	1,500	1,200	933	1,272	1,200	0.00%
·4500 LIABILITY INSURANCE	23,721	25,054	24,050	27,507	20,831	27,752	31,062	12.92%
·4510 INSURANCE CLAIMS	-	401	-	-	-	-	-	0.00%
·4610 BUILDING MAINTENANCE	20,305	11,090	20,000	15,000	8,863	13,000	20,000	33.33%
·4620 EQUIPMENT MAINTENANCE	6,238	4,273	6,000	6,000	3,255	6,000	6,000	0.00%
·4630 VEHICLE MAINTENANCE	30,118	34,178	30,000	30,000	22,318	31,000	30,000	0.00%
·4640 RADIO MAINTENANCE	336	2,617	1,500	1,500	1,982	2,300	3,000	100.00%
·4700 PRINTING AND BINDING	318	407	300	300	196	450	300	0.00%
·5100 OFFICE SUPPLIES	1,317	835	1,800	1,400	965	1,400	1,400	0.00%
·5140 FIRE CODE ENFORCEMENT	2,703	2,854	3,000	3,000	1,612	3,000	3,000	0.00%
·5210 GAS AND LUBRICANTS	21,631	18,300	20,000	20,000	7,435	14,000	18,000	-10.00%
·5230 JANITORIAL SUPPLIES	4,310	5,093	4,000	4,000	3,535	5,000	5,000	25.00%
·5250 SMALL TOOLS	978	446	1,500	1,500	832	1,500	1,500	0.00%
·5260 UNIFORMS	6,421	10,305	10,000	10,000	12,551	16,000	20,000	100.00%
·5280 OPERATING SUPPLIES	22,800	21,899	20,000	20,000	21,732	26,000	25,000	25.00%
·5290 FIRE PUB-ED EXPENSE	7,174	16,068	17,000	17,000	23,833	23,833	17,000	0.00%
·5400 MEMBR, SUBSCRIPT, DUES	278	600	300	360	185	300	360	0.00%
Total	190,160	207,639	224,869	201,701	242,547	323,396	255,914	26.88%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	2,100	-	-	-	13,000	-	0.00%
·6420 FIRE GRANT	-	-	-	-	-	-	-	0.00%
·6401 VEHICLE PURCHASE	9,500	-	139,000	-	45,951	141,209	-	0.00%
Total	9,500	2,100	139,000	-	45,951	154,209	-	0.00%
DEBT SERVICE								
·7101 SUTPHEN FIRE TRUCK	-	-	-	-	-	-	-	0.00%
·7201 SUTPHEN FIRE TRUCK	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	1,973,981	1,945,571	2,123,952	1,992,710	1,349,681	2,272,703	2,102,799	5.52%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Streets: 001-09-541	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	162,980	145,836	171,330	103,266	73,606	108,278	203,754	97.31%
·1210 ACCRUED SALARIES	838	(630)	-	-	(2,668)	(2,668)	-	0.00%
·1310 HOLIDAY PAY	-	-	-	-	-	-	-	
·1400 OVERTIME	19,920	6,388	20,000	12,000	597	5,300	12,000	0.00%
·2100 FICA TAX EXPENSE	12,689	10,574	14,637	8,818	5,091	7,636	16,505	87.17%
·2200 RETIREMENT EXPENSE	24,222	14,288	25,214	18,494	7,592	14,022	33,855	83.06%
·2300 HEALTH AND LIFE INSURANCE	30,691	24,831	36,268	30,789	14,666	30,789	62,914	104.34%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	2,409	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	8,254	13,492	8,834	5,891	4,406	5,878	13,202	124.10%
·2410 WORKERS COMP CLAIM	-	352	-	-	-	-	-	0.00%
Total	262,004	215,129	276,283	179,258	103,290	169,235	342,230	90.91%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	3,653	1,182	755	556	626	4,200	9,372	1585.61%
·3120 PHYSICALS	136	484	150	150	-	-	150	0.00%
·3410 DEPT OF CORR-PRISON CREW GUARD	-	-	-	-	-	-	-	0.00%
·3440 TREE REMOVAL	3,015	1,695	3,000	3,000	1,925	7,900	20,000	566.67%
·3460 RAILROAD SIGNAL MAINTENANCE	9,339	9,339	9,500	9,500	4,272	9,339	9,500	0.00%
·4100 COMMUNICATIONS SERVICES	2,147	2,119	1,800	2,400	1,524	2,328	2,400	0.00%
·4310 NATURAL GAS	67	65	100	100	70	105	100	0.00%
·4320 ELECTRICITY	160,366	156,686	166,000	166,000	91,909	157,175	166,000	0.00%
·4400 RENTALS & LEASES	228	194	200	1,100	194	900	3,000	172.73%
·4500 LIABILITY INSURANCE	7,463	8,030	7,569	5,004	3,817	5,106	7,430	48.48%
·4510 INSURANCE CLAIMS	1,163	-	-	-	-	-	-	0.00%
·4610 BUILDING MAINTENANCE	476	325	900	500	1,185	1,717	500	0.00%
·4620 EQUIPMENT MAINTENANCE	11,745	12,062	10,000	10,000	10,959	21,609	15,000	50.00%
·4630 VEHICLE MAINTENANCE	9,421	27,279	10,000	10,000	6,881	13,000	10,000	0.00%
·4660 TRAFFIC LIGHT REPAIR	24,037	13,096	14,000	14,000	8,429	14,000	14,000	0.00%
·4670 STORMWATER MAINTENANCE/REPAIR	-	-	-	-	-	-	-	0.00%
·5100 OFFICE SUPPLIES	-	8	-	-	78	100	100	0.00%
·5210 GAS AND LUBRICANTS	28,391	17,709	23,000	23,000	6,810	16,167	20,000	-13.04%
·5230 JANITORIAL SUPPLIES	80	165	60	175	104	175	175	0.00%
·5250 SMALL TOOLS	-	-	-	-	105	300	700	0.00%
·5260 UNIFORMS	1,365	2,218	2,200	2,200	964	1,606	2,700	22.73%
·5280 OPERATING SUPPLIES	5,112	3,238	6,000	6,000	7,413	10,132	14,000	133.33%
·5330 PAVING MATERIALS	19,501	2,854	5,000	5,500	4,671	2,329	5,500	0.00%
·5340 STREET SIGNS	358	-	4,000	4,000	4,131	5,000	4,000	0.00%
Total	288,062	258,748	264,234	263,185	156,068	273,188	304,627	15.75%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	-	-	-	693	693	-	0.00%
·6420 STORMWATER	-	-	-	-	-	9,200	-	0.00%
·6430 SIDEWALK REPAIRS	-	4,080	-	-	3,035	5,000	-	0.00%
·6453 RIVER ST RETAINING WALL	-	-	-	-	9,079	18,927	-	0.00%
Total	-	4,080	-	-	12,807	33,820	-	0.00%
DEPARTMENT TOTAL	550,066	477,957	540,517	442,443	272,164	476,243	646,857	46.20%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Cemetery: 001-14-569	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	85,708	90,737	81,726	18,096	28,301	28,301	-	-100.00%
·1210 ACCRUED SALARIES	1,239	(700)	-	-	(1,308)	(1,308)	-	0.00%
·1400 OVERTIME	7,477	6,021	2,000	-	15	15	-	0.00%
·2100 FICA TAX EXPENSE	6,955	7,293	6,405	1,384	1,947	1,947	-	-100.00%
·2200 RETIREMENT EXPENSE	7,198	3,728	4,020	-	3,211	3,211	-	0.00%
·2300 HEALTH AND LIFE INSURANCE	7,482	3,361	9,458	182	5,907	5,907	-	-100.00%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	327	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	2,193	3,325	3,334	758	567	756	-	-100.00%
Total	118,579	113,765	106,943	20,420	38,640	38,829	-	-100.00%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	242	467	503	139	300	300	1,000	619.42%
·3120 PHYSICALS	261	-	100	100	-	-	-	-100.00%
·3400 CONTRACTUAL SERVICES	-	-	-	-	500	500	-	0.00%
·3440 TREE REMOVAL	-	4,800	2,000	2,000	-	-	4,000	100.00%
·4100 COMMUNICATIONS SERVICES	1,590	1,769	1,200	1,817	1,225	1,883	1,817	0.00%
·4320 ELECTRICITY	4,272	4,256	4,000	4,500	2,307	4,245	4,500	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	135	-	-	-	-	-	-	0.00%
·4400 RENTALS AND LEASES	-	-	250	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	2,181	2,630	2,490	1,569	1,201	1,611	1,188	-24.28%
·4610 BUILDING MAINTENANCE	1,077	5,044	2,000	2,500	1,030	2,500	5,000	100.00%
·4620 EQUIPMENT MAINTENANCE	3,262	2,115	2,500	2,500	1,830	1,843	2,500	0.00%
·4630 VEHICLE MAINTENANCE	1,135	244	1,500	1,500	203	322	-	-100.00%
·5100 OFFICE SUPPLIES	738	633	600	-	33	75	100	0.00%
·5210 GAS AND LUBRICANTS	3,413	1,160	3,500	2,000	253	253	1,000	-50.00%
·5220 MERCHANDISE FOR SALE	21,935	20,318	22,250	-	1,561	1,561	-	0.00%
·5230 JANITORIAL SUPPLIES	789	838	1,000	800	347	551	500	-37.50%
·5250 SMALL TOOLS	-	-	100	100	-	54	100	0.00%
·5260 UNIFORMS	999	938	1,200	1,300	298	300	-	-100.00%
·5270 CHEMICALS & FERTILIZER	165	45	500	500	53	100	500	0.00%
·5280 OPERATING SUPPLIES	4,127	7,143	5,000	2,500	2,072	2,500	2,500	0.00%
·5281 SPECIAL CEMETERY OPERATING	-	-	-	-	11,600	11,600	-	0.00%
Total	46,321	52,399	50,693	23,825	24,815	30,196	24,705	3.69%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	12,547	8,000	10,000	859	8,659	5,000	-50.00%
Total	-	12,547	8,000	10,000	859	8,659	5,000	-50.00%
DEPARTMENT TOTAL	164,900	178,711	165,636	54,245	64,313	77,684	29,705	-45.24%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Cultural Services: 001-03-573	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	-	15,259	25,904	45,732	20,926	31,836	33,094	-27.63%
·1210 ACCRUED SALARIES	-	754	-	-	(754)	(754)	-	0.00%
·2100 FICA TAX EXPENSE	-	1,158	1,982	3,498	1,557	2,369	2,532	-27.62%
·2200 RETIREMENT EXPENSE	-	2,175	-	7,232	4,855	7,386	7,413	2.50%
·2300 HEALTH AND LIFE INSURANCE	-	623	91	8,140	2,181	8,140	5,173	-36.45%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	-	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	-	643	642	1,149	859	1,147	944	-17.84%
Total	-	20,613	28,619	65,751	29,624	50,123	49,156	-25.24%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	150	173	2,252	278	168	168	137	-50.72%
·3101 WATERWORKS-PROFESSIONAL SERVIC	-	-	-	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	7,522	11,203	9,997	13,236	10,131	13,582	12,133	-8.33%
·4610 BRONSON HOUSE-MAINTENANCE	285	10,952	12,000	16,000	13,093	16,000	16,000	0.00%
·4611 PUTNAM CO HIST SOCIETY MUSEUM-MA	22	2,333	2,500	5,000	64	6,000	5,000	0.00%
·4612 ST JOHNS RIVER CENTER-MAINTENANCE	-	678	2,000	2,000	6,213	8,000	2,000	0.00%
·4613 LARIMER ARTS CENTER-MAINTENANCE	2,608	2,856	4,500	4,500	556	2,500	3,000	-33.33%
·4614 TILGHMAN HOUSE-MAINTENANCE	141	106	1,500	2,500	240	2,000	2,500	0.00%
·4615 DEPOT-MAINTENANCE	6,867	909	4,000	3,500	1,448	3,500	3,500	0.00%
·4616 WATERWORKS MAINTENANCE	2,043	11,412	8,050	4,000	330	4,800	4,000	0.00%
·4617 HAMMOCK HALL-MAINTENANCE	21	700	1,000	1,500	321	1,500	1,500	0.00%
·4618 WILLARD COOPER BUILDING-MAINTENAI	902	225	500	500	1,520	2,000	500	0.00%
·4800 ADVERTISING	-	-	4,000	1,000	-	500	500	-50.00%
·5222 ST JOHNS RIVER CENTER-MERCHANDISE	-	713	4,000	2,000	-	750	750	-62.50%
·5230 JANITORIAL SUPPLIES	-	34	2,000	500	167	300	500	0.00%
·5260 UNIFORMS	-	242	750	250	-	-	250	0.00%
·5280 BRONSON HOUSE-OPERATING	21	10,834	11,666	8,000	4,663	8,208	6,500	-18.75%
·5281 PUTNAM CO HIST SOCIETY MUSEUM-OP	-	1,256	2,500	500	-	-	500	0.00%
·5282 ST JOHNS RIVER CENTER-OPERATING	-	8,852	8,666	6,000	6,413	10,343	6,000	0.00%
·5283 LARIMER ARTS CENTER-OPERATING	-	548	400	500	497	500	500	0.00%
·5284 TILGHMAN HOUSE-OPERATING	-	371	1,000	500	167	300	500	0.00%
·5285 DEPOT-OPERATING	552	621	5,000	500	-	-	500	0.00%
·5286 WATERWORKS-OPERATING	3,586	5,443	5,466	5,000	3,787	4,500	5,000	0.00%
·5287 HAMMOCK HALL-OPERATING	-	-	-	-	-	-	-	0.00%
·5288 WILLARD COOPER BUILDING-OPERATING	-	287	1,000	500	-	-	500	0.00%
Total	24,719	70,746	94,747	78,264	49,779	85,451	72,270	-7.66%
CAPITAL OUTLAY								
Total	-	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	24,719	91,359	123,366	144,015	79,403	135,574	121,426	-15.69%

General Fund

FUND TITLE/FUND #								
General Fund: 001								
DEPARTMENT NAME/# Bronson House: 001-03-575	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	16,584	-	-	-	-	-	-	0.00%
·1210 ACCRUED SALARIES	36	(253)	-	-	-	-	-	0.00%
·2100 FICA TAX EXPENSE	1,269	-	-	-	-	-	-	0.00%
·2200 RETIREMENT EXPENSE	-	-	-	-	-	-	-	0.00%
·2300 HEALTH AND LIFE INSURANCE	-	-	-	-	-	-	-	0.00%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	406	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	425	-	-	-	-	-	-	0.00%
Total	18,720	(253)	-	-	-	-	-	0.00%
OPERATING EXPENSES								
·4620 BUILDING MAINTENANCE	19,695	-	-	-	-	-	-	0.00%
·5280 OPERATING EXPENSES	9,756	-	-	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	3,286	-	-	-	-	-	-	0.00%
Total	32,736	-	-	-	-	-	-	0.00%
CAPITAL OUTLAY								
Total	-	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	51,456	(253)	-	-	-	-	-	0.00%

General Fund

FUND TITLE/FUND # General Fund: 001								
DEPARTMENT NAME/# Parks and Recreation: 001-15-572	ACTUAL 2014	ACTUAL 2015	BUDGET 2015	BUDGET 2016	ACTUAL 2016	PROJECTED 2016	BUDGET 2017	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	69,346	50,893	66,848	106,883	42,104	63,491	128,072	19.82%
·1210 ACCRUED SALARIES	60	367	-	-	(1,785)	(1,785)	-	0.00%
·1400 OVERTIME	1,372	6,041	2,000	3,000	6,458	10,257	10,000	233.33%
·2100 FICA TAX EXPENSE	5,149	4,088	5,267	8,406	3,472	5,044	10,563	25.66%
·2200 RETIREMENT EXPENSE	18,078	11,743	10,167	10,056	9,197	13,175	25,508	153.66%
·2300 HEALTH AND LIFE INSURANCE	12,688	8,122	11,716	12,517	6,066	12,517	50,895	306.61%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	922	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	1,923	1,524	1,525	2,435	1,821	2,430	3,314	36.10%
·2500 UNEMPLOYMENT COMP	-	-	-	-	-	-	-	0.00%
Total	109,538	82,780	97,523	143,297	67,334	105,127	228,352	59.36%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	7,160	584	629	834	604	5,800	36,166	4236.45%
·3120 PHYSICALS	-	127	-	-	-	-	-	0.00%
·3410 DEPT OF CORR-PRISON CREW GUARD	-	29,861	-	14,931	58,053	14,931	-	-100.00%
·3440 TREE REMOVAL	-	-	-	-	-	-	-	0.00%
·4100 COMMUNICATIONS SERVICES	873	928	300	950	592	881	900	-5.26%
·4200 POSTAGE AND FREIGHT	8	-	-	-	12	12	-	0.00%
·4320 ELECTRICITY	459	-	7,500	-	-	-	-	0.00%
·4321 DOWNTOWN/RIVERFRONT ELECTRICIT	6,078	8,246	3,000	7,500	4,707	8,723	9,000	20.00%
·4322 ELECTRICITY-FRED GREEN PARK	1,153	1,086	1,150	1,100	675	1,225	1,225	11.36%
·4323 ELECTRICITY-HANK BRYAN PARK	-	-	200	-	69	113	150	0.00%
·4324 ELECTRICITY-BOOKER PARK	-	-	1,200	-	-	-	1,200	0.00%
·4325 ELECTRICITY-FORRESTER FIELD	191	282	250	275	144	241	275	0.00%
·4326 ELECTRICITY-SHAW BUCK RECREATI	96	973	130	1,200	678	1,201	1,200	0.00%
·4327 ELECTRICITY-WESTOVER PARK	-	-	200	-	-	-	-	0.00%
·4328 ELECTRICITY-PLAYGROUND 12TH &	-	-	-	-	-	-	-	0.00%
·4329 ELECTRICITY-PLAYGROUND 10TH &	1,716	2,364	270	-	2,018	2,416	-	0.00%
·4330 ELECTRICITY-EDGEMOORE & HUSSON	-	-	-	-	-	-	-	0.00%
·4400 RENTALS AND LEASES	-	-	-	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	8,493	6,078	7,238	4,358	3,332	4,442	5,206	19.46%
·4501 TRANSFER TO INSURANCE ACCT	-	-	-	-	-	-	-	0.00%
·4510 LIABILITY CLAIMS	-	-	-	-	-	-	-	0.00%
·4610 BUILDING MAINTENANCE	709	586	500	1,000	1,088	1,750	1,000	0.00%
·4620 EQUIPMENT MAINTENANCE	3,765	2,908	3,000	2,000	3,165	5,000	4,000	100.00%
·4630 VEHICLE MAINTENANCE	4,159	2,646	2,000	3,000	3,408	5,000	3,000	0.00%
·4631 BOOKER PARK MAINTENANCE	280	1,060	-	-	160	160	500	0.00%
·4640 RADIO MAINTENANCE	-	-	-	-	-	-	-	0.00%
·4650 REID STREET ISLAND	-	-	-	-	-	-	-	0.00%
·4651 MAINTENANCE-FRED GREEN PARK	-	2,170	2,000	4,000	2,124	9,500	7,500	87.50%
·4652 MAINTENANCE-HANK BRYAN PARK	294	6,011	8,000	8,000	15,141	15,500	7,500	-6.25%
·4653 MAINTENANCE-BOOKER PARK	117	4,853	4,000	4,000	4,131	4,500	7,500	87.50%
·4654 MAINTENANCE-FORRESTER FIELD	-	442	2,500	5,000	520	10,500	5,000	0.00%
·4655 MAINTENANCE-SHAW BUCK RECREATI	-	2,912	3,500	5,000	4,277	10,000	5,000	0.00%
·4656 MAINTENANCE-WESTOVER PARK	-	-	800	500	520	527	3,500	600.00%
·4657 MAINTENANCE-PLAYGROUND 12TH &	-	300	1,500	1,500	520	527	3,500	133.33%
·4658 MAINTENANCE-PLAYGROUND 10TH &	-	-	1,500	-	-	-	-	0.00%
·4659 MAINTENANCE-EDGEMOORE & HUSSON	-	-	100	300	-	-	250	-16.67%
·4660 MAINTENANCE-RIVERFRONT PARK	-	12,988	-	15,000	15,044	22,000	43,500	190.00%
·4661 MAINTENANCE-BIKE TRAIL	-	-	-	-	137	1,000	500	0.00%
·4680 DOWNTOWN LIGHTING	4,934	10,049	8,000	6,000	9,245	10,000	10,000	66.67%
·5100 OFFICE SUPPLIES	2	-	100	100	270	300	200	100.00%
·5200 PLAYGROUNDS-OPERATIONS	8,557	-	-	-	-	-	-	0.00%
·5201 OPERATIONS-FRED GREEN PARK	-	-	-	500	-	-	500	0.00%
·5202 OPERATIONS-HANK BRYAN PARK	-	159	-	500	-	-	500	0.00%
·5203 OPERATIONS-BOOKER PARK	-	159	-	500	-	850	500	0.00%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Parks and Recreation: 001-15-572	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES (continued)								
·5204 OPERATIONS-FORRESTER FIELD	-	-	-	500	-	-	500	0.00%
·5205 OPERATIONS-SHAW BUCK RECREATIO	-	-	-	500	-	-	500	0.00%
·5206 OPERATIONS-WESTOVER PARK	-	-	-	-	-	-	-	0.00%
·5207 OPERATIONS-PLAYGROUND 12TH & R	-	-	-	100	-	-	100	0.00%
·5208 OPERATIONS-PLAYGROUND 10TH & O	-	-	-	-	-	-	-	0.00%
·5209 OPERATIONS-EDGEMOORE & HUSSON	-	-	-	-	2,207	2,207	-	0.00%
·5210 GAS AND LUBRICANTS	2,753	5,968	3,500	6,000	2,844	5,000	6,000	0.00%
·5230 JANITORIAL SUPPLIES	848	142	1,500	1,000	160	350	1,000	0.00%
·5250 SMALL TOOLS	96	798	300	500	271	600	500	0.00%
·5260 UNIFORMS	1,968	1,729	2,000	3,500	1,045	1,800	2,000	-42.86%
·5270 CHEMICALS & FERTILIZER	627	775	600	500	634	1,000	500	0.00%
·5280 OPERATING SUPPLIES	9,076	5,519	4,000	4,000	6,834	8,500	10,000	150.00%
·5281 PROGRAMS	-	-	-	50,000	661	661	40,000	-20.00%
Total	64,410	112,700	71,467	154,648	145,291	157,217	220,372	42.50%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	-	-	10,000	693	693	-	-100.00%
·6401 100 BLOCK BUILDING MAINTENANCE	-	-	-	-	-	-	-	0.00%
·6402 CITY HALL LANDSCAPING	-	-	-	-	-	-	-	0.00%
·6403 AMPHITHEATER DEMOLITION	22,379	-	-	-	-	-	-	0.00%
Total	22,379	-	-	10,000	693	693	-	-100.00%
DEPARTMENT TOTAL	196,327	195,480	168,990	307,945	213,317	263,037	448,724	45.72%

General Fund

FUND TITLE/FUND #								
General Fund: 001								
DEPARTMENT NAME/#	**ACTUAL**	**ACTUAL**	**BUDGET**	**BUDGET**	**ACTUAL**	**PROJECTED**	**BUDGET**	**INCREASE/**
Price Martin Center: 001-26-579	**2014**	**2015**	**2015**	**2016**	**2016**	**2016**	**2017**	**DECREASE**
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
·4100 COMMUNICATIONS SERVICES	211	215	250	250	129	313	450	80.00%
·4310 NATURAL GAS	644	612	700	650	562	961	950	46.15%
·4320 ELECTRICITY	13,464	13,420	13,000	14,000	6,934	13,252	14,000	0.00%
·4500 LIABILITY INSURANCE	1,120	1,115	994	1,080	827	1,109	993	-8.06%
·4610 BUILDING MAINTENANCE	2,366	1,282	1,500	1,500	840	2,000	1,500	0.00%
·4620 EQUIPMENT MAINTENANCE	863	1,215	1,000	2,000	5,535	9,135	2,000	0.00%
·4680 GROUNDS MAINTENANCE	256	295	200	2,000	263	500	2,000	0.00%
·5230 JANITORIAL SUPPLIES	745	566	500	500	170	350	500	0.00%
·5280 OPERATING SUPPLIES	232	4,504	5,000	1,000	650	1,500	4,000	300.00%
Total	19,901	23,223	23,144	22,980	15,910	29,121	26,393	14.85%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	19,901	23,223	23,144	22,980	15,910	29,121	26,393	14.85%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Transportation-Water Taxis: 001-27-549	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
·4500 LIABILITY INSURANCE	-	-	-	-	9,185	9,185	10,000	0.00%
·4630 RIVERBOAT MAINTENANCE	-	-	-	-	-	-	3,000	0.00%
·5280 RIVERBOAT OPERATING SUPPLIES	-	-	-	-	469	1,000	2,000	0.00%
Total	-	-	-	-	9,654	10,185	15,000	0.00%
CAPITAL OUTLAY								
Total	-	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	-	-	-	-	9,654	10,185	15,000	0.00%

General Fund

FUND TITLE/FUND # *General Fund: 001*								
DEPARTMENT NAME/# Transfers: 001-81-581	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
TRANSFERS								
·9130 TRANSFER TO TIF-PROPERTY TAXES	-	-	-	-	-	-	-	0.00%
·9140 TRANSFER TO GOLF FUND	1,631,248	205,537	100,998	121,254	-	261,891	217,788	79.61%
·9150 TRANSFER TO BETTER PLACE FUND	787,846	-	-	-	-	-	15,000	0.00%
·9160 TRANSFER TO AIRPORT FUND	199,916	-	103,312	133,272	-	207,631	231,552	73.74%
·9170 TRANSFER TO UTILITY FUND	-	-	-	125,000	-	125,000	-	-100.00%
DEPARTMENT TOTAL	2,619,010	205,537	204,310	379,526	-	594,522	464,340	22.35%
DEPARTMENT NAME/# Contingencies: 001-82-581								
EXPENDITURE OBJECT #/NAME								
CONTINGENCIES								
·9900 GENERAL CONTINGENCY	-	-	58,349	-	-	-	-	0.00%
·9901 CONTINGENCY FOR GOLF COURSE FU	-	-	-	-	-	-	-	0.00%
·9902 HEALTH INSURANCE CONTINGENCY	-	-	-	-	-	-	-	0.00%
·9903 CONTINGENCY FOR AIRPORT FUND	-	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	-	-	58,349	-	-	-	-	0.00%
TOTAL EXPENDITURES	11,432,082	8,961,929	9,539,838	8,861,460	5,342,289	9,120,676	9,550,585	7.78%
DEPARTMENT NAME/# Reserves: 001-83-581								
EXPENDITURE OBJECT #/NAME								
RESERVES								
·9900 OPERATING CASH RESERVE	-	-	522,978	862,486	-	1,245,107	1,247,986	44.70%
·9901 EVIDENCE FUND RESERVE	-	-	499	1,132	-	(1,205)	(1,205)	-206.45%
·9902 LOT DEMOLITION/CLEANUP RESERVE	-	-	29,170	31,260	-	24,072	29,072	-7.00%
·9903 IMPACT FEES-POLICE RESERVE	-	-	-	-	-	-	-	0.00%
·9904 IMPACT FEES-FIRE RESERVE	-	-	5,841	5,841	-	5,841	5,841	0.00%
·9908 RIVERFRONT PLAYGROUND RESERVE	-	-	5,000	5,000	-	5,000	-	-100.00%
·9909 SPECIAL CEMETERY RESERVE	-	-	113,310	117,190	-	102,223	109,473	-6.59%
·9910 SPECIAL POLICE RESERVE	-	-	57,012	51,603	-	69,104	79,104	53.29%
·9911 CANINE PURCHASE RESERVE	-	-	278	278	-	278	278	0.00%
·9912 HAND GUN CLASSES RESERVE	-	-	8,122	9,505	-	6,932	8,432	-11.29%
·9913 FIRE PUBLIC EDUCATION RESERVE	-	-	24,142	26,983	-	22,126	22,126	-18.00%
·9915 CRIME PREVENTION RESERVE	-	-	1,259	1,259	-	1,654	1,654	31.37%
·9917 BLOOD SCREENING RESERVE	-	-	1,260	1,260	-	1,260	1,260	0.00%
·9918 WOMENS SELF-DEFENSE CLASS RESE	-	-	877	877	-	2,079	2,079	137.06%
·9919 RED LIGHT CAMERA REVENUE RESER	-	-	407,286	222,671	-	83,116	71,116	-68.06%
·9921 LANDSCAPING CODE FEE RESERVE	-	-	-	-	-	2,835	1,835	0.00%
DEPARTMENT TOTAL	-	-	1,177,034	1,337,345	-	1,570,422	1,579,051	18.07%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	11,432,082	8,961,929	10,716,872	10,198,805	5,342,289	10,691,098	11,129,636	9.13%

Better Place Fund

FUND TITLE/FUND # *Better Place Fund: 101*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
312 LOCAL OPTION, USE & FUEL TAXES								
312-6-0000 DISCRETIONARY SALES SURTAX	733,349	773,912	686,390	740,000	457,055	807,085	810,000	9.46%
Total	733,349	773,912	686,390	740,000	457,055	807,085	810,000	9.46%
331/333/334/337 STATE/FEDERAL/LOCAL GRANTS								
331-3-1000 ENERGY GRANT ARS027	-	-	-	-	-	-	-	0.00%
331-5-2000 HUD DOWNTOWN PARKING/STREETSCA	-	-	-	-	-	-	-	0.00%
331-2-5501 USDA FIRE TRUCK	-	-	-	-	-	-	-	0.00%
331-2-5502 USDA PRICE MARTIN RESTROOMS	5,836	949	-	-	-	-	-	0.00%
331-3-9001 BROWNFIELDS	-	-	-	400,000	-	761	399,239	-0.19%
331-3-9002 CDBG C04 RIVERFRONT PHASE IV	-	-	-	1,815,993	11,748	61,233	688,767	-62.07%
331-7-7000 FWC BOAT RAMP IMPROVEMENTS-FED	30,000	(30,000)	685,641	90,848	-	656,650	119,839	31.91%
331-7-7001 WATER TAXI TERMINAL FACILITY	-	-	-	-	-	-	-	0.00%
331-7-7002 USDA LARIMER ROOF REPAIR, WEATHERIZATIO	-	-	-	-	-	-	-	0.00%
334-1-1100 HAZARD-CRILL/MOSELEY 137-R	-	-	-	-	-	-	-	0.00%
334-1-3000 CRILL & MOSELEY #1561-137-A	-	-	-	-	-	-	-	0.00%
334-1-3001 ST JOHNS AVE 11HM-3H-04-64-02-	-	-	-	-	6,423	6,423	-	0.00%
334-1-3002 ST JOHNS/7TH/OAK ST 11HM-3E-04	-	-	-	-	-	-	-	0.00%
334-1-3003 URBAN FORESTRY 2010 GRANT	-	-	-	-	-	-	-	0.00%
334-1-3004 FEMA ST JOHNS 18TH TO 16TH AND OAK 1840	-	295,806	293,557	-	-	-	-	0.00%
334-1-3005 FEMA 1785-43-R	-	28,343	334,121	-	-	313,263	-	0.00%
334-4-9000 FDOT AQ605 RIVERBOAT REFURBISH	3,500	259,339	276,335	323,669	-	170,344	368,665	13.90%
334-3-8000 GP ENVIRONMENTAL CENTER	63,642	664,638	733,287	-	58,822	58,822	-	0.00%
334-7-7002 FLORIDA HUMANITIES COUNCIL-BARTRAM TRA	8,892	(910)	7,982	-	-	-	-	0.00%
334-7-7003 DHR ES1618 RAVINES-GARDEN CLUB	-	-	-	-	12,500	27,642	-	0.00%
337-3-0001 PUTNAM COUNTY-DERELICT VESSEL	29,750	-	-	-	-	-	-	0.00%
337-3-0002 SJRWMD BOOKER PARK REGIONAL POND	-	-	-	-	-	-	440,000	0.00%
337-3-0003 SJRWMD SOUTH DISTRICT STORMWATER	-	-	-	-	-	-	468,019	0.00%
337-7-0001 PUTNAM COUNTY-DOCKS	-	140,000	140,000	-	-	-	-	0.00%
389-8-0100 DONATION FROM ROTARY FOR RIVERFRONT P	-	-	-	-	-	-	20,000	0.00%
334-7-7004 FRDAP-RIVERFRONT PLAYGROUND	-	-	-	-	-	-	50,000	0.00%
Total	141,619	1,358,165	2,470,923	2,630,510	89,493	1,295,138	2,554,529	-2.89%
364 DISPOSITION OF FIXED ASSETS								
364-0-1000 Frank George Property Sale Pro	163,000	-	-	-	-	-	-	0.00%
Total	163,000	-	-	-	-	-	-	0.00%
381 TRANSFERS IN								
381-0-1000 TRANSFER FROM TAX INCREMENT	148,950	111,592	111,592	25,000	-	25,000	-	-100.00%
381-0-1001 TRANSFER FROM TAX INCREMENT-CDBG C04	-	-	-	-	-	-	156,816	0.00%
381-0-1002 TRANSFER FROM TAX INCREMENT-SOUTHERN	-	-	-	-	-	-	123,218	0.00%
381-0-1100 TRANSFER FROM CDBG FUND 50	-	-	-	-	-	-	-	0.00%
381-0-1200 TRANSFER FROM GENERAL FUND	787,846	-	-	-	-	-	15,000	0.00%
381-0-1300 TRANSFER FROM UTILTIY FUND	-	-	-	-	-	-	10,000	0.00%
381-0-1400 TRANSFER FROM SANITATION FUND	-	-	-	-	-	-	10,000	0.00%
Total	936,796	111,592	111,592	25,000	-	25,000	315,034	1160.14%
384 DEBT PROCEEDS								
384-0-1000 LOAN PROCEEDS	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
TOTAL OPERATING & OTHER REVENUES	1,974,764	2,243,669	3,268,905	3,395,510	546,548	2,127,223	3,679,563	8.37%
CASH BALANCE FORWARD								
301-0-1007 BETTER PLACE BALANCE FORWARD	-	-	(264,636)	(85,577)	(1,169,890)	(1,169,890)	193,773	-326.43%
Total	-	-	(264,636)	(85,577)	(1,169,890)	(1,169,890)	193,773	-326.43%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	1,974,764	2,243,669	3,004,269	3,309,933	(623,343)	957,333	3,873,336	17.02%

Better Place Fund

FUND TITLE/FUND # *Better Place Fund: 101*								
DEPARTMENT NAME/# Better Place Plan: 101-18-519	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
·3100 ENGINEERING FEES	-	-	-	-	-	-	-	0.00%
·3101 DEPT OF CORR-PRISON CREW	57,877	57,497	57,497	59,722	14,931	59,722	59,722	0.00%
·3102 ST. JOHNS AVE STREETSCAPE (ENGINEER	-	-	-	-	-	-	-	0.00%
Total	57,877	57,497	57,497	59,722	14,931	59,722	59,722	0.00%
CAPITAL OUTLAY								
·6270 DHR ES1618 RAVINES-GARDEN CLUB	-	-	-	-	3,000	27,642	-	0.00%
·6310 SIDEWALKS	12,924	810	-	-	2,078	1,078	80,000	0.00%
·6450 GP ENVIRONMENTAL CENTER	63,642	717,388	700,000	-	-	-	-	0.00%
·6451 FLORIDA HUMANITIES COUNCIL-BARTRA	12,523	-	-	-	-	-	-	0.00%
·6452 RIVER STREET STRIPING	2,494	-	-	-	-	-	-	0.00%
·6453 LAUREL STREET STRIPING	545	-	-	-	-	-	-	0.00%
·6454 AMPHITHEATER IMPROVEMENTS	17,086	-	4,500	-	-	-	-	0.00%
Total	109,215	718,198	704,500	-	5,078	28,720	80,000	0.00%
DEBT SERVICE								
·7103 FRANK GEORGE INFRASTRUCTURE	411,000	262,000	262,000	269,000	269,000	269,000	275,000	2.23%
·7203 FRANK GEORGE INFRASTRUCTURE	43,096	33,217	33,217	27,014	27,013	27,014	20,657	-23.53%
·7104 PRINCIPAL-SUTPHEN FIRE TRUCK	56,128	58,320	58,320	60,576	45,188	60,576	62,983	3.97%
·7204 INTEREST-SUTPHEN FIRE TRUCK	19,769	17,576	17,577	15,320	11,734	15,320	12,913	-15.71%
·7303 FRANK GEORGE INFRASTRUCTURE	-	-	-	-	-	-	-	0.00%
·7105 STREET SWEEPER	-	-	-	-	-	-	35,750	0.00%
·7106 PUBLIC WORKS BUILDING	-	-	-	-	-	-	30,000	0.00%
Total	529,993	371,114	371,114	371,910	352,936	371,910	437,303	17.58%
GRANT MATCHES								
·6325 CDBG C04 Southern Riverfront P	-	1,331	-	766,023	77,800	86,233	844,252	10.21%
·6350 RIVERBOAT REFURBISHEMENT-100%	133,067	192,296	192,296	-	2,482	2,509	63,343	0.00%
·8121 FEMA ST JOHNS 18TH TO 16TH AND OAK	215,712	200,477	200,477	-	-	-	-	0.00%
·8122 FEMA 1785-43-R	200,255	203,565	203,565	-	-	-	-	0.00%
·6351 BOAT RAMP PARKING IMPROVEMENTS	691,067	1,136,284	1,134,635	-	(823)	-	-	0.00%
·6352 WATER TAXI TERMINAL FACILITY	8,065	3,800	3,800	1,044,970	-	39,720	251,653	-75.92%
·6353 RIVERFRONT PARK FUEL FARM	-	-	-	275,000	-	-	-	-100.00%
·6354 WATER TAXI STOPS AT OTHER DOCKS	-	-	-	53,669	-	-	53,669	0.00%
·6355 BROWNFIELDS	-	-	-	400,000	111	761	399,239	-0.19%
·6356 RIVERFRONT PLAYGROUND-FRDAP	-	-	-	-	5,000	5,000	75,000	0.00%
·8920 PRICE MARTIN RESTROOM USDA GRA	5,836	250	-	-	-	-	-	0.00%
·8921 FIRE TRUCK USDA	-	-	-	-	-	-	-	0.00%
·8922 USDA LARIMER ROOF REPAIR, WEATHER	-	-	-	-	-	-	-	0.00%
·8923 DERELICT VESSEL REMOVAL	29,750	-	-	-	-	-	-	0.00%
·8924 SJRWMD BOOKER PARK REGIONAL POND	-	-	-	-	-	-	660,215	0.00%
·8925 SJRWMD SOUTH DISTRICT STORMWATER	-	-	-	-	-	-	591,237	0.00%
Total	1,283,752	1,738,003	1,734,773	2,539,662	84,570	134,224	2,938,608	15.71%
TRANSFERS								
·9140 TRANSFER TO GOLF FUND-BETTER P	152,355	168,999	168,999	168,984	98,574	168,984	168,756	-0.13%
Total	152,355	168,999	168,999	168,984	98,574	168,984	168,756	-0.13%
DEPARTMENT TOTAL	2,133,192	3,053,811	3,036,883	3,140,278	556,088	763,560	3,684,389	17.33%
TOTAL EXPENDITURES	2,133,192	3,053,811	3,036,883	3,140,278	556,088	763,560	3,684,389	17.33%
RESERVES								
·9907 BETTER PLACE RESERVE	-	-	(32,614)	169,655	(1,179,431)	193,773	188,947	11.37%
DEPARTMENT TOTAL	-	-	(32,614)	169,655	(1,179,431)	193,773	188,947	11.37%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	2,133,192	3,053,811	3,004,269	3,309,933	(623,343)	957,333	3,873,336	17.02%

Airport Fund

FUND TITLE/FUND # *Airport Fund: 005*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
FEDERAL GRANTS								
389-2-8101 FAA TAXIWAY C REHAB	14,505	-	-	-	-	-	-	0.00%
389-2-8103 FAA NORTH APRON/TAXIWAY D 23-2	64,800	235,497	217,678	-	-	-	-	0.00%
389-2-8104 FAA OBSTRUCTION/TREE REMOVAL	-	-	-	-	-	-	270,000	0.00%
Total	79,305	235,497	217,678	-	-	-	270,000	0.00%
STATE GRANTS								
389-3-8000 BEACON GRANT	684	684	-	-	399	456	-	0.00%
389-3-8901 FDOT GRANT AQS66 TAXIWAY C REH	-	-	-	-	-	-	-	0.00%
389-3-8902 FDOT GRANT-SOUTH AIRPORT DRAIN	39,883	47,415	90,180	-	-	145,629	-	0.00%
389-3-8903 FDOT GENERAL AVIATION	-	-	-	-	-	-	-	0.00%
389-3-8904 FDOT REDI HANGARS	59,748	285,897	1,495,561	-	286,344	1,098,370	-	0.00%
389-3-8905 NORTH APRON EXPANSION	-	-	-	-	-	-	-	0.00%
389-3-8906 FDOT GRANT OBSTRUCTION/TREE REMOVAL	-	-	-	-	-	-	334,220	0.00%
Total	100,316	333,996	1,585,741	-	286,743	1,244,455	334,220	0.00%
TOTAL GRANTS	179,620	569,493	1,803,419	-	286,743	1,244,455	604,220	0.00%
OPERATING REVENUES								
344-0-1900 LAND LEASE	-	-	-	-	-	-	-	0.00%
344-1-1010 100 LL AVIATION FUEL	349,206	344,881	455,000	350,000	210,280	309,734	318,500	-9.00%
344-1-1020 JET A AVIATION FUEL	194,143	175,469	190,000	166,250	78,611	109,036	120,000	-27.82%
344-1-1030 DONATIONS-FLY-IN EVENT	5,487	10,418	7,000	11,000	11,015	11,015	14,000	27.27%
344-1-1200 TIE DOWN FEES/VEHICLE PARKING	3,544	3,866	3,500	4,000	1,734	2,633	3,590	-10.25%
344-1-1400 VENDING	1,675	1,641	2,000	1,500	1,040	1,624	1,700	13.33%
344-1-1700 AVIATION LUBRICANTS	2,492	2,830	2,400	2,500	1,492	2,734	2,650	6.00%
344-1-1800 MERCHANDISE SALES	2,784	1,818	3,600	2,000	1,304	1,806	2,000	0.00%
362-0-1000 HANGAR RENTALS	220,688	232,023	240,500	281,183	169,320	252,722	260,000	-7.53%
362-0-2000 LAND LEASE	3,888	3,888	3,888	3,888	2,592	3,888	3,888	0.00%
362-0-3000 BUILDING RENTAL	3,326	5,013	13,400	7,800	779	966	-	-100.00%
362-0-4000 OFFICE RENTAL	-	6,000	-	-	-	-	-	0.00%
Total	787,232	787,847	921,288	830,121	478,165	696,158	726,328	-12.50%
OTHER REVENUES								
364-0-1000 SURPLUS EQUIPMENT-AIRPORT	-	-	2,500	-	-	-	-	0.00%
364-0-1001 LOSS ON SALE/DISPOSAL OF ASSET	(368,488)	-	-	-	-	-	-	0.00%
365-0-1000 SALE OF SURPLUS MATERIALS-MILLINGS	8,880	23,400	-	-	-	-	-	0.00%
365-0-1001 SALE OF SURPLUS LAND	-	-	5,000	-	-	-	-	0.00%
365-0-1002 SALE OF SURPLUS MATERIAL-OTHER	224	-	-	-	-	-	-	0.00%
365-0-1003 SALE OF SURPLUS MATERIAL-SAND	-	-	25,000	-	-	-	-	0.00%
369-9-1000 MISCELLANEOUS REVENUES	2,997	1,939	1,500	1,800	1,609	1,984	1,800	0.00%
369-9-1002 ADVERTISING REVENUES	-	-	1,600	1,500	-		-	-100.00%
369-9-2000 REFUNDS/REIMBURSEMENTS	1,020	-	-	-	-	-	-	0.00%
369-9-3000 LATE FEES	-	-	-	-	-	-	-	0.00%
369-9-4000 INSURANCE CLAIMS-AIRPORT	-	1,925	-	-	-	-	-	0.00%
369-9-1001 E-Payables Revenue Share	398	400	325	400	136	215	250	-37.50%
Total	(354,969)	27,664	35,925	3,700	1,745	2,199	2,050	-44.59%
TRANSFERS								
389-9-0001 TRANSFER FROM GENERAL FUND	199,916	-	100,998	133,272	-	207,631	231,552	73.74%
Total	199,916	-	100,998	133,272	-	207,631	231,552	73.74%
LOAN PROCEEDS								
383-0-1000 LOAN PROCEEDS	-	-	-	-	-		-	0.00%
Total	-	-	-	-	-	-	-	0.00%
TOTAL REVENUES	811,800	1,385,004	2,861,630	967,093	766,654	2,150,444	1,564,150	61.74%
CASH BALANCE FORWARD								
301-0-0000 OPERATING CASH BALANCE FORWARD	-	-	(136,402)	(136,402)	(1,188,174)	(1,188,174)	(249,584)	82.98%
302-0-0000 SURPLUS LAND BALANCE FORWARD	-	-	-	-	-	-	-	0.00%
Total	-	-	(136,402)	(136,402)	(1,188,174)	(1,188,174)	(249,584)	82.98%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	811,800	1,385,004	2,725,228	830,691	(421,520)	962,270	1,314,566	58.25%

Airport Fund

FUND TITLE/FUND # *Airport Fund: 005*								
DEPARTMENT NAME/# Airport: 005-05-542	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	116,196	105,739	113,426	114,543	71,489	109,491	120,270	5.00%
·1210 ACCRUED SALARIES	(3,472)	6,184	-	-	(2,419)	(2,419)	-	0.00%
·1400 OVERTIME	706	655	1,200	1,200	288	538	1,200	0.00%
·2100 FICA TAX EXPENSE	8,888	8,020	9,086	8,854	5,410	8,276	9,292	4.95%
·2200 RETIREMENT EXPENSE	23,827	20,168	19,670	19,678	13,967	20,778	19,949	1.38%
·2300 HEALTH AND LIFE INSURANCE	1,598	1,822	837	1,248	694	1,188	1,248	0.00%
·2400 WORKERS COMP	2,787	2,736	2,700	2,699	2,018	2,693	3,219	19.27%
·2500 UNEMPLOYMENT COMP	-	-	-	-	-	-	-	0.00%
·2510 UNEMPLOYMENT CLAIM	15	318	-	-	-	-	-	0.00%
Total	150,543	145,642	146,919	148,222	91,447	140,545	155,178	4.69%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	1,341	628	503	556	337	337	549	-1.26%
·3120 PHYSICALS	142	-	95	95	40	40	40	-57.89%
·3200 ACCOUNTING AND AUDITING	1,199	5,682	5,682	2,741	2,741	2,741	4,013	46.41%
·4020 SCHOOLING, CONFERENCE, ETC	566	-	500	500	-	700	700	40.00%
·4100 COMMUNICATIONS SERVICES	6,311	6,020	4,600	6,000	4,490	7,368	7,053	17.55%
·4200 POSTAGE AND FREIGHT	304	321	215	275	239	350	350	27.27%
·4310 NATURAL GAS	300	559	300	600	857	900	900	50.00%
·4320 ELECTRICITY	15,371	15,410	14,000	15,500	9,786	17,140	18,500	19.35%
·4330 UTILITIES-WATER	3,134	3,617	3,200	3,800	2,773	4,593	4,500	18.42%
·4340 CREDIT CARD FEES	20,803	19,435	22,000	22,000	9,742	18,255	20,000	-9.09%
·4400 RENTALS AND LEASES	-	-	-	-	-	-	-	0.00%
·4500 LIABILITY INSURANCE	24,216	25,638	23,810	30,254	23,466	29,279	29,205	-3.47%
·4610 BUILDING/HANGAR MAINTENANCE	10,344	8,662	8,000	10,000	3,334	10,000	10,000	0.00%
·4620 EQUIPMENT/FIELD MAINTENANCE	8,935	11,540	9,000	13,500	7,970	14,000	12,500	-7.41%
·4630 VEHICLE MAINTENANCE	664	1,870	2,000	2,000	(103)	2,000	2,000	0.00%
·4640 RADIO MAINTENANCE	21	-	100	100	-	150	150	50.00%
·4680 GROUNDS LANDSCAPING	48,000	48,000	48,000	51,000	48,000	51,000	55,000	7.84%
·4700 PRINTING AND BINDING	-	-	-	-	-	-	-	0.00%
·4800 ADVERTISING	1,960	2,081	3,600	3,600	2,225	3,048	3,600	0.00%
·4920 LAND TAX	-	-	2,750	-	-	-	-	0.00%
·5100 OFFICE SUPPLIES	642	759	650	750	806	976	850	13.33%
·5170 100LL FUEL	315,210	305,799	415,000	305,000	178,038	300,714	278,500	-8.69%
·5180 JET A FUEL	140,491	106,744	140,000	118,000	41,394	70,958	80,000	-32.20%
·5190 LOSS ON FUEL	-	-	-	-	-	-	-	0.00%
·5200 FLY-IN EVENT-DONATIONS	3,391	8,797	7,000	9,500	7,136	11,015	14,000	47.37%
·5210 AIRPORT VEHICLE GAS	1,393	866	1,000	1,000	222	396	425	-57.50%
·5220 GENERAL MERCHANDISE	4,630	5,842	6,000	7,000	4,032	6,050	7,000	0.00%
·5230 JANITORIAL SUPPLIES	982	869	850	800	395	800	825	3.13%
·5260 UNIFORMS	-	-	-	100	-	-	100	0.00%
·5280 OPERATING SUPPLIES	1,946	3,532	1,500	1,700	2,275	3,500	2,500	47.06%
·5400 MEMBR,SUBSCRIPT,DUES	916	657	750	650	274	604	625	-3.85%
·5900 DEPRECIATION	696,765	695,959	-	-	-	-	-	0.00%
Total	1,309,977	1,279,287	721,105	607,021	350,467	556,914	553,885	-8.75%
CAPITAL OUTLAY								
·6210 EQUIPMENT BLDG-FUEL FARM UPGRA	-	-	-	-	-	-	-	0.00%
·6215 BUILDING B-2 AQ837	-	-	-	-	-	-	-	0.00%
·6270 REDI-SECURITY UPGRADES AQ418	-	-	-	-	-	-	-	0.00%
·6280 RUNWAY 9-27 FDOT-AQ799 FAA-21	-	-	-	-	-	-	-	0.00%
·6360 MASTER PLAN UPDATE	-	-	-	-	-	-	-	0.00%
·6370 FDOT STORMWTR-KAY LARKIN AIRPT	-	-	-	-	-	-	-	0.00%
·6400 CAPITAL OUTLAY	-	-	-	-	-	-	-	0.00%
·6285 MAIN ACCESS ROAD REHAB AQ614	-	-	-	-	-	-	-	0.00%
·6286 FUEL TRUCK PURCHASE AQG14	-	-	-	-	-	-	-	0.00%
·6290 SECURITY SYSTEM AQ838	-	-	-	-	-	-	-	0.00%
·6291 TAXIWAY C REHAB	29	-	-	-	-	-	-	0.00%
·6292 FDOT GRANT-SOUTH AIRPORT DRAIN	-	-	89,840	-	-	-	-	0.00%
·6293 NORTH APRON EXPANSION	-	-	261,450	-	-	-	-	0.00%
·6294 FDOT REDI HANGARS	-	-	1,495,561	-	301,049	302,545	-	0.00%
·6295 GENERAL AVIATION PROJECT	-	-	-	-	-	-	-	0.00%

Airport Fund

FUND TITLE/FUND # *Airport Fund: 005*								
DEPARTMENT NAME/# Airport: 005-05-542	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
·6296 OBSTRUCTION/TREE REMOVAL	-	-	-	-	-	-	625,900	0.00%
Total	29	-	1,846,851	-	301,049	302,545	625,900	0.00%
DEBT SERVICE								
·7110 LOAN #307 TERMINAL	-	-	-	-	-	-	-	0.00%
·7120 THANGAR #315	-	-	-	-	-	-	-	0.00%
·7210 LOAN #307 TERMINAL	-	-	-	-	-	-	-	0.00%
·7220 T HANGAR #315	-	-	-	-	-	-	-	0.00%
·7111 SERIES 2013C TERMINAL	-	-	84,000	78,000	39,000	78,000	77,000	-1.28%
·7121 SERIES 2013B T-HANGAR	-	-	52,000	51,000	26,000	51,000	50,000	-1.96%
·7211 SERIES 2013C TERMINAL	18,714	18,524	18,524	16,428	8,462	16,428	14,446	-12.06%
·7221 SERIES 2013B T-HANGAR	20,776	16,688	16,688	14,738	7,613	14,738	12,844	-12.85%
·7311 SERIES 2013C TERMINAL	-	-	-	-	-	-	-	0.00%
·7321 SERIES 2013B T-HANGAR	-	-	-	-	-	-	-	0.00%
Total	39,490	35,211	171,212	160,166	81,074	160,166	154,290	-3.67%
TRANSFERS								
·9100 REIMB GENERAL FUND-ADMIN EXP	-	-	-	51,684	30,150	51,684	74,897	44.91%
Total	-	-	-	51,684	30,150	51,684	74,897	44.91%
TOTAL EXPENDITURES	1,500,040	1,460,140	2,886,087	967,093	854,187	1,211,854	1,564,150	61.74%
TRANSFERS, CONT, RESERVES								
·9900 CONTINGENCY/RESERVE	-	-	(160,859)	(136,402)	-	(249,584)	(249,584)	82.98%
·9501 BAD DEBT EXPENSE	-	6,957	-	-	-	-	-	0.00%
Total	-	6,957	(160,859)	(136,402)	-	(249,584)	(249,584)	82.98%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	1,500,040	1,467,096	2,725,228	830,691	854,187	962,270	1,314,566	58.25%

Utility Fund

FUND TITLE/FUND # *Utility Fund: 041*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
GRANTS								
331-3-3901 FEMA-T/S DEBBY 13-DB-73-04-64-	-	-	-	-	-	-	-	0.00%
334-3-3901 FEMA (STATE) T/S DEBBY 13-DB-7	-	-	-	-	-	-	-	0.00%
389-4-1200 SJRWMD GRANT (REUSE)	221,009	-	-	-	-	-	-	0.00%
389-7-1001 SJRWMD COST SHARE CONTRACT #26	11,913	-	-	-	-	-	-	0.00%
389-7-1002 SJRWMD COST SHARE WWTP GENERATOR	-	-	-	-	-	-	60,000	0.00%
Total	232,922	-	-	-	-	-	60,000	0.00%
CHARGES FOR SERVICES								
343-6-1000 WATER SALES	2,140,611	2,044,189	2,092,687	2,085,083	1,468,771	2,223,239	2,332,178	11.85%
343-6-1010 WATER TAPS & RENEWALS	11,579	29,161	17,920	22,107	19,555	26,273	22,338	1.04%
343-6-1015 WATER TAPS & RENEWALS (REUSE)	-	760	-	-	-	-	-	0.00%
343-6-1020 SERVICE CHARGES	914	2,782	550	1,529	1,680	2,205	1,967	28.65%
343-6-1030 SERVICE CHARGES (CASH)	17,716	28,275	17,064	19,248	19,770	29,393	25,128	30.55%
343-6-1040 PENALTIES	66,898	71,380	68,097	63,430	45,235	68,507	68,928	8.67%
343-6-2000 BROKEN METERS/LOCKS	-	161	-	100	145	185	150	50.00%
343-6-3000 SEWER SERVICE REVENUE	2,015,908	2,011,162	2,004,640	2,185,783	1,466,414	2,198,028	2,305,732	5.49%
343-6-3010 SEWER TAPS/RENEWALS	5,502	14,620	11,514	8,285	11,220	14,961	11,694	41.15%
343-6-3020 SEPTIC DUMPING (WWTP)	80,031	62,014	88,996	65,247	41,571	62,250	68,098	4.37%
343-6-4000 WATER IMPACT FEES	3,990	13,518	41,040	6,796	27,833	37,110	18,206	167.89%
343-6-4010 WATER IMPACT FEES (BILLED)	1,519	-	2,279	-	-	-	-	0.00%
343-6-5000 SEWER IMPACT FEES	10,688	29,366	89,829	18,288	67,456	77,456	39,170	114.18%
343-6-6000 ONE TIME LINE CHARGES	-	-	-	-	19,175	-	-	0.00%
Total	4,355,357	4,307,387	4,434,616	4,475,896	3,188,826	4,739,608	4,893,589	9.33%
OTHER REVENUES								
361-0-7000 SERIES 2010A RESERVE FUND INTE	76	95	-	-	-	-	-	0.00%
361-1-4000 INTEREST-2004 CLEAN WATER SRF	10	12	6	10	4	7	7	-30.00%
361-1-6000 INTEREST-SERIES 2010A SINKING	109	104	38	102	33	54	60	-41.18%
362-0-1000 COMMUNICATION TOWER LEASE	87,694	42,668	42,624	43,903	28,762	42,345	45,220	3.00%
364-0-1001 LOSS ON SALE/DISPOSAL OF ASSET	(138,420)	-	-	-	-	-	-	0.00%
364-0-4900 SURPLUS EQUIPMENT-WATER	578	5,982	-	-	75	75	-	0.00%
369-0-3000 REFUNDS/REIMBURSEMENT	-	-	-	-	-	-	-	0.00%
369-9-1000 OTHER REVENUE	1,122	1,278	1,088	1,150	149	249	250	-78.26%
369-9-2000 REFUNDS/REIMBURSEMENTS	242	133	182	150	-	-	150	0.00%
369-9-3000 INSURANCE CLAIMS-WATER	2,607	36,668	-	-	8,682	8,682	-	0.00%
361-0-7001 SERIES 2010A PRINCIPAL FUND IN	-	1	-	-	-	-	-	0.00%
361-0-7002 SERIES 2010A REVENUE FUND INTE	(5)	(3)	-	-	-	-	-	0.00%
361-1-6400 INTEREST-IMPACT FEES AGREEMENT	-	-	-	-	92	92	-	0.00%
369-9-1001 E-Payables Revenue Share	1,334	1,162	1,213	1,150	731	1,325	1,325	15.22%
Total	(44,653)	88,100	45,151	46,465	38,528	52,828	47,012	1.18%
TRANSFERS IN								
381-0-1000 TRANSFER FROM GENERAL	-	-	-	125,000	-	125,000	-	-100.00%
381-0-2000 TRANSFER FROM GAS AUTHORITY	-	-	-	-	-	-	-	0.00%
381-0-5000 TRANSFER FROM CDBG-FUND 50	-	-	-	-	-	-	-	0.00%
Total	-	-	-	125,000	-		-	-100.00%
LOAN PROCEEDS								
384-0-1000 LOAN PROCEEDS	-	-	-	1,500,000	-	-	-	-100.00%
Total	-	-	-	1,500,000	-	-	-	-100.00%
TOTAL REVENUES	4,543,625	4,395,487	4,479,767	6,147,361	3,227,354	4,792,435	5,000,601	-18.65%
CASH BALANCE FOWARD								
301-1-0400 PLANT REPLACEMENT BAL FORWARD	-	-	-	-	-	-	-	0.00%
301-0-0100 CASH BALANCE FOWARD	-	-	209,620	305,609	469,829	469,829	646,947	111.69%
301-1-7000 FRUFC REBATE-CAP PROJECTS ONLY	-	-	8,095	8,095	8,095	8,095	8,095	0.00%
301-0-0101 WATER IMPACT FEES BALANCE FORW	-	-	14,307	24,947	27,825	27,825	64,935	160.29%
301-0-0102 SEWER IMPACT FEES BALANCE FORW	-	-	30,086	63,712	59,451	59,451	136,908	114.89%
Total	-	-	262,108	402,363	565,200	565,200	856,885	112.96%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	4,543,625	4,395,487	4,741,875	6,549,724	3,792,554	5,357,635	5,857,486	-10.57%

Utility Fund

FUND TITLE/FUND # *Utility Fund: 041*								
DEPARTMENT NAME/# Water Plant: 041-11-533	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	278,426	294,440	291,367	297,323	200,577	302,224	311,337	4.71%
·1210 ACCRUED SALARIES	5,077	5,775	-	-	(7,749)	(7,749)	-	0.00%
·1310 HOLIDAY PAY	5,631	6,297	5,500	6,500	4,507	6,438	6,500	0.00%
·1400 OVERTIME	20,975	19,298	25,000	20,000	13,285	21,660	20,000	0.00%
·2100 FICA TAX EXPENSE	21,642	22,070	22,192	24,772	14,886	22,380	25,845	4.33%
·2200 RETIREMENT EXPENSE	82,053	75,208	68,471	68,979	43,312	63,216	69,739	1.10%
·2300 HEALTH AND LIFE INSURANCE	45,312	47,507	48,976	53,166	31,124	53,560	73,972	39.13%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	4,755	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	7,081	6,765	6,763	6,439	4,815	6,425	7,658	18.93%
Total	470,953	477,361	468,269	477,179	304,757	468,154	515,051	7.94%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	41,008	38,157	40,380	40,973	28,117	34,147	40,960	-0.03%
·3120 PHYSICALS	141	-	210	210	-	-	210	0.00%
·3460 RAILROAD CROSSING MAINTENANCE	-	-	-	-	-	-	-	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	526	548	550	550	448	1,550	1,600	190.91%
·4100 COMMUNICATIONS SERVICES	2,864	3,250	2,800	3,500	1,674	2,948	3,500	0.00%
·4200 POSTAGE AND FREIGHT	48	200	200	200	-	-	200	0.00%
·4320 ELECTRICITY	148,018	134,022	150,000	155,000	74,276	125,918	155,000	0.00%
·4500 LIABILITY INSURANCE	49,317	49,639	44,626	36,462	27,782	37,222	35,480	-2.69%
·4610 BUILDING MAINTENANCE	1,037	1,648	2,000	2,000	297	11,500	2,500	25.00%
·4620 EQUIPMENT MAINTENANCE	82,742	96,292	75,000	75,000	49,426	75,000	80,000	6.67%
·4630 VEHICLE MAINTENANCE	150	120	600	600	626	626	750	25.00%
·5100 OFFICE SUPPLIES	354	512	600	600	254	600	600	0.00%
·5210 GAS AND LUBRICANTS	2,029	1,382	2,675	2,000	535	1,023	2,000	0.00%
·5230 JANITORIAL SUPPLIES	964	939	1,000	1,000	346	750	1,000	0.00%
·5250 SMALL TOOLS	-	89	50	100	-	100	150	50.00%
·5260 UNIFORMS	869	1,095	1,400	1,400	783	1,200	2,000	42.86%
·5270 CHEMICALS AND FERTILIZERS	222,270	219,998	275,000	275,000	93,597	190,000	225,000	-18.18%
·5280 OPERATING SUPPLIES	1,572	4,656	3,375	3,375	760	2,500	4,000	18.52%
·5400 MEMBR,SUBSCRIPT,DUES	410	410	500	500	410	410	910	82.00%
·5900 DEPRECIATION	459,586	306,095	-	-	-	-	-	0.00%
Total	1,013,904	859,056	600,966	598,470	279,330	485,494	555,860	-7.12%
CAPITAL OUTLAY								
·6400 CAPTIAL OUTLAY	-	-	32,000	17,000	26,976	26,976	10,000	-41.18%
·6380 WELL UPGRADES	-	953	40,000	40,000	(380)	40,000	40,000	0.00%
·6450 CAPITAL IMPROVEMENTS	2,500	-	-	-	-		18,000	0.00%
Total	2,500	953	72,000	57,000	26,596	66,976	68,000	19.30%
DEPARTMENT TOTAL	1,487,357	1,337,369	1,141,235	1,132,649	610,683	1,020,624	1,138,911	0.55%

Utility Fund

FUND TITLE/FUND # *Utility Fund: 041*								
DEPARTMENT NAME/# Sewer Plant: 041-12-535	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	322,284	313,798	343,562	321,428	203,239	312,235	346,402	7.77%
·1210 ACCRUED SALARIES	10,612	6,815	-	-	(8,620)	(8,620)	-	0.00%
·1310 HOLIDAY PAY	4,845	5,261	5,200	5,200	3,154	5,000	5,200	0.00%
·1400 OVERTIME	8,172	10,253	15,000	15,000	5,164	10,335	11,000	-26.67%
·2100 FICA TAX EXPENSE	23,029	22,513	25,315	26,135	14,600	22,016	27,739	6.14%
·2200 RETIREMENT EXPENSE	89,933	77,098	80,737	74,571	50,959	75,985	77,594	4.05%
·2300 HEALTH AND LIFE INSURANCE	79,022	74,927	84,994	92,763	39,271	92,763	115,167	24.15%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	10,043	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	5,398	5,981	5,973	5,625	4,207	5,613	6,885	22.40%
Total	553,338	516,646	560,781	540,722	311,974	515,326	589,987	9.11%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	9,453	34,925	41,434	13,528	6,043	8,768	21,509	59.00%
·3110 LAB/TESTING	36,816	44,821	37,000	34,000	24,577	41,463	37,000	8.82%
·3120 PHYSICALS	-	241	250	165	55	110	250	51.52%
·3460 RAILROAD CROSSING MAINTENANCE	469	657	500	660	469	657	657	-0.45%
·4020 SCHOOLING, CONFERENCE, ETC	1,036	1,793	2,300	2,500	237	2,500	2,500	0.00%
·4100 COMMUNICATIONS SERVICES	2,230	3,160	2,000	2,400	1,299	2,281	2,297	-4.30%
·4200 POSTAGE AND FREIGHT	1,693	1,048	1,800	1,500	-	1,000	1,700	13.33%
·4310 NATURAL GAS	26,088	16,758	25,000	23,000	13,763	23,564	22,000	-4.35%
·4320 ELECTRICITY	158,079	169,044	149,000	165,000	88,265	158,582	168,000	1.82%
·4400 RENTALS AND LEASES	19,250	15,192	16,000	16,000	10,414	18,118	18,000	12.50%
·4500 LIABILITY INSURANCE	16,114	17,197	15,559	23,463	17,521	23,436	23,822	1.53%
·4510 INSURANCE CLAIMS	713	-	-	-	-	-	-	0.00%
·4610 BUILDING MAINTENANCE	1,011	9,975	1,000	1,000	1,323	1,500	5,000	400.00%
·4620 EQUIPMENT MAINTENANCE	78,547	88,096	74,210	77,000	63,771	96,531	95,000	23.38%
·4630 VEHICLE MAINTENANCE	2,549	2,236	2,500	2,100	1,070	2,500	2,000	-4.76%
·4700 PRINTING AND BINDING	-	-	-	-	-	-	-	0.00%
·5100 OFFICE SUPPLIES	567	2,607	2,800	1,000	508	900	1,000	0.00%
·5210 GAS AND LUBRICANTS	12,799	10,716	10,000	9,000	3,901	7,785	10,000	11.11%
·5230 JANITORIAL SUPPLIES	586	409	350	350	364	500	500	42.86%
·5250 SMALL TOOLS	20	-	-	200	39	200	300	50.00%
·5260 UNIFORMS	5,178	6,183	5,000	5,100	3,404	5,453	5,100	0.00%
·5270 CHEMICALS	32,347	19,204	42,000	34,000	14,532	29,059	35,000	2.94%
·5280 OPERATING SUPPLIES	13,118	8,150	8,000	8,000	3,881	11,248	10,000	25.00%
·5400 MEMBR,SUBSCRIPT,DUES	-	-	-	-	-	-	500	0.00%
·5900 DEPRECIATION	374,203	538,840	-	-	-	-	-	0.00%
Total	792,867	991,251	436,703	419,966	255,434	436,154	462,135	10.04%
CAPITAL OUTLAY								
·6340 ENERGY GRANT	-	-	-	-	-	-	-	0.00%
·6350 REUSE W/W TREATMENT GRANT	180	-	-	-	-	-	-	0.00%
·6351 ST JOHNS & SR19 REUSE LINE REPAIR	-	-	-	-	-	-	-	0.00%
·6352 WWTP SLUDGE COST ANALYSIS	25,450	-	-	-	-	-	-	0.00%
·6353 BCR CLEANB PROJECT	-	-	-		-	-	-	0.00%
·6354 ST JOHNS & MOODY ROAD LIFT STA	-	-	-	-	3,330	82,130	-	0.00%
·6355 SJRWMD COST SHARE GENERATOR	-	-	-	-	-	-	131,431	0.00%
·6400 CAPTIAL OUTLAY	-	35,235	15,000	-	14,781	67,111	97,000	0.00%
·6450 CAPITAL IMPROVEMENTS	-	-	-	-	-	-	-	0.00%
·6360 CDBG-JAMES A LONG PROJECT	-	-	-	-	-	-	-	0.00%
Total	25,630	35,235	15,000	-	18,111	149,241	228,431	0.00%
DEPARTMENT TOTAL	1,371,835	1,543,132	1,012,484	960,688	585,520	1,100,721	1,280,553	33.30%

Utility Fund

FUND TITLE/FUND # *Utility Fund: 041*								
DEPARTMENT NAME/# Water & Sewer Distribution: 041-13-536	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	56,029	57,315	57,385	59,973	41,520	62,280	62,612	4.40%
·1200 REGULAR SALARIES	329,823	317,146	326,106	303,610	193,194	282,998	267,584	-11.87%
·1210 ACCRUED SALARIES	(5,749)	(2,234)	-	-	(11,154)	(11,154)	-	0.00%
·1400 OVERTIME	44,217	44,029	45,000	32,000	25,293	42,551	40,000	25.00%
·2100 FICA TAX EXPENSE	28,915	28,947	34,166	30,262	18,013	28,593	28,320	-6.42%
·2200 RETIREMENT EXPENSE	89,797	82,433	90,120	84,351	51,012	77,483	73,964	-12.31%
·2300 HEALTH AND LIFE INSURANCE	90,114	74,363	92,465	86,886	35,131	86,886	103,675	19.32%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	10,686	-	-	-	-		-	0.00%
·2400 WORKERS COMP	10,058	8,926	8,902	7,874	6,146	8,114	8,121	3.14%
·2410 WORKERS COMP CLAIM	-	-	-	-	-	-	-	0.00%
·2500 UNEMPLOYMENT COMP	-	-	-	-	-	-	-	0.00%
Total	653,889	610,925	654,144	604,956	359,155	577,750	584,276	-3.42%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	9,994	14,222	8,109	8,267	5,635	9,897	8,109	-1.91%
·3120 PHYSICALS	1,222	357	300	300	220	500	300	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	270	190	1,000	1,500	650	1,600	2,000	33.33%
·4100 COMMUNICATIONS SERVICES	2,049	2,383	2,500	2,500	1,567	2,993	3,410	36.40%
·4200 POSTAGE AND FREIGHT	169	40	40	40	-	-	40	0.00%
·4310 NATURAL GAS	270	317	325	325	333	404	400	23.08%
·4320 ELECTRICITY	2,495	2,658	2,000	2,800	1,199	2,625	2,800	0.00%
·4400 RENTALS AND LEASES	163	179	250	250	209	250	250	0.00%
·4500 LIABILITY INSURANCE	11,458	11,178	10,648	11,074	8,620	11,424	11,784	6.41%
·4510 INSURANCE CLAIMS	-	-	500	500	-	-	-	-100.00%
·4610 BUILDING MAINTENANCE	2,319	1,546	1,000	1,000	1,190	1,830	1,000	0.00%
·4620 EQUIPMENT MAINTENANCE	13,225	14,894	14,500	14,500	1,978	10,608	14,500	0.00%
·4630 VEHICLE MAINTENANCE	13,648	21,105	13,500	13,500	12,310	19,000	16,000	18.52%
·4640 RADIO MAINTENANCE	-	-	150	150	-	-	-	-100.00%
·4700 PRINTING AND BINDING	0	410	500	400	224	450	400	0.00%
·5100 OFFICE SUPPLIES	230	354	350	500	224	400	500	0.00%
·5210 GAS AND LUBRICANTS	31,027	17,678	32,500	25,000	10,361	20,788	25,000	0.00%
·5230 JANITORIAL SUPPLIES	2,633	2,922	2,500	2,600	1,891	2,770	2,600	0.00%
·5250 SMALL TOOLS	760	1,032	1,200	1,000	61	1,000	1,000	0.00%
·5260 UNIFORMS	3,243	4,671	4,000	4,900	2,170	3,429	4,400	-10.20%
·5280 OPERATING SUPPLIES	6,801	8,839	6,500	6,500	8,399	11,544	10,000	53.85%
·5330 PAVING MATERIALS	2,408	9,966	9,862	10,000	4,155	10,000	13,000	30.00%
·5900 DEPRECIATION	278,449	272,333	-	-	-	-	-	0.00%
Total	382,833	387,271	112,234	107,606	61,396	111,512	117,493	9.19%
CAPITAL OUTLAY								
·6300 METERS AND METER REPAIR	-	15,497	15,500	15,500	7,378	7,500	14,000	-9.68%
·6320 SEWER MATERIALS	4,989	5,024	5,000	5,000	552	5,000	5,000	0.00%
·6330 PIPE AND FITTINGS	37,363	54,782	50,000	71,000	54,211	79,000	60,000	-15.49%
·6340 CONCRETE, FILL	55	1,045	500	500	609	1,000	3,000	500.00%
·6400 CAPTIAL OUTLAY	61,495	7,315	7,400	-	-	-	60,000	0.00%
·6450 CAPITAL IMPROVEMENTS	12,258	-	75,000	125,000	2,498	2,498	-	-100.00%
·6452 CLEVELAND/TWIGG SANITARY MANHO	-	-	-	-	-	-	-	0.00%
·6453 SR15 WATERMAIN EXTENSION-FAMIL	-	-	-	-	-	-	-	0.00%
·6454 SR15/SR19/SR20 MEDIAN IRRIGATI	-	-	-	-	-	-	-	0.00%
·6455 15TH & OAK LINE REPLACEMENT	-	-	-	-	-	-	-	0.00%
·6470 ST JOHNS AVE RESURFACING	-	-	-	-	-	-	-	0.00%
Total	116,160	83,663	153,400	217,000	65,247	94,998	142,000	-34.56%
DEPARTMENT TOTAL	1,152,882	1,081,859	919,778	929,562	485,798	784,260	843,769	-9.23%

Utility Fund

FUND TITLE/FUND # *Utility Fund: 041*								
DEPARTMENT NAME/# Utility Administration: 041-29-536	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	-	-	-	-	-	-	27,163	0.00%
·1200 REGULAR SALARIES	90,634	93,600	92,780	123,860	69,660	112,485	100,595	-18.78%
·1210 ACCRUED SALARIES	1,709	2,744	-	-	(2,368)	(2,368)	-	0.00%
·1400 OVERTIME-UTILITY ADMIN	-	-	-	-	-	-	-	0.00%
·2100 FICA TAX EXPENSE	6,429	6,546	6,936	9,475	4,826	7,796	9,773	3.15%
·2200 RETIREMENT EXPENSE	24,380	21,996	21,803	35,857	16,776	26,711	28,618	-20.19%
·2300 HEALTH AND LIFE INSURANCE	18,261	22,029	18,876	40,027	14,057	40,027	38,802	-3.06%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	1,597	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	128	124	124	157	118	157	145	-7.64%
Total	143,138	147,038	140,519	209,376	103,069	184,808	205,096	-2.04%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	3,075	372	6,677	556	1,312	10,312	549	-1.26%
·3120 PHYSICALS	-	-	-	-	-	-	-	0.00%
·3200 ACCOUNTING AND AUDITING	27,000	12,500	12,500	12,758	12,758	12,758	12,874	0.91%
·4020 SCHOOLING, CONFERENCE, ETC	-	-	-	-	552	930	1,500	0.00%
·4100 COMMUNICATIONS SERVICES	1,099	1,186	1,204	1,330	810	1,547	1,636	23.02%
·4200 POSTAGE AND FREIGHT	12,242	14,794	10,900	-	10,127	17,127	-	0.00%
·4310 NATURAL GAS	-	-	-	-	-	-	-	0.00%
·4320 ELECTRICITY	1,695	1,865	1,296	1,800	923	1,741	1,800	0.00%
·4330 CREDIT CARD FEES	18,905	20,573	18,500	-	13,170	23,163	-	0.00%
·4400 RENTALS AND LEASES	1,483	1,605	1,179	1,725	1,463	1,605	1,605	-6.96%
·4500 LIABILITY INSURANCE	2,225	2,403	2,207	3,053	2,318	3,080	2,807	-8.06%
·4610 BUILDING MAINTENANCE	676	1,436	1,000	5,000	514	920	5,000	0.00%
·4620 EQUIPMENT MAINTENANCE	15,447	15,873	15,918	11,365	13,930	13,930	13,885	22.17%
·4700 PRINTING AND BINDING	733	1,856	2,500	-	1,030	2,000	-	0.00%
·4900 REFUNDS	69	-	-	-	-	-	-	0.00%
·5100 OFFICE SUPPLIES	610	611	700	350	2,338	2,750	500	42.86%
·5230 JANITORIAL SUPPLIES	376	337	550	250	292	448	450	80.00%
·5280 OPERATING SUPPLIES	665	425	3,000	1,000	705	1,000	1,000	0.00%
·5900 DEPRECIATION	1,461	1,461	-	-	-	-	-	0.00%
Total	87,762	77,296	78,131	39,187	62,241	93,310	43,606	11.28%
CAPITAL OUTLAY								
·6401 CDBG MOSELEY & ST. JOHNS WATER	-	-	-	-	-	-	-	0.00%
·6402 WASTEWATER REUSE MASTER PLAN	23,826	-	-	-	-	-	-	0.00%
Total	23,826	-	-	-	-	-	-	0.00%
DEBT SERVICE								
·7110 PRINCIPAL-2004 SRF LOAN	-	-	50,178	50,852	25,341	50,852	51,536	1.35%
·7120 PRINCIPAL-DW541901	-	-	193,684	198,820	98,759	198,820	204,092	2.65%
·7130 PRINCIPAL-SERIES 2010A	-	-	155,000	160,000	-	160,000	170,000	6.25%
·7210 INTEREST-2004 SRF LOAN	4,310	3,644	3,644	2,970	1,570	2,970	2,286	-23.03%
·7220 INTEREST-DW541901	96,272	91,269	91,269	86,133	43,717	86,133	80,861	-6.12%
·7230 INTEREST-SERIES 2010A	312,663	309,175	309,175	304,525	152,263	304,525	298,125	-2.10%
·7330 SERIES 2010A ISSUANCE COST/ADM	7,974	7,985	7,753	7,598	3,316	7,598	7,438	-2.11%
·7320 AMORTIZATION EXPENSE	-	-	-	-	-	-	-	0.00%
Total	421,218	412,073	810,703	810,898	324,966	810,898	814,338	0.42%
TRANSFERS								
·9101 REIMB GENERAL FUND-ADMIN EXP	260,000	260,000	260,000	240,791	140,464	240,791	236,535	-1.77%
·9102 REIMB GOLF FUND-ELECTRICITY	1,000	-	-	-	-	-	-	0.00%
·9103 REIMB GAS AUTHORITY	-	-	-	24,440	-	-	24,400	-0.16%
·9110 TRANSFER TO GENERAL FUND-FRANCHIS	-	-	-	265,339	154,781	265,339	291,650	9.92%
·9120 TRNF BETTER PLACE-PUBLIC WORKS BUIL	-	-	-	-	-	-	10,000	0.00%
Total	261,000	260,000	260,000	530,570	295,245	506,130	562,585	6.03%
DEPARTMENT TOTAL	936,944	896,407	1,289,353	1,590,031	785,522	1,595,146	1,625,625	2.24%
TOTAL EXPENDITURES	4,949,019	4,858,767	4,362,850	4,612,930	2,467,523	4,500,751	4,888,858	5.98%

Utility Fund

FUND TITLE/FUND # *Utility Fund: 041*								
DEPARTMENT NAME/# Utility Administration: 041-29-536	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
CONTINGENCIES & RESERVES								
·9901 CONTINGENCY/RESERVE	-	-	193,389	314,956	-	646,947	701,314	122.67%
·9902 HEALTH INSURANCE CONTINGENCY	-	-	-	-	-	-	-	0.00%
·9903 WATER IMPACT FEE CONTINGENCY/R	-	-	57,626	31,743	-	64,935	83,141	161.92%
·9904 SEWER IMPACT FEE CONTINGENCY/R	-	-	119,915	82,000	-	136,908	176,078	114.73%
·9905 FRUFC CAP PROJECTS CONTINGENCY/RES	-	-	8,095	8,095	-	8,095	8,095	0.00%
Total	-	-	379,025	436,794	-	856,884	968,628	121.76%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	4,949,019	4,858,767	4,741,875	5,049,724	2,467,523	5,357,635	5,857,486	16.00%

Golf Fund

FUND TITLE/FUND # Golf Fund: 042								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
OPERATING REVENUES								
-347-2-1000 USAGE FEES	25,572	29,403	27,670	30,254	24,441	30,641	30,254	0.00%
-347-2-1500 TWILIGHT GOLF	21,976	18,925	28,755	23,016	10,408	14,134	15,000	-34.83%
-347-2-2000 NEW MEMBERSHIP DRIVE	-	-	-	-	-	-	-	0.00%
-347-2-2500 CASH OVERAGES	-	-	-	-	182	-	-	0.00%
-347-2-2510 MISC REVENUE/SERVICE CHARGES	74	391	-	-	2,620	2,800	-	0.00%
-347-2-3000 DAILY GREEN FEES	214,424	226,672	255,000	240,000	148,674	188,865	185,000	-22.92%
-347-2-3500 PREPAID GREEN FEES	91,913	84,805	109,216	100,783	51,037	67,576	65,000	-35.50%
-347-2-4000 PREPAID LOCKER FEES	1,950	1,200	1,953	1,819	780	900	900	-50.52%
-347-2-4500 RENTALS-CITY CARTS	117,819	104,622	122,074	120,000	78,877	110,512	106,000	-11.67%
-347-2-5000 DRIVING RANGE	17,481	16,731	17,362	18,149	10,904	14,171	14,000	-22.86%
-347-2-5500 BUILDING RENTAL	3,656	3,146	876	-	4,066	5,873	5,500	0.00%
-347-2-6000 PRO SHOP SALES	103,686	100,317	113,936	107,242	69,229	107,892	95,000	-11.42%
-347-2-6500 SNACK BAR SALES	75,641	71,227	15,978	-	59,183	82,983	80,000	0.00%
-347-2-7000 BEER SALES	33,886	33,113	7,216	-	24,010	33,319	33,000	0.00%
-347-2-7500 LIQUOR SALES	12,333	14,127	2,989	-	8,531	14,713	15,000	0.00%
Total	720,411	704,678	703,025	641,263	492,942	674,380	644,654	0.53%
GRANTS								
-331-5-0001 USDA GRANT	14,168	185,832	200,000	-	-	-	-	0.00%
-389-4-0001 SJRWMD REUSE COST SHARE	160	-	-	-	-	-	-	0.00%
Total	14,328	185,832	200,000	-	-	-	-	0.00%
OTHER REVENUES								
-364-0-4900 SURPLUS EQUIPMENT-GOLF	-	237	-	-	80	80	-	0.00%
-369-9-1000 REFUNDS/REIMBURSEMENTS	-	100	-	-	6,854	6,854	-	0.00%
-369-9-2000 INSURANCE CLAIMS-GOLF	2,779	-	-	-	-	-	-	0.00%
-366-0-0001 DONATION FROM PMGA	1,500	11,381	5,500	5,000	5,380	5,380	-	-100.00%
-366-0-0002 DONATIONS-MISCELLANEOUS	-	1,000	-	-	-	-	-	0.00%
-369-9-1001 E-Payables Revenue Share	266	219	216	216	114	199	200	-7.41%
-369-9-1002 RESTAURANT LEASE	-	-	9,000	12,000	-	-	-	-100.00%
-369-9-1003 UTILITY REIMBURSEMENT-RESTAURANT	-	-	13,500	18,000	-	-	-	-100.00%
Total	4,544	12,937	28,216	35,216	12,429	12,513	200	-99.43%
TRANSFERS IN								
-381-0-3000 TRANSFER FROM BETTER PLACE	152,355	168,999	168,999	168,984	98,574	168,984	168,756	-0.13%
-381-0-3001 TRANFER FROM WATER-ELECTRICITY REIMB	1,000	-	-	-	-	-	-	0.00%
-389-9-0001 TRANSFER FROM GENERAL FUND	1,631,248	205,537	103,312	121,254	-	261,891	217,788	79.61%
Total	1,784,603	374,536	272,311	290,238	98,574	430,875	386,544	33.18%
LOAN PROCEEDS								
-384-0-1000 GOLF LOAN PROCEEDS	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
TOTAL REVENUES	2,523,887	1,277,982	1,203,552	966,717	603,944	1,117,768	1,031,398	6.69%
CASH BALANCE FORWARD								0.00%
-301-0-1000 CASH BALANCE FORWARD	-	-	(94,758)	(94,758)	(5,850)	(5,850)	(5,849)	-93.83%
Total	-	-	(94,758)	(94,758)	(5,850)	(5,850)	(5,849)	-93.83%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	2,523,887	1,277,982	1,108,794	871,959	598,094	1,111,918	1,025,549	17.61%

Golf Fund

FUND TITLE/FUND # *Golf Fund: 042*								
DEPARTMENT NAME/# Course Maintenance: 042-16-572	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·2300 INSURANCE	-	-	-	-	-	-	-	0.00%
·2500 UNEMPLOYMENT COMP	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	821	-	-	-	-	-	-	0.00%
·3120 PHYSICALS	-	-	-	-	-	-	-	0.00%
·3400 CONTRACTUAL SERVICES	153,517	158,146	163,041	162,812	106,037	159,751	162,812	0.00%
·3440 TREE REMOVAL	-	460	-	2,000	-	3,400	2,000	0.00%
·4100 COMMUNICATIONS SERVICES	-	-	-	-	-	-	-	0.00%
·4400 RENTAL AND LEASES	4,389	390	8,826	13,626	45,881	5,826	13,626	0.00%
·4410 OPERATING LEASES	4,874	3,821	36,315	36,315	21,184	36,315	36,315	0.00%
·4500 LIABILITY INSURANCE	2,708	3,480	2,924	3,953	2,978	3,980	4,441	12.35%
·4610 BUILDING MAINTENANCE	2,373	1,715	-	-	27	27	-	0.00%
·4620 EQUIPMENT MAINTENANCE	6,337	8,475	6,000	9,600	5,857	8,500	9,600	0.00%
·4650 IRRIGATION SUPPLIES	7,395	3,150	8,100	8,400	5,426	8,376	8,400	0.00%
·4670 COURSE MAINTENANCE	-	1,810	-	-	167	167	-	0.00%
·4690 OVERSEEDING	16,543	18,161	21,300	26,800	16,510	17,510	18,000	-32.84%
·5210 GAS AND LUBRICANTS	16,180	12,016	12,000	13,200	5,209	9,338	12,000	-9.09%
·5270 CHEMICALS AND FERTILIZERS	35,996	34,728	38,310	42,141	20,901	28,378	32,000	-24.06%
·5280 OPERATING SUPPLIES	8,622	5,523	5,000	9,150	4,667	6,711	7,000	-23.50%
·5400 MEMBERSHIP DUES	500	760	500	500	375	760	760	52.00%
·5900 DEPRECIATION	31,614	25,864	-	-	-	-	-	0.00%
·4200 POSTAGE	-	-	-	-	-	-	-	0.00%
Total	291,870	278,500	302,316	328,497	235,219	289,039	306,954	-6.56%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	2,231	3,000	26,585	37,000	-	37,000	-	-100.00%
Total	2,231	3,000	26,585	37,000	-	37,000	-	-100.00%
DEPARTMENT TOTAL	294,101	281,500	328,901	365,497	235,219	326,039	306,954	-16.02%

Golf Fund

FUND TITLE/FUND # Golf Fund: 042								
DEPARTMENT NAME/# Club House: 042-24-572	ACTUAL 2014	ACTUAL 2015	BUDGET 2015	BUDGET 2016	ACTUAL 2016	PROJECTED 2016	BUDGET 2017	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·2300 HEALTH AND LIFE INSURANCE	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	49,479	67,500	81,000	81,000	81,000	81,000	-	-100.00%
·3200 ACCOUNTING AND AUDITING	3,100	3,462	3,462	1,919	1,919	1,919	1,679	-12.51%
·3400 CONTRACTUAL SERVICES	229,721	235,164	176,736	171,606	150,556	231,717	235,000	36.94%
·4100 COMMUNICATIONS SERVICES	1,551	1,694	1,800	1,800	1,610	3,200	3,200	77.78%
·4200 POSTAGE AND FREIGHT	448	228	300	300	243	462	500	66.67%
·4310 NATURAL GAS	2,574	3,007	645	3,300	2,182	3,168	3,300	0.00%
·4320 ELECTRICITY	52,301	51,645	54,000	52,000	30,883	52,870	52,000	0.00%
·4330 UTILITIES-WATER	3,694	3,495	5,000	4,000	2,150	3,512	4,000	0.00%
·4340 CREDIT CARD FEES	11,203	9,839	7,800	8,016	6,563	11,514	11,500	43.46%
·4400 RENTALS AND LEASES	2,400	3,597	756	756	2,345	2,345	756	0.00%
·4410 OPERATING LEASES	38,051	36,008	43,582	40,752	-	40,759	40,752	0.00%
·4500 LIABILITY INSURANCE	3,894	5,185	3,951	5,325	4,816	6,176	7,929	48.90%
·4510 LIABILITY INSURANCE CLAIM	7,500	-	-	-	-	-	-	0.00%
·4610 BUILDING MAINTENANCE	5,471	10,989	6,000	6,000	3,506	5,248	6,000	0.00%
·4620 EQUIPMENT MAINTENANCE	326	12	500	500	-	-	500	0.00%
·4670 CART MAINTENANCE	1,267	34	1,000	-	-	-	-	0.00%
·4680 DRIVING RANGE MAINTENANCE	4,022	602	4,000	4,000	227	727	4,000	0.00%
·4700 PRINTING AND BINDING	160	141	600	500	221	346	500	0.00%
·4800 ADVERTISING	1,413	739	3,000	3,000	367	667	3,000	0.00%
·4951 LOSS DUE TO THEFT	3,256	-	-	-	-	-	-	0.00%
·4955 CASH VARIANCE	132	152	-	-	392	150	-	0.00%
·5100 OFFICE SUPPLIES	971	741	1,000	1,000	138	493	1,000	0.00%
·5150 PAPER PRODUCTS	4,319	3,410	1,680	850	3,128	4,410	5,000	488.24%
·5190 LIQUOR AND WINE	4,075	3,761	1,196	-	3,368	5,176	5,000	0.00%
·5210 GAS AND LUBRICANTS	-	-	-	-	-	-	-	0.00%
·5220 PRO-SHOP MERCHANDISE	78,569	80,778	88,870	77,214	68,793	75,369	80,000	3.61%
·5230 JANITORIAL SUPPLIES	6,609	6,187	1,800	1,000	3,842	6,103	6,500	550.00%
·5240 SNACK BAR MERCHANDISE	46,065	52,630	9,587	-	37,159	51,611	52,000	0.00%
·5280 OPERATING SUPPLIES	5,892	5,377	3,300	2,400	2,434	4,032	4,000	66.67%
·5290 BEER	14,326	13,686	3,247	-	10,442	13,853	14,500	0.00%
·5400 MEMBR,SUBSCRIPT,DUES	1,582	918	840	-	918	918	918	0.00%
·5900 DEPRECIATION	42,808	40,750	-	-	-	-	-	0.00%
Total	627,179	641,733	505,652	467,238	419,204	607,747	543,534	16.33%
CAPITAL OUTLAY								
·6450 CAPITAL IMPROVEMENTS	-	-	-	-	-	-	-	0.00%
·6451 USDA GRANT	-	-	200,000	-	-	-	-	0.00%
Total	-	-	200,000	-	-	-	-	0.00%
DEBT SERVICE								
·7105 SERIES 2013A - PRINCIPAL	-	-	117,000	122,000	61,000	122,000	127,000	4.10%
·7204 2008 LOAN - INTEREST	-	-	-	-	-	-	-	0.00%
·7205 SERIES 2013A - INTEREST	56,372	51,999	51,999	46,984	24,140	46,984	41,756	-11.13%
·7305 SERIES 2013A - ADMIN FEES	-	-	-	-	-	-	-	0.00%
·7405 CAPITAL LEASE INTEREST	-	-	-	-	-	-	-	0.00%
Total	56,372	51,999	168,999	168,984	85,140	168,984	168,756	-0.13%
TRANSFERS								
·9100 REIMB GENERAL FUND-ADMIN EXP	-	-	-	14,998	8,749	14,998	12,154	-18.96%
Total	-	-	-	14,998	8,749	14,998	12,154	-18.96%
DEPARTMENT TOTAL	683,551	693,732	874,651	651,220	513,093	791,729	724,444	11.24%
TOTAL EXPENDITURES	977,652	975,232	1,203,552	1,016,717	748,312	1,117,768	1,031,398	1.44%

Golf Fund

FUND TITLE/FUND # *Golf Fund: 042*								
DEPARTMENT NAME/# Club House: 042-24-572	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
TRANSFERS, CONTINGENCIES, RESERVES								
·9900 CONTINGENCY/RESERVE	-	-	(94,758)	(144,758)	-	(5,849)	(5,849)	-95.96%
Total	-	-	(94,758)	(144,758)	-	(5,849)	(5,849)	-95.96%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	977,652	975,232	1,108,794	871,959	748,312	1,111,918	1,025,549	17.61%

Sanitation Fund

FUND TITLE/FUND # *Sanitation Fund: 043*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
CHARGES FOR SERVICES								
-343-4-1000 GARBAGE FEES	1,176,643	1,177,738	1,179,428	1,169,759	788,810	1,184,469	1,261,459	7.84%
-343-4-1010 GARBAGE CONTAINERS	-	-	-	-	-	40	-	0.00%
-343-4-1030 EXTRA TRASH	-	-	-	-	-	-	-	0.00%
-343-4-1500 CONTAINER USAGE FEES	25,667	28,681	24,479	25,779	19,143	28,383	27,577	6.97%
-343-4-2000 PUTNAM COUNTY TIPPING FEE	431,595	435,162	432,601	434,102	288,951	433,754	461,697	6.36%
-343-4-2500 DUMPSTER DROP OFF FEE	-	-	-	-	-	-	-	0.00%
Total	1,633,904	1,641,582	1,636,508	1,629,640	1,096,904	1,646,645	1,750,733	7.43%
STATE GRANTS								
-334-3-3401 STATE OF FLORIDA CNG REBATE PROGRAM	25,000	-	25,000	-	-	-	-	0.00%
Total	25,000	-	25,000	-	-	-	-	0.00%
OTHER REVENUES								
-364-0-4900 SURPLUS EQUIPMENT-SANITATION	22,850	2,746	22,000	-	1,698	35,097	-	0.00%
-369-9-1000 MISC REVENUE	-	-	-	-	-	-	-	0.00%
-369-9-2000 REFUNDS/REIMBURSEMENTS	1,415	184	2,000	-	-	-	-	0.00%
-369-9-3000 INSURANCE CLAIMS-SANITATION	-	5,947	-	-	462	462	-	0.00%
-369-9-1001 E-Payables Revenue Share	415	490	375	500	357	627	600	20.00%
Total	24,680	9,368	24,375	500	2,517	36,186	600	20.00%
DEBT PROCEEDS								
-384-1-0000 DEBT PROCEEDS	-	-	289,257	575,000	-	418,986	-	-100.00%
Total	-	-	289,257	575,000	-	418,986	-	-100.00%
TOTAL REVENUES	1,683,585	1,650,949	1,975,140	2,205,140	1,099,421	2,101,816	1,751,333	-20.58%
CASH BALANCE FORWARD								
-302-0-0000 CASH BALANCE FORWARD	-	-	335,325	550,023	551,404	551,404	575,573	4.65%
Total	-	-	335,325	550,023	551,404	551,404	575,573	4.65%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	1,683,585	1,650,949	2,310,465	2,755,163	1,650,825	2,653,220	2,326,906	-15.54%

Sanitation Fund

FUND TITLE/FUND # *Sanitation Fund: 043*								
DEPARTMENT NAME/# Garage Maintenance: 043-28-534	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1200 REGULAR SALARIES	110,208	118,201	115,452	118,700	82,676	124,940	136,745	15.20%
·1210 ACCRUED SALARIES	6,925	(199)	-	-	(3,009)	(3,009)	-	0.00%
·1400 OVERTIME	2,129	2,881	2,000	3,000	2,650	3,841	3,000	0.00%
·2100 FICA TAX EXPENSE	8,143	8,643	8,832	9,310	6,076	9,230	10,690	14.82%
·2200 RETIREMENT EXPENSE	15,931	15,910	14,598	14,892	11,529	17,354	17,586	18.09%
·2300 HEALTH AND LIFE INSURANCE	12,486	14,771	15,252	16,567	8,249	16,567	26,297	58.73%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	1,496	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	1,802	2,022	2,018	2,124	1,588	2,119	2,779	30.84%
·2410 WORKERS COMP CLAIM	-	-	-	-	-	-	-	0.00%
Total	159,120	162,229	158,152	164,593	109,759	171,043	197,097	19.75%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	57	832	377	417	252	417	549	31.65%
·3120 PHYSICALS	127	-	100	-	-	-	-	0.00%
·4100 COMMUNICATIONS SERVICES	-	-	-	-	27	27	-	0.00%
·4020 SCHOOLING, CONFERENCE, ETC	1,414	105	-	-	-	-	-	0.00%
·4320 ELECTRICITY	1,321	1,194	1,160	1,200	591	1,122	1,200	0.00%
·4500 LIABILITY INSURANCE	3,108	3,255	3,081	3,568	2,710	3,614	4,298	20.46%
·4610 BUILDING MAINTENANCE	278	148	500	500	452	602	500	0.00%
·4620 EQUIPMENT MAINTENANCE	-	-	100	100	-	-	100	0.00%
·4630 VEHICLE MAINTENANCE	205	334	800	800	646	800	800	0.00%
·5210 GAS AND LUBRICANTS	-	124	-	-	93	200	200	0.00%
·5230 JANITORIAL SUPPLIES	1,160	1,160	900	900	830	1,291	1,300	44.44%
·5250 SMALL TOOLS	-	-	100	100	-	100	100	0.00%
·5260 UNIFORMS	1,192	1,130	1,300	1,300	807	1,222	1,300	0.00%
·5280 OPERATING SUPPLIES	438	378	700	700	392	697	700	0.00%
Total	9,300	8,660	9,118	9,585	6,799	10,092	11,047	15.25%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	7,492	-	-	-	-	-	-	0.00%
Total	7,492	-	-	-	-	-	-	0.00%
DEPARTMENT TOTAL	175,912	170,889	167,270	174,178	116,558	181,135	208,144	19.50%

Sanitation Fund

FUND TITLE/FUND # *Sanitation Fund: 043*								
DEPARTMENT NAME/# Sanitation Department: 043-10-534	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
·1100 EXECUTIVE SALARIES	44,731	46,448	45,668	79,313	38,116	63,583	82,457	3.96%
·1200 REGULAR SALARIES	294,734	310,588	313,556	286,618	195,782	296,115	321,048	12.01%
·1210 ACCRUED SALARIES	1,811	2,624	-	-	(8,167)	(8,167)	-	0.00%
·1400 OVERTIME	20,727	24,092	14,000	20,000	39,614	59,569	30,000	50.00%
·2100 FICA TAX EXPENSE	25,525	26,903	27,481	29,524	19,367	30,413	33,163	12.33%
·2200 RETIREMENT EXPENSE	64,087	55,967	69,326	76,838	46,491	72,842	84,301	9.71%
·2300 HEALTH AND LIFE INSURANCE	74,797	75,546	82,007	95,908	39,378	95,908	130,680	36.26%
·2301 HEALTH AND LIFE INSURANCE-CONTINGE	7,226	-	-	-	-	-	-	0.00%
·2400 WORKERS COMP	21,674	20,289	20,261	19,391	14,501	19,349	24,285	25.24%
·2410 WORKERS COMP CLAIM	-	-	-	-	-	-	-	0.00%
·2500 UNEMPLOYMENT COMP	-	-	-	-	-	-	-	0.00%
Total	555,311	562,457	572,299	607,592	385,084	629,612	705,934	16.19%
OPERATING EXPENSES								
·3100 PROFESSIONAL SERVICES	4,565	2,564	1,761	1,945	1,218	3,750	4,420	127.25%
·3120 PHYSICALS	297	247	300	300	378	500	500	66.67%
·3200 ACCOUNTING AND AUDITING	7,688	4,809	4,809	4,265	4,265	4,265	4,561	6.94%
·3470 PUTNAM COUNTY TIPPING FEE	282,619	315,240	270,000	270,000	168,283	297,268	300,000	11.11%
·4020 SCHOOLING, CONFERENCE, ETC	-	-	-	-	153	920	2,000	0.00%
·4100 COMMUNICATIONS SERVICES	927	996	1,500	1,500	657	1,162	1,358	-9.47%
·4200 POSTAGE AND FREIGHT	7,995	9,000	9,010	-	4,500	7,500	-	0.00%
·4310 NATURAL GAS	270	270	300	400	333	500	500	25.00%
·4320 ELECTRICITY	5,104	5,175	4,500	4,500	2,179	5,000	5,000	11.11%
·4400 RENTALS AND LEASES	1,483	1,895	1,300	2,700	10,356	30,000	10,000	270.37%
·4500 LIABILITY INSURANCE	13,239	13,128	12,597	15,504	11,825	15,816	17,569	13.32%
·4510 LIABILITY INSURANCE CLAIMS	-	-	-	-	-	-	-	0.00%
·4610 BUILDING MAINTENANCE	268	364	1,500	1,500	1,466	2,000	1,500	0.00%
·4620 EQUIPMENT MAINTENANCE	544	332	1,000	1,000	301	750	1,500	50.00%
·4630 VEHICLE MAINTENANCE	133,459	111,496	105,000	115,000	60,308	92,000	95,000	-17.39%
·4640 RADIO MAINTENANCE	-	-	-	-	-	-	-	0.00%
·4700 PRINTING AND BINDING	784	441	300	450	192	450	450	0.00%
·5100 OFFICE SUPPLIES	-	24	-	-	78	250	250	0.00%
·5210 GAS AND LUBRICANTS	100,405	84,549	90,000	95,000	53,244	74,923	85,000	-10.53%
·5230 JANITORIAL SUPPLIES	91	169	800	500	113	500	500	0.00%
·5260 UNIFORMS	5,635	5,973	6,000	6,000	3,235	5,614	6,000	0.00%
·5280 OPERATING SUPPLIES	5,156	5,156	6,800	6,000	5,840	8,000	10,000	66.67%
·5290 GARBAGE CONTAINERS/DUMPSTERS	23,556	30,298	35,000	35,000	27,557	46,017	35,166	0.47%
·5900 DEPRECIATION	62,555	84,176	-	-	-	-	-	0.00%
Total	656,640	676,302	552,477	561,564	356,482	597,186	581,274	3.51%
CAPITAL OUTLAY								
·6400 CAPITAL OUTLAY	-	1,171	289,257	575,000	2,771	421,757	-	-100.00%
Total	-	1,171	289,257	575,000	2,771	421,757	-	-100.00%
DEBT SERVICE								
·7110 LOAN #281 SANIT TRK	-	-	25,000	37,100	37,100	37,100	37,700	1.62%
·7111 AMERIS 2015 LEASE FRONT LOADER	-	-	-	20,857	20,857	20,857	42,500	103.77%
·7210 LOAN #281 SANIT TRK	-	4,066	4,068	3,610	3,610	3,610	3,610	0.00%
·7211 AMERIS 2015 LEASE FRONT LOADER	-	-	-	2,950	4,692	2,950	5,260	78.31%
·7112 2 REAR LOADERS	-	-	-	-	-	-	65,000	0.00%
Total	-	4,066	29,068	64,517	66,259	64,517	154,070	138.81%
TRANSFERS								
·9101 REIMB GENERAL FUND-ADMIN EXP	95,000	95,000	95,000	87,264	50,905	87,264	83,859	-3.90%
·9110 TRANSFER TO GENERAL FUND-FRANCHIS	-	-	-	96,178	56,104	96,178	103,329	7.44%
·9120 TRNF BETTER PLACE-PUBLIC WORKS BUIL	-	-	-	-	-	-	10,000	0.00%
Total	95,000	95,000	95,000	183,442	107,008	183,442	197,188	7.49%
DEPARTMENT TOTAL	1,306,951	1,338,996	1,538,101	1,992,115	917,605	1,896,513	1,638,466	-17.75%
TOTAL EXPENDITURES	1,482,863	1,509,884	1,705,371	2,166,293	1,034,163	2,077,648	1,846,610	-14.76%

Sanitation Fund

FUND TITLE/FUND # *Sanitation Fund: 043*								
DEPARTMENT NAME/# Sanitation Department: 043-10-534	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
CONTINGENCIES & RESERVES								
·9900 CONTINGENCY/RESERVE	-	-	605,094	588,870	-	575,573	480,296	-18.44%
·9901 HEALTH INSURANCE CONTINGENCY	-	-	-	-	-	-	-	0.00%
Total	-	-	605,094	588,870	-	575,573	480,296	-18.44%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	1,482,863	1,509,884	2,310,465	2,755,163	1,034,163	2,653,220	2,326,906	-15.54%

Tax Increment Fund

FUND TITLE/FUND # *Tax Increment Fund: 030*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
PROPERTY TAXES								
-311-0-3100 DOWNTOWN REDEV COUNTY SHARE	129,308	121,681	121,681	125,634	127,797	127,797	123,980	-1.32%
-311-0-3110 DOWNTOWN REDEV CITY SHARE	133,302	125,440	125,440	96,883	98,551	98,551	87,277	-9.92%
-311-0-3200 SOUTH HISTORIC COUNTY SHARE	40,178	42,087	42,087	42,492	41,935	41,935	42,565	0.17%
-311-0-3220 SOUTH HISTORIC CITY SHARE	41,419	43,387	43,387	32,768	32,339	32,339	29,964	-8.56%
-311-0-3300 NORTH HISTORIC COUNTY SHARE	20,687	19,384	19,384	18,087	19,285	19,285	19,893	9.99%
-311-0-3330 NORTH HISTORIC CITY SHARE	21,326	19,983	19,983	13,948	14,871	14,871	14,004	0.40%
Total	386,219	371,961	371,962	329,812	334,778	334,778	317,683	-3.68%
OTHER REVENUES								
-331-0-7001 NEA GRANT	-	20,000	-	-	-	-	-	0.00%
-365-0-1000 SALE OF SURPLUS LAND-100 BLOCK	148,950	-	-	-	-	-	-	0.00%
-366-0-0001 CONTRIBUTION-215 DODGE ST	15,421	-	-	-	-	-	-	0.00%
-369-9-1000 NORTH HISTORIC HIP REFUND/REIM	-	-	-	-	-	-	-	0.00%
-369-9-1001 SOUTH HISTORIC HIP REFUND/REIM	-	-	-	-	1,500	1,500	-	0.00%
-369-9-1002 STAGE RENTALS	-	-	-	-	-	-	-	0.00%
Total	164,371	20,000	-	-	1,500	1,500	-	0.00%
TOTAL REVENUES	550,590	391,961	371,962	329,812	336,278	336,278	317,683	-3.68%
CASH BALANCE FORWARD								
-301-0-0001 DOWNTOWN REDEVELOPMENT FORWARD	-	-	93,469	63,951	104,592	104,592	217,254	239.72%
-301-0-0002 SOUTH HISTORIC BALANCE FORWARD	-	-	294,097	345,167	352,918	352,918	365,373	5.85%
-301-0-0003 NORTH HISTORIC BALANCE FORWARD	-	-	96,928	128,128	129,091	129,091	159,867	24.77%
Total	-	-	484,494	537,246	586,600	586,600	742,494	38.20%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	550,590	391,961	856,456	867,058	922,878	922,878	1,060,177	22.27%

Tax Increment Fund

FUND TITLE/FUND #								
Tax Increment Fund: 030								
		DOWNTOWN						
DEPARTMENT NAME/#	**ACTUAL**	**ACTUAL**	**BUDGET**	**BUDGET**	**ACTUAL**	**PROJECTED**	**BUDGET**	**INCREASE/**
Downtown: 030-30-580	**2014**	**2015**	**2015**	**2016**	**2016**	**2016**	**2017**	**DECREASE**
EXPENDITURE OBJECT #/NAME								
·3101 THIRD FRIDAY DOWNTOWN STREET P	13,890	14,967	18,000	-	-	-	-	0.00%
·3102 DANCIN' IN THE STREETS DOWNTOW	6,450	6,140	7,000	-	-	-	-	0.00%
·3103 SECOND SATURDAY DOWNTOWN TRUCK	-	-	-	-	-	-	-	0.00%
·3104 UNIVERSITY OF FLORIDA MASTER P	2,206	-	-	-	-	-	-	0.00%
·3105 SMALL BUSINESS DEVELOPMENT CEN	10,000	10,000	10,000	10,000	2,500	10,000	20,000	100.00%
·3106 MAINSTREET MANAGER	63,871	41,547	63,871	45,000	-	-	-	-100.00%
·3107 AQUATIC MIDGE CONTROL PROJECT	-	-	7,650	-	-	-	-	0.00%
·3109 MAINTENANCE CONTRACT	-	-	-	10,000	-	6,000	10,000	0.00%
·3110 MAINSTREET MARKETING	-	-	-	12,000	10,652	12,000	-	-100.00%
·3120 CRA ADMINISTRATOR	-	-	-	-	-	-	62,229	0.00%
·4801 QUARTERLY EVENTS CALENDAR POST	200	150	400	-	-	-	-	0.00%
·4802 QUARTERLY EVENTS CALENDAR TABL	1,305	803	1,500	-	-	-	-	0.00%
·4803 MARKETING/PROMOTIONS	-	-	-	-	-	-	25,000	0.00%
·4804 PROJECT MARKETING	1,201	2,700	1,500	1,000	-	-	1,000	0.00%
·5280 MISC EXPENSES	159	340	500	500	149	500	500	0.00%
·5401 FRA ANNUAL DUES, TRAINING	2,558	566	1,000	1,000	745	745	1,000	0.00%
·5402 DEO Annual Dues	175	175	175	175	175	175	175	0.00%
·5403 NMS CONFERENCE	-	-	-	-	-	-	-	0.00%
·6310 DOWNTOWN REDEV EXPENSE	-	-	-	-	-	-	-	0.00%
·6311 DOWNTOWN CHRISTMAS LIGHTS	5,710	187	3,000	4,000	3,537	3,537	8,000	100.00%
·6312 NEA GRANT MATCH - ART IN PUBLI	36,030	-	-	-	-	-	-	0.00%
·6313 MURAL LIGHTING	-	-	-	-	-	-	-	0.00%
·6314 RECRUITMENT PROJECT	-	-	-	-	9,991	9,991	-	0.00%
·6315 FACADE GRANT	12,781	-	-	-	-	-	-	0.00%
·6316 WAYFINDING	-	-	-	5,000	-	-	15,000	200.00%
·6317 ANNIE OAKLEY MURAL	-	-	-	-	-	-	-	0.00%
·6318 1909 PALATKA UNION DEPOT MURAL	-	-	-	-	-	-	-	0.00%
·6319 BUILDING IMPROVEMENT GRANT	-	-	-	-	-	-	-	0.00%
·6320 LANDSCAPING	2,968	1,073	2,500	20,000	1,929	15,000	15,000	-25.00%
·6321 SITE AMENITIES	37,297	7,681	15,000	35,000	14,783	35,000	25,000	-28.57%
·6322 RIVERFRONT REDEVELOPMENT PROJECT	21,053	-	-	-	-	-	-	0.00%
·6323 HARLEM NIGHTS IN PALATKA MURAL	4,500	-	-	-	-	-	-	0.00%
·6324 STAGE	-	-	-	-	-	-	-	0.00%
·6325 REDEVELOPMENT INCENTIVES	-	30,163	48,375	117,055	-	-	40,000	-65.83%
·6327 HOME IMPROVEMENT PROGRAM	-	-	-	-	-	-	30,000	0.00%
Total	222,353	116,491	180,471	260,730	44,461	92,948	252,904	-3.00%
TRANSFERS								
·9100 TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-	0.00%
·9101 TRANSFER TO BETTER PLACE-FRANK	-	-	-	-	-	-	-	0.00%
·9102 REIMB GENERAL-MAINSTREET MANAGER	-	-	-	-	-	-	-	0.00%
·9103 REIMB GENERAL-FIREWORKS	15,000	15,000	15,000	15,000	-	10,000	10,000	-33.33%
·9104 REIMB GENERAL-CHRISTMAS LIGHTS	1,400	1,400	1,400	1,400	-	1,400	1,400	0.00%
·9105 TRANSFER TO BETTER PLACE-SOUTHERN	148,950	111,592	111,592	-	-	-	-	0.00%
·9106 REIMB GENERAL-ADMIN EXP	-	-	-	9,338	5,447	9,338	7,391	-20.85%
·9130 TRANSFER TO BETTER PLACE-CDBG C04	-	-	-	-	-	-	156,816	0.00%
Total	165,350	127,992	127,992	25,738	5,447	20,738	175,607	582.29%
DEPARTMENT TOTAL	387,703	244,483	308,463	286,468	49,908	113,686	428,511	49.58%

Tax Increment Fund

FUND TITLE/FUND # *Tax Increment Fund: 030*								
		SOUTH HISTORIC						
DEPARTMENT NAME/# South Historic: 030-31-580	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
·3101 UNIVERSITY OF FLORIDA MASTER P	665	-	-	-	-	-	-	0.00%
·3102 HOMES & GARDENS TOUR PROMOTION	-	710	500	500	189	189	500	0.00%
·3120 CRA ADMINISTRATOR	-	-	-	-	-	-	21,364	0.00%
·5280 MISC EXPENSES	-	-	250	250	-	-	250	0.00%
·5400 FRA ANNUAL DUES, TRAINING	-	248	600	600	-	-	600	0.00%
·6330 SOUTH HISTORIC EXPENSE	-	-	-	-	-	-	-	0.00%
·6331 HOME IMPROVEMENT PROGRAM	41,340	9,440	60,000	20,000	13,438	28,438	43,758	118.79%
·6332 HAMMOCK HALL IMPROVEMENTS	-	-	-	-	-	-	-	0.00%
·6333 SIGNAGE	-	-	4,000	1,500	-	-	1,500	0.00%
·6334 COMMERCIAL REHABILITATION GRAN	-	-	40,000	40,000	-	-		-100.00%
·6335 HAMMOCK GROVE PROPOSAL	-	-	-	-	-	-	-	0.00%
·6336 REDEVELOPMENT INCENTIVES	-	-	241,221	-	-	-	-	0.00%
·6337 SITE AMENITIES	-	12,254	13,000	5,000	4,725	5,000	-	-100.00%
·6338 RESIDENTIAL REHAB	-	-	-	50,000	-	-	-	-100.00%
·6339 RIVER STREET IMPROVEMENTS	-	-	-	80,000	-	-	50,000	-37.50%
·6340 CDBG INFRASTRUCTURE (WATER LINE/ST	-	-	-	174,385	-	-	184,144	5.60%
·6341 LANDSCAPING	-	-	-	-	-	-	10,000	0.00%
·8301 LIVE WHERE YOU WORK	-	-	20,000	20,000	-	-	-	-100.00%
Total	42,005	22,652	379,571	392,235	18,352	33,627	312,116	-20.43%
TRANSFERS								
·9100 TRANSFER TO BETTER PLACE - CDBG C04	-	-	-	25,000	-	25,000	-	-100.00%
·9101 TRANSFER TO BETTER PLACE-SOUTHERN	-	-	-	-	-	-	123,218	0.00%
·9105 REIMB GENERAL-ADMIN EXP	-	-	-	3,192	1,862	3,192	2,568	-19.55%
Total	-	-	-	28,192	1,862	28,192	125,786	346.18%
DEPARTMENT TOTAL	42,005	22,652	379,571	420,427	20,214	61,819	437,902	4.16%

Tax Increment Fund

FUND TITLE/FUND # *Tax Increment Fund: 030*								
		NORTH HISTORIC						
DEPARTMENT NAME/# North Historic: 030-32-580	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
·3101 REID GARDEN DESIGNS	-	-	-	-	-	-	-	0.00%
·3102 STREET SIGN CLEAN-REID GARDEN	-	-	-	-	-	-	-	0.00%
·3103 UNIVERSITY OF FLORIDA MASTER P	343	-	-	-	-	-	-	0.00%
·3120 CRA ADMINISTRATOR	-	-	-	-	-	-	9,985	0.00%
·4801 CHRISTMAS TOUR	-	-	-	500	-	-	500	0.00%
·5280 MISC EXPENSES	-	-	1,000	250	-	-	250	0.00%
·5400 FRA ANNUAL DUES, TRAINING	-	248	600	600	-	-	600	0.00%
·6320 NORTH HISTORIC EXPENSE	-	-	-	-	-	-	-	0.00%
·6321 HOME IMPROVEMENT PROGRAM	8,255	7,200	40,000	20,000	-	-	12,810	-35.95%
·6322 GENERAL CAPITAL IMPROVEMENTS	-	-	94,695	-	-	-	19,215	0.00%
·6323 SITE AMENITIES	7,200	117	-	2,000	-	2,000	2,000	0.00%
·6324 CDBG INFRASTRUCTURE (WATER LINE/ST	-	-	-	135,433	-	-	147,237	8.72%
DEPARTMENT TOTAL	15,797	7,565	136,295	158,783	-	2,000	192,597	21.30%
TRANSFERS								
·9105 REIMB GENERAL-ADMIN EXP	-	-	-	1,380	805	1,380	1,167	-15.43%
Total	-	-	-	1,380	805	1,380	1,167	-15.43%
DEPARTMENT TOTAL	15,797	7,565	136,295	160,163	805	3,380	193,764	20.98%
TOTAL EXPENDITURES	445,506	274,701	824,329	867,058	70,927	178,885	1,060,177	22.27%
CONTINGENCIES & RESERVES								
·9901 CONTINGENCY/RESERVE-DOWNTOWN	-	-	32,127	-	-	217,254	-	0.00%
·9902 CONTINGENCY/RESERVE-SOUTH HIST	-	-	-	-	-	365,373	-	0.00%
·9903 CONTINGENCY/RESERVE-NORTH HIST	-	-	-	-	-	159,867	-	0.00%
Total	-	-	32,127	-	-	742,494	-	0.00%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	445,506	274,701	856,456	867,058	70,927	921,378	1,060,177	22.27%

CDBG Fund

FUND TITLE/FUND # *CDBG Fund: 050*								
REVENUE OBJECT #/TITLE	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
GRANTS								
-331-5-0800 CDBG E-08 GRANT	-	-	-	-	-	-	-	0.00%
-331-5-0900 CDBG-C02 GRANT REVENUE	-	-	-	-	-	-	-	0.00%
-331-5-0901 CDBG-15TH & OAK LINE REPLACEMENT	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
OTHER REVENUES								
-361-1-1000 INTEREST- PROG INC BK STMT	11	13	15	15	5	15	15	0.00%
-361-1-1300 ECON DEV 92 INTEREST	15	18	18	18	6	18	18	0.00%
-369-0-0100 MORTGAGE P/I REVENUE	-	-	-	-	-	-	-	0.00%
Total	27	30	33	33	11	33	33	0.00%
TOTAL REVENUES	27	30	33	33	11	33	33	0.00%
CASH BALANCE FORWARD								
-301-0-1000 PROGRAM INCOME BALANCE FORWARD	-	-	16,056	16,071	16,071	16,071	16,086	0.09%
-301-0-1001 ECONOMIC DEVELOPMENT BALANCE F	-	-	22,075	22,093	22,093	22,093	22,111	0.08%
-301-0-1002 CDBG E08 BALANCE FORWARD	-	-	-	-	-	-	-	0.00%
-301-0-1003 CDBG N14 BALANCE FORWARD	-	-	-	-	-	-	-	0.00%
-301-0-1004 CDBG C02 BALANCE FORWARD	-	-	-	-	-	-	-	0.00%
Total	-	-	38,131	38,164	38,164	38,164	38,197	0.09%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	27	30	38,164	38,197	38,175	38,197	38,230	0.09%

CDBG Fund

FUND TITLE/FUND # *CDBG Fund: 050*								
DEPARTMENT NAME/# CDBG: 050-50-555	**ACTUAL 2014**	**ACTUAL 2015**	**BUDGET 2015**	**BUDGET 2016**	**ACTUAL 2016**	**PROJECTED 2016**	**BUDGET 2017**	**INCREASE/ DECREASE**
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
·1200 E-08 ADMINSTRATIVE FEES	-	-	-	-	-	-	-	0.00%
·1200 CDBG C02 ADMINISTRATIVE FEES	-	-	-	-	-	-	-	0.00%
·5280 OPERATING EXPENSES-PROG INC	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
CAPITAL OUTLAY								
Total	-	-	-	-	-	-	-	0.00%
TOTAL EXPENDITURES	-	-	-	-	-	-	-	0.00%
TRANSFERS								
·9100 TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-	0.00%
·9101 TRANSFER TO Utility FUND	-	-	-	-	-	-	-	0.00%
Total	-	-	-	-	-	-	-	0.00%
CONTINGENCIES & RESERVES								
·9900 PROG INC CONTINGENCY/RESERVE	-	-	16,071	16,086	16,076	16,086	16,101	0.09%
·9901 ECON DEV CONTINGENCY/RESERVE	-	-	22,093	22,111	22,099	22,111	22,129	0.08%
Total	-	-	38,164	38,197	38,175	38,197	38,230	0.09%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	-	-	38,164	38,197	38,175	38,197	38,230	0.09%

Five Year Capital Plan

Fiscal Year 2016-2017 through 2020-2021

	Funding Source							
Project Title	**General Fund**	**Enterprise Fund**	**Other**	**FY16-17**	**FY17-18**	**FY18-19**	**FY19-20**	**FY20-21**
IT								
Network Switches	100%			$ 10,000				
Phone System	100%				$ 78,000			
City-wide Security Cameras	100%				$ 10,000			
Additional nodes for SAN	100%			$ 40,000				
Backup software	100%			$ 10,000				
Wastewater Treatment Facility								
BCR CleanB System		100%			$ 1,500,000			
Liftstation Repair and Replacement		100%		$ 97,000	$ 50,000			
Beneficial Reclaimed Generator		54%	46%[7]	$ 131,431				
Stormwater Drainage System								
Stormwater Improvements at various locations			100%[7]		$ 50,000	$ 70,000	$ 90,000	$ 90,000
Booker Park Regional Stormwater Improvements			33%[7]/67%[6]	$ 660,215				
South Historic District Stormwater Improvements			21%[2]/79%[6]	$ 591,237				
Solid Waste								
Front Loader Sanitation Truck		100%						$ 300,000
Rear Loader w/ tipping bar		100%			$ 230,000			
Clam Shell Truck		100%				$ 150,000		
Water Plant								
Well Upgrades		100%		$ 40,000	$ 40,000	$ 40,000	$ 40,000	$ 40,000
Data Acquisition Server and Workstation Upgrades		100%				$ 15,000		
Well Motor Replacement		100%		$ 5,000	$ 5,000	$ 5,000	$ 5,000	$ 5,000
Chemical Feed Pump Replacement		100%		$ 4,000	$ 4,000	$ 4,000	$ 4,000	$ 4,000
Primary Feed Pump Repair		100%		$ 9,000	$ 9,000		$ 9,000	$ 9,000
HVAC Component Replacement		100%		$ 10,000				
Partial UF Filter Element Replacement		100%			$ 250,000		$ 250,000	
Potable Water								
South Historic District Line Replacement		25%	75%[1]				$ 1,000,000	
North Historic District Line Replacement		25%	75%[1]			$ 1,000,000		
U-15 2003 3/4 ton Service Truck		100%		$ 30,000				
U-23 2005 3/4 ton Service Truck		100%			$ 30,000			
U-17 2007 3/4 ton Service Truck		100%				$ 30,000		
U-85 2004 Pickup Truck & U-39 2005 PickUp		100%					$ 40,000	
U-66 2008 Pickup Truck		100%						$ 24,000
Streets								
Flatbed			50%[4]/50%[7]	$ 100,000				
Backhoe			50%[4]/50%[7]	$ 100,000				

1. CDBG
2. Tax Increment Fund
3. Lease/Purchase Financing
4. USDA
5. FDOT
6. Other Sources
7. Better Place Funds
8. Florida Wildlife Commission

Five Year Capital Plan

Fiscal Year 2016-2017 through 2020-2021

	Funding Source							
Project Title	**General Fund**	**Enterprise Fund**	**Other**	**FY16-17**	**FY17-18**	**FY18-19**	**FY19-20**	**FY20-21**
Vacuum Truck		50%	50%[4]	$ 350,000				
Street Sweeper			50%[4]/50%[7]	$ 250,000				
Milling and resurfacing of various roadways			100%[7]		$ 35,000	$ 35,000	$ 115,000	$ 230,000
Sidewalk Improvements			100%[7]	$ 80,000	$ 60,000	$ 40,000	$ 40,000	$ 40,000
Public Works Building	33%	33%/33%		$ 400,000				
St. Johns Avenue (11th Street to Moseley) Streetscape			100%[6]			$ 800,000		
St. Johns Avenue (4h Street to 11th Street) Streetscape			100%[6]				$ 1,500,000	
Reid Street Streetscape			100%[6]					$ 3,300,000
Parks								
Riverfront Terminal			100%[5]	$ 251,653				
Riverfront Phase IV Improvements			19%[2]/81%[1]	$ 844,252				
Riverfront Park Nature Based Playground Construction			100%[6]	$ 75,000				
Replank Memorial Bridge Boardwalk and Docks	100%			$ 43,500				
Booker Park - FRDAP ($50,000)			100%[6]		$ 50,000			
Hank Bryan Park FRDAP ($50,000)			100%[6]		$ 50,000			
Riverfront Park Fountain /Splashpad			100%[6]			$ 100,000		
Fire								
1991 Engine - Replace Engine 25 with equipment	50%		50%[4]	$ 320,000				
1997 Engine - Replace Engine 22	100%					$ 340,000		
1996 Engine - Replace Engine 21	100%						$ 350,000	
1998 Extrication equipment - Replace Equipment	100%				$ 15,000			
2005 Extrication equipment - Replace Equipment	100%							$ 40,000
ALS Transport Vehicle/Equipment	100%				$ 140,000			
Main Station - Roof Repair	100%			$ 12,000				
Main Station - Resurface Parking Lot	100%					$ 6,000		
Kay Larkin Station - Replace Roof	100%						$ 25,000	
Kay Larkin Station - Resurface Parking Lot	100%						$ 8,000	
Metal Storage Building	100%				$ 20,000			
2007-Dodge truck (replace Chief's truck)	100%				$ 45,000			
2008-Chevy Truck (replace FM/Asst. Chief truck)	100%					$ 45,000		
Police								
Report Writing Software	50%		50%[6]	$ 150,000				
Traffic Regulation Speed Trailers (2 Signs)	100%				$ 30,000			
Traffic Regulation Speed Trailers (1 Radar)	100%				$ 15,000			
Renovate Police Department Offices and Workout Facility	100%				$ 40,000			
Modular Training Facility at Gun Range	100%				$ 38,000			

1. CDBG
2. Tax Increment Fund
3. Lease/Purchase Financing
4. USDA
5. FDOT
6. Other Sources
7. Better Place Funds
8. Florida Wildlife Commission

Five Year Capital Plan

Fiscal Year 2016-2017 through 2020-2021

	Funding Source							
Project Title	**General Fund**	**Enterprise Fund**	**Other**	**FY16-17**	**FY17-18**	**FY18-19**	**FY19-20**	**FY20-21**
Renovate and Improve Bathroom at Gun Range	100%				$ 15,000			
Renovate and Improve Garage at Gun Range	100%				$ 34,215			
Renovate and Improve Training Pavillion at Gun Range	100%				$ 15,000			
Airport								
Obstruction (Tree) Removal	5%		5%[5]/95%[6]	$ 625,900				
Rehabilitate Runway 9-27 and 17-35 (Markings only)			100%[5]		$ 100,000			
T-Hangar Taxilane Pavement Rehabilitation			100%[5]			$ 200,000		
Upgrade Runway 17-35 Threshold Lighting, Taxiway D Intersection			100%[5]			$ 400,000		
Taxiway "A" (West) Pavement, Lighting and Drainage Rehabilitation			100%[5]				$ 1,375,000	
Environmental Assessment for Runway 9-27 Extension			100%[5]				$ 337,500	
New Airport Entrance (including acquistion of land)			100%[5]					$ 1,125,000
Golf Course								

1. CDBG
2. Tax Increment Fund
3. Lease/Purchase Financing
4. USDA
5. FDOT
6. Other Sources
7. Better Place Funds
8. Florida Wildlife Commission

CITY COMMISSION AGENDA ITEM

SUBJECT:
ORDINANCE rezoning 1207 Washington St. (Historic Central Academy) - Planning Board recommendation to rezone property from R-2 (Two-Family Residential) to PBG-1 (Public Buildings & Grounds) - Palatka Housing Authority, Owner/Applicant - 2nd Reading, Adopt

SUMMARY:
This is 2nd reading for adoption of ordinance rezoning this property to PBG-1 (Public Buildings and Grounds) zoning designation, a zoning that is intended for properties under public and quasi-public ownership and intended for non-park related public, quasi-public, or institutional use.This property, the historic Central Academy, until recently housed the Putnam County Schools Bus Garage. The Palatka Housing Authority has received a $350,000 grant from the state to stabilize the building and install a new roof, as well as to develop architectural plans for the building's restoration. The building will be utilized as a museum and community center.

RECOMMENDED ACTION:
Adopt on 2nd reading an ordinance assigning PBG-1 (Public Buildings and Grounds) zoning designation to 1207 Washington St.

ATTACHMENTS:

Description	Type
Rezoning Ordinance	Ordinance
Staff Report	Backup Material
Planning Board Minutes Excerpt	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 12:08 PM
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 12:08 PM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:10 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:37 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:25 AM

This instrument prepared by:
Thad Crowe, AICP
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 16 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM (AGRICULTURE) TO PBG-1 (PUBLIC BUILDINGS AND GROUNDS) FOR A PARCEL IDENTIFIED AS 1207 WASHINGTON STREET, LOCATED IN SECTION 42, TOWNSHIP 10 SOUTH, RANGE 27 EAST; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by the City of Palatka Building and Zoning Department on behalf of the following owners of said property: Palatka Housing Authority, for certain amendment to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including public hearings before the Planning Board of the City of Palatka on May 3, 2016 and two public hearings before the City Commission of the City of Palatka on July 28, 2016 and September 8, 2016, and

WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described properties from their present Putnam County zoning classification to City zoning classification as noted above.

DESCRIPTION OF PROPERTIES:
DICKS MAP OF PALATKA MB2 P46, BLK 292(NORTHSIDE APTS). Tax parcel # 42-10-27-6850-2220-0010 - being 1207 Washington Street.

Section 2. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 3. This Ordinance shall become effective immediately upon

its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 22nd day of September, 2016.

CITY OF PALATKA

BY:_____
Its MAYOR

ATTEST:

_____
City Clerk

Case # 16-24
Administrative Request to Rezone to PBG-1
1207 Washington St. (Central Academy)

STAFF REPORT

DATE: April 26, 2016

TO: Planning Board members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

To rezone the property below from residential to public use. Public notice included legal advertisement, property posting, and letters to nearby property owners (within 150 feet). City departments had no objections to the proposed actions.

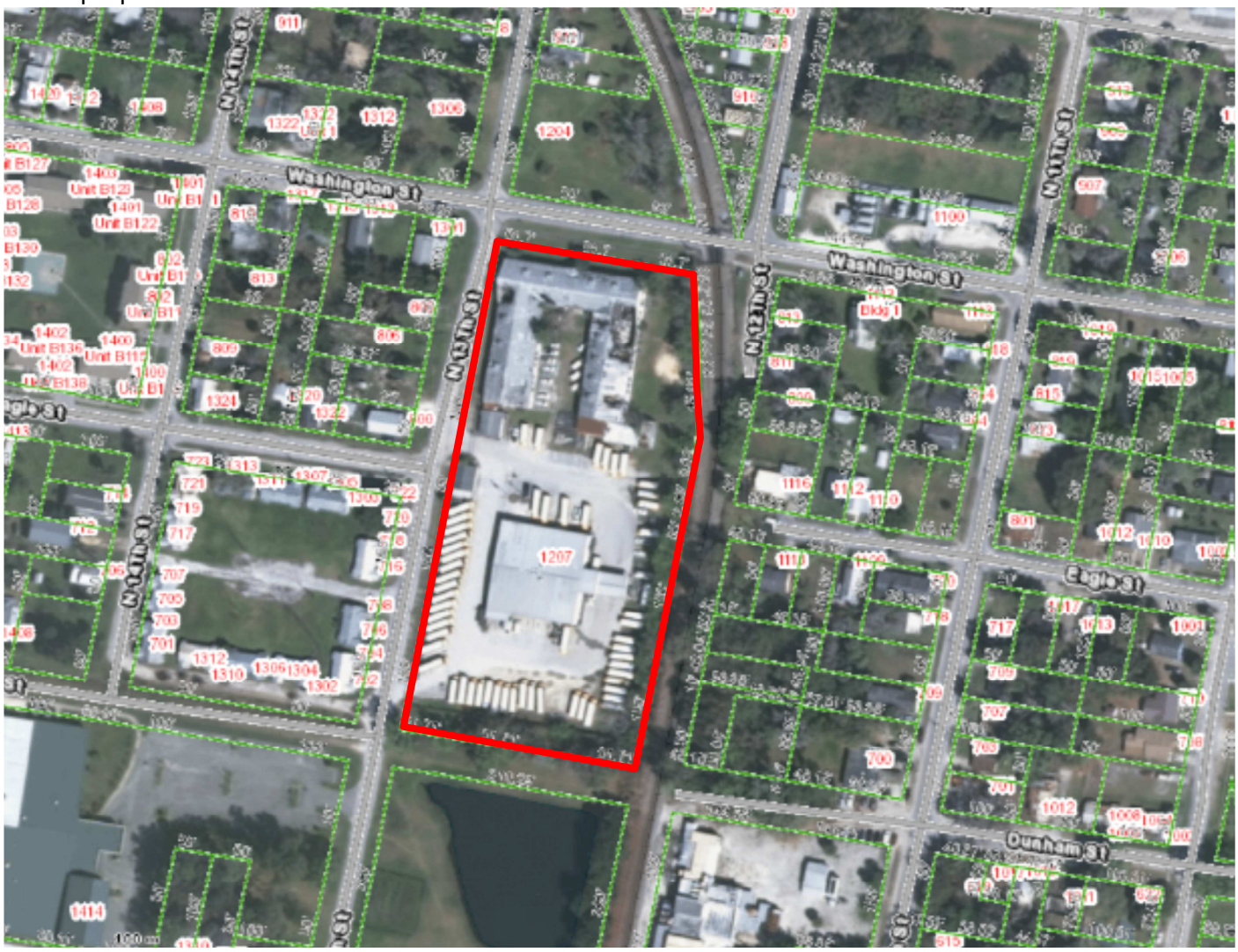


Figure 1: Site and Vicinity Map (property outlined in red)

APPLICATION BACKGROUND

The property is home to the historic Central Academy. Established in 1892, Central Academy became the first accredited African-American high school in Florida in 1924. The first Central Academy building was destroyed by fire in 1936 and was replaced by the present building in 1937. For a time it served as the school district's transportation office, and the bus garage was recently relocated from this location to N. State Rd. 19. The building, which the school district turned over to the Palatka Housing Authority, fell into disrepair in past years. The Housing Authority recently received a $350,000 grant from the State of Florida Bureau of Historic Preservation, which will be utilized to stabilize the building and install a new roof, as well as to develop architectural plans for the building's restoration. The building will eventually be used as a community center and museum.

The property and its current and proposed zoning classifications are shown below.

Table 1: Current and Proposed Future Land Use Map and Zoning designations

Future Land Use Map Category	Zoning	
Current	**Current**	**Proposed**
PB (Public Buildings & Grounds)	R-2 (Residential Two-Family)	PBG-1 (Public Buildings & Grounds)

Staff is presenting these applications as an administrative/housekeeping action. The property already has public Future Land Use Map designation, and rezoning to a public zoning designation is an appropriate action.

PROJECT ANALYSIS

Rezoning Analysis

Per Section 94-38 of the Zoning Code, the Planning Board shall study and consider the proposed zoning amendment in relation to the following criteria, which are shown in *italics* (staff comment follows each criterion).

1) When pertaining to the rezoning of land, the report and recommendations of the planning board to the city commission required by subsection (e) of this section shall show that the planning board has studied and considered the proposed change in relation to the following, where applicable:
a. Whether the proposed change is in conformity with the comprehensive plan.
Staff Comment: as previously noted, the application is supported by the Comprehensive Plan.

b. The existing land use pattern.
Staff Comment: this property is in a largely residential area, except for this complex and for a meat packing plant, industrially zoned and located to the southeast.

c. Possible creation of an isolated district unrelated to adjacent and nearby districts.
Staff Comment: it is acceptable to have isolated public districts, since such uses can be sprinkled throughout a neighborhood without a great deal of negative impacts. Where it would not be appropriate to "spot-zone" commercial uses into neighborhoods, due to their outsized traffic and other impacts, low-intensity public and quasi-public uses fit better into a neighborhood setting.

d. The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.
Staff Comment: not applicable.

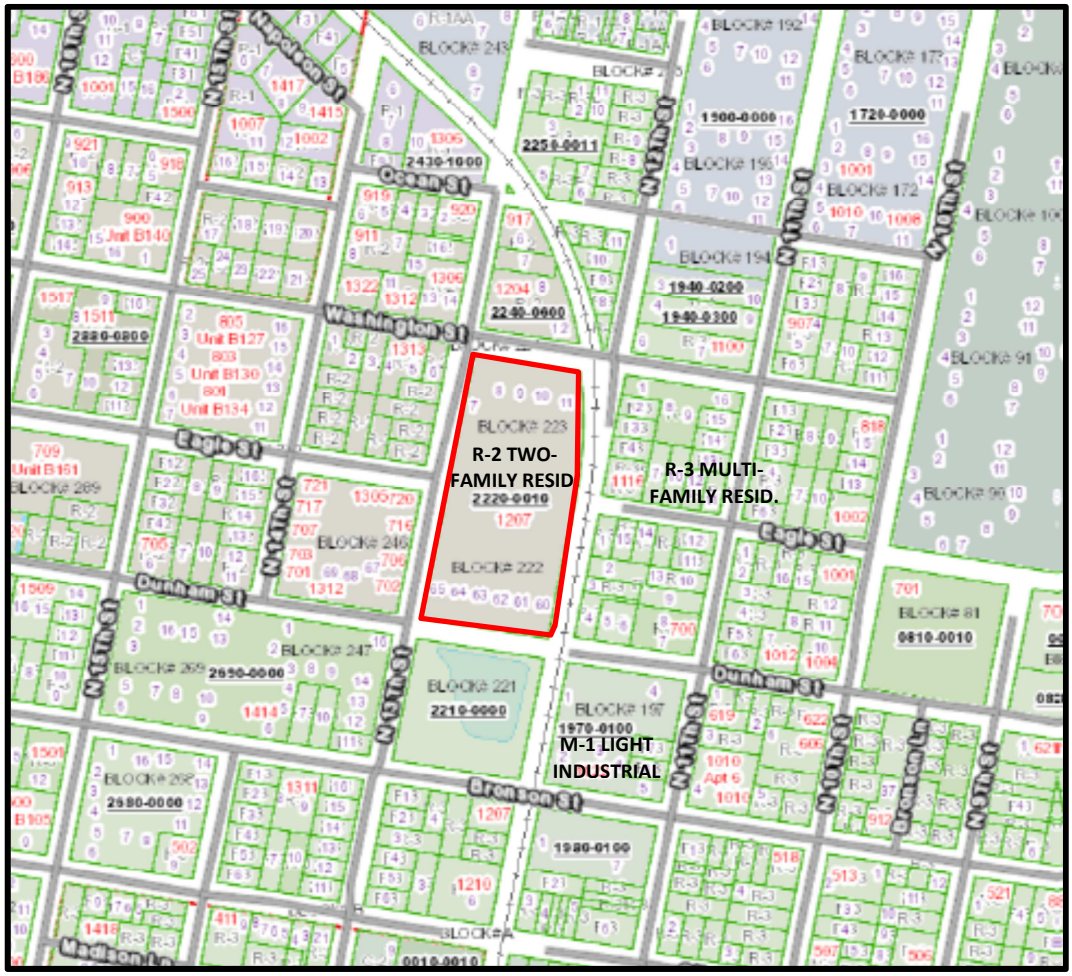


Figure 2: vicinity FLUM designations

e. Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.
Staff Comment: see response to c. above.

f. Whether changed or changing conditions make the passage of the proposed amendment necessary.
Staff Comment: not applicable.

g. Whether the proposed change will adversely influence living conditions in the neighborhood.
Staff Comment: the limited impacts of public and quasi-public uses will not adversely affect neighborhood living conditions.

h. Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.
Staff Comment: a neighborhood community center and museum will not attract large numbers of vehicle trips, and the site has adequate parking to accommodate future visitors who may arrive by car.

i. Whether the proposed change will create a drainage problem.
Staff Comment: not applicable as this is an existing use.

j. Whether the proposed change will seriously reduce light and air to adjacent areas.
Staff Comment: this existing developed site will not reduce light and air to adjacent areas.

k. Whether the proposed change will adversely affect property values in the adjacent area.
Staff Comment: no adverse property values are anticipated since public/quasi-public uses (lodges, churches, public offices, community centers) are commonly found in established residential areas without significant detriment to property values and quality of life.

l. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.
Staff Comment: based on the previous responses, the changes will not negatively affect the development of adjacent properties.

m. Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.
Staff Comment: providing a FLUM and zoning designations to property that matches the quasi-public ownership use is not a grant of special privilege.

n. Whether there are substantial reasons why the property cannot be used in accord with existing zoning.
Staff Comment: public zoning is in keeping with the existing use.

o. Whether the change suggested is out of scale with the needs of the neighborhood or the city.
Staff Comment: the property and its proposed use will not be out of scale with the neighborhood and City.

p. Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.
Staff Comment: not applicable.

q. The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.
Staff Comment: not applicable.

STAFF RECOMMENDATION

As demonstrated in this report, this application meets applicable rezoning criteria. Staff recommends approval of the rezoning of 1207 Washington Street to PBG-1 (Public Buildings and Grounds).

locations on Reid St. if approved. Mr. Holmes said that without some kind of empirical data (population size, area size in square miles, number of facilities, etc.) it is difficult to determine how many is too many, as it is perception and subjective. He suggested that Staff could possibly pull together some comparisons. Mr. Holmes added that the State may take care of the number issue for you, as the Attorney General is still looking into internet cafés, but until then they are legal uses.

Motion made by Mr. Petrucci and seconded by Mr. DeLoach to approve case 16-21 with staff recommendations. All present voted resulting in 7-1 in favor, (no vote by Mr. Killebrew) motion carried.

Case 16-23 Request to amend Future Land Use Map from OPF (Other Public Facilities) to COM (Commercial).
Location: 1001 N. State Rd 19.
Applicant: Building and Zoning Dept.

(Public Meeting)

Mr. Crowe explained that this is a housekeeping effort. This area along State Rd. 19 has commercial zoning and land use. For some reason this property has OPF (Other Public Facilities) land used which is meant for intensive public uses. This amendment would match up the land use with the zoning and surrounding area.

(Regular Meeting)

Motion made by Mr. DeLoach and seconded by Mr. Killebrew to approve the request as recommended by Staff. All present voted affirmative, motion carried.

Case 16-22 Request to annex, amend Future Land Use Map from Putnam County US (Urban Service) to COM (Commercial), and rezone from Putnam County C-2 (Commercial General Light) and Putnam County IL (Industrial Light) to C2 (Intensive Commercial).

Location: 300 N. State Rd 19.
Applicant: Clay Electric Cooperative Inc; James R. Beeler, District Manager.

(Public Hearing)

Mr. Crowe presented PowerPoint slides including the property location, zoning map, Future Land Use Map, and pointed out the enclave that this property represents. He explained that Clay Electric is building a new building and wants to annex into the City to utilize City utilities. He added that there is a small portion of this property that fronts back on Stilwell Ave., between two homes, that is currently zoned County industrial, which the applicant has agreed to place in a City residential zoning/land use designation.

Ms. Wilson asked what would happen to the existing building. Mr. Beeler replied that it would be torn down.

(Regular Meeting)

Motion made by Mr. DeLoach and seconded by Ms. Williams to approve the request as recommended by Staff. All present voted affirmative, motion carried.

Case 16-24 Request to rezone from R-2 (Residential, Two-Family) to PBG-1 (Public Buildings and Grounds).
Location: 1207 Washington St. (Central Academy).
Applicant: Building and Zoning Dept.

Mr. Crowe explained that this amendment will allow the owners to use this facility as a museum and community center, which is the intent once the building is restored. A few of the neighbors had called inquiring about the public notice and were supportive of the amendment once they under stood the nature of the request. There is no conflict with the Comprehensive Plan. He recommended approval.

Motion made by Ms. Wilson and seconded by Mr. Petrucci to approve the request as recommended by Staff. All present voted affirmative, motion carried.

Other Business:

7. ADJOURNMENT

CITY COMMISSION AGENDA ITEM

SUBJECT:
ORDINANCE amending Palatka Municipal Code, Sec. 2-185 (b) to amend the membership and terms of members of the General Employees' Pension Board - 2nd Reading, Adopt

SUMMARY:
This is second reading to adopt an ordinance amending the membership of the General Employees' Pension Board to more closely mirror statute governing pension board appointees for Police and Fire pension boards.

The "fifth" member was defined as "one citizen of the City having financial experience and background, to be appointed by the City Commission." In order to create a larger pool of prospective members, the General Pension Board voted to recommend the City Commission amend the language to mirror that of the Fire and Pension Boards' language to be "One individual chosen by a majority of the previous four members."

The "elected" member is defined as a member of the Plan. For Fire And Police boards, this is an individual employed by the City in that classification. The definition of the "elected" member has been amended to mirror that of the Fire and Police elected members.

Fire and Police trustees serve four-year terms. General Pension Trustees' terms are two years. This is being amended to four years to mirror that of Fire and Police trustee terms.

RECOMMENDED ACTION:
Adopt on 2nd reading an ordinance amending the membership and terms of the General Employees' Pension Board.

ATTACHMENTS:

Description	Type
Ordinance	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 12:03 PM
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 12:03 PM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:10 AM

This instrument prepared by:
Betsy J. Driggers
201 N. 2nd Street
Palatka FL 3217

ORDINANCE NO. 16 -

Entitled

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, BY AMENDING CHAPTER 2, DIV. 4, THE CITY OF PALATKA GENERAL EMPLOYEES RETIREMENT PLAN, SEC. 2-185 (b) TO REVISE THE MEMBERSHIP OF THE BOARD OF TRUSTEES AND SEC. 2-185(c) TO REVISE THE TERM OF TRUSTEES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1. That **Section 2-185 (b)** of the Code of Ordinances shall be amended to read as follows:

(b) The Board of Trustees shall consist of the following five individuals:

(1) The City Manager.

(2) Two individuals selected by and to serve at the pleasure of the city commission.

(3) One full-time general employee of the city, not classified as a police officer or firefighter, ~~member of the retirement plan~~, who shall be elected by the members of the retirement plan from the benefit group general.

(4) One individual chosen by a majority of the previous four members. Such person's name shall be submitted to the city commission. Upon receipt of the fifth person's name, the city commission, as a ministerial duty, shall appoint such person to the board of trustees.
~~One citizen of the City having financial experience and background, to be appointed by the City Commission.~~

Section 2. That **Section 2-185 (c)** of the Code of Ordinances shall be amended to read as follows:

(c) The term of office of a trustee will be ~~two~~ four years.

(1) The term of office of the two individuals selected by and to serve at the pleasure of the City Commission shall be extended by two years to expire December 31, 2018 and thereafter be four (4) years.

(2) The term of office of one full-time general employee and one individual chosen by a majority of the previous four members shall expire December 31, 2016 and thereafter shall be four (4) years.

(3) The City Manager shall serve at the pleasure of the City Commission.

Section 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

Section 4. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka.

Section 5. This Ordinance shall become effective upon its final passage by the City Commission of the City of Palatka.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida on second reading this 22nd day of September, 2016.

CITY OF PALATKA

By:_____
Its MAYOR

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CONTENT:

_____
CITY ATTORNEY

CITY COMMISSION AGENDA ITEM

SUBJECT:
ORDINANCE amending the Firefighters Pension Plan to revise vesting and normal retirement conditions effective retroactive to January 1, 2016 - 2nd Reading

SUMMARY:
The Firefighters' Pension Board of Trustees has met and voted to recommend the City Commission adopt an ordinance to increase required vesting of members from seven (7) years to ten (10) years for Plan members hired after January 1, 2016, and to amend normal retirement conditions and other provisions of the Plan to match the increased required years of service to vest.

The proposed change in benefits was sent to a vote of the membership of the Firefighters' Local 2992, Professional Firefighters of Palatka, and they voted to ratify a vote to change the vesting requirements to 10 years to fully vest in the Palatka Firefighters' Pension Program.

There are other changes to the Plan as noted in the strike-through/underline ordinance, which follows this summary. Also following the summary is a copy of the letter from Firefighters Local 2992 acknowledging the vote, and a Letter of No Impact prepared by Foster & Foster, Plan actuaries.

RECOMMENDED ACTION:
Pass on 2nd reading of an ordinance amending the Firefighters' Pension Plan as codified in Chapter 2 of the Palatka Code of Ordinances.

ATTACHMENTS:

Description	Type
Ordinance	Ordinance
Letter - Firefighters Local 2992	Exhibit
Actuarial Impact "Letter of No Impact"	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 12:05 PM
City Clerk	Driggers, Betsy	Approved	9/13/2016 - 12:05 PM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:10 AM

ORDINANCE NO. 16-

AN ORDINANCE

entitled

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING CHAPTER 2, DIVISION 6 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED FIREFIGHTERS' RETIREMENT PLAN BY AMENDING SECTION 2-236, NON-INTERVENING MILITARY SERVICE; CREDITED SERVICE; AMENDING SECTION 2-238, NORMAL RETIREMENT CONDITIONS; AMENDING SECTION 2-239, VESTED TERMINATION OF MEMBERSHIP; AMENDING SECTION 2-247, ACTIVE MEMBER SURVIVOR BENEFITS; CONDITIONS FOR AUTOMATIC PENSION TO SPOUSE; AMENDING SECTION 2-250.15, MEMBER CONTRIBUTIONS; REFUNDS; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AUTHORITY TO CODIFY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Firefighters' Pension Board has met and voted to recommend the City Commission adopt an ordinance amending certain provisions of the Firefighter's Pension Plan as outlined in the title of this ordinance; and

WHEREAS, the changes herein were presented to the Professional Firefighters of Palatka Local 2992, whose members have ratified a vote to change the vesting requirement from seven years to ten years for members of the Plan hired after January 1, 2016.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1. Section 2-236 of Chapter 2 of the City of Palatka City Code is hereby amended as follows:

Sec. 2-236. - Nonintervening military service; credited service.

(a) A member who has honorably served in any armed service of the United States during the following times of war: World War II December 7, 1941 through December 31, 1946; Korean Conflict June 27, 1950 through January 31, 1955;

Vietnam Era August 5, 1964 through May 7, 1975; the Persian Gulf War August 2, 1990 through April 11, 1991 the Iraq war, March 19, 2003 to [end of war date] shall be entitled to credited service for periods of active duty lasting 30 or more days, upon satisfaction of each of the following conditions and subject to the limitations specified in subsection (b):

(1) The member **was hired before January 1, 2016 and** has at least seven years of credited service before he may claim and pay for wartime military service credit, not including credited service acquired under the provisions of section 2-235. **If a member was hired on or after January 1, 2016, the member must have at least ten years of credited service before he may claim and pay for wartime military service credit, not including credited service acquired under the provisions of section 2-235**;

(2) The member pays the purchase cost specified in subsection (c), to the retirement system prior to the member's date of retirement.

(b) The maximum military time that can be credited a member under the provisions of this section is four years of "wartime" service reduced by the amount of intervening military service credited the member under the provisions of section 2-235. If any portion of one period of military service occurred during the dates identified as "wartime," the entire period up to two years may be claimed (e.g., if your period of active military duty began on January 1, 1955, you are eligible to claim all that period of active military service up to a maximum of two years).

(c) Effective January 1, 2008 the purchase cost for the purchase of each month of military service credited under the provisions of this section is the full actuarial cost for the purchase of the service plus any fees associated with the calculation of the cost to purchase such service. The purchase cost shall be paid in one lump sum payment; installment purchases are not permitted.

Section 2. Section 2-238 of Chapter 2 of the City of Palatka City Code is hereby amended as follows:

Sec. 2-238. - Normal retirement conditions.

(a) A member or a vested former member may retire upon satisfaction of each of the following requirements:

(1) A written application for retirement, in the form prescribed by the board of trustees, has been filed with the retirement plan;

(2) Membership is terminated prior to the date of retirement; and

(3) The individual meets an applicable age and/or service requirement for normal retirement.

(b) The age and/or service requirements for normal retirement for firefighters is:

(1) The individual **who was hired before January 1, 2016** has attained age 50 years or older and seven or more years of credited service **or the individual who was hired on or after January 1, 2016 has attained age 50 years or older and ten or more years of credited service**;

(2) **Age** ~~age~~ 55 years or older and ten or more years of credited service **regardless of date of hire**; or

(3) **The** ~~the~~ individual has 25 or more years of credited service without regard to age **or date of hire**.

(c) Upon normal retirement as provided in this section an individual shall be paid a pension computed according to section 2-240.

Section 3. Section 2-239 of Chapter 2 of the City of Palatka City Code is hereby amended as follows:

Sec. 2-239. - Vested termination of membership.

(a) A member **who was hired before January 1, 2016 and** who ceases to be a member for a reason other than retirement or death shall be a vested former member if the member has seven or more years of employment with the city provided, however, years of employment to be counted for purposes of determining eligibility for a vested benefit shall only include those years during which the member has not withdrawn his or her member contributions to a retirement program of the city.

A member who was hired on or after January 1, 2016 and who ceases to be a member for a reason other than retirement or death shall be a vested former member if the member has ten or more years of employment with the city provided, however, years of employment to be counted for purposes of determining eligibility for a vested benefit shall only include those years during which the member has not withdrawn his or her member contributions to a retirement program of the city.

(b) Withdrawal of accumulated member contributions and forfeiture of credited

service shall terminate vested former member status and constitute forfeiture of all rights in and to a pension.

Section 4. Section 2-247 of Chapter 2 of the City of Palatka City Code is hereby amended as follows:

Sec. 2-247. - Active member survivor benefits; conditions for automatic pension to spouse.

(a) The normal form of benefit to a married active member is 75 percent joint and survivor pension paid for life to the surviving spouse of a deceased active member with at least 120 payments guaranteed to the surviving spouse, if each of the following conditions are met:

(1) The member **was hired before January 1, 2016 and** has seven **or** more years of credited service;

(2) **The member was hired on or after January 1, 2016 and has ten or more years of service;**

(3) The member was married to the surviving spouse at time of death; and

(4)~~(3)~~ The member died while employed by the city as a firefighter.

(b) Notwithstanding the provisions of section 2-248, payment of the pension shall not commence prior to the first day of the month following date the deceased member would have satisfied an age and/or service requirement for retirement pursuant to section 2-247 had the deceased member continued in city employment.

(c) The amount of a deceased member's accrued pension shall be computed as if the deceased member had retired the day preceding death under the normal retirement provisions and elected the normal form of payment.

(d) The normal form of pension to a deceased unmarried active member or deceased married active member whose spouse is not eligible for the benefit in subsection (a) is a ten year certain and life benefit paid to the beneficiary named by the deceased active member. If there is no beneficiary named, the benefit, if any, shall be paid to the estate of the deceased active member.

Section 5. Section 2-250.15 of Chapter 2 of the City of Palatka City Code is hereby amended as follows:

Sec. 2-250.15. - Member contributions; refunds.

(a) An individual's accumulated member contributions, less any disability benefits paid to him or her after July 1, 1963, shall be refunded to the individual if the following conditions are met:

(1) The individual has not met an applicable age and/or service condition for normal retirement;

(2) The individual **was hired before January 1, 2016 and** has not accumulated aggregate time of seven years toward retirement **or was hired on or after January 1, 2016 and has not accumulated aggregate time of ten years towards retirement**;

(3) The individual makes application for the refund on a form provided by and filed with the retirement system.

(b) If an individual dies and no pension becomes or will become payable on account of death, the individual's accumulated member contributions, without interest, shall be refunded in accordance with the deceased individual's instructions made on a form provided by and filed with the retirement plan. If there be no such instructions or if the individuals who are to be paid the refund no longer live, the accumulated member contributions shall be refunded to the estate of the deceased individual.

Section 6. Conflicting Ordinances Repealed. All Ordinances or parts of Ordinances in conflict herewith be and the same are hereby repealed.

Section 7. Codification. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka.

Section 8. Effective Date. This Ordinance shall become effective January 1, 2016.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on the 22nd day of September, A.D. 2016.

CITY OF PALATKA, FLORIDA

By: _____
TERRILL HILL, MAYOR

ATTEST:

_____
BETSY DRIGGERS, CITY CLERK

REVIEWED FOR FORM AND LEGAL SUFFICIENCY

BY:_____
CITY ATTORNEY

To whom it may concern:

The Professional Firefighters of Palatka ratified a vote to change our vesting requirements. The new requirements are 10 years of service to fully vest in our pension program.

Chad Branford

Chad Branford

Professional Firefighters of Palatka

President Local 2992

FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

June 17, 2016

VIA EMAIL AND MAIL

Ms. Ruby Williams, Plan Administrator
City of Palatka
Firefighters' Retirement Plan
201 North 2nd Street
Palatka, FL 32177

Re: City of Palatka Firefighters' Retirement Plan

Dear Ruby:

In response to an email from you, we have reviewed the proposed Ordinance (identified on page 6 as 00066141.WPD;1) which amends the vesting requirements to 10 years for Members hired after the effective date. We have determined that its adoption will have no impact on the assumptions used in determining the current funding requirements of the program.

Because the changes do not result in a change in the valuation results, it is our opinion that a formal Actuarial Impact Statement is not required in support of its adoption. However, since the Division of Retirement must be aware of the current provisions of all public pension programs, it is recommended that you send a copy of this letter and a copy of the fully executed Ordinance to each of the following offices:

Mr. Keith Brinkman
Bureau of Local Retirement Systems
Division of Retirement
P. O. Box 9000
Tallahassee, FL 32315-9000

Sarah Carr
Municipal Police and Fire
Pension Trust Funds
Division of Retirement
P.O. Box 3010
Tallahassee, FL 32315-3010

Please note, however, that the reduction in benefits for employees hired after the effective date will have the effect of reducing the funding requirements for the City in the long term. The initial impact is zero, but as new Members are hired, the savings will be experienced to a greater and greater extent. We have looked at the Normal Cost Rate for the current benefits and the Normal Cost Rate if the current Members had the new vesting criteria. This shows that the Normal Cost Rate will be approximately 0.3% of payroll lower than under the current benefits when all of the current active Members are replaced.

If you have any questions, please let me know.

Sincerely,

Patrick T. Donlan, ASA, EA, MAAA

13420 Parker Commons Blvd., Suite 104 Fort Myers, FL 33912 · (239) 433-5500 · Fax (239) 481-0634 · www.foster-foster.com

CITY COMMISSION AGENDA ITEM

SUBJECT:
ORDINANCE amending Zoning Code to define arcade game and electronic gaming devices and establishments; allowing electronic gaming establishments in the C-2 (Intensive Commercial) zoning district and providing locational, design, operational standards and permit fees for such uses - 2nd Reading, Adopt

SUMMARY:
The Florida Legislature and many jurisdictions across the state have passed legislation to more carefully regulate Internet Cafes after numerous violations of state law prohibiting most forms of casino gambling, including simulated gambling. This ordinance clarifies local regulation of these uses through the use of statutory definitions of electronic and arcade games and establishments. The ordinance also applies distance separation (1,000 feet) between these uses and similar uses, churches, schools, parks, and establishments that sell or serve alcohol. Other ordinance standards prohibit minors from gaming establishments, limit signage, provide for safety considerations and public notification of state gambling laws, and require annual registration of such uses and inspection of machines and software. The ordinance also excludes family-oriented arcade games and establishments from these regulations. The Planning Board considered this matter at their September 6, 2016 meeting, and Staff will provide the results of this consideration and vote to the Commission after this meeting.

Proposed fees have been added to this Ordinance as follows:

Application fee: $1,000
Annual registration fee per machine: $50
Transfer fee: $750

These fees are in line with other jurisdictions - for example the application fee, set at $1,000 is the same as Titusville, a comparable town, and less than the $2,000 for Clay and St. Johns Counties. Annual machine registration are typically $50, and transfer fees range from $500 in Titusville to $2,000 in Clay Co.

RECOMMENDED ACTION:
Adopt on second reading an ordinance allowing electronic gaming establishments in the C-2 (Intensive Commercial) zoning district and providing locational, design, and operational standards for such uses.

ATTACHMENTS:

Description	Type

- Ordinance — Ordinance
- Staff Report — Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Driggers, Betsy	Approved	9/14/2016 - 7:25 PM
City Clerk	Driggers, Betsy	Approved	9/14/2016 - 7:26 PM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:09 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:31 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:15 AM

This instrument prepared by:
Thad Crowe, AICP
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 16 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE ZONING CODE, CHAPTER 94 OF THE MUNICIPAL CODE, TO DEFINE AND REGULATE ELECTRONIC GAMING ESTABLISHMENTS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by the Building and Zoning Department for certain amendments to the Municipal Code of the City of Palatka, Florida, and

WHEREAS, there has been a proliferation across the State of Florida, including the City of Palatka, of electronic gaming establishments engaging in game promotions or sweepstakes utilizing simulated casino-style or other gambling games to reveal prizes;

WHEREAS, there are many questions concerning the legality of the operation of such businesses given the lack of uniformity in interpretation, application, and enforcement of applicable laws;

WHEREAS, the use of simulated gambling games is inherently deceptive, causing participants to play as if they were engaging in gambling activities prohibited by Florida law, or otherwise leading participants to believe they are engaging in lawfully permitted gaming activity in these establishments when in fact the activities may actually be unlawful;

WHEREAS, the deleterious effects of gambling on a community are well-known and documented;

WHEREAS, local governments bear the burden of litigation as a result of efforts to enforce the State statute in its current form or as a result of local measures adopted to prohibit or regulate electronic gaming establishments;

WHEREAS, there appears to be a substantial risk that electronic gaming establishments will violate state gambling laws, based on multiple law enforcement sweeps and closures of such businesses across the state, and, the presence of electronic gaming establishments appears to pose an increased risk to the health and safety of those residences, businesses, and people found in the areas around their location based on reports of greater incidence of crime in multiple jurisdictions associated with electronic

gaming establishments due to the intake and presence on site of large quantities of cash;

WHEREAS, the City is obliged to support state law implementing the compelling state interest of clarifying the operation and use of amusement games or machines to ensure that provisions regulating these devices are not subject to abuse or interpreted in any manner as creating an exception to the state's general prohibitions against gambling;

WHEREAS, upon consideration of all these findings, the City Commission finds that there is a clear need to clearly identify and regulate electronic gaming establishments to protect the public safety, health, and welfare;

WHEREAS, all the necessary procedural steps have been accomplished, including one public hearing before the Palatka Planning Board on September 6, 2016 and two public hearings before the City Commission of the City of Palatka on October 13, 2016 and October 27, 2016; and

WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted.

NOW, THEREFORE, BE IT ENACTED BY THE CITIZENS OF THE CITY OF PALATKA, FLORIDA:

Section 1. That Chapter 94 (Zoning Code), Article I, Section 94-2 of the Palatka Municipal Code shall be amended as follows:

Sec. 94-2. – Definitions and rules of construction.
(a) Rules of construction. – no changes.
(b) Definitions.

Amusement games means a game or machine operated only for the bona fide entertainment of the general public which a person activates by inserting or using currency or a coin, card, coupon, slug, token, or similar device, and, by the application of skill, with no material element of chance inherent in the game or machine. The person playing or operating the game or machine controls the outcome of the game. The term does not include:

1. Any game or machine that uses mechanical slot reels, video depictions of slot machine reels or symbols, or video simulations or video representations of any other casino game, including, but not limited to, any banked or banking card game, poker, bingo, pull-tab, lotto, roulette, or craps.

2. A game in which the player does not control the outcome of the game through skill or a game where the outcome is determined by factors not visible, known, or predictable to the player.
3. A video poker game or any other game or machine that may be construed as a gambling device under the laws of this state.
4. Any game or device defined as a gambling device in 15 U.S.C. s. 1171, unless excluded under 15 U.S.C. s. 1178.

Amusement game, Type A is an amusement game or machine that, upon activation and game play, does not deliver, entitle, or enable a person playing or operating the amusement game or machine to receive cash, billets, tickets, tokens, points, coupons, merchandise, or any other thing of value, including electronic credits to be exchanged for cash, regardless of whether such things are delivered or paid automatically from the machine or manually. However, Type A amusement games and machines may entitle or enable a person to replay the game without the insertion or use of any additional currency, coin, card, coupon, slug, token, or similar device, only if:
1. The amusement game or machine can accumulate and react to no more than 15 such replays;
2. The amusement game or machine can be discharged of accumulated replays only by reactivating the game or device for one additional play for each accumulated replay;
3. The amusement game or machine cannot make a permanent record, directly or indirectly, of any free replay;
4. The amusement game or machine does not entitle the player to receive anything of value other than a free replay;
5. An unused free replay may not be exchanged for anything of value, including merchandise or a coupon or a point that may be redeemed for merchandise; and
6. The amusement game or machine does not contain any device that awards a credit and contains a circuit, meter, or switch capable of removing and recording the removal of a credit if the award of a credit is dependent upon chance.

Amusement game, Type B is an amusement game or machine that may, upon activation and game play, entitle or enable a person to receive a coupon or a point that may only be redeemed onsite for merchandise; and:
1. The coupon or point has no value other than for redemption onsite for merchandise;
2. The redemption value of the coupon or point that a person receives for a single game played does not exceed the maximum value determined under subsection (7). However, a player may accumulate coupons or points to redeem onsite for a single item of merchandise that has a wholesale cost of not more than 100

times the maximum value determined under subsection (7), or for a prize consisting of more than one item, unit, or part, only if the aggregate wholesale cost of all items, units, or parts does not exceed 100 times the maximum value determined under subsection (7); and

3. The redemption value of coupons or points that a person receives for playing multiple games simultaneously or competing against others in a multiplayer game does not exceed the maximum value determined under F.S. 546.10, subsection (7).

Amusement game, Type C is an amusement game or machine that allows the player to manipulate a claw or similar device within an enclosure that entitles or enables a person to receive merchandise directly from the game or machine, if the wholesale cost of the merchandise does not exceed 10 times the maximum value determined under F.S. 546.10, subsection (7).

Electronic gaming establishment means any establishment which provides any electronic machines, games or devices, including but not limited to, computers and gaming terminals, to conduct games of chance and/or a game promotion pursuant to Section 849.094, Florida Statutes, including sweepstakes, and where cash, prizes, merchandise or other items of value are redeemed or otherwise distributed, whether or not the value of such redeemed or distributed items are determined by the electronic games played or by predetermined odds. Such games, machines and devices may hereinafter be referred to as electronic gaming devices. This term electronic gaming establishment includes, but is not limited to, internet cafes, internet sweepstakes cafes, cyber cafes, or sweepstakes cafes. This definition is applicable to any electronic gaming establishment, whether or not the electronic machine or device utilized:

(a) is server based;

(b) uses a simulated game terminal as a representation of the prizes associated with the results of the sweepstakes entries;

(c) uses software such that the simulated game influences or determines the winning or value of the prize;

(d) selects prizes from a predetermined finite pool of entries;

(e) uses a mechanism that reveals the content of a predetermined sweepstakes entry;

(f) predetermines the prize results and stores those results for delivery at the time the sweepstakes entry results are revealed;

(g) uses software to create a game result;

Indoor Recreational facility means any establishment that provides amusement, entertainment, or physical fitness services typically occurring indoors. Examples include art/dance/exercise studios, bowling alleys, gymnastics/martial arts studios, health club/fitness centers, ice skating and roller skating rinks, indoor play or sports facility, and similar uses. Such uses shall operate within soundproof buildings. Indoor recreational facility includes family amusement arcade establishments, only with Type A and C amusement games or machines on premises, which is operated for the entertainment of the general public and tourists as a bona fide amusement facility. Indoor recreational uses do not include electronic gaming establishments.

Section 2. That Chapter 94 (Zoning Code), Article III, Section 94-149 of the Palatka Municipal Code shall be amended as follows:

Sec. 94-149. - C-2 intensive commercial district.

(a) Intent. – no changes.

(b) Permitted principal uses and structures. – no changes.

(c) Permitted accessory uses and structures. – no changes.

(d) Prohibited uses and structures. – no changes.

(e) Conditional uses. (Conditional uses are permissible after public notice and hearing and subject to the provisions of section 94-3.) Conditional uses in the C-2 district are as follows:

(1) Wholesale, warehouse or storage uses, but not bulk storage of flammable liquids.
(2) Building trades contractors with storage yard for materials and equipment on the premises.
(3) Crematories.
(4) Television or radio transmitter towers.
(5) Truckstops.
(6) Carnivals or circuses, archery ranges, miniature golf courses, pony rides and skating rinks, and indoor pistol or rifle ranges.
(7) Machine shops.
(8) Manufacturing or processing which is clearly incidental to retail use, provided such manufacturing or processing is limited to that which employs not more than ten persons in the manufacturing and processing.
(9) Boat yards and ways (see section 94-2, definitions).
(10) Essential services (see section 94-2, definitions).
(11) A single caretaker or manager dwelling unit for a nonresidential principal use.
(12) Child care facilities.
(13) Assembling, packaging or fabricating in completely enclosed buildings.

(14) Indoor commercial recreational facilities~~, such as motion picture theaters, billiard parlors, swimming pools, bowling alleys and similar uses, provided such uses shall be in soundproof buildings~~.

(15) Bait and tackle shops with the following limitations:

a. Sale, display, preparation and repair incidental to sales and storage shall be conducted within a completely enclosed building.

b. Products shall be sold only at retail.

c. All other requirements for a conditional use shall be met (see section 94-2, definition of "conditional uses").

(16) Shopping centers.

(17) Mobile medical units, meeting supplementary district regulations

(18) Schools.

(19) Food pantries.

(20) Electronic gaming establishments.

Section 3. That Chapter 94 (Zoning Code), Article III, Division 3 of the Palatka Municipal Code shall be amended to include the following sub-section:

Sec. 94-209. – **Electronic gaming establishments.**

(a) Allowable hours of operation shall be between 10 AM to 10 PM.

(b) No food or drink shall be served.

(c) Use shall be located 1,000 feet from a day care, school, college, church, park, and alcoholic beverage establishment.

(d) Minors shall be prohibited.

(e) Legible and noticeable signs shall be posted by each computer or game station that states that the games are only simulations of gambling that have a predetermined outcome, and they are not games of chance.

(f) No signage, exterior or interior, is allowed that represents symbols associated with gambling, including but not limited to dice, cards, poker chips, cherries, and jokers.

(g) Windows shall not be obstructed by tinting or signage and shall allow for an overall 80% ~~opacity~~ transparency.

(h) No outside operations, loitering, or seating shall be allowed.

(i) Annual registration and inspection of machines and software shall be required, and the City shall reserve the right to retain an independent inspection of machines and software.

(j) The City shall have the right to inspect the premises at any time during business hours to ensure conformance with applicable regulations.

(k) The operator of the facility must keep an inventory of all machines and games available for inspection

(l) Registration and licensing fees, as set out in Appendix A to this Code, shall cover the costs of annual inspections and independent certifications.

(m) Existing establishments shall be considered legal nonconforming uses and shall not be required to meet locational standards, but shall be required to comply with operational standards after a 90-day period following the adoption of this ordinance.

Section 4. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 5. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinanc5s for the City of Palatka, Florida.

Section 6. This Ordinance shall become effective immediate6y upon its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 27th day of October, 2016.

PALATKA CITY COMMISSION

By:_____
Its MAYOR

ATTEST:

_____
City Clerk
(SEAL)

APPROVED AS TO FORM AND LEGALITY

_____
CITY ATTORNEY

Case 16-46
Request to Amend Zoning Code
(Add definitions and locational/operational standards for electronic gaming establishments)

STAFF REPORT

DATE: August 24, 2016

TO: Planning Board Members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

A request to amend the Zoning Code to more clearly regulate electronic gaming establishments. Public notice was provided through newspaper advertisement.

APPLICATION BACKGROUND

Florida's State Legislature believes that there is a slippery slope between skill-based amusement games and illegal gambling that warrants a compelling state and local interest in regulating such games. The 2012 Allied Veterans of the World scandal found widespread illegal gambling at multiple Internet Cafes affiliated with this St. Augustine-based charity, and forced the resignation of the Lieutenant Governor, who was involved with the alleged charity organization. The legislature acted quickly, and in April, 2013 the Governor signed HB 155, which gave law enforcement new definitions on illegal gambling machines and also imposes new restrictions on arcade games and bans all electronic casino look-alikes. Highlights of the law included the following.

- The bill clarified that a device is an illegal slot machine if it (1) simulates a game of chance and (2) requires "pay to play," and (3) awards something of value.
- The bill disallowed the gambling exemption for charitable raffles using slot machines or other games of chance.
- The bill clarifies that the gambling exemption that allows sweepstakes (used by McDonald's and other businesses) is only for promotions that are truly incidental to the main activity of sale of products or services. It also called for civil prosecutions of illegal sweepstakes promotions under the Florida Deceptive and Unfair Trade Practices Act.
- The bill exempted from gambling establishments arcades with 50 or more amusement games and arcade games in truck stops.
- The bill clarified that permissible amusement machines operate by insertion of a coin, involve the application of skill, and may award points or coupons that can be redeemed for merchandise.
- The bill limited the cost value of earned points or coupons to 75 cents per game played, excluding "free plays."
- The bill clarified that merchandise cannot be gift cards, gift certificates, or other cash equivalents.
- The bill broadened the definition of "racketeering activity" in Florida's criminal RICO statute to include any violation of Chapter 849, relating to gambling.

The bill outlawed games or machines that simulate slot machine reels or other symbols of games of chance in any fashion, even if they are not games of chance and skill can be utilized to "win." Commonly-used symbols include poker, lotto, roulette, or craps. Researchers have determined that players are tempted by the risky allure of the gambling environment, and some may even believe they are playing a game of chance, particularly if there are no signs or explanations that the element of chance is NOT present.

Lack of clarity in the 2013 law created unintended consequences that inadvertently put the legality of traditional arcade games into doubt, when such arcade games were lumped in with outlawed electronic gambling machines. The law only allowed arcades to operate if they had at least 50 machines. To mitigate these impacts on family arcade establishments, the Legislature passed Florida Statute 546.10, which classified amusement games into three types: Types A, B, and C.

A Type A game/machine only rewards the player with replays, and are not restricted or otherwise regulated on the state level. These are the old-fashioned (and newer) games of skill like pinball and similar electronic games, no payout or prizes are involved.

A Type C game/machine features a player-controlled mechanism that can directly dispense prizes, like the famous "Claw" machine. Type C games are regulated on the state level, and can only operate at arcade amusement centers (defined as a place of business having at least 50 amusement games or machines on premises, operated as a bona fide amusement facility), timeshares, hotels, restaurants, bowling alleys, and truck stops. Type C games can also operate at veteran's service organizations like American Legion, etc. The maximum prize value for Type C machines/games is $52.50.

Now onto the Type B game/machine, the main source of concern, found in the myriad of Internet cafes across the state. This is a ticket redemption game, in other words a game that provides a prize – a single item of merchandise - for the player to redeem. Coupons or points from a game can be accumulated toward this prize, with a limit of $5.25 per game, and the total wholesale cost of the prize cannot exceed $525 (after 2017 these amounts found in F.S. 546.10, subsection (7) will be adjusted for inflation). Again, the 2014 state law bans Type B games similar to those found in a casino, along with symbols applied to those games, like blackjack, dice and other imagery suggestive of a game in which the player does not control the outcome. Also prohibited is the use of computer-based random number generation and other non-discernible factors which make the game a game of chance (gambling), not skill. The law also prohibits games from being designed or adapted to allow manipulation by the operator to prevent a player from winning or to predetermine which player will win.

Despite the 2013 and 2015 laws, Internet Cafes continue to present problems across the state. Around the state the press has reported on illegal gambling at these facilities, and many of these who play at these establishments include vulnerable elements of the population such as senior citizens and the poor. It is believed that the attraction of gambling, even if it is simulated and/or "rigged" entices players to open up their wallets, much as they might in a legal casino. But while at a legal casino a player might, with the assistance of Lady Luck, actually win cash, the fake slot machines reward players with cheap merchandise or phone cards. It is likely that some players are not interested in any winnings, but the thrill of the game of

chance, even if that chance is not present.[1] A recent sweep in Jacksonville by the Sheriff's Dept. resulted in a number of arrests and store closures due to illegal games/machines. At the last several Palatka Planning Board meetings board members have raised concerns about the proliferation of Internet Cafes in the City, and whether the six Internet cafes identified in the City were operating legally. Without even broaching the possibility of illegal machines operating in the City, local observers have noted the presence of alcohol and minors in these establishments, both illegal under local and state law.

In other jurisdictions local ordinances either prohibit Type B games (Seminole County) or strictly regulate them (Clay County and Jacksonville are local examples of this approach). Other jurisdictions fall between these two approaches, including limitations on the number or location of gaming facilities. Following the lead of the 2015 statute, some jurisdictions have echoed the State's identification and legalization of Type A and C games/machines and the reference to state-mandated prize values for all Types of games/machines.

Local ordinances showcase a variety of regulatory measures that go beyond the state regulations, examples of which are shown below. Many are repetitive, for example the Clay Co., Jacksonville, and St. Johns County ordinances are similar. All are effective techniques that could be utilized in a Palatka ordinance, however the City should be careful about the commitment of limited staff resources - there are opportunities to institute fees to cover inspection and review costs, along with options of privatizing required certifications).

- Limits on hours of operations (Bonita Springs, 10 PM to 10 AM; Clay Co., 2 AM to 7 AM; Ocala, 12 midnight to 5 AM)
- Prohibition of food and drinks (and alcohol) from being served (Port Orange, Tampa)
- Distance regulations for Internet cafes (Clay Co. 1000' from day care, school, college, church; 500' from park; and 5,000' from other such use; Riverside, CA 600 feet from school, park or hospital)
- Minors prohibited (Tampa), or requiring accompaniment by legal guardian (Clay Co.)
- Clearly noticeable signs posted that state the game is a simulation of gambling, with a predetermined outcome, not a game of chance (Destin, Escambia Co., Orange Co., Sarasota, Seminole Co., Tampa)
- Jurisdictional limitations on the number of stores (Clay Co., 9; St. Johns Co., 10)
- Limiting to one or a few business zoning categories (Clay Co., Miami)
- Prohibiting signage that suggests gambling (Tampa)
- Allowing only within private clubs and lodges (Indian Harbor Beach)
- Non-transferability or transferability limitations (Clay Co., Tampa)
- Limiting machines based on floor space (Riverside, CA – 30 SF floor area per machine)
- Security measures such as prohibition on window tinting or obstruction, requiring security officers during peak times, no outside loitering and seating (Riverside, CA)
- Denial of license when operator, permittee, officer or directors, or corporation have been party to any nuisance (indirect or direct), or if elsewhere have been convicted of a felony (Clearwater)
- Registration, inventory, and regular inspection of machines, descriptions of software (Clay Co., Tampa)

[1] U*nderlying the surface of the illegal gambling argument is Florida's double standard of allowing gambling in certain large-scale venues or locations (dog tracks, jai alai, Indian reservations) while prohibiting it in others. It is possible that as long as the door has been cracked open to allow this gambling, there will always be those who try to capitalize on quasi- or even illegal gambling on a smaller scale. It is a matter of simple supply and demand – when the supply (gambling) is limited, the demand will increase. If there is no supply (all gambling being illegal), then there is no demand.*

- Time limitations to permit (Clay Co. – one year, with renewal application required)
- Standards for revocation (Clay Co.)
- Customer log required (Riverside, CA)
- Clear differentiation between Internet Cafes and Family Amusement Centers / retail sweepstakes promotions

PROJECT ANALYSIS

Per Section 94-38(f)(2) of the Zoning Code, the Planning Board must study and consider proposed zoning text amendments in relation to the following criteria (if applicable), shown in underlined text (staff response follows each criterion).

The planning board shall consider and study:

a. The need and justification for the change.

Staff comments: as demonstrated by two major state laws, multiple local ordinances, scandals, and the negative impacts of such uses throughout the state, there are public safety and welfare justifications for the change. The use of simulated gambling machines is inherently deceptive, causing participants to play as if they were engaging in true games of chance, when in fact the outcome of such games are pre-determined. It is not difficult to adjust machines to remove the element of pre-determination, which runs down the slippery slope to true illegal gambling. The intent of the proposed regulations is to clearly prohibit both illegal and simulated gambling, both now illegal under state law. The City is not prohibiting amusement/arcade games, but is applying regulations utilized within state law and by other jurisdictions throughout the state to provide for careful and reasonable regulation.

b. The relationship of the proposed amendment to the purposes and objectives of the city's comprehensive planning program and to the comprehensive plan, with appropriate consideration as to whether the proposed change will further the purposes of this chapter and other city ordinances, regulations and actions designed to implement the comprehensive plan.

Staff comments: This action is not in conflict with the goals, objectives, and policies of the Comprehensive Plan or other city ordinances. It is a zoning action that is in line with state law and that meets the intent of the Comprehensive Plan and Zoning Code to protect the public safety, health, and welfare through appropriate zoning restrictions.

STAFF RECOMMENDATION

Staff recommends approval of revisions to three sections of the Zoning Code, with new language shown in underlining.

1. Provide the following definitions in Zoning Code Sec. 94-2.

Amusement games means a game or machine operated only for the bona fide entertainment of the general public which a person activates by inserting or using currency or a coin, card, coupon, slug, token, or similar device, and, by the application of skill, with no material element of chance inherent in the game or machine. The person playing or operating the game or machine controls the outcome of the game. The term does not include:

(1) Any game or machine that uses mechanical slot reels, video depictions of slot machine reels or symbols, or video simulations or video representations of any other casino game, including, but not limited to, any banked or banking card game, poker, bingo, pull-tab, lotto, roulette, or craps.
(2) A game in which the player does not control the outcome of the game through skill or a game where the outcome is determined by factors not visible, known, or predictable to the player.
(3) A video poker game or any other game or machine that may be construed as a gambling device under the laws of this state.
(4) Any game or device defined as a gambling device in 15 U.S.C. s. 1171, unless excluded under 15 U.S.C. s. 1178.

Amusement game, Type A is an amusement game or machine that, upon activation and game play, does not deliver, entitle, or enable a person playing or operating the amusement game or machine to receive cash, billets, tickets, tokens, points, coupons, merchandise, or any other thing of value, including electronic credits to be exchanged for cash, regardless of whether such things are delivered or paid automatically from the machine or manually. However, Type A amusement games and machines may entitle or enable a person to replay the game without the insertion or use of any additional currency, coin, card, coupon, slug, token, or similar device, only if:

(1) the amusement game or machine can accumulate and react to no more than 15 such replays;
(2) the amusement game or machine can be discharged of accumulated replays only by reactivating the game or device for one additional play for each accumulated replay;
(3) the amusement game or machine cannot make a permanent record, directly or indirectly, of any free replay;
(4) the amusement game or machine does not entitle the player to receive anything of value other than a free replay;
(5) an unused free replay may not be exchanged for anything of value, including merchandise or a coupon or a point that may be redeemed for merchandise; and
(6) the amusement game or machine does not contain any device that awards a credit and contains a circuit, meter, or switch capable of removing and recording the removal of a credit if the award of a credit is dependent upon chance.

Amusement game, Type B is an amusement game or machine that may, upon activation and game play, entitle or enable a person to receive a coupon or a point that may only be redeemed onsite for merchandise; and:

(1) The coupon or point has no value other than for redemption onsite for merchandise;

2. The redemption value of the coupon or point that a person receives for a single game played does not exceed the maximum value determined under F.S. 546.10, subsection (7). However, a player may accumulate coupons or points to redeem onsite for a single item of merchandise that has a wholesale cost of not more than 100 times the maximum value determined under F.S. 546.10, subsection (7), or for a prize consisting of more than one item, unit, or part, only if the aggregate wholesale cost of all items, units, or parts does not exceed 100 times the maximum value determined under F.S. 546.10, subsection (7); and

3. The redemption value of coupons or points that a person receives for playing multiple games simultaneously or competing against others in a multiplayer game does not exceed the maximum value determined under F.S. 546.10, subsection (7).

Amusement game, Type C is an amusement game or machine that allows the player to manipulate a claw or similar device within an enclosure that entitles or enables a person to receive merchandise directly from the

game or machine, if the wholesale cost of the merchandise does not exceed 10 times the maximum value determined under F.S. 546.10, subsection (7).

Electronic gaming establishment means any establishment which provides any electronic machines, games or devices, including but not limited to, computers and gaming terminals, to conduct games of chance and/or a game promotion pursuant to Section 849.094, Florida Statutes, including sweepstakes, and where cash, prizes, merchandise or other items of value are redeemed or otherwise distributed, whether or not the value of such redeemed or distributed items are determined by the electronic games played or by predetermined odds. Such games, machines and devices may hereinafter be referred to as electronic gaming devices. This term electronic gaming establishment includes, but is not limited to, internet cafes, internet sweepstakes cafes, cyber cafes, or sweepstakes cafes. This definition is applicable to any electronic gaming establishment, whether or not the electronic machine or device utilized:

(1) is server based;
(2) uses a simulated game terminal as a representation of the prizes associated with the results of the sweepstakes entries;
(3) uses software such that the simulated game influences or determines the winning or value of the prize;
(4) selects prizes from a predetermined finite pool of entries;
(5) uses a mechanism that reveals the content of a predetermined sweepstakes entry;
(6) predetermines the prize results and stores those results for delivery at the time the sweepstakes entry results are revealed; or
(7) uses software to create a game result;

Indoor Recreational facility means any establishment that provides amusement, entertainment, or physical fitness services typically occurring indoors. Examples include art/dance/exercise studios, bowling alleys, gymnastics/martial arts studios, health club/fitness centers, ice skating and roller skating rinks, indoor play or sports facility, and similar uses. Such uses shall operate within soundproof buildings. Indoor recreational facility includes family amusement arcade establishments, only with Type A and C amusement games or machines on premises, which is operated for the entertainment of the general public and tourists as a bona fide amusement facility. Indoor recreational uses do not include electronic gaming establishments.

2. Allow for electronic gaming establishments only as a conditional use in the C-2 (Intensive Commercial) zoning district.

3. Adopt the following supplementary zoning district regulations applicable to electronic gaming establishments (Zoning Code. Division 3).
   (1) Allowable hours of operation shall be between 10 AM to 10 PM.
   (2) No food or drink shall be served.
   (3) Use shall be located 1,000 feet from a day care, school, college, church, park, and other electronic gaming establishment.
   (4) Minors shall be prohibited.
   (5) Legible and noticeable signs shall be posted by each computer or game station that states that the games are only simulations of gambling that have a predetermined outcome, and they are not games of chance.

(6) No signage, exterior or interior, is allowed that represents symbols associated with gambling, including but not limited to dice, cards, poker chips, cherries, and jokers.
(7) Windows shall not be obstructed by tinting or signage and shall allow for an overall 80% opacity.
(8) No outside operations, loitering, or seating shall be allowed.
(9) Annual registration and inspection of machines and software shall be required, and the City shall reserve the right to retain an independent inspection of machines and software.
(10) The City shall have the right to inspect the premises at any time during business hours to ensure conformance with applicable regulations.
(11) The operator of the facility must keep an inventory of all machines and games available for inspection
(12) Registration and licensing fees shall cover the costs of annual inspections and independent certifications.
(13) Existing establishments shall be considered legal nonconforming uses and shall not be required to meet locational standards, but shall be required to comply with operational standards after a 90-day period following the adoption of this ordinance.

CITY COMMISSION AGENDA ITEM

SUBJECT:
ORDINANCE amending Appendix "A," Fee Schedule of the Code of Ordinances to increase Water, Sewer & Solid Waste Collection Rates FY 2016-17 Budget Year - 2nd Reading - ***Staff recommendation to table 2nd reading for adoption to a time certain of Oct. 13, 2016***

SUMMARY:
This is the 2nd reading of an ordinance amending the Fee Schedule of the Code of Ordinances to provide for a 4.9% CPI increase to water & sewer and 6.5% increase in solid waste (garbage) collection rates as provided for in the FY 2016-17 Budget which is being adopted tonight and as discussed in the two July budget workshop (7/14 and 7/28).

Fees for deposits, after hours turn-ons and other services related to Utilities operations are not being increased.

The increase works out to the following monthly base rate changes*:

Residential:	$3.04 increase
Commercial (5-day):	$5.86 increase
Commercial (6-day):	$6.39 increase

* Monthly base rate with no usage

Because the title was originally advertised without noting the inclusion of the increase in the Solid Waste Collection fee, Staff has re-advertised adoption of this ordinance for October 13 in order to comply with Florida Statute 166.041, which states:

(2) Each ordinance or resolution shall be introduced in writing and shall embrace but one subject and matters properly connected therewith. The subject shall be clearly stated in the title. No ordinance shall be revised or amended by reference to its title only. Ordinances to revise or amend shall set out in full the revised or amended act or section or subsection or paragraph of a section or subsection.

(3)(a) Except as provided in paragraph (c), a proposed ordinance may be read by title, or in full, on at least 2 separate days and shall, at least 10 days prior to adoption, be noticed once in a newspaper of general circulation in the municipality. The notice of proposed enactment shall state the date, time, and place of the meeting; the title or titles of proposed

ordinances; and the place or places within the municipality where such proposed ordinances may be inspected by the public. The notice shall also advise that interested parties may appear at the meeting and be heard with respect to the proposed ordinance.

RECOMMENDED ACTION:
Table 2nd reading for Adoption to a time certain of 10/13/16 for this ordinance amending Appendix "A," Fee Schedule, of the Code of Ordinances of the City of Palatka providing for a 4.9% CPI increase in water & sewer and 6.5% increase in solid waste collection rates for the FY 2016-17 Budget Year.

ATTACHMENTS:

Description	Type
Ordinance	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Driggers, Betsy	Approved	9/14/2016 - 11:12 AM
City Clerk	Driggers, Betsy	Approved	9/14/2016 - 11:12 AM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:10 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:35 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:16 AM

ORDINANCE NO. 16 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING APPENDIX A (FEE SCHEDULE) OF THE MUNICIPAL CODE OF THE CITY OF PALATKA AS IT PERTAINS TO FEES AND OTHER CHARGES RELATING TO: WATER RATES GENERALLY, BOTH INSIDE AND OUTSIDE THE CITY LIMITS; SEWER RATES GENERALLY, BOTH INSIDE AND OUTSIDE THE CITY LIMITS; SOLID WASTE COLLECTION RATES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2016.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section I. That Section 66-9(b) of Appendix "A" to Chapter 66 of the Code of Ordinances of the City of Palatka, Florida, is hereby amended to read as follows:

Sec. 66-9. ***Garbage collection rates.***

(a) For each residence, apartment or other single-family dwelling unit: . . . $~~13.20~~14.06

(b) For each commercial enterprise or business establishment and any building or occupancy other than single-family ..... $~~3.41~~3.63 per cubic yard per pickup

Section II. That the following sections of Appendix "A" to Chapter 86 of the Code of Ordinances of the City of Palatka, Florida, are hereby amended as follows:

Sec. 86-314. ***Water rates generally.***

(a) *Schedule*:

Base Facility Charge	**Charge Amount**
Individually Metered Residential Accounts Per Meter Regardless of Meter Size	$~~17.69~~18.56
Master-Metered Residential Accounts Per Dwelling Unit	$~~15.93~~16.71
Non-Residential Accounts Per Meter Regardless of Meter Size	$~~28.30~~29.69
Separate Irrigation Only Meters/Accounts Per Meter Regardless of Meter Size	$~~28.30~~29.69

Usage Charges (in 1,000 gallons)				
	Tier 1	**Tier 2**	**Tier 3**	**Tier 4**
Individually & Master-Metered Residential Accounts Per Dwelling Unit Rate per 1,000 Gallons	0 - 4,000 $1.~~00~~05	4,001 - 8,000 $1.~~68~~76	8,001 - 12,000 $3.~~36~~52	12,000+ $~~6.70~~7.03
Non-Residential Accounts Per Meter	All Use			

Rate per 1,000 Gallons	$2.~~07~~17			
Separate Irrigation Only Meters/Accounts Per Meter Rate per 1,000 Gallons	0 - 12,000 $3.~~36~~52	12,000+ $~~6.70~~7.03		

All rates are figured per 1,000 gallons

Sec. 86-315. ***Water rates outside city limits.***

(a) *Schedule*:

Base Facility Charge	**Charge Amount**
Individually Metered Residential Accounts Per Meter Regardless of Meter Size	$~~22.11~~23.19
Master-Metered Residential Accounts Per Dwelling Unit	$~~19.91~~20.89
Non-Residential Accounts Per Meter Regardless of Meter Size	$~~35.37~~37.10
Separate Irrigation Only Meters/Accounts Per Meter Regardless of Meter Size	$~~35.37~~37.10

Usage Charges (in 1,000 gallons)				
	Tier 1	**Tier 2**	**Tier 3**	**Tier 4**
Individually & Master-Metered Residential Accounts Per Dwelling Unit Rate per 1,000 Gallons	0 - 4,000 $1.~~24~~30	4,001 - 8,000 $2.~~09~~19	8,001 - 12,000 $4.~~19~~40	12,000+ $8.~~37~~78
Non-Residential Accounts Per Meter Rate per 1,000 Gallons	All Use $2.~~57~~70			
Separate Irrigation Only Meters/Accounts Per Meter Rate per 1,000 Gallons	0 - 12,000 $4.~~19~~40	12,000+ $8.~~37~~78		

All rates are figured per 1,000 gallons

Sec. 86-344. ***Sewer Rates Inside City Limits.***

(a) *Schedule*:

Base Facility Charge	**Charge Amount**
Individually Metered Residential Accounts Per Meter Regardless of Meter Size	$~~24.93~~26.15

Master-Metered Residential Accounts Per Dwelling Unit	$~~22.43~~23.53
Non-Residential Accounts Per Meter Regardless of Meter Size	$~~39.88~~41.83

Usage Charges (in 1,000 gallons)			
	Tier 1	**Tier 2**	**Tier 3**
Individually & Master-Metered Residential Accounts Per Dwelling Unit Rate per 1,000 Gallons	0 - 4,000 $1.~~22~~28	4,001 - 12,000 $2.~~05~~15	12,000+ N/A
Non-Residential Accounts Per Meter Rate per 1,000 Gallons	All Use $2.~~05~~15		

(b) *Individually & master-metered residential bill*: Usage of more than 12,000 gallons per month per dwelling unit shall not be billed.

Sec. 86-345. *Sewer Rates Outside City Limits*.

(a) *Schedule*:

Base Facility Charge	**Charge Amount**
Individually Metered Residential Accounts Per Meter Regardless of Meter Size	$~~31.16~~32.69
Master-Metered Residential Accounts Per Dwelling Unit	$~~28.04~~29.41
Non-Residential Accounts Per Meter Regardless of Meter Size	$~~49.83~~52.27

Usage Charges (in 1,000 gallons)			
	Tier 1	**Tier 2**	**Tier 3**
Individually & Master-Metered Residential Accounts Per Dwelling Unit Rate per 1,000 Gallons	0 - 4,000 $1.~~53~~60	4,001 - 12,000 $2.~~55~~67	12,000+ N/A
Non-Residential Accounts Per Meter Rate per 1,000 Gallons	All Use $2.~~55~~67		

Outside individually & master-metered residential bill: Usage of more than 12,000 gallons per month per dwelling unit shall not be billed.

All other parts and provisions of Appendix A to Chapter 86 shall remain.

Section II. That all ordinances or parts of ordinances in conflict therewith are hereby repealed to the extent of such conflict.

Section III. That if any section or portion of a section or subsection of this ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or portion of a section, subsection, or part of this ordinance.

Section IV. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka.

Section V. This Ordinance shall become effective as of October 1, 2016.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on second reading this 22ND day of September, 2016.

CITY OF PALATKA

By:_____
Its Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
City Attorney

CITY COMMISSION AGENDA ITEM

SUBJECT:
ORDINANCE amending Appendix A - Fee Schedule to add Business License, Registration and Inspection fees for Electronic Gaming Establishments - 1st Reading

SUMMARY:
The Electronic Gaming Establishments ordinance is scheduled for adoption on this agenda. Staff has reviewed fees associated with this item, and proposes following fees that are calculated to help to cover the costs of administering this ordinance.The proposed fees are as follows:

Application fee: $1,000
Annual registration fee per machine: $50
Transfer fee: $750

These fees are in line with other jurisdictions - for example the application fee, set at $1,000 is the same as Titusville, a comparable town, and less than the $2,000 for Clay and St. Johns Counties. Annual machine registration are typically $50, and transfer fees range from $500 in Titusville to $2,000 in Clay Co.

RECOMMENDED ACTION:
Pass on first reading an ordinance setting fees for the business license registration application and registration and annual inspection of electronic gaming establishments.

ATTACHMENTS:

Description	Type
Ordinance	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Crowe, Thad	Approved	9/14/2016 - 4:27 PM
City Clerk	Driggers, Betsy	Approved	9/14/2016 - 7:22 PM
City Manager	Suggs, Terry	Approved	9/15/2016 - 11:09 AM
Finance	Reynolds, Matt	Approved	9/15/2016 - 2:31 PM
City Clerk	Driggers, Betsy	Approved	9/16/2016 - 11:15 AM

This instrument prepared by:
Thad Crowe, AICP
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 16 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING APPENDIX A – FEE SCHEDULE OF THE MUNICIPAL CODE TO INCLUDE FEES FOR GAMING ESTABLISHMENTS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by the Building and Zoning Department for certain amendments to the Municipal Code Fee Schedule of the City of Palatka, Florida, and

WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted.

NOW, THEREFORE, BE IT ENACTED BY THE CITIZENS OF THE CITY OF PALATKA, FLORIDA:

Section 1. Appendix A, Chapter 78 (Taxation) of the Palatka Municipal Code shall be amended to include the following:

Electronic gaming establishments, initial application fee….$1,000.00
Electronic gaming establishments, annual registration fee per machine…$50
Electronic gaming establishments, transfer fee….$750

Section 2. Appendix A, Chapter 94 (Zoning) of the Palatka Municipal Code shall be amended to include the following:

Electronic gaming establishment, annual inspection: $500, with possible additional charges not to exceed $1,000 to allow for third-party expert review of machines and software.

Section 3. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 4. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 5. This Ordinance shall become effective immediately upon its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 13th day of October, 2016.

CITY OF PALATKA

BY:_____
Its MAYOR

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
City Attorney