

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

PEGRA KITCHENS
COMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



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

ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

AGENDA CITY OF PALATKA January 8, 2009

CALL TO ORDER:

- a. Invocation
- b. Pledge of Allegiance
- c. Roll Call

APPROVAL OF MINUTES – 12-11-08; 12-18-08

1. PUBLIC RECOGNITION

- a. **PROCLAMATION** recognizing the City of Palatka's 156th Birthday

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

3. CONSENT AGENDA:

- *a. **Authorize the Mayor to execute a Certification of Plan Consistency** on behalf of Palatka Housing Authority's Annual (2009) and 5-Year (2009-2013) Capital Improvement Plans' consistency with the consolidated plan for the City of Palatka, per Planning Director's recommendation.
- *b. **Authorize Execution of Interlocal Agreement between City of Palatka and Putnam County** for the purpose of clarifying responsibilities concerning Putnam County's proposed CDBG Economic Development project for the Auto Spa of Palatka, LLC and Palatka Sheet Metal, Inc.
- *c. **Reappoint Rev. Charles Rabun and Marc Spalding to the Gas Authority Board** for three-year terms to expire January 31, 2012 (incumbents - sole applicants)
- *d. **Award bids for Patrol Sedans, Patrol SUV's and Administrative Vehicles** per bid results as follows:

1. Palatka Ford	10 Police Package Sedans	\$94,920.00
	1 Full Size SUV - Unmarked	\$ 9,288.00
	2 Full Size SUV – Marked	\$18,816.00
2. Mears Leasing	1 Sedan - Police Equip.	\$ 4,998.60
	1 Sedan – No Police Equip.	\$ 4,656.12

- * 4. **ORDINANCE** setting forth rules governing City docks – 1st reading
- * 5. **ORDINANCE** amending Intensive Commercial (C-2) to include hotels and motels as permissible uses, and amending Downtown Business (DB) and Downtown Riverfront (DR) Zoning Districts to allow single-family or one-family dwellings as conditional uses – 2nd Reading, Adopt
- * 6. **ORDINANCE** rezoning 3813 Reid Street from Putnam County C-2 to City of Palatka C-2 – Holiday Inn Express; Palatka Hospitality, Applicant – 2nd Reading, Adopt
- * 7. **ORDINANCE** Rezoning 200 S. State Road 19 from City C-1 General Commercial to City C-2 Intensive Commercial – JJ's Wash Barn LLC, Applicant – 1st reading

AGENDA - CITY OF PALATKA
January 8, 2009
Page 2

8. **ADMINISTRATIVE REPORTS**
9. **COMMISSIONER COMMENTS**
10. **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:

January 19, 2009 – City Offices closed for Martin Luther King, Jr. Holiday

Agenda Item

3a



City of Palatka

Building & Zoning

201 N. 2nd Street

Palatka, Florida 32177

386-329-0103 • Fax 386-329-0172



TO: Mayor and Commissioners

FROM: Jim Lee, Planning Director

DATE: December 29, 2008

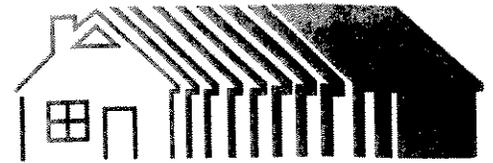
RE: Annual Plan for fiscal Year 2009 from the City of Palatka's Housing Authority.

I have reviewed the Annual Plan for Fiscal Year 2009 from the City of Palatka's Housing Authority, and have determined that this plan is consistent with the Housing Element and other sections of the City of Palatka's Comprehensive Plan pursuant to Chapter 163 of Florida Statutes, and 9J-5 and 9J-11 Florida Administrative Code.

If I can provide any additional information, please let me know.

cc: Woody Boynton, City Manager
John Nelson, Public Housing Authority
Betsy Driggers, City Clerk

JM/prs



December 1, 2008

Mayor Karl N. Flagg
Palatka City Hall
201 N. 2nd St.
Palatka, FL 32177

Dear Honorable Mayor,

Attached for your review you will find the Palatka Housing Authority's 2009 Annual Plan. Upon your review if you determine that the plan is consistent with the consolidated plan for the City of Palatka, please execute the enclosed certification form and return to our office. A self-addressed, stamped envelope is enclosed for your convenience.

In accordance with HUD regulations there will be a public hearing regarding the annual plan. This hearing will be held at the Price Martin Center located at 222 North 11th Street on January 15, 2009 at 11:00 a.m. to review the plan and to hear comments. Any comments which are being made must be submitted in writing to the Palatka Housing Authority.

Any policies referenced within the Annual Plan are available for review at the Palatka Housing Authority's main office, 400 North 15th Street.

Sincerely,

John Nelson, Jr.
Executive Director

Attachments

**Certification by State or Local Official of PHA Plans Consistency with
the Consolidated Plan**

I, Karl N. Flagg the Mayor, City of Palatka certify
that the Five Year and Annual PHA Plan of the Palatka Housing Authority is
consistent with the Consolidated Plan of City of Palatka prepared
pursuant to 24 CFR Part 91.

Signed / Dated by Appropriate State or Local Official



U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

PHA Plans

Annual Plan for Fiscal Year 2009



**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**



**PHA Plan
Agency Identification**

PHA Name: Palatka Housing Authority

PHA Number: FL057

PHA Fiscal Year Beginning:04/2009

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

PHA FISCAL YEAR 2009

[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
The Palatka Housing Authority in partnership with the community is committed to providing safe, affordable and quality housing options for economic independence to residents of Palatka and Putnam County. We seek to create equal opportunities through education and training for residents to reach self-sufficiency and economic independence

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
Apply for 100 Family Unification vouchers (FUP) for residents of Palatka and Putnam County
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program: (dependent on availability of Section 8 funds)
 - Implement public housing or other homeownership programs:
Provide 9 – 10 homeownership opportunities for low-income families of Putnam County
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
- Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
New Development (Elderly Only)
 - Other: (list below)
 - a) Promote volunteerism and community service
 - b) Increase resident involvement in programs that promote self-sufficiency

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability: ROSS Grant (Resident Opportunities – Self-Sufficiency)
 - Provide job skills and employability training services for adult residents
 - Provide vocational assessment services for adult residents
 - Partner with Work Source (w/MOU) to provide job training opportunities for adult residents
 - Provide General Equivalency Diploma (GED) and Adult Basic Education (ABE) for adult residents
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - ROSS Grant (Elderly)
 - Target Madison Court, Westover Manor and new development
 - Other: (list below)
 - Provide life skills training for adults
 - Provide financial literacy training for adults
 - Provide training to residents in the development and operation of small businesses

The Palatka Housing Authority was successful in applying for and receiving two ROSS Grants from HUD; the Homeownership and Family Self-Sufficiency and the Elderly and Disabled Grant. Both have been funded for three years respectively with the primary goals of homeownership and self-sufficiency for our residents.

To date the Homeownership grant has provided service to over 75 residents with approximately 20 signing contracts for full participation within the first 6 months of service. The Elderly/Disabled grant has provided services to over 50 residents to include Medicaid and health services, recreational activities and quality of life.

Both Grants will provide substantial opportunities to the residents we serve at the Palatka Housing Authority.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)
Promote equal access through advertising and
Maintain mandatory income-mixes in public housing

Other PHA Goals and Objectives: (list below)

- a) Facilitate a favorable image of the Palatka Housing Authority and its program beneficiaries
- b) Increase the ability of PHA to provide quality services by improving employee performance, productivity and customer service
- c) Provide voter initiatives to encourage registration and voting

Annual PHA Plan
PHA Fiscal Year 2009
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

Background

On February 19, 1999, HUD issued regulations implementing provisions of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), alternatively known as the "Housing Reform Act". The regulations require every public housing authority to develop a Five-Year Plan, including a statement of mission, goals and objectives. QHWRA also requires PHAs to prepare a One-Year Annual plan to address the housing needs of the low-income population in its community. The Annual Plan addresses the strategies, policies and resources to be used in addressing the identified needs. Significant changes to the Five-Year Plan and development of each Annual Plan is to be done in consultation with the residents of the PHA public housing developments, Section 8 Housing Choice Voucher participants and community groups, organizations and general population. The Plans must be consistent with the Consolidated Housing Plan of the local government unit(s) within the PHA's jurisdiction.

Planning Process

The Palatka Housing Authority engaged in a series of collaborative planning events for a five year period ending March 31, 2013. The Annual Plan reflects the strategies for conducting the goals and objectives as outlined in the Five-Year Agency Plan and runs from April 1, 2009 through March 31, 2010.

From August 2008 through December 2008, the PHA staff, residents of public housing, Section 8 Housing Choice Voucher participants and other PHA partners reviewed the Five-Year Plan and Annual Plan.

On January 10, 2009, the Palatka Housing Authority conducted a Public Hearing, at which time the general public had an opportunity to present their comments and views on the Five-Year Agency Plan and the Annual Plan. Additional opportunities for review, comment and input by residents, stakeholders and the public were provided throughout the planning process. The comment period ended January 10, 2009.

The Resident Advisory Board, members who are elected officers of public housing resident associations or Section 8 participants, attended Resident Advisory Board meetings held December 8, 2008 and December 29, 2008 for review and comment.

The Palatka Housing Authority identified several obstacles to the provision of affordable housing including, but not limited to:

1. Lack of public support for affordable housing development
2. High cost of housing development

Low-income families, especially those who are current or potential recipients of Public Housing Agency programs, were determined to have non-housing challenges that impact their ability to obtain suitable quality housing. Among those challenges and obstacles are:

1. High unemployment due to lack of job skills and job readiness
2. Low levels of education
3. Low wages
4. High level of dependence on federal assistance

Therefore, our Five Year and Annual Plans are predicated on the premise that if we realize our goals and objectives we will be working towards the achievement of our mission. Please find the following highlights found in the plans:

- ❖ Less reliance on federal funding
- ❖ Operations improvement
- ❖ Marketing ourselves and our properties to give ourselves a competitive edge
- ❖ Improving our public relations posture in the community
- ❖ Increased self-sufficiency and wages for residents
- ❖ Reduction of crime and increased sense of security for residents
- ❖ Customer-friendly and service-oriented rental office with capable and efficient employees

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead toward the accomplishment of our goals and objectives. Individually they form a framework for our daily operations; taken as a whole, they outline a comprehensive approach toward our mission and are consistent with the consolidated plan. As the reader reviews our strategies and goals for entrance into the new century, the PHA wishes to convey our solidarity of purpose and hope for expanding opportunities for ourselves, our residents and our community.

Conclusion

The Palatka Housing Authority Five-Year Plan and Annual Plan have the broad support of the resident community, human service organizations and non-profit community, as well as other stakeholder support. Additionally, PHA's mission, goals and objectives are consistent with the needs and priorities identified by local government through their Consolidated Housing Plans.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- Attachment A** Admissions Policy for De-concentration
- Attachment B** FY 2009 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- Attachment C** FY 2009 Capital Fund Program 5 Year Action Plan (Central Office)

- Attachment D** FY 2009 Capital Fund Program 5 Year Action Plan (Development Activities)
- Attachment E** FY 2009 Capital Fund Program 5 Year Action Plan (AMP 11)
- Attachment F** FY 2009 Capital Fund Program 5 Year Action Plan (AMP 12)
- Attachment G** FY 2009 Capital Fund Program 5 Year Action Plan (AMP 14)
- Attachment H** FY 2009 Capital Fund Program 5 Year Action Plan (AMP 15)
- Attachment I** FY 2007 Capital Fund Program P & E Report (Ending 09/30/2008)
- Attachment J** FY 2008 Capital Fund Program P & E Report (Ending 09/30/2008)

- Public Housing Drug Elimination Program (PHDEP) Plan
- Attachment K** Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Attachment L** Certification by State or Local Official
 - Attachment M** PHA Certification of Compliance/Board Resolution

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required de-concentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	A & O Policy	
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
N/A	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
N/A	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction							
By Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	1640	5	4	4	2	2	3
Income >30% but <=50% of AMI	2692	4	4	4	2	2	2
Income >50% but <80% of AMI	1121	3	3	3	2	2	2
Elderly	1046	5	5	3	3	2	2
Families with Disabilities	N/A						
White	881	2	2	2	2	2	2
African Americans	1020	5	4	3	3	3	2
Hispanic	323	5	4	2	2	3	2
Other	N/A						

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	289		141
Extremely low income <=30% AMI	281	97%	
Very low income (>30% but <=50% AMI)	8	2%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	168	58%	
Elderly families	112	38%	

Housing Needs of Families on the Waiting List			
Families with Disabilities	61	21%	
White	92	31%	
African American	194	67%	
Hispanic	2	0%	
Other	N/A		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	114	39%	
2 BR	127	43%	
3 BR	39	13%	
4 BR	8	2%	
5 BR	1	0%	
5+ BR	N/A		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. Complete one table for each type of PHA-wide waiting list administered by the PHA. PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List	
Waiting list type: (select one)	
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance
<input type="checkbox"/>	Public Housing
<input type="checkbox"/>	Combined Section 8 and Public Housing
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)
If used, identify which development/sub-jurisdiction:	

Housing Needs of Families on the Waiting List

	# of families	% of total families	Annual Turnover
Waiting list total	33		30
Extremely low income <=30% AMI	33	100%	
Very low income (>30% but <=50% AMI)	0	0	
Low income (>50% but <80% AMI)	0	0	
Families with children	19	57%	
Elderly families	2	6%	
Families with Disabilities	0	0	
White	7	21%	
African American	26	78%	
Hispanic	0	0	
Other	N/A		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	13	39%	
2 BR	12	36%	
3 BR	1	.03%	
4 BR	7	21%	
5 BR	0	0	
5+ BR	N/A		

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? No Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
 - Reduce turnover time for vacated public housing units
 - Reduce time to renovate public housing units
 - Seek replacement of public housing units lost to the inventory through mixed finance development
 - Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
 - Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
 - Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
 - Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
 - Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
 - Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- The Palatka Housing Authority participates with both the City of Palatka and Putnam County Consolidated Housing Plan committees. PHA provides input to both the City and County planning process through participation in meetings, workshops and other public forums and by providing housing statistics related to demand for and supply of public housing and Section 8 assistance.
- Other (list below)
Participate with community partners and local government to identify local housing needs and develop strategies to meet those needs.

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing

- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)
Evaluate the possibility of project-based Section 8 Vouchers to the maximum allowed by HUD guidelines

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)
Explore the possibility of project-based Section 8 Vouchers for the construction of a 34 – 36 unit development replacing the disposed/demolished Frank G. George Development

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)
Develop relationships with partner organizations that recognize the need for affordable housing

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing

- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

These strategies are consistent with the PHA Mission Statement; they are consistent with the assessment of the capabilities of PHA; they take maximum advantage of the local opportunities for housing development; and they have the potential for maximizing use of available funding resources

2. Statement of Financial Resources

[24 CFR Part 903.79 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (CY 2009 grants)		
a) Public Housing Operating Fund	\$1,315,956	
b) Public Housing Capital Fund	\$842,571	
c) Replacement Housing	\$ 0	
d) HOPE VI Revitalization		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$1,490,928	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds) Not applicable	\$0	
g) Resident Opportunity and Self-Sufficiency Grants	\$0	
h) Community Development Block Grant upcoming FY Year	\$0	
i) HOME	\$0	
Other Federal Grants (list below)	\$0	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
FL29P057501-07 (FY 2007)	\$600,063	PH Capital Improvements
FL29P057501-08 (FY 2008)	\$811,082	PH Capital Improvements
FL0575REF055A007 (FY 2008)	\$150,441	Resident Programs
FL057REL056A007 (FY 2008)	\$186,599	Resident Programs
3. Public Housing Dwelling Rental Income		
	\$848,000	PH Operations
4. Other income (list below)		
Excess Utilities	\$210,000	PH Operations
Misc. Other Income	\$125,000	PH Operations
Interest Income	\$ 20,000	PH Operations
Total Resources	\$6,600,640	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (30 days)
- Other: (describe)
Criminal backgrounds are checked within 60 days of making application.
Credit history is checked soon after an offer is made. PHA has found these two factors to be the greatest reasons that applicants are denied admission to housing. This benefits both the applicant and the PHA in that the applicant is not waiting a long time just to be denied and the waiting list is more easily managed by the PHA. Other elements of eligibility are verified while on the waiting list and updated every three months.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)
- ❖ History of Disturbing neighbors or destruction of property
 - ❖ Fraud in connection with any Housing Program
 - ❖ Alcohol/drug abuse that interferes with the health, safety or right to peaceful enjoyment by others

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list
(select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

- b. Yes No: Is this policy consistent across all waiting list types?
- c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Over housed
- Under housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)
De-concentration

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability

- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Among applicants with equal preference status, the waiting list will be organized by date and time.

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 2 Homelessness

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) De-concentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote de-concentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote de-concentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve de-concentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for de-concentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage de-concentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
 Other (describe below)

Upon the written request of the owner, we will share the participant's name and address. We will also share the name and address of the current landlord.

Owners/Landlords are encouraged to perform their own criminal background screening of the tenant.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
 Federal public housing
 Federal moderate rehabilitation
 Federal project-based certificate program
 Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
 Other (list below)
Outreach locations in Putnam County as determined by need.

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

If the family documents their efforts and additional time can reasonably be expected to result in success for the family.

(4) Admissions Preferences

a. Income targeting

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 2 Homelessness

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

FSS Action Plan

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)
 - ❖ Door to door flyers
 - ❖ Posted advertisement in Main Office
 - ❖ Resident Newsletter
 - ❖ Community Bulletin Board

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member
 For increases in earned income
 Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

For household heads
 For other family members
 For transportation expenses
 For the non-reimbursed medical expenses of non-disabled or non-elderly families
 Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments
 Yes but only for some developments
 No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments
 For all general occupancy developments (not elderly or disabled or elderly only)
 For specified general occupancy developments

- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)
Anytime there is a change in zero income

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.
(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	384	167
Section 8 Vouchers	340 (HC Vouchers)	41
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)		
ROSS		N/A

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

Management

- a. Admissions and Continued Occupancy Policy
- b. Grievance Procedures
- c. Dwelling Lease and Addenda

Maintenance

- d. Maintenance Policy and Procedure Manual
- e. List of Repair and Maintenance Charges
- f. Pest Control Policy

(2) Section 8 Management: (list below)

Section 8 Administration Plan

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6.
Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment A

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

- Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	Frank G. George Apartments
1b. Development (project) number:	
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	
5. Number of units affected:	
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	FL29P057000016
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(DD/MM/YY)
5. If approved, will this designation constitute a (select one)	<input checked="" type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

- Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway

5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)

- Units addressed in a pending or approved demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____)
- Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: _____)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I	
<input type="checkbox"/> 5(h)	
<input type="checkbox"/> Turnkey III	
<input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program	
<input type="checkbox"/> Submitted, pending approval	
<input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	
5. Number of units affected:	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

- Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
<i>Family Self-Sufficiency</i>		<i>Specific Criteria</i>	<i>PHA Main Office</i>	<i>Section 8</i>

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: 12/31/2008)
Public Housing		
Section 8	18	6

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - Informing residents of new policy on admission and reexamination

- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)
Northside Homes (Scattered Sites)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake:
(select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)
Weed and Seed collaboration with Palatka Police Department

1. Which developments are most affected? (list below)
Northside Homes (AMP 12)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)
Northside Homes (AMP 12)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment. (Attachment Filename: _____)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

Pet Policy
[24 CFR 5.309]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

The Palatka Housing Authority certifies that it will carry out its plan in conformity with Title VI of the Civil Rights Act of 1964 (42 USC 2000d-4), the Fair Housing Act (42 USC 3601-19), section 504 of the Rehabilitation Act of 1973 (29 USC 794), and Title II of the Americans with Disabilities Act of 1990 (42 USC 12101 et seq), and also certifies that it will affirmatively further fair housing.

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.
High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)

- Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- Attached at Attachment (FL057e01)
 Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

B. Description of Election process for Residents on the PHA Board

- 1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
- 2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (City of Palatka)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

 - Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement
Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements				Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary		Federal FY of Grant 2009	
PHA Name: Palatka Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P05700011-09 Replacement Housing Factor Grant No:	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report		Total Actual Cost	
Summary by Development Account		Total Estimated Cost	
Line No.	Description	Original	Revised
1	Total non-CFP Funds		
2	1406 Operations	\$ 17,724.00	
3	1408 Management Improvements Soft Costs	\$ 37,073.00	
	Management Improvements Hard Costs		
4	1410 Administration		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement	\$ 7,500.00	
10	1460 Dwelling Structures	\$ 13,000.00	
11	1465.1 Dwelling Equipment--Nonexpendable		
12	1470 Nondwelling Structures		
13	1475 Nondwelling Equipment		
14	1485 Demolition		
15	1490 Replacement Reserve		
16	1492 Moving to Work Dmonstration		
17	1495.1 Relocation Costs		
18	1499 Development Activities		
19	1502 Contingency		

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Palatka Housing Authority Federal FY of Grant
2009

Grant Type and Number
Capital Fund Program Grant No: FL29P05700011-09
Replacement Housing Factor Grant No:

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
20	Amount of Annual Grant: (sum of lines....)	\$ 75,297.00	
21	Amount of line 10 Related to LBP Activities		
22	Amount of line 10 Related to Section 504 Compliance		
23	Amount of line 3 Related to Security--Soft Costs		
24	Amount of line 3 Related to Security--Hard Costs		
25	Amount of line 10 Related to Energy Conservation Measures		
26	Collateralization Expenses or Debt Service		

Capital Fund Program and Capital Fund Program Replacement Housing or (CFP/CFPRHF)

Part II: Starting Pages

PHA Name: Palatka Housing Authority

Grant Type and Number
 Capital Fund Program Grant No: FL29P05700011-09 2009
 Replacement Housing Factor Grant No:

Federal FY of Grant
 2009

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Status of Work
				Budget*	Obligated	
AMP000011	Operations Operations	1406	3	\$ 17,724.00		
Subtotal - Operations				\$ 17,724.00		
AMP000011	Management Improvements Resident Services/Development Activities	1408	3	\$ 14,087.74		
	Staff Wages		3	\$ 13,517.01		
	Staff Benefits		3	\$ 3,707.30		
	Training & Travel		3	\$ 5,560.95		
	Consultant Services		3	\$ 200.00		
Subtotal - Mgmt Improvements				\$ 37,073.00		
AMP000011	Site Improvements CPTED/Landscaping	1450	3	\$ 7,500.00		
Subtotal - Site Improvements				\$ 7,500.00		
AMP000011	Dwelling Structures Water Distribution	1460	3	\$ 3,000.00		
	Roof Repair		3	\$ 5,000.00		
	Column Upgrade		3	\$ 5,000.00		
Subtotal - Dwelling Structures				\$ 13,000.00		
Total - AMP000011 -09				\$ 75,297.00		

Development Name/Number	Activities for Year: 2		Activities for Year: 1		Activities for Year: 4		Activities for Year: 5	
	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Development Name/Number	Major Work Categories	Development Name/Number	Major Work Categories
AMP000011	1406 Operations	\$17,724	AMP000011	1406 Operations	AMP000011	1406 Operations	AMP000011	1406 Operations
Subtotal 1406		\$17,724	Subtotal 1406		Subtotal 1406		Subtotal 1406	
AMP000011	1408 Mgmt Improvements	\$14,087.74	AMP000011	1408 Mgmt Improvements	AMP000011	1408 Mgmt Improvements	AMP000011	1408 Mgmt Improvements
Resident Services		\$14,087.74	Resident Services		Resident Services		Resident Services	
Staff Wages		\$13,517.01	Staff Wages		Staff Wages		Staff Wages	
Staff Benefits		\$3,707.30	Staff Benefits		Staff Benefits		Staff Benefits	
Training & Travel		\$5,560.95	Training & Travel		Training & Travel		Training & Travel	
Consultant Services		\$200.00	Consultant Services		Consultant Services		Consultant Services	
Subtotal 1408		\$37,073	Subtotal 1408		Subtotal 1408		Subtotal 1408	
AMP000011	1450 Site Improvements	\$15,000.00	AMP000011	1450 Site Improvements	AMP000011	1450 Site Improvements	AMP000011	1450 Site Improvements
CPTED/Landscaping		\$15,000.00	CPTED/Landscaping		CPTED/Landscaping		CPTED/Landscaping	
Subtotal 1450		\$15,000.00	Subtotal 1450		Subtotal 1450		Subtotal 1450	
AMP000011	1460 Dwelling Structures	\$7,000.00	AMP000011	1460 Dwelling Structures	AMP000011	1460 Dwelling Structures	AMP000011	1460 Dwelling Structures
Water Distribution		\$7,000.00	Water Distribution		Water Distribution		Water Distribution	
Roof Repair		\$6,000.00	Roof Repair		Roof Repair		Roof Repair	
Subtotal 1460		\$13,000.00	Subtotal 1460		Subtotal 1460		Subtotal 1460	
AMP000011	1465 Existing Equipment	\$38,400.00	AMP000011	1465 Existing Equipment	AMP000011	1465 Existing Equipment	AMP000011	1465 Existing Equipment
Appliances		\$38,400.00	Appliances		Appliances		Appliances	
Subtotal 1465		\$38,400.00	Subtotal 1465		Subtotal 1465		Subtotal 1465	
Total Year 2		\$121,197	Total Year 3		Total Year 4		Total Year 5	
								\$194,797

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report		Grant Type and Number		Federal FY of Grant	
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary		Capital Fund Program Grant No: FL29P05700012-09		2009	
PHA Name: Palatka Housing Authority		Replacement Housing Factor Grant No:			
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report		Total Estimated Cost		Total Actual Cost	
Line No.	Summary by Development Account	Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$ 24,170.00			
3	1408 Management Improvements Soft Costs	\$ 50,554.00			
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 5,000.00			
10	1460 Dwelling Structures	\$ 18,000.00			
11	1465.1 Dwelling Equipment--Nonexpendable	\$ 4,500.00			
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Dmonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: **Paatka Housing Authority** Grant Type and Number: **Capital Fund Program Grant No: FL29P05700012-09** Federal FY of Grant: **2009**
 Replacement Housing Factor Grant No:

Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
20	Amount of Annual Grant: (sum of lines....)	\$ 102,224.00	
21	Amount of line 10 Related to LBP Activities		
22	Amount of line 10 Related to Section 504 Compliance		
23	Amount of line 3 Related to Security--Soft Costs		
24	Amount of line 3 Related to Security--Hard Costs		
25	Amount of line 10 Related to Energy Conservation Measures		
26	Collateralization Expenses or Debt Service		

Grant Type and Number
 Capital Fund Program Grant No: FL29P057000012-09
 Replacement Housing Factor Grant No:

Federal FY of Grant
 2009

PHA Name:

Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Status of Work
				Budget*	Obligated	
AMP000012	Operations	1406	1	\$ 24,170.00		
	Operations					
				\$ 24,170.00		
Subtotal - Operations						
		1408				
AMP000012	Management Improvements		1	\$ 19,516.06		
	Resident Services/Development Activities		1	\$ 18,199.44		
	Staff Wages		1	\$ 5,055.40		
	Staff Benefits		1	\$ 7,583.10		
	Training & Travel		1	\$ 200.00		
	Consultant Services					
				\$ 50,554.00		
Subtotal - Mgmt Improvements						
		1450				
AMP000012	Site Improvements		1	\$ 5,000.00		
	CPTED/Landscaping					
				\$ 5,000.00		
Subtotal - Site Improvements						
		1460				
AMP000012	Dwelling Structures		1	\$ 10,250.00		
	Water Distribution		1	\$ 7,750.00		
	Roof Repair					
				\$ 18,000.00		
Subtotal - Dwelling Structures						
		1465				
AMP000012	Dwelling Equipment		1	\$ 4,500.00		
	Water Heaters					
				\$ 4,500.00		
Subtotal - Dwelling Equipment						
				\$ 102,224.00		
Total AMP000012-09						

Activities for Year 1	Activities for Year 2			Activities for Year 3			Activities for Year 4			Activities for Year 5					
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	AMP000012	1406 Operations	\$24,170												
	Subtotal 1406		\$24,170												
	AMP000012	1408 Mgmt Improvements	\$ 19,516.06	AMP000012	1408 Mgmt Improvements	\$ 19,516.06	AMP000012	1408 Mgmt Improvements	\$ 19,516.06	AMP000012	1408 Mgmt Improvements	\$ 19,516.06	AMP000012	1408 Mgmt Improvements	\$ 19,516.06
		Resident Services	\$ 18,199.44												
		Staff Wages	\$ 5,055.40												
		Staff Benefits	\$ 7,583.10												
		Training & Travel	\$ 200.00												
		Consultant Services	\$ 200.00												
	Subtotal 1408		\$50,554	Subtotal 1408		\$ 50,554.00									
	AMP000012	1450 Site Improvements	\$ 15,000.00	AMP000012	1450 Site Improvements	\$ 15,000.00	AMP000012	1450 Site Improvements	\$ 15,000.00	AMP000012	1450 Site Improvements	\$ 15,000.00	AMP000012	1450 Site Improvements	\$ 15,000.00
		CPTED/Landscaping	\$ 10,000.00												
		Mailbox Upgrade	\$ 1,000.00												
		Playground Upkeep	\$ 26,000.00												
	Subtotal 1450		\$ 26,000.00	Subtotal 1450		\$ 5,000.00									
	AMP000012	1460 Dwelling Structures	\$ 92,800.00	AMP000012	1460 Dwelling Structures	\$ 92,800.00	AMP000012	1460 Dwelling Structures	\$ 92,800.00	AMP000012	1460 Dwelling Structures	\$ 92,800.00	AMP000012	1460 Dwelling Structures	\$ 92,800.00
		Security Screen Doors			Security Screen Doors			Security Screen Doors			Security Screen Doors			Security Screen Doors	
		Painting			Painting			Painting			Painting			Painting	
	Subtotal 1460		\$ 92,800.00												
	Total Year 2		\$100,724	Total Year 3		\$172,524	Total Year 4		\$112,724	Total Year 5		\$263,724			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary		Federal FY of Grant 2009		
PHA Name: Palatka Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P05700014-09 Replacement Housing Factor Grant No:		
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Summary by Development Account		Total Actual Cost		
Line No.	Total Estimated Cost	Total Actual Cost		
	Original	Revised		
	Obligated	Expended		
1	Total non-CFP Funds			
2	1406 Operations	\$ 20,946.00		
3	1408 Management Improvements Soft Costs	\$ 43,814.00		
	Management Improvements Hard Costs			
4	1410 Administration			
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs			
8	1440 Site Acquisition			
9	1450 Site Improvement	\$ 81,000.00		
10	1460 Dwelling Structures	\$ 35,265.00		
11	1465.1 Dwelling Equipment--Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment			
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Dmonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1502 Contingency			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Palatka Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL29P05700014-09	Revised Annual Statement (revision no:)	Federal FY of Grant 2009
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report			
Summary by Development Account		Total Estimated Cost	Total Actual Cost
Line No.			
20	Amount of Annual Grant: (sum of lines....)	\$ 181,025.00	
21	Amount of line 10 Related to LBP Activities		
22	Amount of line 10 Related to Section 504 Compliance		
23	Amount of line 3 Related to Security--Soft Costs		
24	Amount of line 3 Related to Security--Hard Costs		
25	Amount of line 10 Related to Energy Conservation Measures		
26	Collateralization Expenses or Debt Service		

Capital Fund Program and Capital Fund Program Replacement Housing or (CFP/CFPRHF)
Part II: Starting Pages

Development Number Name/HA-Wide Activities		Palatka Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P057000014-09 Replacement Housing Factor Grant No:		Federal FY of Grant 2009	
General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost	
				Budget*	Obligated		
AMP000014	Operations Operations	1406	2	\$ 20,946.00			
Subtotal - Operations				\$ 20,946.00			
AMP000014	Management Improvements Resident Services/Development Activities	1408	2	\$ 16,887.46			
	Staff Wages		2	\$ 15,773.04			
	Staff Benefits		2	\$ 4,381.40			
	Training & Travel		2	\$ 6,572.10			
	Consultant Services		2	\$ 200.00			
Subtotal - Mgmt Improvements				\$ 43,814.00			
AMP000014	Site Improvements Fencing	1450	2	\$ 80,000.00			
	Playground Upkeep			\$ 1,000.00			
Subtotal - Site Improvements				\$ 81,000.00			
AMP000014	Dwelling Structures Bath Tub Replacement	1460	2	\$ 35,265.00			
Subtotal - Dwelling Structures				\$ 35,265.00			
Total - AMP000014 -09				\$ 181,025.00			

Part II: Supplemental Pages - Work Activities

Year 1	Activities for Year: 2010				Activities for Year: 2011				Activities for Year: 2012				Activities for Year: 2013			
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	
See	AMP000014	1406 Operations	\$20,946	AMP000014	1406 Operations	\$20,946	AMP000014	1406 Operations	\$20,946	AMP000014	1406 Operations	\$20,946	AMP000014	1406 Operations	\$20,946	
	Subtotal 1406		\$20,946	Subtotal 1406		\$20,946	Subtotal 1406		\$20,946	Subtotal 1406		\$20,946	Subtotal 1406		\$20,946	
Annual	AMP000014	1406 Mgmt Improvements	\$ 16,887.46	AMP000014	1406 Mgmt Improvements	\$ 16,887.46	AMP000014	1406 Mgmt Improvements	\$ 16,887.46	AMP000014	1406 Mgmt Improvements	\$ 16,887.46	AMP000014	1406 Mgmt Improvements	\$ 16,887.46	
		Resident Services	\$ 15,773.04		Resident Services	\$ 15,773.04		Resident Services	\$ 15,773.04		Resident Services	\$ 15,773.04		Resident Services	\$ 15,773.04	
		Staff Wages	\$ 4,381.40		Staff Wages	\$ 4,381.40		Staff Wages	\$ 4,381.40		Staff Wages	\$ 4,381.40		Staff Wages	\$ 4,381.40	
		Staff Benefits	\$ 6,572.10		Staff Benefits	\$ 6,572.10		Staff Benefits	\$ 6,572.10		Staff Benefits	\$ 6,572.10		Staff Benefits	\$ 6,572.10	
		Training & Travel	\$ 200.00		Training & Travel	\$ 200.00		Training & Travel	\$ 200.00		Training & Travel	\$ 200.00		Training & Travel	\$ 200.00	
		Consultant Services	\$ 43,814		Consultant Services	\$ 43,814		Consultant Services	\$ 43,814		Consultant Services	\$ 43,814		Consultant Services	\$ 43,814	
	Subtotal 1408		\$43,814	Subtotal 1408		\$43,814	Subtotal 1408		\$43,814	Subtotal 1408		\$43,814	Subtotal 1408		\$43,814	
Statement	AMP000014	1450 Site Improvements	\$ 15,000.00	AMP000014	1450 Site Improvements	\$ 15,000.00	AMP000014	1450 Site Improvements	\$ 15,000.00	AMP000014	1450 Site Improvements	\$ 15,000.00	AMP000014	1450 Site Improvements	\$ 15,000.00	
		CPTED/Landscaping	\$ 100,000.00		CPTED/Landscaping	\$ 100,000.00		CPTED/Landscaping	\$ 100,000.00		CPTED/Landscaping	\$ 100,000.00		CPTED/Landscaping	\$ 100,000.00	
		Fencing	\$ 115,000.00		Fencing	\$ 115,000.00		Fencing	\$ 115,000.00		Fencing	\$ 115,000.00		Fencing	\$ 115,000.00	
	Subtotal 1450		\$115,000.00	Subtotal 1450		\$115,000.00	Subtotal 1450		\$115,000.00	Subtotal 1450		\$115,000.00	Subtotal 1450		\$115,000.00	
	AMP000014	1460 Dwelling Structures	\$ 87,500.00	AMP000014	1460 Dwelling Structures	\$ 87,500.00	AMP000014	1460 Dwelling Structures	\$ 87,500.00	AMP000014	1460 Dwelling Structures	\$ 87,500.00	AMP000014	1460 Dwelling Structures	\$ 87,500.00	
		Bath Tub Replacement	\$ 87,500.00		Bath Tub Replacement	\$ 87,500.00		Bath Tub Replacement	\$ 87,500.00		Bath Tub Replacement	\$ 87,500.00		Bath Tub Replacement	\$ 87,500.00	
	Subtotal 1460		\$ 87,500.00	Subtotal 1460		\$ 87,500.00	Subtotal 1460		\$ 87,500.00	Subtotal 1460		\$ 87,500.00	Subtotal 1460		\$ 87,500.00	
Total Year 2			\$267,260	Total Year 3		\$257,260	Total Year 4		\$264,760	Total Year 5		\$199,317				

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary									
PHA Name: Palatka Housing Authority		Grant Type and Number Capital Fund Program Grant No: FL29P05700015-09 Replacement Housing Factor Grant No:			Federal FY of Grant 2009				
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies		Revised Annual Statement (revision no.)							
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		Final Performance and Evaluation Report							
Summary by Development Account		Total Estimated Cost			Total Actual Cost				
Line No.		Original	Revised	Obligated	Expended				
1	Total non-CFP Funds								
2	1406 Operations	\$ 17,724.00							
3	1408 Management Improvements Soft Costs	\$ 37,073.00							
	Management Improvements Hard Costs								
4	1410 Administration								
5	1411 Audit								
6	1415 Liquidated Damages								
7	1430 Fees and Costs								
8	1440 Site Acquisition								
9	1450 Site Improvement								
10	1460 Dwelling Structures	\$ 132,686.00							
11	1465.1 Dwelling Equipment--Nonexpendable								
12	1470 Nondwelling Structures								
13	1475 Nondwelling Equipment								
14	1485 Demolition								
15	1490 Replacement Reserve								
16	1492 Moving to Work Dmonstration								
17	1495.1 Relocation Costs								
18	1499 Development Activities								
19	1502 Contingency								

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: Palatka Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL29P05700015-09	Federal FY of Grant 2009
Palatka Housing Authority		
Replacement Housing Factor Grant No:		
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report		

Line No.	Summary by Development Account	Total Estimated Cost	Total Actual Cost
20	Amount of Annual Grant: (sum of lines....)	\$ 187,483.00	
21	Amount of line 10 Related to LBP Activities		
22	Amount of line 10 Related to Section 504 Compliance		
23	Amount of line 3 Related to Security--Soft Costs		
24	Amount of line 3 Related to Security--Hard Costs		
25	Amount of line 10 Related to Energy Conservation Measures		
26	Collateralization Expenses or Debt Service		

Activities for Year: 2
FFY Grant:2010
PHA FY:

Activities for Year: 2011
FFY Grant:2011
PHA FY:

Activities for Year: 4
FFY Grant:2012
PHA FY:

Activities for Year: 5
FFY Grant:2013
PHA FY:

Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
AMP000015	1406 Operations	\$ 17,724									
Subtotal 1406		\$ 17,724									
AMP000015	1408 Mgmt Improvements		AMP000015	1408 Mgmt Improvements		AMP000015	1408 Mgmt Improvements		AMP000015	1408 Mgmt Improvements	
Resident Services		\$ 14,087.74									
Staff Wages		\$ 13,517.01									
Staff Benefits		\$ 3,707.30									
Training & Travel		\$ 5,560.95									
Consultant Services		\$ 200.00									
Subtotal 1408		\$ 37,073	Subtotal 1408		\$ 37,073.00	Subtotal 1408		\$ 37,073.00	Subtotal 1408		\$ 37,073.00
AMP000015	1450 Site Improvements		AMP000015	1450 Site Improvements		AMP000015	1450 Site Improvements		AMP000015	1450 Site Improvements	
CPTED/Landscaping		\$ 15,000.00	CPTED/Landscaping		\$ 5,000.00	CPTED/Landscaping		\$ 5,000.00	CPTED/Landscaping		\$ 15,000.00
Mailbox Upgrade		\$ 5,500.00	Playground Upkeep		\$ 5,000.00			\$ 5,000.00			\$ 1,000.00
Subtotal 1450		\$ 23,500.00	Subtotal 1450		\$ 5,000.00	Subtotal 1450		\$ 16,000.00	Subtotal 1450		\$ 15,000.00
AMP000015	1460 Dwelling Structures		AMP000015	1460 Dwelling Structures		AMP000015	1460 Dwelling Structures		AMP000015	1460 Dwelling Structures	
Water Distribution		\$ 50,000.00	16 Bath Upgrade		\$ 30,686.00	16 Bath Upgrade		\$ 30,686.00	16 Bath Upgrade		\$ 30,686.00
16 Bathroom Upgrade		\$ 30,686.00				84 Kitchen Remodel		\$ 25,000.00			
Subtotal 1460		\$ 80,686.00	Subtotal 1460		\$ 30,686.00	Subtotal 1460		\$ 55,686.00	Subtotal 1460		\$ 30,686.00
Total Year 2		\$ 158,983	Total Year 3		\$ 90,483	Total Year 4		\$ 126,483	Total Year 5		\$ 100,483

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report		Grant Type and Number		Federal FY of Grant
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary		Capital Fund Program Grant No: FL29P05700099-09		2009
PHA Name: Palatka Housing Authority		Replacement Housing Factor Grant No:		
<input checked="" type="checkbox"/>	Original Annual Statement	<input type="checkbox"/>	Reserve for Disasters/Emergencies	Revised Annual Statement (revision no:)
<input type="checkbox"/>	Performance and Evaluation Report for Period Ending:	<input type="checkbox"/>	Final Performance and Evaluation Report	
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
		Original	Revised	Obligated
1	Total non-CFP Funds			
2	1406 Operations			
3	1408 Management Improvements Soft Costs			
	Management Improvements Hard Costs			
4	1410 Administration	\$ 84,257.00		
5	1411 Audit			
6	1415 Liquidated Damages			
7	1430 Fees and Costs			
8	1440 Site Acquisition			
9	1450 Site Improvement			
10	1460 Dwelling Structures			
11	1465.1 Dwelling Equipment--Nonexpendable			
12	1470 Nondwelling Structures			
13	1475 Nondwelling Equipment			
14	1485 Demolition			
15	1490 Replacement Reserve			
16	1492 Moving to Work Demonstration			
17	1495.1 Relocation Costs			
18	1499 Development Activities			
19	1502 Contingency			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Palatka Housing Authority		Grant Type and Number		Federal FY of Grant
		Capital Fund Program Grant No: FL29P05700099-09		2009
		Replacement Housing Factor Grant No:		
<input checked="" type="checkbox"/>	Original Annual Statement	<input type="checkbox"/>	Reserve for Disasters/Emergencies	
<input type="checkbox"/>	Performance and Evaluation Report for Period Ending:	<input type="checkbox"/>	Revised Annual Statement (revision no:)	
Summary by Development Account		Final Performance and Evaluation Report		
Line No.		Total Estimated Cost	Total Actual Cost	
20	Amount of Annual Grant: (sum of lines....)	\$ 84,257.00		
21	Amount of line 10 Related to LBP Activities			
22	Amount of line 10 Related to Section 504 Compliance			
23	Amount of line 3 Related to Security--Soft Costs			
24	Amount of line 3 Related to Security--Hard Costs			
25	Amount of line 10 Related to Energy Conservation Measures			
26	Collateralization Expenses or Debt Service			

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report		Federal FY of Grant	
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary		2009	
PHA Name: Palatka Housing Authority		Grant Type and Number	
Capital Fund Program Grant No: FL29P057000016-09		Capital Fund Program Grant No: FL29P057000016-09	
Replacement Housing Factor Grant No:		Replacement Housing Factor Grant No:	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report		Total Actual Cost	
Summary by Development Account		Total Estimated Cost	
Line No.	Description	Original	Revised
1	Total non-CFP Funds		
2	1406 Operations		
3	1408 Management Improvements Soft Costs		
	Management Improvements Hard Costs		
4	1410 Administration		
5	1411 Audit		
6	1415 Liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures		
11	1465.1 Dwelling Equipment--Nonexpendable		
12	1470 Nondwelling Structures		
13	1475 Nondwelling Equipment		
14	1485 Demolition		
15	1490 Replacement Reserve		
16	1492 Moving to Work Dmonstration		
17	1495.1 Relocation Costs		
18	1499 Development Activities	\$ 212,292.00	
19	1502 Contingency		

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHA Name: Palatka Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL29P057000016-09 Replacement Housing Factor Grant No:	Federal FY of Grant 2009
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report		
Line No.	Summary by Development Account	Total Estimated Cost
20	Amount of Annual Grant: (sum of lines....)	\$ 212,292.00
21	Amount of line 10 Related to LBP Activities	
22	Amount of line 10 Related to Section 504 Compliance	
23	Amount of line 3 Related to Security--Soft Costs	
24	Amount of line 3 Related to Security--Hard Costs	
25	Amount of line 10 Related to Energy Conservation Measures	
26	Collateralization Expenses or Debt Service	
		Total Actual Cost

*Agenda
Item*

3b

INTERLOCAL AGREEMENT

COMMUNITY DEVELOPMENT BLOCK GRANT ECONOMIC DEVELOPMENT PROJECT

WHEREAS, Putnam County and the City of Palatka hereby agree to enter into an Inter-Local Agreement for the purpose of clarifying responsibilities concerning Putnam County's proposed Community Development Block Grant (CDBG) Economic Development project for the Auto Spa of Palatka, LLC and Palatka Sheet Metal, Inc. (hereinafter referred to as the Businesses); and

WHEREAS, the proposed CDBG Economic Development Project involves relocation and extension of the water and sewer lines for the Businesses which will be located on the easterly side of U.S. 17 approximately 500 feet from the intersection of S.R. 19 within the unincorporated area of Putnam County but within the City of Palatka's water and sanitary sewer service districts, and

WHEREAS, the City of Palatka has sufficient water and sewer treatment plant capacity to accept the additional loads from the Businesses; and

WHEREAS, the City of Palatka agrees to accept and maintain the water and sewer facilities installed as part of the project; and

WHEREAS, the relocation and extension of the water and sewer lines for the Businesses will facilitate the creation of new jobs for low and moderate income residents of the City of Palatka and Putnam County and will complement the investments already made by the City of Palatka and Putnam County in promoting inter-local community development cooperation, and will also support and complement local, state and regional comprehensive plans;

NOW THEREFORE BE IT RESOLVED, that Putnam County and the City of Palatka agree as follows:

1. The City of Palatka hereby acknowledges that Putnam County will act as the grant applicant to request CDBG Economic Development Grant funding to undertake sewer and water utility construction activities in the unincorporated areas of Putnam County and the City of Palatka as may be necessary to provide potable water and sanitary sewer to the Businesses.
2. Putnam County will administer the proposed grant and will have the ultimate responsibility to assume all obligations under the terms of the grant including assuring compliance with all applicable laws and program regulations and performance of work in accordance with the grant contract.

3. Putnam County, upon receipt of a CDBG Grant Award Agreement, shall construct the water and sewer facilities in accordance with the requirements of the City of Palatka and shall, upon completion and acceptance by the City of Palatka give those facilities, along with all necessary and pertinent easements required by the City, to the City of Palatka, which shall own and maintain all water and sewer facilities to be constructed.
4. The City of Palatka shall participate in and cooperate with the processing of the grant application, as necessary. The City of Palatka shall not be required to expend City funds as a prerequisite for participating in the grant.
5. Nothing contained in this agreement shall deprive the City of Palatka or Putnam County of any power for zoning, development control, or other lawful authority which it presently possesses.
6. It is understood that Putnam County may include other activities in the CDBG grant application, such as paving and drainage improvements. These other activities may not involve the City of Palatka in their completion.

IN WITNESS WHEREOF, the parties hereto have duly executed this agreement the date and year written below.

ATTEST

BOARD OF COUNTY COMMISSIONERS

Tim, Smith, Clerk of Courts

Nancy S. Harris, Chairman

Date

ATTEST

CITY OF PALATKA

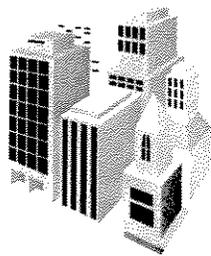
Betsy Driggers, City Clerk

Karl Flagg, Mayor

Date

*Agenda
Item*

3c



CITY OF PALATKA
Betsy Jordan Driggers
City Clerk
201 N. 2nd Street
Palatka FL 32177
Phone: 386-329-0100
Fax: 386-329-0106
e-mail: betsy@mail.qbso.net

Memorandum

To: City Commission & Staff
From: Betsy Driggers, City Clerk
Date: 1/2/2009
Re: Palatka Gas Authority Board Appointment

Charles T. Rabun, Jr. and Marc Spalding's terms on the Palatka Gas Authority Board expire on January 31, 2009. They have both returned their applications indicating their desire and willingness to serve another 3-year term in this capacity. This position was advertised in the Palatka Daily News, and there were no other applicants.

Their applications for reappointment are attached.

Commission Policy calls for applicants' interviews at the commission meeting prior to appointments. **Since only one application per seat was received, and each are from the incumbent member, it is Staff's recommendation to waive the '2nd meeting requirement' and reappoint both Rev. Charles T. Rabun, Jr. and Marc Spalding to the Palatka Gas Authority Board for three-year terms to expire January 31, 2012.**

EARL N. FLAGG
MAYOR-COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

HERNAN AZULA
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

GEORGE E. SANDERS
COMMISSIONER



JOSEPH LUSH
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

LOUIS WILLIAMS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

KENNETH E. VENABLES
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

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

CITY OF PALATKA BOARD REAPPOINTMENT REQUEST

I wish to apply for reappointment to the Gas Authority Board.
I understand that I will continue to serve in a volunteer capacity on this advisory board.

MEMBER: <u>Charles T. Rabun, Jr</u>	# of years' prior service: _____
Residence (911 Address) <u>500 Moseley Avenue</u>	Phone: <u>386-325-043</u>
Business Name & Address <u>501 Oak Street</u>	Fax: _____
	Phone: <u>386-328-1531</u>
	Fax: <u>386-325-5544</u>

(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: P.O. Box 130 - Post office box for business

E-mail: fbcp-charlie@bell-south.net **Daytime Phone:** 386-328-1531

AGREEMENT: By filing this document, I am indicating my desire to be reappointed to the advisory board upon which I currently serve. I also 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 each year covering my term of appointment.

Charles T. Rabun, Jr
SIGNATURE OF APPLICANT 12/4/08
DATE

Chairman/Director:: Please return this form, together with a copy of this member's attendance record, to Betsy Driggers, City Clerk, 201 N. 2nd Street, Palatka, Florida.

CHAIRMAN/DIRECTOR'S COMMENTS (if any) Charles T. Rabun only
missed (1) one meeting during this 3 year period.

Chairman's/Director's Signature Jud Neufeld

KARL N. FLAGG
MAYOR-COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

HERNAN AZULA
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

GEORGE E. SANDERS
COMMISSIONER



JOHN L. DUSH
CITY MANAGER
BETSY JOZDAN DRIGGERS
CITY CLERK
DEBBY H. WILLIAMS
FINANCE DIRECTOR
GARY S. GETCHELL
CHIEF OF POLICE
KENNETH E. VENABLES
CHIEF FIRE DEPT.
DONALD E. HOLMES
CITY ATTORNEY

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

CITY OF PALATKA BOARD REAPPOINTMENT REQUEST

I wish to apply for reappointment to the Palatka Gas Board.
I understand that I will continue to serve in a volunteer capacity on this advisory board.

MEMBER: Marc Spalding 1/2 # of years' prior service:
Residence 1900 Moseley Ave Palatka FL Phone: 328 6716
(911 Address) 1900 Moseley Ave Palatka FL Fax: 328 0551
Business Name Cold Well Baster Phone: SAME
& Address 3400 Crill Ave Palatka FL 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: 1900 Moseley Ave Palatka FL 32177

E-mail: marco.spalding@coldwellbaster.com Daytime Phone: 937 2674

AGREEMENT: By filing this document, I am indicating my desire to be reappointed to the advisory board upon which I currently serve. I also 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 each year covering my term of appointment.

Marc Spalding
SIGNATURE OF APPLICANT 12-4-08
DATE

Chairman/Director:: Please return this form, together with a copy of this member's attendance record, to Betsy Driggers, City Clerk, 201 N. 2nd Street, Palatka, Florida.

CHAIRMAN/DIRECTOR'S COMMENTS (if any) Marc Spalding completed the term of Fred Pilgrim - May 2007 - January 2009. He missed 3 meetings, 1/04/08, 5/01/08, 7/03/08, due to commitments out of town.

Chairman's/Director's Signature Jud Newfeld
EW

KARL N. FLAGG
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

REGRA KITCHENS
COMMISSIONER

VERNON MYERS
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



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

ELWIN C. "WOODY" BOYNTON, JR.
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

RUBY M. WILLIAMS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

December 12, 2008

Ms. Eula White
Palatka Gas Authority
P.O. Box 978
Palatka FL 32178

Dear Eula:

The following Gas Authority Board Members' terms will expire January 31, 2009:

Rev. Charles Rabun
Marc Spalding

The City Commission requests that the Board Chairman have these members complete the enclosed Appointment Renewal Form indicating their continued interest in serving in this capacity. Please return these forms to City Hall by Thursday, January 14, 2009, along with attendance records for these members, so that the Commission can consider their reappointment to another three year term to expire January 31, 2012.

These reappointments will be considered by the City Commission on January 22, 2009 at 6:00 P.M. **The Commission requests that these members be present for their reappointment interview.**

Sincerely,

Karen M. Venables
Assistant City Clerk

KMV/s

cc: Rev. Charles Rabun
Marc Spalding
Palatka City Commission

Agenda Item

3d

**REQUEST TO BE PLACED ON
CITY COMMISSION AGENDA**

NOTE: Regular City Commission meetings are held on the 2nd and 4th Thursdays of the month at 6:00 p.m. This request form, together with any attachments or backup material that that would help the Commission to better consider your request, should be submitted to the City Clerk's office ***no later than 4:00 p.m. on the Friday prior to the next regularly scheduled Thursday City Commission meeting.*** Meeting dates are subject to change. Please verify the closing date for agenda items with the Clerk's office.

Name of Individual, Organization or Group making presentation or request:

Chief Gary Getchell / Palatka Police Department

Name of Individual making presentation or request, if different:

Chief Gary Getchell

Address: Palatka Police Department

Daytime Phone 329-0115 Home ph. _____ Fax _____

Requested meeting date for Agenda Item: January 8, 2009

Request for Commission Action or Presentation Only; no action required Subject

Matter you wish to address:

Decision on bids, choose vendor to lease / purchase Patrol Sedans, Patrol SUVs and Administrative Vehicles

Refer to attached documentation

Commission Action Requested, if any:

Recommend awarding bids to –

- Vehicle Numbers 1,2 and 3 (Palatka Ford)
- Vehicle Number 5 and 6 (Mears Motor Sales)

Refer to attached documentation with breakdown of bid prices submitted.
The complete bid documentation can be made available through the City Clerk.

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.

**Palatka Police Department
110 North 11th Street**

Memorandum

**Date: 12-29-08
To: Betsy Driggers, City Clerk
From: Chief Gary Getchell
Subject: Decision on bid for vehicle lease
(Patrol Vehicles, Administrative Vehicles)**

As determined during budget preparation for this year, the Palatka Police Department sent out a bid package to eight automotive dealerships for;

- Patrol Sedans – 2009 Ford Crown Victoria or Dodge Charger
- Patrol SUVs – 2009 Mid to Full Size 4 door
(Supervisor, Corporal and K-9 Vehicles)
- Administrative Vehicles – 4 door 2009 Model
(Police Admin and City Admin vehicles)
- Evidence Van – Specifications attached

There were 7 categories in all, separate from one another, inviting bids on any and/or all categories.

The bid package was sent out on October 23, 2008 with a due date of November 24, 2008 by 5 PM. We received three (3) bid packages:

1. Beck Chrysler
2. Palatka Ford, and
3. Mears Motor Leasing

The bid submissions were opened on November 25th as planned. We verified the submissions at that time.

Copies of the bid proposal packages from the three vendors are attached.

The results are listed on the attached spreadsheet with recommendations below:

City of Palatka 2008 Vehicle Bid Results

VENDOR	Make	Model	Cost	Monthly Payment / 36 months
Vehicle # 1 Police Package Sedan				
Mears Leasing	Ford	Crown Vic	\$31,170.00	\$784.98
Palatka Ford	Ford	Crown Vic	\$32,171.00	\$791.00
Mears Leasing	Dodge	Charger	\$31,847.00	\$804.91
Beck Auto Sales	Dodge	Charger	\$33,756.00	\$829.05

Based on the price per vehicle and the fact that the local dealer, Palatka Ford was only \$6.02 higher per lease payment than Mears Leasing we recommend the bid be awarded to Palatka Ford. We will be purchasing 10 for a total annual cost of \$94,920.00.

Vehicle # 2 Full Size SUV Supervisor - Unmarked				
Mears Leasing	Chevy	Tahoe	\$32,647.00	\$768.57
Palatka Ford	Ford	Expedition	\$31,499.00	\$774.00
Beck Auto Sales	Chevy	Tahoe	\$38,860.00	\$929.84

Based on the price per vehicle and the fact that the local dealer, Palatka Ford was only \$5.43 higher per lease payment than Mears Leasing we recommend the bid be awarded to Palatka Ford. We will be purchasing 1 for a total annual cost of \$9,288.00.

Vehicle # 3 Full Size SUV Corporal - Marked				
Mears Leasing	Chevy	Tahoe	\$33,047.00	\$780.34
Palatka Ford	Ford	Expedition	\$31,899.00	\$784.00
Beck Auto Sales	Chevy	Tahoe	\$38,720.00	\$950.96

Based on the price per vehicle and the fact that the local dealer, Palatka Ford was only \$3.66 higher per lease payment than Mears Leasing we recommend the bid be awarded to Palatka Ford. We will be purchasing 2 for a total annual cost of \$18,816.00.

Vehicle # 4 Full Size SUV K9 - Marked Not purchasing				
Mears Leasing	Chevy	Tahoe	\$36,304.00	\$876.18
Palatka Ford	Ford	Expedition	\$35,155.00	\$885.00
Beck Auto Sales	Chevy	Tahoe	\$41,964.00	\$1,030.64

Based on the bids received as compared to the budgeted funds available, we are unable to purchase this vehicle as planned. We will be purchasing one (1) additional Patrol Sedan outfitted with the K-9 kennel (substantial savings) to replace it. Cost included in Patrol Sedan costs listed above.

Vehicle # 5	Sedan	Admin - Police Equip		
Mears Leasing	Dodge	Charger	\$18,384.00	\$416.55
Mears Leasing	Chevy	Impala	\$16,974.00	\$419.32
Beck Auto Sales	Dodge	Magnum	\$19,260.00	\$473.03
Beck Auto Sales	Dodge	Charger	\$21,021.00	\$516.28
Palatka Ford	Ford	P/23/100A Taurus	\$21,188.00	\$521.00

Based on the price per vehicle and the monthly lease payment we recommend the bid be awarded to Mears Leasing. We will be purchasing 1 for a total annual cost of \$4,998.60.

Vehicle # 6	Sedan	Admin - No Police Equip		
Mears Leasing	Dodge	Charger	\$17,414.00	\$388.01
Mears Leasing	Chevy	Impala	\$16,004.00	\$390.77
Beck Auto Sales	Dodge	Charger	\$18,843.00	\$462.78
Palatka Ford	Ford	P/23/100A Taurus	\$20,218.00	\$497.00

Based on the price per vehicle and the monthly lease payment we recommend the bid be awarded to Mears Leasing. This vehicle is to replace the current City Manager's vehicle and will be purchased or leased upon their decision. Total annual cost of lease \$4,656.12.

Vehicle # 7	Commercial Van	Not Purchasing		
Beck Auto Sales	Dodge	Sprinter VB2L15	\$49,992.00	\$1,227.80
Mears Leasing	Dodge	Sprinter 2500	\$48,843.00	\$1,462.93
Palatka Ford	NO BID			

Based on the bids received as compared to the budgeted funds available, we are unable to purchase this vehicle as planned.

Agenda Item

4

ORDINANCE NO. _____

Entitled

**AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA;
PRESCRIBING RULES GOVERNING THE OPERATION AND
USE OF ALL PUBLIC DOCKS LOCATED WITHIN THE CITY;
PROVIDING FOR PENALTIES; PROVIDING FOR
SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, the enactment and enforcement of rules and guidelines governing the operation and use of all docks or docking facilities located upon or connected to property owned by the City of Palatka is necessary in order to assure consistency in the application of the City's policies and in order to assure compliance with conditions under which funding for at least one of such docks was secured; and,

WHEREAS, the City Commission has taken specific note of conditions set forth in the Department of Environmental Regulation permit number 541932442, dated July 17, 1991, in which authorization for the construction of a public dock (known as the "City dock"), was specifically conditioned upon terms which, among others, allowed only the "temporary" (less than 48 hours) mooring of vessels and required the facility to be open to the general public without charge; and,

WHEREAS, the rules and regulations set forth within this Ordinance are intended to apply not only to the "City dock", but also to all other docking facilities located upon or connected to property owned by the City of Palatka and are believed to be necessary in order to promote the public health, safety, and welfare.

NOW, THEREFORE, BE IT ENACTED by the citizens of the City of Palatka, Florida:

SECTION I: Use of City docking facilities. All docking facilities located upon or connected to property owned by the City of Palatka shall be open to the general public for

use without charge, provided however that charges may be assessed at a reasonable rate for water, electrical, sewage pump-out facilities, or similar services provided by the City, or by the City's designee, at said docking facilities.

a) Charges for services: Charges to be assessed for electrical, water, sewage pump-out, or similar services, shall be established by the City Manager and approved by the City Commission, as described in "ATTACHMENT A" which is hereby adopted as part of this Ordinance. A method of collecting said charges shall be created and implemented by the City Manager, with approval of the City Commission. The rate at which charges are to be assessed for services at the City's docking facilities shall be prominently displayed upon a sign or placard to be located at the facilities at which the services are to be provided.

SECTION II: **Prohibited Uses.** Notwithstanding anything set forth above or elsewhere herein, the following uses and actions at City docking facilities are hereby specifically prohibited:

a) Extended stays. Only temporary mooring of vessels shall be permitted. For purposes of this sub-paragraph, "temporary" shall be defined as any continuous stay of less than 48 hours. However, the mooring of a vessel shall not be defined as "temporary" if the vessel is being moored regularly and routinely at the City's public docking facilities, even if the vessel is moved periodically so as to avoid violating the "48 hour stay" rule set forth above. Any vessel that is moored at the City dock for and during the period of 6 hours or more during any calendar day and for more than 10 calendar days during any calendar month shall be deemed in violation of this sub-section.

b) Recreational use only. No commercial activities of any kind shall be conducted upon or in association with any vessel moored at the City dock. Nothing within this section or this Ordinance shall, however, prohibit the City from authorizing the mooring of vessels at the City dock in connection with commercial activities if the use of said vessel and/or said activities are in association with or related to a City sponsored activity.

c) Non-emergency repairs prohibited. The City docking facilities shall not be utilized for the purposes of effecting repairs to any vehicle or vessel, other than emergency repairs. For purposes of this sub-paragraph, "emergency repairs" shall be defined as those non-routine repairs necessary to prevent a vessel from sinking or being otherwise damaged or destroyed, or, necessary to restore a vessel to operational status. However, any emergency repair shall be completed within 48 hours of the time of the vessels mooring unless at the expiration of said time, it is impossible to move the vessel without endangering the vessel or those who are aboard it. The City Manager shall be vested with the authority to determine on a case by case basis whether or not conditions exist which justify allowing a vessel to remain moored at a City dock in excess of 48 hours for the purpose of effecting emergency repairs.

d) Swimming and diving. Diving or jumping into the water from the City's docking facilities, or swimming or wading from said facilities, shall be prohibited and signs notifying the public of these prohibitions shall be prominently displayed on site.

SECTION III: Disclaimer of liability. The City of Palatka shall advise all who might use the City docking facilities through the posting of appropriate signs that uses of City docking facilities shall be at the risk of the user and that the City does not intend to accept liability or responsibility for damages to property, injuries to persons, or death, caused by or incurred in association with the use of the City's docking facilities.

SECTION IV: Penalty. Except as otherwise provided in this Ordinance, any person or entity violating any of the provisions of this Ordinance may be punished as provided in Section 1-10 of the Municipal Code of the City of Palatka.

SECTION V: Severability. If any portion of this Ordinance is for any reason held or declared to be unconstitutional, inoperative, or void, such holding shall not affect the remaining portions of this Ordinance. If this Ordinance or any provision thereof shall

be held to be inapplicable to any person, property, or circumstance, such holding shall not affect its applicability to any other person, property, or circumstance.

SECTION VI: 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 VII: Effective date. This Ordinance shall become effective immediately upon its passage.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this ____ day of _____, 200__.

CITY OF PALATKA

By: _____
Its **MAYOR**

ATTEST:

CITY CLERK

APPROVED AS TO CONTENT AND CORRECTNESS:

CITY ATTORNEY

ATTACHMENT A

No fees to be assessed.

Agenda Item

5

**CITY OF PALATKA CITY COMMISSION
AGENDA ITEM**

ITEM: Public hearing and adoption of an ordinance to amend the Intensive Commercial (C-2), Downtown Business (DB), and Downtown Riverfront (DR) zoning districts. Second reading.

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS

1. Draft ordinance.
2. October 2, 2007, June 3, 2008, and November 4, 2008 Planning Board minutes.

DATE: January 8, 2009

SUMMARY HIGHLIGHTS:

The first reading of this ordinance was conducted by the Commission on December 11, 2008. There was no public comment.

Intensive Commercial (C-2) zoning district amendment:

In an effort to correct the omission of hotels and motels as permissible uses in the C-2 zoning district, staff submitted the amendment to the Planning Board indicating that C-1 zoning allowed the use as a conditional use, however, the code had omitted it as either a conditional use or permissible use in the C-2 zoning district. Typically, most uses allowed as a conditional use in the C-2 zoning district become a permissible use in the C-2 zoning district.

Downtown Business (DB) and Downtown Riverfront (DR) zoning district amendment:

In an effort to alleviate the hardship being caused to single-family dwelling property owners in these zoning districts, staff submitted the amendment to the Planning Board to allow this use as a conditional use without the required accompanying commercial use.

The Planning Board voted to approve these requests on October 2, 2007, June 3, 2008, and November 4, 2008.

RECOMMENDED ACTION:

Adoption of the attached ordinance which would be consistent with the Planning Board's recommendation to allow:

1. Intensive Commercial (C-2) zoning district to include hotels and motels as a permissible use.
2. Downtown Business (DB) and Downtown Riverfront (DR) zoning districts to allow single family or one family dwelling as a conditional use.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

This instrument prepared by:
Debbie Banks
201 N 2nd Street
Palatka, Florida 32177

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA AMENDING THE OFFICIAL ZONING REGULATIONS OF THE CITY OF PALATKA, FLORIDA, BY AMENDING SECTION 94-161, DOWNTOWN RIVERFRONT DISTRICT, AND SECTION 94-162, DOWNTOWN BUSINESS DISTRICT, TO ALLOW A ONE-FAMILY OR SINGLE-FAMILY DWELLING WITHOUT AN ACCOMPANYING COMMERCIAL USE AS A CONDITIONAL USE; AMENDING SECTION 94-149 C-2 INTENSIVE COMMERCIAL DISTRICT TO ALLOW HOTELS AND MOTELS AS PERMITTED PRINCIPLE USES; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Palatka, Florida, is authorized by Chapter 166, Florida Statutes, to adopt ordinances and resolutions necessary for the exercise of its powers to protect the health, safety, and general welfare of its citizens and to prescribe fines and penalties for the violations of ordinances in accordance with law; and

WHEREAS, the Commission has recognized the need to revise the zoning regulations to permit single-family dwellings as a conditional use in the downtown area of the City of Palatka without the requirement of an accompanying commercial use; and to allow hotels and motels as permitted principle uses in the C-2 Zoning District; and

WHEREAS, the Commission desires to ensure the continued economic well-being and vitality of Palatka's downtown and commercial districts; and

WHEREAS, the Planning Board conducted duly advertised public hearings on October 2, 2007, June 3, 2008 and November 4, 2008 and recommended approval of the two amendments to the City Commission; and

WHEREAS, the City Commission conducted duly advertised public hearings on December 11, 2008, and January 8, 2009.

NOW, THEREFORE, BE IT ENACTED BY THE CITY OF PALATKA, FLORIDA, THAT:

Section 1. Section 94-161 Downtown Riverfront District (e) Conditional uses, activities, or structures is hereby amended to include:

(13) Dwelling, one-family or single-family

Section 2. Section 94-162 Downtown Business District (e) Conditional uses, activities, or structures is hereby amended to include:

(13) Dwelling, one-family or single-family

Section 3. Section 94-149. C-2 intensive commercial district (b) Permitted principal uses and structures is hereby amended to include:

(8) Hotels and motels

Section 4. Should any section, subsection, sentence, clause, phrase or portion of this Ordinance be held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate distinct and independent provision and shall not affect the validity of the remaining portion.

Section 5. This Ordinance shall become effect upon passage as provided by law.

Section 6. 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.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 8th day of January, 2009.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

Case #005-63 – (continued)

(Regular Meeting)

Motion to approve the request made by Jill Jester. Seconded by Clem Saccareccia, all present voted affirmative, motion carried.

NEW BUSINESS

Case #07-39 - 1226 St. Johns Avenue

Parcel #(s): 42-10-27-6850-2160-0201

Owners(s): D & G Childcare & Learning Center/Gilbert L. Evans

Request: Request for a conditional use for a childcare facility in C-2 zoning

(Public hearing)

Ms. Banks advised that all of the staff concerns have been addressed, including the concerns for a dumpster location, as they will have two roll-off containers instead of a dumpster. She advised that staff's position was to recommend approval and stated the following conditions as set forth in the Staff report;

- that a Business Tax Receipt be obtained from the City and the County and be maintained in an active status for the duration of the use;
- that the grant of a Conditional Use for a child care facility shall substantially conform to the presentation made by the applicant and agent in the application and public hearing for the Conditional Use;
- that this grant of Conditional Use shall expire twelve (12) months following the discontinuance of the approval use for any reason and may not be recommenced once expired, without another grant of Conditional Use; and
- that all conditions shall be met within six (6) months of this Conditional Use.

(Regular meeting)

Motion made to approve the request by Jill Jester. Seconded by Sue Roskosh. All present voted affirmative, motion carried.

Case #07-44 - Downtown Riverfront District and Downtown Business District

Request: to amend Section 94-161 Downtown Riverfront District and Section 94-162 Downtown Business District to allow residential uses without an accompanying commercial use as a conditional use.

Case #07-44 (continued)

(Public hearing)

Ms. Banks advised that she has had several requests for zoning verification letters for properties in these zoning districts, and it seems to be causing a hardship for several residential property owners trying to get financing. As it stands currently, if a homeowner should lose the use, such as a fire burning 60% or more of their home, they could not rebuild and use it for their home. There are several homes that this would affect, allowing for a conditional use without an attached business, with the exception of those properties fronting St. Johns Avenue or Reid Street, would alleviate this type of hardship to our citizens.

Norm Jutras, 412 Mullholland Park – was present and spoke in favor of the request.

Don Holmes, City Attorney re-iterated that this proposed code amendment provides latitude for someone to be able to apply for a conditional use, allowing the Board to consider the request on a case by case basis.

Ms. Banks advised that development standards had been implemented when these zonings were put into place in a previous codification.

Jill Jester questioned if the code amendment would include language regarding the exclusion of properties fronting Reid St. & St. Johns Avenue.

Mr. Holmes advised that the agenda shows a topic to be discussed, and not the final language to be adopted – that if there is some specific language that the Board would like considered, it should be made part of the motion.

Motion made by Jill Jester to approve the request to amend Sec. 94-161, & 94-162, stipulating that residential is not required to have an accompanying commercial except those properties fronting Reid Street and St. Johns Ave. Seconded by Sue Roskosh. All present voted affirmative, motion carried.

Ms. Banks advised that the City Commission tabled the submittal for consideration of the E.A.R. amendments until the October 11th, 2007 as there were many corrections that needed to be made before the Commission would consider passing it forward to DCA.

Adjournment

Case 08-10 Continued 1817 Reid Street

(Regular meeting)

Motion made by Sue Roskosh to approved the request, subject to staff recommendations & conditions. Seconded by Clem Saccareccia. All present voted with no opposition, motion carried.

Case 08-12 Address: All C-2 Zoning
Applicant: City of Palatka
Request: To amend the Municipal Code, Section 94-149 intensive commercial district to allow hotels, motels, and housing for the aged as a permitted use.

(Public Hearing)

Ms. Banks gave an overview of this request for a recommendation to the City Commission, from the Planning Board, to amend the C-2 zoning district to allow hotels and motels as a permitted use.

Mr. Stewart questioned if housing for the aged was allowed elsewhere in zoning.

Ms. Banks advised that, it is allowed by Conditional Use in the C1 (General Commercial) and R-3 (multi-family) districts.

Mr. Lee added that as C-2 is the most intensive commercial district, and housing for the aged would be most appropriate, left as is, in the C-1 and R-3 zoning districts.

(Regular Meeting)

Motion made by Sue Roskosh and seconded by Ezekiel Johnson to recommend amending Section 94-149 of the Municipal code to add Hotels and Motels in C-2 zoning district to the City Commission. All present voted with no opposition, motion carried.

Case 08-14 Address: City-wide
Applicant: City of Palatka
Request: To amend the Municipal Code, Chapter 54 Planning, Article VI Concurrency Management to include the Proportionate Fair Share Amendment

(Public Hearing)

Mr. Lee explained that the Proportionate Fair Share Ordinance is basically designed as a tool for Concurrency Management for transportation, when you have roads at capacity. This will allow the developer to determine the amount of daily trips and then, it is reviewed by the Engineers. The Developer will then come up with a proposal for consideration by the City Commission. He added, that this is required by the State to be in our ordinance, and that this is the model from the State of Florida, and is similar to what the County is doing, but at this time he is requesting that it be appropriately placed in the planning chapter of the Municipal Code. He said that he sees this being amended when our long-term Concurrency Management System and our traffic study is completed.

Mr. Braddy questioned with regard to development, will the Board be able to render appropriate decisions without a Concurrency System in place.

Zoning Amendment: Request to amend Section 94-161 Downtown Riverfront District and Section 94-162 Downtown Business District to allow a single-family dwelling without an accompanying commercial use as a conditional use. (Staff)

(Public Hearing)

Ms. Banks advised that late last year, staff brought the request to allow a residential without an accompanying commercial use as a conditional use. Before submitting it to the City Commission staff had realized that the motion was not specific to single family use and that was the intent. This request clarifies the allowance by Conditional Use for single family only.

Randy Braddy asked how this affects existing properties.

Ms. Banks explained existing uses would be grandfathered in however, if the use ceases for a 12-month period the use would revert to existing zoning.

Discussion ensued regarding the creation of the Downtown Business district; it's intent and the expansion of the original C-3 zoning area from Oak Street to then include up to Laurel St, where there was a lot of existing residential property owners that did not receive notice.

(Regular Meeting)

Motion made by Earl Wallace to recommend approval of the amendment to Section 94-161 as submitted to the City Commission. Seconded by Ezekiel Johnson. With a show of hands, vote results were 8 yeas and 1 nay, motion carried.

Meeting adjourned at 5:25 PM. Next meeting scheduled for December 2, 2008.

Agenda Item

6

**CITY OF PALATKA CITY COMMISSION
AGENDA ITEM**

ITEM: Public hearing and adoption of an ordinance rezoning 3813 Reid Street from Putnam County C-2 to City of Palatka C-2. Second reading. DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS : 1. Draft ordinance changing the zoning from Putnam County C-2 to City of Palatka C-2. DATE: January 8, 2009
2. November 4, 2008, Planning Board Minutes.
3. November 4, 2008, Planning Board Packet.

SUMMARY HIGHLIGHTS:

The identified purpose of this rezoning application is to allow the construction of a Holiday Inn Express on a 1.98 acre parcel of land located between SR 100 and the parking area of Lowes.

A public hearing was held by the Planning Board on November 4, 2008, at the applicant's request for annexation, change of future land use from County Urban Service to City Commercial, and rezoning from Putnam County C-2 to City of Palatka C-2. Other than the applicant, there was no public testimony. The Planning Board voted to recommend approval of the three requests.

At the December 11, 2008, City Commission meeting, the Commission approved ordinances annexing and changing the future land use designation for the site. The public hearing for the first reading of this ordinance was also held. Other than the applicant, there was no public testimony.

RECOMMENDED ACTION:

Staff recommends approval of the attached rezoning ordinance.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

This instrument prepared by:
Jim Lee
201 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 02, TOWNSHIP 10 SOUTH, RANGE 26 EAST; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1.

WHEREAS, application has been made by the owners, Palatka Hospitality, LLC, to the City for certain amendments to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka and before the City Commission of the City of Palatka, and

WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted, now therefore,

Section 2. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from its present zoning classification of County C-2(Commercial II) to City C-2 (Intensive Commercial).

DESCRIPTION OF PROPERTY:

Situated in the Southeast Quarter of the Northwest Quarter of Section 2, Township 10 South, Range 26 East, and more particularly described as follows:

From the Southwest corner of the Northwest Quarter of said Section 2, run North 1 degree 00 minutes West, along the Westerly boundary of Section 2, a distance of 2156.6 feet to the centerline of State Highway No. 100; thence run South 69 degrees 30 minutes East, along the centerline of said State Highway, a distance of 2543.2 feet; thence run South 20 degrees 30 minutes West, a distance of 100.0 feet to the Southerly right-of-way of said State Highway; thence run South 69 degrees 30 minutes East along said right-of-way a distance of 254.0 feet to the Point of Beginning. From Point of Beginning run South 20 degrees 30 minutes West a distance of 215.0 feet to a Iron Pipe; thence run South 7 degrees 14 minutes West a distance of 292.81 feet; thence

run South 69 degrees 30 minutes East, parallel with the centerline of said State Highway 225.02 feet to the Easterly boundary of the Northwest Quarter of Section 2; thence run North 1 degree 14 minutes West; along said Easterly boundary a distance of 538.26 feet to the Southerly right-of-way of said State Highway; thence run North 69 degrees 30 minutes West along said right-of way a distance of 92.91 feet to the Point of Beginning and to close.

(Being tax parcel #02-10-26-0000-0380-0000)

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 8th day of January, 2009.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

Meeting called to order by Chairman Carl Stewart at 4:00PM. Members present: Ezekiel Johnson, Earl Wallace, Sue Roskosh, Clem Saccareccia, Randy Braddy, Leigh Rion, Zachary Landis, and Anthony Harwell. Members absent: School Board Representative. Also present: Planning Director, Jim Lee; Assistant Planning Director, Debbie Banks and Recording Secretary, Pam Sprouse.

Motion made by Clem Saccareccia to approve the minutes of the meeting for the October 7, 2008. Seconded by Sue Roskosh. All present voted affirmative, motion carried.

Debbie Banks read, "To Appeal any Decision."

Mr. Stewart requested that any Ex Parte Communication be disclosed prior to each case.

NEW BUSINESS

Case 07-50 **Location:** 3813 Reid Street; 02-10-26-0000-0380-0000
 Owner: Palatka Hospitality, LLC
 Agent: EDG of FL/Greg Crawford
 Request: Annexation, Amending the Future Land Use Map from County Urban Service to city Commercial, and Rezoning from County C-2 to City C-2 (intensive commercial)

(Public Hearing)

Mr. Lee advised the Board that this is the first request of this type in almost 2 years, and for us, this is an important issue for our growth. The owners intent is to build a hotel on this site. He explained that the three separate actions listed in this request are all relative to the annexation process, and that the request was reviewed under Chapter 171 of the Florida Statutes, the Municipal Code and the recently updated, Comprehensive Plan and that staff believes it to be consistent. He stated that no comments were received regarding this request and staff recommended approval.

Greg Crawford, agent for EDG of FL, P.O. Box 623471 Oviedo, FL 32762, advised that the proposed hotel is for a 3-story building with 71 units.

(Regular Meeting)

Mr. Braddy asked if each part of this request had to be considered under separate motions or just one motion.

Mr. Lee advised that one motion could be made, however each portion should be mentioned specifically.

Motion made by Randy Braddy to recommend approval of the request of Annexation, Amending the Future Land Use Map from County Urban Service to City Commercial, and Rezoning from County C-2 to City C-2 (intensive commercial). Seconded by Sue Roskosh. With no opposition, motion carried.

PLANNING BOARD REPORT
November 4, 2008 Regular Meeting

SUBJECT: CASE # 07-50 – 3813 REID STREET

A. REQUEST:

Request to annex, amend the Future Land Use Map (Small Scale) from County Urban Service to City Commercial, and rezoning from County C-2(Commercial II) to City C-2, (Intensive Commercial) for approximately 1.98 acres

B. BACKGROUND:

1. Owner: Palatka Hospitality, LLC
2. Agent: EDG of FL/Greg Crawford
3. General Parcel Information:
 - a. Location: 3813 Reid Street
 - b. Parcel #: 02-10-26-0000-0380-0000
 - c. Size: 1.98 acres
 - d. Current Zoning: Putnam County C-2 (Commercial II)
 - e. Requested Zoning: City of Palatka C-2 (Intensive Commercial)
 - f. Current Land Use Map: County Urban Service
 - g. Requested Future Land Use Map: City Commercial
 - h. Current Use: Vacant

ADJACENT DEVELOPMENT:

DIRECTION:	ZONING:	FLUM:	CURRENT USE:
North	County C-2	County Urban Service	Reid Street (SR 100) r-o-w and wooded land
East	County C-2 and City C-2	County Urban Service, County Commercial and City Commercial	Power line easement (County) and Sleep Inn Motel (City)
South	Annexed, but County C-3	County Urban Service but Amendment at DCA for review for the Lowe's site	Lowe's parking area
West	County C-3 and County C-2	County Urban Service but Amendment at DCA for review for the Lowe's site	Advantage Auto Rental and Lowe's building

C. COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES, ANNEXATIONS

The request is to annex 1.98 acres into the City. The subject property is located on Reid Street (SR 100) adjacent to City property to the west and south which is the Lowe's property. A portion of the western boundary is also County property containing the Advantage Auto Rental store. Directly north of Reid Street and west of the site is County property.

The proposed annexation does not create an enclave and meets the criteria identified in Section 171.043, Florida Statutes. This includes being contiguous to the City's boundaries

at this time, is reasonable compact, is not included within the boundary of another incorporated municipality, and is intended to be developed for urban purposes because of the availability of City sewer and water lines that are contiguous to the property.

Also, this request is a voluntary annexation and meets the criteria identified in Section 171.044, Florida Statutes, as it relates to being contiguous to the City, and reasonably compact. Following a recommendation from the Planning Board, an appropriately prepared ordinance will be considered by the City Commission after the correct advertising and scheduling of public hearings.

STAFF RECOMMENDATION: Approval of the annexation request.

D. COMPLIANCE WITH THE CITY OF PALATKA COMPREHENSIVE PLAN

The Existing Land Use Designation: The existing Future Land Use is County Urban Service which allows for a variety of residential, agriculture as a holding use, commercial, industrial and public facilities uses per their Comprehensive Plan.

The Proposed Land Use Designation: Policy A.1.9.3.A.2 of the Future Land Use Element states that the land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities. Public/Institutional uses and recreational uses are allowed within the commercial land use category. The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel. The maximum height should not exceed 40 feet. Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use.

Future Land Use Element

Objective (A.1.6 9J-5.006(3)(b)7)

Upon Plan adoption, the City shall discourage urban sprawl. Land Development Regulations shall be adopted that implement the following policies:

Policy A.1.6.2 (9J-5.006(3)(c)3)

Minimize scattered and highway strip commercial by directing commercial development to occur in a planned and compact manner through in-filling within already developed commercial areas as identified on the Future Land Use Map.

Staff Analysis: This request will allow the in-filling of an area already developed with intensive commercial uses. These include the Sleep Inn Motel, Advantage Auto Rental and Lowe's. Other properties in the area are developed for commercial uses, transitioning to commercial uses or in a County land use designation that allows a variety of intensities of

commercial zoning districts. City commercial land use designations are located east, west, and south of the site. This land use change provides a continuity of commercial land use in a corridor the City has designated for such purposes.

Policy A.1.7.2 (9J-5.006(3)(c)3)

Commercial development adjacent to major and minor arterial roads shall provide sufficient depth to allow adequate set back distance and clearance to accommodate FDOT near and long range roadway improvements.

Staff Analysis: This request is located adjacent to Reid Street (SR 100) a minor four lane arterial as classified by the FDOT. Any future development will comply with all setback requirements and an FDOT permit will be required.

Policy A.1.11.4 (9J-5.006(3)(c)6)

Applications by landowners for a land use amendment to the Comprehensive Plan shall, as part of filing procedures, require the payment of a fee and provisions by the land owner of topographic, soil condition, flood hazard zone and wetland zone and wetland information on all land surveys filed in support of a land use amendment, zoning change or land subdivision. The City on a case-by-case basis may make exceptions for small-scale amendments when the property in question is (1) already developed or (2) is of a size, shape, and location that the normal permitting processes are sufficient.

Staff Analysis: This applicant has provided a topographical survey for this site which indicates elevations, contour lines, tree location and type, flood hazard zone (Flood Zone C, area of minimal flood) and wet areas. They have also submitted a draft site plan which indicates a 3 story motel with 75 rooms and 83 parking spaces. It is anticipated that the normal State, Water Management District and City permitting will be sufficient for the site.

Traffic Circulation Element

Objective B.1.1 (9J-5.007(3)(b)1)

Upon plan adoption, the City shall provide for a safe, convenient and efficient motorized and non motorized transportation system by correcting, to the maximum extent feasible, all existing roadway deficiencies identified in this plan and maintain acceptable operating conditions in the future on a priority basis.

Policy B.1.1.1 (9J-5.007(3)(01))

The State-wide minimum acceptable operating Level of Service (LOS) standards for the State Highway System and City Street System shall be the base LOS standards listed herein, except for those conditions provided in Policies 1.1.1.A. and 1.1.1.B.

The City hereby adopts the following LOS standards for each listed facility type:

- principal arterials - LOS C
- collectors and minor arterials -LOS D

Staff Analysis: The property has direct access to Reid Street (SR 100). The Florida Department of Transportation classifies this section of SR 100 as a minor arterial with an adopted Level of Service Standard (LOSS) C. This section of SR 100 is currently operating at a LOSS A.

Public Facilities Element

Objective D.1.1 (9J-5.011(2)(b)2)

Upon Plan adoption, the City of Palatka shall enforce adopted Concurrency Management System procedures to ensure that at the time a building permit or other development order is issued, infrastructure facility capacity is available to meet the demand of development without lowering adopted Levels of Service Standards (LOSS).

Policy D.1.1.2 (9J-5.011 (2)(c)2)

All improvements for replacement, expansion, or increase in capacity of facilities shall be compatible with the adopted level of service standards for the facilities and that distribution of these facilities/services is consistent with the Future Land Use Map.

Staff Analysis: At the time of building permit review the project will be reviewed for concurrency. The portion of Reid Street (SR 100) adjacent to the site is operating at LOSS A. Sewer and water lines run along the front on the site adjacent to Reid Street. Public Works staff have indicated that the construction of a potential 75 room motel on the site with daily demand of 12,500 gallons per day will not have an adverse affect on the City's ability to supply adequate water to its customers.

Objective D.1.2 (9J-5.011(2)(b)2)

In order to preserve adopted Level of Service Standards (LOSS), the City of Palatka, upon Plan adoption, shall continue to coordinate the extension of, or increase of, facilities to meet future needs, through implementing the following policies:

Policy D.1.2.1

The City of Palatka shall establish a coordinating relationship with the Putnam County Board of County Commissioners to discuss future development plans adjacent to City borders and to discuss the City supporting development beyond their border with water/sewer service. Areas served by Palatka water and sewer will be annexed into the city; however, the distribution of potable water for areas outside of City limits is conditioned upon annexation only when those properties become contiguous.

Staff Analysis: This property is contiguous with the City and the applicant is requesting the provision of sewer and water services from the City for a proposed 75 room motel.

Objective G.1.5 (9J-5.015(3)(b)3)

The City shall ensure that public facilities are planned and allocated equitably, through effective coordination with the appropriate Federal, State and Local government departments and regulatory agencies.

Policy G.1.5.2

The City shall establish a coordinating relationship with the Putnam county Board of County Commissioners to discuss future development plans adjacent to City borders and to discuss the City supporting development beyond their border with water/sewer service. Properties serviced by City water shall annex into the City when they become sufficiently contiguous. Properties serviced by septic shall be annexed into the City.

Staff Analysis: The City and County are continuing to improve their coordinating relationships as it relates to future development along the existing City boundaries. This includes recent success with School Concurrencey.

STAFF RECOMMENDATION: Staff recommends approval of this request to amend the future land use map from County Urban Service to City Commercial.

E. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE, REZONING REQUEST

Rezoning requirements

When pertaining to the rezoning of land, the report and recommendations of the Planning Board to the City Commission shall show that the Planning Board has studied and considered the proposed change in relation to the following, where applicable (from Sec. 94-38(f)(1) of the Palatka Municipal Code):

- a. Whether the proposed change is in conformity with the comprehensive plan.

Policy A.1.9.3 of the City of Palatka Comprehensive Plan states:

“Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service.”

Staff Analysis: The applicant requests rezoning to C-2 (Intensive Commercial) district from Putnam County C-2 (Commercial II). This zoning category is consistent with the requested Commercial Future Land Use Map designation. The current land use designation is Putnam County Urban Service, which anticipates the extension of City utilities to this parcel.

- b. The existing land use pattern.

Staff Analysis: This rezoning request to C-2 (Intensive Commercial) is consistent with the existing land use pattern in the area which is commercial development. This request changes the zoning jurisdiction from County to City to accompany the annexation and future land use map amendment request, and then permit connection to City utilities.

- c. Possible creation of an isolated district unrelated to adjacent and nearby districts.

Staff Analysis: This rezoning request will not create an isolated district since the City and County have adjacent parcels with commercial zoning that allow a variety of compatible commercial uses.

- d. The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.

Staff Analysis: Before a building permit is issued for the site a concurrency review will be conducted by staff to determine that there is not an overtaxing of public facilities.

- e. Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change;

Staff Analysis: Staff has no information to indicate that existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.

- f. Whether changed or changing conditions make the passage of the proposed amendment necessary.

Staff Analysis: The recent development of the Sleep Inn Motel and Lowe's makes this request consistent with a changing commercial development pattern in the area.

- g. Whether the proposed change will adversely influence living conditions in the neighborhood.

Staff Analysis: This is not applicable since this parcel is not a part of an established neighborhood and is adjacent to a four lane highway.

- h. Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.

STAFF ANALYSIS: There is no doubt that development of this site will create additional trips on Reid Street and other roads, but this portion of Reid Street is functioning at a LOSS A, which is above the FDOT standard of LOSS C. A traffic

concurrency review will be conducted prior to building permit issuance.

- i. Whether the proposed change will create a drainage problem.

STAFF ANALYSIS: New development associated with this request will be required to retain all stormwater on site as part of the St. Johns River Water Management District permitting process.

- j. Whether the proposed change will seriously reduce light and air to adjacent areas.

STAFF ANALYSIS: During the site plan review process staff will consider the scale of the development as it relates to the reduction of light and air to adjacent areas.

- k. Whether the proposed change will adversely affect property values in the adjacent area.

STAFF ANALYSIS: It is not anticipated that this rezoning request will adversely affect property values.

- l. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.

STAFF ANALYSIS: Staff does not have any information to indicate that the proposed zoning change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations. Adjacent property owners were notified of this rezoning request and have the opportunity to appear before the Planning Board.

- m. Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.

STAFF ANALYSIS: This rezoning request does not constitute a grant of special privilege.

- n. Whether there are substantial reasons why the property cannot be used in accord with existing zoning.

STAFF ANALYSIS: The existing zoning is County zoning. With the proposed requests for annexation and a City future land use designation, it is appropriate to change the zoning to a consistent City zoning designation.

- o. Whether the change suggested is out of scale with the needs of the neighborhood or the city.

Staff Analysis: This change is not out of scale with the needs of the neighborhood or 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 Analysis: There may be other sites in the City that could accommodate the projected use.

- 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 Analysis: This parcel is not located in a Historic District.

STAFF RECOMMENDATION: Staff recommends approval of the requested zoning change from County C-2, (Commercial II) to City C-2 (Intensive Commercial). The request complies with the rezoning criteria provided in the Palatka Municipal Code.

G. PHOTOGRAPHS



Facing property



Facing east on Reid St.



Facing west on Reid St.

Application for Annexation

This application must be typed or printed in black ink and submitted with any required attachments and application fee of \$1,000 for Small Scale or \$1,500 for Large Scale (Checks payable to the City of Palatka) to:

Date Received: 12-10-07
 Hearing date: 11-4-08

City of Palatka Planning & Zoning
 201 N 2nd Street
 Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386) 329-0103

TO BE COMPLETED BY APPLICANT		
1. Property Address: <u>3813 REID STREET</u>	2. Parcel Number: <u>02 10 26 0000 0380 0000</u>	3. Current Property Use: <u>VACANT</u>
4. Current Land Use Designation: <u>US (COUNTY)</u>	5. Requested Land Use Designation: <u>C2 (CITY)</u>	6. Required Attachments: <input type="checkbox"/> Legal Description <input type="checkbox"/> Letter of Authorization* <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input type="checkbox"/> Project Narrative** <input type="checkbox"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan***** <input type="checkbox"/> Survey
7. Current Zoning Designation: <u>C2 (COUNTY)</u>	8. Requested Zoning Designation: <u>COMMERCIAL (CITY)</u>	
9. Acreage to be considered for request: <u>1.98</u>	10. Number, types & square footage of structures on property: <u>0</u>	
Reason for annexation request: <u>UTILITY CONNECTION</u>		
Owner Name <u>PALATKA HOSPITALITY, L.L.C.</u>		Agent Name
Owner Address <u>930 N. ATLANTIC AVE.</u>		Agent Address
<u>DAYTONA BEACH, FL. 32118</u>		
Phone Number <u>386-677-8882</u>		Phone Number

- * Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.
- ** Project Narrative: Explain present and future use of the property in detail.
- *** Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.
- **** Site map for ad to be in black & white, no larger than 2 1/2" x 3" with nearest intersecting streets shown and named.
- ***** Site Plan: Detailed project drawing

Application for Small-Scale Land Use Amendment to the Future Land Use Map

This application must be typed or printed in black ink and submitted with any required attachments and application fee of \$450 (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

FOR INFORMATION REGARDING THIS FORM, CALL (386)329-0103

Date Received: 12/10/87
 Hearing date: * Pending Dec 11-4-88

TO BE COMPLETED BY APPLICANT		
1. Property Address: <u>3813 REID STREET</u>	2. Parcel Number: <u>021026000003800000</u>	3. Current Property Use: <u>VACANT</u>
4. Current Land Use Designation: <u>US (COUNTY)</u>	5. Requested Land Use Designation: <u>C2 (CITY)</u>	6. Required Attachments: <input type="checkbox"/> Letter of Authorization* <input type="checkbox"/> Legal Description <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input type="checkbox"/> Project Narrative** <input type="checkbox"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan*****
7. Current Zoning Designation: <u>C2 (COUNTY)</u>	8. Requested Zoning Designation: <u>COMMERCIAL (CITY)</u>	
9. Lot size/acreage: <u>1.98</u>	10. Number, types & square footage of structures on property:	
11. Proposed Number, types & square footage of structures on property: Attach plan		
8. Owner Name: <u>PALATKA HOSPITALITY, L.L.C.</u>		
Owner Address: <u>930 N. ATLANTIC AVE.</u>		
<u>DAYTONA BEACH, FL. 32118</u>		
Phone Number: <u>386-677-8882</u>		
9. Agent Name: <u>EDG of FL Greg Crawford</u>		
Agent Address: <u>P.O. Box 623471</u>		
<u>Oviedo, FL 32762-3471</u>		
Phone Number: <u>407-701-5426 C</u> <u>407 971-0856</u>		

* Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.

**Project Narrative: Explain present and future use of the property in detail.

***Supplementary information that may be required with application relative to the following factors where applicable: Soils, Natural Vegetation/Wildlife; Wetlands (type, location and amount of acreage to the nearest one-hundredth acre), and Topography/Flood Prone Areas.

****Site map for ad to be in black & white, no larger than 2 1/2" x 3" with nearest intersecting streets shown and named.

*****Site Plan: Detailed project drawing

Hearing date: _____

10. This application submitted by:

Signature of owner(s):

Ishwar Naran

Print owner(s) names(s):

ISHWAR NARAN

Signature of Agent(s): _____

Print Agent(s) names: _____

STATE OF

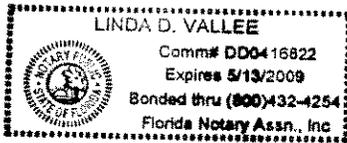
Florida

County of

Volusia

Before me this day personally appeared Ishwar Naran who executed the foregoing application and acknowledged to and before me that He executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 4th day of December A.D. 2007.



Linda D. Vallee
Notary Public

My commission expires:

5/13/09

State of

Florida

at Large

FOR OFFICIAL USE ONLY

1. Date Submitted	2. Received By:	3. Current Zoning:	4. Requested Zoning:	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date:	10. Attachments Reviewed: <input type="checkbox"/> Letter of Authorization* <input type="checkbox"/> Legal Description <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input type="checkbox"/> Project Narrative** <input type="checkbox"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan*****	
City Commission Hearing Date:				

EDG #06-098.00
File: 9.1

December 10, 2007

Jim Lee
Planning Director
City of Palatka
201 N. 2nd Street
Palatka, Florida 32177

**Subject: Annexation to City
Palatka Hospitality, L.L.C.
Holiday Inn Express**

Dear Mr. Lee:

Palatka Hospitality, L.L.C. is requesting to annex the property located at 3813 Reid Street to the City of Palatka in order to connect to existing city owned utilities adjacent to the property. The utility connections are required for the proposed improvements of the vacant site which will consist of a Holiday Inn Express hotel. The proposed hotel will contain seventy-five rooms on three floors with a base foot print of 11,675 square feet.

Presently the site is vacant and heavily wooded. An abandoned and partially collapsed residential dwelling located on the property will be removed. Clearing of the site and importing of fill to bring the site up to design grade will be required.

Ingress and egress will be provided on the north end of the property and will be designed meeting the requirements of the Florida Department of Transportation for connection to State Road No. 100.

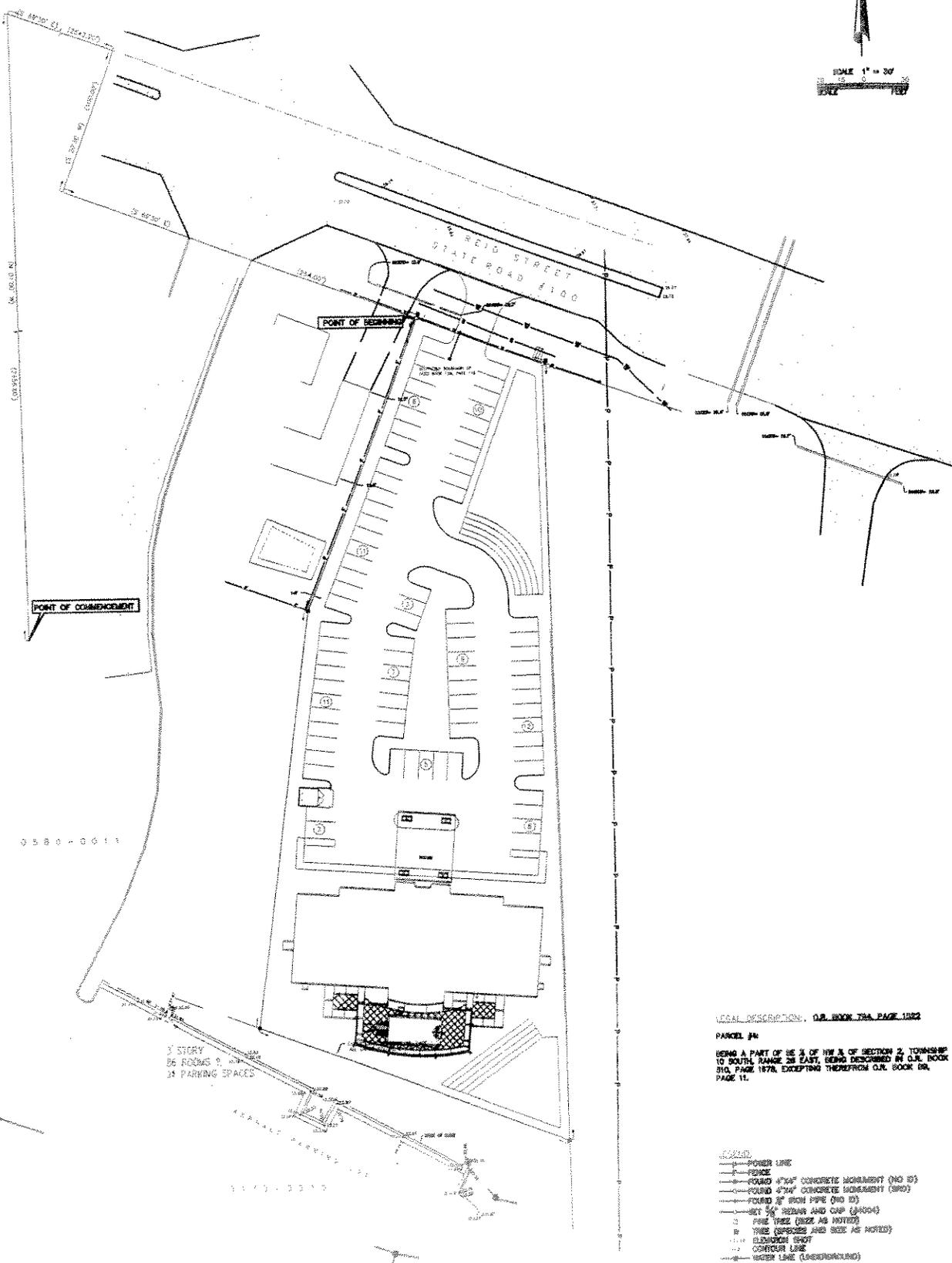
On site design will be in accordance with the City of Palatka's C2 requirement for water, sewer, stormwater management and all other facilities related to the proposed improvements.

EDG trusts that this narrative is sufficient for the County's use. Please call if you have any questions or comments regarding this matter.

Sincerely,

EDG of Florida, L.L.C.


Chris P. Nugent, CDT
Senior Project Manager



0588040611

3 STORY
86 ROOMS 21
PARKING SPACES

LEGAL DESCRIPTION, O.R. BOOK 78A, PAGE 1282

PANEL #4

BEING A PART OF SE 1/4 OF NW 1/4 OF SECTION 2, TOWNSHIP 10 SOUTH, RANGE 28 EAST, BEING DESCRIBED IN O.R. BOOK 310, PAGE 1578, EXCEPTING THEREFROM O.R. BOOK 68, PAGE 11.

- POWER LINE
- FENCE
- FOUND 4"X4" CONCRETE MONUMENT (NO 3)
- FOUND 4"X4" CONCRETE MONUMENT (NO 2)
- FOUND 4" BORN PIPE (NO 1)
- SET 4" BORN AND CAP (JACO)
- PIPE (SIZE AS NOTED)
- TREE (SPACES AND SIZE AS NOTED)
- ... ELEVATION POINT
- CONTOUR LINE
- WATER LINE (UNDERGROUND)

TOPOGRAPHICAL SURVEY	SHEET NO.	TOTAL SHEETS
MORRIS SURVEYING & MAPPING, INC.	28-018	48
DATE: 08-10-08		
PROJECT: ALFA 1000, 1001, 1002, 1003		



Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172



As an owner of adjacent property, you are hereby notified of a pending action before the Planning Board that may be of concern to you:

PUBLIC NOTICE

Notice is hereby given that the PLANNING BOARD will hold a public hearing at their regular meeting on Tuesday, November 4, 2008 at 4:00PM at City Hall, 201 North 2nd Street, for the purpose of hearing a request for:

Annexation, Amending the Future Land Use Map from County Urban Service to City Commercial, and Rezoning from County C-2 to City C-2 (intensive commercial)

Location: 3813 Reid St.
Parcel #: 02-10-26-0000-0380-0000
Owner: Palatka Hospitality, LLC

All interested parties are invited to attend this public hearing.

Debbie Banks
Assistant Planning Director

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE THE CITY COMMISSION WILL REQUIRE A VERBATIM TRANSCRIPT BE MADE AT THE EXPENSE OF THE APPELLANT THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED F.S. 286.0105.

PERSONS WITH DISABILITIES INTERESTED IN ATTENDING THIS MEETING AND REQUIRING ACCOMMODATIONS, SHOULD CONTACT THE BUILDING DEPARTMENT AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

THE PANTRY INC
100 WESTERN WAY SUITE 4
JACKSONVILLE FL 32256

PB 07-60

VYSTAR CREDIT UNION
4949 BLANDING BLVD
JACKSONVILLE FL 32210

LOWE'S HOME CENTERS INC
HIGHWAY 268 EAST (EAST DOCK)
NORTH WILKESBORO NC 28659

PB 07-50

JACK DEPRIEST M + BARRY J DEPRIEST
340 HIGHWAY 17 S
E PALATKA FL 32131

PB 07-50

LARRY J ADKINS ENTERPRISES INC
PO BOX 686
PALATKA FL 32178

PB 07-50

GEORGIA SOUTHERN + FLORIDA RAILROAD
110 FRANKLIN RD SE
ROANOKE VA 24042

PB 07-50

STATE OF FLORIDA

County of Putnam

The undersigned personally appeared before me, a Notary Public for the State of Florida, and deposes that the Palatka Daily News is a daily newspaper of general circulation, printed in the English language and published in the City of Palatka in said County and State; and that the attached order, notice, publication and/or advertisement:

Notice is hereby given that

Was published in said newspaper 1 time(s) with said being made on the following dates:

10/17/2008

The Palatka Daily News has been continuously published as a daily newspaper, and has been entered as second class matter at the post office at the City of Palatka, Putnam County, Florida, each for a period of more than one year next preceding the date of the first publication of the above described order, notice and/or advertisement.

Jeannette Eveland

Sworn to and subscribed to before me this 17th day of October, 2008 by Jeannette Eveland, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

Mary Kaye Wells

Mary Kaye Wells, Notary Public
My commission expires July 22, 2011

Notary Seal
Seal of Office:

Personally known to me, or
Produced identification:
Did take an oath

PUBLIC NOTICE

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Annexation: Amending the Future Land Use Map from County Urban Service to City Commercial; and Rezoning from County C-2 to City C-2 (Intensive Commercial) Case PB 07-50.

Location: 3813 Reid St.
Parcel #: 02-10-26-0000-0380-0000
Owner: Palatka Hospitality, LLC
Agent: EDG of FL/Greg Crawford

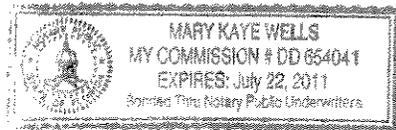
All interested parties are invited to attend this public hearing.

Debbie Banks
Assistant Planning Director

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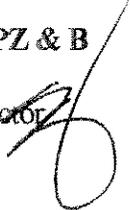
Legal No. D4542211
10/17/2008





City of Palatka Public Works
Sanitation/Streets Division

To: Debbie Banks, Assistant Director PZ & B

From: Woody Boynton, Public Works Director 

Date: October 22, 2008

RE: 3813 Reid Street

We take no exception to annexing this property. Please note however that a driveway permit should be obtained from FDOT by the developer and conditions of this permit incorporated into the City's permitting of the facility. In addition, a permit shall also be obtained from the SJRWMD and the conditions of this permit also incorporated into the City's permitting process.

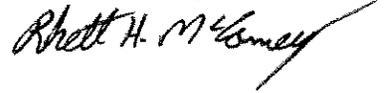
Should you have any questions, please call.

Memo

To: Debbie Banks, Assistant Planning Director
From: Rhett McCamey, Superintendent of Utilities
CC: file
Date: 10/10/2008
Re: 3813 Reid St. Annexation

Water and sewer are available to this parcel from a 12" water main and 4" sewer force main which are both located on the south side of Reid St. . The building would need a lift station to pump sewage into the force main.

Rhett McCamey, Superintendent



City of Palatka
R. C. Willis Water Plant

To: Debbie Banks, Asst. Planning Director

From: Melvin Register, Water Plant Superintendent

Date: October 10, 2008

RE: Holiday Inn Express, 3813 Reid St.

I have reviewed the plans for the Holiday Inn Express and have calculated the potential water demand for the proposed 75-room hotel to be approximately 12,500 gallons per day. The water requirements for the proposed development will not have any adverse affect on the City's ability to supply adequate water to its customers.

cc: Woody Boynton, City Manager

Agenda Item

7

**CITY OF PALATKA CITY COMMISSION
AGENDA ITEM**

ITEM: Public hearing and adoption of an ordinance rezoning 200 South State Road 19 from City C-1 to City C-2. Second reading.

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda requiring Commission action

ATTACHMENTS

1. Draft ordinance changing the zoning from City C-1 to City C-2.
2. November 4, 2008, Planning Board Minutes.
3. November 4, 2008, Planning Board Packet.

DATE: January 8, 2009

SUMMARY HIGHLIGHTS:

The identified purpose of this rezoning application is to allow the construction of a drive -thru convenience store on a 1.15 acre parcel of land located on South State Road 19. This rezoning request allows for a consistency of zoning for this portion of the South State Road 19 Corridor.

A public hearing was held by the Planning Board on November 4, 2008. Other than the applicant, there was no public testimony. The Planning Board voted to recommend approval of the rezoning application.

At the December 11, 2008, City Commission meeting, the Commission conducted the public hearing for the first reading of this ordinance. Other than the applicant, there was no public testimony.

RECOMMENDED ACTION:

Staff recommends approval of the attached rezoning ordinance.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

This instrument prepared by:

Jim Lee
291 N. 2nd St.
Palatka, FL 32177

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 11, TOWNSHIP 10 SOUTH, RANGE 26 EAST; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1.

WHEREAS, application has been made by the owners, JJ's Wash Barn, LLC, to the City for certain amendments to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka and before the City Commission of the City of Palatka, and

WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted, now therefore,

Section 2. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from its present zoning classification of C-1 (General Commercial) to C-2 (Intensive Commercial).

DESCRIPTION OF PROPERTY:

PARCEL 1:

That part of the Northwest 1/4 of the Northwest 1/4 of Section 11, Township 10 South, Range 26 East, Putnam County, Florida, described as follows:

Commence at the Northeast corner of the Northwest 1/4 of the Northwest 1/4 of Section 11, Township 10 South, Range 26 East and thence run South 1 deg. 6 mins. 15 secs. East, along the East line of the said quarter Section, a distance of 671.46 feet to a concrete monument and the Point of Beginning; thence run South 1 deg. 6 mins. 15 secs. East a distance of 165.87 feet to a concrete monument; thence run South 89 deg. 0 mins. 45 sees. West a distance of 228.03 feet to a concrete monument; thence run North 1 deg. 6 mins. 15 secs. West a distance of 165.87 feet to a concrete monument; thence run North 89 deg. 0 mins. 45 sees. East a distance of 228.03 feet to the point of beginning.

PARCEL 2:

A triangular tract of land situated in the Northeast 1/4 of the Northwest 1/4 of Section 11, Township 10 South, Range 26 East, Putnam County, Florida, being more particularly described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of the Northwest 1/4 of Section 11, Township 10 South, Range 26 East and run thence Southerly along the West line of said Northeast 1/4 of the Northwest 1/4 a distance of 639.41 feet to a concrete monument at the Southwest corner of lands described in OR Book 412, Page 725, of the Public Records of Putnam County, Florida., and the Point of Beginning of this description; From Point of

Beginning (1) continue Southerly along said West line a distance of 284.56 feet to a concrete monument at the Intersection of said West line with the Westerly right-of-way of State Road #19; Return to the Point of Beginning and (2) run thence Easterly along the Southerly line of lands described in OR Book 412, Page 725, a distance of 91.61 feet to a concrete monument at the Southeasterly corner of said lands on the Westerly right-of-way of State Road #19; (3) Thence Southwesterly along said Westerly right-of-way a distance of 298.94 feet to the Southerly end of call (1) and to close.

(Being tax parcel #11-10-26-0000-0143-0000)

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 8th day of January, 2009.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

Case 08-27 – continued

Mr. Leary commented that precedence has already been set with the closing of Hotel Street and in all practicality the City should close all those roads down there, not vacating their easements for drainage, but ingress/egress is a problem and a concern of the property owners, but more importantly, the property owners understand that the City doesn't have the money to bulkhead, to stop the erosion and settling.

(Regular Meeting)

Motion made by Earl Wallace to table this case until the regularly scheduled meeting of December 2, 2008 at 4:00 pm. Seconded by Sue Roskosh. With no opposition, motion carried.

Case 08-28 **Location:** 200 South State Rd. 19; 11-10-26-0000-0143-0000
 Applicant: JJ's Wash Barn LLC
 Agent: Alann Engineering Group, Inc. - Kimberly Buck
 Request: Rezone from C-1 (general commercial) to C-2 (intensive commercial).

(Public Hearing)

Ms. Banks advised that this request provides for a consistency of zoning as most of the corridor there on Highway 19 is zoned C-2. Staff recommends approval.

Kimberly Buck, representative of Alann Engineering Group, Inc. advised that this would be their fourth store of this type of drive through convenience store and that this property is quite conducive for this use.

(Regular Meeting)

Discussion ensued regarding the existing retention pond behind the property and with the intention of relocating some existing non-impervious land, there should not be a need to enlarge the size of the existing retention pond.

Motion made by Randy Braddy to approve the request to rezone from C-1 (general commercial) to C-2 (intensive commercial). Seconded by Sue Roskosh. With no opposition, motion carried.

Case 08-29 **Address:** N 16th from Reid St. to St. Johns Ave.
 Applicant: St. Johns Automotive Real Estate LLC
 Request: to close that portion of N 16th St from Reid St. to St. Johns Ave.

(Public Hearing)

Ms Banks advised that the applicant requested to continue until the January 6, 2009 meeting and was here to make a formal request.

PLANNING BOARD REPORT
November 4, 2008 Regular Meeting

SUBJECT: CASE PB 08-28 – 200 South State Rd. 19

A. REQUEST:

Request to rezone from C-1 (General Commercial) to C-2 (Intensive Commercial) (approximately 1.15 acres)

B. BACKGROUND:

1. Owner: JJ's Wash Barn LLC
2. Agent: Alann Engineering Group, Inc/Kimberly Buck P.E.
3. General Parcel Information:
 - a. Location: 200 South State Rd. 19
 - b. Parcel #: 11-10-26-0000-0143-0000
 - c. Size: 1.15 acres
 - d. Current Zoning: C-1
 - e. Requested Zoning: C-2
 - f. Current Land Use Map: Commercial
 - g. Requested Land Use Map: NA

ADJACENT DEVELOPMENT:

DIRECTION:	ZONING:	FLUM:	CURRENT USE:
North	County C-1 & City C-1	County Urban Service City Commercial	Vacant Dentist
East	C-2	Commercial	Town & Country Plaza
South	Annexed, but County C-4	County Urban Service	Electrical supply
West	C-2	Commercial	Vacant

D. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE:

Rezoning requirements

When pertaining to the rezoning of land, the report and recommendations of the Planning Board to the City Commission shall show that the Planning Board has studied and considered the proposed change in relation to the following, where applicable (from Sec. 94-38(f)(1) of the Palatka Municipal Code):

- a. Whether the proposed change is in conformity with the comprehensive plan.

Policy A.1.9.3 of the Palatka comprehensive plan states:

“Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service.”

The applicant requests rezoning to C-2 (Intensive Commercial) district. This zoning category is consistent with the Commercial Future Land Use designation.

- b. The existing land use pattern.

This rezoning will not affect the existing land use pattern but will provide consistency with

other commercial uses in the area. As indicated in the above table, C-2 zoning is directly adjacent to the subject parcel to the west and across the street to the east. The majority of parcels along Highway 19 are zoned C-2.

- c. Possible creation of an isolated district unrelated to adjacent and nearby districts.

This rezoning will not create an isolated district but will provide a consistency with the adjacent parcels zoned C-2 to the west and with C-2 zoning across the street to the east.

- d. The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.

At the time of building permit application, this project will be reviewed for concurrency.

- e. Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change;

The existing district boundaries are not illogically drawn. With the approval of this request, the site's zoning will be consistent with the surrounding area.

- f. Whether changed or changing conditions make the passage of the proposed amendment necessary.

While not necessary, the proposed rezoning will provide consistency of zoning with adjacent properties and remove the "island" of C-1 zoning of city annexed properties along the State Rd 19 corridor.

- g. Whether the proposed change will adversely influence living conditions in the neighborhood.

This parcel is not a part of an established neighborhood. All adjacent zoning is commercial.

- h. Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.

All concurrency reviews will be conducted at permit issuance.

- i. Whether the proposed change will create a drainage problem.

Any new development associated with this request will be required to meet all requirements of the St. Johns River Water Management District as part of any permitting.

- j. Whether the proposed change will seriously reduce light and air to adjacent areas.

This change will not reduce light or air to adjacent areas; the existing setbacks and maximum impervious area limitations serve to prevent the reduction of light or air to adjacent areas.

- k. Whether the proposed change will adversely affect property values in the adjacent area.

It is not anticipated that this rezoning request will adversely affect property values.

- l. Whether the proposed change will be a deterrent to the improvement or development of adjacent property in accord with existing regulations.

This rezoning will not affect the improvement or development of commercial uses on adjacent properties since those adjacent properties are also zoned commercial.

- m. Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.

This rezoning does not constitute a grant of special privilege.

- n. Whether there are substantial reasons why the property cannot be used in accord with existing zoning.

The existing use and zoning are appropriate for commercial development, however, rezoning will allow for consistency in zoning and afford the owner a larger variety of permissible and conditional uses.

- o. Whether the change suggested is out of scale with the needs of the neighborhood or the city.

This change is not out of scale with the needs of the area because it is only 1.15 acres and is a change from a less intense commercial zoning district to a more intense commercial zoning district.

- p. Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.

Staff does not know if it is impossible to find other adequate sites.

- 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.

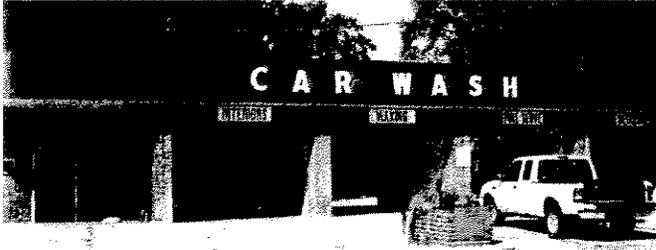
This parcel is not located in a Historic District.

F. SUMMARY AND STAFF RECOMMENDATION:

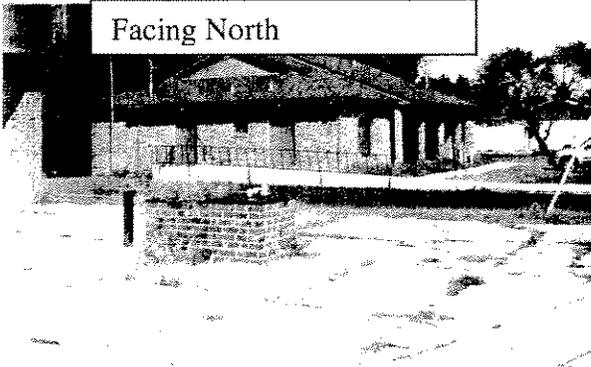
C-2 (Intensive Commercial) is intended for more intensive commercial development than the existing C-1 (General Commercial) zoning. This rezoning would provide a more consistent zoning pattern and complies with the rezoning criteria provided in the Palatka Municipal Code.

Staff recommends approval.

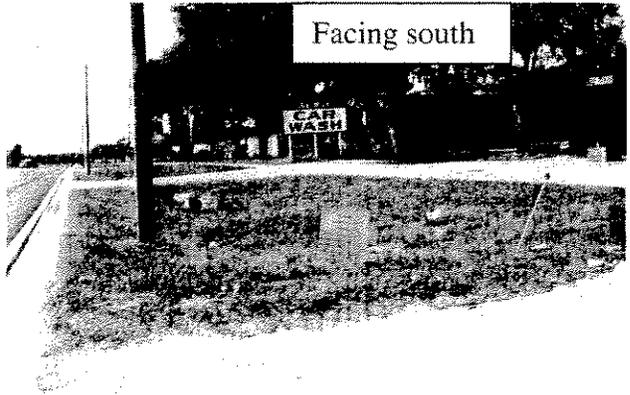
G. PHOTOS



Facing property from Hwy 19



Facing North



Facing south



Facing east to Town
& Country Plaza



Rear wooded area

STATE OF FLORIDA

County of Putnam

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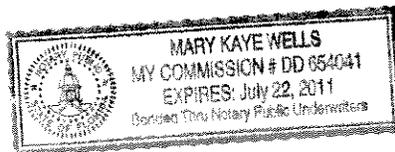
Jeannette Eveland

Sworn to and subscribed to before me this 17th day of October, 2008 by Jeannette Eveland, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

Mary Kaye Wells

Mary Kaye Wells, Notary Public
My commission expires July 22, 2011

Notary Seal
Seal of Office:



Personally known to me, or
 Produced identification:
 Did take an oath

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A request to rezone from C-1 (general commercial) to C-2 (intensive commercial), Case 08-28

Location: 200 South State Road 19
Parcel #: 11-10-26-0000-0143-0000

Owner: JJ's Wash Barn LLC/Walton John Kinney MGRM

All interested parties are invited to attend this public hearing.

Debbie Barke
Assistant Planning Director

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Legal No. 04542213
10/17/2008

City of Palatka Public Works
Sanitation/Streets Division

To: Debbie Banks, Assistant Director PZ & B

From: Woody Boynton, Public Works Director 

Date: October 22, 2008

RE: 200 S. State Rd. 19

We take no exception to rezoning this property from C-1 to C-2. Please note however that a driveway permit should be obtained from FDOT by the developer and conditions of this permit incorporated into the City's permitting of the facility.

Should you have any questions, please call.

Application for Rezoning

This application must be **typed or printed in black ink** and submitted with any required attachments and application fee of \$130 (Checks payable to the City of Palatka) to:

City of Palatka Planning & Zoning
201 N 2nd Street
Palatka, FL 32177

Application Number: PB-
RECEIVED

Date Received: _____

Hearing date: 11-4-08

FOR INFORMATION REGARDING THIS FORM, CALL (386)329-0103

TO BE COMPLETED BY APPLICANT		
1. Property Address: 200 S. State Road 19, Palatka, FL 32177	2. Current Property Use: Abandoned Manual Car Wash	
3. Parcel Number: 11-10-26-0000-0143-0000	4. Lot size/acreage: 1.16 acres	5. Proposed Use: Drive Thru Convenience Store
6. Current Zoning Designation: C1	7. Requested Zoning Designation: C2	8. Required Attachments: <ul style="list-style-type: none"> <input type="checkbox"/> Letter of Authorization* <input type="checkbox"/> Legal Description <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input type="checkbox"/> Project Narrative** <input type="checkbox"/> If applicable, attach Small or Large Scale Future Land Use Amendment application
9. Square footage of any proposed structures: 4200 sf.	10. Number & types of structures on property: existing manual car wash	
8. Owner Name: <u>JJ's Car Wash LLC/Walton John Kinney MGRM</u>		
Owner Address: <u>P.O. Box 1505</u> <u>Bunnell, FL 32110</u>		
Phone Number: <u>386-437-3296 cell: 386-931-1287</u>		
9. Agent Name: <u>Kimberly A. Buck P.E., Alann Engineering Group, Inc.</u>		
Agent Address: <u>880 Airport Road, Suite 113</u> <u>Ormond Beach, FL 32174</u>		
Phone Number: <u>386-673-7640</u>		

*Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner.

**Project Narrative: Explain present and future use of the property detailing project.

Application Number: PB - _____
 Hearing date: _____

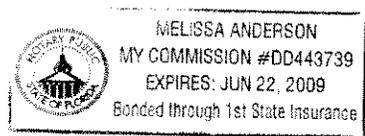
10. This application submitted by:

Signature of owner(s): Walton John Kinney
 Print owner(s) names(s): Walton John Kinney
 Signature of Agent(s): [Signature]
 Print Agent(s) names: Kimberly A. Buck P.E.

STATE OF Florida
 County of Volusia

Before me this day personally appeared Walton John Kinney and Kimberly A. Buck who executed the foregoing application and acknowledged to and before me that they both executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 16 day of October A.D. 2008.



Melissa Anderson
 Notary Public

My commission expires: June 22, 2009 State of Florida at Large

FOR OFFICIAL USE ONLY				
1. Date Submitted	2. Received By:	3. Current Zoning:	4. Requested Zoning:	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date:	10. Attachments Reviewed: <input type="checkbox"/> Letter of Authorization** <input type="checkbox"/> Legal Description <input type="checkbox"/> Copy of Recorded Deed <input type="checkbox"/> Fees <input type="checkbox"/> Project Narrative	
City Commission Meeting Date:				

PROJECT NARRATIVE

Existing site is an abandon manual car wash site. The proposed project will utilize a portion of the existing pavement and construct a 60' x 70' drive through convenience store with associated parking and stormwater attention.

Exhibit "A"

PARCEL 1:

That part of the Northwest 1/4 of the Northwest 1/4 of Section 11, Township 10 South, Range 26 East, Putnam County, Florida, described as follows:

Commence at the Northeast corner of the Northwest 1/4 of the Northwest 1/4 of Section 11, Township 10 South, Range 26 East and thence run South 1 deg. 6 mins. 15 secs. East, along the East line of the said quarter Section, a distance of 671.46 feet to a concrete monument and the Point of Beginning; thence run South 1 deg. 6 mins. 15 secs. East a distance of 165.87 feet to a concrete monument; thence run South 89 deg. 0 mins. 45 secs. West a distance of 228.03 feet to a concrete monument; thence run North 1 deg. 6 mins. 15 secs. West a distance of 165.87 feet to a concrete monument; thence run North 89 deg. 0 mins. 45 secs. East a distance of 228.03 feet to the point of beginning.

PARCEL 2:

A triangular tract of land situated in the Northeast 1/4 of the Northwest 1/4 of Section 11, Township 10 South, Range 26 East, Putnam County, Florida, being more particularly described as follows:

Commencing at the Northwest corner of the Northeast 1/4 of the Northwest 1/4 of Section 11, Township 10 South, Range 26 East and run thence Southerly along the West line of said Northeast 1/4 of the Northwest 1/4 a distance of 639.41 feet to a concrete monument at the Southwest corner of lands described in OR Book 412, Page 725, of the Public Records of Putnam County, Florida., and the Point of Beginning of this description; From Point of Beginning (1) continue Southerly along said West line a distance of 284.56 feet to a concrete monument at the intersection of said West line with the Westerly right-of-way of State Road #19; Return to the Point of Beginning and (2) run thence Easterly along the Southerly line of lands described in OR Book 412, Page 725, a distance of 91.61 feet to a concrete monument at the Southeasterly corner of said lands on the Westerly right-of-way of State Road #19; (3) Thence Southwesterly along said Westerly right-of-way a distance of 298.94 feet to the Southerly end of call (1) and to close.



Page:

Flagler County Abstract Company
307 E. Moody Blvd-PO Box 398
Bunnell, Florida 32110
FILE NO. C18094

Doc Stamp-Deed.0.70
DC, Tim Smith, Putnam County Page 1 of 2

Property Appraisers Parcel Identification Number(s):
11-10-26-0000-0143-0000
Grantee(s) S.S #'s:

SPACE ABOVE THIS LINE FOR RECORDING DATA

*****THIS DEED IS BEING RECORDED TO FULFILL AN ASSIGNMENT OF CONTRACT.****

THIS WARRANTY DEED made the 2nd day of November, 2007 by

Donald J. Pellicer and Walton J. Kinney, II

whose street address is P.O. Box 1505, Bunnell, FL 32110

hereinafter called the grantor*, to

JJ's Wash Barn, LLC, a Florida Limited Liability Company

whose street address is P.O. Box 1505, Bunnell, Florida 32110

hereinafter called the grantee*:

(*Wherever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

WITNESSETH, that the grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other valuable considerations to said grantors in hand paid by said grantees, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, remised, released, conveyed and confirmed unto the grantee and grantee's heirs forever the following described land situate in County of Putnam, State of Florida, to wit:

See Exhibit "A" attached hereto and made a part hereof.

GRANTOR WARRANTS THAT THIS IS NOT HOMESTEAD PROPERTY.

Together, with all the tenements, hereditaments and appurtenances thereto belonging or in otherwise appertaining. To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with the grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land, and hereby warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31ST, 2007. FURTHER SUBJECT TO Restrictions, Reservations, Covenants, Dedications, Resolutions, Conditions and Easements of record, if any, however this reference shall not operate to reimpose same.

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in the presence of:

Witness Signature

Printed or Typed Name

Witness Signature

Printed or Typed Name

Donald J. Pellicer

Walton J. Kinney, II

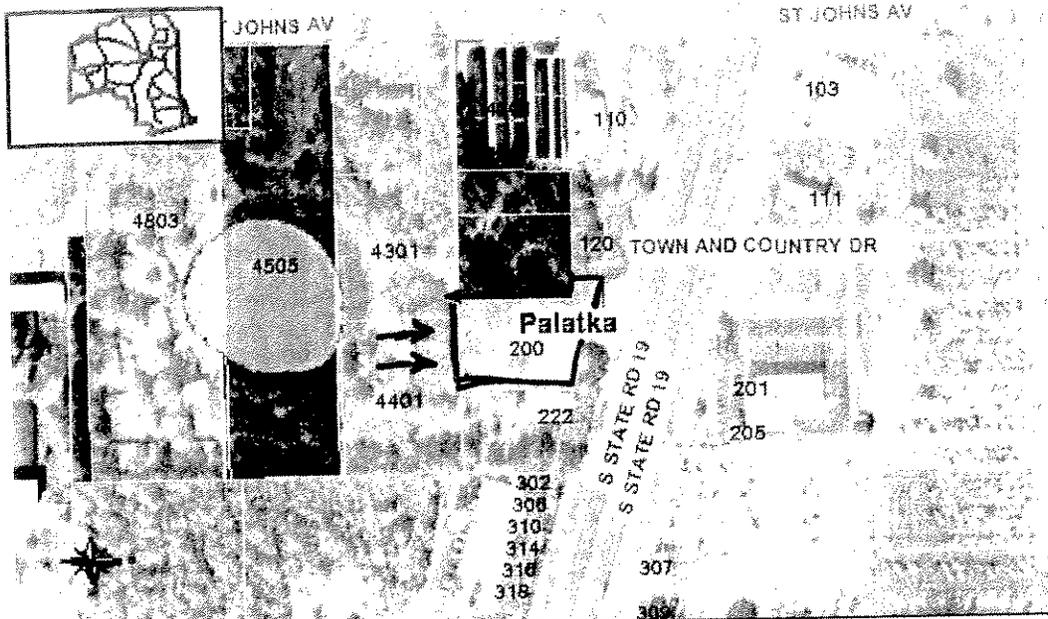
STATE OF FLORIDA
COUNTY OF Flagler

The foregoing instrument was acknowledged before me this 2nd day of November, 2007 by Donald J. Pellicer and Walton J. Kinney, II, as identification and who did/did not take an oath.

Notary Public

My Commission Expires:





Today is 10/2/2008 - Putnam County, FL - GIS Office - Copyright(c) 2008 0.015m



Building & Zoning
201 N. 2nd Street
Palatka, Florida 32177
386-329-0103 • Fax 386-329-0172



As an owner of adjacent property, you are hereby notified of a pending action before the Planning Board that may be of concern to you:

Notice is hereby given that the PLANNING BOARD will hold a public hearing at their regular meeting on Tuesday, November 4, 2008 at 4:00PM at City Hall, 201 North 2nd Street, for the purpose of hearing a request for:

Request to rezone from C-1 (general commercial) to C-2 (intensive commercial).

Location: 200 South State Road 19
Parcel #: 11-10-26-0000-0143-0000
Owner: JJ's Wash Barn LLC/Walton John Kinney MGRM

All interested parties are invited to attend this public hearing.

Debbie Banks
Assistant Planning Director

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE THE CITY COMMISSION WILL REQUIRE A VERBATIM TRANSCRIPT BE MADE AT THE EXPENSE OF THE APPELLANT THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED F.S. 286.0105.

PERSONS WITH DISABILITIES INTERESTED IN ATTENDING THIS MEETING AND REQUIRING ACCOMMODATIONS, SHOULD CONTACT THE BUILDING DEPARTMENT AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

2008 Interim Property Information for Parcel: 11-10-26-0000-0143-0000

2007 Certified Tax Collector Information

Jj'S Wash Barn Llc

PO Box 1505

Bunnell Fl 32110-2110 ([Putnam County GIS Interactive Mapping](#))

Parcel 911 Addresses

200 South State Rd 19, Palatka ([MapQuest map](#))

Detail Information for Parcel: 11-10-26-0000-0143-0000

Property Use:	Service Stations	Structures:	2
Mobile Homes: <input type="checkbox"/>	0	MH Unextended:	0
Census Tract:	950600	Census Block:	1030
Total Acreage:	1.15	Location:	City of Palatka

Property Legal Description

NE1/4 OF NW1/4 W OF SR 19 (EX RR + OR37 P499 RD OR355 P1031 OR386 P1506 OR412 P725) + PT OF NW1/4 OF NW1/4 OR227 P525

Parcel Sales Data

Book	Page	Instrument	Month	Year	QSCD	Price
1173	0140	Warranty Deed	November	2007	01 I	\$100
1173	0136	Warranty Deed	November	2007	00 I	\$675000
1173	0126	Memorandum of Trust	November	2007		\$0
0974	1451	Warranty Deed	March	2004	01 I	\$100
0546	1195	Ordinance	June	1989		\$0
0539	0970	Warranty Deed	February	1989	01 V	\$40000
0431	0170	Warranty Deed	March	1983	01 V	\$100
0422	0687	Warranty Deed	July	1982	00 V	\$20000
0386	1507	Warranty Deed	February	1980		\$35000
0350	1149	Warranty Deed	September	1977		\$35000
0301	1298	Quit Claim Deed	December	1973		\$0
0235	0560	Special Warranty Deed	April	1970		\$100
0171	0670	Quit Claim Deed	November	1966		\$0

Land Data

Units Descriptions

50904.00 Commercial Square Feet

Zoning Data

Department	Code	Descriptions
Palatka	C-1	Limited Commercial

Future Land Use Map (FLUM)

Code	Descriptions
PK	Palatka

Structure Data

Type	Year	Area	Square Feet
Repair Bus/Service Garage	1983	BASE	1464
Repair Bus/Service Garage	1989	BASE	1240

Notice:

NOTICE - This is an interim Putnam County file. Property assessment information will not be displayed until it is certified in October.

Click [here](#) to do another search or use your browser's back button to return to previous search results.