VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

LLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA

ELWIN C. "WOODY" BOYNTON, JR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

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

AGENDA
CITY OF PALATKA
March 10, 2011

CALL TO ORDER:
a. Invocation – The Reverend Jeff King, Development Director, Rodeheaver's Boy's Ranch
b. Pledge of Allegiance
c. Roll Call

APPROVAL OF MINUTES – 02/24/11

1. **PUBLIC RECOGNITION/PRESENTATIONS:**
   a. **PROCLAMATION - Women's History Month – March, 2011**
   b. **PROCLAMATION – Colorectal Cancer Awareness Month – March, 2011**
   c. **PROCLAMATION - Brain Awareness Week – March 13 through 19, 2011**

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

3. **CONSENT AGENDA:**
   ***a. Approve Palatka Municipal Airport Contracts listed below:**
      1. **Master Consulting Services Agreement with Passero Associates, LLC** effective through March 14, 2014 per recommendation of Airport Advisory Board, City Manager, FAA and FDOT;
      2. **Passero Associates Supplement Agreement #11-25P in an amount not to exceed $75,000.00** to provide preliminary engineering design and related services for Runway 9-27 Pavement & Drainage Rehabilitation, per City Manager's recommendation
      3. **Passero Work Order #11-26 in an amount not to exceed $7,500.00** for design and bid services related to Emergency Generator/Security per FDOT/REDI Funding @ 100%
      4. **Passero Work Orer #11-26G in an amount not to exceed $7,637.00** for engineering & inspection services for Main Security Gate Rehabilitation services per FDOT/REDI Funding @ 100%
   ***b. Concur on Ranking of Respondents to Administrative Services RFQ** and authorize contract negotiations to begin with Fred Fox Enterprises, highest ranked respondent, for EECBG Energy Grant Number ARS0 per results of RFQ and Ranking Committee/City Manager's Recommendation
   ***c. Concur on Ranking of Respondents to Engineering Services RFQ** and authorize contract negotiations to begin with Ayres Associates, highest ranked respondent, for EECBG Energy Grant Number ARS0 per results of RFQ and Ranking Committee/City Manager's Recommendation
   ***d. Authorize renewal of Florida Dept. of Corrections Contract (formerly No. WS526)** for Inmate Work Squad – August 24, 2011 through August 23, 2012 - $58,004.00/yr (Streets – 1st paid squad)
   ***e. Accept FEMA Assistance to Firefighters Grant EMW-2010-FO-02817 in the amount of $130,400.00** (95% grant/$6,520.00 match required) and authorize match funding from Fire Department Operating Budget – Mike Lambert, Fire Chief

4. **PRESENTATION** – Palatka Trails Section – Don Jacobovitz, Director, Putnam County Public Works Director

* 5. **PRESENTATION** – Draft Evaluation and Appraisal Report of the City of Palatka Comprehensive Plan – Northeast Florida Regional Council Staff

* 6. **RESOLUTION** authorizing the Mayor and City Clerk to Execute and Attest a Supplemental Joint Participation Agreement with FDOT to remove funding for the purchase of land at SR 100 and CR216 for new access to the Palatka Municipal Airport – Adopt

* 7. **RESOLUTION** authorizing the Mayor and City Clerk to Execute and Attest a Joint Participation Agreement with FDOT for design of RW 9/27 Overlay, Lights, Signage and Drainage at the Palatka Municipal Airport – Adopt

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:

March, 2011 – Women's History Month
March 22, 2011 – Legislative Action Day, Tallahassee
March 24, 2011 – Women's History Month Recognitions
March 26, 2011 – Fire Prevention Golf Tournament
April 9, 2011 – March of Dimes March for Babies
May 28 – 31, 2011 – Blue Crab Festival
May 31, 2011 – City Offices closed to observe Memorial Day

Board Openings:

Fire Pension Board	1 Vacancy ("5th member")
Code Enforcement Board	1 Vacancy (Sub-Contractor)
Historic Preservation Board:	1 alternate

WHEREAS, Since its beginnings, our land has been blessed by noteworthy women of all races, creeds, and abilities who played defining roles in shaping our Nation. The history of American women is an expansive story of outstanding individuals who sacrificed much and worked hard in pursuit of a better world, where peace, dignity, and opportunity can reign. Their countless recorded and unrecorded contributions have enriched our culture, strengthened our Nation, and furthered the Founders' vision for a free and just Republic that provides opportunity and safety at home and is an influence for peace around the world; and

WHEREAS, American women have played and continue to play a critical economic, cultural, and social role in every sphere of the life of "our" Nation by constituting a significant portion of the labor force working inside and outside of the home, and by providing the majority of the volunteer labor force of the Nation, having been particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, American women of every race, class, and ethnic background served as early leaders in the forefront of every major progressive social change movement. American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all; and

WHEREAS, As we prepare to write the next chapter of women's history, let us resolve to build on the progress won by the trailblazers of the past. This year, in accordance with the theme, **"Our History is Our Strength,"** we must carry forward the work of the women who came before us and ensure our daughters have no limits on their dreams, no obstacles to their achievements, and no remaining ceilings to shatter.

NOW, THEREFORE, I, Vernon Myers, Mayor of the City of Palatka, Florida, together with the members of the Palatka City Commission, hereby endorse and declare March, 2011 as

WOMEN'S HISTORY MONTH

In the City of Palatka, and we call upon its citizens to observe this month with appropriate programs, ceremonies, and activities that honor the history, accomplishments, and contributions of American women. By positively impacting the lives of our mothers, sisters, wives, daughters and grand-daughters, we will enrich the lives and prospects of our fathers, brothers, husbands, sons and grandsons.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Seal of the City of Palatka, Florida on this 10th day of March, in the Year of Our Lord Two Thousand Eleven.

Commissioners:
Mary Lawson Brown
Allegra Kitchens
[illegible]il Leary
James Norwood, Jr.

PALATKA CITY COMMISSION

_____
VERNON MYERS, MAYOR

WHEREAS, the Pilot Club of Palatka is one of more 530 clubs chartered through Pilot International, a global organization of executive, business and professional leaders working together to improve the quality of life in local communities throughout the world; and

WHEREAS, Pilot International provides guidance and encouragement to our communities through sponsorship of safety and awareness programs, especially as they relate to brain-related disorders; and

WHEREAS, each year thousands of Floridians are diagnosed with devastating disorders of the brain and nervous system, including Alzheimer's disease, aging, stroke, alcohol and drug addiction, spinal cord injury, autism, schizophrenia and mood disorders, all of which cause considerable pain and suffering for these victims and their families; and

WHEREAS, in this century we are embarking on a new era of discovery based on the rapid progress being made in studies of the brain and the powerful new tools available to neuroscientists, greatly benefiting people who are incapacitated by spinal cord injuries, depressive disorders, epileptic seizures, Parkinson's Disease, Huntington's Disease, muscular dystrophy, cystic fibrosis and other life threatening disorders; and

WHEREAS, new insights from neuroscience research will give us a more concise understanding of how people become addicted to drugs and thereby provide more effective treatments for those with chemical dependence; and

WHEREAS, hundreds of scientists at Florida's premier universities, private colleges and research institutes are at the forefront of many promising efforts being made to better understand the complexities of the brain, find better treatment for brain disease, reduce the cost of diagnosis and treatment of neurological conditions, and implement cures.

NOW, THEREFORE, I, Vernon Myers, Mayor of the City of Palatka, Florida, together with the members of the Palatka City Commission, do hereby proclaim the week of March 13 – 19, 2011 as

BRAIN AWARENESS WEEK

In the City of Palatka, calling this observance to the attention of our citizens, and commending the Pilot Club of Palatka for their dedication to raising the community's awareness of brain-related disorders and their efforts to help relieve the suffering of victims of brain-related illness and disease.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Palatka to be affixed this 10th day of March, in the Year of Our Lord Two Thousand Eleven.

Commissioners:
Mary Lawson Brown
Allegra Kitchens
Phil Leary
James Norwood, Jr.

PALATKA CITY COMMISSION

_____

By: Vernon Myers, MAYOR

Agenda Item

3a-1

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka

Office of the City Manager

To: **Mayor Myers, Commissioners**

From: Woody Boynton, City Manager

Date: March 7, 2011

RE: Passero Master Contract

As you may recall on September 9, 2010, the commission approved the City the final ranking of Passero and Associates as the top-ranked firm to provide Airport Engineering Services. In addition, it was recommended that a contract be negotiated and returned to the commission for final approval. This contract was negotiated several months ago; however I have not brought it back before the commission for final approval. Attached is the contract that was negotiated and approved by the City Manager and City Attorney.

The fact that this contract was not approved by the commission came to my attention as we bring forth the first supplemental agreement under this contract. I apologize for the oversight, you will find that this contract is similar to the contract we were working with last year.

Should you have any questions, please call.

PALATKA MUNICIPAL AIRPORT
Lt. Jasper Kennedy "Kay" Larkin Field *(28J)*

4015 Reid Street, Highway 100
Palatka, Florida 32177

386-329-0148 office
386-329-0106 fax

Aug. 19, 2010

John E. Youell, Manager
Palatka Municipal Airport
4015 Reid Street
Palatka, FL 32177

Re: Results of Engineering Firm Evaluations

To: Elwin C. Woody Boynton, Jr., City Manager

Dear City Manager Boynton,

Attached please find evaluation results for the proposals submitted by the four engineering consulting firms that are contending for award of the engineering and professional services contract at the airport.

Three evaluators conducted independent reviews and numerically rated the proposals against criteria exactly as it was presented in the Proposal Information Guides that were provided to each firm. The quantitative results are presented at attachment one. The cumulative results have produced the following rank order assessment/recommendation for award of the contract:

1. Passero and Associates
2. LPA Group
3. URS
4. C&S

If you would like more information, please contact me at (386) 329-0149 or e-mail jyouell@palatka-fl.gov.

John E. Youell, Manager
Palatka Municipal Airport

9-9-10
Ranking adopted via consent

Atch. 1 Evaluation Forms (4 ea.)
2. Proposals (4 ea.)

MASTER CONSULTING SERVICES AGREEMENT

THIS MASTER CONSULTING SERVICES AGREEMENT (this "Agreement") is made and entered into as of the 10th day of February, 2011 (the "Effective Date"), by and between **THE CITY OF PALATKA**, with offices located at **201 North 2nd Street, Palatka, Florida, 32177** (hereinafter referred to as either "CLIENT" or "City") , and **PASSERO ASSOCIATES, LLC**, with offices located at **13453 North Main Street, Suite 104, Jacksonville, Florida 32218** (hereinafter referred to as either "Passero" or "Consultant"). Collectively, CLIENT and PASSERO are hereinafter referred to as "the Parties" of this agreement.

Witnesseth:

WHEREAS, CLIENT desires PASSERO to provide certain professional consulting services as described in separate Work Orders to be issued hereunder pursuant to the terms and conditions hereinafter set forth,

NOW, THEREFORE, the Parties, in consideration of the foregoing recitals and the mutual covenants hereinafter set forth and in subsequently issued Work Orders, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, hereby agree as follows:

1. Provision of Services/Method of Project Authorization

1.1 This Agreement provides the terms upon which CLIENT may avail itself of the professional consulting services of Consultant from time to time over the period of time specified hereinafter. An introduction to these General Engineering / Consulting Services is attached to this Agreement as Attachment A, entitled "General Engineering / Consulting Services, Palatka Municipal Airport."

1.2 PASSERO shall provide, in accordance herewith, the professional consulting services described in separate Work Orders issued hereunder (the "Services"). Each Work Order, when signed by the Parties, shall be incorporated into and form a part of this Agreement. Each such Work Order shall contain a Project Description, Scope of Services, Project Schedule, Deliverables, Compensation Terms and special provisions or conditions specific to the Services or project being authorized (the "Project"). An outline of the Work Order is attached to this Agreement's Attachment B, entitled "Sample Work Order". In the event of a conflict between this Agreement and any Work Order issued hereunder, the terms of the Work Order shall govern the provision of the particular Services or Project involved.

1.3 Should CLIENT issue a purchase order or other instrument related to PASSERO'S Services, it is understood and agreed that such document is for CLIENT's internal accounting purposes only and shall in no way modify, add to, or delete any of the terms and conditions of this Agreement. If CLIENT does issue a purchase order or other similar instrument, it is understood and agreed that PASSERO shall indicate the purchase order number on the invoices sent to CLIENT.

1.4 Since PASSERO has no control over the cost of labor, materials, or equipment or over a contractor's methods of determining prices, or over competitive bidding or market conditions, when requested by CLIENT to estimate project construction costs, PASSERO's opinions of probable costs provided as a service hereunder are to be made on the basis of its experience and qualifications and represent its best judgment as a design professional familiar with the construction industry. However, PASSERO cannot and does not guarantee that proposals, bids, or the construction costs will not vary from opinions of probable costs prepared by it. If CLIENT wishes greater assurance as to the construction costs, it shall employ an independent cost estimator at its own expense. Services to modify approved documents to bring the

construction cost within any limitations established by CLIENT will be considered Additional Services and entitle PASSERO to additional compensation which shall be negotiated and mutually agreed upon by the Parties.

1.5 If the Services are to include services during construction, any resident engineering, construction inspection or testing provided by PASSERO is for the purpose of determining the contractor's compliance with the functional provisions of Project specifications only. PASSERO neither guarantees nor insures any contractor's work nor assumes responsibility for (i) the means, methods or materials used by any contractor, (ii) Project site safety, or (iii) any contractor's compliance with laws and regulations. CLIENT agrees that, in accordance with generally accepted construction practices, the construction contractor will be required to assume sole and complete responsibility for Project site conditions during the course of construction of the Project, including safety of all persons and property, and that this responsibility shall be continuous and not be limited to normal working hours.

1.6 The Services shall be performed by PASSERO utilizing the standard of care normally exercised by professional consulting firms in performing comparable services under similar conditions (this standard of care does not mean such Services shall be perfect or error free). Other than that as expressly set forth herein, PASSERO makes no warranties or guarantees whatsoever, whether expressed or implied, of merchantability or fitness for a particular purpose, with respect to any services performed under this agreement. PASSERO shall have no liability for indirect, special, incidental, punitive or consequential damages of any kind.

2. CLIENT's Responsibilities

2.1 CLIENT shall provide full information regarding its requirements for the Services or Projects and shall arrange for PASSERO, its' agents' and consultants' access to the site of work.

2.2 CLIENT shall designate a representative authorized to act on its behalf with respect to the Services or Project. CLIENT's authorized representative shall examine all studies, reports, sketches, probable costs, drawings, specifications, proposals, and other documents submitted by PASSERO or furnish information required of CLIENT and shall render in writing decisions pertaining thereto promptly so as not to delay the progress of PASSERO's Services.

2.3 CLIENT shall provide PASSERO, its agents and consultants access to its records to the extent necessary to perform PASSERO's obligations hereunder. If any off-site investigations are required, it shall be CLIENT's responsibility to secure the required access rights from site owners.

3. Term of Agreement

The term of this Agreement shall be from the Effective Date through March 31, 2014, unless sooner terminated or extended for two (or more) additional one-year terms beyond March 31, 2014, as provided herein or extended by a written instrument signed by both Parties,

4. Compensation and Method of Payment

4.1 CLIENT shall compensate PASSERO for the Services on the basis as set forth herein and in each separately issued Work Order.

4.2 CLIENT shall pay any sales or similar tax levied by any governmental authority on professional or other services or materials provided under this Agreement.

4.3 PASSERO shall invoice CLIENT monthly for all Services rendered and Reimbursable Expenses incurred pursuant to this Agreement, and each invoice shall be due and payable upon receipt by CLIENT. CLIENT shall notify PASSERO in writing of any disputed amount contained in an invoice within fifteen (15) business days from the date of invoice; otherwise, all charges shall be deemed acceptable and correct.

4.4 Compensation due PASSERO under this Agreement is due and payable at PASSERO's offices in Jacksonville, Duval County, Florida (or at such other location as may be specified by PASSERO in writing).

4.5 If CLIENT fails to make any payment due PASSERO for Services and Reimbursable Expenses within thirty (30) days after the date of an undisputed invoice (or within thirty days after resolution of a disputed invoice), the amounts due PASSERO shall accrue interest at the lesser of one and one half percent (1.5%) per month or the maximum rate allowed by law from the thirtieth (30th) day; and, in addition, PASSERO may, after giving seven (7) days written notice to CLIENT, suspend Services under this Agreement until PASSERO has been paid in full all amounts due for Services and Reimbursable Expenses, including all accrued but unpaid interest, without PASSERO incurring liability due to such suspension.

5. Delays/Changes

5.1 Any delay or default in the performance of any obligation of PASSERO under this Agreement resulting from any cause beyond PASSERO's reasonable control shall not be deemed a breach of this Agreement. The occurrence of such event shall suspend the obligations of PASSERO as long as performance is delayed or prevented thereby, and the compensation due PASSERO hereunder shall be equitably adjusted.

5.2 During the performance of the Services hereunder, CLIENT shall have the right, by written instrument, to make changes in, omissions from, or to require additions to the Services (hereinafter collectively referred to as "Changes"). In the event that such Changes require the preparation of additional drawings and/or specifications, or require additional services by PASSERO, then, upon completion of such additional services, PASSERO shall be entitled to an equitable increase in compensation for such additional services rendered due to the Changes.

6. Direct Personnel Expenses Defined

Direct Personnel Expenses are defined as the cost of salaries of employees of PASSERO engaged on the Project and of mandatory and customary benefits such as statutory employee benefits, insurance, sick leave, holidays, vacations, pensions, and similar benefits.

7. Reimbursable Expenses Defined

Reimbursable Expenses are in addition to the Direct Personnel Expenses described in Section 5 herein and are defined as actual expenditures made by PASSERO, its employees, or its consultants in the interest of the Services or Project including but not limited to:

> Transportation and subsistence of Project personnel, consultants' fees, computer and computer aided drafting and design (CADD) charges, fees paid for securing approval of authorities having jurisdiction of the Project, toll telephone calls and FAX charges, reproduction and printing charges of all types for Project-specific documents, mailing and shipping charges, equipment and laboratory use fees, photography, model materials, and all other materials and expendable supplies directly used with respect to the Project.

Reimbursable Expenses shall include a five percent (5%) service charge which shall be added as an administrative charge to PASSERO's actual costs for such expenses.

8. Insurance

8.1 PASSERO agrees to maintain the following insurance coverages during the performance of its Services under this Agreement:

Workers' Compensation & Employers' Liability	Statutory
General Liability	

Bodily Injury/Property Damage Combined (including contractual)	$1,000,000/$1,000,000
Automobile Liability Bodily Injury/Property Damage Combined	$1,000,000/$1,000,000
Professional Liability (including errors and omissions)	$1,000,000/$1,000,000

8.2 Upon request, PASSERO shall provide CLIENT with a certificate of insurance indicating that the above-described coverages are in effect.

9. Termination/Suspension

9.1 This Agreement may be terminated without cause by either party upon fifteen (15) days written notice. In the event of termination, PASSERO shall be compensated, as provided herein, for Services performed through receipt of such written notice of termination, together with Reimbursable Expenses then due.

9.2 If the Project is suspended for more than thirty (30) consecutive days, PASSERO shall be compensated, as provided herein, for Services performed through receipt of written notice of such suspension, together with Reimbursable Expenses then due. When the Project is resumed, PASSERO's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of PASSERO's Services.

10. Use of Documents and Electronic Deliverables

10.1 All Documents and Electronic Deliverables created by PASSERO during its' assignment to the City shall become property of the City. All Documents are recognized as instruments of Service in respect to this Project, and Consultant shall also retain an ownership and property interest therein (including the right of reuse at the discretion of the Consultant) whether or not the Project is completed.

10.2 Copies of Documents that may be relied upon by Client are limited to the printed copies (also known as "hard copies") that are signed and sealed by Consultant. Electronic files of text, data, graphics, or other types that are furnished by Consultant ("Electronic Deliverables") to Client are only for convenience of Client. Any conclusion or information obtained or derived from such Electronic Deliverables shall be at the Client's sole risk. If there is a discrepancy between the Electronic Deliverables and the hard copies, the hard copies govern.

10.3 Client agrees that it shall perform acceptance tests or procedures on the Electronic Deliverables within sixty (60) days to ensure that the Electronic Deliverables contain the same information and specifications as the hard copies. Client shall notify Consultant of any errors detected within the sixty (60) day acceptance period and such errors shall be corrected by Consultant. In the event that Client does not inform Consultant of any errors within the sixty (60) day acceptance period, Client shall be deemed to have accepted the Electronic Deliverables and Consultant shall not be responsible to sure any errors thereafter. Consultant shall not be responsible to maintain documents stored in EODM format after Client's acceptance.

10.4 When transferring Electronic Deliverables, Consultant makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by Consultant at the beginning of this Project.

10.5 Client may make and retain copies of Electronic Deliverables for information and reference in connection with use on the Project by Client. Such Electronic Deliverables are not intended or represented to be suitable for reuse by Client or others on extensions of the Project or on any other project. Consultant retains ownership of all Documents and Electronic Deliverables and is providing such Documents and Electronic Deliverables for Client's use only for this Project. Client is not authorized to use, reuse, or modify the Documents or Electronic Deliverables for any other use or purpose. Any such reuse or modification without written verification or adaptation by Consultant, as appropriate for the specific purpose intended, shall be at Client's sole risk and without liability or legal exposure to Consultant or Consultant's subconsultants. Client shall indemnify and hold harmless Consultant and Consultant's subconsultants from and against any and all claims, liabilities, losses, damages, or costs, including but not limited to reasonable attorney's fees, arising out of or in any way connected with the conversion, modification, misinterpretation, misuse or reuse, by Client or others, of Electronic Deliverables furnished by Consultant hereunder. Any verification or adaptation of the Documents for extensions of the Project or for any other project will entitle Consultant to further compensation at rates agreed upon by Client and Consultant.

11. Indemnification

11.1 CLIENT recognizes that the Project site may involve the presence of hazardous, toxic or pollutive substances. PASSERO has no responsibility for the condition of the Project site or the handling, storage or disposal of any substance or materials from any Project site or otherwise.

11.2 The indemnity provided by CLIENT to PASSERO in this Section 11 shall not apply to the extent of any claim, loss, damage or liability arising from the willful misconduct or gross negligence of PASSERO.

12. Equal Opportunity Employer

PASSERO is an equal opportunity employer. PASSERO does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, age, disability or veteran status and will take affirmative action to employ and advance in employment qualified minorities, women, disabled veterans, veterans of the Vietnam Era or disabled individuals.

13. Contingent Fees

PASSERO warrants that it has not employed or retained any person or entity, other than bona fide employees working solely for PASSERO, whose fee, commission, percentage, gift, or other consideration from PASSERO is contingent upon, or results from, that person's or entity's procuring this Agreement.

14. Construction

This Agreement, the rights and obligations of the Parties hereto, and any claims or disputes relating thereto shall be governed by, interpreted, construed and enforced in accordance with, the laws of the State of Florida (but excluding the choice of law rules thereof).

15. Waiver of Jury Trial

CLIENT and PASSERO hereby knowingly, voluntarily, and intentionally waive the right any of them have to a trial by jury with respect to any litigation based hereon, or arising out of, under or in connection with this Agreement and any agreement contemplated to be executed in conjunction herewith, or any course of conduct, course of dealing, statements (whether verbal or written) or actions of either party.

16. *Dispute Costs*

In the event a dispute shall arise under or about this Agreement, then the prevailing party therein shall be entitled to recover from the non-prevailing party all costs, expenses and attorneys' fees which may be incurred on account of such dispute, whether or not suit or other legal or quasi-legal proceedings may be brought, as well as at every stage of any such proceedings from the time such dispute first arises through trial, arbitration or other proceedings and all appellate processes.

17. *Successors and Assigns*

Except as otherwise expressly provided, all provisions herein shall be binding upon and shall inure to the benefit of the Parties, their legal representatives, successors and assigns.

18. *Entire Agreement*

This Agreement and the exhibits hereto set forth the entire agreement between the Parties. Any prior conversations or writings are merged herein and extinguished. No subsequent amendment to this Agreement shall be binding upon CLIENT or PASSERO unless reduced to writing and signed by both Parties. The captions and numbers appearing herein are inserted only as a matter of convenience and are not intended to define, limit, construe or describe scope or intent of any paragraph nor in any way affect this Agreement.

19. *Partial Invalidity*

If any provision of this Agreement or any application thereof to any person or circumstances shall, to any extent, be invalid, the remainder of this Agreement or the application of such provision to persons or circumstances other than those as to which it is held invalid shall not be affected thereby and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by law.

20. *Notices*

Any notice, demand, request or other instrument which may be or required to be given under this Agreement shall be delivered in person, sent by United States Certified or Registered Mail, postage prepaid, or sent by a reputable overnight courier service and shall be addressed to either party at the address as hereinabove given. Any notice shall be deemed delivered upon hand delivery or three (3) days after depositing such notice in postal receptacles, return receipt requested, or one (1) day after depositing such notice with a reputable overnight courier service. Either party may designate such other address as shall be given by written notice.

Notices shall be provided to the following:

To Client:

Mr. Woody Boynton

City Manager

City of Palatka

201 North 2nd Street

Palatka, FL 32177

To Consultant:

Mr. Andrew M. Holesko

Vice President

Passero Associates

13454 N. Main Street, Suite 104

Jacksonville, FL 32218

21. No Partnership

Nothing contained in this Agreement shall, or shall be deemed or construed so as to create the relationship of employer-employee, principal-agent, joint venturers, co-adventurers, or partners between CLIENT and PASSERO, and they are and shall remain independent contractors one as to the other.

22. Counterparts

This Agreement may be executed in two or more counterparts, each of which may be executed by one or more of the Parties hereto, but all of which, when delivered and taken together, shall constitute but one Agreement binding upon all of the Parties hereto.

23. Additional Provisions

23.1 Confidentiality: The City requires that PASSERO exercise reasonable care in order to protect the airport business operations from other airports in similar business enterprise.

23.2 Right of Refusal: The City has the right to refuse PASSERO'S assignment of subconsultant contracts to any subcontractor not acceptable by the City.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on their behalf by their duly authorized representatives, under seal, all as of the day and year first above written.

"CLIENT"

CITY OF PALATKA

By: Vernon Myers

Typed Name: Vernon Myers

Title: Mayor

Attest:

By: Betsy J Driggers

Typed Name: Betsy J. Driggers

Title: City Clerk

[CORPORATE SEAL, optional]

"PASSERO"

PASSERO ASSOCIATES, LLC.

By: Andrew M. Holesko

Typed Name: Andrew M. Holesko, C.M.

Title: Vice President

Attest:

By: Heidi Stiens

Typed Name: Heidi Stiens

Title: Administrative Assistant

[CORPORATE SEAL, optional]

Notary Public State of Florida
Edie Wallace
My Commission DD690785
Expires 07/01/201

Edie Wallace

ATTACHMENT A

SCOPE OF WORK – GENERAL ENGINEERING / CONSULTING SERVICES

City of Palatka – Palatka Municipal Airport

Palatka, Florida

SCOPE OF WORK – GENERAL ENGINEERING / CONSULTING SERVICES

PALATKA MUNICIPAL AIRPORT (City of Palatka)

(October, 2010)

I. GENERAL

The General Engineering/Consulting, (GEC) Services to be provided shall be on a continuing basis. Specifically authorized GEC services shall be described in separate work orders. The Consultant shall prepare each work order and forward it to the City of Palatka for review, action and approval. Consultant shall not proceed on projects until receipt of written authorization to proceed from the City. If Consultant does proceed prior to receipt of written authorization, Consultant services may not be eligible for payment from the City.

Scope of work, fees, and schedule for each phase of the development program (or a specific project within a development program) shall be set forth in each work order. If there are any inconsistencies between the Master Consulting Services Agreement and a work order, the work order shall govern.

Professional services shall be divided into two categories of services, in accordance with industry standards: 1 – Basic Services, and 2 – Special Services. Basic Services shall be completely defined within each work order by a scope, lump sum fee, schedule and deliverables. Special Services are services that can reasonably be anticipated to become a part of the project before the start of a project, however, these services can only be defined at a later date in the development program (or project). Special Services such as wetland delineation / flagging, survey and mapping of flagged areas would be considered as one example of this type of service, as the exact wetland boundaries (and size) can not be determined at the start of a project. Special Services shall be performed as approved by the City in writing, and as funds are available. If requested by the City, a preset fee for anticipated Special Services shall be included in work order(s). If additional funding is required due to project conditions, field conditions or other information, the City and Consultant shall either modify the program (or project) or the City shall commit additional funding.

The sections that follow describe potential forms of professional General Engineering/Consulting Services to be provided.

II. PROGRAM MANAGEMENT SERVICES (including Design-Build Services)

In general, Program Management (PM) services involve the detailed coordination of individual projects within overall development programs, including a continuing review of active development procedures relating to specific City goals and objectives. Specifically, PM services provide the City with program/project direction, consulting and review from initial program

concepts to final project closeout. PM services also provide multi-disciplined, multi-sponsored project coordination (i.e., projects "by others"), to update the City on "other" development programs that may have an effect (or interaction) on City programs. PM services may be assigned by the City for programs related to the airport, roads, drainage systems, golf courses, economic development initiatives, public involvement and information, beaches, parks, recreational facilities, marinas or other areas, as assigned by the City.

Specifically, PM services may consist of the following:

1. Providing consultation with City on both overall development program and specific project requirements, finances, schedules and other pertinent matters early in the life (and throughout the life) of the program (or project).
2. Review programs (and projects) in accordance with FAA and FDOT airport design standards, recommendations, advisories, regulations and orders.
3. Coordination with the FAA, FDOT, Airport Advisory Board, general public and other concerned agencies involved with the airport and other development programs within the City.
4. Conducting and attending progress meetings.
5. Conducting and attending public information meetings, public hearings and other associated presentations.
6. Collecting data necessary to prepare financial, planning, environmental, architectural, engineering and other feasibility studies.
7. Conducting grants-related research and / or administration throughout the life of the program / project, including the preparation of necessary applications for local, state and federal grant programs and studies.
8. Any other program management-related services, as requested by City and agreed to by Consultant.

Both the FDOT and FAA now allow, and sometimes encourage, alternative project delivery methods, typically in the form of Construction Management (CM) or Design-Build (DB) project delivery. As directed by the City, the GEC will also provide CM and / or DB services to the City to delivery projects in this manner.

It should be noted that the City and Passero have already successfully provided DB services on projects at the airport (i.e., the Airport Terminal Building).

III. ENGINEERING DESIGN AND CONSTRUCTION PHASE – SERVICES

As directed, the GEC will provide engineering design and construction-phase services. In general, the GEC shall provide technical services, prepare interim reports and provide status update presentations as each portion of a development program progresses, for City review and comment.

Engineering design and Construction-phase services may consist of the following:

1. Civil Engineering.
2. Site Engineering.
3. Environmental Engineering and Stormwater Management.
4. Structural, Mechanical and Electrical Engineering.
5. Transportation and Traffic Planning and Engineering (including drainage analysis).
6. Architectural Design and Interior Design Services.
7. Landscape Architecture Services.
8. Bid preparation, review and recommendation of award.
9. Construction Administration and Resident Engineering/Inspection.
10. Design-Build coordination, Management and Construction.
11. Value Engineering.
12. Geotechnical Investigation.
13. Surveying.
14. Any other engineering design and construction-phase services, as requested by City and agreed to by Consultant.

IV. PLANNING SERVICES

As directed, the GEC will provide planning-related services. In general, the GEC shall prepare technical studies, feasibility studies, interim reports, and provide status update presentations as each portion of a development program progresses, for City review and comment.

Planning services may consist of the following:

1. Project feasibility, operational and financial planning.
2. Airport Master Plans and Airport Layout Plans.
3. Transportation and traffic planning.
4. Recreational facility planning.
5. Drainage master planning.
6. Environmental Assessments and Environmental Impact Statements.
7. Noise Compatibility Studies, Noise Measurement and Monitoring.
8. Financial studies.
9. Economic Development and/or Impact Studies.
10. Assistance with state and federal-level MBE/DBE Programs.
11. Annual update of Airport Capital Improvement Program (CIP).
12. Monitor and update tenant lease exhibits.
13. Participate in public information programs and/or public hearings relating to airport planning and development, and other development programs.
14. Monitor and maintain ground and aerial surveys.
15. Any other planning-related services, as requested by City and agreed to by Consultant.

V. STAFF EXTENSION SERVICES

Staff Extension Services may consist of small projects, day-to-day professional services, continuing long-term assignments, or miscellaneous services that are needed in an immediate manner. Therefore, the formulation of a new work order may neither be prudent nor possible. A preset hourly fee shall be established when assigning staff extension services (See Attachment C – Standard Labor Rates, Overhead Multiplier, and Profit). In most cases, the consultant shall "draw down" on a not-to-exceed feed, as directed by the City. If additional Staff Extension Services are desired or required beyond the initial pre-set fee, the Consultant will notify the City before the entire pre-set fee is exhausted, and an additional fee may be assigned by the City to allow a continuation of services.

END OF SCOPE – General Engineering/Consulting Services. (October, 2010)

ATTACHMENT B

SAMPLE WORK ORDER

(NOT For Signature Purposes)

PASSERO-WO NO. 00

SAMPLE WORK ORDER 0.0 – GENERAL ENGINEERING/CONSULTING (GEC)
PROJECT: Sample Project

PASSERO ASSOCIATES (PA) agrees to perform the following services, in accordance with the terms and conditions of this Work Order and the Master Consulting Services Agreement with the City of Palatka, (dated January _____, 2004), all of which terms and conditions are incorporated herein by reference:

Project Location: Palatka-Kay Larkin Municipal Airport, Palatka, Florida.

Project Description: Sample Project.

Scope of Basic Services: General Engineering/Consulting. See Attachment "Scope of Work (Basic Services)."

Scope of Special Services: None anticipated.

Client Manager / Project Coordinator: Mr. John Youell, Airport Manager

PA Program Manager: Mr. Andrew Holesko, CM, Program Manager

PA Project Manager: Mr. Patrick Honore, P.E.

Basic Services Compensation and Method of Payment: Not-to-exceed $0,000.00

Special Services Compensation and Method of Payment: None anticipated.

Total Project Cost:

1-Construction $0,000 (est.),	2-Design/Construction Administration $0,000.
3-Part Time RPR $0,000.	4-Special Services $0,000.
5-Program Management $0,000.	6-Total Project Cost $0,000.

Schedule: To be determined as soon as Notice-to-Proceed is issued.

Meetings: As assigned, by the City.

Deliverables: As assigned, by the City.

Other Considerations (if applicable): None at this time.

"CLIENT"
CITY OF PALATKA

BY: _____

Vernon Myers
Typed Name

Title: Mayor

ATTEST:
BY: _____

Name, Title

"CONSULTANT"
PASSERO ASSOCIATES, LLC

BY: _____

Andrew M. Holesko
Typed Name

Title: Vice President / Program Manager

ATTEST:
BY: _____

Name, Title

ATTACHMENT C

STANDARD LABOR RATES, OVERHEAD MULTIPLIER, AND PROFIT

EXHIBIT C
Overhead (Multiplier) and Professional Rates

The exact amount of compensation for services rendered under the Master Consulting Services Agreement shall be specified in each Work Order. However, the methods of determining compensation for Passero Associates, LLC shall be as follows:

Labor Cost, Overhead Burden and Profit	=	Direct labor Cost + 1.65 Overhead Burdened Labor Rate X (0.15) 15 % Profit
Non-Labor Cost	=	Actual Non-Labor Cost (Direct Expenses)
Subcontractors or Subconsultants	=	Actual Subcontractor/ Subconsultant Costs

The terms of compensation may be revised annually to reflect changes resulting from inflation, pay raises, etc. Such changes will be forwarded to the City of Palatka for review, and approval, as requested.

LABOR CATEGORY RATES

Personnel	Burdened Labor Rate (Range) (including overhead multiplier and profit)
Principal (avg. hourly rate is $69.75 / hour)	Average burdened rate is $209.25 / hour.
Program Manager / Senior Project Manager (avg. hourly rate is $45.00 / hour)	Average burdened rate is $135.00 / hour.
Responsible Professional - Registered Engineer / Architect (avg. hourly rate is $38.50 / hour)	Average burdened rate is $ 115.50 / hour.
Planner / Engineer / Architect - Non-registered (avg. hourly rate is $28.85 / hour)	Average burdened rate is $ 86.55 / hour.
Designer / CADD / Graphics Technician (avg. hourly rate is $26.00 / hour)	Average burdened rate is $ 78.00 / hour.
Clerical (avg. hourly rate is $15.00 / hour)	Average burdened rate is $ 45.00 / hour.

*Note 1: Passero Associates is scheduled for a salary increase effective March 1st of each year. This increase historically has been between two (2) and four (4) percent.

** Note 2: Passero Associates is confident that the methodology and pay rates listed above are competitive and "reasonable, as compared to similar size firms within this industry.

PASSERO-WO NO. 00

SAMPLE WORK ORDER 0.0 – GENERAL ENGINEERING/CONSULTING (GEC)
PROJECT: Sample Project

PASSERO ASSOCIATES (PA) agrees to perform the following services, in accordance with the terms and conditions of this Work Order and the Master Consulting Services Agreement with the City of Palatka, (dated January _____, 2004), all of which terms and conditions are incorporated herein by reference:

Project Location: Palatka-Kay Larkin Municipal Airport, Palatka, Florida.

Project Description: Sample Project.

Scope of Basic Services: General Engineering/Consulting. See Attachment "Scope of Work (Basic Services)."

Scope of Special Services: None anticipated.

Client Manager / Project Coordinator: Mr. John Youell, Airport Manager

PA Program Manager: Mr. Andrew Holesko, CM, Program Manager

PA Project Manager: Mr. Patrick Honore, P.E.

Basic Services Compensation and Method of Payment: Not-to-exceed $0,000.00

Special Services Compensation and Method of Payment: None anticipated.

Total Project Cost: 1-Construction $0,000 (est.), 2-Design/Construction Administration $0,000. 3-Part Time RPR $0,000. 4-Special Services $0,000. 5-Program Management $0,000. 6-Total Project Cost $0,000.

Schedule: To be determined as soon as Notice-to-Proceed is issued.

Meetings: As assigned, by the City.

Deliverables: As assigned, by the City.

Other Considerations (if applicable): None at this time.

"CLIENT"
CITY OF PALATKA

BY: _____
Woody Boynton
Typed Name

Title: City Manager

ATTEST:
BY: _____

_____
Name, Title

"CONSULTANT"
PASSERO ASSOCIATES, LLC

BY: _____
Andrew M. Holesko
Typed Name

Title: Vice President / Program Manager

ATTEST:
BY: _____

_____
Name, Title

Passero Associates, L.L.C.
Engineering Architecture

13453 N. Main Street - Suite 106
Jacksonville , FL 32218
904 757 6106
Fax: 904 757 6107

LETTER OF TRANSMITTAL

To: *Woody Boynton, Director*
City of Palatka
1010 Ocean Street
Palatka, FL 32177

Date: *2/1/11*

- ☐ **FOR APPROVAL**
- ☐ **AS REVISED**
- ☐ **AS REQUESTED**
- ☒ **INFORMATION & USE**
- ☐ **COMMENT/RETURN**
- ☐ **APPROVED AS NOTED**

From: *Andrew Holesko*
Vice President

Re: *Copy of Master Agreement* (2011)

Enclosed Are:

2 Copies of Master Consulting Agreement

Remarks: Send 1 original back (signed).
mailed 2-11-11
copy to Matt 2-11-11

Copies to:

Very truly yours,

P.N.: *24010.00*

Signature *HLS for Andrew Holesko*

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA

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

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

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

February 10, 2011

Mr. Richard Owen, Program Manager
Federal Aviation Administration
Orlando Airports District Office
5950 Hazeltine National Drive, Suite 400
Orlando FL 32822

RE: Palatka Municipal Airport Engineers
Master Consulting Services Agreement

Dear Mr. Owen:

Enclosed please find one copy of the City of Palatka's Master Consulting Services Agreement with Passero Associates, which has been fully executed, together with a copy each of the Invitation to Bid/Request for Qualifications newspaper advertisement and Proposal Information Guide for these services.

Please forward FAA concurrence on this to me at your earliest convenience.

If there is anything else you need, please let us know.

Sincerely,

Betsy J. Driggers

Betsy Jordan Driggers
City Clerk

Enclosures

cc: Andrew Holesko, Passero Associates, Inc.
Gene Lampp, FDOT Jacksonville

PHONE: (386) 329-0100

201 N. 2ND STREET • PALATKA, FLORIDA 32177
www.palatka-fl.gov

FAX: (386) 329-0106

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA
CITY OF PALATKA FLORIDA

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

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

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

February 10, 2011

Mr. Gene Lampp
Florida Dept. of Transportation
2198 Edison Avenue, MS 2813
Jacksonville FL 32204

RE: Palatka Municipal Airport Engineers
Master Consulting Services Agreement

Dear Mr. Lampp:

Enclosed please find one copy of the City of Palatka's Master Consulting Services Agreement with Passero Associates, which has been fully executed, together with a copy each of the Invitation to Bid/Request for Qualifications newspaper advertisement and Proposal Information Guide for these services.

Please forward FDOT concurrence on this to me at your earliest convenience.

If there is anything else you need, please let us know.

Sincerely,

Betsy Jordan Driggers
City Clerk

Enclosures

cc: Andrew Holesko, Passero Associates, Inc.
Richard Owen, FAA Orlando

201 N. 2ND STREET • PALATKA, FLORIDA 32177
PHONE: (386) 329-0100
www.palatka-fl.gov
FAX: (386) 329-0106

Agenda Item

3a-2

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka

Office of the City Manager

To: **Mayor Myers, Commissioners**

From: Woody Boynton, City Manager

Date: March 7, 2011

RE: Work Order and Supplemental Agreement for Runway 9-27– Airport

---

Attached is a work order and supplemental agreement from Passero Associates to complete preliminary engineering, surveying and geotechnical work associated with Runway 9-27 (primary runway) pavement and drainage rehabilitation at the Palatka Airport.

The total project cost associated with the above work is a not to exceed $75,000.00. This cost is reimbursed at 100% by the FDOT from a grant received by the City of Palatka. The resolution to accept this grant (Joint Participation Agreement) is included in this agenda and is recommended to be approved for acceptance. Aside from future expansion, this is one of the final projects associated with rehabilitating the airport infrastructure. Much of the drainage, taxiways as well as the secondary runway have been rehabilitated over the past 5 years.

You will notice that this project does not include final design or permitting. Should the construction of this project be funded by the FAA, it is expected that money for final design and permitting will be made available at that time. It should be noted that if the FDOT had not approved this preliminary funding we would not have been in position to receive the construction money.

I have reviewed and recommend approval of this request.

Should you have any questions, please call.

City of Palatka – Palatka Municipal Airport

Preliminary Engineering Design, Topographic Surveying and Geotechnical Investigation

Runway 9-27 Pavement and Drainage Rehabilitation

(Supplemental Agreement 11-25P)

PASSERO-WO NO. 11 – 25P
P.A. Project No. 24010.25P
Date: _____

Runway 9-27 Pavement and Drainage Rehabilitation
Preliminary Engineering Design, Topographic Survey and Geotechnical Investigation

PASSERO ASSOCIATES (PA) agrees to perform the following services, in accordance with the terms and conditions of this Work Order and the Master Consulting Services Agreement with the City of Palatka (dated February 10, 2011), all of which terms and conditions are incorporated herein by reference:

Project Location: Palatka Municipal Airport (Kay Larkin Field), Palatka, Florida.

Project Description: Preliminary engineering design for Runway 9-27 Pavement and Drainage Rehabilitation (6,000 ft long by 100 ft wide).

Scope of Basic Services: Site investigation, preliminary engineering design and comprehensive project approach to final design and construction.

Scope of Special Services: Preliminary topographic survey and geotechnical investigation.

Client Manager: Mr. Woody Boynton, City Manager.

Client Project Coordinator: John Youell, Airport Manager.

PA Program Manager: Mr. Andrew Holesko, CM, Program Manager.

Basic Services Compensation and Method of Payment:	Not-to-Exceed	$ 50,000.00
Special Services Compensation and Method of Payment:	Topographic Survey	$ 12,500.00
	Geotechnical	$ 12,500.00
Total Project Cost:	Not-to-Exceed	$ 75,000.00

Schedule: To be determined as soon as Notice-to-Proceed is issued.

Meetings: As needed and directed by the City.

Deliverables:
1. Preliminary engineering design, review of alternative rehabilitation methods, project approach to final design.
2. Project meetings and presentations as directed by the City.

"CONSULTANT" – PASSERO ASSOCIATES, LLC

BY: Andrew M. Holesko

Andrew M. Holesko, Program Manager
Typed Name, Title

ATTEST BY: Heidi Steiner
Executive Assistant

"CLIENT" - CITY OF PALATKA

BY: _____

Woody Boynton, City Manager
Typed Name, Title

BY: _____

Vernon Myers (Mayor)
Typed Name, (Title)

ATTEST BY: _____

_____

ATTACHMENT A-1

Scope of Work

Runway 9-27 Pavement and Drainage Rehabilitation
Preliminary Engineering Design, Topographic Survey and Geotechnical Investigation

Palatka, Florida

I. PROJECT DESCRIPTION

The project will involve the rehabilitation of approximately 6,000-feet long by 100-feet wide of Runway 9-27 pavement and associated drainage system. The project will also involve the consideration and review of several appropriate / alternative rehabilitation methods. (See Drawing 1 / Project Sketch.)

Runway 9-27 is the primary runway at Palatka Municipal Airport. The runway is comprised of asphalt pavement in excess of 20-years old, and is showing signs of surface distress throughout. The runway pavement condition ranges from poor to fair with PCI ranges from 49-63. The expected runway pavement rehabilitation cost is $2.5M - $4.0M, without extensive rehabilitation of the runway base material.

II. BASIC SERVICES

Passero Associates will provide the following services to assist the City of Palatka with the layout and preliminary design of the Runway 9-27 pavement and drainage improvements at Palatka Municipal Airport.

A. PRELIMINARY DESIGN PHASE

1. Review existing documents such as record drawings, specifications, studies and reports to become familiar with project data.
2. Visit the site to observe field conditions and validate the existing database.
3. Contact the SPONSOR, FAA, and FDOT to review scope of work and clarify project design requirements, construction sequencing and operational concerns.
4. Prepare preliminary plans identifying areas requiring topographic field survey, geotechnical investigations and other field reconnaissance that may be required. The required field program will be developed into a schedule that minimizes interference with airport operations. The schedule will be coordinated with the SPONSOR. CONSULTANT will supervise the field investigations as required.
5. Perform preliminary field survey of topographic and utility data. Field information will be mapped and provided to the CONSULTANT design team.
6. Review and consider several appropriate pavement rehabilitation methods for the project.
7. Prepare preliminary grading and drainage design.
8. Prepare preliminary construction plans, supplemental documents and construction phasing plans, soil boring logs and typical cross sections.
9. Prepare preliminary quantity takeoffs for the bid schedule.
10. Prepare preliminary probable construction costs.
11. The design team and the SPONSOR will conduct a preliminary design review meeting to discuss and resolve content, cost and other comments.

12. Note: The Preliminary design phase will advance the project from concept design to partial completion (30% engineering drawings).

B. FINAL DESIGN PHASE (Required, but not included within this scope of services.)

C. GRANTS ADMINISTRATION PHASE

CONSULTANT will assist the SPONSOR throughout the duration of this design contract. CONSULTANT will act as liaison for the SPONSOR with the FAA and FDOT. The grants administration phase shall include the following items of work:

1. Prepare federal and state ACIP/grant application packages (as needed), and coordinate execution by SPONSOR and submissions to the FAA and FDOT.
2. Prepare reimbursement request packages, coordinate execution by SPONSOR and submissions to the FAA and FDOT.
3. Assist SPONSOR in compiling and submitting all necessary grant/project closeout documents required by the FAA and FDOT.

D. PERMITTING PHASE (with SJRWMD) (Required, but not included within this scope of services.)

III. SPECIAL SERVICES

E. BID PHASE (Required, but not included within this scope of services.)

F. Preliminary Topographic Survey, Geotechnical Investigation, Other

A preliminary topographic survey and geotechnical investigation will be provided for this project.

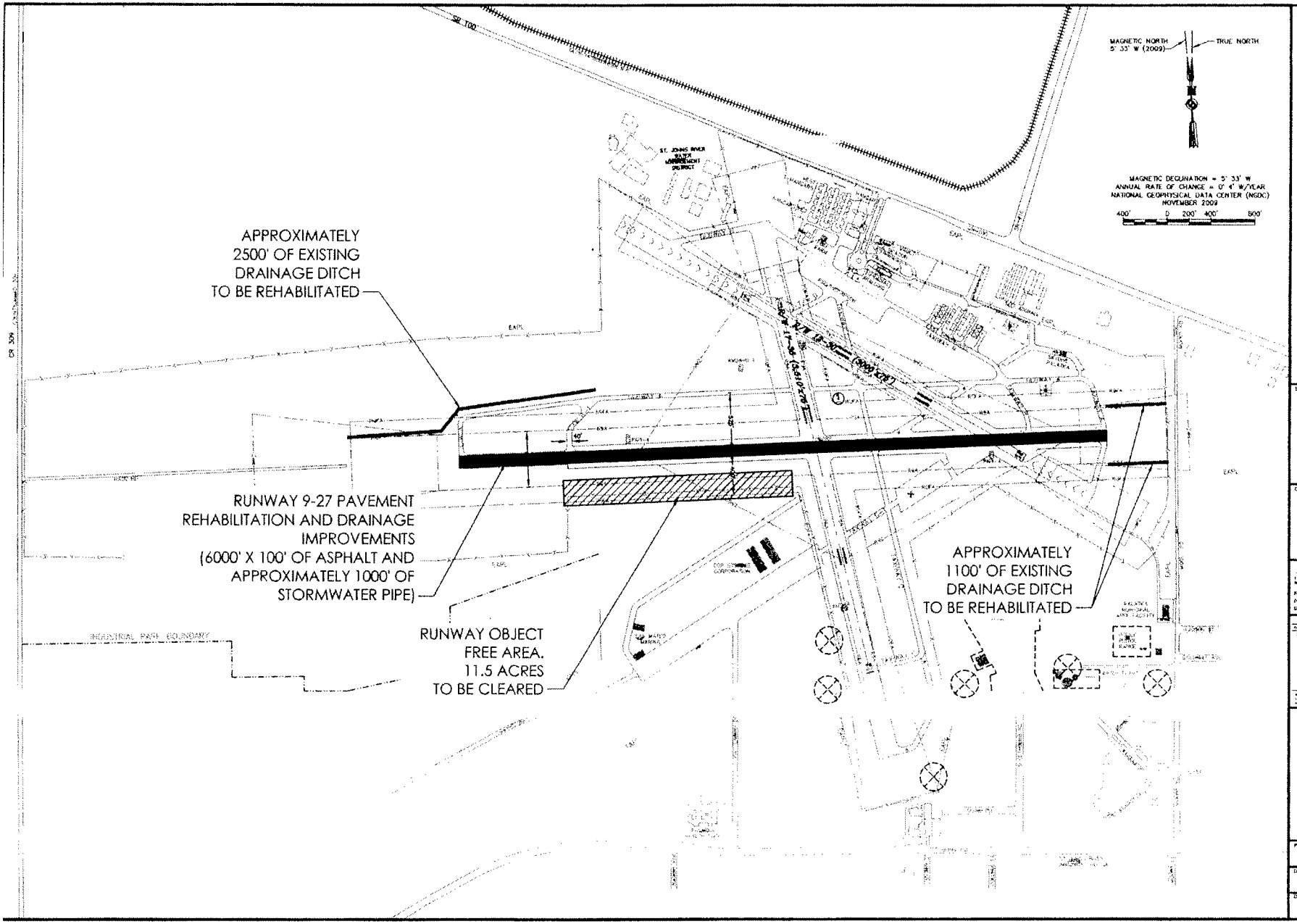
Other special services (such as environmental studies or other special studies, etc.) are services that often cannot be defined at the beginning of the project, but still may be required before the project is complete. If needed, other special services shall be performed as approved by the City in writing.

IV. OTHER CONSIDERATIONS

1. This project does not include any form of special services, (other than as specified above). For example, the project does not include the following:
   - Any Additional Permitting
   - Preparation of additional related Design, Construction Plans, and Specifications
   - Other special services (such as environmental studies, permitting, traffic study or other special studies, etc.) that may be desired or requested.

2. The City is responsible for providing complete and thorough data in a timely fashion as requested by Passero, including all necessary data from Airport / City archives. Passero is not responsible for data that is not provided for in the course of this Agreement.

END OF SCOPE OF SERVICES.



Passero Associates

Engineering • Architecture

www.passero.com

Stamp:

Client:

City of Palatka

201 N. 2nd Street

Palatka, Florida 32177

Passero Associates

Principal-in-Charge: Andrew M. Holesko, C.M.

Project Manager: Patrick J. Hodges, P.E.

Designed by: William Reid

Revisions

No.	Date	By	Description
1			

RUNWAY 9-27 PAVEMENT AND DRAINAGE REHABILITATION

Airport Master Plan Update

Palatka Municipal Airport

Town/City: Palatka

County: Putnam State: Florida

Project No.: 24010.25

Drawing No.: 1

Date: November, 2010

Agenda Item

3a-3

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka

Office of the City Manager

To: **Mayor Myers, Commissioners**

From: Woody Boynton, City Manager

Date: March 7, 2011

RE: Work Order for Emergency Generator and Access Control System – Airport

---

Attached is a work order from Passero Associates to complete engineering work associated with providing an emergency generator and a security access control system at the City of Palatka Airport.

The total project cost associated with the engineering is a not to exceed $7,500.00. This cost as well as the costs associated with the purchase and installation of the emergency generator and security access control system is reimbursed at 100% by an FDOT security grant received by the City of Palatka last year. I have reviewed and recommend approval of this request.

Should you have any questions, please call.

PASSERO-WO NO. 11 – 26
P.A. Project No. 24010.26

Emergency Generator and Security / Access Control System
Design, Preparation of Bid Packages and Inspection

PASSERO ASSOCIATES (PA) agrees to perform the following services, in accordance with the terms and conditions of this Work Order and the Master Consulting Services Agreement with the City of Palatka (dated February 10, 2011), all of which terms and conditions are incorporated herein by reference:

Project Location: Palatka Municipal Airport (Kay Larkin Field), Palatka, Florida.

Project Description: Engineering design, bidding and inspection of emergency generator installation and security / access control improvements.

Scope of Basic Services: Engineering design, bidding and inspection of emergency generator installation and security / access control improvements.

Scope of Special Services: None.

Client Manager: Mr. Woody Boynton, City Manager.

Client Project Coordinator: John Youell, Airport Manager.

PA Program Manager: Mr. Andrew Holesko, CM, Program Manager.

Basic Services Compensation and Method of Payment:	Not-to-Exceed	$ 7,500.00
Special Services Compensation and Method of Payment:	None	$ 0.00
Total Project Cost:	Not-to-Exceed	$ 7,500.00

Schedule: To be determined as soon as Notice-to-Proceed is issued.

Meetings: As needed and directed by the City.

Deliverables:
1. Engineering design, bidding and inspection of emergency generator installation and security / access control improvements.
2. Project meetings and presentations as directed by the City.

"CONSULTANT" – PASSERO ASSOCIATES, LLC

BY: _____

Andrew M. Holesko, Program Manager
Typed Name, Title

ATTEST BY: _____

_____

"CLIENT" - CITY OF PALATKA

BY: _____

Woody Boynton, City Manager
Typed Name, Title

BY: _____

Vernon Myers (Mayor)
Typed Name, (Title)

ATTEST BY: _____

_____

Agenda Item

3a-4

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka

Office of the City Manager

To: **Mayor Myers, Commissioners**

From: Woody Boynton, City Manager

Date: March 7, 2011

RE: Work Order for Main Security Gate – Airport

Attached is a work order from Passero Associates to complete engineering and construction work associated with rehabilitating the main security gate at the City of Palatka Airport.

The total project cost associated with the engineering is a not to exceed $7,637.00. This cost is reimbursed at 100% by a FDOT security grant received by the City of Palatka last year. I have reviewed and recommend approval of this request.

Should you have any questions, please call.

PASSERO-WO NO. 11 – 26G
P.A. Project No. 24010.26G
Date: _____

Main Security Gate (Access to T-Hangar Area) Rehabilitation and Replacement Design, Inspection and Replacement

PASSERO ASSOCIATES (PA) agrees to perform the following services, in accordance with the terms and conditions of this Work Order and the Master Consulting Services Agreement with the City of Palatka (dated February 10, 2011), all of which terms and conditions are incorporated herein by reference:

Project Location: Palatka Municipal Airport (Kay Larkin Field), Palatka, Florida.

Project Description: Engineering and inspection of main security gate rehabilitation and component replacement.

Scope of Basic Services: Engineering and inspection of main security gate rehabilitation and component replacement.

Scope of Special Services: None.

Client Manager: Mr. Woody Boynton, City Manager.

Client Project Coordinator: John Youell, Airport Manager.

PA Program Manager: Mr. Andrew Holesko, CM, Program Manager.

Basic Services Compensation and Method of Payment:	Not-to-Exceed	$ 7,637.00
Special Services Compensation and Method of Payment:	None	$ 0.00
Total Project Cost:	Not-to-Exceed	$ 7,637.00

Schedule: To be determined as soon as Notice-to-Proceed is issued.

Meetings: As needed and directed by the City.

Deliverables:
1. Engineering and inspection of main security gate rehabilitation and component replacement.
2. Project meetings and presentations as directed by the City.

"CONSULTANT" – PASSERO ASSOCIATES, LLC

BY: _____

Andrew M. Holesko, Program Manager
Typed Name, Title

ATTEST BY: _____

_____

"CLIENT" - CITY OF PALATKA

BY: _____

Woody Boynton, City Manager
Typed Name, Title

BY: _____

Vernon Myers (Mayor)
Typed Name, (Title)

ATTEST BY: _____

_____

Agenda Item

3b

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka

Office of the City Manager

To: **Mayor Myers, Commissioners**

From: Woody Boynton, City Manager

Date: January 7, 2011

RE: Administrative Services for Energy Grant

On February 4, 2011, the City of Palatka advertised for consultants to submit qualification statements to provide administrative services to oversee the energy grant recently awarded to the City of Palatka. A copy of the RFQ that was issued is attached for your reference.

Two qualification statements were received by the City of Palatka: Fred Fox Enterprises, Inc. and Guardian Community Resource Management, Inc. I asked Rhett McCamey, Utilities Superintendent, Platt Drew, WWTP Superintendent and Melvin Register, WTP Superintendent to review and rank the two proposals against certain pre-established criteria. The reviews were completed and all three recommended that Fred Fox Enterprises be selected to administer this grant. Their ranking sheets are also attached.

I concur with their recommendation and request concurrence from the commission. In addition, I am requesting that the City Manager and City Attorney be authorized to negotiate a contract with Fred Fox Enterprises and that this contract be brought back to the commission for final approval before work on this project is authorized to commence.

The cost of this work will be primarily funded by the grant received from the Department of Energy.

Should you have any questions, please call.

CITY OF PALATKA
EECBG GRANT NUMBER ARS0 ADMINISTRATIVE SERVICES RANKING SHEET
FY 2010 ENERGY EFFICIENCY PROJECT FOR THE CITY OF PALATKA

Firms Submitting Proposals:
1. FRED FOX 2. GUARDIAN 3. _____
4. _____ 5. _____

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4	Firm #5
1. Firm's familiarity with the Florida ARRA-EECBG program. Management Team Worked on 10 or more EECBG applications which received state funding-10 pts. Management Team Worked on 7-9 EECBG applications which received state funding-8 pts Management Team Worked on 4-6 EECBG projects which received state funding-6 pts Management Team worked on 2-3 EECBG projects which received state funding-4 pts Management Team worked on one EECBG project which received state funding-2 pts Management Team did not work on any EECBG projects which received state funding-0 pts	10	0			
2. The reputation of the proposed management team and the cumulative number of years that they have been managing federally funded projects for communities in Florida that required Davis Bacon compliance. 30 years or more – 20 points 25 to 20 years - 15 points 10 to 14 years - 10 points 5 to 9 years - 5 points Less than 5 years - 0 points	15	20			
3. The number of federally funded public works projects with requirements similar to the ARRA program the management team has previously managed in Florida. 100 or more – 20 pts 75 - 99 – 15 pts 50 - 74 – 10 pts 25 - 49 – 5 pts Less than 25 – 0 pts	20	5			
4. Number of local government client references provided. 10 or more references - 15 points 5 – 9 references – 10 points less than 5 references – 5pts no references provided – 0 pts	15	15			
5. The quality of the local government client references provided. Recent good quality references – 15 pts. Majority references over 12 months old – 10 pts. Majority of references over 2 years old – 5 pts. No references provided – 0 pts	15	15			
6. The firms existing knowledge of or the ability to become quickly knowledgeable with the activities included in the City's EECBG Application. Excellent - 20 points Good - 15 points Fair - 10 points Poor - 5 points Not able to - 0 points	20	15			

Total: 1. 95 2. 70 3. _____ 4. _____ 5. _____

Signature of Person Completing Ranking Form

3-4-11
Date

CITY OF PALATKA
EECBG GRANT NUMBER ARS0__ ADMINISTRATIVE SERVICES RANKING SHEET
FY 2010 ENERGY EFFICIENCY PROJECT FOR THE CITY OF PALATKA

Firms Submitting Proposals:
1. Fred Fox Enterprises, Inc. 2. Guardian Community Resource Mgt. Inc. 3. _____
4. _____ 5. _____

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4	Firm #5
1. Firm's familiarity with the Florida ARRA-EECBG program. Management Team Worked on 10 or more EECBG applications which received state funding-10 pts. Management Team Worked on 7-9 EECBG applications which received state funding-8 pts Management Team Worked on 4-6 EECBG projects which received state funding-6 pts Management Team worked on 2-3 EECBG projects which received state funding-4 pts Management Team worked on one EECBG project which received state funding-2 pts Management Team did not work on any EECBG projects which received state funding-0 pts	10	10			
2. The reputation of the proposed management team and the cumulative number of years that they have been managing federally funded projects for communities in Florida that required Davis Bacon compliance. 30 years or more – 20 points 25 to 20 years - 15 points 10 to 14 years - 10 points 5 to 9 years - 5 points Less than 5 years - 0 points	20	20			
3. The number of federally funded public works projects with requirements similar to the ARRA program the management team has previously managed in Florida. 100 or more – 20 pts 75 - 99 – 15 pts 50 - 74 – 10 pts 25 - 49 – 5 pts Less than 25 – 0 pts	20	10			
4. Number of local government client references provided. 10 or more references - 15 points 5 – 9 references – 10 points less than 5 references – 5pts no references provided – 0 pts	15	15			
5. The quality of the local government client references provided. Recent good quality references – 15 pts. Majority references over 12 months old – 10 pts. Majority of references over 2 years old – 5 pts. No references provided – 0 pts	15	15			
6. The firms existing knowledge of or the ability to become quickly knowledgeable with the activities included in the City's EECBG Application. Excellent - 20 points Good - 15 points Fair - 10 points Poor - 5 points Not able to - 0 points	20	15			

Total: 1. 100 2. 85 3. _____ 4. _____ 5. _____

Melanie L. Kelly
Signature of Person Completing Ranking Form

3/03/2011
Date

CITY OF PALATKA

EECBG GRANT NUMBER ARS0__ ADMINISTRATIVE SERVICES RANKING SHEET

FY 2010 ENERGY EFFICIENCY PROJECT FOR THE CITY OF PALATKA

Firms Submitting Proposals:

1. Guardian
2. Fred Fox Enterprises
3. _____
4. _____
5. _____

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4	Firm #5
1. Firm's familiarity with the Florida ARRA-EECBG program. Management Team Worked on 10 or more EECBG applications which received state funding-10 pts. Management Team Worked on 7-9 EECBG applications which received state funding-8 pts Management Team Worked on 4-6 EECBG projects which received state funding-6 pts Management Team worked on 2-3 EECBG projects which received state funding-4 pts Management Team worked on one EECBG project which received state funding-2 pts Management Team did not work on any EECBG projects which received state funding-0 pts	10	10			
2. The reputation of the proposed management team and the cumulative number of years that they have been managing federally funded projects for communities in Florida that required Davis Bacon compliance. 30 years or more – 20 points 25 to 20 years - 15 points 10 to 14 years - 10 points 5 to 9 years - 5 points Less than 5 years - 0 points	20	15			
3. The number of federally funded public works projects with requirements similar to the ARRA program the management team has previously managed in Florida. 100 or more – 20 pts 75 - 99 – 15 pts 50 - 74 – 10 pts 25 - 49 – 5 pts Less than 25 – 0 pts	20	20			
4. Number of local government client references provided. 10 or more references - 15 points 5 – 9 references – 10 points less than 5 references – 5pts no references provided – 0 pts	15	15			
5. The quality of the local government client references provided. Recent good quality references – 15 pts. Majority references over 12 months old – 10 pts. Majority of references over 2 years old – 5 pts. No references provided – 0 pts	10	15			
6. The firms existing knowledge of or the ability to become quickly knowledgeable with the activities included in the City's EECBG Application. Excellent - 20 points Good - 15 points Fair - 10 points Poor - 5 points Not able to - 0 points	15	20			

Total: 1. 90 2. 95 3. _____ 4. _____ 5. _____

Rhett H. McGarvey
Signature of Person Completing Ranking Form

3-3-11
Date

REQUEST FOR QUALIFICATIONS (RFQ) FOR ADMINISTRATIVE SERVICES FOR THE MANAGEMENT OF THE CITY OF PALATKA'S FFY 2010 ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT CONTRACT NUMBER ARS027

The City of Palatka hereby requests qualification packages from qualified individuals or firms to provide grant oversight and management services for an American Recovery and Reinvestment Act (ARRA) 2010 Energy Efficiency and Conservation Block Grant (EECBG) project funded through the Florida Energy and Climate Commission.

The project includes the following:

- An energy audit will be carried out on seven city buildings including the City Hall, Police Department, Kay Larkin Airport Fire Station, Price Martin Community Center, Larimer Arts Center, 11th Street Fire Station, and the Bronson Mulholland House.
- The retrofitting of seven city buildings including the City Hall, Police Department, Kay Larkin Airport Fire Station, Price Martin Community Center, Larimer Arts Center, 11th Street Fire Station, and the Bronson Mulholland House.
- The replacement of the fixtures in two hundred and fifty (250) decorative streetlights located in Palatka's downtown. The existing high pressure sodium bulbs would be replaced with a more energy efficient form of illumination.
- The retrofitting of the aeration system at the City's wastewater treatment plant (WWTP). The Old motors and mechanical surface aerators will be replaced with a more energy efficient bubble diffuser system.
- The development of a City Energy Efficiency and Conservation Strategy.

The City has been awarded an EECBG grant in the amount of $1,240,000.00, therefore, procurement and contracting will follow procedures outlined in 10 CFR 600.

Grant Management Services will include keeping financial records for the project, completing monthly and annual reporting requirements, insuring procurements are carried out properly, insuring federal labor requirements, Buy American Provisions and other ARRA related requirements of the funding agency are adhered to.

The evaluation criteria that will be utilized in the selection of the administrator are as follows: It is recommended that the proposer's submittal be formatted similar to the evaluation criteria.

1. Firm's familiarity with the Florida ARRA - EECBG Program. 10 pts.
2. The reputation of the proposed management team and the cumulative number of years that they have been managing Federally funded projects for communities in Florida that require Davis-Bacon compliance. 20 pts.
3. The number of federally funded public works projects the management team has previously managed in Florida. 20 pts
4. Number of local government client references provided 15 pts.

5. The quality of the local government client references provided. 15 pts.

6. The firms existing knowledge of or the ability to become quickly knowledgeable with the City's EECBG project. 20 pts

In the event of a tie, if one of the businesses involved in the tie is minority or female owned, they shall be ranked above the other firm or firms involved in the tie.

Administrative fees will be negotiated after ranking is completed utilizing the Florida Competitive Negotiation Act.

Respondents are required to submit an original and four (4) copies in a sealed envelope marked "SEALED PROPOSAL FOR ADMINISTRATIVE SERVICES FOR ARRA EECBG GRANT". Proposals must be received by 2:00 p.m. on February 28, 2011, at the City of Palatka, City Hall, Attention: Ms. Betsy Driggers, City Clerk. The mailing address is: 201 North Second Street, Palatka, Florida 32177-3735.

All inquiries, questions or requests concerning this bid shall be provided in-writing or emailed to:

Woody Boynton, City Manager
City of Palatka
201 North 2nd Street
Palatka, FL 32177
Email: wboynton@palatka-fl.gov

The City plans to appoint a committee to review and evaluate the qualified submittals. The review and selection committee will perform an evaluation of the submissions, and then provide the City Commission with a ranked-order recommendation for consideration and acceptance. The City Commission may either accept and ratify the committee's recommendation, or elect to conduct interviews of selected short-listed firm's.

The City of Palatka reserves the right to reject any and all proposals, to waive any informalities or irregularities the proposal process and to award the contract(s) in the best interest of the City.

Administrative service contract(s) may be subject to grant/loan award and release of funds by the funding agency.

THE CITY OF PALATKA SUPPORTS "EQUAL OPPORTUNITY EMPLOYMENT, FAIR HOUSING AND PROVIDING HANDICAP ACCESS".

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:

REQUEST FOR QUALIFICATIONS (R

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

02/04/2011

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.

Vicki Rafuse

Sworn to and subscribed to before me this 4th day of February, 2011 by Vicki Rafuse, 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:

MARY KAYE WELLS
MY COMMISSION # DD 654041
EXPIRES: July 22, 2011
Bonded Thru Notary Public Underwriters

____✓____ Personally known to me, or
_____ Produced identification:
___✓___ Did take an oath

PUBLIC NOTICE

REQUEST FOR QUALIFICATIONS (RFQ) FOR ADMINISTRATIVE SERVICES FOR THE MANAGEMENT OF THE CITY OF PALATKA'S FFY 2010 ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT CONTRACT NUMBER ARS027

The City of Palatka hereby requests qualification packages from qualified individuals or firms to provide grant oversight and management services for an American Recovery and Reinvestment Act (ARRA) 2010 Energy Efficiency and Conservation Block Grant (EECBG) project funded through the Florida Energy and Climate Commission.

Respondents are required to submit an original and four (4) copies in a sealed envelope marked "SEALED PROPOSAL FOR ADMINISTRATIVE SERVICES FOR ARRA EECBG GRANT". Proposals must be received by 2:00 p.m. on February 28, 2011, at the City of Palatka, City Hall, Attention: Ms. Betsy Driggers, City Clerk. The mailing address is: 201 North Second Street, Palatka, Florida 32177-3735.

The project will include an energy audit and retrofitting of seven (7) city buildings, replacement of 250 decorative street light fixtures, retrofitting of the aeration system at the WWTP and replacement with a more efficient energy system, and development of a City Energy Efficiency and Conservation Strategy.

Responses will be scored according to specific criteria. A detailed copy of the RFQ specifications and scoring criteria can be found on the City's website at www.palatka-fl.gov. All inquiries, questions or requests concerning this bid shall be provided in-writing or emailed to Woody Boynton, City Manager, City of Palatka, 201 North 2nd Street, Palatka, FL 32177; Email: wboynton@palatka-fl.gov.

The City of Palatka reserves the right to reject any and all proposals, to waive any informalities or irregularities the proposal process and to award the contract(s) in the best interest of the City. THE

CITY OF PALATKA SUPPORTS "EQUAL OPPORTUNITY EMPLOYMENT, FAIR HOUSING AND PROVIDING HANDICAP ACCESS".

City of Palatka, Florida
Betsy Driggers, City Clerk

Legal No. 05510635
02/04/2011

Agenda Item

3c

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka

Office of the City Manager

To: **Mayor Myers, Commissioners**

From: Woody Boynton, City Manager

Date: January 7, 2011

RE: Engineering Services for Energy Grant

On February 4, 2011, the City of Palatka advertised for consultants to submit qualification statements to provide engineering services for the energy grant recently awarded to the City of Palatka. A copy of the RFQ that was issued is attached for your reference. The majority if not all the work is associated with replacement of the aeration system at the WWTP.

Two qualification statements were received by the City of Palatka: Ayres & Associates and CPH Engineers, Inc. I asked Rhett McCamey, Utilities Superintendent, Platt Drew, WWTP Superintendent and Melvin Register, WTP Superintendent to review and rank the two proposals against certain pre-established criteria. The reviews were completed and all three recommended that Ayres & Associates be selected to engineer this project. Their ranking sheets are also attached.

I concur with their recommendation and request concurrence from the commission. In addition, I am requesting that the City Manager and City Attorney be authorized to negotiate a contract with Ayres & Associates and that this contract be brought back to the commission for final approval before work on this project is authorized to commence.

The cost of this work will be primarily funded by the grant received from the Department of Energy.

Should you have any questions, please call.

CITY OF PALATKA
C.D.B.G. ENGINEERING & ARCHITECTURAL SERVICES RANKING SHEET
ENERGY EFFICIENCY CONSERVATION BLOCK GRANT #ARS027

Firms Submitting Proposals:

1. Ayers Associates
2. CPH / WSA
3. _____
4. _____
5. _____

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4	Firm #5
1. General Business Qualifications - 20 points	20	20			
2. The reputation of the proposed management team and the cumulative number of years that they have been licensed Engineers and/or Architects in Florida - 20 points	20	20			
3. Work Experience and history with similar type WWTP projects. - 25 points	25	25			
4. Quality of the responses from the local government client references provided - 15 points	15	10			
5. The firms existing knowledge of or the ability to become quickly knowledgeable with the communities present needs that may be included as part of the City's EECBG project as well as the firm's estimated time to complete the design and permitting of the proposed project - 20 points	20	20			

Total: 1. 100 2. 95 3. _____ 4. _____ 5. _____

Melvin L. Kelly
Signature of Person Completing Ranking Form

3/03/2011
Date

CITY OF PALATKA
C.D.B.G. ENGINEERING & ARCHITECTURAL SERVICES RANKING SHEET
ENERGY EFFICIENCY CONSERVATION BLOCK GRANT #ARS027

Firms Submitting Proposals:

1. AYERS & ASSOC.
2. CPH
3. _____
4. _____
5. _____

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4	Firm #5
1. General Business Qualifications - 20 points	20	15			
2. The reputation of the proposed management team and the cumulative number of years that they have been licensed Engineers and/or Architects in Florida - 20 points	15	20			
3. Work Experience and history with similar type WWTP projects. - 25 points	25	25			
4. Quality of the responses from the local government client references provided - 15 points	15	10			
5. The firms existing knowledge of or the ability to become quickly knowledgeable with the communities present needs that may be included as part of the City's EECBG project as well as the firm's estimated time to complete the design and permitting of the proposed project - 20 points	20	10			

Total: 1. 95 2. 80 3._____ 4._____ 5._____

Signature of Person Completing Ranking Form

3-4-11
Date

CITY OF PALATKA
C.D.B.G. ENGINEERING & ARCHITECTURAL SERVICES RANKING SHEET
ENERGY EFFICIENCY CONSERVATION BLOCK GRANT #ARS027

Firms Submitting Proposals:

1. CPH
2. Ayres
3. _____
4. _____
5. _____

RANKING CRITERIA	Firm #1	Firm #2	Firm #3	Firm #4	Firm #5
1. General Business Qualifications - 20 points	20	20			
2. The reputation of the proposed management team and the cumulative number of years that they have been licensed Engineers and/or Architects in Florida - 20 points	20	20			
3. Work Experience and history with similar type WWTP projects. - 25 points	25	25			
4. Quality of the responses from the local government client references provided - 15 points	10	15			
5. The firms existing knowledge of or the ability to become quickly knowledgeable with the communities present needs that may be included as part of the City's EECBG project as well as the firm's estimated time to complete the design and permitting of the proposed project - 20 points	15	20			

Total: 1. 90 2. 100 3. _____ 4. _____ 5. _____

Rhett H. McGarvey
Signature of Person Completing Ranking Form

3-3-11
Date

REQUEST FOR QUALIFICATIONS (RFQ) FOR ENGINEERING DESIGN AND INSPECTION SERVICES NEEDED TO CARRY OUT THE CITY OF PALATKA'S FFY 2009 ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT NUMBER ARS027

The City of Palatka hereby requests proposals from qualified individuals or firms to provide engineering design and inspection services for an American Recovery and Reinvestment Act (ARRA) 2010 Energy Efficiency and Conservation Block Grant (EECBG) project funded through the Florida Energy and Climate Commission.

The project includes the following:

- Prepare the specifications and plans for the retrofitting of the aeration system at the City's wastewater treatment plant (WWTP). The old motors and mechanical surface aerators will be replaced with a more energy efficient bubble diffuser system.
- Develop an Energy Efficiency and Conservation Strategy for the City.

The City has been awarded an EECBG grant in the amount of $1,240,000.00, therefore, procurement and contracting will follow procedures outlined in 10 CFR 600.

Engineering Services will include needs and feasibility investigation, surveying, testing, design, cost estimating, permitting, bidding, construction management and construction observation.

The evaluation criteria that will be utilized in the selection of the engineer and or architect are as follows: It is recommended that the proposer's submittal be formatted similar to the evaluation criteria.

1. General Business Qualifications (firm profile, location firm and experience). 20 pts.
2. The reputation of the proposed management team and the cumulative number of years that they have been licensed Engineers in the State of Florida. 20 pts.
3. Work experience and history with similar type WWTP Projects 25 pts.
4. Number and quality of the responses from the local government client references provided. 15 pts.
5. The firms existing knowledge of or the ability to become quickly knowledgeable with the communities present needs that may be included as part of the City's EECBG project as well as the firm's estimated time to complete the design and permitting of the proposed EECBG project. 20 pts

Each proposer shall include information or evidence of the following minimum requirements. Each proposal shall be strictly limited to 25 pages (exclusive of cover,

table of contents and introductory letter of interest, 2 pages maximum). Proposals in excess of 25 pages will not be considered.

In the event of a tie, if one of the businesses involved in the tie is minority or female owned they shall be ranked above the other firm or firms involved in the tie.

Engineering and architectural fees will be negotiated after ranking is completed utilizing the Florida Competitive Negotiation Act.

Respondents are required to submit an original and four (4) copies in a sealed envelope marked "SEALED PROPOSAL FOR ENGINEERING AND/OR ARCHITECTURAL SERVICES FOR THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM". Proposals must be received by 2:00 p.m. on February 28, 2011, at the City of Palatka, City Hall, Attention: Ms. Betsy Driggers, City Clerk. The mailing address is: 201 North Second Street, Palatka, Florida 32177-3735.

All inquiries, questions or requests concerning this bid shall be provided in-writing or email to:

Woody Boynton, City Manager
City of Palatka
201 North 2nd Street
Palatka, FL 32177
Email: wboynton@palatka-fl.gov

The City plans to appoint a committee to review and evaluate the qualified submittals. The review and selection committee will perform an evaluation of the submissions, and then provide the City Commission with a ranked-order recommendation for consideration and acceptance. The City Commission may either accept and ratify the committee's recommendation, or elect to conduct interviews of selected short-listed firm's.

The City of Palatka reserves the right to reject any and all proposals, to waive any informalities or irregularities in the proposal process and to award the contract(s) in the best interest of the City.

Engineering service contract(s) may be subject to grant/loan award and release of funds by the funding agency.

THE CITY OF PALATKA SUPPORTS "EQUAL OPPORTUNITY EMPLOYMENT, FAIR HOUSING AND PROVIDING HANDICAP ACCESS".

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:

REQUEST FOR QUALIFICATIONS (R

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

02/04/2011

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.

Vicki Rafuse

Sworn to and subscribed to before me this 4th day of February, 2011 by Vicki Rafuse, 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:

MARY KAYE WELLS
MY COMMISSION # DD 654041
EXPIRES: July 22, 2011
Bonded Thru Notary Public Underwriters

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

PUBLIC NOTICE

REQUEST FOR QUALIFICATIONS (RFQ) FOR ENGINEERING DESIGN AND INSPECTION SERVICES FOR THE CITY OF PALATKA'S FFY 2009 ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT NUMBER ARS027

The City of Palatka hereby requests proposals from qualified individuals or firms to provide engineering design and inspection services for an American Recovery and Reinvestment Act (ARRA) 2010 Energy Efficiency and Conservation Block Grant (EECBG) project funded through the Florida Energy and Climate Commission.

Respondents are required to submit an original and four (4) copies in a sealed envelope marked "SEALED PROPOSAL FOR ENGINEERING AND/OR ARCHITECTURAL SERVICES FOR THE ENERGY EFFICIENCY AND CONSERVATION BLOCK GRANT PROGRAM". Proposals must be received by 2:00 p.m. on February 28, 2011, at the City of Palatka, City Hall, Attention: Ms. Betsy Driggers, City Clerk. The mailing address is: 201 North Second Street, Palatka, Florida 32177-3735.

The project includes engineering services in conjunction with preparation of plans and specs for the retrofitting of the aeration system at the City's wastewater treatment plant (WWTP) with a more energy efficient bubble diffuser system and the development of an Energy Efficiency and Conservation Strategy for the City.

Responses will be scored according to specific criteria. A detailed copy of the RFQ specifications and scoring criteria can be found on the City's website at www.palatka-fl.gov. All inquiries, questions or requests concerning this bid shall be provided in writing or emailed to Woody Boynton, City Manager, City of Palatka, 201 North 2nd Street, Palatka, FL 32177; Email: wboynton@palatka-fl.gov.

The City of Palatka reserves the right to reject any and all proposals, to waive any informalities or irregularities the proposal process and to award the contract(s) in the best interest of the City. THE CITY OF PALATKA SUPPORTS "EQUAL OPPORTUNITY EMPLOYMENT, FAIR HOUSING AND PROVIDING HANDICAP ACCESS".

City of Palatka, Florida
Betsy Driggers, City Clerk

Legal No. 05510639
2/4/2011

Agenda Item

3d

FLORIDA
DEPARTMENT of
CORRECTIONS

Governor
CHARLIE CRIST

Secretary
WALTER A. MCNEIL

An Equal Opportunity Employer

2601 Blair Stone Road • Tallahassee, FL 32399-2500

http://www.dc.state.fl.us

March 1, 2011

Elwin C. "Woody" Boynton, City Manager
City of Palatka
201 North 2nd Street
Palatka, Florida 32177

RE: WS526 – City of Palatka

Dear Mr. Boynton:

Contract WS526 between the Department of Corrections and the City of Palatka will expire on August 23, 2011. Accordingly, I am attaching a draft Contract and an Addendum A for your review and a Contract Expiration Notice (CEN) relative to the replacement of this contract. Please note that due to updating the officer's salary there is a slight increase in the cost of the contract from last year.

Please review the draft Contract and Addendum A, and print and complete the CEN and return it to my attention no later than Friday, March 25, 2011.

If you have any questions, please feel free to contact me at (850) 410-4573.

Sincerely,

Emily M. Phelps
Correctional Services Consultant

/emp
Attachments

DEPARTMENT OF CORRECTIONS
BUREAU OF PROCUREMENT & SUPPLY
CONTRACT EXPIRATION NOTIFICATION

DATE: March 1, 2011

TO: Elwin C. "Woody" Boynton, City Manager

FROM: Emily Phelps, Correctional Services Consultant

RE: Contract WS526: Putnam CI – City of Palatka
Work Squad: 1 Correctional Officer, 5 Inmates
Expires: August 23, 2011

NOTE: The above-referenced contract will expire on the above listed date.

Please advise of your preference:
☐ Do not renew. **Note**: Contract will expire on date specified.
☐ Process new contract.

CONTRACTOR PERFORMANCE

Based on monitoring performed during the contract period, please answer the questions below:

1. Did the Work Squad provide services (according to the entire scope of service) outlined in the above-referenced contract:

   a. were necessary reports provided in the required timeframe? ☐ Yes ☐ No ☐ N/A
   b. were invoices submitted in the required timeframe? ☐ Yes ☐ No ☐ N/A
   c. were services delivered in accordance with the terms & conditions? ☐ Yes ☐ No

2. Please explain any "negative" responses and attach documentation, if applicable. \

3. Rate the overall performance of service as outlined in the Scope of Service under the contract identified above:

_____ Excellent	_____ Good	_____ Satisfactory	_____ Unacceptable
90% or better compliance	89%-75% compliance	74%-60% compliance	59% or below

If Unacceptable is checked, you are requested to provide an explanation.

SIGNED: _____ (Date) _____
Agency Representative

If you have any questions, please contact Emily Phelps at (850) 410-4573.

PLEASE RETURN THIS FORM AS SOON AS POSSIBLE TO:

Emily Phelps, Bureau of Institutional Support
2601 Blair Stone Road
Tallahassee, Florida 32399-2500

CONTRACT BETWEEN

THE FLORIDA DEPARTMENT OF CORRECTIONS

AND

CITY OF PALATKA

This Contract is between the Florida Department of Corrections ("Department") and City of Palatka ("Agency") which are the parties hereto.

WITNESSETH

WHEREAS, Section 944.10(7) and Section 946.40, Florida Statutes and Rules 33-601.201 and 33-601.202, Florida Administrative Code, provide for the use of inmate labor in work programs;

WHEREAS, inmate labor will be used for the purposes of providing services and performing work under the supervision of the Department's staff;

WHEREAS, City of Palatka is a qualified and willing participant with the Department to contract for an inmate work squad(s); and

WHEREAS, the parties hereto find it to be in their best interests to enter into this Contract, and in recognition of the mutual benefits and considerations set forth, the parties hereto covenant and agree as follows:

I. CONTRACT TERM/RENEWAL

A. Contract Term

This Contract shall begin on August 24, 2011 or the last date of signature by all parties, whichever is later.

This Contract shall end at midnight one (1) year(s) from the last date of signature by all parties or August 23, 2012, whichever is later. In the event this Contract is signed by the parties on different dates, the latter date shall control.

B. Contract Renewal

This Contract may be renewed, at the option of the Agency, for one (1) additional one (1) year period after the initial Contract period upon the same terms and conditions contained herein. The Contract renewal is at the Agency's initiative with the concurrence of the Department. The Agency, if it desires to renew this Contract, shall exercise its option no later than sixty (60) days prior to the Contract expiration.

II. SCOPE OF CONTRACT

A. Administrative Functions

1. Each party shall cooperate with the other in any litigation or claims against the other party as a result of unlawful acts committed by an inmate(s) performing services under this Contract between the parties.

2. Each party will retain responsibility for its personnel, and its fiscal and general administrative services to support this Contract.

3. Through their designated representatives, the parties shall collaborate on the development of policies and operational procedures for the effective management and operation of this Contract.

B. Description of Services

1. Responsibilities of the Department

a. Pursuant to Chapter 33-601.202(2)(a), F.A.C., supervision of the work squad(s) will be provided by the Department. The Department shall provide one (1) Correctional Work Squad Officer position(s) to supervise an inmate work squad(s). This Contract provides for one (1) Work Squad(s) of up to five (5) inmates.

b. The Department shall ensure the availability of the work squad(s) except: when weather conditions are such that to check the squad(s) out would breach good security practices; when the absence of the Correctional Work Squad Officer is necessary for reasons of required participation in training or approved use of leave; when the Officer's presence is required at the institution to assist with an emergency situation; when the officer is ill; or when the Correctional Work Squad Officer position is vacant. In the event a position becomes vacant, the Department shall make every effort to fill the position(s) within five (5) working days.

c. For security and other reasons, the Department shall keep physical custody of the vehicles, trailers, and all tools, equipment, supplies, materials and personal work items (gloves, boots, hard hats, etc.) furnished by the Agency. (The Department shall maintain an inventory of all property, expendable and non-expendable, provided by the Agency, which is in the care, custody, and control of the Department.) A hand receipt shall be signed by the Department's Work Squad Supervisor upon the issuance and return of non-expendable items.

d. In the event of damage to property as a result of an accident charged to a Department employee or blatant acts of vandalism by inmates, or loss of tools and equipment, the Agency may request that the Department replace or repair to previous condition the damaged or lost property.

e. The Department shall be reimbursed by the Agency for the Department's costs associated with this Contract in accordance with Addendum A.

Once the Agency reimburses the Department for the costs reflected on Addendum A, Section IV., these items will be placed on the Department's property records, as appropriate, and upon the end or termination of this Contract such items will be transferred to the Agency.

f. The Department shall, to the maximum extent possible, maintain stability in the inmate work force assigned to the work squad on a day-to-day basis in order to maximize the effectiveness of the work squad.

g. The Department shall provide food and drinks for inmates' lunches.

h. The Department shall be responsible for the apprehension of an escapee and handling of problem inmates. The Department shall provide transportation from the work site to the correctional facility for inmates who refuse to work, become unable to work, or cause a disruption in the work schedule.

i. The Department shall be responsible for administering all disciplinary action taken against an inmate for infractions committed while performing work under this Contract.

j. The Department shall provide for medical treatment of ill or injured inmates and transportation of such inmates.

k. The Department shall provide inmates with all personal items of clothing appropriate for the season of the year.

l. The Department shall be responsible for driving the Correctional Work Squad Officer and the inmates to and from the work site.

m. Both parties agree that the Department is making no representations as to the level of skills of the work squad.

2. Responsibilities of the Agency

a. The Agency shall periodically provide the Department's Contract Manager with a schedule of work to be accomplished under the terms of this Contract. Deviation from the established schedule shall be reported to, and coordinated with, the Department.

b. If required, the Agency shall obtain licenses or permits for the work to be performed. The Agency shall provide supervision and guidance for projects that require a permit or which require technical assistance to complete the project.

c. The Agency shall ensure that all projects utilizing inmates are authorized projects of the municipality, city, county, governmental Agency, or non-profit organization and that private contractors employed by the Agency do not use inmates as any part of their labor force.

d. The Agency shall retain ownership of any vehicles or equipment provided by the Agency for the work squad. The Agency shall maintain its own inventory of transportation, tools and equipment belonging to the Agency.

e. The Agency shall provide vehicles for transportation of the work squads.

3. Communications Equipment

It is the intent of this Contract that the Work Squad have and maintain communication with the institution at all times. A method of communication (radios, cellular phone, etc.), shall be provided at no cost to the Department. The Agency shall provide a primary method of communication that shall be approved by the Contract Manager in writing prior to assignment of the work squad. Depending upon the method of communication provided, the Contract Manager may require a secondary or back-up method of communication.

All radio communication equipment owned or purchased by the Agency that is programmed to the Department's radio frequency and used by the work squad(s), whether purchased by the Department or the Agency, shall be IMMEDIATELY deprogrammed by the Department at no cost to the Agency upon the end or termination of this Contract. Under no circumstances shall the Agency accept the return of radio communications equipment provided to the Department under this Contract until such time as the radio communications equipment has been deprogrammed by the Department.

At the end or termination of this Contract, the Department's Contract Manager will contact the Department's Utility Systems/Communications Engineer in the Bureau of Field Support Services, Central Office, to effect the deprogramming of radio communications equipment provided by the Agency.

a. Vehicle Mounted Radios:

Vehicles provided by the Agency that are or that will be equipped with a mobile/vehicle mounted radio programmed to the Department's radio frequency(ies) will be retained by the Department to ensure security of the communication equipment except for short durations dictated by the need for vehicle and/or communications equipment maintenance and/or repair. The use of these vehicle(s) during the period covered by this Contract shall not be for any purpose other than as indicated in this Contract.

b. Hand Held Radios:

Hand held radios provided by the Agency that are or that will be programmed to the Department's radio frequency(ies) will be retained by the Department to ensure security of the communication equipment except for short durations dictated by the need for maintenance and/or repair. The use of any hand held radio(s) provided by the Agency that is programmed to a Department radio frequency utilized by the Agency during the period covered by this Contract shall not be for any purpose other than as indicated in this Contract.

c. Cellular Phones:

Cellular phones may be utilized by the work squad officer as either a primary or secondary means of communication as approved by the Contract Manager. The Contract Manager shall designate whether the usage of a cellular phone is required on Addendum A. The cellular phone will be retained by the Department and upon the end or termination of this Contract, returned to the Agency. The use of the cellular phone is not authorized for any purposes other than as indicated in this Contract.

4. Other Equipment

The Contract Manager shall determine if an enclosed trailer is required for the work squad to transport tools and equipment utilized in the performance of this Contract and shall notify the Agency when a trailer is necessary. The Contract Manager shall designate whether the usage of an enclosed trailer is required on Addendum A.

If a trailer for the work squad is provided by the Agency at no cost to the Department, and the Department maintains the trailer when the squad is not working, the Agency shall provide an enclosed trailer that can be secured when not in use. All tools and equipment utilized by the work squad shall be secured in the trailer. Upon the end or termination of this Contract, the trailer will be returned to the Agency.

III. COMPENSATION

A. Payment to the Department

1. **Total Operating Capital To Be Advanced By Agency**, as delineated in Section V., of Addendum A, shall be due and payable upon execution of the Contract. The Department will not proceed with the purchase until payment, in full, has been received and processed by the Department's Bureau of Finance and Accounting. Delays in receipt of these funds may result in start-up postponement or interruption of the services provided by the Work Squad.

2. **Total Costs To Be Billed To Agency By Contract**, as delineated in Section VI., of Addendum A, will be made quarterly, in advance, with the first payment equaling one-fourth of the total amount, due within two (2) weeks after the effective date of the Contract. The second quarterly payment is due no later than the 20th day of the last month of the first Contract quarter. Payment for subsequent consecutive quarters shall be received no later than the 20th day of the last month of the preceding Contract quarter.

3. In the event the Correctional Work Squad Officer position becomes vacant and remains vacant for a period of more than five (5) working days, the next or subsequent billing will be adjusted by the Department for services not provided.

4. The Agency shall insure any vehicles owned by the Agency used under this Contract.

5. The rate of compensation shall remain in effect through the term of the Contract or subsequent to legislative change. In the event there is an increase/decrease in costs identified in Addendum A, this Contract shall be amended to adjust to such new rates.

B. Official Payee

The name and address of the Department's official payee to whom payment shall be made is as follows:

Department of Corrections
Bureau of Finance and Accounting
Attn: Professional Accountant Supervisor
Centerville Station
Call Box 13600
Tallahassee, Florida 32317-3600

C. Submission of Invoice(s)

The name, address and phone number of the Agency's official representative to whom invoices shall be submitted to is as follows:

Susan Leverette, Accounts Payable
City of Palatka
201 N 2nd Street
Palatka, Florida 32177
Fax: (386) 326-2741
Email: sleverette@palatka-fl.gov

IV. CONTRACT MANAGEMENT

The Department will be responsible for the project management of this Contract. The Department has assigned the following named individuals, address and phone number as indicated, as Contract Manager and Contract Administrator for the Project.

A. Department's Contract Manager

The Warden of the Correctional Institution represented in this Contract is designated Contract Manager for the Department and is responsible for enforcing performance of the Contract terms and conditions and shall serve as a liaison with the Agency. The position, address and telephone number of the Department's Contract Manager for this Contract is:

Warden
Putnam Correctional Institution
128 Yelvington Road
East Palatka, Florida 32131
Telephone: (386) 326-6800

B. Department's Contract Administrator

The Chief, Bureau of Procurement and Supply is designated Contract Administrator for the Department and is responsible for maintaining a Contract file on this Contract service and will serve as a liaison with the Contract Manager for the Department. The name, address and telephone number of the Department's Contract Administrator for this Contract is:

Chief, Bureau of Procurement and Supply
Florida Department of Corrections
2601 Blair Stone Road
Tallahassee, Florida 32399-2500
Telephone: (850) 488-6671
Fax: (850) 922-8897

C. Agency's Representative

The name, address and telephone number of the representative of the Agency is:

Elwin C. "Woody" Boyton, City Manager **(PLEASE VERIFY AGENCY INFORMATION)**
City of Palatka
201 North 2nd
Palatka, Florida 32177
Telephone: (386) 329-0100

D. Changes to Designees

In the event that different representatives are designated by either party after execution of this Contract, notice of the name and address of the new representatives will be rendered in writing to the other party and said notification attached to originals of this Contract.

V. CONTRACT MODIFICATIONS

Modifications to provisions of this Contract shall only be valid when they have been rendered in writing and duly signed by both parties. The parties agree to renegotiate this Contract if stated revisions of any applicable laws, regulations or increases/decreases in allocations make changes to this Contract necessary.

VI. TERMINATION/CANCELLATION

Termination at Will

This Contract may be terminated by the Agency upon no less than sixty (60) calendar days notice and upon no less than thirty (30) calendar days by the Department, without cause, unless a lesser time is mutually agreed upon by both parties. Notice shall be delivered by certified mail (return receipt requested), by other method of delivery whereby an original signature is obtained, or in-person with proof of delivery. In the event of termination, the Department shall be paid for all costs incurred and hours worked up to the time of termination. The Department shall reimburse the Agency for any advance payments, prorated as of the last day worked.

VII. CONDITIONS

A. Records

The Department and the Agency agree to maintain books, records and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices.

The Department and the Agency agree to allow public access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119 of the Florida Statutes, and made or received by the Agency in conjunction with this Contract. It is expressly understood that substantial evidence of either the Department's or the Agency's refusal to comply with this provision shall constitute a breach of Contract.

B. Annual Appropriation

The Department's performance under this Contract is contingent upon an annual appropriation by the legislature. It is also contingent upon receipt of payments as outlined in Addendum A and in Section III, COMPENSATION.

C. Disputes

Any dispute concerning performance of the Contract shall be resolved informally by the Contract Manager. Any dispute that can not be resolved informally shall be reduced to writing and delivered to the Assistant Secretary of Institutions. The Assistant Secretary of Institutions, shall decide the dispute, reduce the decision to writing, and deliver a copy to the Agency with a copy to the Contract Administrator and Contract Manager.

D. Force Majeure

Neither party shall be liable for loss or damage suffered as a result of any delay or failure in performance under this Contract or interruption of performance resulting directly or indirectly from acts of God, civil, or military authority, acts of public enemy, war, riots, civil disturbances, insurrections, accidents, fire, explosions, earthquakes, floods, water, wind, lightning, strikes, labor disputes, shortages of suitable parts, materials, labor, or transportation to the extent such events are beyond the reasonable control of the party claiming excuse from liability resulting there from.

E. Severability

The invalidity or unenforceability of any particular provision of this Contract shall not affect the other provisions hereof and this Contract shall be construed in all respects as if such invalid or unenforceable provision was omitted.

F. Verbal Instructions

No negotiations, decisions, or actions shall be initiated or executed by the Agency as a result of any discussions with any Department employee. Only those communications which are in writing from the Department's administrative or project staff identified in Section IV, CONTRACT MANAGEMENT, of this Contract shall be considered as a duly authorized expression on behalf of the Department. Only communications from the Agency that are signed and in writing will be recognized by the Department as duly authorized expressions on behalf of the Agency.

G. No Third Party Beneficiaries

Except as otherwise expressly provided herein, neither this Contract, nor any amendment, addendum or exhibit attached hereto, nor term, provision or clause contained therein, shall be construed as being for the benefit of, or providing a benefit to, any party not a signatory hereto.

Waiver of breach of any provision of this Contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Contract.

This Contract will be governed by and construed in accordance with the laws of the State of Florida. Any action hereon or in connection herewith shall be brought in Leon County, Florida.

This Contract and Addendum A contain all of the terms and conditions agreed upon by the parties.

IN WITNESS THEREOF, the parties hereto have caused this Contract to be executed by their undersigned officials as duly authorized.

AGENCY: CITY OF PALATKA

SIGNED BY: **DRAFT – DO NOT SIGN** _____

NAME: _____

TITLE: _____

DATE: _____

FEID #: _____

DEPARTMENT OF CORRECTIONS

SIGNED BY: _____

NAME: **Edwin G. Buss**

TITLE: **Secretary**
Department of Corrections

DATE: _____

Approved as to form and legality, subject to execution.

SIGNED BY: _____

NAME:

TITLE: **General Counsel**
Department of Corrections

DATE: _____

Revised Addendum A
Inmate Work Squad Detail of Costs for City of Palatka
Interagency Contract Number WSXXX Effective Pending

ENTER MULTIPLIERS IN SHADED BOXES ONLY IF TO BE INVOICED TO AGENCY

I. CORRECTIONAL WORK SQUAD OFFICER SALARIES AND POSITION RELATED-EXPENSES TO BE REIMBURSED BY THE AGENCY:

			Per Officer Annual Cost	Total Annual Cost
Officers Salary	# Officers Multiplier	1	$ 54,194.00 **	$ 54,194.00
Salary Incentive Payment			$ 1,128.00	$ 1,128.00
Repair and Maintenance			$ 121.00	$ 121.00
State Personnel Assessment			$ 399.00	$ 399.00
Training/Criminal Justice Standards			$ 200.00	$ 200.00
Uniform Purchase			$ 400.00	$ 400.00
Uniform Maintenance			$ 350.00	$ 350.00
Training/Criminal Justice Standards *			$ 1,642.00	
Technology Fee			$ 462.00	$ 462.00
TOTAL - To Be Billed By Contract To Agency			$ 58,896.00	$ 57,254.00

*Cost limited to first year of contract as this is not a recurring personnel/position cost.
** Annual cost does not include overtime pay.

IA. **The Overtime Hourly Rate of Compensation for this Contract is $31.85, if applicable.** (The Overtime Hourly Rate of Compensation shall include the average hourly rate of pay for a Correctional Officer and the average benefit package provided by the department, represented as time and one half for purposes of this Contract.)

II. ADMINISTRATIVE COSTS TO BE REIMBURSED BY THE AGENCY:

	Number Squads	Total Annual Cost
Costs include but may not be limited to the following: Rain coats, staff high visibility safety vest, inmate high visibility safety vest, fire extinguisher, first aid kit, personal protection kit, flex cuffs, warning signs, handcuffs, Igloo coolers, portable toilets, insect repellants, masks, vaccinations, and other administrative expenses.	1	$ 750.00
TOTAL - To Be Billed By Contract To Agency		$ 750.00

III. ADDITIONAL AGENCY EXPENSES:

Tools, equipment, materials and supplies not listed in Section II above are to be provided by the Agency.

CELLULAR PHONE WITH SERVICE REQUIRED: YES ☐ NO ☒
ENCLOSED TRAILER REQUIRED: YES ☐ NO ☒

Revised Addendum A
Inmate Work Squad Detail of Costs for City of Palatka
Interagency Contract Number WSXXX Effective Pending

IV. OPERATING CAPITAL TO BE ADVANCED BY AGENCY:

			Per Unit Cost	Number of Units	Total Cost	Bill To Agency	Provided By Agency	Already Exists
Hand Held Radio	MACOM	$4833.00		1	$ -	☐	☐	☒
Vehicle Mounted Radio	MACOM	$5119.00			$ -	☐	☐	☐
TOTAL Operating Capital To Be Advanced By Agency					$ -			

V. TOTAL COSTS TO BE ADVANCED BY AGENCY:

	Total Cost
1. Operating Capital - from Section IV.	$0.00
2. Grand Total - To Be Advanced By Agency At Contract Signing:	$0.00

VI. TOTAL COSTS TO BE BILLED TO AGENCY BY CONTRACT:

	Total Cost
1. Correctional Officer Salaries and Position-Related Expenses - from Section I.	$57,254.00
2. Other Related Expenses and Security Supplies - from Section II.	$750.00
3. Grand Total - To Be Billed To Agency By Contract:	$58,004.00

VII. TOTAL OF ALL COSTS ASSOCIATED WITH CONTRACT:
(Total of Sections V. and VI.) $58,004.00

VIII. OVERTIME COSTS:

If the contracting Agency requests overtime for the work squad which is approved by the Department, the contracting Agency agrees to pay such costs and will be billed separately by the Department for the cost of overtime.

Addendum A - INSTRUCTIONS
Inmate Work Squad Detail of Costs for City of Palatka
Interagency Contract Number WSXXX Effective Pending

Section I. Costs in this section are determined each fiscal year by the Budget and Management Evaluation Bureau and are fixed. By entering the number of Officers required for this contract, the spreadsheet will automatically calculate the "Total Annual Cost" column. If this Work Squad is beyond the first year of existence, enter a zero (0) in the "Total Annual Cost" column for "Training/Criminal Justice Standards" **after** you have entered the "# Officers Multiplier".

Section II. Safety and environmental health procedures require safety measures such as the use of safety signs, vests, and clothing. The Department's procedure for Outside Work Squads requires that all Work Squad Officers be responsible for ensuring their squad is equipped with a first aid kit and a personal protection equipment (PPE) kit. Section II identifies such required equipment. A new squad must be sufficiently equipped and an on-going squad must be re-supplied when needed. Type in the number of squads used for this contract and the spreadsheet will automatically calculate the fixed annual expense of $750.00 per squad and place the total in Section VI.

Section III. Check "Yes" or "No" to indicate whether a Cellular Phone with Service and/or an Enclosed Trailer is required by the Contract Manager.

Section IV. The Department's procedure for Outside Work Squads requires that they have at least one (1) primary means of direct communication with the Institution's Control Room. Communication via radio and/or cellular phone is appropriate. It is preferred that a backup, secondary means of communication also be available. It is the Agency's responsibility to provide them. If the Department purchases a radio(s), the Agency must fund the purchase at the time the Contract is signed. Check the box for the type of radio and fill in the Per Unit Cost for the type of radio, Number of Units, and Total Cost columns. Leave the Total Cost column blank if a radio(s) is not being purchased at this time. Check applicable boxes ("Bill to Agency", "Provided by Agency" and "Already Exists") for each radio.
NOTE: All radio communication equipment owned or purchased by the Agency that is programmed to the Department's radio frequency and used by the work squad(s), whether purchased by the Department or the Agency, shall be IMMEDIATELY deprogrammed by the Department at no cost to the Agency upon the end or termination of this Contract.

Section V. The total funds the Agency must provide at the time the contract is signed will be displayed here when the form is properly filled out.

Section VI. The total funds the Agency will owe contractually, and pay in equal quarterly payments, will be displayed here.

Section VII. The total funds associated with the Contract, to be paid by the Agency as indicated in Sections V. and VI., will be displayed here.

Section VIII. Any agreement in this area will be billed separately as charges are incurred.

Agenda Item

3e

Palatka Fire Department

Memo

To: Mayor Flagg and City Commissioners

From: Mike Lambert, Chief, Palatka Fire Department

Date: 3/2/2011

Re: FEMA Assistance to Firefighters Grant

On Friday, February 18, 2011, the Palatka Fire Department received notification that we have been awarded the Federal Emergency Management Agency's (FEMA), Assistance to Firefighters Grant. We applied for this grant in early 2010 for funds to allow our department to upgrade all of our existing SCBA (breathing apparatus), purchase two RIT packs (which are used along with SCBA for firefighter rescue) and purchase two TICs (thermal imaging cameras).

We have been awarded grant funds in the amount of $130,400.00. FEMA will pay $123,880.00 and the remaining $6,520.00 will be taken from the Fire Department's operating budget.

Attached is a copy of the award packet from FEMA.

The upgrade and purchase of this equipment is greatly needed in our department. With the awarding of these funds, we can now allocate the money that would have been spent on this to other projects and equipment upgrades in our department.

If you have any questions about this grant, please do not hesitate to ask me.

Thanks,

Chief Mike Lambert

WML/srp
3/2/11

U.S. Department of Homeland Security
Washington, D.C. 20472

FEMA

Mr. William Mike Lambert
Palatka Fire Department
500 N. Moody Road
Palatka, Florida 32177-2430

Re: Grant No.EMW-2010-FO-02817

Dear Mr. Lambert:

On behalf of the Federal Emergency Management Agency (FEMA) and the Department of Homeland Security (DHS), I am pleased to inform you that your grant application submitted under the FY 2010 Assistance to Firefighters Grant has been approved. FEMA's Grant Programs Directorate (GPD), in consultation with the U.S. Fire Administration (USFA), carries out the Federal responsibilities of administering your grant. The approved project costs total to $130,400.00. The Federal share is 95 percent or $123,880.00 of the approved amount and your share of the costs is 5 percent or $6,520.00.

As part of your award package, you will find Grant Agreement Articles. Please make sure you read and understand the Articles as they outline the terms and conditions of your grant award. Maintain a copy of these documents for your official file. **You establish acceptance of the grant and Grant Agreement Articles when you request and receive any of the Federal grant funds awarded to you.** By accepting the grant, you agree not to deviate from the approved scope of work without prior written approval from FEMA.

If your SF 1199A has been reviewed and approved, you will be able to request payments online. Remember, you should request funds when you have an immediate cash need.

If you have any questions or concerns regarding the awards process or how to request your grant funds, please call the helpdesk at 1-866-274-0960.

Elizabeth M. Harman

Elizabeth M. Harman
Assistant Administrator
Grant Programs Directorate

Agreement Articles

FEMA

U.S. Department of Homeland Security
Washington, D.C. 20472

AGREEMENT ARTICLES

ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM - Operations and Safety program

GRANTEE: Palatka Fire Department

PROGRAM: Operations and Safety

AGREEMENT NUMBER: EMW-2010-FO-02817

AMENDMENT NUMBER:

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Article I - Project Description

The purpose of the Assistance to Firefighters Program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the grantee's project submitted as part of the grantee's application, and detailed in the project narrative as well as the request details section of the application - including budget information - is consistent with the program's purpose and worthy of award. Therefore, the grantee shall perform the work described in the approved grant application as itemized in the request details section of the application and further described in the grant application's narrative. These sections of the application are made a part of these grant agreement articles by reference. The grantee may not change or make any material deviations from the approved scope of work outlined in the above referenced sections of the application without prior written approval from FEMA.

Article II - Grantee Concurrence

By requesting and receiving Federal grant funds provided by this grant program, the grantee accepts and agrees to abide by the terms and conditions of the grant as set forth in this document and the documents identified below. By receiving funds under this grant, grantees agree that they will use the funds provided through the Fiscal Year 2010 Assistance to Firefighters Grant Program in accordance with these Articles of Agreement and the program guidelines provided in the Fiscal Year 2010 Assistance to Firefighters Grant program guidance. All documents submitted as part of the application are made a part of this agreement by reference.

Article III - Period of Performance

The period of performance shall be from **12-FEB-11 to 11-FEB-12**.

Article IV - Amount Awarded

The amount of the award is detailed on the Obligating Document for the Award attached to these articles. Following are the budgeted estimates for each object class of this grant (including Federal share plus grantee match):

Personnel	$0.00
Fringe Benefits	$0.00
Travel	$0.00
Equipment	$130,400.00
Supplies	$0.00
Contractual	$0.00
Construction	$0.00
Other	$0.00
Indirect Charges	$0.00
Total	$130,400.00

NEGOTIATION COMMENTS IF APPLICABLE (max 4000 characters)

The Program Office has made the following reductions to your grant:

The approved quantity and funding for RIT Packs is 2 @ $3,500 per unit.
The approved quantity and funding for SCBA is 20 @ $5,250 per unit.

Therefore, the award will be funded as follows:

Total Budget: $130,400
Federal Share: $123,880
Applicant Share: $6,520

Article V - Financial Guidelines

The grantee and any subgrantee shall comply with the most recent version of the Administrative Requirements, Cost Principles, and Audit Requirements. A non-exclusive list of regulations commonly applicable to FEMA grants are listed below:

A. Administrative Requirements

1. 44 CFR Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
2. 2 CFR Part 215, Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations (OMB Circular A-110)

B. Cost Principles

1. 2 CFR Part 225, Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87)
2. 2 CFR Part 220, Cost Principles for Educational Institutions (OMB Circular A-21)

3. 2 CFR Part 230, Cost Principles for Nonprofit Organizations (OMB Circular A-122)
4. Federal Acquisition Regulations (FAR), Part 31.2 Contract Cost Principles and Procedures, Contracts with Commercial Organizations

C. *Audit Requirements*

1. OMB Circular A-133, Audits of States, Local Governments, and Nonprofit Organizations

Article VI - Prohibition on Using Federal Funds

Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.

Article VII - GPD Allocations

The recipient agrees that all allocations and use of funds under this grant will be in accordance with the FY 2010 Assistance to Firefighters Grant Program guidance and application kit.

Article VIII - Financial Reporting

Recipients of any AFG grants will be required to submit a semi-annual Federal Financial Report (FFR) via the automated system on the Standard Form 425. The FFR is intended to provide Federal agencies and grant recipients with a standard format and consistent reporting requirements throughout the government. The FFR, to be submitted using the online e-grant system, will be due semi-annually based on the calendar year beginning with the period after the award is made. Grant recipients will be required to submit a FFR throughout the entire period of performance of the grant.

The reporting periods for the FFR are January 1 through June 30 (Report due by July 31), and July 1 through December 31 (Report due by January 30).

At the end of the grant's period of performance, all grantees are required to produce a final report on how the grant funding was used and the benefits realized from the award. Grantees must submit a final financial report and a final performance report within 90 days after the end of the period of performance.

Article IX - FEMA Officials

Program Officer: Catherine Patterson is the Program Officer for the Assistance to Firefighters Grant Program. The Program Officer is responsible for the technical monitoring of the stages of work and technical performance of the activities described in the approved grant application.

Grants Assistance Officer: Natalie Romanoff is the Assistance Officer for this grant program. The Assistance Officer is the Federal official responsible for negotiating, administering, and executing all grant business matters.

Grants Management Division POC: The Grants Management Specialist shall be contacted to address all financial and administrative grant business matters for this award. If you have any questions regarding your grant please call ASK-GMD at 866-927-5646 to be directed to a specialist.

FEDERAL EMERGENCY MANAGEMENT AGENCY
OBLIGATING DOCUMENT FOR AWARD/AMENDMENT

1a. AGREEMENT NO.	2. AMENDMENT NO.	3. RECIPIENT NO.	4. TYPE OF ACTION	5. CONTROL NO.
EMW-2010-FO-02817	0	59-6000401	AWARD	W494324N

6. RECIPIENT NAME AND ADDRESS	7. ISSUING OFFICE AND ADDRESS	8. PAYMENT OFFICE AND ADDRESS
Palatka Fire Department 500 N. Moody Road Palatka Florida, 32177-2430	Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 POC: Natalie Romanoff	FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20472

9. NAME OF RECIPIENT PROJECT OFFICER	PHONE NO.	10. NAME OF PROJECT COORDINATOR	PHONE NO.
William Mike Lambert	3863290155	Catherine Patterson	1-866-274-0960

11. EFFECTIVE DATE OF THIS ACTION	12. METHOD OF PAYMENT	13. ASSISTANCE ARRANGEMENT	14. PERFORMANCE PERIOD
12-FEB-11	SF-270	Cost Sharing	From:12-FEB-11 To:11-FEB-12 Budget Period From:29-OCT-10 To:30-SEP-11

15. DESCRIPTION OF ACTION

a. (Indicate funding data for awards or financial changes)

PROGRAM NAME ACRONYM	CFDA NO.	ACCOUNTING DATA (ACCS CODE) XXXX-XXX-XXXXXX-XXXXX-XXXX-XXXX-X	PRIOR TOTAL AWARD	AMOUNT AWARDED THIS ACTION + OR (-)	CURRENT TOTAL AWARD	CUMMULATIVE NON-FEDERAL COMMITMENT
AFG	97.044	2011-M0-3120GF-25000000-4101-D	$0.00	$123,880.00	$123,880.00	$6,520.00
		TOTALS	$0.00	$123,880.00	$123,880.00	$6,520.00

b. To describe changes other than funding data or financial changes, attach schedule and check here.
N/A

16a. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)

Assistance to Firefighters Grant recipients are not required to sign and return copies of this document. However, recipients should print and keep a copy of this document for their records.

16b. FOR DISASTER PROGRAMS: RECIPIENT IS NOT REQUIRED TO SIGN

This assistance is subject to terms and conditions attached to this award notice or by incorporated reference in program legislation cited above.

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)
N/A

DATE
N/A

18. FEMA SIGNATORY OFFICIAL (Name and Title)
Natalie Romanoff

DATE
09-FEB-11

Go Back

Agenda Item 4

Presentation

Agenda Item 5

Presentation

CITY OF PALATKA CITY COMMISSION
AGENDA ITEM

ITEM: A workshop to discuss the draft Evaluation and Appraisal Report (EAR) of the City's Comprehensive Plan – Northeast Florida Regional Council Staff

DEPARTMENT: Building & Zoning

AGENDA SECTION: Regular agenda

ATTACHMENTS 1. Draft Evaluation and Appraisal Report (EAR)

DATE: March 10, 2011

SUMMARY HIGHLIGHTS:

The City has contracted with the Northeast Florida Regional Council for the purpose of evaluating and appraising the Comprehensive Plan to determine how the Plan has served the City since it was last adopted. Regional planners will be at the meeting to answer questions and provide clarification. The draft of this Evaluation and Appraisal Report (EAR) is attached for review.

RECOMMENDED ACTION:

No action is required, however, staff requests the Commission review the material and provide suggestions for any revisions that may be needed prior to the adoption of the EAR at the April 14, 2011 meeting.

AGENDA ITEM NUMBER:

AGENDA PAGE NUMBER:

CITY OF PALATKA: EVALUATION AND APPRAISAL REPORT

Prepared
by the
Northeast Florida Regional Council
March, 2011

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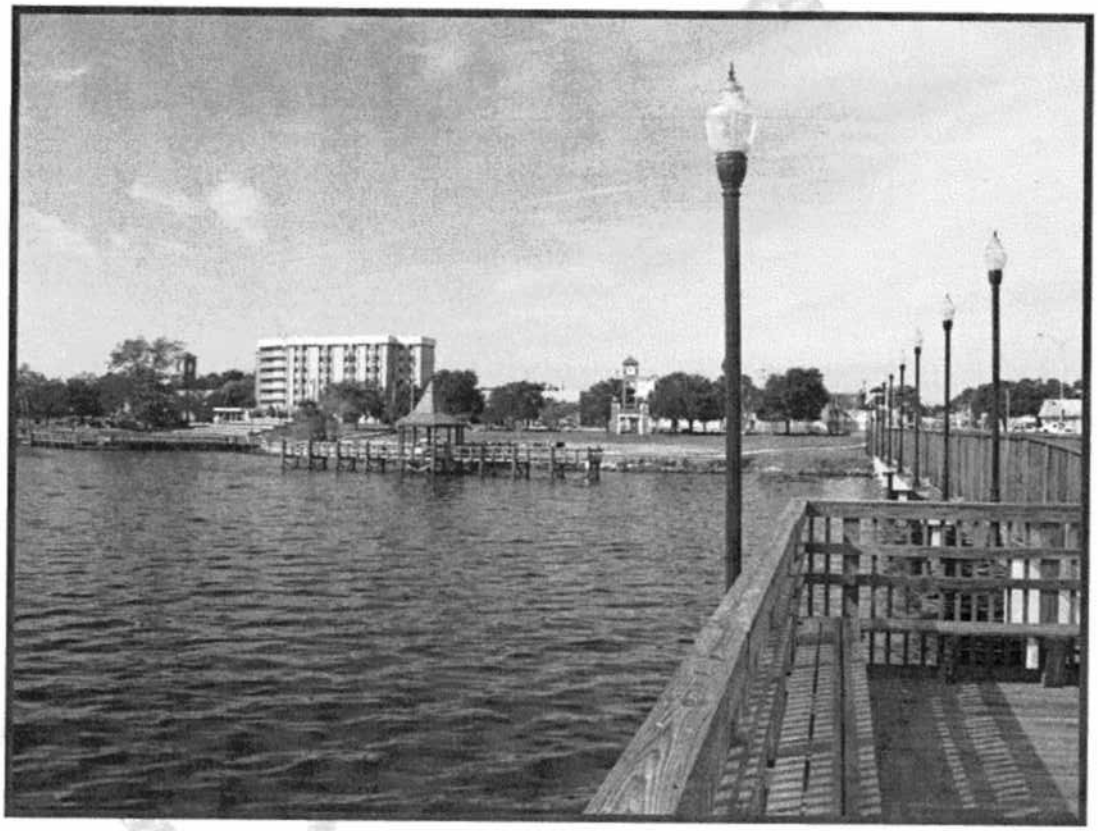
SECTION A

INTRODUCTION



Section A: Introduction

Purpose:

The purpose of the Evaluation and Appraisal Report (EAR) for the City of Palatka's Comprehensive Plan is to examine and evaluate how well the Plan is serving the municipality since it was last adopted. The EAR process is flexible, therefore giving leeway on how the City would like to address their major local issues, as well as how the plan could be tailored to reflect recent changes in the community. Specifically, the purpose of the EAR process is to:

- Identify major issues for the community
- Review past actions of the local government in implementing the Plan with respect to the major issues since the last EAR
- Assess the degree to which the Plan objectives have been achieved as they relate to the major issues
- Assess shortcomings and successes of the Plan
- Identify ways that the Plan should be changed
    - Respond to changing conditions and trends affecting the local community
    - Respond to the need for new data
    - Respond to changes in state requirements pertaining to growth management and development
    - Respond to changes in regional plans
- Ensure effective intergovernmental coordination

City Profile:

The City is an incorporated municipality located in the east central part of Putnam County, which is an interior county located in the northeast Florida region. The City was chartered in 1853, soon after Putnam County became the 28th Florida County in 1849. Palatka is approximately 5.2 miles from north to south and 6.0 miles from west to east, and has an approximate land area of 5,253 acres or 8.21 square miles. The City is located within a predominantly rural county and surrounding land uses include pine flatwoods, planted pine, temperate hammock, wetlands, and low density single family units. Additionally, the St. Johns River forms the eastern boundary of the City.

Specific attributes that distinguish the City from other surrounding communities is its proximity to the St. Johns River. The St. Johns River is the largest river wholly within the State of Florida. The river is a valuable recreation resource which provides many opportunities for aquatic activities such as boating and fishing. Many pleasure craft ply the river south of Jacksonville, going as far as Sanford. The channel is well-marked by lights and daybeacons, and is comparatively easy to navigate with the aid of charts. Commercial traffic is light and consists of barges hauling petroleum products for oil company distributors and fuel oil for power plants; the oil barges are loaded at Jacksonville and towed to Palatka and Sanford. The Palatka marina, southwest of the

Memorial (US 17) bridge, has good facilities for yachts with over 30 berths with water and electricity at finger piers. Gasoline and limited marine supplies are available. The City pier, just northeastward of the marina, has overnight berths, electricity, and water.

Another distinctive geographic feature is found in Ravine Gardens State Park, where a dramatic ravine presents elevation changes of more than 60 feet. The park was established in 1933 as a Works Progress Administration (WPA) project with the planting of over 95,000 azaleas and 250,000 ornamental plants. Current visitors mostly use the park for walking or jogging the 1.8 mile perimeter loop road. Part of loop road is a "parcourse" or fitness trail with multiple obstacles and physical fitness stations.

There are four major roadways that access the City from various directions: S.R. 19 runs north and south through the City and terminates at U.S. 17; S.R. 100 and S.R. 20 run east and west through the City before merging near the Memorial Bridge; and U.S. 17 merges with S.R. 100 in the northwestern quadrant of the City and runs east through the City and across the river.

The City has the largest municipal population in Putnam County. The 2010 population estimate provided by the Office of Economic and Demographic Research estimated Palatka's population to be 10,926, which is a 9% increase from the 2000 estimate. Additionally, Palatka's population represented nearly 15% of Putnam County's total population in 2010.

Development within the City is primarily residential, which makes up over 15% of the land use. The second largest developed land use is commercial, which accounts for over 10% of the land, followed by public facilities with 5%. Recreation/open space and silviculture activities make up the largest undeveloped land use within Palatka, totaling approximately 50% of the land with the City.

Public Participation Process:

In 2007, the City's Comprehensive Plan was outdated in terms of background data, and the goals, objectives and policies required updating to remain consistent with Florida statutes and rules. At the urging of the Florida Department of Community Affairs (DCA), the City undertook the updating of their Comprehensive Plan in order to: (1) remain consistent with Florida Statutes and Rules, and (2) have current background data. In 2008, the City adopted an updated Comprehensive Plan.

Visioning Workshops

In 2007, parallel to the statutory and rule update of the Comprehensive Plan, the City held a series of visioning workshops. The information garnered during these workshops serve as the basis of the Local Major Issues within the Evaluation and Appraisal Report (EAR), which are more fully discussed later in this EAR.

The City contracted with the Northeast Florida Regional Council (NEFRC) to facilitate a series of public visioning workshops. As previously stated, the information from these workshops would serve as the basis for the EAR's Local Major Issues. On March 6, 2007, the Northeast Florida Regional Council (NEFRC) held a "Kick Off Meeting." The purpose of this meeting was to introduce the Comprehensive Plan to the community, and to set the stage for the upcoming visioning workshops.

On March 20, 2007, the City held the first visioning workshop. This workshop covered the following subject areas: future land use – including housing, transportation, and municipal services (i.e. potable water, sewer and solid waste). NEFRC and City staff set the stage for public input by providing brief presentations on each of the subject matters. Attendees were then divided into groups, and asked to develop a consensus based on the following questions:

Natural Features

- Where are there opportunities to preserve natural features and/or unique characteristics in Palatka?
- What kind of land uses would threaten the natural features or unique characteristics in Palatka? What kind of land uses would be beneficial?

Housing

- Where are there opportunities for infill housing?
- What parts of the City are suitable for higher density? Lower density? Multi-family?

Commercial

- Where are there opportunities for commercial or industrial infill?
- Where are there opportunities for redevelopment?
- Where is commercial or residential development not thriving? Why is it not thriving?

Institutional

- Where are there opportunities for civic, institutional and public facilities (i.e. churches, schools, etc)?

Parks, Recreation and Open Space

- Where have parks not been successful in Palatka? Where are there opportunities for parks and open space?
- How should parks and open space be incorporated into the City? In other words, should there be a linear park system throughout the City, or more regional and neighborhood parks?

DRAFT

- Where should parks be located?
- What should parks be composed of as a standard? (e.g., playground equipment, benches, bathrooms, basketball courts, etc.). What should the current City parks look like? Do they need more trees and landscaping? What should newly constructed parks look like?
- How important is a City wide park and recreation system? Does the City need to do a better job in this area? If so, why? Should there be a city wide recreation program? What policies should there be imposed?

Public Utilities

- How should the City address the Urban Service Area?
- Should each City service be addressed separately or include it as a whole?

Transportation

- Does the current transportation system/network meet the needs of today?
- Identify the areas you assess as areas that have major issues today and what are those issues?

NEFRC employed a modified S.W.O.T. (Strengths, Weaknesses, Opportunities, and Threats) facilitating technique, augmented with large aerial photography maps of the City, to garner public input.

In May of 2007, a second visioning workshop was held. This workshop focused on two subject areas: Historic Preservation, and Economic Development. As with the first workshop, a brief overview of the subjects was provided; attendees were then divided into groups. NEFRC used S.W.O.T. analysis and "Stop-Start-Continue" process analysis to garner and focus public input.

On December 18, 2007, a third and final workshop was held. It was clear after the second workshop that a third workshop was needed to discuss specific areas of the City. Whereas the first two workshops focused on general ideas and areas, the third workshop focused on the North and South Historic Districts, and the City's Downtown and Riverfront areas. Using the "Start-Stop-Continue" method of facilitation, attendees were asked to:

- List the opportunities and assets of downtown, and separately list the challenges facing downtown redevelopment.
- Identify Downtown Palatka's identity.
- Create a Downtown Vision Statement.
- Identify the successes and shortcomings of the City's North and South Historic Districts, both in terms of regulations and strategies.

Local Major Issues

Based on the input and findings of the public workshops, a preliminary list of Local Major Issues was developed. The general subject areas for these issues were:

Issue 1: Historic Preservation
Issue 2: Economic Development
Issue 3: Transportation Level of Service
Issue 4: Trails and Parks
Issue 5: Annexations / Municipal Boundaries

Scoping Meeting

A Scoping Meeting was held on March 9, 2010, at the City Commission Chambers, at which time the preliminary list of Local Major Issues was presented and discussed with reviewing agencies and stakeholders.

Local Planning Agency and City Commission Hearings

Based on input from the Scoping Meeting, a finalized, more specific list of Local Major Issues was presented to, and subsequently adopted by, both the Local Planning Agency and the City Commission. The City then requested of DCA a written confirmation that these would be the Local Major Issues that would be analyzed by the City. On April 28, 2010, DCA provided written confirmation of the following Local Major Issues:

Issue 1: Historic Preservation and Cultural Arts

The City of Palatka has two distinct historically significant areas, divided into "north" and "south" districts. The north district is primarily single-family, while the south district is both single-family as well as urban (i.e. downtown) Palatka. Currently, protection of these areas is done through the land development regulations, but not in the Comprehensive Plan.

Currently, the Comprehensive Plan is silent on the issue of cultural arts. A need has been identified to further efforts such as art in public places, larger performing arts venues, and attracting the Florida School of the Arts (FloArts) to downtown Palatka.

Issue 2: Economic Development

Although Palatka is the economic hub of Putnam County, the City faces several obstacles for economic vitality:

<u>Downtown Palatka</u>

Many of the buildings in downtown Palatka were constructed prior to the new building codes and ADA requirements. The economic reality in many situations is

that the retrofitting of these buildings is cost prohibitive. The Comprehensive Plan does not have a true mixed-use category. Therefore, making a true "downtown" is effectively not possible within the Comprehensive Plan.

Income

Much of the workforce leaves the county for employment because of the low wages in Putnam County. Additionally, Putnam County has a low median income, and an increasing unemployment rate.

Approximately 35% of Putnam County's workforce is employed outside of the county (source: American Community Survey, 2006-2008 American Community Survey 3-Year Estimates). Per capita personal income in Putnam County is among the relatively low at $21,755; statewide, per capita personal income is $36,720 (Source: Florida Statistical Abstract 2008).

Housing

In 2007, new housing (based on building permit activity) in Palatka was valued at $1,438,000. In 2007, there were 15 new single-family homes constructed in Palatka, averaging just over $95,000 per unit. New housing value based on building permit activity in Putnam County was valued at $6,399,000. In 2007, there were 54 new single-family homes constructed in the County, for an average value of $118,500 (Source: Florida Statistical Abstract 2008).

Shovel Ready Sites

In order to become competitive for large industries, there is a need for fully entitled, infrastructure ready non-residential lands within the City. Two large industrial sites have been annexed into the City: The Putnam County Business Park and 680 acres of undeveloped lands owned by Plum Creek. The Putnam County Business Park has incomplete infrastructure and is un-platted. The 680 acres of Plum Creek property is undeveloped and is currently seeking industrial entitlements through the Comprehensive Plan amendment process.

Issue 3: Transportation Level of Service

With the adoption of 2009's Senate Bill 360, Palatka became classified as a Dense Urban Land Area (DULA) community. By extension, the DULA designation institutes a transportation concurrency exception (TCEA) area within the City. As part of the requirements for the TCEA, the City must adopt a mobility plan. Complicating the issue is U.S. 17, a failing, emerging roadway on the strategic intermodal system.

Issue 4: Trails and Parks

The City has several recreation facilities, a golf course and a linear park along the St. Johns River (south of U.S. 17). However, there is not a comprehensive, long-range park and trails plan to tie these together.

Issue 5: Annexations / Municipal Boundaries

Palatka has an unplanned municipal boundary, resulting from decades of a voluntary annexation policy for municipal services that have resulted in a very inefficient system for providing these services.

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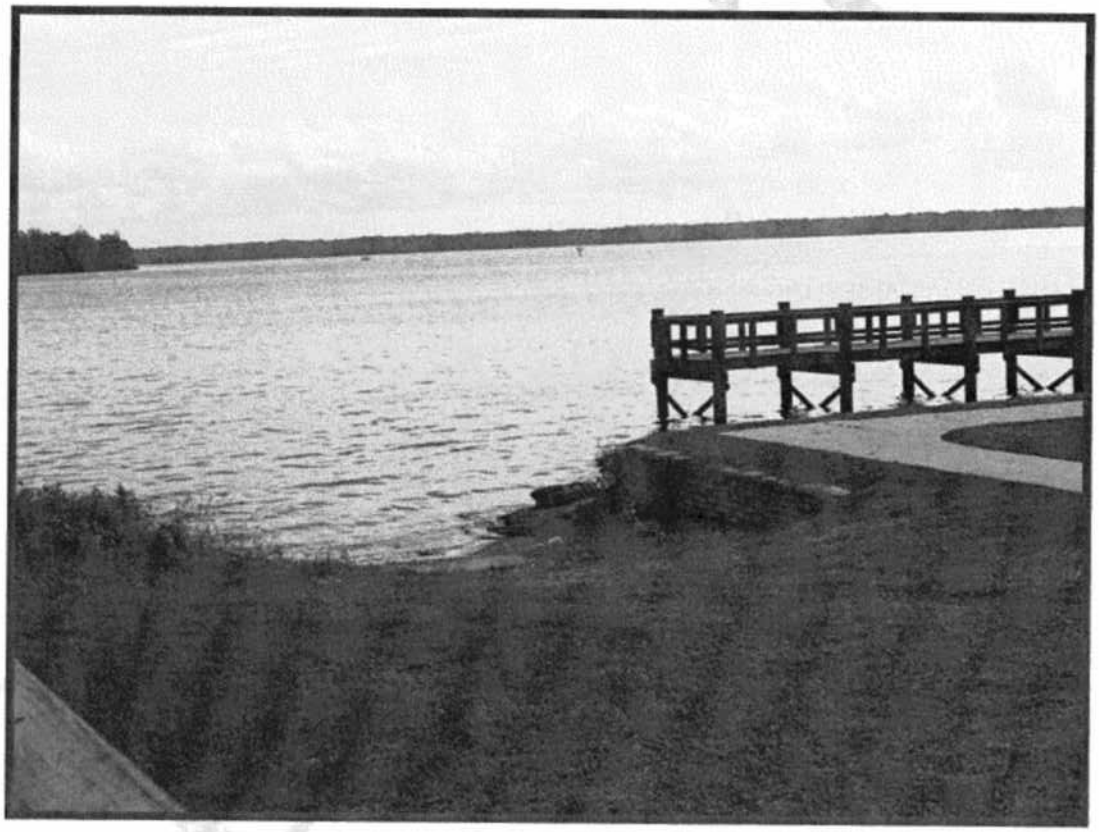
SECTION B

COMMUNITY- WIDE ASSESSMENT



Section B: Community-Wide Assessment

Population Growth:

The City of Palatka's Comprehensive Plan provides population estimates and projections from 1990 through 2020. Table B1 takes the population estimates for the years 2000 through 2010 from the Comprehensive Plan and compares them to the updated population estimates provided by the Florida Legislature's Office of Economic and Demographic Research.

Table B1: Comparison of Population Estimates

Year	Comprehensive Plan *	April 1st Estimate **	Difference (absolute)	Difference (percent)	Actual Annual Growth Rate
2000	10,033	10,033	0	0.00%	0.00%
2001	10,256	10,037	219	-2.14%	0.04%
2002	10,479	10,250	229	-2.19%	2.12%
2003	10,703	10,510	193	-1.80%	2.54%
2004	10,926	10,820	106	-0.97%	2.95%
2005	11,149	11,154	5	0.04%	3.09%
2006	11,183	11,417	234	2.09%	2.36%
2007	11,219	11,470	251	2.24%	0.46%
2008	11,253	11,265	12	0.11%	-1.79%
2009	11,288	11,133	155	-1.37%	-1.17%
2010	11,323	10,926	397	-3.51%	-1.86%

* Public Facilities Element - Comprehensive Plan

** Office of Economic and Demographic Research[1]

The Comprehensive Plan anticipated slow, but steady growth throughout the 10 year period between 2000 and 2010. The updated April 1st estimates from the Office of Economic and Demographic Research show the population of Palatka gradually fluctuated between slight increases and slight decreases in growth when compared to the Comprehensive Plan. From 2001 to 2004, updated estimates show less people than anticipated in the Comprehensive Plan. The actual growth rate picked up in 2002, which allowed the updated estimates to surpass the Comprehensive Plan's estimates by 2005. From 2005 to 2008, the updated estimates show a larger number of residents than was previously expected. The actual growth rate has been negative since 2008.

In general, the downturn of the U.S. economy, as well as the state economy has had significant impacts on local jurisdictions including the City. Prior to the recent recession, people were moving to the State of Florida at a rapid pace. The downturn in the economy has led to increased unemployment rates and decreased in-migration. Putnam County had an unemployment rate two points (13.3%) higher than the state average (11.3%) in October of 2010 (Florida Agency for Workforce Innovation Labor Market Statistics –

[1]Office of Economic and Demographic Research, http://edr.state.fl.us/Content/population-demographics/data/Population-city-county.pdf

Local Area Unemployment Statistics). Limited job prospects can be considered a contributing factor to the decrease in population over the last several years. Population projections through 2020 in the Comprehensive Plan did not take into account the slowdown in population growth.

Table B2: Population Projections through 2030

Year	Comprehensive Plan *	Population Projections**
2015	12,191	11,204
2020	12,649	11,387
2025	N/A	11,568
2030	N/A	11,734

* Future Land Use Element - Comprehensive Plan

** Shimberg Center for Housing Studies

Average seasonal population

The supporting Data and Analysis for the adopted City Comprehensive Plan includes an estimated 2030 seasonal population of 72. This estimate presumes that the City will continue to see steady population growth, and results in an inaccurate seasonal population projection. The seasonal population should be calculated as a fixed percentage of the total estimated population. Using this method, the City's seasonal population should coincide with the population estimates in the future. A suggested seasonal population share of 2% of the total population should be applied to project seasonal population. Currently, Putnam County uses a seasonal population share of approximately 11%. The suggested 2% share has been derived from housing and seasonal population estimates from the U.S Census and Shimberg Center for Housing Studies. The Housing Vacancy or Occupancy rates range from 3.4% to 6.5%. This was an acceptable and reasonable range between the years 1998 through to 2005; however, based on current trends for permit activity, the lack of economic development and virtually no in-migration, this range appears to be unrealistic. A 2% seasonal rate reflects the 2005 trends, which translates into an estimated 2030 seasonal population for the City of 234 persons.

Change in Land Area:

Since the last adoption of the Comprehensive Plan, the City has annexed several parcels from Putnam County. Table B3 details the date of the annexation, the new designated land use category for the annexed parcels within the City, and the total acreage of each annexation. As of September 2010, the City has added an additional 733.67 acres of annexed land.

Table B3: Annexations since the last adoption of the Comprehensive Plan

City of Palatka Annexations		
Date	***Request***	***Acres***
11/13/2008	FLUM from County Urban Service to City Low Density Residential	0.23
11/13/2008	FLUM from County Urban Reserve to City Medium Density Residential	9.68
11/13/2008	FLUM from County Urban Service to City Commercial	0.50

City of Palatka Annexations		
Date	*Request*	*Acres*
12/11/2008	FLUM from County Urban Service to City Commercial	1.98
5/14/2009	FLUM from County Urban Service to City Low Density Residential	0.33
5/14/2009	FLUM from County Urban Service to City Low Density Residential	0.23
5/14/2009	FLUM from County Urban Service to City Low Density Residential	0.31
5/14/2009	FLUM from County Commercial to City Commercial	0.75
8/27/2009	FLUM from County Urban Reserve to City Commercial	7.35
8/27/2009	FLUM from County Urban Service to City Low Density Residential	0.19
8/27/2009	FLUM from County Urban Service to City Low Density Residential	0.19
8/27/2009	FLUM from County Urban Service to City Commercial	0.47
9/10/2009	FLUM from County Industrial to City Industrial	6.70
11/12/2009	FLUM from County Urban Service to City Commercial	5.92
11/12/2009	FLUM from County Urban Service to City Commercial	9.55
11/12/2009	FLUM from County Urban Service to City Commercial	2.24
12/10/2009	FLUM from County Urban Service to City Commercial	2.75
2/25/2010	FLUM from County Industrial to City Industrial	680.12
6/10/2010	FLUM from County Urban Service to City High Density Residential	2.75
8/26/2010	FLUM from County Urban Service to City High Density Residential	0.65
9/9/2010	FLUM from County Commercial to City Low Density Residential	0.78
	TOTAL	**733.67**

Source: City of Palatka

Table B4 highlights the total annexed lands by land use category. The City added a total of 733.67 acres in five different land use categories. The largest proportion of annexed lands (94%) is designated as industrial use, of which 680.12 acres are solely attributable to the Plum Creek Industrial Park. Commercial land use makes up approximately 4% of the annexed lands, with residential land uses comprising the remaining 2%.

Table B4: Annexations by City Land Use Category

Land Use Designation	*Acres*
Low Density Residential	2.26
Medium Density Residential	9.68
High Density Residential	3.40
Commercial	31.51
Industrial	686.82
TOTAL	**733.67**

Source: City of Palatka

Residential and commercial land use categories had minor acreage increases and industrial land use acreage almost tripled. The addition of industrial and commercial land has little affect on anticipated population growth, but the addition of residential acreage can accommodate modest increases in population. By taking the maximum development potential of units per acre of each residential density category, the City has the ability to add an additional 169 units from the annexed residential land. Low density residential can accommodate an additional 11 units; medium density residential can add an additional 97 units; and high density residential can add an additional 61 units. Table B5 is the updated existing land use table with the above annexations factored in.

Table B5: Updated Existing Land Use by Category 2010

Land Use Category	*Acres*	*Percent of Total**
Residential	1,732	33.0%
Low Density (up to 5 units per acre)	1,022	19.5%
Medium Density (5 to 10 units per acre)	238	4.5%
High Density (10 to 18 units per acre)	498	9.5%
Commercial	1,242	23.6%
Industrial	945	18.0%
Conservation	58	1.1%
Public Building and Grounds	11	0.2%
Other Public Facilities	1,041	19.8%
Recreation	158	3.0%
Historic Resources	40	0.8%
TOTAL	**5,253**	**100.0%**

*Percentages may not add up to 100% due to rounding

Impact of Infrastructure

The annexation of 733.67 acres impacts municipal infrastructure, with additional housing units, added commercial use, and increased industrial lands absorbing available capacity of sanitary sewer, solid waste and potable water.

Additional demands placed on the sanitary sewer system due to the annexed lands will increase by 133,516 gallons per day if developed to its maximum potential. This was determined using the methodology located in the public facilities element. Residential use would add an additional 54,500 gallons per day, and commercial and industrial use would add an additional 79,016 gallons per day. [2] These impacts are well within the capacity of the City's sanitary sewer system.

The City owns and operates its municipal garbage collection service. Putnam County is responsible for disposal of collected solid waste for the City, which is hauled to the Central Landfill, located four miles north of Palatka at 140 County Landfill Road.

Additional demand for solid waste disposal is calculated on a per capita basis. Using the methodology from the Comprehensive Plan's Public Facilities Element, the average municipal waste per person in the City is 6.4 pounds per day. The additional 436 people would generate 2,790 pounds of additional solid waste per day. This is well within the capacity of the county landfill for many years to come.

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[2] Annexed residential lands can produce a maximum of 169 new units multiplied by the average household size (2.58 persons/household) to get a maximum of 436 new residents. The average sanitary sewer use per person is 125 gallons per day, multiplied by 436 people to get a maximum of 54,500 additional gallons per day for residential use.

Industrial and commercial use of the sanitary sewer system is calculated by assuming 110 gallons/day/acre. The City has annexed a total of 718.33 acres of commercial and industrial lands. The result of multiplying the acres of commercial/industrial use by 110 gallons/day/acre is approximately 79,016 gallons per day. The total anticipated sanitary sewer usage for residential, commercial and industrial uses is therefore 133,516 gallons per day.

The City is served by the municipally-owned and operated R.C. Willis Water Treatment Plant, located west of Moody Road near the St. Johns River State College. The R.C. Willis plant is a 6.0 MGD (million gallons per day) aeration and chlorination Water Treatment Plant.

Residential demand for potable water is calculated on a per capita basis. The addition of 436 people would result in additional demand for potable water in the amount of 56,680 gallons per day. Industrial and commercial demand for potable water is calculated on a gallons/acre/day basis. Demand from annexed industrial and commercial lands would add an additional 79,016 gallons per day. Total demand from residential, industrial and commercial uses would total 135,696 gallons of potable water per day. This can be accommodated through the current consumptive use permit issued by the St. Johns River Water Management District. [3]

County Land Use vs. City Land Use Designations

Lands annexed from unincorporated Putnam County came from four land use categories, they are: Urban Reserve, Urban Service, Commercial and Industrial.

Table B6: Putnam County Land Use Designation of City Annexed Lands

Putnam County Land Use Designation	*Acres*
Urban Reserve	17.03
Urban Service	28.29
Commercial	1.53
Industrial	686.82
TOTAL	**733.67**

Source: City of Palatka

The County's Urban Reserve category "is for those areas in proximity to existing municipalities. Many of these areas do not have a full range of urban infrastructure but are close enough that urban expansion could occur. Although this category is predominantly for residential and agriculture uses, commercial, industrial and public facilities are also allowed" (Putnam County Comprehensive Plan)

The County's Urban Service category "recognizes areas where urban infrastructure, such as central water, sewer, stormwater systems, paved major roads, exists or is programmed and available for more urban type of development. Although agricultural activities are

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[3] Annexed residential lands can produce a maximum of 169 new units multiplied by the average household size (2.58 persons/household) to get a maximum of 436 new residents. The average potable water use per person is 130 gallons per day, multiplied by 436 people to get a maximum of 56,680 additional gallons per day for residential use.

Industrial and commercial use of potable water is calculated by assuming 110 gallons/day/acre. The City has annexed a total of 718.33 acres of commercial and industrial lands. The result of multiplying the acres of commercial/industrial use by 110 gallons/day/acre is approximately 79,016 gallons per day. The total anticipated potable water usage for residential, commercial and industrial uses is therefore 135,696 gallons per day.

allowed as a holding land use, this land use designation allows a broad mix of residential, commercial, industrial, public facility and recreation uses" (Putnam County Comprehensive Plan).

Based on the definitions for Urban Reserve and Urban Service provided above, the County anticipated these lands would be annexed at some point, primarily due to the proximity to municipal boundaries. The City annexed these lands and converted them to commercial and residential uses, both of which were previously granted by right by the County. As a result, there was no substantive change in the anticipated use of the Urban Reserve and Urban Service lands when they were annexed by the City.

Putnam County's Commercial use "includes all retail and wholesale sales and service facilities and their ancillary facilities such as parking, driveways and landscaped areas. Representative land uses included are: shopping centers, commercial strip development, wholesale warehouse and open storage yards, professional buildings, theaters, over-night tourist and travel lodging, gas and oil storage, and cemeteries" (Putnam County Comprehensive Plan). When the City annexed these lands, the Future Land Use designation remained commercial.

The County's Industrial land uses are "for food, mineral, and timber processing facilities, and both light and heavy manufacturing-plants. Secondary warehousing structures, open storage, parking, drives and landscaping, are also included (Putnam County Comprehensive Plan)." Approximately 94% of the lands annexed from the County have been for industrial use. The Plum Creek Industrial Park makes up the majority of this space with 680 acres annexed. This large parcel is currently undeveloped, but the land is adjacent to the City's other active industrial park.

Annexation of lands has the potential to encourage sprawl. Fortunately, the Future Land Use Element of the Comprehensive Plan has several objectives and policies that are directed towards infill development and the discouragement of sprawl. This element also includes objectives and policies that limit development in flood prone and wetland areas, requirements for natural buffers, and development that is adapted to the natural features in the landscape.

For a more thorough discussion on annexation, please refer to Local Major Issue #5 in this Evaluation and Appraisal Report.

Location of Development:

The last adoption of the Comprehensive Plan occurred in July of 2008. The Future Land Use Element of the Plan does not provide discussion on how growth will be directed within the City. Although direction of growth is not addressed, it can be inferred from recently annexed lands, the designation of three Community Redevelopment Areas, and building permits issued by the City. As part of the EAR based amendment process, the Plan should be updated with policies that guide future growth to the Community Redevelopment Areas and the Plum Creek Industrial Park.

Since July of 2008, the City has issued 8 commercial and 20 residential building permits. Table B7 highlights the building permits issued for commercial development and Table B8 shows the building permits for residential development.

Table B7: Building Permits Issued for Commercial Development

Permit	Commercial Development	Address	Parcel Number
permit # 08-284	C284 - New Airport Terminal Bldg.	4015 Reid St.	03-10-26-0000-0010-0000
permit # 08-294	C213 - 71 Room Motel	3813 Reid St.	02-10-26-0000-0380-0000
permit # 08-308	C214 - Airport T-hanger	4015 Reid St.	03-10-26-0000-0100-0000
permit # 09-13	C325 - Office Building (PGA)	518 Main St.	42-10-27-6850-0310-0031
permit # 09-65	C327 - Drive Through Convenience Store	200 S. State Rd. 19	11-10-26-0000-0143-0000
permit # 09-292	C324 - New Dental Clinic	2801 Kennedy St.	12-10-26-0000-0420-0000
permit # 10-85	C324 - Commercial Plaza (5 units)	5015 Crill Ave.	10-10-26-0000-0270-0000
permit # 10-374	C324 - O'Reilly Auto Parts	619 S Highway 19	11-10-26-0000-0470-0010
permit # 10-448	C324 - Towing Service Office Bldg.	3311 Reid St.	02-10-26-0000-0090-0024

Source: City of Palatka

Building permits for commercial development are located along the City's major thoroughfares. Four of the permits were issued for locations along Reid Street, which is the primary roadway that runs through the City from east to west.

Table B8: Building Permits Issued for Residential Development

Permit	Residential Development	Address	Parcel Number
permit # 08-111	101A - New SFR	201 Morris St.	42-10-27-6850-0500-0021
permit # 08-224	101A - New SFR	2217 St. Johns Ave	12-10-26-7970-0000-0164
permit # 08-262	101A - New SFR	703 N 9th St.	42-10-27-6850-0820-0010
permit # 08-446	101A - New SFR	109 Pink Orchid Way	12-10-26-0520-0010-0050
permit # 09-88	R101 - New SFR	6002 7th manor E	10-10-26-9130-0010-0470
permit # 09 - 92	R101 - New SFR	1207 Short St	07-10-27-3550-0120-0010
permit # 09-126	R101 - New SFR	111 Pink Orchid Way	12-10-26-0520-0010-0050
permit # 09-137	R101 - New SFR	107 Pink Orchid Way	12-10-26-0520-0010-0050
permit # 07-81	R101 - New SFR	1105 N 19th St.	42-10-27-6850-3190-0040
permit # 09-262	R101 - New SFR	6106 7th Manor W	10-10-26-9130-0030-0680
permit # 09-314	R101 - New SFR	709 N 9th St.	42-10-27-6850-0820-0000
permit # 09-331	R101 - New SFR	105 Underwood Dr.	11-10-26-9101-0010-0011
permit # 10-67	R101 - New SFR	410 S 14th St.	42-10-27-6850-2600-1200
permit # 10-205	R101 - New SFR	1404 Diana Dr.	42-10-27-6850-2600-1000
permit # 10-394	R101 - New SFR	1597 Westover Dr.	12-10-26-9355-0000-0021
permit # 10-396	R104 - Res - 4 units (Bldg 1)	3310 Crill Ave.	11-10-26-0000-0100-0000
permit # 10-397	R104 - Res - 4 units (Bldg 2)	3310 Crill Ave.	11-10-26-0000-0100-0000
permit # 10-398	R104 - Res - 4 units (Bldg 3)	3310 Crill Ave.	11-10-26-0000-0100-0000

Permit	Residential Development	Address	Parcel Number
permit # 10-399	R104 - Res - 4 units (Bldg 4)	3310 Crill Ave.	11-10-26-0000-0100-0000
permit # 10-400	R104 - Res - 4 units (Bldg 5)	3310 Crill Ave.	11-10-26-0000-0100-0000

Source: City of Palatka

Building permits for residential development have been concentrated in two areas: in the southeastern section of the City, and at 3310 Crill Avenue which is located near Oak Hill Cemetery.

Single family residential has been the primary type of development that is scattered among the residential neighborhoods south of Reid Street and to the east of Palms Avenue. The 20 residential units located at 3310 Crill Avenue have made into 5 separate buildings. Each of the buildings contains four residential units apiece.

Vacant and Developable Land:

Vacant and developable land was determined by using the Putnam County Florida Parcel Data provided by the Florida Department of Revenue in December of 2009 (best available data). This data source identifies each parcel's tax information from the Florida Department of Revenue's tax database.

According to the Department of Revenue's tax database, the City has four vacant land use categories totaling 1,365.9 acres. This is a significant increase when compared to the vacant and developable land section of the Future Land Use Element in the Comprehensive Plan. A considerable portion of this increase is directly attributable to the annexation of the Plum Creek Industrial Park, which accounts for approximately 680 acres of new vacant industrial land.

Table B9: Vacant and Developable Lands

Land Use Type	*Acres*
Vacant Commercial	167.3
Vacant Industrial	943.0
Vacant Institutional	1.2
Vacant Residential	254.4
Total Vacant Lands	1,365.9

Source: Putnam County Florida Parcel Data provided by the Florida Department of Revenue (12/2009)

Vacant industrial areas make up the largest proportion (69%) of the vacant and developable lands within the City. The largest section is located at the Plum Creek Industrial Park, with smaller parcels located to the southwest of the airport. There are some additional vacant industrial parcels located along the St. Johns River near the eastern extent of the City.

Vacant residential parcels make up the second largest vacant land use (19%) and vacant commercial parcels make up the third largest vacant land use (12%) in the City and of

Palatka. Vacant residential parcels are scattered throughout the City, with the biggest concentrations located in the eastern sections. Vacant commercial lands total 167.3 acres within City limits. These parcels are scattered throughout the City but are mainly located along major thoroughfares.

Vacant institutional parcels make up the smallest vacant land use within the City. There are only 1.2 acres listed as vacant and all are located in the eastern portion of the City, mainly within a few blocks of U.S. 17 or Reid Street.

It is important to note that all of the lands that are listed as vacant have available municipal infrastructure in place to provide city services, except for the Plum Creek Industrial Park. Infrastructure and City services will be extended to Plum Creek once prospective tenants have been identified and are ready to locate to the industrial park. Additionally, the City's road network allows for access to all of the available vacant parcels within City limits.

Provision of Infrastructure and Maintenance of LOS Standards:

This section analyzes the financial feasibility of implementing the City's Comprehensive Plan and of providing needed infrastructure to achieve and maintain the adopted Level of Service (LOS) standards. The City adopted a financially feasible Capital Improvements Element in November of 2010 (10-CIE1), incorporating financial feasibility and the timing of infrastructure requirements into the Comprehensive Plan.

Transportation

Currently the City does not have any failing roadways through the year 2015. As a result, the City has not allocated funds towards transportation in the 5-Year Schedule of Capital Improvements that was adopted in November of 2010.

A more detailed analysis of transportation related issues is discussed in the Local Major Issues (Section C) and the Special Topics (Section D) of this Evaluation and Appraisal Report.

Recreation and Open Space

The City does not have any level of service deficiencies through the current planning horizon. As a result, the City has not allocated funds towards recreation and open space in the 5-Year Schedule of Capital Improvements that was adopted in November of 2010.

Solid Waste

The City has addressed the disposal of solid waste through an Interlocal Agreement with Putnam County. This agreement allows the City to use the County's Central Class I landfill. Putnam County does not show LOS deficiencies through 2014. The County's CIE even reports that the average pound per capita per day (6.03) is less than the adopted

LOS for the County (6.4). As a result, the City has not allocated funds towards solid waste in the 5-Year Schedule of Capital Improvements that was adopted in November of 2010.

Potable Water

A new water treatment plant went online in 2009. This elevated the City's capacity to provide water from 4.0 MGD to 6.0 MGD. This will allow the City to meet LOS standards through the 2030 planning horizon. As a result, the City has not allocated funds towards potable water in the 5-Year Schedule of Capital Improvements that was adopted in November of 2010.

Sanitary Sewer

The City's sanitary sewer plant was recently re-rated by the Department of Environmental Protection. The current rating allows for up to 3.5 MGD. The Wastewater Treatment Plant is also permitted to generate up to 3.0 MGD of reuse water for various areas through the City. This is well within the adopted LOS standards. As a result, the City has not allocated funds towards sanitary sewer in the 5-Year Schedule of Capital Improvements that was adopted in November of 2010.

School Facilities

The City (through the Putnam County School District) has been able to maintain adopted public school facility LOS standards since the adoption of the Comprehensive Plan. A more detailed discussion of public school facilities concurrency is discussed within the School Coordination section of this EAR (Section D).

Stormwater/Drainage

The City does not have any stormwater LOS deficiencies through 2015. In 1997, Hartman and Associates developed the City and Ravine State Gardens Stormwater Quality Master Plan, which was later adopted by the City. This Plan identifies areas which have recurring drainage problems, and establishes priorities for stormwater drainage improvements.

The 5-Year Schedule of Capital Improvements that was adopted in November of 2010 has committed funds for two stormwater management projects in FY 2013-2014, totaling $350,000.

Change in Growth Management Laws:

Two tables listing the statutory and rule changes from 1991 – 2006 are in a summary format and are provided in Appendix B. These Statutory requirements will be mostly addressed during the City's EAR based amendments.

Assessment of Successes and Shortcomings related to each Element:
The following pages provide a series of tables summarizing the success and shortcomings of each of the Comprehensive Plan Elements.

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FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Goal 1 9J-5.006(3)(a); F.S.187.201(16)3 Preserve and protect the City's natural resources and quality of life by establishing a pattern of development that is harmonious with the City's natural environment and provides a desired lifestyle for City residents.	No revisions anticipated. Retain Goal.
Objective A.1.1 9J-5.006(3)(b)1; F.S. 187.201(16)1, 5 Upon Plan adoption, the City shall coordinate future land uses with the appropriate topography, adjacent land uses, soil conditions, and the availability of facilities and services.	Objective being met. Retain Objective.
Policy A.1.1.1 9J-5.006(3)(c)1; F.S. 187.201(25)(2) The City of Palatka shall use the latest version of the Flood Insurance Rate Maps promulgated by FEMA to determine the location of the 100-year floodplain and flood-prone areas in the City. The City shall, within its Land Development Regulations provide specifications for regulating construction/development within these areas. These specifications will include: A. Development within the FEMA 100-year flood hazard zone is to be constructed so that the lowest floor elevation is at least one foot above the base flood elevation as established by the FEMA Flood Insurance Rate Maps; B. Dredging and filling of lands within floodplains shall be limited to that approved by Federal and State agencies having the authority to regulate and police such activities. All proposed development shall be	Policy being adhered to. Retain Policy. ***Note:*** *The City adopted an updated flood plain ordinance and maps into the Municipal Code in October of 2010.*

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Goal, Objective or Policy	Recommendation / Anticipated Revisions
clustered and located on the non-floodplain portions of the site, or, for proposed development areas that lie entirely within the 100-year floodplain, all structures shall be required to be elevated on pilings; and **(Policy A.1.1.1 Continued on Following Page)** **Policy A.1.1.1 (Continued from Previous Page)** C. In addition, the following criteria will apply to development in the 100-year floodplain: 1. No hazardous materials or waste shall be stored within the 100-year floodplain; 2. Clearing of native vegetation will be minimized in the 100-year floodplain by establishing the following open space ratios for the land uses identified below: Residential land use 60% open space Commercial land use 50% open space Industrial land use 45% open space 3. Use of septic tanks in flood-prone areas will be restricted as specified by the County Health Department. Existing Development shall be	

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FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
required to connect to central sewage systems when system collection lines are within 250 feet of subject property. New development will be required to connect to centralized sewer pursuant to Public Facilities Element Policy D.1.4.1. 4. Any development within a flood-prone area will maintain the natural topography and hydrology of the development site.	
Policy A.1.1.2 9J-5.006(3)(c)6; F.S. 187.201(25)(a)(b)2, 5 The City shall revise its site plan review ordinance to require that permits required by law from the Water Management District, the Department of Environmental Protection, and the Army Corps of Engineers be secured prior to the issuance of a land clearing, fill, building, or other land development permit by the City.	Policy being adhered to. Retain Policy.
Policy A.1.1.3 9J-5.006(3)(c)3 The City shall, as a condition of issuing a building permit or other development order, require proposed developments to hook up to the City central sewer systems in accordance with the revised City zoning code and subdivision regulations based upon Chapter 381, Florida Statutes, and Division 64E, Florida Administrative Code.	Policy being adhered to. Retain Policy. ***Note:*** *Requirements for hook-up are contained in both Chapter 86 - Utilities, and Chapter 74 – Subdivisions of the City Code of Ordinances.*
Policy A.1.1.4 By June 1, 2009, the City's Subdivision and Zoning Code shall	**Policy A.1.1.4** ~~By June 1, 2009~~, ~~t~~The City~~'s~~ shall annually review, and when

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FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
be reviewed and, where necessary, revised to address drainage and stormwater issues as identified in the Public Facility Element; open space requirements as addressed in the Recreation and Open Space Element; and on-site traffic flow and vehicle parking as addressed in the Traffic Circulation Element. A. Open space requirements will meet the LOS adopted in the Recreation and Open Space Element. B. On-site traffic will, at a minimum, require that adjacent commercial, high density/medium density (or combinations thereof) properties provide interconnections to reduce requirements for road trips. C. Parking requirements shall be specified in terms of number of parking space units per type and size of facility.	necessary, revise the Subdivision and Zoning Code ~~shall be reviewed and, where necessary, revised~~ to address drainage and stormwater issues as identified in the Public Facility Element; open space requirements as addressed in the Recreation and Open Space Element; and on-site traffic flow and vehicle parking as addressed in the Traffic Circulation Element. A. Open space requirements will meet the LOS adopted in the Recreation and Open Space Element. B. On-site traffic will, at a minimum, require that adjacent commercial, high density/medium density (or combinations thereof) properties provide interconnections to reduce requirements for road trips. C. Parking requirements shall be specified in terms of number of parking space units per type and size of facility.
Policy A.1.1.5 9J-5.006(3)(c)1 Upon Plan adoption, the City Building Official shall review the City Zoning Code to ensure that current signage regulations preserve the character of the City. Where, through citizen participation, it is determined that current signage regulations regarding location, size, height, motion, etc., should be revised, changes to the current regulation shall be discussed in public hearing and proposed changes considered for adoption by the City	**Policy A.1.1.5** 9J-5.006(3)(c)1 ~~Upon Plan adoption, t~~The City's Planning and Zoning Director ~~Building Official~~ shall review the ~~City~~ Zoning Code to ensure that current signage regulations preserve the character of the City. Where, through citizen participation, it is determined that current signage regulations regarding location, size, height, motion, etc., should be revised, changes to the current regulation shall be discussed in public hearing and proposed

FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Commission. **(Policy A.1.1.5 Continued on Following Page)** **Policy A.1.1.5 (Continued from Previous Page)** By June 2008, the City shall review the land development regulations to ensure that signage maintains the character of the City and does not adversely impact adjoining properties, public right-of-ways, and the St. Johns River.	changes considered for adoption by the City Commission. ~~By June 2008, t~~The City shall review the land development regulations annually to ensure that signage maintains the character of the City and does not adversely impact adjoining properties, public right-of-ways, and the St. Johns River.
Policy A.1.1.6 9J-5.006(3)(c)2 The City shall maintain standards and procedures in accordance with Chapter 333 F.S., "airport zoning" to ensure that incompatible land uses will be restricted from placement in accident and noise zones surrounding the airport. The City shall maintain and regularly update the Kay Larkin Airport Master Plan (AMP) in accordance with s. 333.06, F.S.	Policy being adhered to. Retain Policy. ***Note:*** *Airport Zoning is contained in §94-158 and §94-159 of the Zoning Code.*
Policy A.1.1.6a 9J-5.006(3)(c)2 The City shall not permit the placement of tall structures such as high-rise buildings or radio/TV towers within areas that are take-off or landing zones or are otherwise defined as areas of special safety concern. In accordance with s. 333.025, F.S. the City shall require FDOT review and approval and, when applicable, the FCC and/or FAA prior to the issuance of any City permit.	Policy being adhered to. Retain Policy.
Policy A.1.1.6b 9J-5.006(3)(c)2 The City shall coordinate with the county regarding land use issues that affect operations at Kay Larkin Airport.	Policy being adhered to. Retain Policy.

FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy A.1.1.7 9J-5.006(3)(c)2 The City Building Official shall not issue a building permit or other final development order, or issue final plat approval, until it has been certified that infrastructure facilities and services exist or shall be available pursuant to an executed development agreement to satisfy demands generated by the development in accordance with adopted City levels of service standards. By June 1, 2008, the City shall incorporate into the land development regulations a method for establishing transportation proportionate fair share. Availability of infrastructure will be certified through the Building Official issuing a "Certificate of Concurrency."	**Policy A.1.1.7** 9J-5.006(3)(c)2 The City Building Official shall not issue a building permit or other final development order, or issue final plat approval, until it has been certified that infrastructure facilities and services exist or shall be available pursuant to an executed development agreement to satisfy demands generated by the development in accordance with adopted City levels of service standards. ~~By June 1, 2008, t~~ The City shall ~~incorporate~~maintain ~~into the land development regulations~~ a method for establishing transportation proportionate fair share within the Zoning Code. **(Policy A.1.1.7 Continued on Following Page)** **Policy A.1.1.7 (Continued from Previous Page)** Availability of infrastructure will be certified through the Building Official issuing a "Certificate of Concurrency."
Objective A.1.2 9J-5.006(3)(b)2 Upon Plan Adoption, the City shall implement the following policies in order to provide the means for redevelopment and renewal of blighted properties.	**Objective A.1.2** 9J-5.006(3)(b)2 ~~Upon Plan Adoption, t~~The City shall implement the following policies in order to provide the means for redevelopment and renewal of blighted properties.
Policy A.1.2.1 9J-5.006(3)(b)(2) The minimum housing code shall be utilized to upgrade existing housing within designated revitalization areas. Designation of proposed revitalization areas will be made subsequent to on-site	*Designated Revitalization Areas have not been made. Consider deleting this policy during the EAR based amendments, unless the City chooses to identify designated areas.*

FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
housing surveys conducted by the City staff. **(Note: Florida law mandates utilization of the Florida Building Code)**	
Objective A.1.3 9J-5.006(3)(b(3); 187-.201(16)a Upon Plan adoption, the City shall pursue the elimination or reduction of land uses inconsistent with the uses identified on the Future Land Use Map or associated adopted Goals, Objectives and Policies.	**Objective A.1.3** 9J-5.006(3)(b(3); 187-.201(16)a ~~Upon Plan Adoption, t~~The City shall pursue the elimination or reduction of land uses inconsistent with the uses identified on the Future Land Use Map or associated adopted Goals, Objectives and Policies.
Policy A.1.3.1 9J-5.006(3)(c)2 The Building Official shall utilize the Land Development Regulations, specifically the City Zoning Code, to reinforce its current provisions regarding the elimination of non-conforming land uses to include all uses which are inconsistent with the Future Land Use Map 2005 or cannot be made compatible with adjacent land uses. The requirement of this provision shall be enforced upon application to the City for building permits to repair or improve such structures.	**Policy A.1.3.1** 9J-5.006(3)(c)2 The ~~Building Official~~Planning and Zoning Director shall utilize the Land Development Regulations, specifically the City Zoning Code, to reinforce its current provisions regarding the elimination of non-conforming land uses to include all uses which are inconsistent with the Future Land Use Map *2025~~2005~~ or cannot be made compatible with adjacent land uses. The requirement of this provision shall be enforced upon application to the City for building permits to repair or improve such structures. **It is anticipated that the EAR based amendments will have a 2025 planning horizon.*
Policy A.1.3.2 9J-5.006(3)(c)2, 7 By June 2008, the Building Official shall review the City's Zoning Code and Subdivision Regulation to ensure that current buffering and separation standards between land uses of different densities or intensities of use remain sufficient to ensure	**Policy A.1.3.2** 9J-5.006(3)(c)2, 7 ~~By June 2008, t~~The ~~Building Official~~Planning and Zoning Director shall annually review the City's Zoning Code and Subdivision Regulation to ensure that current buffering and separation standards between land uses of different densities or

FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
compatibility between uses, or mitigate the effects of more dense/intense uses on less dense/intense uses. Issues of compatibility shall include considerations for noise, sight, and level of traffic generation. The primary tool of ensuring capability between land uses shall be the Future Land Use Map and the elimination of non-conforming land uses. Other techniques shall include: Noise and sight incompatibility -- screening by either a 6' solid physical wall or landscape plantings to reach, within 18 months, a height of at least 5 feet and an opacity of 80 percent.	intensities of use remain sufficient to ensure compatibility between uses, or mitigate the effects of more dense/intense uses on less dense/intense uses. Issues of compatibility shall include considerations for noise, and sight~~, and level of traffic generation~~. The primary tool of ensuring capability between land uses shall be the Future Land Use Map and the elimination of non-conforming land uses. Other techniques shall include: Noise and sight incompatibility -- screening by either a 6' solid physical wall or landscape plantings to reach, within 18 months, a height of at least 5 feet and an opacity of 80 percent.
Policy A.1.3.3 9J-5.006(3)(c)1 By June 2008, the Building Official shall review the City's Subdivision Regulation and Zoning Code and, where necessary, revise these ordinances to ensure that land use categories are regulated in accordance with the Future Land Use Map and that controls are adopted for the regulation of sub-divisions and the use of land in flood-prone areas in accordance with applicable FEMA regulations and Policies D.1.1.1 and D.2.2.5.	**Policy A.1.3.3** 9J-5.006(3)(c)1 ~~By June 2008, t~~The ~~Building Official~~Planning and Zoning Director shall annually review the City's Subdivision Regulation and Zoning Code and, where necessary, revise these ordinances to ensure that land use categories are regulated in accordance with the Future Land Use Map and that controls are adopted for the regulation of sub-divisions and the use of land in flood-prone areas in accordance with applicable FEMA regulations and Policies D.1.1.1 and D.2.2.5.
Policy A.1.3.4 9J-5.006(3)(c)2 The City shall not issue variances, special use permits, building permits, or zoning changes in any case where the proposed land use is not consistent with the City of Palatka adopted	Policy being adhered to. Retain Policy.

FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Comprehensive Plan.	
Objective A.1.4 9J-5.006(3)(b)4; 187.201(23)(a)(b)1 Upon Plan adoption the City shall ensure the protection of natural resources and historic resources through implementing the following policies.	**Objective A.1.4** 9J-5.006(3)(b)4; 187.201(23)(a)(b)1 ~~Upon Plan adoption t~~The City shall ensure the protection of natural resources and historic resources through implementing the following policies.
Policy A.1.4.1 9J-5.006(3)(c)2 Development in wetland/flood-prone areas will be restricted to low density residential land use at a density no greater than 1 unit per 5 acres with permitted development clustered on the upland portion of the site, or in that portion of the site least affected by construction activities. The City shall utilize the "City of Palatka Wetlands Protection Ordinance" contained in Chapter 30 of the Land Development Regulations to ensure that wetlands are adequately protected from development activities.	Policy being adhered to. Retain Policy. ***Note:*** *Sections 30-131 through 30-138 within the Land Development Regulations contain the "City of Palatka Wetlands Protection Ordinance."*
Policy A.1.4.2 9J-5.006(3)(c)2, 6 Public water well fields shall be protected from adverse impacts of development by requiring a 500-foot radial setback buffer consistent with the definition of a "Wellhead Protection Area" as defined in 62-521.200, F.A.C. Non-polluting land uses shall include Recreation and Conservation land uses, low and medium density residential land	Policy being adhered to. Retain Policy.

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FUTURE LAND USE ELEMENT	
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use, and commercial land uses that do not, in their operations, produce, store, use nor sell toxic materials as defined in SARA Title III (consolidated list of hazardous materials). Any non-conforming land use located within 500 feet of a well serving the public will not be permitted to expand or be improved.	
Policy A.1.4.3 9J-5.006(3)(c)6 The City shall ensure, through regular review, that the Land Development Regulations specify acceptable erosion control practices to be implemented during construction (such as temporary covering of straw, hay-bale obstruction in drainage swales, etc.) to reduce soil erosion from wind and water during the construction phase of development.	Policy being adhered to. Retain Policy.
Policy A.1.4.4 9J-5.006(3)(c)4 A 50-foot set back from the waterfront will be required for all new construction along the St. Johns River.	Policy being adhered to. Retain Policy.
Policy A.1.4.5 9J-5.006(3)(c)4 A vegetated, upland buffer with a minimum width of fifteen (15) feet and an average width of twenty-five (25) feet shall be required in any new development abutting a wetland.	Policy being adhered to. Retain Policy.
Policy A.1.4.6 9J-5.006(3)(c)4 Every two years, the City shall review the City of Palatka and Ravine State Gardens Stormwater Quality Master Plan to ensure	Policy being adhered to. Retain Policy.

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that it continues to meet the needs of the City.	
Policy A.1.4.7 9J-5.006(3)(c)4 The City shall adopt Land Use Regulations which will provide for maintaining the quality of surface waters in accordance with the standards specified in Policy D.1.1.1	Policy being adhered to. Retain Policy. ***Note:*** *Articles I, III, and V of the Land Development Regulations contain requirements addressing Policy D.1.1.1 of the City's Comprehensive Plan.*
Policy A.1.4.8 9J-5.006(3)(c)4 Riverfront and lakefront development shall be designed so as not to affect the water quality of adjacent waters through stormwater run-off. Design standards shall include: limitation of density; a 50-foot set back of buildings from waterfront; set back of sanitary sewer drainfield (septic tank) from water's edge as specified in the Department of Health issued construction permit HRS-H Form 4016; based upon Rules 10D-6.063(1)(a)1 through 3 for siting of a septic tank and drainfield within the mean high water line of tidal water bodies or of the ordinary high water line of lakes, ponds or other non-tidal surface waters and a 50-foot vegetative buffer required between building site and waterbody.	**Policy A.1.4.8** 9J-5.006(3)(c)4 Riverfront and lakefront development shall be designed so as not to affect the water quality of adjacent waters through stormwater run-off. Design standards shall include: limitation of density; ~~a 50-foot set back of buildings from waterfront;~~ a 50-foot vegetative buffer requirement between buildings and riverfront and lakefront development; and set backs for septic tank ~~of sanitary sewer~~ drainfields ~~(septic tank) from water's edge as specified in~~consistent with the Department of Health ~~issued construction~~ permit HRS-H Form 4016~~;~~, and based upon Rules 10D-6.063(1)(a)1 through 3 for siting of a septic tanks. ~~and drainfield within the mean high water line of tidal water bodies or of the ordinary high water line of lakes, ponds or other non-tidal surface waters and a 50-foot vegetative buffer required between building site and waterbody.~~
Policy A.1.4.9 9J-5.006(3)(c)6 The City shall, through available State and Federal programs, promote the acquisition of floodplains along the St. Johns River.	Policy being adhered to. Retain Policy.

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Objective A.1.5 9J-5.006(3)(b)4; F.S. 187.201(16)(a)(b)5 Upon Plan adoption, the City, through implementing the following policies, shall increase public awareness of the historical significance of the City and provide incentives to maintain and restore historically significant areas and structures within the City limits.	**Objective A.1.5** 9J-5.006(3)(b)4; F.S. 187.201(16)(a)(b)5 ~~Upon Plan adoption, t~~The City, through implementing the following policies, shall increase public awareness of the historical significance of the City and provide incentives to maintain and restore historically significant areas and structures within the City limits. ***Note:*** It is anticipated that as part of the EAR based amendments a new "Historic Preservation ~~and Cultural~~ Element" will be adopted as part of the Comprehensive Plan ***Note:*** *The issue of Historic Preservation is more fully addressed in the Local Major Issues section of this EAR document.*
Policy A.1.5.1 9J-5.006(3)(c)8 Historic resources shall be protected through designation as historic sites by the State or City. Such designated sites shall require plan review procedures for proposed alterations or remodeling that will ensure through the permitting process that the proposed activity will neither degrade nor destroy the historical/archaeological significance of the site.	Policy being adhered to. Strengthen Policy through a "Historic Preservation Element."
Policy A.1.5.2 9J-5.006(3)(c)8 Neither the owner of, nor the person in charge of, a structure within a historic district, or a structure that has been designated a national, State or local historical landmark shall permit such structure to fall into a state of disrepair which may result in the deterioration of exterior appurtenances or architectural features	Policy being adhered to. Strengthen Policy through a "Historic Preservation Element."

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so as to produce or tend to produce, in the judgment of the board, a detrimental effect upon the character of the district as a whole or the life and character of the structure in question. **(Policy A.1.5.2 Continued on Following Page)** **<u>Policy A.1.5.2</u> (Continued from Previous Page)** Adaptive reuse of historic structures shall be given priority over actions that would harm or destroy the historic value of such resources. Adaptive reuse shall include the permitting of historic structures to be remodeled or rehabilitated for a use that would be non-conforming to adjacent properties so long as the remodeling or rehabilitation does not affect the historical significance of the structure, and the proposed use is, or can be made to be, compatible with adjacent land uses.	
<u>Policy A.1.5.3</u> 9J-5.006(3)(c)8 Proposed development projects shall be reviewed at the time of issuing a building permit to determine potential impacts on known historic sites. Where such construction or other development activity may impact adversely on a historic/archaeological site, the proposed development must provide sufficient buffering (spatial separation, physical wall, or other method approved by the City Planning Board) before a permit is issued.	Policy being adhered to. Strengthen Policy through a "Historic Preservation Element."
<u>Policy A.1.5.4</u> 9J-5.006(3)(c)8 The City shall seek funding and technical support from the	Policy being adhered to. Strengthen Policy through a "Historic Preservation Element."

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Department of State, Division of Historic Resources to review and conduct further field surveys to identify any additional historical/archaeological sites that may exist within the City limits. The City shall update Figure A-2 and the Housing Element Appendix accordingly.	
Policy A.1.5.5 The City shall support public activities which disseminate information regarding the historic significance of the City of Palatka and its historic sites.	Policy being adhered to. Strengthen Policy through a "Historic Preservation 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:	**Objective A.1.6** 9J-5.006(3)(b)7 ~~Upon Plan adoption, t~~The City shall discourage urban sprawl. Land Development Regulations shall be ~~adopted~~maintained that implement the following policies:
Policy A.1.6.1 9J-5.006(3)(c) Provide incentives which direct development to infill in areas of the City with in-place water/sewer lines and paved road. These incentives may include, but not be limited to, providing additional permitted land uses through special use designations under the City Zoning Code such as approved "mother-in-law" units with separate kitchens or home office operations for limited business activities.	The Land Development Regulations should be amended for consistency with this Policy. Retain Policy.
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	**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~~

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FUTURE LAND USE ELEMENT	
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manner through in-filling within already developed commercial areas as identified on the Future Land Use Map.	~~manner through~~ promoting in-fill~~ing~~ commercial development on lands entitled for such ~~within already developed commercial areas as identified on the Future Land Use Map~~.
Objective A.1.7 9J-5.006(3)(b)8; F.S. 187.201(17)(a) Upon Plan adoption, the City shall ensure the availability of suitable land for utility facilities necessary to support proposed development.	**Objective A.1.7** 9J-5.006(3)(b)8; F.S. 187.201(17)(a) ~~Upon Plan adoption, t~~The City shall ensure the availability of suitable land for utility facilities necessary to support proposed development.
Policy A.1.7.1 9J-5.006(3)(c)4 Access to major/minor arterials, adequate parking, and sufficient buffering shall be considerations in approving proposed development in accordance with FDOT standards. At the time of issuing a building permit or at site plan review preliminary to issuing a plat approval, the building official shall ensure that the following FDOT standards are met: **(Policy A.1.7.1 Continued on Following Page)** **Policy A.1.7.1 (Continued from Previous Page)**	Policy being adhered to. Retain Policy.

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Minimum Lane and Buffer Width

Roadway	Lane Width	Buffer[1]
Parkway[2,3]	12'	25'
Major Arterial[2,3]	12'	15'
Minor Arterial[3]	11'	10'
Major Collector[3]	11'	10'
Minor Collector	11'	10'
Local	N/A	4.5'
Alley	N/A	N/A
Cul-de-sac	(4)	N/A

(1) Landscaped strip between edge of pavement and sidewalk. The swale shall serve as the minimum buffer on roadways where the swale is greater than the minimum buffer.
(2) Median width is 30 feet.
(3) Provide 5 foot bike lanes on the outer side of roadway.
(4) The cul-de-sac may include a center island with a 30' radius and an outside radius of 50' as approved by the Public Services Director.

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(Policy A.1.7.1 Continued on Following Page) **Policy A.1.7.1 (Continued from Previous Page)** **Minimum Offset Distance Between Driveways or Intersections on Opposite Sides of Undivided Roadways** Roadway Classification — Minimum Offset[1] Major Arterial — 600[2] 300[3] Minor Arterial — 220 Major Collector — 200 Minor Collector — 150 (1) Measured centerline-to-centerline of opposing driveways on intersections (2) Posted speed 45 mph or greater (3) Posted speed 40 mph or less	
Policy A.1.7.2 9J-5.006(3)(c) 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	Policy being adhered to. Retain Policy.

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range roadway improvements.	
Policy A.1.7.3 9J-5.006(3)(c)3; F.S. 187.201(16)(a)(b)4 Land required for utility facilities to support future development, when identified, shall be designated on the Future Land Use Map by Plan amendment procedures and a means shall be established for acquiring the sites through either private or public acquisition.	**Policy A.1.7.3** 9J-5.006(3)(c)3; F.S. 187.201(16)(a)(b)4 The City shall ensure that there are ~~Land required~~adequate lands for utility facilities necessary to support future development~~, when identified, shall be designated on the Future Land Use Map by Plan amendment procedures and a means shall be established for acquiring the sites through either private or public acquisition~~.
Objective A.1.8 9J-5.006(3)(b)9; F.S. 187.201(16)(b)3 Upon Plan adoption, the City shall establish a program that provides the means for innovative development planning. The end goals of the program are to provide: • Flexibility and efficiency in site design to reduce infrastructure costs, improve interior circulation patterns, and promote open space; • Development that is adapted to natural features in the landscape such as wetlands, vegetation and habitat, and which avoids the disruption of natural drainage patterns; and • A mix of land use to promote convenience in the location of related uses and to reduce travel congestion and costs.	**Objective A.1.8** 9J-5.006(3)(b)9; F.S. 187.201(16)(b)3 ~~Upon Plan adoption, t~~The City shall establish a program that provides the means for innovative development planning. The end goals of the program are to provide: • Flexibility and efficiency in site design to reduce infrastructure costs, improve interior circulation patterns, and promote open space; • Development that is adapted to natural features in the landscape such as wetlands, vegetation and habitat, and which avoids the disruption of natural drainage patterns; and • A mix of land use to promote convenience in the location of related uses and to reduce travel congestion and costs.

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FUTURE LAND USE ELEMENT	
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Policy A.1.8.1 9J-5.006(3)(c)5 The Land Development Regulations shall include alternative available land use control techniques and programs such as Planned Unit Developments. Planned Unit Developments may be used to protect safety restricted or environmentally sensitive areas, but also may be used to increase the potential for developing water/sewer systems and more effective drainage systems. PUDs also shall benefit from the potential of receiving "density bonuses" for incorporating benefits which serve a public good into the development (See Policy A.1.9.3.8 Overlays).	Policy being adhered to. Retain Policy.
Policy A.1.8.2 9J-5.006(3)(c)5 The Land Development Regulations shall include provisions for Planned Unit Developments as an optional overlay designation. PUDs shall be permitted within any land use area through land use amendment procedures defined in s. 163.3187, Florida Statutes.	Policy being adhered to. Retain Policy.
Policy A.1.8.3 9J-5.006(3)(c)1, 3 The Land Development Regulations shall be structured to provide definite benefits for developer application of innovative land development techniques, for example:	Delete Policy. ***Note:*** *Benefits for innovative land development techniques are implemented through the Planned Unit Development (PUD)*

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FUTURE LAND USE ELEMENT	
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A. Additional density bonuses (up to 5 percent of permitted density) shall be allowed for developments which integrate into their design particular features of significant public benefit. These may include bonuses for the provision of low and moderate income housing units and the installation or extension of potable water and/or sanitary sewer systems. Changes to the underlying FLUM density/intensity of use shall require a Plan amendment in accordance with s.163.3187, F.S. B. To promote infill, delays may be granted for the availability of infrastructure where such action will not adversely affect public health, safety, or welfare, in accordance with 9J-5.0055(2)(b)1.	*process.*
Objective A.1.9 F.S. 187.201(2)(b)2 The City shall manage future growth and development through the preparation, adoption, implementation and enforcement of Land Development Regulations.	Objective being met. Retain Objective.
Policy A.1.9.1 9J-5.006 Adopt Land Development Regulations that shall contain specific and detailed provisions required to implement the adopted Comprehensive Plan.	The Land Development Regulations should be amended for consistency with this Policy. Retain Policy.
Policy A.1.9.2 9J-5.006(3)(c)7	Policy not being adhered to. Consider revising as part of the

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Land Development Regulations shall be adopted which address the location and intensity of land uses in accordance with the Future Land Use Map and the policies and regulations which describe the categories, acreage allocations, densities and intensities of land use contained in this Element.	EAR based amendments. *The City is yet to adopt Land Development Regulation associated to density and intensity.*
Policy A.1.9.3 9J-5.006(3)(c)7 Land Development Regulations adopted to implement this Plan shall be based on the following land use standards: A. Land Use Districts 1. Residential Residential land use is intended to be used primarily for housing and shall be protected from intrusion by land uses that are incompatible with residential density. Residential land use provides for a variety of land use densities and housing types. Low Density (1730acres) - provides for a range of densities up to 5 units per acre. Medium Density (231 acres) - provides for a range of densities up to 10 units per acre. High Density (477 acres) - provides for a range of densities up to 18 units per acre.	**Policy A.1.9.3** 9J-5.006(3)(c)7 Land Development Regulations adopted to implement this Plan shall be based on the following land use standards: A. Land Use Districts 1. Residential Residential land use is intended to be used primarily for housing and shall be protected from intrusion by land uses that are incompatible with residential density. Residential land use provides for a variety of land use densities and housing types. Low Density ~~(1730acres)~~ - provides for a range of densities up to 5 units per acre. Medium Density ~~(231 acres)~~ - provides for a range of densities up to 10 units per acre. High Density ~~(477 acres)~~ - provides for a range of densities up to 18 units per acre.

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Residential development within the 100-year floodplain will be required to meet the standards of Policy A.1.1.1 for construction, Policy A.1.1.3 for placement of septic tank sewerage systems, and Policy A.1.4.1 for density. *Mobile homes will be permitted in accordance with F.S. 320.8285(5); manufactured homes will be permitted in accordance with F.S. 553.38(2) and community group residential homes shall be permitted in accordance with F.S. 419.001(2), (3).* **(Policy A.1.9.3 Continued on Following Page)** **Policy A.1.9.3 (Continued from Previous Page)** 2. Commercial ~~(1,210 acres)~~ 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	*Residential development within the 100-year floodplain will be required to meet the standards of Policy A.1.1.1 for construction, Policy A.1.1.3 for placement of septic tank sewerage systems, and Policy A.1.4.1 for density.* *Mobile homes will be permitted in accordance with F.S. 320.8285(5); manufactured homes will be permitted in accordance with F.S. 553.38(2) and community group residential homes shall be permitted in accordance with F.S. 419.001(2), (3).* 2. Commercial ~~(1,210 acres)~~ 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. See Policy A.1.3.2.

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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. See Policy A.1.3.2. 3. Industrial ~~(258 acres)~~ Land designated for industrial use is intended for activities that are predominantly associated with the manufacturing, assembly, processing, or storage of products. Industrial land use provides for a variety of intensities of use including heavy industry, light industry, and industrial park operations. Land Development Regulations shall provide requirements for buffering industrial land uses (i.e., sight, access noise) from adjacent land uses of lesser density or intensity of use. The intensity of industrial land use, as measured by impervious surface shall not exceed 90 percent of the parcel. The maximum height of development shall not exceed 45 feet. **(Policy A.1.9.3 Continued on Following Page)** **Policy A.1.9.3 (Continued from Previous Page)**	3. Industrial ~~(258 acres)~~ Land designated for industrial use is intended for activities that are predominantly associated with the manufacturing, assembly, processing, or storage of products. Industrial land use provides for a variety of intensities of use including heavy industry, light industry, and industrial park operations. Land Development Regulations shall provide requirements for buffering industrial land uses (i.e., sight, access noise) from adjacent land uses of lesser density or intensity of use. The intensity of industrial land use, as measured by impervious surface shall not exceed 90 percent of the parcel. The maximum height of development shall not exceed 45 feet. 4. Recreation ~~(158 acres)~~ Land designated for recreation is intended for a variety of leisure time activities. Included in this land use classification are both resource-based and activity-based sites and facilities. Resource-based sites and facilities are oriented toward natural resources; activity-based sites and facilities are those that require major development for the enjoyment of a particular activity. Activity-based sites and facilities include ball fields, golf courses, tennis courts, etc.; resource-based facilities include lakes, trails, picnic areas, etc.

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4. Recreation (158 acres) Land designated for recreation is intended for a variety of leisure time activities. Included in this land use classification are both resource-based and activity-based sites and facilities. Resource-based sites and facilities are oriented toward natural resources; activity-based sites and facilities are those that require major development for the enjoyment of a particular activity. Activity-based sites and facilities include ball fields, golf courses, tennis courts, etc.; resource-based facilities include lakes, trails, picnic areas, etc. New recreational facilities must be sited in locations which are compatible or can be made compatible with adjacent land uses. Impervious surface land coverage of recreation land use shall not exceed 50 percent for active recreational development; 10 percent for passive recreational development. 5. Public Buildings and Grounds (11 acres) Lands designated in this category of use include a broad variety of public and quasi-public activities such as schools, churches, government buildings, hospitals, etc. The intensity of development in this land use category, as	New recreational facilities must be sited in locations which are compatible or can be made compatible with adjacent land uses. Impervious surface land coverage of recreation land use shall not exceed 50 percent for active recreational development; 10 percent for passive recreational development. 5. Public Buildings and Grounds ~~(11 acres)~~ Lands designated in this category of use include a broad variety of public and quasi-public activities such as schools, churches, government buildings, hospitals, etc. The intensity of development in this land use category, as measured by impervious surface, shall not exceed 65 percent. The maximum height shall not exceed 40 feet. 6. Other Public Facilities ~~(1,041acres)~~ Lands designated as Public Facilities are intended for use as potable water, sanitary sewer treatment facilities, transportation, stormwater/drainage control structures, etc. The intensity of this land use is dependent upon its use. For example, roads may cover 100 percent of the land area while a parking/maintenance facility may cover an impervious area of only 25 percent.

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measured by impervious surface, shall not exceed 65 percent. The maximum height shall not exceed 40 feet. **(Policy A.1.9.3 Continued on Following Page)** **Policy A.1.9.3 (Continued from Previous Page)** 6. Other Public Facilities (1,041acres) Lands designated as Public Facilities are intended for use as potable water, sanitary sewer treatment facilities, transportation, stormwater/drainage control structures, etc. The intensity of this land use is dependent upon its use. For example, roads may cover 100 percent of the land area while a parking/maintenance facility may cover an impervious area of only 25 percent. 7. Conservation (58 acres) Conservation lands are parcels that are environmentally or ecologically significant. Preservation	7. Conservation ~~(58 acres)~~ Conservation lands are parcels that are environmentally or ecologically significant. Preservation The 58 acres of Ravine Gardens State Park that are committed to botanical gardens and natural environment are designated as conservation land use in this Plan and are considered "preservation lands" permitting no development. Limited Development Wetlands that are under two (2) acres in size that are not classified as "conservation" do have an assigned restriction on development. Development is restricted to residential land use at a density of no greater than 1 DU/5 acres with permitted development to occur on the upland portion of the site or that portion of the site least effected by construction activity. *8.* Historic Resources ~~(40 acres)~~ *~~update paragraph to match~~ Historic Element* There are three historic structures and ~~two~~ three (Ravine Gardens) historic districts within the City. The

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The 58 acres of Ravine Gardens State Park that are committed to botanical gardens and natural environment are designated as conservation land use in this Plan and are considered "preservation lands" permitting no development. Limited Development Wetlands that are under two (2) acres in size that are not classified as "conservation" do have an assigned restriction on development. Development is restricted to residential land use at a density of no greater than 1 DU/5 acres with permitted development to occur on the upland portion of the site or that portion of the site least effected by construction activity. **(Policy A.1.9.3 Continued on Following Page)** **Policy A.1.9.3 (Continued from Previous Page)** 8. Historic Resources (40 acres) There are three historic structures and two historic districts within the City. The density/intensity of development within an area of historic significance shall be limited to that which will not reduce the historical significance or integrity of the site or structure physically or aesthetically.	density/intensity of development within an area of historic significance shall be limited to that which will not reduce the historical significance or integrity of the site or structure physically or aesthetically. *9.* ~~Agriculture (18 acres)~~ — *Delete category and references to category.* ~~The City projects continued growth out to the year 2010 and beyond. Every parcel of land will not be developed by 2010, with the remaining undeveloped parcels scattered throughout the City. Beyond the year 2010, these individual lots will be developed as in-fill parcels.~~ ~~No land will be designated as "vacant or undeveloped" on the Future Land Use Map. There are 18 acres of land designated as "Agriculture" by the Future Land Use Map. It is not anticipated that, when annexed into the City, undeveloped lands designated by the county as "agriculture" will remain as such.~~ B. Overlays 1. Planned Unit Developments Typical uses of the PUD may be (1) to improve the use of land where topography does not permit the application of

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9. Agriculture (18 acres) The City projects continued growth out to the year 2010 and beyond. Every parcel of land will not be developed by 2010, with the remaining undeveloped parcels scattered throughout the City. Beyond the year 2010, these individual lots will be developed as in-fill parcels. No land will be designated as "vacant or undeveloped" on the Future Land Use Map. There are 18 acres of land designated as "Agriculture" by the Future Land Use Map. It is not anticipated that, when annexed into the City, undeveloped lands designated by the county as "agriculture" will remain as such. B. Overlays 1. Planned Unit Developments Typical uses of the PUD may be (1) to improve the use of land where topography does not permit the application of the standard grid pattern subdivision of land, (2) to introduce more than one land use within a development complex, for example, recreation and **(Policy A.1.9.3 Continued on Following Page)**	the standard grid pattern subdivision of land, (2) to introduce more than one land use within a development complex, for example, recreation and commercial activities within a mobile home park or (3) to cluster homes, businesses or other uses within a development in order to improve the efficiency of supporting infrastructure. As noted above, the PUD may contain a mixture of residential, commercial, industrial, and recreational land uses so long as these uses are made compatible through spatial or buffering techniques. The acceptable mix of land uses within a PUD in the City is based upon the type and location of PUD under review. Commercial and recreational uses within a PUD shall be planned at a level no greater than that required to support the commercial and recreational needs of the residents of the PUD (in land area--approximately 4 percent commercial, 6 percent recreational). References to residential, commercial, industrial and recreational land uses in the PUD shall carry the same density/intensity of use as defined in Policies A.1.9.3, A.1, 2, 3 and 4. Planned Unit Development may be applied as an optional overlay district over any underlying land use. Use of the PUD overlay will require a land use amendment in accordance with s. 163.3187, F.S. * *A section on Planned Industrial Development will need to be*
Policy A.1.9.3 (Continued from Previous Page)	

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commercial activities within a mobile home park or (3) to cluster homes, businesses or other uses within a development in order to improve the efficiency of supporting infrastructure. As noted above, the PUD may contain a mixture of residential, commercial, industrial, and recreational land uses so long as these uses are made compatible through spatial or buffering techniques. The acceptable mix of land uses within a PUD in the City is based upon the type and location of PUD under review. Commercial and recreational uses within a PUD shall be planned at a level no greater than that required to support the commercial and recreational needs of the residents of the PUD (in land area--approximately 4 percent commercial, 6 percent recreational). References to residential, commercial, industrial and recreational land uses in the PUD shall carry the same density/intensity of use as defined in Policies A.1.9.3, A.1, 2, 3 and 4. Planned Unit Development may be applied as an optional overlay district over any underlying land use. Use of the PUD overlay will require a land use amendment in accordance with s. 163.3187, F.S.	*added during the EAR based amendments. Refer to the Municipal Code.*
Objective A.1.10 9J-5.006(3)(b)3 Upon Plan adoption, the City shall coordinate land development with adjacent jurisdictions or may pursue annexation of	**Objective A.1.10** 9J-5.006(3)(b)3 ~~Upon Plan adoption, t~~The City shall coordinate land development with adjacent jurisdictions or may pursue

FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
surrounding areas whose proposed land uses may adversely impact the City.	annexation of surrounding areas whose proposed land uses may adversely impact the City.
Policy A.1.10.1 9J-5.006(3)(c)2 The City shall monitor and take positive action to guide development in a manner that is consistent with the comprehensive plan and land development regulations.	Policy being adhered to. Retain Policy.
Policy A.1.10.2 By June 2008, the City shall establish a "Memorandum of Agreement" with local governments of adjacent jurisdictions to arbitrate the siting of "Locally Undesirable Land Uses" (LULUs) within two (2) miles of adjacent local government boundaries and implement procedures for reviewing such cases.	**Policy A.1.10.2** ~~By June 2008, t~~The City shall maintain~~establish~~ a "Memorandum of Agreement" with local governments of adjacent jurisdictions to arbitrate the siting of "Locally Undesirable Land Uses" (LULUs) within two (2) miles of adjacent local government boundaries and implement procedures for reviewing such cases.
Objective A.1.11 187201(15)(b)1, 2, 3 The City shall protect private property rights and recognize the existence of private interest in land use.	Policy being adhered to. Retain Policy.
Policy A.1.11.1 The City will regulate the use of land only for valid public purposes in a reasonable manner, in accordance with due process.	Policy being adhered to. Retain Policy.
Policy A.1.11.2 187.201(15)(b)3 The City shall consider the acquisition of lands by State, county,	Policy being adhered to. Retain Policy.

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FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
or local governments where regulation will severely limit practical use of real property	
Policy A.1.11.3 The City shall give public notice to land owners of any proposed land use change or change of zoning and will provide an opportunity for comment by the land owner and affected residents of the City prior to making a final decision on any land use change or rezoning proposal.	Policy being adhered to. Retain Policy.
Policy A.1.11.4 9J-5.006(3)(c)6 Applications by land owners 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. Exceptions may be made by the City on a case by case basis 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.	Policy being adhered to. Retain Policy.
Policy A.1.11.5 The property known as "Oaks Landing" shall have a land use designation of Residential/Medium Density with a maximum gross density of 7.75 units per acre and a maximum number of units of 120 dwelling units.	Policy being adhered to. Retain Policy.
Policy A.1.11.6	

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FUTURE LAND USE ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
The property known as "Plum Creek Industrial" is limited to 180,000 square feet for Phase I (2010-2015). Development above 180,000 square feet approved for Phase I, may be approved following the submittal of an updated traffic analysis to the City and the Florida Department of Transportation. Prior to initiating development of Phase II (2015-2020), the developer shall meet with the City and the Florida Department of Transportation to agree upon data and methodology for an updated transportation analysis. In addition, prior to initiating development of Phase II, the City's adopted Five Year Schedule of Capital Improvements will be amended to include any improvements needed to maintain the adopted LOS standard for roadways based upon the Phase II analysis.	

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TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Goal B-1 9J-5.007(3)(a) Develop and maintain a well balanced and integrated transportation system which provides for the safe, convenient, and efficient movement of people and goods at reasonable cost throughout the City of Palatka, and which is consistent with desired land use patterns, conserves energy, and protects the natural environment.	Retain Goal. No revisions anticipated. ***Note:*** *The City is classified as a "Dense Urban Land Area" pursuant to §163.3164, F.S. The City must adopt a "mobility plan" to support the Transportation Concurrency Exception Area (TCEA) of the Town. It is anticipated that prior to the adoption of the EAR based amendments, a mobility plan will be adopted by the City into their Comprehensive Plan.*
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.	Objective not met. Retain Objective. ***Note:*** *Issue 4 in the Local Major Issue section of this EAR document discusses in detail the need for a comprehensive, long-range strategy to establish a system of parks and trails. It is anticipated that as part of the EAR based amendments the recommended Goal, Objective, and Policy changes identified for parks and trails in the Local Major Issue section.*
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 the Policy B.1.1.1.A. The City hereby adopts the following LOS standards for each listed facility type:	Delete Policy. ***Note:*** *The City is classified as a "Dense Urban Land Area" pursuant to §163.3164, F.S. The City must adopt a "mobility plan" to support the Transportation Concurrency Exception Area (TCEA) of the Town. It is anticipated that prior to the adoption of the EAR based amendments, a mobility plan will be adopted by the City into their Comprehensive Plan.*

TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
• principal arterials - LOS C • collectors and minor arterials -LOS D • local City streets – LOS D • Florida Intrastate Highway System LOS B – Rural LOS C – Urban and transition urban Any modification to the LOS standards shall be submitted as a Comprehensive Plan amendment. The LOSS for the FIHS shall not be different than the standards adopted by FDOT.	*Once the mobility plan is adopted, it is anticipated that transportation concurrency will be stricken from both the Comprehensive Plan and the Land Development Regulations.*
Policy B.1.1.1.A 9J-5.007(3)(c)1 In furtherance of Traffic Circulation Policy B.1.1.1 above, any section of any roadway may operate at a Level of Service lower than the base LOS if capacity improvements, which will improve the LOS of said roadway to an acceptable LOS standard are scheduled within the first three years of the City's adopted Capital Improvements Schedule or the first three years of the FDOT Five Year Transportation Plan, or a contract has been executed for completion of the improvement needed to assure attainment of the adopted LOS standard.	Delete Policy. ***Note:*** *See note for Policy B.1.1.1.*
Policy B.1.1.2 9J5.007(3)(c)2 The City shall use operational improvements, where possible, such as traffic signals improvements and coordination, turn lanes, signs, and pavement striping to insure smooth traffic flow.	Policy being adhered to. Retain Policy.
Policy B.1.1.3 9J-5.007(3)(c)3 The City, in cooperation with State and county government, shall review existing standards addressing traffic flow within the	Policy being adhered to. Retain Policy.

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TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Central Business District (CBD). Where necessary, adopt design criteria providing for parking, pedestrian traffic, bicycle use, and loading facilities and accesses that provide safety as well as convenience.	
Policy B.1.1.4 9J-5.007(3)(c)1 The City, in cooperation with FDOT and Putnam County Department of Public Works, shall maintain and enhance as necessary, a comprehensive traffic counting system for annually monitoring the Level of Service on the City, County, and State roadway system within the jurisdiction of the City of Palatka.	Policy being adhered to. Retain Policy. ***Note:*** *Putnam County performs traffic counts and provides the data to the City.*
Policy B.1.1.5 9J-5.007(3)(c)3 The City shall maximize the traffic-carrying capacity and operational efficiency of a roadway through Transportation System Management (TSM) measures. A list of such measures includes, but is not limited to, encourage off-peak use of transportation facilities, improve traffic signal timing and spacing, reduce the number of curb and median cuts, reduce on-street parking, and improve pedestrian access.	Policy being adhered to. Retain Policy. ***Note:*** *The signals along U.S. 17 are connected via fiber optics for real-time signalization control.* ***Note:*** *The City is classified as a "Dense Urban Land Area" pursuant to §163.3164, F.S. The City must adopt a "mobility plan" to support the Transportation Concurrency Exception Area (TCEA) of the Town. It is anticipated that prior to the adoption of the EAR based amendments, a mobility plan will be*

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TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
	adopted by the City into their Comprehensive Plan.
Policy B.I.1.6 9J-5.007(3)(c)3 The City will require developers to comply with City road design standards and to pave all internal roadways for all new subdivisions and participate in access road improvements. The City has until June, 2008 to include the standards under the street portion of the code to address those situations not covered by the subdivision portion of the code.	**Policy B.I.1.6** 9J-5.007(3)(c)3 The City will require developers to comply with City road design standards and to pave all internal roadways for all new subdivisions and participate in access road improvements. ~~The City has until June, 2008 to include the standards under the street portion of the code to address those situations not covered by the subdivision portion of the code.~~ ***Note:*** *The Land Development Regulations contain design standards for all development.*
Policy B.1.1.7 9J-5.007(3)(c)3 The City shall ensure that the necessary transportation facilities, including motorized and non-motorized vehicle parking, are in place when a development permit is issued or a development permit is issued subject to the condition that the necessary transportation facilities will be in place when the impacts of development occur.	Policy being adhered to. Retain Policy. ***Note:*** *It is anticipated that the Policy will remain, but until a "mobility plan" is adopted, it is unclear as to how this particular Policy will be affected.*
Policy B.1.1.8 9J-5.007(3)(c)3 The City of Palatka shall reduce the amount of existing on-street parking permitted along major and minor arterials except in those areas in which on-street parking provides the only customer parking for the adjacent commercial properties.	Delete Policy. ***Note:*** *It appears that this Policy was added to satisfy Rule 9J-5.007(3)(c)(3), which no longer exists. At this time, there are no on-street parking issues along arterial roadways that the City's Planning and Zoning staff are aware of.*
Policy B.1.1.9 9J-5.007(3)(c)1	Policy being adhered to. Retain Policy.

TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
The City shall pursue Federal, State, and local funding sources which could supplement the Palatka budget for road construction and maintenance.	
Objective B.1.2 9J-5.007(3)(b)1 Upon plan adoption, the City shall formally identify transportation improvement needs and establish a priority schedule, which will be updated as necessary.	**Objective B.1.2** 9J-5.007(3)(b)1 ~~Upon plan adoption, t~~The City shall formally identify transportation improvement needs and establish a priority schedule, which will be updated as necessary. ***Note:*** *The City is classified as a "Dense Urban Land Area" pursuant to §163.3164, F.S. The City must adopt a "mobility plan" to support the Transportation Concurrency Exception Area (TCEA) of the Town. It is anticipated that prior to the adoption of the EAR based amendments, a mobility plan will be adopted by the City into their Comprehensive Plan.*
Policy B.1.2.1 9J-5.007(3)(c)1 The City shall establish and maintain a Transportation Improvement Program (TIP) and shall establish a mechanism whereby the plan will be periodically updated and prioritized according to the criteria specified in Policy B.1.2.2.	Policy being adhered to. Retain Policy. ***Note:*** *See note for Objective B.1.2.*
Policy B.1.2.2 9J-5.007(3)(c)1 Proposed roadway projects for the TIP shall be evaluated and ranked in order of priority according to the following group rating: a) Group 1 projects are those which are essential to protect public health and safety and fulfill the City's	Policy being adhered to. Retain Policy. ***Note:*** *It is anticipated that the Policy will remain, but until a "mobility plan" is adopted, it is unclear as to how this particular Policy will be affected.*

Goal, Objective or Policy	Recommendation / Anticipated Revisions
legal commitment to provide facilities, consistent with the approved Comprehensive Plan, and have been evaluated based on the following factors: 1) street conditions 2) number of residents served 3) amount of traffic using the street 4) environmental impact **(Policy B.1.2.2 Continued on Following Page)** **Policy B.1.2.2 (Continued from Previous Page)** 5) physical/geometric requirement 6) local policy Group 1 projects should be implemented with available funds based upon capital cost effectiveness (i.e. capital cost/total annual person trips = cost per person trip). b) Group 2 projects are those which meet the criteria above and should be implemented if funds are available after priority 1 projects. c) Group 3 projects are those which would improve facilities, but lie outside the five-year implementation period.	
Policy B.1.2.3 9J-5.007(3)(c)4	**Policy B.1.2.3** 9J-5.007(3)(c)4

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TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
The City shall implement a right-of-way protection ordinance and map coordinated with the traffic circulation element to ensure roadway systems continuity and to protect future network corridors from development and encroachment. The right-of-way protection ordinance will be due no later than June 1, 2008.	The City shall implement a right-of-way protection ordinance and map coordinated with the traffic circulation element to ensure roadway systems continuity and to protect future network corridors from development and encroachment. ~~The right-of-way protection ordinance will be due no later than June 1, 2008.~~
Policy B.1.2.4 9J-5.007(3)(c)4 The City shall adopt minimum right-of-way requirements for new roadways containing the following provisions: a) Arterial roadways - 150 ft. right-of-way b) Collector roadways - 80 ft. right-of-way c) Local roadways - 66 ft. right-of-way **(Policy B.1.2.4 Continued on Following Page)** **Policy B.1.2.4 (Continued from Previous Page)** It should be recognized that some types of development contain situations where roadway construction requirements for right-of-way may vary; as such, the application of right-of-way requirements shall be applied on a case to case basis and may be altered as determined by the City Commission based upon recommendation of the Public Works Director and City Manager. The appropriate right-of-way widths will be added to the streets portion of the code. The minimum right-of-way widths must be	**Policy B.1.2.4** 9J-5.007(3)(c)4 ~~The City shall adopt m~~Minimum right-of-way requirements for new roadways shall contain~~ing~~ the following provisions: a) Arterial roadways - 150 ft. right-of-way b) Collector roadways - 80 ft. right-of-way c) Local roadways - 66 ft. right-of-way It should be recognized that some types of development contain situations where roadway construction requirements for right-of-way may vary; as such, the application of right-of-way requirements shall be applied on a case to case basis and may be altered as determined by the City Commission based upon recommendation of the Public Works Director and City Manager. The appropriate right-of-way widths will be added to the streets portion of the code. ~~The minimum right-of-way widths must be adopted no later than September, 2008.~~

TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
adopted no later than September, 2008.	
Policy B.1.2.5 By June 1, 2009, the City shall complete a City-wide transportation study, which shall include: an inventory of all roadways and identify those that will be operating at or above capacity by year 2020; strategies, including the viability of public transit and ride share programs, to increase capacity on failing roadways; and a recommendation as to whether the City should pursue the establishment of a transportation concurrency exception area (TCEA) along US 17. The City shall work with the Florida Department of Transportation and the Department of Community Affairs in developing and finalizing a scope for the study. The study will be used as a basis for determining whether the City should pursue the establishment of a long-term transportation concurrency management system, which would be adopted by the City as part of the 2009 annual update to the Capital Improvements Program or how to otherwise address transportation needs in the CIP. The study shall be used by the City as a basis for prioritizing transportation capital improvements in the five-year or long-term transportation CIP.	Delete Policy. ***Note:*** *The City is classified as a "Dense Urban Land Area" pursuant to §163.3164, F.S. The City must adopt a "mobility plan" to support the Transportation Concurrency Exception Area (TCEA) of the Town. It is anticipated that prior to the adoption of the EAR based amendments, a mobility plan will be adopted by the City into their Comprehensive Plan.*
Objective B.1.3 9J-5.007(3)(b)2 The City shall encourage growth to develop in a planned and orderly manner which is compatible with the framework es-	Objective being met. Retain Objective.

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TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
tablished in the Future Land Use Element.	
Policy B.1.3.1 9J-5.007(3)(c)1 The City shall review all proposed transportation plans and improvements to determine the impacts such projects or proposals will have on the City's traffic circulation system.	Policy being adhered to. Retain Policy.
Policy B.1.3.2 9J-5.007(3)(c)1 The City shall review all proposed development for impact upon the adopted LOS standards and consistency with the Comprehensive Plan. The adopted Concurrency Management System requires review of impacts of proposed developments by City Planning/Engineering Department. If impacts are beyond the traffic impact thresholds set by the City's concurrency management system then the City will implement an administration section within a City department, utilize the Northeast Florida Regional Council to administer the concurrency management system, or contract with a qualified Planning consultant.	Delete Policy. ***Note:*** *The City is classified as a "Dense Urban Land Area" pursuant to §163.3164, F.S. The City must adopt a "mobility plan" to support the Transportation Concurrency Exception Area (TCEA) of the Town. It is anticipated that prior to the adoption of the EAR based amendments, a mobility plan will be adopted by the City into their Comprehensive Plan.* *Once the mobility plan is adopted, it is anticipated that transportation concurrency will be stricken from both the Comprehensive Plan and the Land Development Regulations.*
Policy B.1.3.3 9J-5.007(3)(c)2 The City shall minimize the connection of access points of driveways and roads to roadways through the use of land development regulations addressing subdivision regulations, a driveway access management, and State driveway permit procedures, and coordinating with FDOT in implementing strategies contained in FDOT Access Management Rule 14-97 for development on State roadways. The City shall adopt the access drive ordinance by September, 2008. For roadways designated as part of the FIHS which includes State Road 20,	**Policy B.1.3.3** 9J-5.007(3)(c)2 The City shall minimize the connection of access points of driveways and roads to roadways through the use of land development regulations addressing subdivision regulations, a driveway access management, and State driveway permit procedures, and coordinating with FDOT in implementing strategies contained in FDOT Access Management Rule 14-97 for development on State roadways. ~~The City shall adopt the access drive ordinance by September, 2008.~~ For roadways designated as part of the FIHS which includes State Road 20,

<table>
<tr><th colspan="2">TRAFFIC CIRCULATION ELEMENT</th></tr>
<tr><th>Goal, Objective or Policy</th><th>Recommendation /
Anticipated Revisions</th></tr>
<tr><td>U.S. 17, State Road 100 and State Road 19 will be limited to FDOT requirements.

(Policy B.1.3.3 Continued on Following Page)
<u>Policy B.1.3.3</u> (Continued from Previous Page)

In general, land development regulations will be developed to limit access road spacing according to the following schedule:

Adjoining Road Posted Speed Limit — Minimum Access (feet) Spacing
25 — 80
30 — 105
35 — 145
40 — 185
45 — 200</td><td>U.S. 17, State Road 100 and State Road 19 will be limited to FDOT requirements.

In general, land development regulations will be developed to limit access road spacing according to the following schedule:

Adjoining Road Posted Speed Limit — Minimum Access (feet) Spacing
25 — 80
30 — 105
35 — 145
40 — 185
45 — 200</td></tr>
<tr><td><u>Policy B.1.3.4</u> 9J-5.007(3)(c)5
The City of Palatka shall review all plans in conjunction with</td><td>Policy being adhered to. Retain Policy.</td></tr>
</table>

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TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
highway improvements and residential development, particularly for connecting residential areas to park and recreation areas, schools, and major shopping centers, to determine the need for pedestrian ways and bikeways.	
Objective B.1.4 9J-5.007(3)(b)3 The City shall coordinate with related local, State, regional, and Federal agencies for an integrated, cost effective transportation system.	Objective being met. Retain Objective.
Policy B.1.4.1 9J-5.007(3)(c)1 The City shall coordinate roadway improvements with Putnam County and the Florida Department of Transportation to ensure effective application of available revenue.	Policy being adhered to. Retain Policy.
Policy B.1.4.2 9J-5.007(3)(c)1 The City shall research Federal, State, and local funding sources which could supplement the City's budget for road construction and maintenance.	Policy being adhered to. Retain Policy.
Policy B.1.4.3 9J-5.007(3)(c)1 Although the City of Palatka does not constitute a metropolitan organization as defined under Chapter 339.175, F.S., and is located outside the jurisdictional limits of any Metropolitan Planning Organization (MPO), intergovernmental coordination and resource planning pursuant to Chapter 380 in north Florida shall be accomplished through the continued cooperation and communication with the Northeast Florida Regional Council and other contiguous councils when and where appropriate.	Policy being adhered to. Retain Policy.

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TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy B.1.4.4 9J-5.007(3)(c)4 The City shall work and coordinate with the Florida Department of Transportation and Office of Greenways and Trails in securing abandoned rail corridors for alternative multi-modal corridors and/or recreational purposes.	Policy being adhered to. Retain Policy. ***Note:*** *Issue 4 in the Local Major Issue section of this EAR document discusses in detail the need for a comprehensive, long-range strategy to establish a system of parks and trails. It is anticipated that as part of the EAR based amendments the recommended Goal, Objective, and Policy changes identified for parks and trails in the Local Major Issue section.*
Policy B.1.4.5 9J-5.007(3)(c)1 The City should establish a public information program to inform residents of action taken under this element and to ensure the responsiveness of the City's transportation planning process to the needs of the residents by developing a mechanism for citizen participation. The City shall adopt a Public Involvement Program no later than January, 2008. The City shall adopt the standard FDOT PIP reporting and procedures requirements.	Delete Policy. ***Note:*** *Neither City staff nor the Department of Transportation are familiar with the reporting requirement.*
Objective B.1.5 9J-5.009(3)(b)3 Within one year of plan implementation, the City shall review and revise appropriate local airport zoning ordinances, advise and assist other governmental entities in the enactment of	**Objective B.1.5** 9J-5.009(3)(b)3 ~~Within one year of plan implementation, t~~The City shall review and revise appropriate local airport zoning ordinances, advise and assist other governmental entities in the enactment

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TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
reciprocal ordinances or inter-local agreements to ensure protection of the municipal airport and the airspace system. Kay Larkin Airport must be zoned consistent with the new zoning districts.	of reciprocal ordinances or inter-local agreements to ensure protection of the municipal airport and the airspace system. ~~Kay Larkin Airport must be zoned consistent with the new zoning districts.~~ ***Note:*** *Kay Larkin Airport is not appropriately zoned, but work is being completed on it at this time.*
Policy B.1.5.1 9J-5.009(3)(c)1 Kay Larkin Airport development should be coordinated with the Continuing Florida Aviation System Planning Process (CFASPP) and in accordance with the local government Comprehensive Plan.	Policy being adhered to. Retain Policy.
Policy B.1.5.2 9J-5.009(3)(c)5 Revise existing land use/zoning ordinances to insure adequate airport and airspace system protection for continued compatible future growth and development. Kay Larkin Airport must be zoned consistent with the new zoning districts.	Policy being adhered to. Retain Policy. ***Note:*** *Kay Larkin Airport is not appropriately zoned, but work is being completed on it at this time.*
Policy B.1.5.3 9J-5.009(3)(c)2 In cooperation with the DOT Bureau of Aviation and the FAA, the City shall develop a program to evaluate the impact of tall structures and aviation noise upon air system safety and capacity.	**Policy B.1.5.3** 9J-5.009(3)(c)2 In cooperation with the DOT Bureau of Aviation and the FAA, the City shall ~~develop~~maintain a program to evaluate the impact of tall structures and aviation noise upon air system safety and capacity.
Policy B.1.5.4 9J-5.009(3)(c)1 The City shall establish methods to provide long range airspace	**Policy B.1.5.4** 9J-5.009(3)(c)1 The City shall ~~establish~~maintain methods to provide long range

TRAFFIC CIRCULATION ELEMENT	
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planning which recognizes requirements for aviation use, urban development, communications, and industrial development.	airspace planning which recognizes requirements for aviation use, urban development, communications, and industrial development. ***Note:*** *The City has incorporated two airport zoning districts as well as height limitation standards into their Land Development Regulations.*
Objective B.1.6 9J-5.007(3)(b)1 The City shall cooperate with public agencies, private business and civic associations responsible for the planning and operation of transportation disadvantaged to promote efficient coordination of transit service delivery.	Objective being met. Retain Objective.
Policy B.1.6.1 9J-5.007(3)(c) The City should support efforts by public and private transit providers to develop short-term and long-term needs and operation plans. The City will continue to monitor ridership and enhance the route system for the transit service area. The City shall continue to coordinate efforts toward a regional transit service. The Regional Transit service will allow future public transit riders access to employment and tourist sites with the Northeast Florida region.	**Policy B.1.6.1** 9J-5.007(3)(c) The City ~~should~~shall support efforts by public and private transit providers to develop short-term and long-term needs and operation plans. The City will continue to monitor ridership and enhance the route system for the transit service area. The City shall continue to coordinate efforts toward a regional transit service. The Regional Transit service will allow future public transit riders access to employment and tourist sites with the Northeast Florida region.
Policy B.1.6.2 9J-5.007(3)(c) The City shall supplement the requirements of Chapter 427, F.S., by providing local participation on the designated official planning agency "coordinating board." The City shall continue to implement and support the transit system as prescribed by the	Policy being adhered to. Retain Policy.

TRAFFIC CIRCULATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
City's existing and future goals.	

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HOUSING ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Goal C.1 9J-5.010(3)(a) Plan for and assist providing adequate and affordable housing for the current and projected populations of the City.	Retain Goal. No revisions anticipated.
Objective C.1.1 9J-5.010(3)(b)(1) Upon Plan adoption, the City shall promote the provision of adequate and affordable housing in the city.	Objective being met. Retain Objective.
Policy C.1.1.1 9J-5.010(3)(c)(1) The City shall participate in a Regional Affordable Housing Task Force and support its activities in identifying, analyzing, and addressing the growing need for affordable housing, and explore and support implementation of delivery of affordable housing.	**Policy C.1.1.1** 9J-5.010(3)(c)(1) If reconvened, ~~T~~the City shall participate in a Regional Affordable Housing Task Force and support its activities in identifying, analyzing, and addressing the growing need for affordable housing, and explore and support implementation of delivery of affordable housing.
Policy C.1.1.2 9J-5.010(3)(c)(1) The Citizens Advisory Task Force shall work with non-profit organizations to assist in the development of affordable housing. The task force will also guide each CDBG grant application and consistently work with all interested and affected parties.	*The City does not have a Citizens Advisory Task Force. Consider deleting this policy during the EAR based amendments, unless the City is represented on Putnam County's Affordable Housing Advisory Committee. If so, consider revising this policy.*
Policy C.1.1.3 9J-5.010(3)(c)1 When private sector interests request special exemptions, favorable tax treatment, public participation in funding, or other considerations, the City shall encourage those private sector interests to set aside resources necessary for the advancement of affordable housing.	**Policy C.1.1.3** 9J-5.010(3)(c)1 ~~When private sector interests request~~ For mixed-use and residential developers that seek special exemptions, favorable tax treatment, public participation in funding, or other considerations, the City shall encourage those private sector interests to include a mix of housing types, including

HOUSING ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
	workforce and affordable housing, in their development. ~~to set aside resources necessary for the advancement of affordable housing~~. ***Note:*** *See note for Objective C.1.1.*
Policy C.1.1.4 9J-5.010(3)(c)1 The City shall encourage agencies and organizations funded by the public sector to participate in endorsing and developing affordable housing.	Policy being adhered to. Retain Policy.
Objective C.1.2 9J-5.010(3)(b)1, 4 The City shall ensure the provision of adequate housing for special needs households (housing for the homeless, handicapped, elderly).	Policy being adhered to. Retain Policy.
Policy C.1.2.1 9J-5.010(3)(c)5 The City shall continue to evaluate special needs housing, housing for the homeless, temporary shelters and transitional housing, and target available funding to the areas of greatest need.	Policy being adhered to. Retain Policy.
Objective C.1.3 9J-5.010(3)(b)2 Upon Plan adoption, the City shall target the rehabilitation of existing substandard units by adopting the following policies.	**Objective C.1.3** 9J-5.010(3)(b)2 ~~Upon Plan adoption, t~~The City shall target the rehabilitation of existing substandard units ~~by~~through ~~adopting~~implementation of the following policies.
Policy C.1.3.1 9J-5.010(3)(c)4, 7 The City shall continue targeting CDBG funds, when available,	Policy being adhered to. Retain Policy.

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in low income areas of the City, to remove or rehabilitate existing substandard units and improve existing infrastructure. The City shall continue participation in the State Housing Initiative Partnership (SHIP) program in order to assist very low to low income borrowers with down payment and closing costs.	
Policy C.1.3.3 9J-5.010(3)(c)4 The City shall continue to support and assist the Palatka Housing Authority in maintaining the condition and appearance of the subsidized housing units in the City.	Policy being adhered to. Retain Policy.
Policy C.1.3.4 9J-5.010(3)(c)4 The City shall continue the practice of demolishing substandard housing structures through the City's Code Enforcement Board Procedures. The City will also employ the procedures for nuisance abatement.	Policy being adhered to. Retain Policy.
Objective C.1.4 9J-5.010(3)(b)3 The City's Zoning Code shall continue to provide for the siting of housing for low and moderate income families, mobile homes and group home facilities.	Objective being met. Retain Objective.
Policy C.1.4.1 9J-5.010(3)(c)(6) Upon Plan adoption, the City shall allow the siting of sheltered homes and similar group homes and foster home facilities in single family or multi-family zoning in accordance with Chapter 419, F.S.	**Policy C.1.4.1** 9J-5.010(3)(c)(6) ~~Upon Plan adoption, t~~The City shall allow the siting of sheltered homes and similar group homes and foster home facilities in single family or multi-family zoning in accordance with Chapter 419, F.S.
Policy C.1.4.2 9J-5.010(3)(c)5	**Policy C.1.4.2** 9J-5.010(3)(c)5

HOUSING ELEMENT	
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The City shall endorse the maintenance of existing permitting system so that affordable housing projects will not experience unnecessary delays.	The City shall provide an expedited permitting process for ~~endorse the maintenance of existing permitting system so that~~ affordable housing projects ~~will not experience unnecessary delays~~.
Objective C.1.5 9J-5.010(3)(b)5 The City shall ensure the preservation of its historically significant housing assets by adopting the following policies.	Retain Objective. It is anticipated that as part of the EAR based amendments, a new Historic Preservation ~~and Cultural~~ Element will be adopted. ***Note:*** *The issue of Historic Preservation is more fully addressed in the Local Major Issues section of this EAR document.*
Policy C.1.5.1 9J-5.010(3)(c)3 The City shall assist and support the local historical preservation organization in its efforts to identify and preserve structures of historical significance.	Policy being adhered to. Retain Policy.
Policy C.1.5.2 9J-5.010(3)(c)3 The City shall assist the Historical Preservation Society in applying for and utilizing Federal and state assistance programs.	*Revise during the EAR based amendments. There is no such entity. The Putnam County Historical Society may be what this policy should reference.*
Policy C.1.5.3 9J-5.010(3)(c)3 The City shall request the State Division of Historic Resources, Bureau of Historic Preservation to conduct a new survey of the City to identify all significant historic and architectural sites in the City and ensure their inclusion on the Florida Master Site File.	*The last survey was completed in 1981-82. This was prior to the designation of the Historic Districts in 1983. The City should request another survey that can be incorporated into the recommended new Historic Preservation Element.*

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Objective C.1.6 9J-5.010(3)(b)6 When occupied dwelling units are demolished in a public action, the occupants will be ensured adequate temporary shelter or housing in accordance with the following policy.	Objective being met. Retain Objective.
Policy C.1.6.1 9J-5.010(3)(c)8 The City shall continue to ensure the provision of relocation housing in accordance with the Uniform Relocation Assistance Act.	**Policy C.1.6.1** 9J-5.010(3)(c)8 The City shall continue to ensure the provision of relocation housing in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act, as amended.
Objective C.1.7 9J-5.010(3)(b)7 Upon Plan adoption, the City shall establish policies that commit the City to improve and maintain the quality and integrity of its residential neighborhoods.	**Objective C.1.7** 9J-5.010(3)(b)7 ~~Upon Plan adoption, t~~The City shall ~~establish~~maintain policies that commit the City to improve and maintain the quality and integrity of its residential neighborhoods.
Policy C.1.7.1 9J-5.010(3)(c)(3) The City shall enforce current provisions regarding the elimination of non-conforming land uses to include all uses which are inconsistent with the Future Land Use Map 2020 or cannot be made compatible with adjacent land uses. New development or redevelopment shall require buffering between land uses of different densities or intensities of use that are sufficient to ensure compatibility between land uses.	**Policy C.1.7.1** 9J-5.010(3)(c)(3) The City shall ~~enforce current provisions regarding~~actively pursue the elimination of non-conforming land uses ~~to include all uses~~ which are inconsistent with the Comprehensive Plan or the Land Development Regulations, ~~Future Land Use Map 2020 or~~and cannot be made compatible with adjacent land uses. To ensure compatibility, ~~N~~new development or redevelopment shall require buffering between land uses of different densities or intensities ~~of use that are sufficient to ensure compatibility between land uses~~.

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Goal D.1 9J-5.011(2)(a) The City of Palatka shall ensure the provision of potable water, sanitary sewer, drainage, solid waste facilities and services, and maintain aquifer recharge to meet existing and projected demands identified in this Plan.	Retain Goal. No revisions anticipated.
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).	**Objective D.1.1** 9J-5.011(2)(b)2 ~~Upon Plan adoption, t~~The City of Palatka shall enforce the~~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.1.1.1 9J-5.011(2)(c)2 The following level of service standards shall be the basis for determining the availability of facility capacity against the demand generated by development. Facilities Level of Service Standards A. Potable Water 1. Central Water System a. Main design flow Residential: 130 gallons per capita per day (GCD) Commercial/Industrial: 110 gallons per	Policy being adhered to. Retain Policy. ***Note:*** *A more detailed discussion of level of service (LOS) capacities throughout the long-term planning horizon occurs in the Special Topics section of this report.*

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acre per day (GAD) b. Storage capacity 2,000,000 gallons (ground and elevated) c. Pressure level 67 to 72 lbs/square inch at plant **Policy D.1.1.1** 2. Private Well a. Must be located more than two hundred fifty (250) feet from a central water plant distribution line. b. Must be permitted by the County Department of Health. Facilities Level of Service Standards B. Sanitary Sewer 1. Central Sanitary Sewer System a. Avg. design flow Residential: 125 gallons per capita per day (GCD) Commercial/ Institutional/	

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Industrial:110 gallons per acre per day (GAD) b. Peak design flow 249 gallons per capita per day c. Water Quality Discharge water quality of wastewater treatment plants shall meet the minimum requirements of the St. Johns River Water Management District and Florida law. **<u>Policy D.1.1.1</u> (Continued from Previous Page)** 2. Septic Tank Systems Standards a. No on-site sewage disposal system shall be installed until an "On-site Sewage Disposal System Construction Permit" (HRS-H Form 4016) has been obtained from the Department of Health. Septic tank sanitary sewage systems shall not be constructed until an application form HRS 4016 is submitted and a construction permit is issued. b. The sizing and location of septic tank sanitary sewer disposal systems shall be in accordance with minimum requirements of the Florida Department of Health. c. Site evaluation for the location of septic tanks shall meet the site evaluation criteria established by the Florida Department of Health.	

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Facilities Level of Service Standards C. Solid Waste 6.4 lbs/person/day D. Drainage Facilities Interim Standards: See Policy D.2.2.2 1. Water Quality Criteria for surface water quality shall meet the minimum standards of St. Johns River Water Management District and Florida Department of Environmental Regulation. 2. Wetland Stormwater Discharge Permits for wetland stormwater discharge shall follow minimum requirements of the St. Johns River Water Management District. 3. Stormwater Discharge Facilities Permits for construction of new stormwater discharge facilities shall follow minimum requirements of the St. Johns River Water Management District. 4. Closed conduits 10-year frequency, 24-hour duration; IDF curve Zone 5, FDOT Drainage Manual 2006.	

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5. Open channels 25-year frequency, 24-hour duration; IDF curve Zone 5, FDOT Drainage Manual 2006. 6. Retention/Detention Shall meet minimum requirements of the St. Johns River Water Management District. The standards stated above shall pertain to all new development and redevelopment without exception.	
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.	Policy being adhered to. Retain Policy.
Policy D.1.1.3 Potable water facilities, including all structures designed to collect, treat, or distribute potable water, including wells, treatment plants, reservoirs, and distribution mains, are to be authorized concurrent with development approval.	Policy being adhered to. Retain Policy.
Objective D.1.2 9J-5.011(2)(b)2 Capital projects needed to ensure support facility and development concurrency will be evaluated annually and when financially feasible become part of the five (5) year schedule of	Policy being adhered to. Retain Policy.

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capital expenditures in the Capital Improvement Program. This update of the CIP will be an annual amendment to the City's adopted Comprehensive Plan. 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.	**Policy D.1.2.1** The City of Palatka shall ~~establish~~maintain a coordinate~~ding~~ 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 borders 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.
Policy D.1.2.2 Upon reaching ninety (90) percent of system capacity, the City Commission shall review the City's current debt service (for consideration of issuing bonds), Federal/State grant potential and other sources of funding to determine future policies relating to system expansion.	Policy being adhered to. Retain Policy.
Policy D.1.2.3 9J-5.011(2)(c)1 The Concurrency Management System shall be implemented and shall, at a minimum, include a Capital Improvement Program that	**Policy D.1.2.3** 9J-5.011(2)(c)1 The Concurrency Management System ~~shall be implemented and~~ shall, at a minimum, include a Capital Improvement

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is financially feasible and include both necessary facilities to maintain adopted Level of Service standards to serve new development and the necessary facilities required to eliminate existing deficiencies which are a priority to be eliminated during the five year CIP planning period.	Program that is financially feasible and include both necessary facilities to maintain adopted Level of Service standards to serve new development and the necessary facilities required to eliminate existing deficiencies which are a priority to be eliminated during the five year CIP planning period.
Policy D.1.2.4 At the time of a development order or development permit, there is an enforceable development agreement in place that ensures, prior to issuance of a Certificate of Occupancy or its functional equivalent, the necessary facilities and services for potable water and sanitary sewer will be available.	Policy being adhered to. Retain Policy.
Policy D.1.2.5 9J-5.011(2)(c)1 The City shall prohibit any development that adversely affects the LOS standards established for the potable water and sanitary sewer system, solid waste disposal, or drainage. The City shall evaluate and update, if necessary, LOS standards in cooperation with the St. Johns River Water Management District during the annual update process for the Capital Improvement Element (CIE).	Policy being adhered to. Retain Policy.
Policy D.1.2.5 6 9J-5.016(3)(c)(1)d The City shall review and rank the need for new and additional public infrastructure as detailed in the Comprehensive Plan with the advice of the City department heads and public advisory groups annually in accordance with the requirements of Policy D.1.3.1 and the following criteria:	Policy being adhered to. Retain Policy.

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A. elimination of public hazards; B. elimination of existing capacity deficits; C. locational needs based on projected growth patterns; D. accommodation of new development and redevelopment; E. financial feasibility. Based on the results of this review, the City shall annually update the Capital Improvements Elements (CIE) of the Comprehensive Plan and LOS standards, if necessary, in accordance with Policy D.1.2.4.	
Objective D.1.3 9J-5.011 (2)(b) 1 and 2 To correct deficiencies as well as to coordinate the extension of facilities to meet future needs, the City shall maintain a five-year schedule of capital improvement needs for public facilities. This five-year plan will be updated annually in conformance with a coordinated review and update process for the Capital Improvement Element of this plan.	Objective being met. Retain Objective.
Policy D.1.3.1 9J-5.011 (2)(c)1 The City Commission shall coordinate, evaluate, and rank capital improvement projects proposed for inclusion in the five-year schedule of capital improvement needs, according to the following priority level guidelines. Level One - Whether the project is needed to protect public health and safety, and to provide the City's legal commitment to provide services.	Policy being adhered to. Retain Policy.

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Level Two - Whether the project provides service to developed service areas shown for such facilities in the Future Land Use element of this plan. Level Three - Whether the project represents a logical extension of facilities and services within a designated service area as shown on the City's Future Land Use Map. Based on the results of this review, the City shall annually update the Capital Improvements Elements (CIE) of the Comprehensive Plan and LOS standards, if necessary, in accordance with Policy D.1.2.4.	
Policy D.1.3.2 9J-5.011 (2)(c)1 Projects shall be completed in accordance with the schedule provided in the Capital Improvements Element of this plan.	Policy being adhered to. Retain Policy.
Policy D.1.3.3 Reserved.	Delete Policy. Renumber Policies D.1.3.4 through D.1.3.5 accordingly.
Policy D.1.3.4 9J-5.011 (2)(c)1 Consistent with public health and safety, sanitary sewer, solid waste, drainage, adequate water supplies, and potable water facilities shall be in place and available to serve new development no later than the issuance by the local government of a Certificate of Occupancy or its functional equivalent.	
Policy D.1.3.5 Prior to approval of a building permit or its functional equivalent,	**Policy D.1.3.5** Prior to approval of a building permit or its functional

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the City shall consult with the municipal water supplier to determine whether adequate water supplies to serve the new development will be available no later than the anticipated date of issuance of a Certificate of Occupancy or its functional equivalent by the City.	equivalent, the City shall ~~consult with the municipal water supplier to~~ determine whether adequate water supplies to serve the new development will be available no later than the anticipated date of issuance of a Certificate of Occupancy or its functional equivalent by the City. The City is the municipal water supplier.
Objective D.1.4 9J-5.011 (2)(b)3 To achieve by 2010 a four (4) percent improvement of connection rates to the City's central water/sewer systems and a two (2) percent reduction in local trips on major/minor arterials within the City upon Plan adoption, the City shall discourage urban sprawl and maximize existing facilities by implementing the following policies:	**Objective D.1.4** 9J-5.011 (2)(b)3 ~~To achieve by 2010~~ The City shall strive for a four (4) percent improvement of connection rates to the City's central water/sewer systems, ~~and a two (2) percent reduction in local trips on major/minor arterials within the City upon Plan adoption~~, ~~the City shall~~and discourage urban sprawl and maximize existing facilities by implementing the following policies:
Policy D.1.4.1 9J-5.011 (2)(c)2 By June 1, 2009, the City shall adopt the following distance criteria into the requirements of the City Land Development Regulations and shall be enforced by the Building Official during the building permit process: (a) New residential subdivisions, new industrial development, and new commercial development with a gross leased floor area of greater than 5,000 square feet connect to the City's sanitary sewer system when they are within 1,320 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within	**Policy D.1.4.1** 9J-5.011 (2)(c)2 ~~By June 1, 2009, t~~The City shall ~~adopt~~maintain the following distance criteria into the requirements of the City Land Development Regulations and shall be enforced by the Building Official during the building permit process: (a) New residential subdivisions, new industrial development, and new commercial development with a gross leased floor area of greater than 5,000 square feet connect to the City's sanitary sewer system when they are within 1,320 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual

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three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way; or (b) New single-family homes and commercial development that are not located within a subdivision subject to criteria (a) above shall be required to connect to the City's sanitary sewer system when they are within 250 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way.	construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way; or (b) New single-family homes and commercial development that are not located within a subdivision subject to criteria (a) above shall be required to connect to the City's sanitary sewer system when they are within 250 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way.
Policy D.1.4.2 93-5.011 (2)(c) Within twelve (12) months, the City shall adopt zoning incentives, including a density bonus, for development in-fill within areas already serviced by City water/sewer systems.	**Policy D.1.4.2** 93-5.011 (2)(c) ~~Within twelve (12) months, t~~The City shall consider adopting zoning incentives, including a density bonus, for in-fill development ~~in-fill~~ within areas already serviced by City water/sewer systems.
Policy D.1.4.3 No new private well shall be allowed within 250 feet of an existing potable water distribution line. In cases where there are existing private wells, the Building Official shall notify the applicant that the facility will be required to convert to the City water system within ninety (90) days of a distribution line reaching within two hundred fifty (250) feet of the subject property line. Within twelve (12) months, the City shall adopt the distance criteria of this policy into the requirements of the City	Policy being adhered to. Retain Policy.

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Land Development Regulations and shall be enforced by the Building Official during the building permit process.	
Objective D.1.5 9J-5.011 (2)(b)4 In order to fully utilize and efficiently protect and conserve potable water resources, the City shall, by 2010, reduce per capita water consumption by two(2) percent through implementing specific measures in the policies listed below:	**Objective D.1.5** 9J-5.011 (2)(b)4 In order to fully utilize and efficiently protect and conserve potable water resources, the City shall~~, by 2010,~~ implement the following Policies to reduce per capita water consumption by two (2) percent ~~through implementing specific measures in the policies listed below~~:
Policy D.1.5.1 9J-5.011 (2)(c)3 The City shall conduct a public information program in conjunction with the SJRWMD in alerting water customers of wasteful water usage practices and promoting responsible and practical use of the water system with the goal of maintaining a potable water level of service requirement of 130 GCD. Water conservation information shall be attached to every permit application and will be issued with all plumbing permits. The City will cooperate with the SJRWMD to promote public education and awareness of the benefits of conserving water.	**Policy D.1.5.1** 9J-5.011 (2)(c)3 The City shall ~~conduct~~maintain a public information program in conjunction with the SJRWMD to~~in~~ alert~~ing~~ water customers of wasteful water usage practices, and promote~~ing~~ responsible and practical use of the water system ~~with the goal of maintaining a potable water level of service requirement of 130 GCD~~. Water conservation information shall be attached to every permit application and will be issued with all plumbing permits. The City will cooperate with the SJRWMD to promote public education and awareness of the benefits of conserving water.
Policy D.1.5.2 The City shall ensure that an adequate water supply is available through coordinating land use decisions with the St. Johns River Water Management District and their water supply plan. Prior to the approval of a development order, the City shall ensure that the municipal water supplier's Consumptive Use Permit issued by the St. Johns River Water Management District has available capacity to serve the new development.	Policy being adhered to. Retain Policy.

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Policy D.1.5.3 9J-5.011 (2)(c)3 The City Building Official, in issuing a building permit or other development order, shall require that construction meet the Building Construction Standards of Chapter 553, F.S., which states that no new building shall be constructed which employs a tank-type water closet having a tank capacity in excess of three and one-half (3.5) gallons of water, or employs a shower head or faucet that allows a flow of more than an average of three (3) gallons of water per minute at sixty (60) pounds of pressure per square inch. Compliance with this requirement shall be reviewed at final inspection. A Certificate of Occupancy shall not be issued if this requirement is not satisfied.	Policy being adhered to. Retain Policy.
Policy D.1.5.4 The City shall continue its ongoing project of "looping" all lines in the potable water system.	Policy being adhered to. Retain Policy.
Policy D.1.5.5 Land Development Regulations shall require that wells no longer in use within the City limits be capped to prevent water loss from the Floridan Aquifer or contamination of the Surficial Aquifers. Building Inspectors and Code Enforcement personnel shall, during site visits, make note of such violations and provide an incident report to the Building Official. The City Building Official shall report all such incidents to the SJRWMD for action.	Policy being adhered to. Retain Policy.

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Policy D.1.5.6 Public water wellfields shall be protected from adverse impacts of development by requiring a 500-foot radial setback buffer consistent with the definition of a "Wellhead Protection Area" as defined in rule 62-521.200, F.A.C. Any, non-conforming land use located within five hundred (500) feet of a well serving the public will not be permitted to expand or be improved and will be phased out upon change of ownership.	Policy being adhered to. Retain Policy.
Objective D.1.6 Upon Plan adoption, the City shall continue to take measures that will ensure that the City's sanitary wastewater system functions adequately (provides sufficient quantity of service) and correctly (does not pollute the environment) through implementing the following policies:	**Objective D.1.6** ~~Upon Plan adoption, t~~The City shall continue to take measures that will ensure that the City's sanitary wastewater system functions adequately (provides sufficient quantity of service) and correctly (does not pollute the environment) through implementing the following policies:
Policy D.1.6.1 The City, through its water saving activities, shall set a goal of maintaining a sanitary sewer LOSS of 125 GCD for residential land use and 110 GAD for commercial/institutional/industrial land use.	Delete Policy. Renumber Policies D.1.6.2 and D.1.6.3 accordingly. ***Note:*** *Level of Service Standards are identified in Policy D.1.1.1.*
Policy D.1.6.2 The City shall continue to maintain its sanitary sewer system so as to maintain an inflow rate of no more than 10 percent and as much as possible improve upon that rate. The City, through ongoing	Policy being adhered to. Retain Policy.

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inspection, shall identify and repair deteriorated portions of the sanitary sewer lines in order to maintain the inflow/infiltration rate to no more than ten percent (10%). The City shall adopt in the annual update of its capital improvements program the inclusion of projects in the five-year schedule of capital improvement needs necessary to maintain its sanitary sewer system at an inflow/infiltration rate of no more then ten percent (10%).	
Policy D.1.6.3 The City Manager shall ensure that City personnel serving the sanitary wastewater system are properly trained and certified in system maintenance and operating procedures.	Policy being adhered to. Retain Policy.
Goal D.2 9J-5.011 (2)(a) The City shall ensure that natural resources are protected from potential adverse impacts associated with sewer facilities, stormwater drainage, and solid waste disposal.	Retain Goal. No revisions anticipated.
Objective D.2.1 9J-5.011 (2)(b)5 Upon plan adoption, the City shall protect surface water bodies from potential sanitary waste disposal/treatment impacts by enforcing specific measures listed in the policies stated below.	**Objective D.2.1** 9J-5.011 (2)(b)5 ~~Upon plan adoption, t~~The City shall protect surface water bodies from potential sanitary waste disposal/treatment impacts by enforcing specific measures listed in the policies stated below~~:~~:
Policy D.2.1.1 9J-5.011 (2)(c)4 The City shall adopt Land Development Regulations which ensure that remaining septic tanks are phased out of service and that any tanks installed be properly sited in relation to soil conditions and that building permits are conditioned upon the receipt of a permit from Putnam County Health Department for	**Policy D.2.1.1** 9J-5.011 (2)(c)4 The City shall ~~adopt~~maintain Land Development Regulations which ensure that remaining septic tanks are phased out of service and that any tanks installed be properly sited in relation to soil conditions and that building permits are conditioned upon the receipt of a permit from Putnam County Health

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septic tank installation and a specific date for phasing out such tanks be established based upon the 5-year Capital Improvement Program for extending sewer lines. Existing single-family residential homes shall not be required to connect to sanitary sewer lines if, based on the determination of the Building Official, topography makes a gravity feed impossible.	Department for septic tank installation and a specific date for phasing out such tanks be established based upon the 5-year Capital Improvement Program for extending sewer lines. ~~Existing single-family residential homes shall not be required to connect to sanitary sewer lines if, based on the determination of the Building Official, topography makes a gravity feed impossible.~~ ***Note:*** *Section 86.216 of the Land Development Regulations requires connection to the public sewer at such time it becomes available to a property.*
Policy D.2.1.2 9J-5.011 (2)(c)4 The City shall enforce current regulations that stipulate that no septic tank shall be installed within two hundred (250) feet of an existing sewer line.	Policy being adhered to. Retain Policy.
Policy D.2.1.3 **Reserved.**	Delete Policy. Renumber Policy D.1.2.4 accordingly.
Policy D.2.1.4 The City shall control the disposal of solid waste. The City has established specific fines for dumping trash along roadways or private property and the City is required to post notices of such fines in locations where such dumping is known to have occurred.	Policy being adhered to. Retain Policy.
Objective D.2.2 9J-5.011 (2)(b)1,5 Upon Plan adoption, the City shall take specific flood protection	**Objective D.2.2** 9J-5.011 (2)(b)1,5 ~~Upon Plan adoption, t~~The City shall take specific flood

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measures that will also protect the St. Johns River from runoff pollution.	protection measures that will also protect the St. Johns River from runoff pollution.
Policy D.2.2.1 **Reserved**	Delete Policy. Renumber Policies D.2.2.3 through D.2.2.6 accordingly.
Policy D.2.2.2 **Reserved**	Delete Policy. Renumber Policies D.2.2.3 through D.2.2.6 accordingly.
Policy D.2.2.3 9J-5.011 (2)(c)4 Upon Plan adoption the City, through its Building Official and Public Works Director shall implement the following programs to contain and/or channel stormwater runoff: A. The Public Works Director shall implement a routine maintenance program of semi-annual inspection of drainage facilities. B. The Building Official shall not permit to be removed buffers of native vegetation adjacent to water bodies and wetlands which provide filtration of stormwater pollutants. **(Policy D.2.2.3 Continued on Following Page)** **Policy D.2.2.3 (Continued from Previous Page)** C. The Public Works Director shall design its new streets to	**Policy D.2.2.3** 9J-5.011 (2)(c)4 ~~Upon Plan adoption t~~The City, through its Building Official and Public Works Director shall implement the following programs to contain and/or channel stormwater runoff: A. The Public Works Director shall implement a routine maintenance program of semi-annual inspection of drainage facilities. B. The Building Official shall not permit to be removed buffers of native vegetation adjacent to water bodies and wetlands which provide filtration of stormwater pollutants. C. The Public Works Director shall design its new streets to direct storm drainage ~~to be~~so that it is filtered through soils and native vegetation before the runoff enters the drainage system. D. The Building Official shall not issue a building permit

PUBLIC FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
direct storm drainage to be filtered through soils and native vegetation before the runoff enters the drainage system. D. The Building Official shall not issue a building permit until permits from jurisdictional agencies for dredge and fill, stormwater, and drainage are secured. E. The Public Works Director shall continue to provide monthly drainage status reports to the City Manager.	until permits from jurisdictional agencies for dredge and fill, stormwater, and drainage are secured. E. The Public Works Director shall continue to provide monthly drainage status reports to the City Manager
Policy D.2.2.4 The City shall continue to coordinate with the FDOT to seek means of improving maintenance of drainage facilities along State roads.	Policy being adhered to. Retain Policy.
Policy D.2.2.5 9J-5.011 (2)(c)4 All new development in flood-prone areas shall meet the following standards: A. Development in the FEMA 100-year flood hazard zone shall be constructed so that the lowest floor elevation is at least one (1) foot above the base flood elevation as established by the FEMA Flood Insurance Rate Maps. B. Dredging and filling of lands within floodplains shall be limited to that approved by Federal and State agencies having the authority to regulate and police such activities. All proposed development shall be clustered and located on the non-floodplain portions of the site, or, for proposed	Policy being adhered to. Retain Policy.

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PUBLIC FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
development areas that lie entirely within the 100-year floodplain, all structures shall be required to be elevated on pilings. C. In addition, the following criteria will apply to development in the 100-year floodplain: 1) No hazardous materials or waste shall be stored within the 100-year floodplain; 2) Clearing of native vegetation will be minimized in the 100-year floodplain by establishing the following open space ratios for the land uses identified below: Residential land use 60% open space Commercial land use 50% open space Industrial land use 45% open space 3) Use of septic tanks in flood-prone areas will be restricted as specified by the County Department of Health and all such sewage disposal systems shall be required to connect to central sewage systems in accordance with Policy D.1.4.1. 4) Any development within a flood-prone area will maintain the natural topography and hydrology of the development site.	

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PUBLIC FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy D.2.2.6 The level of stormwater run-off shall be reviewed as part of the requirements of the Land Development Regulations and the level of stormwater run-off from a parcel during and after construction shall not exceed the level of run-off from the site experienced prior to construction.	Policy being adhered to. Retain Policy.
Objective D.2.3 9J-5.011 (2)(b)1 The City shall take the following measures to meet the requirements for safe and sanitary disposal of solid waste:	Objective being met. Retain Objective.
Policy D.2.3.1 **Reserved.**	Delete Policy. Renumber Policies D.2.3.2 through D.2.3.4 accordingly.
Policy D.2.3.2 9J-5.011(2)(c)2.b Within twelve (12) months, the City shall coordinate with NEFRC and Putnam County to adopt Land Development Regulations that establish procedures for disposal of hazardous waste materials and identify levels of hazardous waste generated. Business with the potential for generating hazardous waste will be identified. The City Commission will coordinate with Putnam County and the NEFRC to establish procedures for the pick-up, transport and disposal of identified hazardous wastes.	Policy has not been adhered to. **Policy D.2.3.2** 9J-5.011(2)(c)2.b ~~Within twelve (12) months, t~~he City shall coordinate with ~~NEFRC~~the Department of Environmental Protection (DEP) and Putnam County to adopt Land Development Regulations that establish procedures for disposal of hazardous waste materials and identify levels of hazardous waste generated. Business with the potential for generating hazardous waste will be identified. The City Commission will coordinate with Putnam County ~~and the NEFRC~~ to establish procedures for the pick-up, transport and disposal of identified hazardous wastes.

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PUBLIC FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy D.2.3.3 The City shall coordinate with Keep Putnam Beautiful to distribute Federal, State and county generated data regarding the handling and disposal of hazardous waste to all business identified as potential generators of such waste and make such literature available at City Hall for all its residents.	Policy being adhered to. Retain Policy.
Policy D.2.3.4 9J-5.011 (2)(c)4 The City shall increase its recycling activities under its joint agreement with the county concerning a cooperative recycling effort. The City, through its water/sewer service billing process shall mail out information regarding the benefits of recycling to the community at large. Further, the City through resolutions will sponsor the activities of service/social groups in recycling programs. Through the recycling efforts of the City and its citizens, the City of Palatka will continue to reduce its solid waste by thirty (30) percent as mandated by Chapter 403.706, FS and will increase its recycling efforts in order to reduce its solid waste generation by thirty-four (34) percent in order to remain consistent with county LOS standards.	Policy being adhered to. Retain Policy.
Objective D.2.4 In order to protect, and maintain the functions of natural groundwater aquifer recharge areas within the City, upon Plan adoption, the City through its policing officials shall control the siting of development so that no additional loss of recharge occurs to the aquifer due to run-off.	**Objective D.2.4** In order to protect, and maintain the functions of natural groundwater aquifer recharge areas within ~~the~~ Palatka~~City~~, ~~upon Plan adoption,~~ the City through its policing officials shall control the siting of development so that no additional loss of recharge occurs to the aquifer due to run-off.

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PUBLIC FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy D.2.4.1 The Building Official will ensure that all development is consistent with the density and intensity of use as defined in Policy A.1.9.3.A.1 through 9.	Policy being adhered to. Retain Policy.
Policy D.2.4.2 Reserved	Delete Policy.

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CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Goal E.1 9J-5.013(2)(a) Conserve and protect the natural resources of the City of Palatka and maintain an acceptable quality of life for its citizens.	Retain Goal. No revisions anticipated.
Objective E.1.1 9J-5.013(2)(b)1 Upon Plan adoption, the air quality in the City of Palatka shall be maintained with no further degradation.	**Objective E.1.1** 9J-5.013(2)(b)1 ~~Upon Plan adoption, t~~The air quality in the City of Palatka shall be maintained ~~with no further degradation~~through implementation of the following Policies:
Policy E.1.1.1 9J-5.013(2)(c) The City shall report any apparent industrial pollution problems to the Jacksonville Department of Environmental Protection (DEP) office.	**Policy E.1.1.1** 9J-5.013(2)(c) The City shall report any apparent or suspected industrial air pollution problems or threats to the ~~Jacksonville~~ Department of Environmental Protection (DEP) and the Environmental Protection Agency (EPA)~~office~~.
Policy E.1.1.2 9J-5.013(2)(c) Developments of Regional Impact, future power generation projects, future major transportation projects and future industry shall be required to evaluate their impacts on the air quality of the City as a condition of receiving an approved development order from the City.	Policy being adhered to. Retain Policy.
Policy E.1.1.3 9J-5.013(2)(c) The City Commission will work with local industry to acquire whatever State and Federal assistance may be available to reduce levels of air pollution being generated by business already sited within the City.	**Policy E.1.1.3** 9J-5.013(2)(c) The City Commission will work with local industry to acquire ~~whatever~~ State and Federal assistance may be available to reduce levels of air pollution being generated by business already sited within the City.

CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Objective E.1.2 9J-5.013(2)(b)2 Upon Plan adoption, the City through enforcing adopted objectives and policies shall ensure that no degradation will occur in either the quality or quantity of the St. Johns River and current projected water sources.	**Objective E.1.2** 9J-5.013(2)(b)2 ~~Upon Plan adoption, t~~The City, through the enforcment~~ing~~ of adopted objectives and policies shall ensure that no degradation will occur in either the quality or quantity of the St. Johns River and current projected water sources.
Policy E.1.2.1 9J-5.013(2)(c)1 and 6 No new landfills shall be located within the City limits.	Policy being adhered to. Retain Policy.
Policy E.1.2.2 9J-5.013(2)(c)1and 6 The City Building Official shall not issue a building permit or other development order until the Department of Health has provided a permit for sizing and siting of an on-site sewage disposal system. Septic tanks may be installed only in accordance with Policy D.1.4.	**Policy E.1.2.2** 9J-5.013(2)(c)1and 6 The City Building Official shall not issue a building permit or other development order unless~~until~~ (1) the adopted level of service standards are maintained for wastewater, or (2) the Putnam County Department of Health has provided a permit for sizing and siting of an on-site sewage disposal system. ~~Septic tanks may be installed only in accordance with Policy D.1.4.~~
Policy E.1.2.3 9J-5.013(2)(c)1 and 6 Any waterbody or wastewater treatment plant having wasteload allocations shall meet or exceed established water quality standards through enforcement by DEP, the City and the county.	Policy being adhered to. Retain Policy.
Policy E.1.2.4 9J-5.013(2)(c)1 and 6 Wastewater effluent shall not adversely impact surface water quality of area lakes or rivers.	Policy being adhered to. Retain Policy. ***Note:*** *The City operates a new, state-of-the-art wastewater treatment facility with reclaimed distribution capabilities.*

CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy E.1.2.5 9J-5.013(2)(c)1 and 6 The City shall prohibit the dumping of raw sewage from live-aboard vessels. The City shall require that sewage pumpout facilities at future designated marinas meet or exceed established water quality standards through enforcement by DEP, the City and the county.	Policy being adhered to. Retain Policy.
Policy E.1.2.6 9J-5.013(2)(c)1 and 6 Secondary containment around all underground storage tanks and attached piping located within waterfront marinas shall meet or exceed established water quality standards through enforcement by DEP, the City and the county.	Policy being adhered to. Retain Policy.
Policy E.1.2.7 9J-5.013(2)(c) New waterfront development shall be designed so that stormwater runoff and erosion do not degrade ambient water quality of adjacent waters.	Policy being adhered to. Retain Policy.
Policy E.1.2.8 9J-5.013(2)(c)3 and 6 A fifty (50) foot vegetated upland buffer of native plant species shall be required for any waterfront development along the St. Johns River. A vegetated, upland buffer with a minimum width of fifteen (15) feet and an average width of twenty-five (25) feet shall be required in any new development abutting a wetland.	Policy being adhered to. Retain Policy.
Policy E.1.2.9 9J-5.013(2)(c) All new waterfront development shall be required to coordinate with the SJRWMD to ensure the protection of water quality	Policy being adhered to. Retain Policy.

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CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
through: maintenance of vegetated upland buffers, maintenance of littoral zones rather than use of bulkheads, and proper application of pesticides and fertilizers. Within twenty-four (24) months the City, in coordination with the St. Johns River Water Management District, shall notify all owners of residential waterfront property techniques to protect water quality through: maintenance of vegetated upland buffers, maintenance of littoral zones rather than use of bulkheads, and proper application of pesticides and fertilizers.	
Policy E.1.2.10 9J-5.013(2)(c)1 and 6 The City Building Official shall, as a condition of receiving a building permit or other development order, require that the standards of Policies D.1.5.1 and D.1.5.3 be met. No occupancy permit shall be issued unless the required water conservation measures are in place. Water conservation information shall be attached to every permit application and will be issued with all plumbing permits. The City will cooperate with the SJRWMD to promote public education and awareness of the benefits of conserving water.	Policy being adhered to. Retain Policy.
Policy E.1.2.11: By June 1, 2009, the City shall adopt into its Land Development Regulations rules governing irrigation consistent with Chapter 40C-2, F.A.C., *Permitting of Consumptive Uses of Water*.	Policy Achieved. Delete Policy.

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CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy E.1.2.12 Unless proven to be economically, environmentally, or technologically unfeasible, all new subdivisions and nonresidential development shall include reuse/reclaimed water lines. (Note: it has been, and continues to be, the policy of the City of Palatka to require reuse/reclaimed water lines to be installed when feasible.)	Policy being adhered to. Retain Policy.
Policy E.1.2.13 The City shall require the *St. Johns River Water Management District Potable Water Availability Worksheet* to be submitted with every application for amending the Future Land Use Map.	Policy being adhered to. Retain Policy.
Policy E.1.2.14 By June 1, 2009, the City shall amend its land development regulations by adopting a landscape irrigation and Xeriscape ordinance based on "Standards for Landscape Irrigation in Florida."	Policy Achieved. Delete Policy.
Policy E.1.2.15 The City shall require that residential developers provide a copy of the St. Johns River Water Management District's "Saving Water Indoors" and "Saving Water Outdoors" pamphlets with each residential and nonresidential unit.	**Policy E.1.2.15** The City shall ~~require that residential developers~~ provide a copy of the St. Johns River Water Management District's "Saving Water Indoors" and "Saving Water Outdoors" pamphlets with each residential and nonresidential unit.
Policy E.1.2.16 By June 1, 2009, the City will implement a water conservation	**Policy E.1.2.16** ~~By June 1, 2009, t~~The City will continue to implement a water

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CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
public awareness campaign for the purpose of communicating clear, concise and consistent messages on water conservation.	conservation public awareness campaign for the purpose of communicating clear, concise and consistent messages on water conservation.
Policy E.1.2.17 New development shall utilize and/or preserve native vegetation, or use drought-resistant plants for landscaping, to the greatest practicable extent. Native or drought tolerant plants include, but are not limited to, those in the Florida Native Plant Society's Native Plants for Landscaping in Florida, or comparable guidelines.	Policy being adhered to. Retain Policy.
Policy E.1.2.18 9J-5.013(2)(c)1 The City shall coordinate with the SJRWMD to ensure that groundwater supplies for public wellfields be maintained and protected from competing, man-made, non-potable uses in accordance with the requirements of Rule 40C-2.381, F.A.C., as it relates to the illegal use of water or leaking wellheads or valves that legally can be observed through the City's police authority. Infractions of Rule 40C-2.381 shall be reported to the SJRWMD for action.	Policy being adhered to. Retain Policy.
Policy E.1.2.19 9J-5.013(2)(c)1 The City shall require all new water-to-air heat pumps to have return wells.	Policy being adhered to. Retain Policy.

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CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy E.1.2.20 9J-5.013(2)(c)1 and 10 The City will enforce State regulations for the area around the City well field that constitutes the well field's cone of influence and provide setback of potentially polluting land uses around the site. The City shall enforce a 500-foot radial setback buffer consistent with the definition of a "Wellhead Protection Area" as defined in 65-521.200, F.A.C. for wellhead protection. Non-polluting land uses shall include Recreation and Conservation land uses, low and medium density residential land use and commercial land uses that do not, in their operations, produce, store, use nor sell toxic materials as defined in SARA Title III (Consolidated List of Chemicals). Any non-conforming land use located within the five hundred (500) foot radial setback of a well serving the public will not be permitted to expand or be improved and will be phased out upon change of ownership.	Policy being adhered to. Retain Policy.
Objective E.1.3 9J-5.013(2)(b)3 Upon Plan adoption, the City shall implement the following policies to ensure that remaining minerals, soils, native vegetative communities and resources are not reduced due to inefficiently regulated land use practices.	Objective being met. Retain Objective.
Policy E.1.3.1 9J-5.013(2)(c)3 Developers shall be required to use the Florida Stormwater, Erosion, and Sedimentation Control Inspector's Manual published by the Florida Department of Environmental Protection, Nonpoint	Policy being adhered to. Retain Policy.

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CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Source Management Program, as the guiding Best Management Practices erosion control document, and shall be required to adhere to the requirements therein both during and after construction.	
Policy E.1.3.2 9J-5.013(2)(c)3 and 6 The Building Official shall continue to enforce the City tree and landscape ordinance. This ordinance specifies: A. The permitting requirements for clearing a parcel prior to development; B. The allowable trimming limits for preservation of tree canopy in developed areas; C. The number of trees to be preserved or replaced in a development site; and D. The requirements for xeriscape planting. An occupancy permit Certificate of Occupancy shall not be issued by the Building Official unless the standards required by the ordinance are adhered to.	Policy being adhered to. Retain Policy.
Policy E.1.3.3 9J-5.013(2)(c)7 The City shall enforce the Future Land Use Element and Future Land Use Map density, and use provisions to ensure that existing natural reservations identified in the Future Land Use and the Recreation and Open Space Elements are protected from development intrusion.	Policy being adhered to. Retain Policy.

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CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy E.1.3.4 9J-5.013(2)(c)8 The City shall coordinate with the county to ensure that the St. Johns River and unique vegetative communities that are shared between the two jurisdictions are protected from degradation or intrusion by development.	Policy being adhered to. Retain Policy.
Policy E.1.3.5 9J-5.013(2)(c)9 The City shall enforce land use regulations which ensure that the wetlands identified in Figure E-1 are protected through controlling development density in wetlands to no greater than one (1) unit per five (5) acres and requiring that the total number of approved units be clustered on the least sensitive portion of the land parcel.	Policy being adhered to. Retain Policy.
Objective E.1.4 9J-5.013(2)(b)4 Upon Plan adoption, the City shall implement the following policies to achieve a goal of no more than two (2) percent loss of wildlife habitat and marine habitat within the City for both the five-year planning and long-term planning horizons.	**Objective E.1.4** 9J-5.013(2)(b)4 ~~Upon Plan adoption, t~~The City shall implement the following policies to achieve a goal of no more than two (2) percent loss of wildlife habitat and marine habitat within the City for both the five-year planning and long-term planning horizons.
Policy E.1.4.1 9J-5.013(2) (c)5, 6 and 9 The City shall continue to enforce its tree and landscape ordinance to control potential destruction of wildlife habitat within the City limits that has been identified by the Florida Fish and Wildlife Conservation Commission as a known habitat of listed endangered or threatened wildlife or plant species of special concern.	Policy being adhered to. Retain Policy.

CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy E.1.4.2 9J-5.013(2)(c)5, 6 and 9 Within six (6) months of adoption by Putnam County, the City shall incorporate into the Land Development Regulations the County's Manatee Protection Plan.	Retain Policy. ***Note:*** *A county-wide Manatee Protection Plan has not yet been adopted by Putnam County.*
Policy E.1.4.3 **Reserved.**	Delete Policy. Renumber Policy E.1.4.4 accordingly.
Policy E.1.4.4 In order to ensure minimum water flows and levels established pursuant to s. 373.042, Florida Statutes, the City shall utilize its police powers to assist the SJRWMD in monitoring and enforcement of the criteria in the documents incorporated by reference in Rule 40C-2.101.	Policy being adhered to. Retain Policy.
Objective E.1.5 9J-5.013(2)(b) Upon Plan adoption, the City shall implement the following policies to manage hazardous waste so as to protect natural resources.	**Objective E.1.5** 9J-5.013(2)(b) ~~Upon Plan adoption, t~~The City shall implement the following policies to manage hazardous waste so as to protect natural resources.
Policy E.1.5.1 9J-5.013(2)(c)10 The City shall continue to provide in-kind support to Keep Putnam Beautiful in order that City residents, businesses and facilities will be informed through public education of hazardous waste disposal locations and proper methods of disposal.	Policy being adhered to. Retain Policy.

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CONSERVATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy E.1.5.2 9J-5.013(2)(c)10 The City shall continue to cooperate with the DEP to enforce the proper disposal of hazardous waste including used automobile and truck tires and batteries.	
Policy E.1.5.3 9J-5.013(2)(c)10 The City shall continue to require that Fire Department personnel have proper training in regard to hazardous materials spills and evacuation procedures in the event that hazardous materials are released due to train or truck accidents or other causes.	Policy being adhered to. Retain Policy.
Policy E.1.5.4 9J-5.013(2)(c)10 Information currently obtainable from EPA, DEP, and Putnam County regarding hazardous materials, and evacuation procedures shall be made available for distribution to City residents, and shall be available at the City Hall and fire stations.	Policy being adhered to. Retain Policy.

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RECREATION AND OPEN ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Goal F.1 The City of Palatka shall ensure the provision of sufficient parks and recreational facilities to meet the needs of its residents and visitors.	Retain Goal. No revisions anticipated.
Objective F.1.1 Upon plan adoption, the City shall implement the following policies to ensure public access to all identified recreational facilities:	**Objective F.1.1** ~~Upon Plan adoption, t~~The City shall implement the following policies to ensure public access to all identified recreational facilities:
Policy F.1.1.1 The City shall continue a program to acquire and develop right-of-ways for access to public parks and facilities where deficiencies exist. Within twelve (12) months, the City shall adopt a Park Access Plan that shall inventory access to all public parks to determine if additional access routes are required in the future and include any existing right-of-way that should be designated as reserved for future park development.	**Policy F.1.1.1** The City shall continue a program to acquire and develop right-of-ways for access to public parks and facilities where deficiencies exist. ~~Within twelve (12) months, t~~The City shall adopt a Park Access Plan that shall inventory access to all public parks to determine if additional access routes are required in the future and include any existing right-of-way that should be designated as reserved for future park development. ***Note:*** *Issue #4 under Local Major Issues more fully addresses the need for a long-range park and trails master plan, and proposes anticipated Goals, Objectives and Policies to achieve a comprehensive park and trails plan.*

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RECREATION AND OPEN ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy F.1.1.2 The City shall adopt the following Level of Service Standards: Park Type — Facility per Population Regional Park — 1 acre per 50 Community Park — 1 acre per 500 Neighborhood Park — 1 acre per 500 Equipped Play and Tot Lot — 1 acre per 2,000 **Type of Facility** / **Unit of Measure** / **Population Served** Baseball/Softball Fields — 1 Field — 5,000 Football/Soccer Fields — 1 Field — 6,000 Equipped Play Area — 1 Play Area — 10,000 Basketball Courts — 1 Court — 5,000 Boat Ramp (Lanes) — 1 Lane — 5,000 Tennis Courts — 1 Court — 2,000 Swimming Pools — 1 Pool — 25,000 Hiking (miles) — 1 Mile — 6,750 Picnic Areas (Tables) — 1 Table — 6,000	Policy being adhered to. Retain Policy. ***Note:*** *A more detailed discussion of level of service (LOS) capacities throughout the long-term planning horizon occurs in the Special Topics section of this report.*

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RECREATION AND OPEN ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy F.1.1.3 The City shall continue to ensure that City recreational facilities within the City limits shall be accessible to the handicapped, the elderly and the transportation disadvantaged.	Policy being adhered to. Retain Policy.
Objective F.1.2 The City shall coordinate public and private resources to ensure that Level of Service standards (LOS) do not fall below acceptable levels through implementation of the following policies:	Objective being met. Retain Objective. ***Note:*** *A more detailed discussion of level of service (LOS) capacities throughout the long-term planning horizon occurs in the Special Topics section of this report.*
Policy F.1.2.1 The City shall include private recreational facilities open to the public (whether or not a fee is charged) in the Level of Service (LOS) calculations of this plan.	Policy being adhered to. Retain Policy.
Policy F.1.2.2 The City shall coordinate its plans for recreational facilities with Putnam County and local private/civic groups to ensure that the greatest benefit is derived from City recreational funding.	Policy being adhered to. Retain Policy.
Objective F.1.3 The City, through its Concurrency Management System, shall ensure that the adopted Recreation and Open Space Level of Service Standards (LOSS) are maintained and that defined recreational needs, for planning purposes, are entered into the City's Capital Improvement Plan 5 years in advance of actual need.	Objective being met. Retain Objective. ***Note:*** *A more detailed discussion of level of service (LOS) capacities throughout the long-term planning horizon occurs in the Special Topics section of this report.*

RECREATION AND OPEN ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy F.1.3.4 Where of mutual benefit, the City shall enter into interlocal agreements with Putnam County to meet the recreational needs of City residents.	Policy being adhered to. Retain Policy.
Policy F.1.3.5 Open space/recreational lands shall be designated on the Future Land Use Map Series (Figure A-1). These lands shall be protected from adjacent incompatible land uses and development through the adoption and implementation of land development regulations that control the spatial distribution of land use on adjacent lands in accordance with that designated on the Future Land Use Map (Figure A-1) and control the density/intensity of land use in accordance with Policy A.1.9.3.	Policy being adhered to. Retain Policy.
Objective F.1.4 The City shall annually review its activities pertaining to the provision of recreation and open space for its residents, and identify means of improving the delivery of service by five (5) percent by the year 2010 through implementing the following policies:	**Objective F.1.4** The City shall annually review its activities pertaining to the provision of recreation and open space for its residents, and identify means of improving the delivery of service ~~by five (5) percent by the year 2010 through implementing the following policies~~:
Policy F.1.4.1 The City shall continue to require the designation of twenty-five (25) acres per one thousand (1,000) persons of open space in its subdivision and zoning regulations as a prerequisite of development approval. This requirement may be satisfied on-site or may take the form of a cash payment or donated parcel of land (acceptable to the City) off the development site, but within the	Retain Policy. ***Note:*** *It is the practice of the City to exact 25 acres per 1,000 persons of open space; however, it has not been incorporated into the Land Development Regulations.*

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RECREATION AND OPEN ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
City limits.	
Policy F.1.4.2 Within six (6) months, the City shall adopt a Parks and Recreation Facilities impact fee as a means of raising revenue to purchase land and construct recreational facilities/reserve open space to meet adopted levels of service.	Strike Policy. ***Note:*** *The City continues to implement a moratorium on impact fees. The moratorium began in January of 2009, and was set to sunset in January 2011.*
Policy F.1.4.3 The City shall assist the Chamber of Commerce's program to promote tourism and the provision of open space activities for City residents and visitors. The City shall request to receive an Annual Report from the Chamber of Commerce Tourist Development Council on its activities and coordination with the City of Palatka in order to evaluate the success of this policy.	Policy being adhered to. Retain Policy.

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INTERGOVERNMENTAL COORDINATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Goal G.1 9J-5.015(3)(a) The City shall improve coordination with Putnam County and with local, regional, State, and Federal agencies in order to improve development activities and to facilitate the services needed to accommodate the needs of the City's existing and future growth.	Retain Goal. No revisions anticipated.
Objective G.1.1 9J-5.015(3)(b)1 At the time of Plan implementation, the City shall review the comprehensive or development plans of Putnam County, the Putnam County School Board, and other entities providing services to the City to ensure interlocal consistency.	**Objective G.1.1** 9305.015(3)(b)1 ~~At the time of Plan implementation, t~~The City shall review the comprehensive or development plans of Putnam County, the Putnam County School Board, and other entities providing services to the City to ensure interlocal consistency.
Policy G.1.1.1 9J-5.015(3)(c)1 As part of the Comprehensive Plan process, the City continues to compare the City's Comprehensive Plan with the county's Comprehensive Plan and other development plans of authorities and agencies with which the City shares interlocal agreements.	**Policy G.1.1.1** 9J-5.015(3)(c)1 ~~As part of the Comprehensive Plan process, t~~The City ~~continues to~~shall compare the City's Comprehensive Plan with the county's Comprehensive Plan and other development plans of authorities and agencies with which the City shares interlocal agreements.
Policy G.1.1.2 The City will work with the Department of Transportation to ensure that amendments to the Future Land Use Map series are consistent with the FIHS criteria established by FDOT.	Delete Policy. Renumber Policies G.1.1.3 thru G.1.1.5 accordingly. ***Note:*** *The City is classified as a "Dense Urban Land Area" pursuant to §163.3164, F.S. The City must adopt a "mobility plan" to support the Transportation Concurrency Exception Area (TCEA) of the Town. It is anticipated that prior to the adoption of the EAR based amendments, a mobility plan will be*

INTERGOVERNMENTAL COORDINATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
	adopted by the City into their Comprehensive Plan.
Policy G.1.1.3 9J-5.015(3)(c)3 The City shall promote affordable housing through: active participation in the NEFRC Affordable Workforce Housing Taskforce; encouraging the Economic Development Council of the Putnam County Chamber of Commerce to address affordable housing as a function of job creation; encouraging higher wage industrial and commercial office employers to relocate or expand within the City; and by fostering partnerships between the Public Housing Authority, **(Policy G.1.1.3 Continued on Following Page)** **Policy G.1.1.3 (Continued from Previous Page)** State Housing Initiative Partnership (SHIP) administrators, Community Development Block Grant (CDBG) administrators, and the private sector housing organizations such as local and national home builders.	**Policy G.1.1.3** 9J-5.015(3)(c)3 The City shall promote affordable housing through: if reconvened, active participation in the NEFRC Affordable Workforce Housing Taskforce; encouraging the Economic Development Council of the Putnam County Chamber of Commerce to address affordable housing as a function of job creation; encouraging higher wage industrial and commercial office employers to relocate or expand within the City; and by fostering partnerships between the Public Housing Authority, State Housing Initiative Partnership (SHIP) administrators, Community Development Block Grant (CDBG) administrators, and the private sector housing organizations such as local and national home builders.
Policy G.1.1.4 9J5.015(3)(c)12and14, Ch. 163.3177 The City shall annually review the interlocal agreement with the School District of Putnam County to ensure inclusion of: coordination of public school facilities element; review of population projection figures; corroboration on public school facilities siting, infrastructure and safety needs of schools; adoption of level of service standards; creation of a public school capital facilities program; definition of the geographic application of school concurrency; the use of schools by the public, including	Policy being adhered to. Retain Policy.

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use as emergency shelters; and for outlining public school concurrency requirements for future development.	
Policy G.1.1.5 9J-5.015(3)(c)2 The City shall coordinate all land use amendments to its Comprehensive Plan that impact on development sites that abut the City/county boundary with the Putnam County Planning, Building and Zoning Department. The City shall provide written notification to the county of all amendments to the Comprehensive Plan, including text amendments and amendments to the Future Land Use Map series.	Policy being adhered to. Retain Policy.
Objective G.1.2 9J-5.015(3)(b)2 At the time of Plan implementation, the City shall institute regular review procedures with planning and regulatory agencies, the Putnam County School Board, as well as Putnam County and any local governments providing services to the City.	**Objective G.1.2** 9J-5.015(3)(b)2 ~~At the time of Plan implementation, t~~The City shall institute regular review procedures with planning and regulatory agencies, the Putnam County School Board, as well as Putnam County and any local governments providing services to the City.
Policy G.1.2.1 9J-5.015(3)(c)1 The special intergovernmental coordinating committee shall monitor and evaluate all interlocal agreements, including those inventoried in the Data Section of this Element, and assess the provision of adequate facilities and services concurrent with the impacts of City development programs. The City Manager and	Policy being adhered to. Retain Policy.

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INTERGOVERNMENTAL COORDINATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
the City Commission are responsible for all interlocal agreements. The City Manager is responsible for negotiations of interlocal agreements, and the City Commission is responsible for adopting or ratifying interlocal agreements.	
Policy G.1.2.2 The City shall request the Northeast Florida Regional Council to provide technical assistance to resolve conflicts with other local governments.	Policy being adhered to. Retain Policy.
Policy G.1.2.3 9J5.015(3)(c)12 and 14, Ch. 163.3177 The City of Palatka shall coordinate with the School District of Putnam County to identify deficient Levels of Services for public school facilities, and to mitigate for those deficiencies through the development process when applicable.	Policy being adhered to. Retain Policy.
Policy G.1.2.4 9J5.015(3)(c)12 and 14, Ch. 163.3177 The City of Palatka shall participate in regularly scheduled joint meetings with all participants identified in the Interlocal Agreement for Coordinated Land Use and Public School Facility Planning.	Policy being adhered to. Retain Policy.
Objective G.1.3 9J-5.015(3)(b)1 and 9J-5.007(3)(b)3 The City shall coordinate with related local, State, regional, and Federal agencies for an integrated, cost effective transportation system.	Objective being met. Retain Objective. ***Note:*** *The City is classified as a "Dense Urban Land Area" pursuant to §163.3164, F.S. The City must adopt a "mobility plan" to support the Transportation Concurrency Exception Area (TCEA) of the Town. It is anticipated that prior to the adoption of the EAR based amendments, a mobility plan will be*

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INTERGOVERNMENTAL COORDINATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
	adopted by the City into their Comprehensive Plan.
Policy G.1.3.1 9J-5.015(3)(c)1 and 9J-5.007(3)(c)1 The City shall coordinate roadway improvements with Putnam County and the Florida Department of Transportation to ensure effective application of available revenue.	Policy being adhered to. Retain Policy.
Policy G.1.3.2 9J-5.015(3)(c)2 and 9J-5.007(3)(c)1 Although Palatka is located outside the jurisdictional limits of any Metropolitan Planning Organization (MPO), intergovernmental coordination and resource planning pursuant to Chapter 380 in North Florida shall be accomplished through the continued cooperation and communication with the Northeast Florida Regional Council and other contiguous councils when and where appropriate.	Policy being adhered to. Retain Policy.
Policy G.1.3.3 9J-5.015(3)(c)3 and 9J-5.007(3)(c)1 The City shall work with the Florida Department of Transportation and the Florida Department of Environmental Protection, Office of Greenways and Trails, in securing abandoned rail corridors for alternative multi-modal corridors and/or recreational purposes.	Policy being adhered to. Retain Policy. ***Note:*** *A more detailed discussion of level of service (LOS) capacities throughout the long-term planning horizon occurs in the Special Topics section of this report.*
Policy G.1.3.4 9J-5.015(3)(c)3 and 9J-5.007(3)(c)1 The City shall establish a public information program to inform residents of action taken under this element by December 1, 2007. The City shall incorporate into the Land Development	Delete Policy. ***Note:*** *Development Agreements, including fair-share agreements, are advertised and open for public input through*

INTERGOVERNMENTAL COORDINATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Regulations by June 30, 2008, public notification procedures for transportation related items such as, but not limited to, fair share agreements and development agreements.	*the City Commission hearing process.*
Objective G.1.4 9J-5.015(3)(b)3 and 9J-5.007(3)(b)3 Within one year of plan implementation, the City shall review and revise appropriate local airport zoning ordinances, advise and assist other governmental entities in the enactment of reciprocal ordinances or interlocal agreements to ensure protection of the municipal airport and the airspace system.	**Objective G.1.4** 9J-5.015(3)(b)3 and 9J-5.007(3)(b)3 ~~Within one year of plan implementation, t~~The City shall ~~review and revise appropriate local airport zoning ordinances, advise and assist~~ coordinate with other governmental entities ~~into~~ ~~the~~ enactment ~~of~~ reciprocal ordinances or interlocal agreements to ensure protection of the municipal airport and the airspace system.
Policy G.1.4.1 9J-5.015(3)(c)1 and 9J-5.007(3)(c)1 Kay Larkin Airport development should be coordinated with the Continuing Florida Aviation System Planning Process (CFASPP) and in accordance with the local government comprehensive plan.	**Policy G.1.4.1** 9J-5.015(3)(c)1 and 9J-5.007(3)(c)1 Kay Larkin Airport development ~~should~~shall be coordinated with the Continuing Florida Aviation System Planning Process (CFASPP), compatible with the Florida Aviation System Plan 2025, and in accordance with the ~~local government~~City's ~~c~~Comprehensive ~~p~~Plan.
Policy G.1.4.2 9J-5.015(3)(c)1 and 9J-5.007(3)(c)2 In cooperation with the DOT Bureau of Aviation and the FAA, the City shall develop a program to evaluate the impact of tall structures and aviation noise upon air system safety and capacity.	This Policy is an exact repeat of Policy B.1.5.3. Delete Policy.
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	Objective being met. Retain Objective.

INTERGOVERNMENTAL COORDINATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
regulatory agencies.	
Policy G.1.5.1 9J-5.015(3)(c)3 The City shall review and improve, where necessary, interlocal agreements and coordination mechanisms with the Florida Department of Environmental Protection, the Department of Children and Family Services, The Putnam County Health Department, the St. Johns River Water Management District, the County Solid Waste Management Board, the U.S. Army Corps of Engineers, the U.S. Environmental Protection Agency, and State and Federal Departments of Transportation. The City Manager shall be responsible for negotiation of the agreements, which shall be subject to approval by the City Commission.	Policy being adhered to. Retain Policy.
Policy G.1.5.2 The City shall establish a coordinating relationship with the Putnam County Board of 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.	**Policy G.1.5.2** The City shall establish a coordinating relationship with the Putnam County Board of 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.~~
Policy G.1.5.3 The City shall continue to coordinate with the FDOT to seek means of improving maintenance of drainage facilities along State roads.	Policy being adhered to. Retain Policy.
Policy G.1.5.4 9J-5.011(2)(c)4	Policy being adhered to. Retain Policy.

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INTERGOVERNMENTAL COORDINATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
The City shall continue its recycling activities as specified under its joint agreement with the county concerning a cooperative recycling effort. The City will reduce its solid waste by thirty (30) percent consistent with s.187.201(13)(b)(1), F.S.	
Objective G.1.6 9J-5.015(3)(b)3 The City shall conserve and protect the natural resources of Palatka through effective coordination with appropriate Federal, State, and local government departments and regulatory agencies.	Objective being met. Retain Objective.
Policy G.1.6.1 The City shall request a joint review with Putnam County of the interlocal agreement between the two local governments regarding the removal of all sewage effluent discharges into the St. Johns River, to ensure that the two local governments are in agreement on policies to achieve this goal. The City manager shall initiate an amendment to the interlocal agreement noting that the City's goal will be to eliminate wastewater effluent discharge to the river whenever possible.	**Policy G.1.6.1** The City shall ~~request a joint review with~~work with Putnam County ~~of the interlocal agreement between the two local governments regarding the removal of all sewage effluent discharges into the St. Johns River, to ensure that the two local governments are in agreement on policies to achieve this goal. The City manager shall initiate an amendment to the interlocal agreement noting that the City's goal will be~~ to eliminate wastewater effluent discharge to the river ~~whenever possible~~.
Policy G.1.6.2 The City shall request the SJRWMD to provide the City with the latest technical assistance and guidance on the management of groundwater quality and supply.	Policy being adhered to. Retain Policy.
Policy G.1.6.3 The City shall request that the county to enter into coordination to ensure that the St. Johns River and unique vegetative communities that are shared between the two jurisdictions are	**Policy G.1.6.3** The City shall request that the county to enter into coordination to ensure that the St. Johns River and unique vegetative communities that are shared between the two jurisdictions are

INTERGOVERNMENTAL COORDINATION ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
protected from degradation or intrusion by development. **(Policy G.1.6.3 Continued on Following Page)** **Policy G.1.6.3 (Continued from Previous Page)** Beginning in 2008, at least once every five years the City shall supply to the SJRWMD for their review and comment those portions of the Ordinance Code and Comprehensive Plan that relate or pertain to, or affect, or govern natural vegetative communities, open space, or development adjacent or contiguous to the St. Johns River, its estuaries, or vegetative communities.	protected from degradation or intrusion by development. ~~Beginning in 2008, a~~At least once every five years, the City shall supply to the SJRWMD for their review and comment those portions of the Ordinance Code and Comprehensive Plan that relate or pertain to, or affect, or govern natural vegetative communities, open space, or development adjacent or contiguous to the St. Johns River, its estuaries, or vegetative communities.
Policy G.1.6.4 The City shall request the Department of Natural Resources to provide the City with technical guidance in cooperating in DNR manatee protection activities.	Delete Policy. ***Note:*** *In Policy E.1.4.2, the City states that: "Within six (6) months of adoption by Putnam County, the City shall incorporate into the Land Development Regulations the County's Manatee Protection Plan."*

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CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Goal H.1 9J-5.016(3)(a) To provide the necessary capital facilities to meet current infrastructure deficiencies and to accommodate future growth concurrent with demonstrated infrastructure needs in a timely and fiscally sound manner.	Retain Goal. No revisions anticipated. ***Note:*** *A more detailed discussion of level of service (LOS) capacities throughout the long-term planning horizon occurs in the Special Topics section of this report.*
Objective H.1.1 9J-5.016(3)(b)1 By 2010, the City shall develop and annually maintain a list of inefficient, worn-out or obsolete facilities that may become infrastructure deficiencies requiring upgrading or replacement before the year. This list shall be updated annually and provided as part of the budget process.	**Objective H.1.1** 9J-5.016(3)(b)1 ~~By 2010, t~~The City shall ~~develop and annually~~ maintain and annually update a list of inefficient, worn-out or obsolete facilities that may become infrastructure deficiencies requiring upgrading or replacement within the 5-year horizon of the Schedule of Capital Improvements ~~before the year~~. ~~This list shall be updated annually and provided as part of the budget process.~~
Policy H.1.1.1 9J-5.016(3)(c)1 a and b Review all current deficiencies reported in the Comprehensive Plan and identify facility needs.	Policy being adhered to. Retain Policy.
Policy H.1.1.2 9J-5.016(3)(c)1. a & b Include all identified facility needs found in the Five Year Schedule of Improvements and the Public School Facilities Capital Improvement Projects for Fiscal Years 2007-08 thru 2011-2012.	**Policy H.1.1.2** 9J-5.016(3)(c)1 a & b Include all identified facility needs found in the Five Year Schedule of Improvements and the Public School Facilities Capital Improvement Projects ~~for Fiscal Years 2007-08 thru 2011-2012~~. ***Note:*** *The school district's Capital Improvement Projects are annually incorporated into the City's Capital Improvements*

CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
	Element. It is unnecessary to include fiscal years in this Policy.
Policy H.1.1.3 9J-5.016(3)(c)1 and (3) City departments shall review capital facilities annually to determine the extent of effective economic life remaining in each facility. By December 31, 2008, the remaining economic life for each capital facility shall be included in the Capital Improvements Program. The economic life shall be included as a field within a spreadsheet or database and shall be provided to the City Manager prior to adoption of the C.I.P. by the City Commission.	**Policy H.1.1.3** 9J-5.016(3)(c)1 and 3 City departments shall review capital facilities annually to determine the extent of effective economic life remaining in each facility. ~~By December 31, 2008, the remaining economic life for each capital facility shall be included in the Capital Improvements Program.~~ The economic life shall be included as a field within a spreadsheet or database and shall be provided to the City Manager prior to adoption of the C.I.P. by the City Commission.
Policy H.1.1.4 9J-5.016(3)(c)1and (3) City departments shall review outmoded and other economically inefficient public facilities for inclusion in new proposed infrastructure. The City Departments shall provide a list of these facilities and necessary infrastructure improvements in a manner consistent with Rule 9J-5.016(3)(c)1.a. through g., and 9J-5.016(3)(c)3., F.A.C., to the City Manager annually prior to the adoption of the C.I.P. by the City Commission.	**Policy H.1.1.4** 9J-5.016(3)(c)1and 3 City departments shall review outmoded and other economically inefficient public facilities for inclusion in new proposed infrastructure. The City Departments shall provide a list of these facilities and necessary infrastructure improvements ~~in a manner consistent with Rule 9J-5.016(3)(c)1.a. through g., and 9J-5.016(3)(c)3., F.A.C.,~~ to the City Manager annually prior to the adoption of the C.I.P. by the City Commission.
Policy H.1.1.5 9J-5.016(3)(c)1.a and b Review all current deficiencies reported in the Comprehensive Plan and identify facility needs.	Policy being adhered to. Retain Policy.
Policy H.1.1.6 9J-5.016(3)(c)1.a and b Include all identified facility needs found in the Five Year Schedule of Improvements.	Policy being adhered to. Retain Policy.
Objective H.1.2 9J-5.016(3)(c)1.d and e	**Objective H.1.2** 9J-5.016(3)(c)1.d and e

CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Upon Plan adoption, the City shall maintain and annually update a five year capital budget detailing the timing and expenditures necessary for each new or to be renovated public facility, ranked by priority of need, with funding sources available for debt service.	~~Upon Plan adoption, t~~The City shall maintain and annually update a five year capital budget detailing the timing and expenditures necessary for each new or to be renovated public facility, ranked by priority of need, with funding sources available for debt service.
Policy H.1.2.1 9J-5.016(3)(c)1.d and e Review and rank need for new and additional public infrastructure as detailed in the Comprehensive Plan with the advice of the City department heads and public advisory groups annually in accordance with the requirements of Policy H.1.3.1 and the following criteria: a. elimination of public hazards; b. elimination of existing capacity deficits; c. locational needs based on projected growth patterns; d. accommodation of new development and redevelopment; and e. financial feasibility. The CIE and annual budget update shall be adopted at the same public hearing.	Policy being adhered to. Retain Policy.
Policy H.1.2.2 9J-5.016(3)(c)1.c and f Review projects with each department and appropriate consultants or other sources to provide best construction cost and time estimates for each proposed facility annually.	Policy being adhered to. Retain Policy.

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CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy H.1.2.3 9J-5.016(3)(c)l.g Review projects and facilities that will serve needs identified in future plans of the St. Johns River Water Management District and other State agencies that may provide public facilities within the City. By December 1, 2008, the City shall include a survey of qualifying projects from outside agencies within the City's Capital Improvements Program.	**Policy H.1.2.3** 9J-5.016(3)(c)l.g Review projects and facilities that will serve needs identified in future plans of the St. Johns River Water Management District and other State agencies that may provide public facilities within the City. ~~By December 1, 2008, t~~The City shall include a survey of qualifying projects from outside agencies within the City's Capital Improvements Program.
Policy H.1.2.4 9J-5.016(3)(c)7 Include adoption of a Five Year Capital Budget with an annually updated Five Year Schedule of Improvements at the time of the adoption of the annual governmental budget of the City of Palatka.	Policy being adhered to. Retain Policy.
Policy H.1.2.5 9J-5.016(3)(c)2.a There shall be no limitation placed on the use of revenue bonds as a percentage of the total public debt of the City of Palatka.	Policy being adhered to. Retain Policy.
Policy H.1.2.6 9J-5.016(3)(c)2.b The maximum debt service that may be outstanding for capital improvement bonds in any given year shall not exceed the total of: twenty (20) percent of the general fund revenues and fifty (50) percent of the total enterprise fund revenues as estimated to be collected by the City in that year. Providing, however, that debt incurred by an enterprise fund will not be measured against the noted general fund ratio. Providing further that non-enterprise fund debt will not be measured against the enterprise fund ratio.	Policy being adhered to. Retain Policy.
Policy H.1.2.7 9J-5.016(3)(c)2.c	Policy being adhered to. Retain Policy.

CAPITAL IMPROVEMENTS ELEMENT	
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The ratio of outstanding capital improvement bonded indebtedness shall not exceed twenty (20) percent of the total non-exempt real property just value (ad valorem tax base) of the City.	
Policy H.1.2.8 9J-5.016(3)(c)9 The City shall ensure that the fiscal policies are directing expenditures for capital improvements that recognize the policies of the other comprehensive plan elements, such as those policies that identify the adopted Level of Service Standards, and those policies dealing with public transit and workforce housing.	Policy being adhered to. Retain Policy.
Goal H.2 9J-5.016(3)(a) Coordinate land use decisions with projected new or improved public facilities, including schools, to maintain the required level of service.	Retain Goal. No revisions anticipated.
Objective H.2.1 9J-5.016(3)(b)5 Upon plan adoption, all new development shall be provided with infrastructure to meet or exceed the adopted Level of Service Standards as stated in the Comprehensive Plan, concurrent with the needs of development.	**Objective H.2.1** 9J-5.016(3)(b)5 ~~Upon plan adoption, a~~All new development shall be provided with infrastructure to meet or exceed the adopted Level of Service Standards as stated in the Comprehensive Plan, concurrent with the needs of development.
Policy H.2.1.1 9J-5.016(3)(c)6 Review land use decision impacts and timing against existing and future facilities as proposed in the Capital Improvements Program and the Public School Facilities Capital Improvement Projects for FY 2007-08 thru 2011-12 (adopted as part of this Comprehensive Plan: see Table H-2) for maintenance of the adopted Level of	**Policy H.2.1.1** 9J-5.016(3)(c)6 Review land use decision impacts and timing against existing and future facilities as proposed in the Capital Improvements Program and the Public School Facilities Capital Improvement Projects ~~for FY 2007-08 thru 2011-12 (adopted as part of this Comprehensive Plan: see Table H-2)~~ for maintenance of the

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CAPITAL IMPROVEMENTS ELEMENT	
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Service Standards.	adopted Level of Service Standards.
Policy H.2.1.2 9J-5.016(3)(c)6 The City of Palatka shall not issue a building permit or other development order until the designated City official certifies that required public facilities and services will be provided concurrent with the impact of development or that infrastructure and services are in place consistent with the requirements of FAC 9J-5.0055.	**Policy H.2.1.2** 9J-5.016(3)(c)6 The City of Palatka shall not issue a building permit or other development order until the designated City official certifies that required public facilities and services will be provided concurrent with the impact of development or that infrastructure and services are in place ~~consistent with the requirements of FAC 9J-5.0055~~.
Policy H.2.1.3 9J-5.016(3)(c)8 Require the developer/builder to provide funds to upgrade or expand existing City facilities or to construct new facilities for donation to the City in order to maintain the adopted Level of Service Standards as provided in the Comprehensive Plan.	Policy being adhered to. Retain Policy.
Policy H.2.1.4 The City of Palatka hereby adopts LOSS for Schools of 100% based on permanent FISH capacity for *all* school types (Elementary, Middle, and High).	Policy being adhered to. Retain Policy.
Goal H.3 9J-5.016(3)(a) Require future development to pay their fair share of the costs of providing public infrastructure at the levels of service included in the Comprehensive Plan.	Retain Goal. No revisions anticipated
Objective H.3.1 9J-5.016(3)(b)4 By August 1, 2008, the City shall adopt Land Development Regulations for transportation proportionate fair share fees to	Objective obsolete. Delete objective and underlying Policies. ***Note:*** *The City has adopted a transportation proportionate fair*

CAPITAL IMPROVEMENTS ELEMENT	
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ensure that the adopted Level of Service Standards are maintained.	*share ordinance into their Land Development Regulations. However, as the City is designated as a dense urban land area (DULA) community with an accompanying Transportation Concurrency Exception Area (TCEA), concurrency review for transportation impacts will be stricken from the Comprehensive Plan and the Land Development Regulations.*
Policy H.3.1.1 9J-5.016(3)(c)8 The City shall incorporate into the Land Development Regulations a Transportation Proportionate Fair Share Program by August 1, 2008. The City shall maintain adopted Level of Service Standards through maintaining a "financially feasible" Capital Improvements Program in accordance with State Statute, which shall be updated annually.	Policy obsolete. Delete Policy. ***Note:*** *See note for Objective H.3.*
Policy H.3.1.2 The City shall require new development orders and development permits to undergo concurrency review by each agency or department having responsibility for the impacted facility(s) prior to the issuance of development orders, permits or certificates of occupancy pursuant to the Comprehensive Plan.	~~**Policy H.3.1.2**~~**Objective H.3.1** The City shall require new development orders and development permits to undergo concurrency review by each agency or department having responsibility for the impacted facility(s) prior to the issuance of development orders, permits or certificates of occupancy pursuant to the Comprehensive Plan.
Policy H.3.1.3 A development order or permit will be issued subject to the conditions that the necessary transportation facilities are scheduled to be in place or under actual construction not more	**Policy H.3.1.~~3~~** A development order or permit will be issued subject to the conditions that the necessary transportation facilities are scheduled to be in place or under actual construction not more

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CAPITAL IMPROVEMENTS ELEMENT	
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than three (3) years after issuance of a Certificate of Occupancy or its functional equivalent as provided in the adopted local government five-year schedule of capital improvements. The schedule of capital improvements may recognize and include transportation projects included in the first three years of the applicable, adopted Florida Department of Transportation five year work program.	than three (3) years after issuance of a Certificate of Occupancy or its functional equivalent as provided in the adopted local government five-year schedule of capital improvements. ~~The schedule of capital improvements may recognize and include transportation projects included in the first three years of the applicable, adopted Florida Department of Transportation five year work program.~~
Policy H.3.1.4 By December 1, 2008, and every five years thereafter, the City shall produce with help from the County, the School Board, the St. Johns River Water Management District, and the Florida Department of Transportation an "Impact Fee Analysis Study" that assess whether additional impact fees are necessary.	**Policy H.3.1.24** ~~By December 1, 2008, and e~~Every five years, ~~thereafter,~~the City shall produce, with help from the County, the School Board, the St. Johns River Water Management District, and the Florida Department of Transportation, an "Impact Fee Analysis Study" that assess whether additional impact fees are necessary.
Goal H.4 9J-5.016(3)(a) Monitor, review and upgrade annually, Level of Service Standards as contained in the Comprehensive Plan to maintain and improve the quality of life for the Citizens of Palatka.	Retain Goal. No revisions anticipated
Objective H.4.1 9J-5.016(3)(b)3 & 5 Public or private infrastructure serving all areas of the City shall meet or exceed the required levels of service.	Objective being met. Retain Objective. ***Note:*** *A more detailed discussion of level of service (LOS) capacities throughout the long-term planning horizon occurs in the Special Topics section of this report.*
Policy H.4.1.1 9J-5.016(3)(c)6 Require developers of new subdivisions or commercial construction to prove that the adopted Level of Service Standards	Policy being adhered to. Retain Policy.

CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
will be available concurrent with development impact before a development order is issued.	
Policy H.4.1.2 The City shall maintain a list of private infrastructure providers, which shall provide to the City an annual update of the facilities they maintain.	Policy being adhered to. Retain Policy.
Objective H.4.2 9J-5.016(3)(a) Upon Plan adoption, all new and existing construction shall include plans for infrastructure in order to meet: (1) the Level of Service Standards, and (2) Rule 9J-5.0055(2)(a)1 through 4; (b)1,2, and (c).	**Objective H.4.2** 9J-5.016(3)(a) ~~Upon Plan adoption, a~~All new and existing construction shall include plans for infrastructure in order to meet~~: (1) the~~ Level of Service Standards~~, and (2) Rule 9J-5.0055(2)(a)1 through 4; (b)1,2, and (c)~~.
Policy H.4.2.1 The City shall require new development orders and development permits to undergo concurrency review by each agency or department having responsibility for the impacted facility(s) prior to the issuance of development orders, permits or Certificates of Occupancy pursuant to the Comprehensive Plan. Through concurrency review, the City shall ensure that sanitary sewer, solid waste, drainage, adequate water supplies, and potable water facilities shall be in place and available to serve new development no later than the issuance by the City of a Certificate of Occupancy or its functional equivalent.	Policy being adhered to. Retain Policy.
Policy H.4.2.2	Policy being adhered to. Retain Policy.

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CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
For sanitary sewer, solid waste, drainage, and potable water facilities, at a minimum, the City shall meet the following standards to satisfy the concurrency requirements: 1. A development order or permit is issued subject to the condition that, at the time of the issuance of a certificate of occupancy or its functional equivalent, the necessary facilities and services are in place and available to serve the new development; or 2. At the time the development order or permit is issued, the necessary facilities and services are guaranteed in an enforceable development agreement, pursuant to Section 163.3220, F.S., or an agreement or development order issued pursuant to Chapter 380, F.S., to be in place and available to serve new development at the time of the issuance of a certificate of occupancy or its functional equivalent.	
Policy H.4.2.3 9J-5.016(3)(b)5 Upon plan adoption, the following Level of Service Standards for sanitary sewer usage and wastewater treatment shall be required. for all new development: 1. Central Sanitary Sewer System Average design flow Residential: 125 gallons per capita per day Commercial/Industrial/Institutional:110 gallons per acre	**Policy H.4.2.3** 9J-5.016(3)(b)5 ~~Upon plan adoption, t~~The following Level of Service Standards for sanitary sewer usage and wastewater treatment shall be required for all new development: 1. Central Sanitary Sewer System Average design flow Residential: 125 gallons per capita per day Commercial/Industrial/Institutional: 110 gallons per acre

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Goal, Objective or Policy	Recommendation / Anticipated Revisions
per day Peak design flow 249 gallons per capita per day Water Quality Discharge water quality of wastewater treatment plants shall meet the requirements of Chapter 17-600, section .300 and .400 and meet the minimum treatment standards of 17-600.420, F.A.C. 2. Septic Tank Systems Standards a) No on-site sewage disposal system shall be installed until an "On-site Sewage Disposal System Construction Permit" (HRS-H Form 4016) has been obtained from the Department of Health and Rehabilitative Services. Septic tank sanitary sewage systems shall not be constructed until an application form HRS 4016 is submitted and a construction permit is issued. b) The sizing and location of septic tank sanitary sewer disposal systems shall be in accordance with Chapter 10D-6, sections .044 through .046(f), FAC and s.381.272, F.S. c) Site evaluation for the location of septic tanks shall meet the site evaluation criteria specified in Chapters 100-6.047 and 17-600, Part 1, FAC.	per day Peak design flow 249 gallons per capita per day Water Quality Discharge water quality of wastewater treatment plants shall meet the requirements of Chapter 17-600, section .300 and .400 and meet the minimum treatment standards of 17-600.420, F.A.C. 2. Septic Tank Systems Standards a) No on-site sewage disposal system shall be installed until an "On-site Sewage Disposal System Construction Permit" (HRS-H Form 4016) has been obtained from the Department of Health and Rehabilitative Services. Septic tank sanitary sewage systems shall not be constructed until an application form HRS 4016 is submitted and a construction permit is issued. b) The sizing and location of septic tank sanitary sewer disposal systems shall be in accordance with Chapter 10D-6, sections .044 through .046(f), FAC and s.381.272, F.S. c) Site evaluation for the location of septic tanks shall meet the site evaluation criteria specified in Chapters 100-6.047 and 17-600, Part 1, FAC.

CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy H.4.2.4 9J-5.016(3)(c)4 The City of Palatka shall not issue a building permit or other development order in any case where the above standards for sanitary sewer and wastewater treatment levels of service are not met.	Policy being adhered to. Retain Policy.
Policy H.4.2.5 9J-5.016(3)(c)4, 5 and 6 The City shall require that: (a) new residential subdivisions, new industrial development, and new commercial development with a gross leased floor area of greater than 5,000 square feet connect to the City's sanitary sewer system when they are within 1,320 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way; or (b) New single-family homes and commercial development that are not located within a subdivision subject to criteria (a) above shall be required to connect to the City's sanitary sewer system when they are within 250 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way.	Policy being adhered to. Retain Policy.
Policy H.4.2.6 9J-5.016(3)(b)5 The City shall enforce Level of Service (LOS) standards against which the adequacy and deficiencies of infrastructure facilities shall be measured for the purposes of concurrency management. The City shall continue to participate in its joint agreement with the county concerning cooperative recycling, and shall reduce its	Policy being adhered to. Retain Policy.

Goal, Objective or Policy	Recommendation / Anticipated Revisions
solid waste by 30 percent consistent with State Statute.	
Policy H.4.2.7 9J-5.016(3)(b)5 Upon plan adoption, the Level of Service Standards to be met for stormwater drainage and treatment shall be as required by the various jurisdictional State and Federal agencies. In any event the design LOS standards shall not be less than the following: Drainage Facility — Design Storm Water quality — Minimum criteria for surface water quality shall meet the standards of 17-302.500, F.A.C. Wetland Stormwater Discharge — Permits for wetland stormwater discharge shall follow FAX 17-25.042 Stormwater Discharge Facilities Permits for construction of new stormwater discharge facilities shall follow FAC 17-25.040 Closed Conduit — 10 year frequency, 24-hour duration; IDF curve Zone 5 DOT Drainage Manual 1987 Open channel — 25 year frequency, 24-hour duration; IDF curve Zone 5 DOT Drainage Manual 1987	**Policy H.4.2.7** 9J-5.016(3)(b)5 ~~Upon plan adoption, t~~The Level of Service Standards to be met for stormwater drainage and treatment shall be as required by the various jurisdictional State and Federal agencies. In any event the design LOS standards shall not be less than the following: Drainage Facility — Design Storm Water quality — Minimum criteria for surface water quality shall meet the standards of 17-302.500, F.A.C. Wetland Stormwater Discharge Permits for wetland stormwater discharge shall follow FAX 17-25.042 Stormwater Discharge Facilities Permits for construction of new stormwater discharge facilities shall follow FAC 17-25.040 Closed Conduit — 10 year frequency, 24-hour duration; IDF curve Zone 5 DOT Drainage Manual 1987 Open channel — 25 year frequency, 24-hour duration; IDF curve Zone 5 DOT Drainage Manual 1987

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CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Retention/Detention Shall meet DER Stormwater Drainage Rule 17-25 (retain the first inch of stormwater for drainage basins over 100 acres; the first one-half inch of stormwater for drainage basins under 100 acres). The standards stated above shall pertain to all new development and redevelopment without exception. The exemption regarding project size thresholds provided in Rule 17-25.040 F.A.C. does not apply for concurrency determinations.	Retention/Detention Shall meet DER Stormwater Drainage Rule 17-25 (retain the first inch of stormwater for drainage basins over 100 acres; the first one-half inch of stormwater for drainage basins under 100 acres). The standards stated above shall pertain to all new development and redevelopment without exception. The exemption regarding project size thresholds provided in Rule 17-25.040 F.A.C. does not apply for concurrency determinations.
Policy H.4.2.8 9J-5.016(3)(c)4 The City of Palatka shall not issue a building permit or other development order in any case where the above standards for the stormwater drainage levels of service are not met.	Policy being adhered to. Retain Policy.
Policy H.4.2.9 9J-5.016(3)(c)4 The City shall ensure that the continuation of current drainage and stormwater service and the extension of services into the future meet the needs of the residents of the City of Palatka. The City shall not issue a final building permit, development order or final plat approval where the Level of Service Standards are not met.	Policy being adhered to. Retain Policy.
Policy H.4.2.10 9J-5.016(3)(c)4 **Reserved**	Delete Policy. Renumber Policy H.4.2.11 accordingly.
Policy H.4.2.11 9J-5.016(3)(b)5	Policy being adhered to. Retain Policy.

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CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Upon plan adoption, the Level of Service Standards to be met for potable water shall be as follows: Facilities — Level of Service Standards 1. Central Water System Main Design Flow — Residential: 130 gallons per capita per day; Commercial/Industrial: 110 gallons per day per acre per day Storage Capacity — 2,000,000 gallons (ground and elevated) Pressure level — 67 to 72 lbs/square inch at plant **(Policy H.4.2.11 Continued on Following Page)** **Policy H.4.2.11 (Continued from Previous Page)** 2. Private Well a. Must be located more than 250 feet from a central water plant distribution line. b. Must be permitted by the County Department of Health.	

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Goal, Objective or Policy	Recommendation / Anticipated Revisions
c. Must meet the standards of Rule 10D04.021(1)(b)1 through 3 and rule 17.532.500, F.A.C., for a private well; Rule 10D-4.021(1)(a), (3)(a) and (b) and (4)(a) through (g) and Rule 17.550-300 F.A.C. for a well serving the public.	
Policy H.4.2.12 9J-5.016.(3)(c)4 **Reserved**	Delete Policy. Renumber Policies H.4.2.13 and H.4.2.14 accordingly.
Policy H.4.2.13 Upon plan adoption, the adopted Level of Service Standards to be met for recreation facilities shall be: **LEVELS OF SERVICE STANDARD FOR PALATKA RECREATION FACILITIES** **Park Type** **Facility per Population** Regional Park 1 acre per 50 Community Park 1 acre per 500 Neighborhood Park 1 acre per 500 Equipped Play and Tot Lot 1 acre per 2,000 **(Policy H.4.2.13 Continued on Following Page)** **Policy H.4.2.13 (Continued from Previous Page)**	**Policy H.4.2.13** ~~Upon plan adoption, t~~The adopted Level of Service Standards to be met for recreation facilities shall be: **LEVELS OF SERVICE STANDARD FOR PALATKA RECREATION FACILITIES** **Park Type** **Facility per Population** Regional Park 1 acre per 50 Community Park 1 acre per 500 Neighborhood Park 1 acre per 500 Equipped Play and Tot Lot 1 acre per 2,000 **Type of Facility** **Unit of Measure** **Population**

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<tr><th>Type of Facility</th><th>Unit of Measure</th><th>Population Served</th></tr>
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<tr><td>Football/Soccer Fields</td><td>1 Field</td><td>6,000</td></tr>
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<tr><td>Boat Ramp (Lanes)</td><td>1 Lane</td><td>5,000</td></tr>
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<tr><td><u>Policy H.4.2.14</u>
The City of Palatka shall not issue a building permit or other development order in any case where the above standards for the recreational levels of service are not met, unless:

a. The park and recreation facilities are in place or under actual construction not more than one year after issuance of a Certificate of Occupancy or its functional equivalent as provided in the adopted local government 5-year schedule of capital improvements; or

b. At the time the development order or permit is issued, the necessary park and recreation facilities are mandated through a binding executed agreement which requires the necessary recreation facilities to be in place or under actual</td><td>Policy being adhered to. Retain Policy.</td></tr>
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CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
construction not more than one year after issuance of a Certificate of Occupancy or its functional equivalent; or **Policy H.4.2.14 (Continued from Previous Page)** c. At the time the development order or permit is issued, the necessary park and recreation facilities are guaranteed in an enforceable development agreement, pursuant to Section 163.3220, F.S., or an agreement or development order issued pursuant to Chapter 380, F.S., to be in place or under actual construction not more than one year after issuance of a certificate of occupancy or its functional equivalent. [Section 163.3180(2)(b), F.S.]	
Policy H.4.2.15 Upon plan adoption, the Level of Service Standards to be met for the City roadway system shall be as stated in this Objective. The level of service may be modified as required by the jurisdictional State agency (FDOT), through a plan amendment in accordance with s 163.3187 F.S. The State-wide minimum acceptable operating Level of Service Standards (LOS) for the State Highway System and City Street System shall be the base LOS standards listed herein. The City hereby adopts the following Levels of Service for each listed facility type: a) principal arterials - LOS C	Delete Policy. Renumber Policy H.4.2.16 accordingly. ***Note:*** *The City has adopted a transportation proportionate fair share ordinance into their Land Development Regulations. However, as the City is designated as a dense urban land area (DULA) community with an accompanying Transportation Concurrency Exception Area (TCEA), concurrency review for transportation impacts will be stricken from the Comprehensive Plan and the Land Development Regulations.*

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CAPITAL IMPROVEMENTS ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
b) collectors and minor arterials -LOS D c) local city streets - LOS D The City shall implement a concurrency tracking and monitoring system, which shall be used to analyze the impacts of a proposed development in relation to the available roadway capacity and Level of Service Standards. **Policy H.4.2.15 (Continued from Previous Page)** A development order or permit will be issued subject to the conditions that the necessary transportation facilities are scheduled to be in place or under actual construction not more than three (3) years after issuance of a Certificate of Occupancy or its functional equivalent as provided in the adopted local government five-year schedule of capital improvements. The schedule of capital improvements may recognize and include transportation projects included in the first three years of the applicable, adopted Florida Department of Transportation five year work program.	
Policy H.4.2.16 The City of Palatka shall not issue a building permit or other development order in any case where the above standards for the levels of service on State roadways within the City are not met.	Delete Policy. ***Note:*** *See note for Policy H.4.2.15.*

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Goal I.1 9J-5.025(3)(a) In coordination with the Putnam County School District, Putnam County, Crescent City, the Town of Welaka, the Town of Interlachen, and the Town of Pomona Park, the City of Palatka shall establish and maintain a public school system that offers a high quality educational environment, provides accessibility for all of its students, and ensures adequate school capacity to accommodate enrollment demand.	Retain Goal. No revisions anticipated.
Objective I.1.1 9J-5.025(3)(b)1 The City of Palatka shall ensure the correction of existing school facility deficiencies to provide adequate student capacity, which shall not exceed the adopted level of service standards within the Putnam County School District and which will meet future capacity needs.	Objective being met. Retain Objective.
Policy I.1.1.1 9J-5.-25(3)(c)7 The City of Palatka hereby adopts LOSS for Schools of 100% based on permanent FISH capacity for *all* school types (Elementary, Middle, High).	Policy being adhered to. Retain Policy.
Policy I.1.1.2 9J-5.-25(3)(c)1 The City of Palatka hereby designates the Staff Working Group (SWG) as the monitoring group for coordinated planning and school concurrency. (a) The SWG shall discuss and share information on issues of mutual concern, including but not limited to population	Policy being adhered to. Retain Policy.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
and student projections, School Concurrency Service Area (SCSA) boundaries, development trends, co-location, joint use opportunities, as well as ancillary infrastructure improvements needed to support each school and to ensure safe student access. (b) The SWG shall oversee and prepare a written annual review of the implementation of school concurrency and the Public School Facilities Element, which will include the activities of the past year and be distributed to all Parties hereto and presented at a public meeting of the School Board.	
Policy I.1.1.3 9J-5.-25(3)(c)1 The City of Palatka hereby adopts the School District's current middle school attendance zones as the School Concurrency Service Area (SCSA) boundaries (see: Appendix 'A', Map I-1).	Policy being adhered to. Retain Policy.
Policy I.1.1.4 9J-5.-25(3)(c)1 The City of Palatka shall use the following procedures for modifying the SCSA boundary maps, consistent with the School District and Putnam County: (a) Any Party to the adopted Interlocal Agreement for School Planning may propose a modification to the SCSA boundary maps. Prior to adopting any change, the School District must verify that proposed modifications will: 1. Achieve the adopted level of service standards for each	Policy being adhered to. Retain Policy.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
year of the five year planning period; and 2. Maximize school capacity to the greatest extent possible, while taking into account transportation costs, court approved desegregation plans and other relevant factors. (b) If the School District determines that the SCSA change is appropriate under the standards in I.1.1.4 (a), the School District shall transmit the proposed boundaries, data and analysis, and maps to the Staff Working Group (SWG). 1. The SWG shall review the proposed boundary changes and send their comments to the School District within forty-five (45) days of receipt. 2. A change to a SCSA boundary shall become effective upon final approval by the School Board and shall be revised on SCSA maps.	
Policy I.1.1.5 9J-5.-25(3)(c)1 The City of Palatka shall observe the following process to change the use of schools: (a) If the School District determines that a school change is appropriate, the School District shall transmit the proposed school change and supporting data and analysis to the Staff Working Group.	Policy being adhered to. Retain Policy.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
(b) The Staff Working Group shall review the proposed changes to the school use and send their comments to the School District within forty-five (45) days of receipt. (c) The change in school use shall become effective upon approval by the School Board.	
Objective I.1.2 9J-5.025(3)(b)2 The City of Palatka shall require school concurrency review for residential development, to ensure that school facility capacity does not exceed the Level of Service (LOS) standards within the Public School Concurrency Service Area (SCSA) for each year of the five-year planning period.	Objective being met. Retain Objective.
Policy I.1.2.1 9J-5.-25(3)(c)4 The City of Palatka shall adopt school concurrency revisions into its Land Development Regulations.	Policy being adhered to. Retain Policy.
Policy I.1.2.2 9J-5.-25(3)(c)1 The City of Palatka shall not issue a Certificate of Concurrency Determination for any non-exempt residential development application until the School District has issued a School Capacity Availability Determination Letter (SCADL) verifying that capacity is available to serve the development. **Policy I.1.2.2 (Continued from Previous Page)** The SCADL shall indicate a temporary commitment of school facility capacity for a period not to exceed six (6) months or until	Policy being adhered to. Retain Policy.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
The City of Palatka issues a Final Development Order, whichever occurs first. (a) Once The City of Palatka issues a Certificate of Concurrency Reservation as part of the Final Development Order, the school capacity necessary to serve the new development shall be considered vested for the life of the Concurrency Reservation and/or the Development Order. (b) The City of Palatka shall notify the School District within fifteen (15) days of approval or expiration of a Concurrency Reservation for a residential development. No further determination of school capacity availability shall be required for the residential development before the expiration of the Certificate of Concurrency Reservation, except that any change in the density or intensity of a residential development that requires additional school capacity shall be subject to review and approval by the School District.	
Policy I.1.2.3 9J-5.025(3)(c)1 The City of Palatka shall consider the following residential uses exempt from the requirements of school concurrency: (a) Single family lots of record, existing at the time the school concurrency implementing ordinances becomes effective.	Policy being adhered to. Retain Policy.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
(b) Any new residential development that has a preliminary plat or site plan approval or the functional equivalent for a site-specific development order prior to the commencement date of the School Concurrency Program. **(Policy I.1.2.3 Continued on Following Page)** **Policy I.1.2.3 (Continued from Previous Page)** (c) Any amendment to any previously approved residential development that does not increase the number of dwelling units or change the type of dwelling units (single-family to multi-family, etc.). (d) Age restricted communities with no permanent residents less than 18 years of age. Exemption of an age restricted community will be subject to a restrictive covenant limiting the age of permanent residents to 18 years and older.	
Policy I.1.2.4 9J-5.025(3)(c)8 The City of Palatka, through its land development regulations, shall establish a process for school concurrency review for all residential projects that are not exempt under Policy I.1.2.3. The minimum process requirements are as follows: (a) The City of Palatka shall determine that a residential development application is sufficient prior to transmittal to the School District for review.	Policy being adhered to. Retain Policy.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
(b) The School District shall review the application for available capacity, as follows, and issue a School Capacity Availability Determination Letter (SCADL) to verify capacity: 1. If capacity is available within the affected SCSA, the School District shall verify available capacity. 2. If capacity is not available within the affected SCSA, the School District will review adjacent SCSAs for available capacity. 3. If capacity is available in the adjacent SCSAs, the School District shall verify available capacity. (c) A SCADL shall remain valid for the timeframes referenced under Policy I.1.2.2.	
Policy I.1.2.5 9J-5.025(3)(c)9 The City of Palatka, through its land development regulations, shall establish a process to notify the developer if capacity is not available under Policy I.1.2.4 as follows: (a) The School District shall issue a School Capacity Availability Determination Letter indicating that the proposed residential development does not comply with the adopted LOS standard and may offer the applicant a 90-day negotiation period to mitigate its impacts on school capacity. (b) The City of Palatka and the School District shall review mitigation options during the 90-day negotiation period.	Policy has not been adhered to. *The City always obtains a letter from the School District regarding capacity for any development. The City has had no multifamily residential applications that were not exempt apply.* **Policy I.1.2.5** 9J-5.025(3)(c)9 Within six months of adoption of the EAR based amendments, ~~T~~The City of Palatka, through its land development regulations, shall establish a process to notify the developer if capacity is not available under Policy I.1.2.4 as follows: (a) The School District shall issue a School Capacity Availability Determination Letter indicating that the

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Mitigation may include but is not limited to: 1. Contribution of land in conjunction with the provision of additional school capacity; 2. Provision of additional permanent student stations through the donation or renovation of buildings for use as a primary or alternative learning facility; or 3. Construction of permanent student stations or core capacity; or 4. Construction of a school in advance of the time set forth in the School District's Five-Year Capital Facilities Plan.	proposed residential development does not comply with the adopted LOS standard and may offer the applicant a 90-day negotiation period to mitigate its impacts on school capacity. (b) The City of Palatka and the School District shall review mitigation options during the 90-day negotiation period. Mitigation may include but is not limited to: 1.Contribution of land in conjunction with the provision of additional school capacity; 2.Provision of additional permanent student stations through the donation or renovation of buildings for use as a primary or alternative learning facility; or 3.Construction of permanent student stations or core capacity; or 4.Construction of a school in advance of the time set forth in the School District's Five-Year Capital Facilities Plan.
Policy I.1.2.6 9J-5.-25(3)(c)9 The City of Palatka, with the School District, shall review development applications for proportionate share mitigation projects to add the school capacity necessary to satisfy the impacts of a proposed residential development.	Policy being adhered to. Retain Policy.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
(a) If mitigation is approved, The City of Palatka and the School District shall enter into an enforceable binding agreement with the developer. (b) If mitigation is approved, it shall be identified and included in the school capacity improvement in the School District Five-Year Capital Plan. (c) If mitigation is denied, The City of Palatka must deny an application based on unavailable school capacity.	
Policy I.1.2.7 9J-5.-25(3)(c)9 The City of Palatka and the School District will base costs for mitigation options on the estimated cost of the improvement on the date that the improvement is programmed for construction. The City of Palatka and the School District will calculate future costs using estimated values at the time the mitigation is anticipated to commence.	Policy being adhered to. Retain Policy.
Objective I.1.3 9J-5.025(3)(b)1 & 3 The City of Palatka's Five-Year Schedule of Capital Improvements shall include the School District's annual update of the five-year schedule of capital improvements, which shall include those projects necessary to achieve and maintain the adopted levels of service for the five year planning period that address existing deficiencies and future needs.	Objective being met. Retain Objective.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy I.1.3.1 9J-5.025(3)(c)2 No later than December 1st of each year, the City of Palatka shall adopt and incorporate into the Capital Improvements Element the School District's financially feasible Five-Year Capital Facilities Plan, adding a new fifth year. The Five-Year Capital Facilities Plan shall maintain the adopted level of service standard for the five-year planning period and shall be coordinated with the long-term planning period of Putnam county.	Policy being adhered to. Retain Policy.
Policy I.1.3.2 9J-5.025(3)(c)6 The City of Palatka, in conjunction with the School District, shall maintain a long-range school facilities map series that includes the planned general location of schools and ancillary facilities for the five-planning period and the long-range planning period.	Policy being adhered to. Retain Policy.
Objective I.1.4 9J-5.025(3)(b)4, 5, & 6 The long range public school facility map will be coordinated with the City of Palatka's Comprehensive Plan, including the Future Land Use Map series (FLUMs). The City shall ensure that any new public schools sited in Palatka or adjacent to Palatka will be located as community focal points near the existing and proposed residential areas that they will serve. To the extent possible, schools will be co-located with other appropriate public facilities, such as parks, libraries, and community centers, and will be coordinated with plans for supporting infrastructure. Public school planning will ensure safe access to schools through supporting infrastructure such as sidewalks, bicycle paths, turn lanes, and signalization.	Objective being met. Retain Objective.

PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
Policy I.1.4.1 9J-5.025(3)(c)5 & 10 The Local Government or County, in conjunction with the School District, shall jointly ensure the compatibility and integration between public schools and surrounding land uses, by determining the need for and timing of on-site and off-site improvements necessary to support a new school.	Policy being adhered to. Retain Policy.
Policy I.1.4.2 9J-5.025(3)(c)6 The City of Palatka shall work with the Putnam County School District to ensure that the long range public school facility map is coordinated with the City of Palatka's Comprehensive Plan, including the Future Land Use Map series (FLUMs).	Policy being adhered to. Retain Policy.
Policy I.1.4.3 9J-5.025(3)(c)5 The City of Palatka shall enter into an agreement with the School Board that identifies the timing, location, and the responsible parties for constructing, operating, and maintaining off-site improvements needed to support new schools sited in Palatka.	Policy being adhered to. Retain Policy.
Policy I.1.4.4 9J-5.025(3)(c)10 The City of Palatka shall encourage the location of schools near residential areas and will: (a) Assist the School District in identifying funding and/or construction opportunities (including developer participation or capital budget expenditures for sidewalks, traffic signalization, access, water, sewer, drainage, and other infrastructure improvements;	Policy being adhered to. Retain Policy.

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PUBLIC SCHOOL FACILITIES ELEMENT	
Goal, Objective or Policy	**Recommendation / Anticipated Revisions**
(b) Work with the School District to ensure compatibility of school sites and surrounding land uses; (c) Work with the School District to determine the need for and timing of on-site and off-site improvements necessary to support a new school; and (d) Review and provide comments on all new school sites.	
Policy I.1.4.5 9J-5.025(3)(c)4 The Local Government or County, in conjunction with the School District, shall seek opportunities to co-locate public facilities with schools, such as parks, libraries, and community centers, as the need for these facilities is identified.	Policy being adhered to. Retain Policy.
Policy I.1.4.6 9J-5.025(3)(c)11 The City of Palatka, with the School District, shall identify issues relating to public school emergency preparedness, such as: a. The determination of evacuation zones, evacuation routes, and shelter locations; b. The design and use of public schools as emergency shelters; and c. The designation of sites other than public schools as long-term shelters, to allow schools to resume normal operations following emergency events.	Policy being adhered to. Retain Policy.

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SECTION C

MAJOR ISSUES

Section C: Major Issues

The Cultural Arts section of the following Local Major Issue has been incorporated into the Economic Development Local Major - Issue #2.

Issue #1: Historic Preservation

The City of Palatka has three National Register-listed Historic Districts, the North Historic District, the South Historic District and Ravine Gardens Historic District, which reflect three significant periods in Palatka's history. For the purposes of the following discussion, Ravine Gardens Historic District will not be discussed since it is associated to the State Park and its ancillary structures.

The North and South Historic Districts are located in the eastern portion of the City, along the St. Johns River. These Districts were designated as National Register Historic Districts on November 17, 1983. Although these historic districts are close together from a geographic standpoint, they are remarkably different in terms of historic representation, preservation, and efforts to conserve.

The North Historic District has a smaller housing inventory that is more consistently preserved and maintained. It is comprised of 76 structures on 350 acres, which includes St. Mark's Episcopal Church and the Bronson-Mulholland House. The boundary of the District is North 1st Street to the east, Bronson Street to the north, North 5th Street to the west and Main Street to the south. The primary architectural styles of the district are Late Victorian and Colonial Revival, and have a period of significance from 1825 through 1950.

The South Historic District covers more territory and has an assortment of historic and non-historic structures with varying preservation and restoration qualities. It is comprised of 243 structures on 930 acres. The boundary of the South Historic District is Oak Street to the north, South 9th Street to the west, Morris Street to the southwest and the St. Johns River to the south and east. The primary architectural styles of the district are Queen Anne and Colonial Revival, and have a period of significance from 1850 through 1950[4].

Currently, protection of these historic districts is accomplished by the Future Land Use Element of the Comprehensive Plan and the Land Development Regulations (LDRs). The LDRs provide for local historic designation, which results in design guidelines for renovation, new construction, relocation, and demolition. Existing local historic district boundaries are coterminous with National Register district boundaries. Through the adoption of a Historic Preservation Element, the City's Comprehensive Plan would provide more emphasis and clarity on historic preservation.

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[4] (NOTE: PER NATIONAL REGISTER PROGRAM, PERIOD OF SIGNIFICANCE APPLIES TO THE DISTRICT AND PROPERTIES, NOT THE ARCHITECTURAL STYLE. THE NATIONAL REGISTER NOMINATION FORM SHOULD LIST THE SPECIFIC PERIOD OF SIGINIFICANCE FOR THE DISTRICT.)

Future Land Use Element goals, objectives, and policies (GOPs) pertaining to Historic Preservation are shown below. Objective A.1.5 and its policies will be modified as shown below in strike-through and underlining and moved to the new Historic Preservation Element.

Objective A.1.4
Upon Plan adoption the City shall ensure the protection of natural resources and historic resources through implementing the following policies.

Policy A.1.4.10
The City shall provide for the recognition and protection of historic resources through the Historic Preservation Element and implementing standards of the Land Development Code.

Objective A.1.5
Upon Plan adoption, the City, through implementing the following policies, shall increase public awareness of the historical significance of the City and provide incentives to maintain and restore historically significant areas and structures within the City limits.

Policy A.1.5.1
Historic resources are protected through designation as historic sites by City. Such designated sites require plan review procedures for proposed alterations or remodeling that ensures, through the permitting process that the proposed activity will not degrade or destroy the historical / archaeological significance of the site.

Policy A.1.5.2
Neither the owner of, nor the person in charge of, a property or structure within a locally designated historic district or property or structure shall permit the resource to fall into a state of disrepair which may result in the deterioration of exterior appurtenances or architectural features so as to produce or tend to produce, in the judgment of the board, a detrimental effect upon the character of the district as a whole or the life and character of the structure in question.

Policy A.1.5.
New construction in locally designated historic districts or adjacent to individually designated properties shall be architecturally compatible with adjacent structures. Compatibility standards within the Land Development Code shall ensure that such new construction neither detracts from nor imitates architectural character in the vicinity.

Policy A.1.5.4
The City shall seek funding and technical support from the Department of State, Division of Historic Resources to review and conduct further field surveys to identify any additional historical/archaeological sites that may exist within the City limits. The City shall update Figure A-2 accordingly.

Policy A.1.5.5
The City shall support public activities which disseminate information regarding the historic significance of the City and its historic sites.

As encouraged in Policy A.1.5.4 above, it is appropriate for the City to take stock of its older neighborhoods to determine if new local or national historic districts or sites should be designated. The passage of time has rendered obsolete the "50-year rule" that structures built after World War II are not of historical value. Palatka has numerous post-1920s structures that are not designated or even inventoried locally. Many other Florida communities are evaluating post-war neighborhoods with Art Deco and Ranch style structures for historic designation. Architecture is not the sole determining factor for local designation, as significant cultural and historical events justify designation. For example, other jurisdictions are designating properties linked to the Civic Rights movement.

It is often the case that the cost of renovating historic structures often exceeds the cost of new construction. The City should investigate the continued use of existing incentives – such as façade grants – and unused incentives such as historic property tax exemptions.

Finally, the City should consider the use of targeted infrastructure improvements to attract investment in historic districts. As noted in the Community Redevelopment Plan, such infrastructure improvements can include restoration of brick streets, period streetlighting, sidewalk construction and reconstruction, traffic calming, parks improvements, power line undergrounding, and street tree planting.

Recommendations

- Develop and adopt a Historic Preservation into the Comprehensive Plan. At a minimum, goals, objectives and policies (GOP's) should be adopted to protect the integrity of the given district and its contributing structures.

- Adopt policies in the Historic Preservation Element that reevaluate older areas of the City to determine if the designation of new historic districts or sites is warranted.

- Adopt policies within the Historic Preservation Element (referenced by a policy in the Economic Development Element) that consider the implementation of state-enabled city tax exemptions for locally designated historic structures, including: 1) a ten-year freeze on property tax increases attributable to historic renovations; 2) 100% property tax exemption when the cost of historic renovation exceeds 50% of property value; and 3) 50% property tax exemption for commercial and non-profit use of publicly accessible buildings (public access including those structures with historic facades visible from the right-of-way).

- Adopt policies in the Economic Development and Historic Preservation Element that steer the City to adjust current CRA boundaries to match historic district boundaries.

- Adopt GOPs within the Historic Preservation Element (and referenced by a policy in the Capital Improvements and Economic Development Elements) that call for infrastructure improvements in locally designated historic districts including:
    1. restoration of brick streets;

2. new or retrofitted period streetlighting;
3. sidewalk construction and reconstruction;
4. traffic calming;
5. unified and unique signage, wayfinding, and gateway/entry features;
6. parks improvements;
7. power line undergrounding; and
8. street tree planting.

- Consider programs that leverage private investment on historic rehabilitation for locally designated structures with City TIF or other funds, similar to programs in Deland and other towns.

- In cooperation with the Historic Preservation Board and the Palatka Historical Society, continue to work to preserve, renovate, and market the City's historic resources, including the following: Bronson-Mulholland House, Larimer Arts Center, Old A.C.L. Union Depot, Palatka City Hall, Palatka Waterworks, Putnam County Historical Museum, Tilghman House, 1885 2nd Street Buildings, Central Academy, West View Cemetery, Oak Hill East Cemetery, and the North and South Historic Districts.

- Continue to seek public and private funding sources for downtown and historic district improvement for publicly and privately owned properties, utilizing funding from sources such as State Historic Preservation Office Acquisition and Development (restoration), Survey and Planning, and Education grants as well as private/nonprofit sources such as National Trust grant and revolving loan funds.

- Coordinate with Putnam Historical Society, the Chamber and others to update documentation of historic buildings in published guides, including a walking tour format (funding available from State SHPO). Utilize the following documents as well as others in developing this document.

- Consider adopting design standards in conjunction for local historic designation for downtown that protect the historic character and pedestrian orientation of buildings, including prohibition of blank walls on new or renovated buildings; use of awnings and canopies; and general compatibility with existing and adjacent historic buildings.

Issue #2: Economic Development

As outlined in Chapter 163.3177(7)(j) of the Florida Statutes, an Economic Element of the Comprehensive Plan establishes principles and guidelines for commercial and industrial development and personnel utilization within the City. The element sets forth the types of commercial and industrial development sought by the City and links present and projected employment needs of the City to potential industry. Finally, the element establishes methods by which the City can pursue a balanced and stable economic base. Currently the City does not have an economic element and is now considering developing this plan document.

In order to become competitive for large industries, there is a need for fully entitled, infrastructure-ready lands within the City. Two large industrial sites have been annexed into the City: the Putnam County Business Park and 680 acres of undeveloped lands known as Plum Creek. The Putnam County Business Park has incomplete infrastructure and is unplatted. The 680 acres of Plum Creek property is undeveloped and is entitled.

Economic development in the City is a multi-faceted issue. The City has a designated Downtown Community Redevelopment Area (CRA) that currently caters to boutique style commercial storefronts. The City also has an industrial park and business park that are best suited for larger manufacturing and industrial uses. Both of these areas are integral to the economic vitality of the City, but each will require different approaches to become successful. Goals, objectives and policies (GOPs) that would benefit the small commercial storefront are dramatically different than GOPs that would benefit a larger manufacturing or industrial business. As a result, GOPs will need to be targeted to attract the specific intended user to these sites.

The City's economic development efforts are focused mainly on industrial site marketing by the Putnam County's Economic Development Council, through the City's Community Redevelopment Agency, and through private and non-profit efforts.

At this time the City does not have out a concentrated and customized economic development program. The City Commission contributes $5,000 to the Chamber for economic development assistance, which will not adequately fund a specialized approach for the City. However the Chamber and EDC market the entire County and therefore assists the City like any other area in the County. The EDC's main emphasis is on the county-owned industrial park located in the northern part of the City. The industrial park is adjacent to the Kay Larkin Airport, which in turn attracts aviation-related companies and corporate jets.

The Chamber has recently taken over the Main Street Program from the City and has hired a new Main Street Manager. The Main Street Program is a national model developed by the National Trust for Historic Preservation that has served as a model for marketing, empowerment, and technical advice for downtown merchants.

The City's economic development efforts are intertwined in a number of programs, including the City's Community Redevelopment Area (CRA), Community Development Block Grant (CDBG) program, Weed and Seed program, and general services and infrastructure provision by the City, the latter focusing on replacement/modernization of water, sewer, and reuse lines.

The City Commission sits as the CRA, which is typical in towns of Palatka's size with hands-on elected bodies. Some smaller towns have a separate CRA, such as the City of Sanford, and for a CRA advisory council, such as the City of Mt. Dora. Choosing between a Council CRA and separate advisory boards is a function of how much time elected officials want to devote to CRA issues and whether they want the more specialized and focused approach of a separate body.

Economic development priorities will influence the policies of other elements of the comprehensive plan. There are three key areas in which Palatka can lead and promote economic development for its residents:

1. Land Use (zoning, development standards, permit processing)

2. Public Facility and Service Investments (utilities, transportation, job training/assistance, parks, public safety, beautification).

3. Marketing, Cooperation and Coordination with Others (Putnam County, Chamber of Commerce & Main St. Program, Economic Development Council, St. Johns River State College, Water Management District, Downtown Palatka, Inc., African Cultural Arts Council, the Arts Council of Greater Palatka, Create, the Gourd Society, Conlee Mural Committee, Palatka Art League, Putnam County Community Band, Putnam County Historical Society, River City Players, residents, property owners, and businesses).

Opportunities Analysis

There are some key factors that attract new businesses and residents to cities, including location (proximity to metropolitan areas), transportation network, labor force, partnerships (public-private), and quality of life.

Location

While it is not served by a limited access highway and therefore may not attract higher profile and larger employers, Palatka is at the crossroads of two key corridors: the US 17 Jacksonville-to-Orlando corridor and the SR 100/20/207 corridor between Gainesville and St. Augustine. Due to the lack of a direct route between Jacksonville and Tampa, considerable traffic is funneled through Palatka (in excess of 35,000 daily cars). The City is less than an hour drive from Jacksonville and Gainesville, and when economic circumstances improve and these metropolitan areas grow, Palatka will benefit from increased business activity.

Transportation

Area growth and increased regional traffic have prompted road widening for two-lane segments of SR 20 and US 17 in the County. It is not just the road network that links Palatka to other urban areas. A rail line connects Palatka with Jacksonville and Orlando and is utilized by Amtrak for passenger rail service, with the potential for future improved service. This comes at a time when Orlando-area counties are implementing a commuter rail system (Sunrail) that will be operational by 2013, and the Jacksonville Transportation Authority is studying commuter rail as well. The DeLand and Winter Park Sunrail commuter rail stations will share locations with Amtrak stations, allowing for passenger transfers between the two systems and increased accessibility for Palatka. U.S. Representative, John Mica, who represents this area in Congress, has been effective in promoting commuter rail, water transportation, and other transportation modes. It is also probable that increasing fuel costs will support commuter rail, and there may also be increased demand for tourism-related rail passengers originating from Eastern Seaboard metropolitan areas. There are also opportunities for utilizing the St. Johns River for travel purposes, as shown by the proposed Palatka to Jacksonville water taxi project, now seeking federal funds.

FDOT's planned reconstruction of CR 309C between SR 20 and SR 100 will help develop and maximize use of Kay Larkin Municipal Airport and the adjacent Putnam County Business Park. Phase 1 of the project includes construction of CR 309C from the railroad crossing to south of SR 100, and Phase 2 entails the building of a new 2-lane road from SR 20 to CR 309C. FDOT's work program sets right-of-way acquisition for 2011, but at this time construction is not within the five-year plan window.

Labor

The City's labor force is less educated and poorer than the nation on average, as well as cities and counties in the First Coast region. Just 17% of City residents have a bachelor's degree or higher, compared with 28% for the nation and the Jacksonville area. The economic success of residents is relatively low, as one might expect from the shortage of educated residents. Around one-half of the City's population is in the labor force, compared to almost two-thirds of the Jacksonville area, and the median household income in the City is less than half of incomes for the nation and the Jacksonville area. It is fortunate that the St. Johns River State College is located in Palatka, and the City and SJRSC should explore funding opportunities for a downtown extension office for classes and job training, possibly in conjunction with a business incubator as has been discussed by the City Commission.

Partnerships

The City has a unique opportunity to partner with a variety of public and private entities. For a relatively small population, the City hosts several influential entities, first and foremost being the St. Johns River Water Management District. The District has taken on an even more important role given the pressing issues of water supply and St. Johns River restoration. The Florida School for the Arts (FloArts) is a unique and exciting institution from a planning perspective, since artists have been at the forefront of the revitalization and success of many Florida cities (Sarasota, St. Augustine, Vero Beach, Naples, Lake Wales, etc.). St. Johns River State College is an excellent resource to provide job training and educational advancement for City residents. The State of Florida has recognized the importance of economic development through its Rural Initiatives program, which requires that state agencies aggressively partner with jurisdictions to receive grant funding and attract businesses. Downtown merchants can benefit from the Main Street program, which is run by the City. The City also has many involved citizens who support arts and culture organizations, and Downtown Palatka Inc. and the Main Street program can serve as an effective private/quasi-public partnership to improve downtown.

Quality of Life

In this time of suburban and exurban growth, the City is positioned to provide an alternative to formless and unattractive sprawl. The historic central city is unique and attractive, the river is magnificent and relatively pristine, and the juxtaposition of city and nature is compelling. Palatka has the opportunity to weave together strains of culture and environment to increase overall livability. This can be achieved through preserving historic buildings in the downtown area and surrounding neighborhoods, promoting appropriate infill in historic neighborhoods, retrofitting older suburbs that are experiencing decline, and requiring that new development follow design standards that promote a sense of place. Private investment can be sparked by public investment in streetscape, parks, and infrastructure in general.

Additionally, the City has benefitted from arts and cultural activities in recent years. The Florida School for the Arts (FLOARTS) attracts students from across the state to study under accomplished artists in the performing arts (acting, dance, musical theatre, and production and design) and visual arts (studio and graphic design/new media). The Arts Council of Greater Palatka is an established organization with a board of directors, operating programs out of the historic Larimer Arts Center. The Conlee Mural Committee has created striking murals on building walls throughout the City that showcase Palatka's history. Create! The Artists Guild of North Florida holds an annual "paint-out" competition that attracts artists from across the state to develop locally-inspired works of art. Other active arts organizations include the African Cultural Arts Council, the Gourd Society, Palatka Art League, Palatka Railroad Museum, and Putnam County Community Band.

Economic and quality of life impacts of art to Florida communities have been documented, most recently in a study called "Arts and Economic Prosperity III: The Economic Impact of Nonprofit Arts and Culture Organizations and Their Audiences in the State of Florida." This study measured the economic impact of the nonprofit arts and culture industry in Florida. In 2008, spending by arts and culture organizations and their audiences supported a total of 88,326 full-time equivalent jobs, and total revenue generations of $196,778,000 for local government and $2,057,309,000 for household income paid to residents. Additionally, the average event attendee spent $29.42 on event related activities, meals, lodging, and transportation per event.

Florida cities like DeLand, Sarasota, Venice, and Winter Park have reaped considerable benefits from the presence of a vigorous arts community. As one example, Greater Sarasota is home to 1,690 arts-related businesses that employ over 6,258 people. Arts-related activities in Sarasota County generate millions in local economic impact. Sarasota County-based non-profit cultural organizations conservatively employ more than 3,000 full-time cultural workers and generate more than $123 million in household income to local residents. Arts districts and colonies like Towles Court and the Arts Village have sparked revitalization in downtown Sarasota and surrounding neighborhoods, and arts audiences spend more than $54 million in local restaurants, hotels, retail stores and parking garages. An important mainstay of the arts community in Sarasota is the Ringling College of Art + Design, an institution similar to FLOARTS.

Success stories like this provide insight into the economic and social benefits of promoting arts, especially for a city like Palatka that is trying to reinvigorate its economic base. There is excellent potential to utilize arts-related activities to reinvigorate the downtown area. Significant efforts should be made to entice FLOARTS to locate classrooms, studios, and design space in vacant buildings in the Downtown CRA. The Savannah College of Art and Design accomplished this on a larger scale, to the benefit of the community and the local economy. This type of arts anchor would encourage the creation or rehabilitation of larger performing arts centers.

Downtown Palatka

Downtown Palatka is located in the eastern section of the City. This area of Palatka is comprised of two historic districts, three Community Redevelopment Areas, and a Main Street area, all of which function independently of each other. Therefore there is a need for a cohesive and

coordinated effort to tackle historic preservation, economic vitality, transportation, recreation and an assortment of other issues associated with these different areas and programs.

The North and South Historic Districts are located adjacent to downtown Palatka. These viable residential areas help to support downtown businesses.

Many of the buildings in downtown Palatka were constructed prior to current building codes and ADA requirements. The economic reality is that the retrofitting of these buildings can be cost prohibitive.

The Comprehensive Plan does not have a mixed use land use classification, which would allow for residential uses downtown and promote urban vitality.

In 2008, the City recognized the importance of reviving downtown Palatka and created a Community Redevelopment Area Plan which focuses on both historic districts and the downtown core. The CRA Plan states "there is a collective momentum through organizations, residents and the City to move forward with an action plan that may include redevelopment, new construction, rehabilitation, restoration, historic preservation, rezoning, demolition and riverfront and downtown master plan."[5] Although the two historic districts and the central business district are geographically and functionally separate, efforts should be made to identify and employ unifying tactics for the three areas. An example of such a tactic would be the implementation of a new "mixed use" category.

Income

Much of the area workforce leaves the county for employment because of lack of jobs and low wages in Putnam County. Additionally, Putnam County has a low median income, and an increasing unemployment rate. Approximately 35% of Putnam County's workforce is employed outside of the county (source: American Community Survey, U.S. Census Bureau, 2006-2008 ACS 3-Year Survey). Per capita personal income in Putnam County is a relatively low $25,712 compared to the statewide figure of $39,064 (source: 2010 Florida Statistical Abstract).

Housing

In 2007, new housing (based on building permit activity) in Palatka was valued at $1,438,000. In 2007, there were 15 new single-family homes constructed in Palatka, averaging just over $95,000 per unit. New housing value based on building permit activity in Putnam County was valued at $6,399,000. In 2007, there were 54 new single-family homes constructed in the County, with an average value of $118,500 (source: 2008 Florida Statistical Abstract).

Analysis

The following discussion will be broken into two distinct sections: downtown redevelopment and shovel ready sites associated with Plum Creek and the Putnam County Business Park.

Attracting large scale employers to the City poses different issues than downtown redevelopment. Downtown redevelopment generally attracts small business owners, while large tracts of land located in the business or industrial park will attract larger-scale businesses.

[5] City of Palatka Community Redevelopment Area Plan, Prepared by Kimley-Horn and Associates

An important feature of trying to attract new business to these areas is having a trained and educated workforce that can fulfill the needs of the prospective employer. Fortunately, there are several local programs in place that are ready to provide this service to the residents of Palatka and Putnam County. The Putnam County campuses of the First Coast Technical Institute and St. Johns River State College provide training for new and existing businesses and industries. The First Coast Technical Institute has expanded its programs in Putnam County to offer coursework in the culinary arts, welding, and diesel mechanics.

Technical training needs have also been addressed through the creation of the Tech Prep initiative. This initiative was created through a partnership between Putnam County Schools and St. Johns River State College. "Tech Prep is a proactive response to an evolving society. It begins in high school and students apply what they learned in their Tech Prep classes to real life situations, and graduate better prepared for future technical training and careers[6]." These training and educational opportunities are a necessity if Palatka is going to attract new business.

Another major component of attracting new employers to Palatka is having fully entitled parcels with available municipal infrastructure and services (shovel-ready sites). The Putnam County Business Park is considered shovel ready but Plum Creek Industrial Park remains undeveloped and without municipal services. Although Plum Creek is not considered as a shovel-ready site, the City has made efforts to prepare this site for development in the near future.

Adopted Amendment 10-1 highlights two phases of development for the Plum Creek site. Phase I allows for up to 180,000 square feet of development through 2015. Phase II allows for up to 3.28 million square feet of development through 2020, provided that level-of-service standards have been adopted into the 5-year schedule of capital improvements and traffic impacts have been assessed. Once municipal services and infrastructure have been established at Plum Creek, the site will be shovel-ready.

The main argument behind having an educated/trained workforce and shovel-ready sites is that the City is in competition to attract business and industry with other local municipalities in the region. If the City wants to compete on a regional level for employers, it must have a trained workforce and available space to locate and expand. Municipalities that are prepared for expansion will benefit first, while other places will lag. This is particularly important as the national, state, and local economy begins to recover from the recession.

Another issue to consider is the designation of a mixed-use category in the Future Land Use Element. "A mixed-use development is a real estate project with planned integration of some combination of retail, office, residential, hotel, recreation or other functions. It is pedestrian-oriented and contains elements of a live-work-play environment. It maximizes space usage, has amenities and architectural expression and tends to mitigate traffic and sprawl." [7] This definition of mixed-use fits in with recommendations expressed in the Community Redevelopment Area

[6] Putnam County Economic Development Element, Putnam County Comprehensive Plan 9-8-2006
[7] What Exactly is Mixed-Use?, 2006 Conference on Mixed-Use Development, www.icsc.org/srch/lib/Mixed-use_Definition.pdf

Plan and projects that are already in their implementation stage. The CRA Plan highlights the need to provide more low to moderate income housing in the downtown area and to encourage private businesses to locate in these areas. Additionally, projects identified in the CRA Plan such as the Riverfront Redevelopment Project, the Building Improvement Grants Project, and the 100 Block Redevelopment Project would require that a mixed-use district be in place.

There are several commercial storefronts with available space located on upper floors in the Downtown CRA. The creation of residential units and additional office space from these vacant floors would serve as a good reuse of space and would also not require additional utilities and services. Mixed-use development helps to limit sprawl and reduce traffic, goals of HB 697, which requires communities to adopt GOPs that reduce greenhouse gas emissions.

Recommendations

The following recommendations are suggested for a proposed Economic Development Element. These recommendations are listed under specific topics:

1. Downtown Revitalization and Marketing,
2. Arts/Cultural Strategies,
3. Tree City,
4. Industrial Park,
5. Airport
6. Infrastructure Improvements
7. Business Incubator
8. Public-Private Partnerships
9. Urban Service Boundary
10. Rail and Water Transportation
11. Eco-Tourism
12. City Economic Development

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<u>Downtown Revitalization</u>

- Adopt policies within the Historic Preservation Element (referenced by a policy in the Economic Development Element) that consider the implementation of state-enabled city tax exemptions for locally designated historic structures.

- Consider a program that leverages private investment on appropriate historic building improvements with City TIF or other funds, similar to programs in Deland and other towns.

- Continue to institute downtown design improvements including the following:
    a. Nurture, trim, and replace downtown street trees
    b. Consider instituting public and private lighting improvements in the form of a "Light Up Downtown program" particularly historic facades
    c. Fill gaping holes (vacant lots, parking lots) in downtown building fabric by installing "streetwalls" or low hedges/walls along frontage of vacant lots and

parking lots that continue the line of buildings that provides enclosure for the street.

d. Develop signage program for public parking, public buildings, and merchant directories that is tasteful and recognizable.
e. Consider establishing a civic facility like a town square with a pavilion in an interior downtown location within walking distance of riverfront. This space would not be open like the riverfront, but enclosed by buildings like urban plaza, celebrating the city instead of river/open space. This area would be utilized for special events and would link pedestrians and energy from the public riverfront to the retail district. Several potential locations exist for this such as the northwest corner of St. Johns Ave. and 2nd St., the courthouse parking lot, or the courthouse lawn.
f. Beautify currently unattractive and critically important view corridors from US 17 to attract passers-by – street trees and plantings, building canopies/ awnings, and parking/vacant lot streetwalls.
g. Exempt downtown businesses from current on-site parking requirements. Develop parking study that identifies current and future parking demand and supply. Work to provide for public parking either through small and scattered lots peripheral to St. Johns Avenue or through a parking garage including ground floor retail – note that the riverfront redevelopment project includes the best opportunity for such a public parking structure.

Downtown Marketing

- Partner with private entities to leverage public resource – in particular consider partnering with banks that can match city loan contributions and sponsor activities.

- Encourage and consider providing incentives for establishment of live-work artist district w/ loft & studio space.

- Continue with interior renovations and improvements to Larimer Center.

- Continue using grant and other funding to transform the Price Martin Center into a mid-size performing Arts Center, upgrade lighting, sound, and wiring; fit interior with appropriate seating, and improve design elements.

Arts/Cultural Strategies

- Nurture and promote active cultural and arts programs, particularly in conjunction with downtown redevelopment and programs.

- Continue and enhance Mural Program.

- Support art events that attract artists to the City like the annual "paint out" held by Create! The Artists Guild of North Florida holds.

- Inventory art facilities and programs to assist in determining types of facilities, capacities and activities to be scheduled. Update inventory annually.

- Complete an assessment of cultural needs of the community.

- Continue allowing 501(C)(3) non-profit art organizations with demonstrated track record and/or business plan to lease unoccupied city buildings for a nominal fee.

- Interface with state and regional tourism agencies to develop a clearer identity for the City.

Tree City Strategies

- Policy A.5.1: Develop tree inventory of street trees along collector and arterial road corridors.

- Develop street tree program that supplements existing tree canopy along roadways, preserving and pruning existing trees and planting appropriate new urban street trees where needed.

- Identify additional funding sources for tree planting through programs like Keep America Beautiful and adopt-a-median, adopt-a-block and other sponsorship and recognition programs.

Industrial Park

- Work with the EDC and Chamber as lead agencies in marketing the industrial park to targeted industries.

- Investigate having available shovel-ready sites is a determining factor for businesses and industry to locate within a community.

Airport

- Continue to pursue state and federal grants for capital improvements in airport facilities and new business attraction and retention (within reason, ensuring not to overcommit the City to matching grant costs).

- Improve appearance of airport through use of strategic landscaping.

- Implement marketing proposed by recently completed Airport Business Plan.

Infrastructure Improvements

- Pursue the following prioritized economic development-related infrastructure projects:
    1. Water Plant Expansion – the grant-funded facility will utilize the advanced water treatment method of ultra filtration and will be completed in 2008 at a cost of $11.5 million.
    2. Reuse System – the goal is phase, 100% coverage as required by the water management district and EPA. The City is starting with the municipal golf

course, and then getting larger users like ballfields and cemeteries. This is a 4-5 year project, costing $1.5 million, and grant funded by DCA, DEP, District, with a City match.

3. Other Projects - ongoing replacement of very old water and wastewater lines; space needs for growing City administration; completion of grant-funded new Airport Terminal; City development of Terminal West industrial park for aviation-related facilities.

Business Incubator

- In planning for such a facility, stress the following elements that help businesses to succeed: determining the best location; have available space for expansion, availability of basic services (reception, conference room) track record of the incubator's manager, "graduation" policy, flexible space, common facilities, and negotiation with service firms (accounting, tax, marketing, legal, advertising and business planning) for trial-period discounts for services to new businesses.

- Consider working with SJRSC/FLOARTS to establish a downtown incubator, branch, and continuing education facility to address the need for job training and education that is accessible for those most in need, and to build on the potential synergy between the arts and education.

Public-Private Partnerships

- Communicate with the following public, quasi-public, and non-profit groups including establishing recurring agenda items for Putnam County, Northeast Florida Regional Council, Putnam County Chamber of Commerce & Main St. Program, Putnam County Economic Development Council, St. Johns River State College, St. Johns River Water Management District, Downtown Palatka, Inc., African Cultural Arts Council, the Arts Council of Greater Palatka, Create!, the Gourd Society, the Railroad Preservation Society, Conlee Mural Committee, Palatka Art League, Putnam County Community Band, Putnam County Historical Society, River City Players, residents, property owners, and businesses.

- Pursue state, federal, and other grant and loan opportunities in conjunction with the entities listed above, possibly utilizing a city-funded grants staff person, who could also act as City's economic development coordinator (see Policy A.14.2).

- Create a committee of those who deliver cultural programs to greater Palatka, including at a minimum a representative member from the Chamber of Commerce, Downtown Palatka, Inc, Palatka Main Street, St. Johns River State College, Florida School of the Arts (FLOARTS), Palatka Art League, the Arts Council of Greater Palatka and area museums and cultural groups, and a City Commissioner. The committee will serve as a catalyst in securing grants, developing long-range planning goals, and encouraging joint programming.

Urban Service Boundary

- Consider an agreement with County that would define the logical extent of city-provided urban services and provide for funding strategies for service area expansion and annexation.

- Work with County to identify logical land use mix for lands identified for future USA expansion and annexation areas, including sufficient lands for commercial and industrial use.

Rail and Water Transportation

- Work with Amtrak, CSX, Jacksonville Transportation Authority, First Coast Metropolitan Planning Organization, FDOT, Central Florida Commuter Rail Commission, and state and federal elected officials toward extending commuter rail north from Deland to connect with a possible Jacksonville commuter rail system that terminates in Clay County.

- Work with Amtrak in converting train station to "manned" status.

- Support water taxis for eco-tourism and potential transit purposes.

Eco-Tourism

- Continue to support and promote Bass Fishing Tournaments.

- Plan for bicycle routes or trails to link terminus of Lake Butler-Palatka rail trail to downtown. Work with St. Johns River Water Management District and Municipal Airport to showcase trail, given that both facilities are close to the trail and can provide connections for visitors and trail users.

- Support public and/or private water taxis that connect the Riverfront Park with Murphy Island for hikers and/or campers.

- Consider recommending to Florida Division of Parks and Recreation to prohibit automobile travel in Ravines State Gardens during early morning and late afternoon times to encourage pedestrian and bicycle use, which is currently problematic given the narrow width of the loop road and lack of sidewalks.

City Economic Development

- Consider separate advisory CRA board to allow for citizen advice and more focus on redevelopment.

- Consider city staff economic development staff position – not to replace Chamber efforts but to supplement them.

- Consider tax exemptions for property improvements to new or expanding businesses in brownfields or enterprise zones (requires city referendum) under F.S. 196.1995.

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Issue 3: Transportation Level of Service

With the adoption of 2009's Senate Bill 360, Palatka became classified as a Dense Urban Land Area (DULA) community. By extension, the DULA designation institutes a transportation concurrency exception area (TCEA) within the City. As part of the requirements for the TCEA, the City must adopt a mobility plan. Complicating the issue is U.S. 17, a failing, emerging roadway on the Strategic Intermodal System.

Background

SB 360

Senate Bill 360 designated TCEAs and imposed new local planning requirements for them. Within two years after a TCEA becomes effective, the local government must amend its local comprehensive plan to include "land use and transportation strategies to support and fund mobility within the exception area, including alternative modes of transportation." Failure to comply with this mandate may result in the imposition of sanctions against the defaulting local government. Senate Bill 360 directs the Department of Community Affairs (DCA) to report defaulting local governments to the Administration Commission (Governor and Cabinet) if DCA finds "insufficient cause" for the failure to timely adopt the new mobility strategies. The Administration Commission may impose sanctions.

Under Senate Bill 360, local governments that are defined as "Dense Urban Land Areas" (DULAs) have the following options regarding transportation concurrency in TCEAs:

- Retain and continue to apply the transportation concurrency provisions in existing local comprehensive plans and land development regulations.
- Amend the existing local comprehensive plan and local land development regulations to delete or modify transportation concurrency requirements for a TCEA or adopt alternatives to transportation concurrency.

In addition, of course, these local governments MUST amend their local comprehensive plans to include new mobility planning requirements for the TCEA within two years of the 2009 Senate Bill 360 adoption.

DULA

Pursuant to Section 163.3164(34), Florida Statutes, the Florida Legislative Office of Economic and Demographic Research transmitted to the Department of Community Affairs on June 30, 2010, a list of counties and municipalities qualifying as DULAs. The Department posted this list on its Web site on July 7, 2010. DULA is defined by Section 163.3164(34), Florida Statutes to mean as:

- A municipality that has an average of at least 1,000 people per square mile of land area and a minimum total population of at least 5,000;
- A county, including the municipalities located therein, which has an average of at least 1,000 people per square mile of land area; or

- A county, including the municipalities located therein, which has a population of at least 1 million.

Each of the cities on the list is a TCEA pursuant to Senate Bill 360.

TCEA

Senate Bill 360 removes state-mandated transportation concurrency requirements in targeted areas designated as TCEAs. Local governments are no longer required to comply with state-mandated transportation requirements in TCEAs, but these requirements still apply in other areas.

Local governments may continue to apply their existing, previously state-mandated transportation concurrency requirements in TCEAs, if they choose to do so. Senate Bill 360 contains no language preempting the area of transportation concurrency or prohibiting local governments from adopting regulations that are stricter than state requirements. On the contrary, Senate Bill 360 expressly provides: "The designation of a transportation concurrency exception area does not limit a local government's **home rule power** to adopt **ordinances** or impose fees."

If a local government wishes to eliminate state-mandated transportation concurrency requirements in TCEAs, the local government must amend its existing local comprehensive plan and land development regulations to delete such requirements or to adopt alternative requirements.

Strategic Intermodal System

The Florida Intrastate Highway System (FIHS), created in 1990 by the Florida Legislature, is composed of interconnected high-speed, high-volume roadways including:

- Interstate highways
- Florida's Turnpike system
- Selected urban expressways
- Existing major interregional and intercity arterial highways to be upgraded to higher controlled-access standards
- New limited-access facilities

The primary function of the system is to serve interstate and regional commerce and long-distance trips. The SIS, enacted by legislation in 2004, includes high-priority existing or planned FHIS routes that meet SIS designation criteria outlined in Florida's Strategic Intermodal System Plan. The SIS includes the State's largest and most significant commercial service airports, spaceport, deepwater seaports, freight rail terminals, passenger rail and intercity bus terminals, rail corridors, waterways and highways. These facilities are the workhorses of Florida's transportation system, carrying more than 99% of all commercial air passengers and cargo, virtually all waterborne freight and cruise passengers, almost all rail freight, 89% of all inter-regional rail and bus passengers, more than 70% of all truck traffic, and 55% of total traffic on the State Highway System. If the City implements the TCEA through a comprehensive plan amendment supported by adequate data and analysis, the level of service standards on SIS/FIHS facilities can be modified within City limits. Until this occurs the City will recognize the current FDOT standards within City limits.

Rule 9J-5.019, FAC, requires that FDOT level of service standards is applied to SIS/FIHS roads and requires the establishment of strategies to reduce impacts to the SIS/FIHS. LOS standards for roadways on the SIS are set by FDOT. Rule 9J-5.0055(2) (c), FAC, requires local governments to adopt the LOS standards established by the Florida Department of Transportation by rule for facilities on the Strategic Intermodal System.

Table C1: SIS Level of Service

	SIS And FIHS Facilities		TRIP Funded Facilities & Other State Roads	
	Limited Access Highway (Freeway)	Controlled Access Highway	Other Multilane	Two-Lane
Rural Areas	B	B	B	C
Transitioning Urbanized Areas, Urban Areas, or Communities	C	C	C	C
Urbanized Areas Under 500,000	C(D)	C	D	D
Urbanized Areas Over 500,000	D(E)	D	D	D
Roadways Parallel to Exclusive Transit Facilities	E	E	E	E
Inside TCMAs	D(E)	E	--	--
Inside TCEAs and MMTDs	--	--	--	--

Source FDOT, 2010

The following map depicts the designation of roadway segments within the City. It should be noted the juxtaposition of City and County jurisdiction does not lend itself to a clear definition of roadway responsibility by the two jurisdictions. Segmented designations could potentially cause confusion in long term transportation plans as well as traffic projection and level of service standards. The segments considered existing SIS, emerging SIS, or on the FIHS are shown on the following map.

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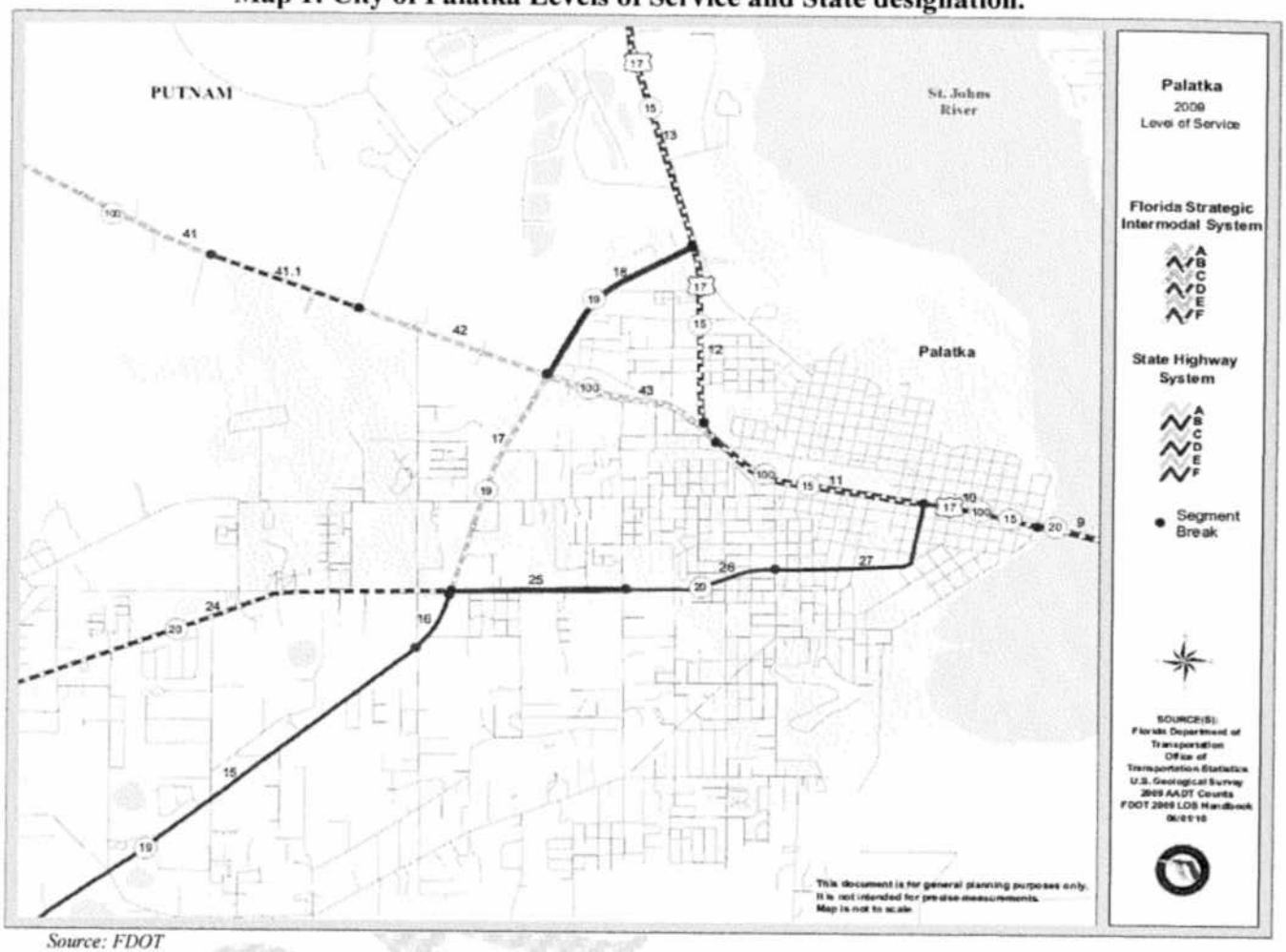
Map 1: City of Palatka Levels of Service and State designation.



Source: FDOT

In 2009, FDOT modified the level of service standards and placed special emphasis on maintaining an acceptable level of service for roadways on the SIS/FIHS.

Table C2: Projected Levels of Service

Road Location	ID	Lanes	System	Miles	MIN LOS	MAX LOS	2009	2015	2025
SR 15/U.S. 17	10	4/D	SIS	0.55	C	22,700	D	E	F
SR 15/U.S. 17	11	4/D	SIS	1.19	C	22,700	D	D	D
SR19	17	6/D	SIS	1.33	C	35,700	C	C	C
SR 19	18	4/D	SHS	0.97	C	32,100	B	B	B
SR 20	25	4/D	SHS	0.85	C	16,700	B	B	B
SR 20	26	2/D	SHS	0.75	C	9,870	D	D	D
SR 20	27	2/U	SHS	1.01	C	7,400	B	B	B
SR 20/U.S. 17	10	4/D	SIS	0.55	C	22,700	D	E	F
SR 100	43	4/D	SIS	0.85	C	22,700	C	C	C

Source: NEFRC and FDOT

Mobility

Whether or not the Mobility Plan will be a statutory requirement, it is important for the City to emphasize alternative means of transportation in its Comprehensive Plan. As noted above, the City should coordinate with The Ride Share to plan for transit routes that encourage increased ridership and thus reduce congestion caused by work and shopping traffic.

The City should also strategically plan to promote pedestrian and bicycle travel to encourage such movement throughout the City. Cities across the nation and throughout Florida (including Eustis, Lee County, Ocala, West Palm Beach, and Miami) are implementing a concept known as "Complete Streets," which calls for roadways that are designed and operated to enable safe access for all users. This program is promoted through Florida Statute 335.065, which requires FDOT to give strong consideration to constructing bicycle lanes and sidewalks when improving state roads. As noted in Major Issue # 4, Trails and Parks, the City has opportunities to identify and establish a trails system that will further support pedestrian and bicycle mobility. A Complete Street has the following elements:

- sidewalks;
- bike lanes (or wide paved shoulders
- frequent and safe crossing opportunities;
- accessible pedestrian signals;
- desirable appearance including landscaping, shade and design;
- comfortable and accessible public transportation stops;
- median islands;
- narrower travel lanes;
- roundabouts; and
- special bus lanes.

U.S. 17 Analyses

It should be noted that the City will need to address additional roadways other than US17, which are projected to fail in the year 2015 and 2025 (these are identified in Table X-X above). For the purpose of addressing the Major Issue #3, only U.S. 17 has been addressed.

U.S. Highway 17 is a north-south arterial connecting the southern Putnam County with Palatka. U.S.17 is a principal arterial and is a four-lane road from Clay County south to San Mateo; and has two-lanes south of San Mateo. U.S.17 is a part of the state primary road system and is currently identified as an Emerging SIS facility, with the exception of the section from S.R. 207 in East Palatka north to North 1st Street, which is currently designated as a SIS facility. The roadway connects Palatka, Pomona Park, Crescent City, and Welaka. In 2008, daily traffic volumes ranged from 5,900 vehicles in the southern part of Putnam County, 35,500 vehicles near Palatka, and 8,000 vehicles in northern Putnam County. While U.S. 17 currently operates at an acceptable level of service the 2014 analysis provided by the County indicates that the segment from Lake Street to San Mateo Road will exceed the maximum service volume by 8%. The City will need to address other road segment along U.S. 17 that is projected to fail by 2015 and 2025 (see table above).

Commuters in the southern portion of this segment must ride two (2) separate bus routes to reach the City. Furthermore, while the AM peak hour is well accounted for, the last transit service in

the afternoon leaves Palatka at 3:45 PM, which is not conducive to employees travel. Therefore, it is recommended that the City coordinate efforts with the County for a late afternoon and evening transit service as well as more continuous routes to increase ridership.

Recommendations

- In an effort to reduce single-occupancy vehicles and lessen roadway congestion, the City should encourage alternative modes of travel through the development of multi-modal corridors. The City should coordinate with the County's proposed "Transit Authority" to establish the transit routes as specified in the Traffic Circulation Element Data & Analysis.

- Propose new policies to identify multi-modal transportation strategies to address LOS deficiencies. The policies should be in concert with the County's goals, objectives and transit plans. The policy should demonstrate the adopted LOS standard for a SIS facility and maintain this for the first five years. The first five years of the schedule should be incorporated into the Capital Improvements Element for transit service and park and ride projects, necessary to address the LOS deficiencies of the SIS facility. This should also be coordinated with the County's transit plans and estimated costs, funding sources and the potential construction of facilities. Thus ensuring that any expansion of transit service is financially feasible.

- The City should add policies to promote Complete Street, including elements to encourage bikeways and pedestrian systems which encourage bicycle and foot travel throughout the City

- The City should consider promoting new bus stops and transit routes in the future.

- The City should coordinate with County in developing the list of priority projects for both the bus stops and transit routes.

- Before any financial commitments the City should monitor the future ridership levels and potential reduction in traffic congestion. This monitoring should occur on an annual or biennial basis. Attached is the Putnam County CIE.

Issue #4: Trails and Parks

The City has several recreational facilities, a golf course and a linear park along the St. Johns River (south of US 17). However, there is not a comprehensive, long-range park and trails plan to tie these elements together.

Palatka is in a unique position for parks and trail development. Palatka the largest municipality in terms of size and population in Putnam County, is the economic hub of the County, and also is the County Seat and is located at the confluence of several regional roadways. Additionally, the City still has large tracts of land along the St. Johns River that are undeveloped and have excellent potential to contribute to Palatka's already diverse parks system. If these areas were

developed as parks or greenways, they would contribute to the larger Putnam County parks system, which includes blueways or paddling trails, regional trails, and large amounts of conservation and recreation space.

Putnam County has already developed a St. Johns River "Greenprint." The Putnam County Commission appointed a 45 member group representing a broad base of interests to develop the Greenprint. They were tasked with developing a shared vision on behalf of all Putnam County residents, establishing goals to achieve the vision, developing a prioritized list of best opportunities, and developing recommendations for action steps to implement the vision. The ultimate goals of the Greenprint were to celebrate the culture and history of the St. Johns River by preserving community character, and by defining the river as a key destination to attract people to live, work and play.

In 2009, Putnam County adopted a trails master plan. The vision statement of this document is, "to establish Putnam County as the trail hub of Florida while enhancing and enriching the quality of life of Putnam County citizens through the development of cycling, pedestrian, equestrian, paddling and other trails that serve as recreational amenities, alternative connectors to community destinations and economic stimuli." This plan is clear on the social, economic, and aesthetic benefits of a unified plan for the development of recreational opportunities available to the citizens of the County as well as visitors to the area.

For instance, Figure 10 of the Putnam County Trails Master Plan already addresses two potential trails within the City: a small loop that links several parks along the St. Johns River and winds through the North Historic District, South Historic District and Central Business District; and a larger loop that weaves throughout the City. In addition to providing specific locations for trail development, the Trail Master Plan provides useful information on the benefits of trails, assessment of current conditions, trail prioritization, and potential trail funding opportunities. This document serves as a good baseline for the development of an integrated long-range park and trails plan for the City.

The goals, objectives and policies that have been incorporated into the Recreation and Open Space Element of the Comprehensive Plan do a good job of identifying current park space and amenities, but do little to promote integration of these places into a larger county or regional context. Additionally, the lack of an adopted parks and trails master plan, with an accompanying map, hinders the ability of the City to seek grant money from various sources such as the Florida Recreation Development Assistance Program (FRDAP).

The accompanying map can be one map or a series of maps. The overall goal of the map or maps is to inventory the existing trails and transportation network within the City; to identify potential links to existing intra-county trails; to identify locations of planned and proposed multi-use trails, many of which have already been included in the Trails Master Plan; and to identify trail and park projects on a priority level (low, medium, and high) based on community need, as well as how they would contribute to the larger Trails Master Plan.

FRDAP is a competitive grant program that provides financial assistance to local governments for development or acquisition of land for public outdoor recreational purposes. Grant requests

through the FRDAP program are evaluated on a point system, of which 20 points are directly attributed to the project implementing the applicant's adopted local comprehensive plan.

One major project that has come to the forefront in recent years is the promotion of Putnam County as a bicycle destination. Significant efforts have been made by the County to attract visitors with this recreational activity in mind. A major component of the Putnam County Trails Master Plan is dedicated to bicycling, not only as a recreational activity but as a mobility choice. The City of Palatka has an opportunity to capitalize on this economic stimulator, as well as potentially relieving some of the impacts associated to single-occupancy car travel on already busy streets.

An extra benefit of promoting a multi-use trails system is directly attributable to requirements in Florida House Bill 697, which requires local jurisdictions to examine ways to reduce greenhouse gas emissions. A trails system fosters alternative modes of transportation that reduce vehicle miles traveled, as well as the number of single-occupancy vehicle trips on congested roadways. This is just one component of House Bill 697, but is a considerable part of the holistic approach to reducing greenhouse gas emissions.

In addition to the social benefits of promoting more recreational opportunities through the creation of new spaces or the enhancement of existing spaces, the economic benefit of these types of spaces is well documented. "In 2002, a survey of 2,000 recent home buyers was co-sponsored by the National Association of Home Builders and the National Association of Realtors. The survey asked about the importance of community amenities, and trails came in second only to highway access. Those surveyed could check any number of the 18 amenities, and 36 percent picked walking, jogging or biking trails as either important or very important. Sidewalks, parks, and playgrounds ranked next in importance[8]."

The National Recreation and Parks Association states that "Parks and recreation programs generate revenue directly from fees and charges, but more importantly, provide significant indirect revenues to local and regional economies from sports tournaments and special events such as arts, music, and holiday festivals. Economic activity from hospitality expenditures, tourism, fuel, recreational equipment sales, and many other private sector businesses is of true and sustained value to local and regional economies[9]."

Proximity to trails and parks can help to elevate the value of the housing stock available within the City, as well as to entice out-of-town buyers to purchase housing within the City. Economic stimuli also increase tax revenues collected from tourists.

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[8] Source: Trails are Important to Home Buyers, Survey Shows. Benefits of Trails and Greenways; Hosted by AmericanTrails.org. www.americantrails.org/resources/benefits/homebuyers02.html

[9] Source: Why Parks and Recreation are Essential Public Services, National Recreation and Parks Association. www.nrpa.org/uploadedFiles/Connect_and_Share/Community/Parks Are Essential Public Services.pdf

Recommendations

- Although the City already has a Recreation and Open Space Element in the Comprehensive Plan, the creation of a Long-Range Parks and Trails Plan would allow the City to consolidate all of the information associated to its existing parks, recreational facilities, and golf course into one cohesive document.

- Use the Long-Range Parks and Trails Plan to facilitate the acquisition and improvements recommended as high priority within the Putnam County Greenprint for the City, as well as areas targeted by the Putnam County Trails Master Plan.

- Develop a long-range parks and trails plan that utilizes all the work completed by the Putnam County Greenprint and Trails Master Plan.

- Examine areas in the City that are in the newly defined Coastal High Hazard Area (CHHA). Several parcels along the St. Johns River are yet to be developed according the existing land use map, but are slated for development on the future land use map. All development should be focused away from lands located in the CHHA unless mitigation measures are in place that have been approved by the Department of Community Affairs. If mitigation measures have not been approved for development with the CHHA, parks and trails would be a good use of the land. Established parks and trails could provide direct access to the St. Johns River, add to the amenities included on the St. Johns River paddle trail (Blueprint), and preserve scenic vistas of the river.

- Examine potential linkages to other regional trail systems and park facilities. The Putnam County Trail Master Plan has already identified existing trails and the location of proposed trails for future development. This could be used as a baseline for determining appropriate linkages within the City that could be integrated into the larger county and regional trail system.

- Evaluate opportunities for trail development through the national Rails-to-Trails Conservancy program. The City has been designated as a Dense Urban Land Area (DULA). As a result, they will be required to develop a Mobility Plan. This plan must investigate and identify alternative modes of transportation, of which trail development can serve as an integral component.

Issue #5: Annexation and Municipal Boundary

Palatka has an unplanned municipal boundary, resulting from decades of a voluntary annexation policy for municipal services. This has resulted in the creation of enclaves and the inefficient delivery of municipal services.

Chapter 171 of the Florida Statutes covers the subject of municipal annexation or contraction. Annexation is defined as "adding of real property to the boundaries of an incorporated municipality, such addition making such real property in every way a part of the municipality (s. 171.031 F.S.)."

Since the last update to the Comprehensive Plan, the City has annexed 733.67 acres from unincorporated Putnam County. A vast majority of the annexed lands are attributable to industrial use (686.82 acres), of which the Plum Creek Industrial Park comprises 680.12 acres or approximately 93% of the annexed lands. The remaining annexations have been 31.51 acres for commercial use and 15.34 for residential use.

The City has approached annexation through voluntary annexation instead of a forced annexation process. The City enters into a "Voluntary Agreement to Annex" agreement with property owners in unincorporated Putnam County requesting City water. The property owner(s) agree to voluntarily annex into the City once their property becomes contiguous with the municipal boundary.

Currently, the Future Land Use Element of the Comprehensive Plan has an objective and policy (Objective A.1.10, Policy A.1.10.1) directed towards annexation, none of which are attributable to voluntary annexation. Additionally, there are objectives and policies in the same element that discourage urban sprawl and provide incentives directed towards infill of areas that already have municipal services (Objective A.1.6 & Policy A.1.6.1). As a result, specific objectives and policies should be adopted that provide criteria to guide when voluntary annexation should be used.

Another issue that must be considered is the creation of a joint planning area. A Joint Planning Area (JPA) is an agreement between two jurisdictions on how a specific area will grow and how the review of the growth will be conducted. Each JPA includes a map of the area to which the JPA will apply, as well as the terms of the agreement as provided for in Section 163.3171 Florida Statutes.

The Putnam County Comprehensive Plan already has a policy in place that says the "County shall coordinate with the City and other local jurisdictions to develop joint planning area agreements (Policy G.1.1.4)." It continues to recommend that these agreements should focus on future annexation areas and procedures, as well as the use of land development regulations such as overlays for enclave areas.

Recommendations

- Adopt policies in the Future Land Use Element that direct the City to proactively work to diminish and eventually eliminate enclaves.

- Adopt policies in the Future Land Use Element to include criteria to be considered for each annexation request addressing each parcel's potential to increase City tax revenue; alleviate negative environmental impacts; and more efficiently provide for service delivery and eliminate enclaves.

- Adopt policies in the Future Land Use Element that enforce the voluntary annexation agreements once a property owner's land becomes contiguous to the City to include time limits to apply for annexation.

- Consider an agreement with Putnam County that would define the logical extent of city-provided urban services and provide for funding strategies for service area expansion and annexation.

- Adopt policies in the Future Land Use Element that promote the use of a Joint Planning Area with Putnam County.

SECTION D

SPECIAL TOPICS

Section D: Special Topics

The Evaluation and Appraisal Report (EAR) is required to address public school coordination, water supply planning, Coastal High Hazard Areas, compatibility with military installations, concurrency exception areas, coordination of transportation methodologies, financial feasibility, and reduction of greenhouse gas emissions. Collectively, these are classified as "Special Topics."

School Coordination:

Summary

In 2008, the County and the City adopted a Public School Facilities Element. The County and the City also entered into an Interlocal Agreement to implement coordination and level of service. As illustrated by the lack of recommended changes to the Public School Facilities Element in the Individual Element Assessment (Section B of EAR), it would be premature to assess at this time due to its recent adoption.

The City adopted Amendment 08-PEFE1 on July 10, 2008. The Adopted Amendment packet consists of the necessary materials for the implementation of school concurrency. This includes (1) a new Public School Facilities Element; (2) the required Interlocal Agreement between the County, City, and Putnam County School District; (3) text amendments to the Intergovernmental Coordination Element; (4) and text amendments to the Capital Improvements Element.

The City participates in annual meetings with the Putnam County School District, Putnam County and its associated municipalities. Palatka continues to be a part of the Public Schools Advisory Committee (PSAC) that was created within the Interlocal Agreement. The PSCA reviews potential school sites, major renovations, and proposed or potential school closures. As required, the City adopts the annual update of the Public School Facilities Workplan.

The following LOS standards are established for each facility type:

Table D1: Level of Service Standards for School Facilities

Type of School	*Level of Service (# of Students)*
Existing Schools	FISH capacity based on utilization rate
Elementary Schools	700
Middle School	1,000
K-8 (for middle school phase in)	1,000
High School	1,500

Source: Adopted Putnam ILA for Coordinated Land Use and Public School Facility Planning

Level of Service Standards

For the years preceding this Evaluation and Appraisal Report, level of service standards for public schools were met. Based on the best available data, the level of service standards are expected to be met throughout the planning horizon.

Recommendations

- There are no recommended changes to school coordination at this time

Water Supply Planning:

The City supplies potable water to all of its residents, as well as some people outside of the City. It is the City's policy to allow water connection in cases of "hardship," with an accompanying signed agreement to annex into the City once their parcel becomes contiguous to the City limits.

The City is currently operating under Consumptive Use Permit #8114, which was approved on May 8, 2007. This permit allows for the withdrawal of 1,127.85 MGY (million gallons per year) or an average of 3.09 MGD (million gallons per day) from the Floridan Aquifer for public supply and 4.56 MGD of groundwater for fire protection. This permit has a 20 year timeframe and will expire on May 8, 2027.

The City is not located in a priority water resource caution area (PWRCA). Although the City is not currently in a PWRCA, the City should be prepared to adopt a Water Facilities Supply Plan into the Comprehensive Plan if it does become one in the future.

In 2008, Putnam County included as part of the data and analysis of their EAR based amendments, the *Putnam County Water Supply Plan.* Within this plan, long-term potential sources of water were identified, including the Lower Ocklawaha River, Crescent Lake, the St. Johns River, and seawater. Recommendations included water conservation, use of reclaimed water, development of additional groundwater and brackish water sources, ongoing participation in the St. Johns River Water Management District's regional water supply planning process, and development of alternative sources of surface water.

The Putnam County Water Supply Plan ultimately concluded that:

Analysis conducted by the SJRWMD in support of the Putnam County Water Supply Plan indicates that unacceptable impacts to water resources and related natural systems are likely to occur in response to proposed water use increases from 1995-2030 in the northeast Florida area if this projected water use is realized. Projected unacceptable impacts identified for Putnam County would be due to cumulative impacts of withdrawals that occur largely outside of Putnam County. Because of these projected impacts, the District staff expects to recommend that all of Putnam County and the areas outside of Putnam County that contribute to the impacts be designated as a priority water resource caution area (PWRCA) in the draft 2008 District Water Supply Assessment (SJRWMD 2008). PWRCAs are areas where existing and reasonably anticipated sources of water and conservation efforts will not be adequate (1) to supply water for all existing legal uses and reasonably anticipated future needs and (2) to sustain the water resources and related natural systems. SJRWMD identifies PWRCAs in its district-wide water supply assessments based on water resource constraints and the results of water use, groundwater, and surface water assessments. Based on the expected PWRCA designation for

Putnam County, potential alternative water supply (AWS) sources and projects as well as recommended further actions have been identified.

Level of Service Standards

The City is served exclusively by the municipally-owned and operated R.C. Willis Water Treatment Plant. The R.C. Willis plant is a 6.0 MGD aeration and chlorination WTP.

The City's adopted level of service standard is one hundred thirty (130) gallons per capita per day (GPCD) for residential and one hundred ten (110) gallons per acre per day (GPAD) for commercial/industrial.

Based upon the 2008 Putnam County Water Supply Plan, the City is projected to have a potable water demand of 3.28 MGD in the year 2030, which is the current planning horizon. This level of demand is well within the 6.0 MGD capacity of the R.C Willis plant.

Recommendations

- Adopt policies that promote the implementation of Florida's Water Star Program. This is a voluntary certification program for new and existing residential and commercial developments that encourages water efficiency in household appliances, plumbing fixtures, irrigation and landscaping.

Coastal High Hazard Areas:

"If any of the jurisdiction of the local government is located in the coastal high-hazard area, an evaluation of whether any past reduction in land use density impairs the property rights of current residents when redevelopment occurs, including, but not limited to, redevelopment following a natural disaster.[10]*"*

Definition

The Coastal High Hazard Area (CHHA) is defined as "the area below the elevation of a category 1 hurricane storm surge line as established by the Sea, Lake, and Overland Surges from Hurricanes (SLOSH) computerized storm surge model." According to the adopted 2010 Florida Statewide Regional Evacuation Study Program, Palatka's eastern boundary, which borders the St. Johns River, has lands within the CHHA.

Land Use and Entitlement Analysis

As illustrated by Map 2 (see Appendix A), some eastern portions of the City are located in the CHHA. As it currently stands, those lands located in the CHHA remain undeveloped. The primary land use in the CHHA is silviculture with some recreation and open space.

[10] Florida Statute 163.3191(2)(m)

When comparing the CHHA to the Future Land Use Map, portions of the City in the CHHA have been designated as industrial, commercial, and low-density residential. It is not to say that these lands will ever be developed, but they have been designated for future development with specific land uses in mind.

Recommendations

- Create and adopt an updated CHHA map into the Comprehensive Plan Map Series. Use the data from the newly released 2010 Florida Statewide Regional Evacuation Study Program.

- Add a policy that defines the CHHA - "the area below the elevation of a category 1 hurricane storm surge line as established by the Sea, Lake, and Overland Surges from Hurricanes (SLOSH) computerized storm surge model."

- Add a policy that requires mitigation strategies for impacts due to any new development within the CHHA. This includes but is not limited to clearance times and shelter space demand.

Land Use Compatibility near Military Installations:

Although there is a significant military presence throughout the State of Florida, there are no military installations located in the City, as well as Putnam County. As a result, there are no recommendations for this special topic.

Evaluation of Concurrency Exception Areas:

In 2009, the Florida legislature passed Senate Bill 360, which, in part, designated certain communities as a Dense Urban Land Area (DULA). This established a Transportation Concurrency Exception Area (TCEA) for communities with this designation, and has a requirement that by July of 2011 these communities adopt a plan to fund mobility.

The City has not yet addressed the implications of this designation in the Comprehensive Plan. Previous sections of this EAR document, and in particular Issue 3 of the Major Issues list, provide direction and recommendations to the Plan. The recommendation directs the City to begin updates and revisions to the City's Comprehensive Plan to satisfy SB 360 requirements.

Since the City has recently been designated the status of a TCEA it has no data to evaluate the TCEA at this time.

Recommendations

- Implement strategies to begin to address SB 360

- See recommendations section for Issue 3 of the Majors Issues List.

Evaluation of Methodology for Measuring Impacts on Roadways:

Currently the City Concurrency Management System assesses impacts to transportation facilities and fulfills the purpose for which it was devised. It is recommended that the City coordinate and approach concurrency management with Putnam County. These coordination efforts will initiate recommendations to local governments and municipalities to address issues pertaining to concurrency. A methodology for assessing and addressing impacts may vary when the City further investigates other mechanisms to address mobility and impact fees.

Greenhouse Gas Emissions:

In 2008, Florida passed House Bill 697, which requires local Comprehensive Plans to address energy and green house gas impacts. As a result, the future land use element must be partially based on energy efficient land use patterns; the discouragement of urban sprawl; greenhouse gas reduction strategies; and accounting for existing and future electrical power generation and transmission systems.

The primary impacts to the Comprehensive Plan elements are:

- Conservation Element – address factors that affect energy conservation
- Traffic Circulation Element – includes strategies to reduce greenhouse gas emissions
- Housing Element – addresses energy efficiency in design and construction of new homes
- Future Land Use Element – includes energy-efficient land use patterns and greenhouse gas reduction strategies.

Recommendations

- Adopt policies in the Conservation Element that promote and encourage energy conservation. Areas that should be addressed are the use of Energy Star appliances in new construction or renovation of government facilities and the preservation of conservation and open space as carbon sinks.
- Adopt policies in the Traffic Circulation Element that promote and encourage the use of alternative modes of transportation. These can be directed towards the utilization of the current bus system and towards bike and pedestrian pathways. The goal is to reduce vehicle miles travelled and vehicle trips by single occupancy vehicles.
- Adopt policies in the Housing Element that promote energy efficient design and construction. This should include the use of Energy Star appliances, and expedited

permitting and review for all Leadership in Energy and Environmental Design (LEED) certified buildings.

- Adopt a policy in the Future Land Use Element that promote compact development patterns and promotes a pedestrian friendly environment.

- Develop and adopt an Energy Conservation map as part of the Comprehensive Plan Map Series. At a minimum, this map should identify alternative modes of transportation routes or pathways (buses, bicycle, and pedestrian), conservation and open space, and urban areas that are pedestrian friendly.

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SECTION E

SUMMARY OF RECOMMENDATIONS

Section E: Summary of Recommendations

The following is a compilation of recommendations from the Special Topics and Major Issues sections of this report. The list does not include the necessary strike through and underline of the goals, objectives and policies which are included in a table in Section B.

Future Land Use Element

- Adopt policies in the Future Land Use Element that direct the City to proactively work to diminish and eventually eliminate enclaves.

- Adopt policies in the Future Land Use Element to include criteria to be considered for each annexation request addressing each parcel's potential to increase City tax revenue; alleviate negative environmental impacts; and more efficiently provide for service delivery and eliminate enclaves.

- Adopt policies in the Future Land Use Element that enforce the voluntary annexation agreements once a property owner's land becomes contiguous to the City to include time limits to apply for annexation.

- Adopt policies in the Future Land Use Element that promote the use of a Joint Planning Area with Putnam County.

- Adopt a policy in the Future Land Use Element that promote compact development patterns and promotes a pedestrian friendly environment.

Proposed Historic Preservation Element

- Develop and adopt a Historic Preservation into the Comprehensive Plan. At a minimum, goals, objectives and policies (GOP's) should be adopted to protect the integrity of the given district and its contributing structures.

- Adopt policies in the Historic Preservation Element that reevaluate older areas of the City to determine if the designation of new historic districts or sites is warranted.

- Adopt policies within the Historic Preservation Element (referenced by a policy in the Economic Development Element) that consider the implementation of state-enabled city tax exemptions for locally designated historic structures, including: 1) a ten-year freeze on property tax increases attributable to historic renovations; 2) 100% property tax exemption when the cost of historic renovation exceeds 50% of property value; and 3) 50% property tax exemption for commercial and non-profit use of publicly accessible buildings (public access including those structures with historic facades visible from the right-of-way).

- Adopt policies in the Economic Development and Historic Preservation Element that steer the City to adjust current CRA boundaries to match historic district boundaries.

- Adopt GOPs within the Historic Preservation Element (and referenced by a policy in the Capital Improvements and Economic Development Elements) that call for infrastructure improvements in locally designated historic districts including:
    1. restoration of brick streets;
    2. new or retrofitted period streetlighting;
    3. sidewalk construction and reconstruction;
    4. traffic calming;
    5. unified and unique signage, wayfinding, and gateway/entry features;
    6. parks improvements;
    7. power line undergrounding; and
    8. street tree planting.

- Consider programs that leverage private investment on historic rehabilitation for locally designated structures with City TIF or other funds, similar to programs in DeLand and other towns.

- In cooperation with the Historic Preservation Board and the Palatka Historical Society, continue to work to preserve, renovate, and market the City's historic resources, including the following: Bronson-Mulholland House, Larimer Arts Center, Old A.C.L. Union Depot, Palatka City Hall, Palatka Waterworks, Putnam County Historical Museum, Tilghman House, 1885 2nd Street Buildings, Central Academy, West View Cemetery, Oak Hill East Cemetery, and the North and South Historic Districts.

- Continue to seek public and private funding sources for downtown and historic district improvement for publicly and privately owned properties, utilizing funding from sources such as State Historic Preservation Office Acquisition and Development (restoration), Survey and Planning, and Education grants as well as private/nonprofit sources such as National Trust grant and revolving loan funds.

- Coordinate with Putnam Historical Society, the Chamber and others to update documentation of historic buildings in published guides, including a walking tour format (funding available from State SHPO). Utilize the following documents as well as others in developing this document.

- Consider adopting design standards in conjunction for local historic designation for downtown that protect the historic character and pedestrian orientation of buildings, including prohibition of blank walls on new or renovated buildings; use of awnings and canopies; and general compatibility with existing and adjacent historic buildings.

Proposed Economic Development Element

- Adopt policies within the Historic Preservation Element (referenced by a policy in the Economic Development Element) that consider the implementation of state-enabled city tax exemptions for locally designated historic structures.

- Consider a program that leverages private investment on appropriate historic building improvements with City TIF or other funds, similar to programs in Deland and other towns.

- Continue to institute downtown design improvements including the following:
    a. Nurture, trim, and replace downtown street trees
    b. Consider instituting public and private lighting improvements in the form of a "Light Up Downtown program" particularly historic facades
    c. Fill gaping holes (vacant lots, parking lots) in downtown building fabric by installing "streetwalls" or low hedges/walls along frontage of vacant lots and parking lots that continue the line of buildings that provides enclosure for the street.
    d. Develop signage program for public parking, public buildings, and merchant directories that is tasteful and recognizable.
    e. Consider establishing a civic facility like a town square with a pavilion in an interior downtown location within walking distance of riverfront. This space would not be open like the riverfront, but enclosed by buildings like urban plaza, celebrating the city instead of river/open space. This area would be utilized for special events and would link pedestrians and energy from the public riverfront to the retail district. Several potential locations exist for this such as the northwest corner of St. Johns Ave. and 2nd St., the courthouse parking lot, or the courthouse lawn.
    f. Beautify currently unattractive and critically important view corridors from US 17 to attract passers-by – street trees and plantings, building canopies/ awnings, and parking/vacant lot streetwalls.
    g. Exempt downtown businesses from current on-site parking requirements. Develop parking study that identifies current and future parking demand and supply. Work to provide for public parking either through small and scattered lots peripheral to St. Johns Avenue or through a parking garage including ground floor retail – note that the riverfront redevelopment project includes the best opportunity for such a public parking structure.

- Partner with private entities to leverage public resource – in particular consider partnering with banks that can match city loan contributions and sponsor activities.

- Encourage and consider providing incentives for establishment of live-work artist district w/ loft & studio space.

- Continue with interior renovations and improvements to Larimer Center.

- Continue using grant and other funding to transform the Price Martin Center into a mid-size performing Arts Center, upgrade lighting, sound, and wiring; fit interior with appropriate seating, and improve design elements.

- Nurture and promote active cultural and arts programs, particularly in conjunction with downtown redevelopment and programs.

- Continue and enhance Mural Program.

- Support art events that attract artists to the City like the annual "paint out" held by Create! The Artists Guild of North Florida holds.

- Inventory art facilities and programs to assist in determining types of facilities, capacities and activities to be scheduled. Update inventory annually.

- Complete an assessment of cultural needs of the community.

- Continue allowing 501(C)(3) non-profit art organizations with demonstrated track record and/or business plan to lease unoccupied city buildings for a nominal fee.

- Interface with state and regional tourism agencies to develop a clearer identity for the City.

- Policy A.5.1: Develop tree inventory of street trees along collector and arterial road corridors.

- Develop street tree program that supplements existing tree canopy along roadways, preserving and pruning existing trees and planting appropriate new urban street trees where needed.

- Identify additional funding sources for tree planting through programs like Keep America Beautiful and adopt-a-median, adopt-a-block and other sponsorship and recognition programs.

- Work with the EDC and Chamber as lead agencies in marketing the industrial park to targeted industries.

- Investigate having available shovel-ready sites is a determining factor for businesses and industry to locate within a community.

- Continue to pursue state and federal grants for capital improvements in airport facilities and new business attraction and retention (within reason, ensuring not to overcommit the City to matching grant costs).

- Improve appearance of airport through use of strategic landscaping.

- Implement marketing proposed by recently completed Airport Business Plan.

- Pursue the following prioritized economic development-related infrastructure projects:
    1. Water Plant Expansion – the grant-funded facility will utilize the advanced water treatment method of ultra filtration and will be completed in 2008 at a cost of $11.5 million.
    2. Reuse System – the goal is phase, 100% coverage as required by the water management district and EPA. The City is starting with the municipal golf course, and then getting larger users like ballfields and cemeteries. This is a 4-5 year project, costing $1.5 million, and grant funded by DCA, DEP, District, with a City match.
    3. Other Projects - ongoing replacement of very old water and wastewater lines; space needs for growing City administration; completion of grant-funded new Airport Terminal; City development of Terminal West industrial park for aviation-related facilities.

- In planning for such a facility, stress the following elements that help businesses to succeed: determining the best location; have available space for expansion, availability of basic services (reception, conference room) track record of the incubator's manager, "graduation" policy, flexible space, common facilities, and negotiation with service firms (accounting, tax, marketing, legal, advertising and business planning) for trial-period discounts for services to new businesses.

- Consider working with SJRSC/FLOARTS to establish a downtown incubator, branch, and continuing education facility to address the need for job training and education that is accessible for those most in need, and to build on the potential synergy between the arts and education.

- Communicate with the following public, quasi-public, and non-profit groups including establishing recurring agenda items for Putnam County, Northeast Florida Regional Council, Putnam County Chamber of Commerce & Main St. Program, Putnam County Economic Development Council, St. Johns River State College, St. Johns River Water Management District, Downtown Palatka, Inc., African Cultural Arts Council, the Arts Council of Greater Palatka, Create!, the Gourd Society, the Railroad Preservation Society, Conlee Mural Committee, Palatka Art League, Putnam County Community Band, Putnam County Historical Society, River City Players, residents, property owners, and businesses.

- Pursue state, federal, and other grant and loan opportunities in conjunction with the entities listed above, possibly utilizing a city-funded grants staff person, who could also act as City's economic development coordinator (see Policy A.14.2).

- Create a committee of those who deliver cultural programs to greater Palatka, including at a minimum a representative member from the Chamber of Commerce, Downtown Palatka, Inc, Palatka Main Street, St. Johns River State College, Florida School of the Arts (FLOARTS), Palatka Art League, the Arts Council of Greater Palatka and area

museums and cultural groups, and a City Commissioner. The committee will serve as a catalyst in securing grants, developing long-range planning goals, and encouraging joint programming.

- Consider an agreement with County that would define the logical extent of city-provided urban services and provide for funding strategies for service area expansion and annexation.

- Work with County to identify logical land use mix for lands identified for future USA expansion and annexation areas, including sufficient lands for commercial and industrial use.

- Work with Amtrak, CSX, Jacksonville Transportation Authority, First Coast Metropolitan Planning Organization, FDOT, Central Florida Commuter Rail Commission, and state and federal elected officials toward extending commuter rail north from Deland to connect with a possible Jacksonville commuter rail system that terminates in Clay County.

- Work with Amtrak in converting train station to "manned" status.

- Support water taxis for eco-tourism and potential transit purposes.

- Continue to support and promote Bass Fishing Tournaments.

- Plan for bicycle routes or trails to link terminus of Lake Butler-Palatka rail trail to downtown. Work with St. Johns River Water Management District and Municipal Airport to showcase trail, given that both facilities are close to the trail and can provide connections for visitors and trail users.

- Support public and/or private water taxis that connect the Riverfront Park with Murphy Island for hikers and/or campers.

- Consider recommending to Florida Division of Parks and Recreation to prohibit automobile travel in Ravines State Gardens during early morning and late afternoon times to encourage pedestrian and bicycle use, which is currently problematic given the narrow width of the loop road and lack of sidewalks.

- Consider separate advisory CRA board to allow for citizen advice and more focus on redevelopment.

- Consider city staff economic development staff position – not to replace Chamber efforts but to supplement them.

- Consider tax exemptions for property improvements to new or expanding businesses in brownfields or enterprise zones (requires city referendum) under F.S. 196.1995.

Traffic Circulation Element

- In an effort to reduce single-occupancy vehicles and lessen roadway congestion, the City should encourage alternative modes of travel through the development of multi-modal corridors. The City should coordinate with the County's proposed "Transit Authority" to establish the transit routes as specified in the Traffic Circulation Element Data & Analysis.

- Propose new policies to identify multi-modal transportation strategies to address LOS deficiencies. The policies should be in concert with the County's goals, objectives and transit plans. The policy should demonstrate the adopted LOS standard for a SIS facility and maintain this for the first five years. The first five years of the schedule should be incorporated into the Capital Improvements Element for transit service and park and ride projects, necessary to address the LOS deficiencies of the SIS facility. This should also be coordinated with the County's transit plans and estimated costs, funding sources and the potential construction of facilities. Thus ensuring that any expansion of transit service is financially feasible.

- The City should add policies to promote Complete Street, including elements to encourage bikeways and pedestrian systems which encourage bicycle and foot travel throughout the City

- The City should consider promoting new bus stops and transit routes in the future.

- The City should coordinate with County in developing the list of priority projects for both the bus stops and transit routes.

- Before any financial commitments the City should monitor the future ridership levels and potential reduction in traffic congestion. This monitoring should occur on an annual or biennial basis. Attached is the Putnam County CIE.

- Adopt policies in the Traffic Circulation Element that promote and encourage the use of alternative modes of transportation. These can be directed towards the utilization of the current bus system and towards bike and pedestrian pathways. The goal is to reduce vehicle miles travelled and vehicle trips by single occupancy vehicles.

Housing Element

- Adopt policies in the Housing Element that promote energy efficient design and construction. This should include the use of Energy Star appliances, and expedited permitting and review for all Leadership in Energy and Environmental Design (LEED) certified buildings.

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Conservation Element

- Create and adopt an updated CHHA map into the Comprehensive Plan Map Series. Use the data from the newly released 2010 Florida Statewide Regional Evacuation Study Program.

- Add a policy that defines the CHHA - "the area below the elevation of a category 1 hurricane storm surge line as established by the Sea, Lake, and Overland Surges from Hurricanes (SLOSH) computerized storm surge model."

- Add a policy that requires mitigation strategies for impacts due to any new development within the CHHA. This includes but is not limited to clearance times and shelter space demand.

- Adopt policies that promote the implementation of Florida's Water Star Program. This is a voluntary certification program for new and existing residential and commercial developments that encourages water efficiency in household appliances, plumbing fixtures, irrigation and landscaping.

- Adopt policies in the Conservation Element that promote and encourage energy conservation. Areas that should be addressed are the use of Energy Star appliances in new construction or renovation of government facilities and the preservation of conservation and open space as carbon sinks.

- Develop and adopt an Energy Conservation map as part of the Comprehensive Plan Map Series. At a minimum, this map should identify alternative modes of transportation routes or pathways (buses, bicycle, and pedestrian), conservation and open space, and urban areas that are pedestrian friendly.

Recreation and Open Space Element

- Although the City already has a Recreation and Open Space Element in the Comprehensive Plan, the creation of a Long-Range Parks and Trails Plan would allow the City to consolidate all of the information associated to its existing parks, recreational facilities, and golf course into one cohesive document.

- Use the Long-Range Parks and Trails Plan to facilitate the acquisition and improvements recommended as high priority within the Putnam County Greenprint for the City, as well as areas targeted by the Putnam County Trails Master Plan.

- Develop a long-range parks and trails plan that utilizes all the work completed by the Putnam County Greenprint and Trails Master Plan.

- Examine areas in the City that are in the newly defined Coastal High Hazard Area (CHHA). Several parcels along the St. Johns River are yet to be developed according the

existing land use map, but are slated for development on the future land use map. All development should be focused away from lands located in the CHHA unless mitigation measures are in place that have been approved by the Department of Community Affairs. If mitigation measures have not been approved for development with the CHHA, parks and trails would be a good use of the land. Established parks and trails could provide direct access to the St. Johns River, add to the amenities included on the St. Johns River paddle trail (Blueprint), and preserve scenic vistas of the river.

- Examine potential linkages to other regional trail systems and park facilities. The Putnam County Trail Master Plan has already identified existing trails and the location of proposed trails for future development. This could be used as a baseline for determining appropriate linkages within the City that could be integrated into the larger county and regional trail system.

- Evaluate opportunities for trail development through the national Rails-to-Trails Conservancy program. The City has been designated as a Dense Urban Land Area (DULA). As a result, they will be required to develop a Mobility Plan. This plan must investigate and identify alternative modes of transportation, of which trail development can serve as an integral component.

Intergovernmental Coordination Element

None

Capital Improvements Element

- Implement public education and out reach programs.

- Incentive programs to replace inefficient landscapes, plumbing devise, and appliances with more efficient varieties or models.

- Implement a program that provides indoor water audits and leak detection and irrigation system audits.

- Identify the City's water conservation practices that will reduce water demands.

Below is an example policy that provides enabling language for the concurrency requirements:

> "The City shall issue no development orders or development permits without first consulting with the applicable water supplier (i.e., City's public works department) to determine whether adequate water supplies to serve the development will be available no later than the anticipated date of issuance by the City of a certificate of occupancy or its functional equivalent. The City will also ensure that adequate water supplies and facilities are available and in place prior to issuing a certificate of occupancy or its functional equivalent."

Public School Facilities Element

None

Public Facilities Element

- Consider an agreement with Putnam County that would define the logical extent of city-provided urban services and provide for funding strategies for service area expansion and annexation.

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Appendix A - Maps

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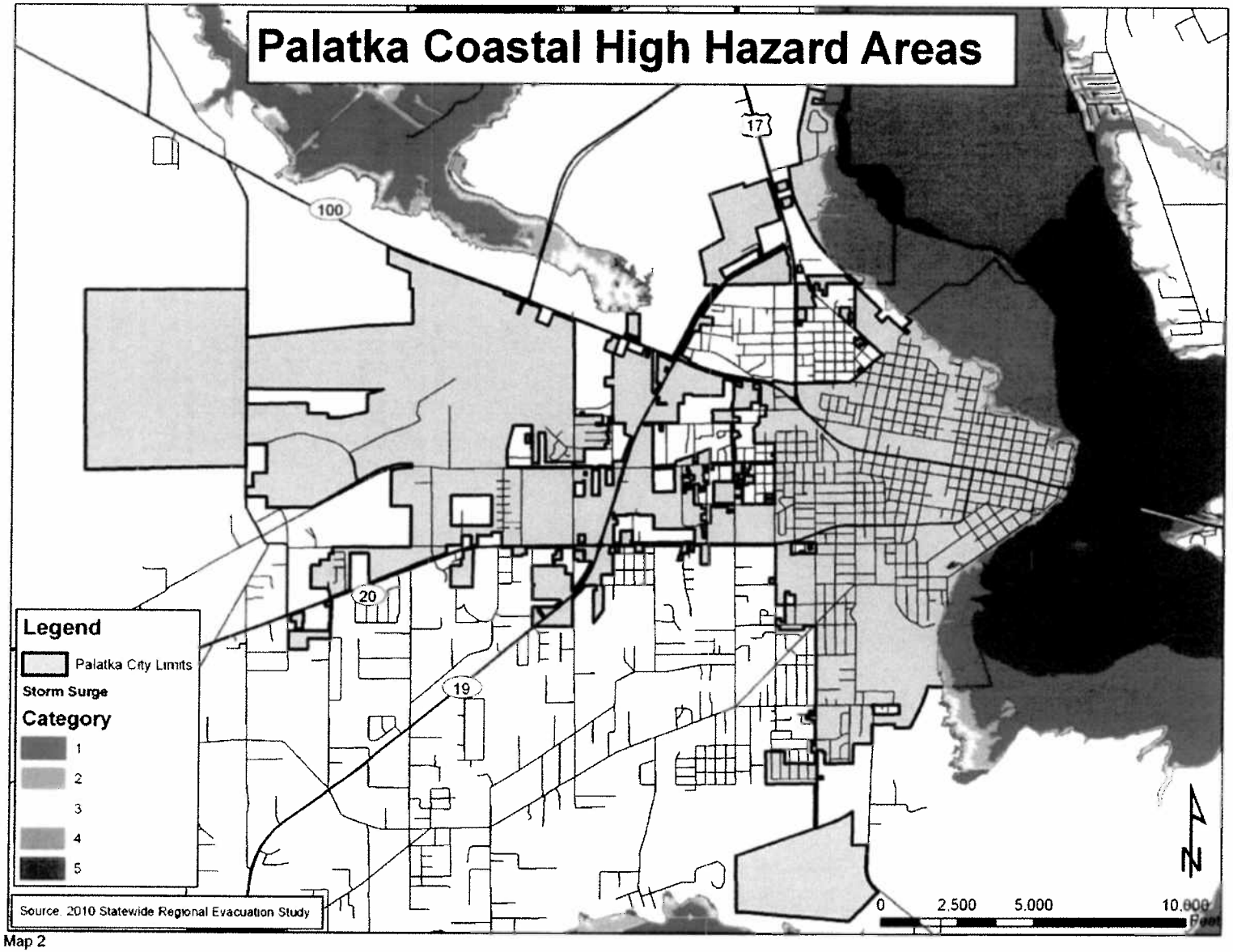
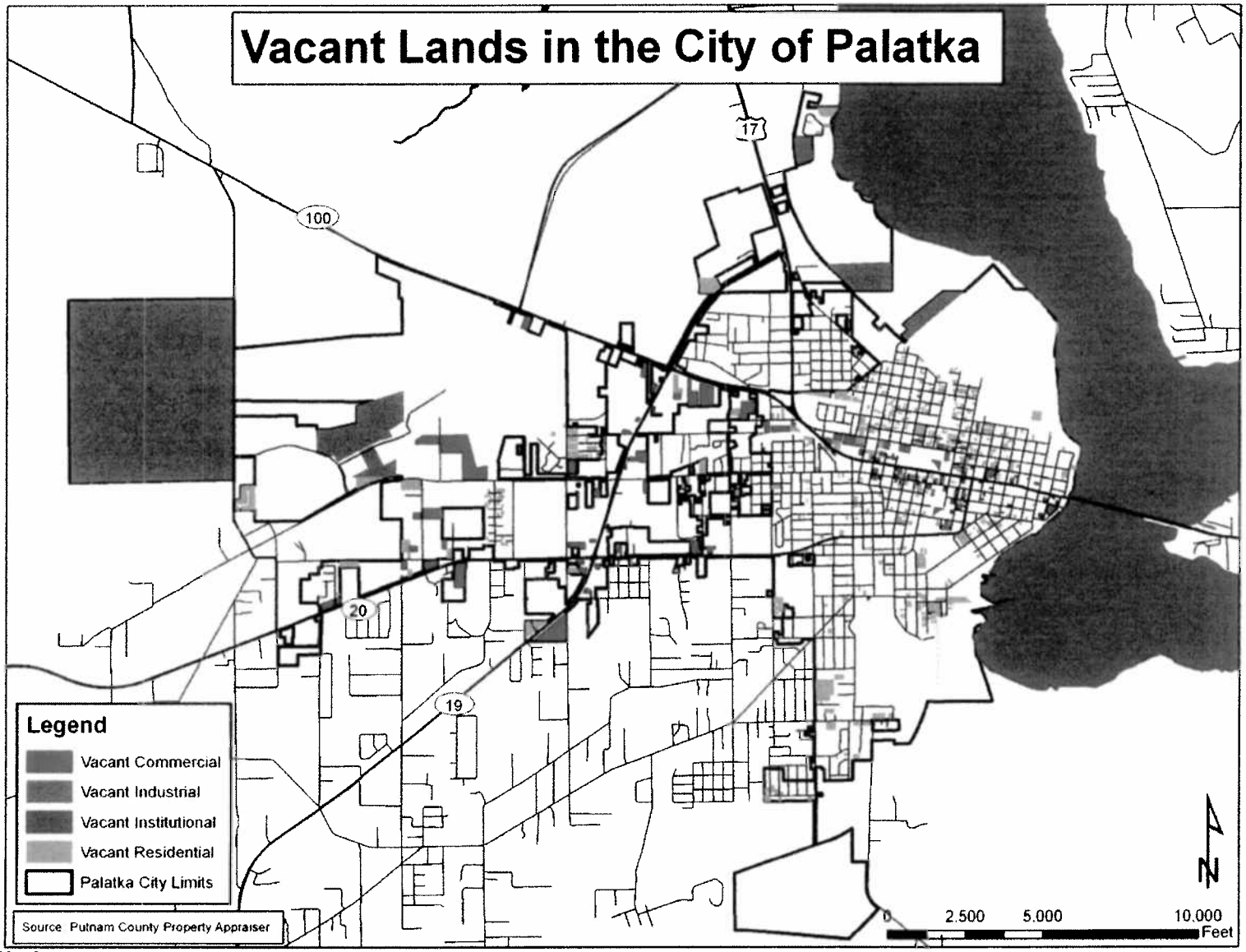
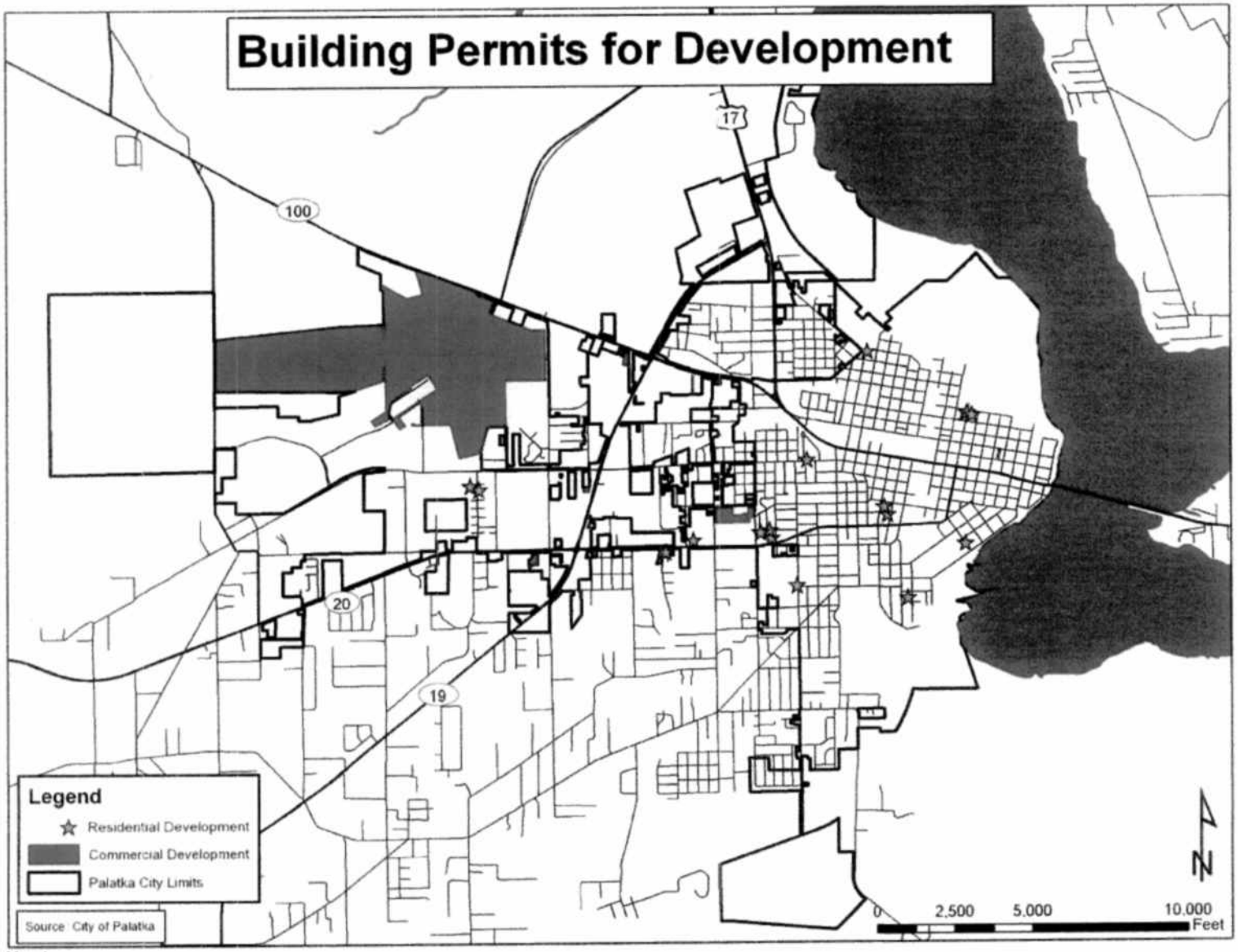

Palatka Coastal High Hazard Areas
17
100
20
19
Legend
Palatka City Limits
Storm Surge
Category
1
2
3
4
5
Source: 2010 Statewide Regional Evacuation Study
N
0
2,500
5,000
10,000
Feet

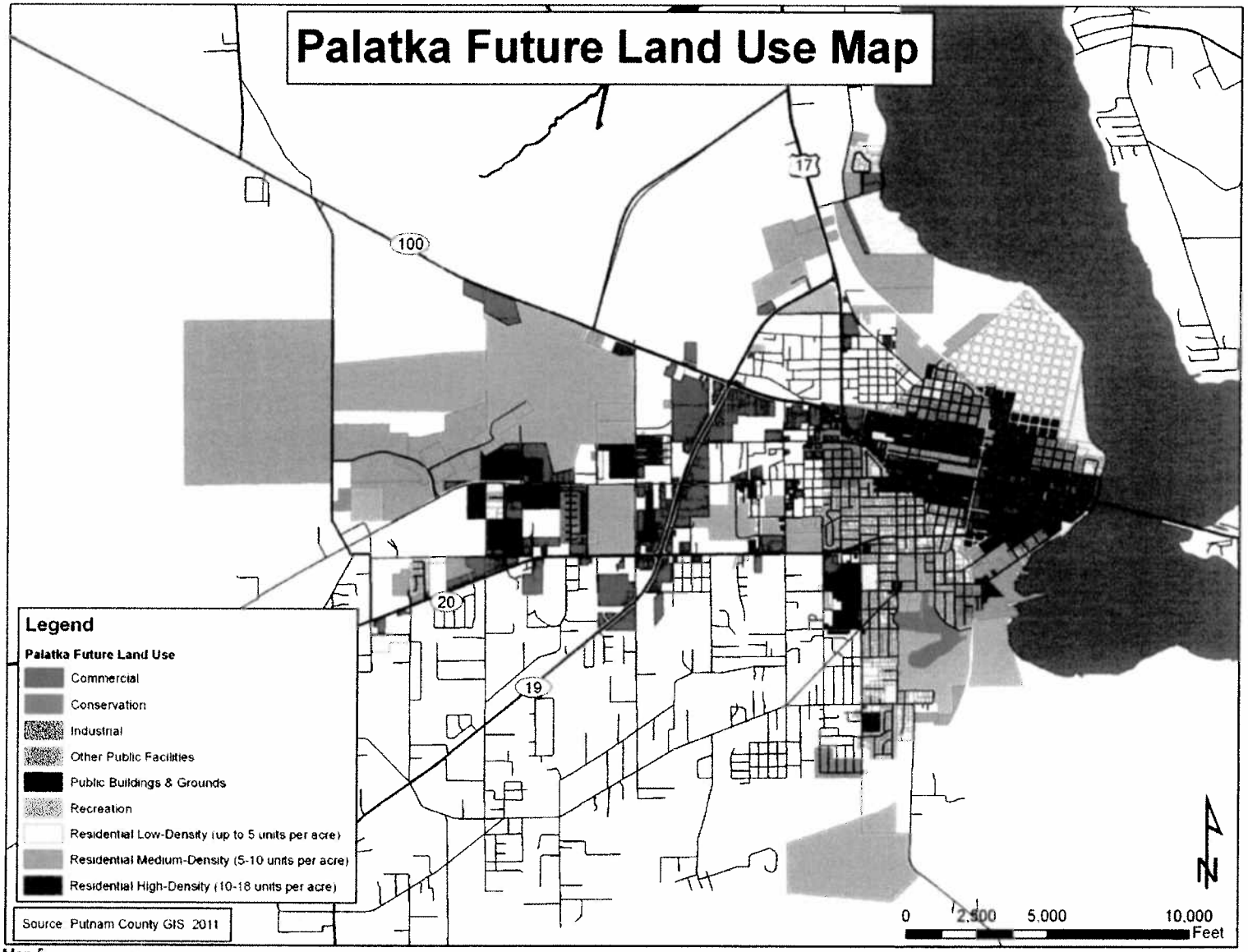
Map 2


Vacant Lands in the City of Palatka
17
100
20
19
Legend
Vacant Commercial
Vacant Industrial
Vacant Institutional
Vacant Residential
Palatka City Limits
Source: Putnam County Property Appraiser
N
0
2,500
5,000
10,000
Feet

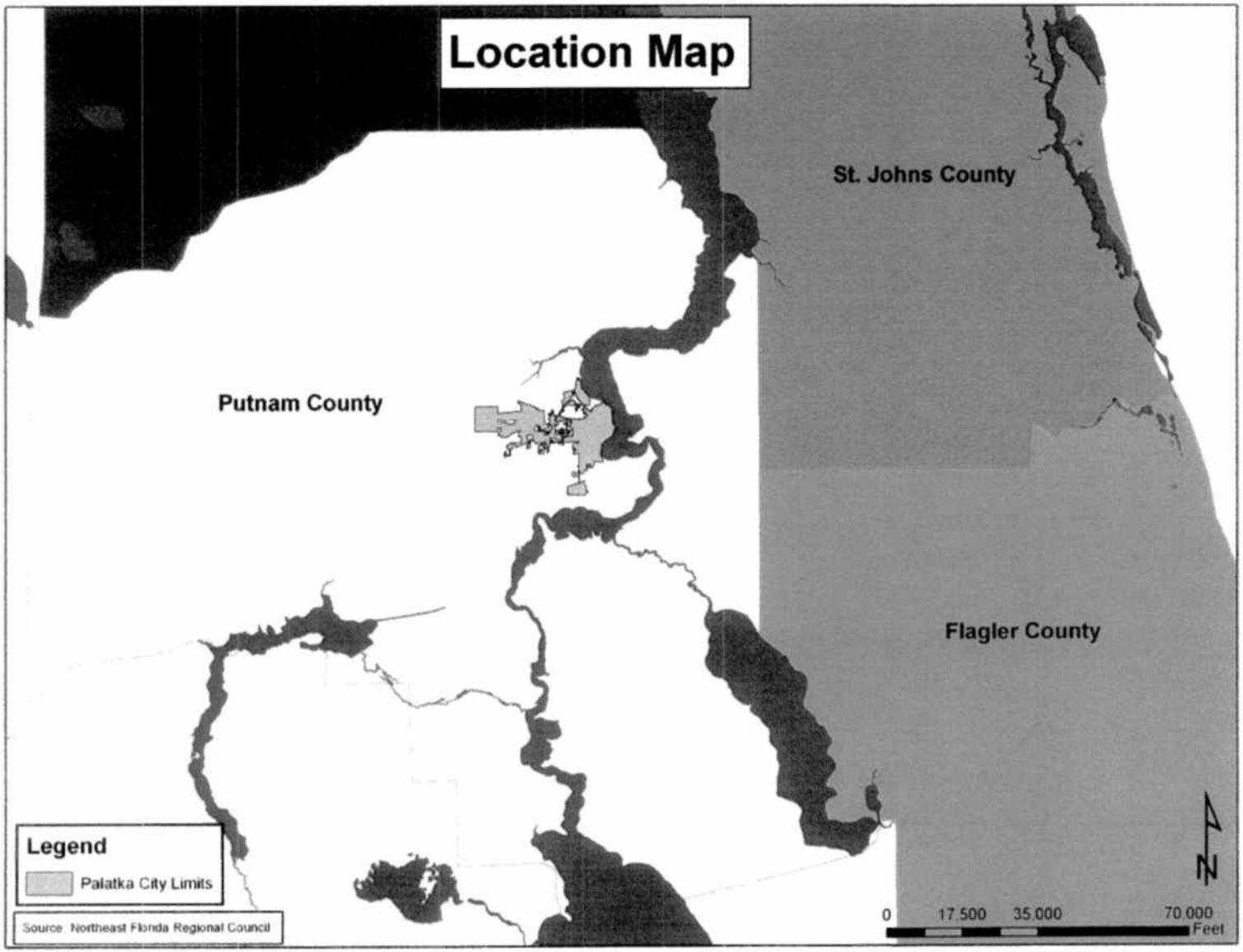
Map 3


Building Permits for Development
17
100
20
19
Legend
Residential Development
Commercial Development
Palatka City Limits
Source: City of Palatka
N
0
2,500
5,000
10,000
Feet

Map 4


Palatka Future Land Use Map
100
17
20
19
Legend
Palatka Future Land Use
Commercial
Conservation
Industrial
Other Public Facilities
Public Buildings & Grounds
Recreation
Residential Low-Density (up to 5 units per acre)
Residential Medium-Density (5-10 units per acre)
Residential High-Density (10-18 units per acre)
Source: Putnam County GIS 2011
N
0
2,500
5,000
10,000
Feet

Map 5


Location Map
St. Johns County
Putnam County
Flagler County
Legend
Palatka City Limits
Source: Northeast Florida Regional Council
N
0
17,500
35,000
70,000
Feet

Map 6

Insert Existing Land Use

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Appendix B – Changes in Growth Management Laws

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
November 22, 1989					
1	Defined availability or available, concurrency, Concurrency Management System, currently available revenue sources, and public facilities and services. *Note: the definition of availability or available was repealed March 23, 1994 and the definition of public facilities and services was repealed February 25, 2001.*	9J-5.003	X		
2	Required Comprehensive Plan amendments applicable to the Wekiva River Protection Area to meet requirements of section 369.301, F.S., in addition to meeting compliance requirements of section 163.3184, F.S.	9J-5.005(8)	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
3	Required local governments to adopt a Concurrency Management System in their Comprehensive Plans and established requirements for such systems.	9J-5.0055		• Policy A.1.1.7 • Objective D.1.1 and its underlying Policies • Objective D.1.2 and its underlying Policies • Objective F.1.3 and its underlying Policies • Policy G.1.1.4 • Policy H.3.1.2 • Objective H.4.2 and its underlying Policies	Traffic Circulation Element: • Remove concurrency and transportation proportionate fair share requirements • Inclusion of a mobility plan to correspond with the Transportation Concurrency Exception Area for the City (see: 2009 SB 360, *dense urban land area*) Capital Improvements Element: • Delete Objectives and Policies implementing transportation concurrency
4	Required the Capital Improvements Element to include requirements to ensure an adequate Concurrency Management System is implemented.	9J-5.016		• Goal H.2 • Objective H.2.1 and its underlying Policies • Goal H.3 • Objective H.3.1 and its underlying Policies	Capital Improvements Element: • Delete Objectives and Policies implementing transportation concurrency
5	Clarified requirements relating to projected revenue sources that are contingent upon ratification by public referendum.	9J-5.016(4)(a)2.	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
6	Defined Transportation Concurrency Management Area, transportation demand management, transportation system management, and Transportation Mobility Element. *Note: the definitions of Transportation Concurrency Management Area and Transportation Mobility Element were repealed March 23, 1994.*	9J-5.003	X		
7	Authorized local governments to establish optional Transportation Concurrency Management Areas and provided requirements for such areas. *Note: this rule was repealed March 2, 1994.*	9J-5.0057	X		
8	Required transportation Concurrency Management Areas to be shown on the Future Land Use Map.	9J-5.006(4)(a)	X		
9	Required the Capital Improvement Element to include requirements to ensure concurrency management areas are implemented, if designated.	9J-5.016	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
10	Defined central business district, coastal area, Evaluation and Appraisal Report, partial Evaluation and Appraisal Report, proposed Evaluation And Appraisal Report, sufficiency review, and very low income family. *Note: the definition of very low income family was repealed March 21, 1999.*	9J-5.003	X		
11	Revised the definition of coastal high hazard areas and modified the definition of coastal area to provide a definition of the term coastal planning area. *Note: the definition of coastal planning area was revised March 21, 1999.*	9J-5.003	X		
12	Repealed definitions of availability or available, Transportation Concurrency Management Area, and Transportation Mobility Element.	9J-5.003	X		
13	Required local Comprehensive Plans to include a county-wide marina siting plan for participating local governments in the coastal area and intergovernmental coordination processes.	9-5.005(1)(c)		• Policy E.1.4.2 Within six (6) months of adoption by Putnam County, the City shall incorporate into the Land Development Regulations the County's Manatee Protection Plan.	Conservation Element: • Revise Policy E.1.4.2 to extend time frame

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Changes to Rule 9J-5, F.A.C.		9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
14	Revised monitoring and evaluation requirements to include a description of the public participation process and components of the evaluation and appraisal process. *Note: Revised February 25, 2001.*	9-5.005(7)	X		
15	Added procedures for transmittal and review of Evaluation And Appraisal Reports and evaluation and appraisal amendments. *Note: Repealed March 21, 1999, and February 25, 2001.*	9J-5.0053	X		
16	Revised requirements for the Concurrency Management System to include provisions regarding level of service standards and minimum requirements for concurrency; and authorized local governments to incorporate within their Concurrency Management System optional long term Concurrency Management Systems, Transportation Concurrency Management Areas, Transportation Concurrency Exception Areas; concurrency exceptions for projects that promote public transportation, and provisions for private contributions to local government capital improvement planning.	9J-5.0055		• Policy A.1.1.7 • Objective D.1.1 and its underlying Policies • Objective D.1.2 and its underlying Policies • Objective F.1.3 and its underlying Policies • Policy G.1.1.4 • Policy H.3.1.2 • Objective H.4.2 and its underlying Policies	Traffic Circulation Element: • Remove concurrency and transportation proportionate fair share requirements • Inclusion of a mobility plan to correspond with the Transportation Concurrency Exception Area for the City (see: 2009 SB 360, *dense urban land area*)

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
17	Repealed provisions authorizing establishment of optional Transportation Concurrency Management Areas and providing requirements for such areas.	9J-5.0057	X		
18	Required the Future Land Use Element for coastal counties and municipalities that have dredge spoil disposal responsibilities to identify any existing dredge spoil disposal sites and include an analysis of the need for additional dredge spoil disposal sites.	9J-5.006(1)(f)3 and 9J-5.006(2)(f)	X		
19	Required the Future Land Use Element to include an analysis of proposed development and redevelopment based upon hazard mitigation reports.	9J-5.006(2)(g)		***Note:*** *Resolution 2008-73 adopts the Putnam County Local Mitigation Strategy. However, it is not adopted into the Comprehensive Plan.*	Future Land Use Element: • Incorporation of the Putnam County Local Mitigation Strategy
20	Required the Future Land Use Element to include objectives to encourage elimination or reduction of uses that are inconsistent with an interagency hazard mitigation report and ensure the availability of dredge spoil disposal sites for affected coastal counties and municipalities.	9J-5.006(3)(b)		***Note:*** *Resolution 2008-73 adopts the Putnam County Local Mitigation Strategy. However, it is not adopted into the Comprehensive Plan.*	Future Land Use Element: • Incorporation of the Putnam County Local Mitigation Strategy

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
21	Required policies of the Future Land Use Element to designate dredge spoil disposal sites for affected coastal counties and municipalities and establish site selection criteria for designation of future dredge spoil disposal sites.	9J-5.006(3)(c)	X		
22	Required local governments to adopt the level of service standards established by the Department of Transportation for facilities on the Florida Intrastate Highway System, and adopt adequate level of service standards for all other transportation facilities. *Note: 9J-5.007 was repealed February 20, 1996, and has been replaced by 9J-5.019.*	9J-5.007(3)(c)	X		
23	Required the Ports, Aviation and Related Facilities Element to include an analysis of the need for additional dredge spoil disposal sites for existing and proposed ports. *Note: 9J-5.009 was repealed February 20, 1996, and has been replaced by 9J-5.019*	9J-5.009(2)(c)	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
24	Required the Housing Element inventory and analysis to: • Use data from the affordable housing needs assessment; • Address housing needs of existing and future residents; • Avoid the concentration of affordable housing; and • Address the needs of very-low income families as well as low and moderate income families.	9J-5.010(1) and (2)		• Objective C.1.1 and its underling Policies • Policy C.1.3.3	No amendment anticipated.
25	Required Housing Element objectives to address: • Housing needs of current and future residents; • Sites and distribution of housing for very-low income and low-income families; and • Use of job training, job creation and economic solutions to address affordable housing concerns.	9J-5.010(3)			Economic Development Element: *It is anticipated that the EAR based amendments will include a new Economic Development Element, which will include job training and creation.*
26	Required Coastal Management Element inventories and analyses to be coordinated with the county-wide marina siting plan.	9J-5.012(2)		• Policy E.1.4.2 Within six (6) months of adoption by Putnam County, the City shall incorporate into the Land Development Regulations the County's Manatee Protection Plan.	Conservation Element: • Policy E.1.4.2 revised to extend time frame

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
27	Required Coastal Management Element policies to: • Incorporate recommendations from interagency hazard mitigation reports; • Address the relocation, mitigation or replacement of infrastructure within the coastal high-hazard area; • Include criteria consistent with the county-wide marina siting plan; and • Include a procedure to resolve inconsistencies between the local Comprehensive Plan and the deepwater port master plan.	9J-5.012(3)	X		
28	Required affected local governments to incorporate the marina siting plan in the Coastal Management Element.	9J-5.012(4)		• Policy E.1.4.2 Within six (6) months of adoption by Putnam County, the City shall incorporate into the Land Development Regulations the County's Manatee Protection Plan.	Conservation Element: • Revise Policy E.1.4.2 to extend time frame

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
29	Required objectives of the Intergovernmental Coordination Element to: • Ensure coordination in the designation of new dredge spoil disposal sites; • Involve the navigation and inlet districts, State and Federal agencies and the public in identifying dredge spoil disposal sites; and • Resolve conflicts between a coastal local government and a public agency seeking a dredge spoil disposal site through the Coastal Resources Interagency Management Committee's dispute resolution process.	9J-5.015(3)	X		
30	Required local governments having all or part of their jurisdiction within the urbanized area of a Metropolitan Planning Organization to prepare and adopt a Transportation Element which replaces the Traffic Circulation Element, the Mass Transit Element, and the Ports, Aviation And Related Facilities Element and established requirements for the Transportation Element.	9J-5.019	X		
31	Added provisions for settlement of conflicts through compliance agreements.		X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
32	Defined adjusted for family size, adjusted gross income, affordable housing, agency, amendment, clustering, compatibility, composition, density, development, development controls, distribution, environmentally sensitive lands, extent, facility availability, flood-prone areas, functional relationship, high recharge area, hurricane vulnerability zone, intensity, manufactured home, moderate income household, natural drainage flow, natural groundwater aquifer recharge areas or natural groundwater recharge areas, new town, a pattern, potable water wellfield, purchase of development rights, rural areas, rural village or rural activity center, stormwater basin, stormwater facilities, stormwater management system, suitability, transfer of development rights, urban area, urban sprawl, very low income household, wellhead protection area, and wetlands. *Note: the definitions of adjusted for family size, adjusted gross income, development, and high recharge area were repealed and the definitions of affordable housing and wetlands were revised March 21, 1999.*	9J-5.003		Throughout the Comprehensive Plan.	No amendment anticipated.

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Changes to Rule 9J-5, F.A.C.		9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
33	Revised definitions of areas subject to coastal flooding, conservation uses, deepwater ports, estuary, low income household, mobile home, natural reservations, and oceanic waters.	9J-5.003		Throughout the Comprehensive Plan.	No amendment anticipated.
34	Revised Comprehensive Plan content requirements to clarify that the Future Land Use Map or map series must be included in the adopted Comprehensive Plan.	9J-5.005(1)		Future Land Use Element map series.	No amendment anticipated.
35	Required all goals, objectives, policies, standards, findings and conclusions of the Comprehensive Plan and plan amendments to be based upon analysis as well as data, explained the meaning of being based upon data, referenced the Department's guide to data sources and National Wetland Inventory Maps, and authorized local governments to submit textual portions of their plan or amendment on electronic processing storage media.	9J-5.005(2)		Throughout the Comprehensive Plan.	No amendment anticipated.
36	Required goals, objectives and policies to establish standards for the use of land and guidelines for land development regulations.	9J-5.005(6)		Throughout the Comprehensive Plan.	*Note: The EAR proposes many changes to the Comprehensive Plan.*

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
37	Required plan amendments exempt from the twice-a-year restriction under the Development of Regional Impact provision to be transmitted as required by law and revised adoption by reference requirements. *Note: adoption by reference requirements were further revised March 21, 1999.*	9J-5.005(2)(g)	X		
38	Authorized local governments to recognize in their Comprehensive Plans, statutory and common law vested rights.	9J-5.005(8)		• Policy I.1.2.2	No amendment anticipated.
39	Required public potable water wells and wellhead protection areas to be shown on existing land use map or map series and provided that educational uses, public buildings and grounds and other public facilities may be shown as one land use category.	9J-5.006(1)]		Future Land Use Element	No amendment anticipated.
40	Required policies of the Future Land Use Element to address protection of potable water wellfields by designating appropriate activities and land uses within wellhead protection areas.	9J-5.006(3)		• Policy A.1.4.3 • Policy D.1.5.6	

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
41	Required public potable waterwells, wellhead protection areas, and coastal high hazard areas to be shown on the Future Land Use Map and provided that educational uses, public buildings and grounds and other public facilities may be shown as one land use category. Provided that if mixed use categories are used, policies must specify types of land uses allowed, the percentage distribution among the mix of uses or other objective measurement, and the density and intensity of each use.	9J-5.006(4)		Future Land Use Element	Future Land Use Element: • Creation of a "mixed use" category and underlying performance and development standards to be incorporated into Policy A.1.9.3
42	Provided criteria for reviewing local Comprehensive Plans and plan amendments for adequacy in discouraging the proliferation of urban sprawl, including indicators of sprawl and measures for evaluating land uses, local conditions, and development controls.	9J-5.006(5)	X		
43	Required the Housing Element to address housing for moderate income, low income, and very low income households, group homes, foster care facilities, and households with special housing needs, including rural and farmworker housing.	9J-5.010		• Objective C.1.2 and its underlying Policies • Objective C.1.3 and its underlying Policies	No amendment anticipated.
44	Required the Housing Element analysis to address the existing housing delivery system.	9J-5.010(2)	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
45	Required objectives of the Housing Element to address adequate sites for mobile and manufactured homes.	9J-5.010(3)(b)		• Objective C.1.4	No amendment anticipated.
46	Required policies of the Housing Element to: • Include specific programs and actions to streamline the permitting process and minimize costs and delays for housing; • Establish principles and criteria guiding the location of manufactured homes; • Identify interlocal agreements with nearby local governments to provide affordable housing; and • Designate sufficient sites at sufficient densities to accommodate affordable housing.	9J-5.010(3)(c)		• Policy A.1.9.3	Housing Element: • Revise Policy to provide for an expedited permitting process for affordable housing projects
47	Required the data and analysis of the Sanitary Sewer, Solid Waste, Stormwater Management, Potable Water and Natural Groundwater Aquifer Recharge Element to identify major natural drainage features and natural groundwater aquifer recharge areas, including areas identified by the water management district as prime or high groundwater recharge areas.	9J-5.011(1)		Infrastructure Element contains data and analysis in accordance with Rule 9J-5.011(1).	No amendment anticipated.

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
48	Required the policies of the Sanitary Sewer, Solid Waste, Stormwater Management, Potable Water and Natural Groundwater Aquifer Recharge Element to establish water quality standards for stormwater recharge.	9J-5.011(2)		• Policy D.1.1.1	
49	Required the Conservation Element to identify and analyze groundwater and important fish or shellfish areas.	9J-5.013(1)		Conservation Element contains analysis of groundwater and fish habitats.	No amendment anticipated.
50	Required policies of the Conservation Element to address land uses known to affect adversely the quality and quantity of water sources, including natural groundwater recharge areas, well head protection areas and surface waters used as a source of public water supply, and the protection and conservation of wetlands.	9J-5.013(2) and (3)		• Objective E.1.2 and its underlying Policies	No amendment anticipated.
51	Repealed rule requirements for the Traffic Circulation Element; Mass Transit Element; Ports, Aviation and Related Facilities Element. *Note: Certain local governments must continue to prepare these elements pursuant to 163.3177, F.S., and 9J-5.019, F.A.C.*	9J-5.007, 9J-5.008, and 9J-5.009	X		
52	Repealed rule requirements for the Recreation and Open Space Element. *Note: Section 163.3177, F.S., requires local governments to*	9J-5.014	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
	prepare this element.				
53	Repealed rule requirements for consistency of local government Comprehensive Plans with Comprehensive Regional Policy Plans and with the State Comprehensive Plan. *Note: Local government Comprehensive Plans are required by section 163.3184(1)(b), F.S., to be consistent with the applicable Strategic Regional Policy Plan and the State Comprehensive Plan.*	9J-5.021	X		
54	Established requirements for the Public School Facilities Element for Public School Concurrency for local governments that adopt school concurrency.	9J-5.025		The City adopted a Public School Facilities Element	No amendment anticipated. *Note: The City annually adopts the School District's Capital Improvements Plan.*
55	Defined public transit and stormwater management facilities	9J-5.003		Throughout the Comprehensive Plan.	Traffic Circulation Element • Inclusion of a mobility plan to correspond with the Transportation Concurrency Exception Area for the City (see: 2009 SB 360, *dense urban land area*)
56	Revised the definitions of affordable housing, coastal planning area, port facility, and	9J-5.003		Throughout the Comprehensive Plan.	No amendment anticipated.

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
	wetlands.				
57	Repealed the definitions of adjusted for family size, adjusted gross income, development, high recharge area or prime recharge area, mass transit, paratransit, public facilities, very low-income family.	9J-5.003	X		
58	Revised provisions relating to adoption by reference into the local Comprehensive Plan.	9J-5.005(2)(g) and (8)(j)	X		
59	Repealed transmittal requirements for proposed Evaluation and Appraisal Reports, submittal requirements for adopted Evaluation and Appraisal Reports, criteria for determining the sufficiency of adopted Evaluation and Appraisal Reports, and procedures for adoption of Evaluation and Appraisal Reports. *Note: transmittal requirements for proposed Evaluation and Appraisal Reports and submittal requirements for adopted Evaluation and Appraisal Reports were incorporated into Rule Chapter 9J-11, F.A.C.*	9J-5.0053(2) through (5)	X		
60	Repealed conditions for de minimis impact and referenced conditions in subsection 163.3180(6), F.S.	9J-5.0055(3)6	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
61	Required the Future Land Use Map to show the Transportation Concurrency Exception Area boundaries of such areas have been designated and areas for possible future municipal incorporation.	9J-5.006(4)			Future Land Use Element: • Inclusion of the municipal TCEA boundaries as part of the FLUM, or a separate map within the Comprehensive Plan map series
62	Required objectives of the Sanitary Sewer, Solid Waste, Stormwater Management, Potable Water and Natural Groundwater Aquifer Recharge Element to address protection of high recharge and prime recharge areas.	9J-5.011(2)		• Objective D.2.4 and its underlying Policies.	
63	Repealed the Intergovernmental Coordination Element process to determine if development proposals would have significant impacts on other local governments or State or regional resources or facilities, and provisions relating to resolution of disputes, modification of development orders, and the rendering of development orders to the Department of Community Affairs (DCA)	9J-5.015(4)	X		
64	Clarified that local governments not located within the urban area of a Metropolitan Planning Organization are required to adopt a Traffic Circulation Element and that local governments with a population of 50,000 or	9J-5.019(1)		Traffic Circulation Element *Note: Palatka is not within the urban area of a MPO.*	

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Changes to Rule 9J-5, F.A.C.		9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
	less are not required to prepare Mass Transit and Ports, Aviation and Related Facilities Elements.				

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
65	Required objectives of the Transportation Element to: • Coordinate the siting of new, or expansion of existing ports, airports, or related facilities with the Future Land Use, Coastal Management, and Conservation Elements; • Coordinate surface transportation access to ports, airports, and related facilities with the traffic circulation system; • Coordinate ports, airports, and related facilities plans with plans of other transportation providers; and • Ensure that access routes to ports, airports and related facilities are properly integrated with other modes of transportation.	9J-5.019(4)(b)		• Objective B.1.5 and its underlying Policies (Airports) *Note: There are no ports within proximity to Palatka.*	

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Changes to Rule 9J-5, F.A.C.		9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
66	Required policies of the Transportation Element to: • Provide for safe and convenient on-site traffic flow; • Establish measures for the acquisition and preservation of public transit rights-of-way and corridors; • Promote ports, airports and related facilities development and expansion; • Mitigate adverse structural and non-structural impacts from ports, airports and related facilities; • Protect and conserve natural resources within ports, airports and related facilities; • Coordinate intermodal management of surface and water transportation within ports, airports and related facilities; and • Protect ports, airports and related facilities from encroachment of incompatible land uses.	9J-5.019(4)(c)		• Objective B.1.3 and its underlying Policies • Objective B.1.5 and its underlying Policies *Note: There are no ports within proximity to Palatka.*	Traffic Circulation Element: • Inclusion of a mobility plan to correspond with the Transportation Concurrency Exception Area for the City (see: 2009 SB 360, *dense urban land area*)
67	Added standards for the review of land development regulations by the Department.	9J-5.022	X		
68	Added criteria for determining consistency of land development regulations with the Comprehensive Plan.	9J-5.023	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
69	Defined general lanes	9J-5.003	X		
70	Revised the definition of "marine wetlands."	9J-5.003	X		
71	Repeal the definition of "public facilities and services."	9J-5.003	X		
72	Revised procedures for monitoring, evaluating and appraising implementation of local Comprehensive Plans.	9J-5.005(7)	X		
73	Repealed requirements for Evaluation and Appraisal Reports and evaluation and appraisal amendments.	9J-5.0053	X		
74	Revised the Concurrency Management System requirements to include provisions for establishment of public school concurrency.	9J-5.005(1) and (2)		• Objective G.1.1 and its underlying Policies • Objective G.1.2 and its underlying Policies • Objective H.1.1 and its underlying Policies • Objective F.2.1 and its underlying Policies *Note: The City has adopted a Public School Facilities Element.*	No amendment anticipated.

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
75	Authorized local governments to establish multimodal transportation level of service standards and established requirements for Multimodal Transportation Districts.	9J-5.0055(2)(b) and (3)(c)	X		
76	Authorized local governments to establish level of service standards for general lanes of the Florida Intrastate Highway System within urbanized areas, with the concurrence of the Department of Transportation.	9J-5.0055(2)(c)		• Policy B.1.1.1	Traffic Circulation Element: • Inclusion of a mobility plan to correspond with the Transportation Concurrency Exception Area for the City (see: 2009 SB 360, *dense urban land area*) • Deletion of level of service standards for roadways
77	Provide that public transit facilities are not subject to concurrency requirements.	9J-5.0055(8)	X		
78	Authorized local Comprehensive Plans to permit multi-use developments of regional impact to satisfy the transportation concurrency requirements by payment of a proportionate share contribution.	9J-5.0055(9)	X		
79	Required the Future Land Use Map to show multimodal transportation district boundaries, if established.	9J-5.006(4)	X		

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
80	Authorized local governments to establish multimodal transportation districts and, if established, required local governments to establish design standards for such districts.	9J-5.006(6)	X		
81	Required data for the Housing Element to include a description of substandard dwelling units and repealed the requirement that the housing inventory include a locally determined definition of standard and substandard housing conditions.	9J-5.010(1)(c)		The Housing Element data and analysis address substandard dwelling units.	No amendment anticipated.
82	Authorized local governments to supplement the affordable housing needs assessment with locally generated data and repealed the authorization for local governments to conduct their own assessment.	9J-5.10(2)(b)	X		
83	Required the Intergovernmental Coordination Element to include objectives that ensure adoption of interlocal agreements within one year of adoption of the amended Intergovernmental Coordination Element and ensure intergovernmental coordination between all affected local governments and the school board for the purpose of establishing requirements for public school concurrency.	9J-5.015(3)(b)		• Objective G.1.1 and its underlying Policies • Objective G.1.2 and its underlying Policies	

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
84	Required the Intergovernmental Coordination Element to include: • Policies that provide procedures to identify and implement joint planning areas for purposes of annexation, municipal incorporation and joint infrastructure service areas; • Recognize campus master plan and provide procedures for coordination of the campus master development agreement; • Establish joint processes for collaborative planning and decision-making with other units of local government; • Establish joint processes for collaborative planning and decision making with the school board on population projections and siting of public school facilities; • Establish joint processes for the siting of facilities with county-wide significance; and • Adoption of an interlocal agreement for school concurrency.	9J-5.015(3)(c)		• Objective G.1.1 and its underlying Policies • Objective G.1.2 and its underlying Policies	
85	Required the Capital Improvements Element to include implementation measures that provide a five-year financially feasible public school facilities program that demonstrates	9J-5.016(4)(a)		Throughout the Public School Facilities Element and Capital Improvements Element.	

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	Changes to Rule 9J-5, F.A.C.	9J-5, F.A.C. Citations	NA	Addressed (where/how)	Amendment Needed By Element
	the adopted level of service standards will be achieved and maintained and a schedule of capital improvements for Multimodal Transportation Districts, if locally established.				
86	Required the Transportation Element analysis for Multimodal Transportation Districts to demonstrate that community design elements will reduce vehicle miles of travel and support an integrated, multi-modal transportation system.	9J-5.019(3)	X		
87	Required Transportation Element objectives for Multimodal Transportation Districts to address provision of a safe, comfortable and attractive pedestrian environment with convenient access to public transportation.	9J-5.019(4)	X		
88	Authorized local governments to establish level of service standards for general lanes of the Florida Intrastate Highway System within urbanized areas, with the concurrence of the Department of Transportation.	9J-5.019(4)(c)		• Policy B.1.1.1	

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
1986: [Ch. 86-191, SS.7 - 12, & 18 - 31, Laws of Florida]					
1	The requirement that plans include **soil surveys** which indicate the suitability of soils for septic tanks moved from the Capital Improvements Element to the General Sanitary Sewer, Solid Waste, Drainage, Potable Water and Natural Groundwater Aquifer Recharge Element, by striking Subparagraph 163.3177(3)(a)4., and adding the last sentence of Paragraph 163.3177(6)(c).	163.3177(6)(c)	X		
2	A **Future Land Use Element** must have "goals, policies, and **measurable objectives**," rather than "measurable goals, objectives, and policies."	163.3177(6)(a)	X		
3	**Eliminated the 12-month delay** for consistency with the comprehensive regional policy plans.	163.3177(9)(c)	X		
4	**Approved 9J-5**, F.A.C. **Defined "consistency," "compatible with,"** and **"furthers."** Required each local government to **review and address all State Comprehensive Plan** provisions relevant to that jurisdiction. Support data shall not be subject to the compliance review process, but that **goals and policies** must be clearly **based on appropriate data**. The Department of Community Affairs authorized to reject data if not	163.3177(10)	X X	• Throughout Comprehensive Plan • Throughout Comprehensive Plan.	No amendment anticipated. No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	collected in a professionally accepted manner, but forbidden to require a particular professionally accepted methodology. 9J-5 does not require original data collection. Recognized that local governments are charged with setting **level-of-service** standards. **Public facilities and services** needed to support development shall be available **concurrent** with the impacts of development. **Established the "shield" against rule challenges** to 9J-5 until July 1, 1987.		X	• Level of Service Standards are identified in the Public Facilities, Capital Improvements, and School Facilities Elements.	No amendment anticipated.
5	Required the comprehensive master plan for each **deepwater port** to be submitted to the appropriate local government at least 6 months before the due date of the local plan; defined "appropriate local government," and provided for sanctions for deepwater ports which are not part of a local government and which fail to submit their comprehensive master plan.	163.3178(2)(k)	X		
6	Substantially reworded Section 163.3184, "**Process for adoption** of comprehensive plan or amendment thereto," to basic format in place today.	163.3184	X		
7	Extended **development of regional impact exemption** from twice-a-year plan amendments to Florida Quality	163.3187(1)(b)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	NA	Addressed (where/how)	Amendment Needed By Element
	Developments.				
8	Exempted **small scale amendments** from the twice-a-year limitation.	163.3187(1)(c)	X		
9	Required the local planning agency's **evaluation and appraisal report** to be transmitted to DCA, and required the governing body of the local government to adopt, or adopt with changes, the local planning agency's report within 90 days after receipt. Authorized transmittal of the EAR plan amendments, rather than the entire plan as amended, to DCA.	163.3191(1) & (4) **[Note: 163.3191 was amended and reworded in 1998. Check statutes for current wording.]**	X		
10	**Delayed implementation of concurrency** until 1 year after due date for submittal of the Comprehensive Plan.	163.3202(2)(g)	X		
11	Initial adoption of the **Florida Local Government Development Agreement Act**.	**[Now: 163.3220-.3243]**	X		
1	**Extended date for DCA to adopt schedule for submittal** of local plans from October 1, 1986 to October 1, 1987, and extended the latest date for submission by non-coastal counties from July 1, 1990 to July 1, 1991.	**[Now: 163.3167(2)]**	X		
1	Clarified that the **procedures for approval** of the original plans also applied to **plan amendments.**	**[Now: 163.3189(2)(a)]**	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
2	Provided that the **local planning agency** should prepare plan amendments.	163.3174 163.3164(13)**[Now : (14)]** 163.3221(10)**[Now : (11)]**		The Planning Commission is the designated Local Planning Agency for the City of Palatka. Acting as the LPA, the Planning Commission hears amendments to the Comprehensive Plan	No amendment anticipated.
3	Added "**spoil disposal sites** for maintenance dredging located in the intracoastal waterways, except for spoil disposal sites owned or used by ports" to the definition of "public facilities."	163.3164(24)	X		
4	Added requirement that **independent special districts** submit a public facilities report to the appropriate local government.	163.3177(6)(h)2. **[Now: 163.3177(6)(h)3.]**	X		
5	Extended **"shield" against challenges** to the portion of Rule 9J-5 that was adopted before October 1, 1986, from July 1 1987 to April 1, 1993.	163.3177(10)(k)	X		
6	(11)(a): Recognized the need for **innovative planning and development strategies** to address the anticipated continued urbanization of the coast and other environmentally sensitive areas. (11)(b): Stated that plans should allow **land use**	163.3177	X X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	efficiencies within existing urban areas, and should also allow for the conversion of rural lands to other uses. (11)(c): Provided that plans and land development regulations (LDRs) should **maximize the use of existing facilities and services through redevelopment, urban infill**, and other strategies for urban revitalization.				It is anticipated that as part of the EAR based amendments, a mixed-use category shall be adopted. The mixed-use category will be designed, in part, to promote infill development within Palatka's downtown.
7	**Amended definition of "affected person"** to clarify that the affected person's comments, recommendations, or objections have to be submitted to the local government after the transmittal hearing for the plan amendment and before the adoption of the amendment.	163.3184(1)(a)	X		
8	Required the local government to **include such materials as DCA specifies by rule** with each plan amendment transmittal.	163.3184(3)(b)	X		
9	Gave the local government **120 days**, rather than 60 days, **after** receipt of the **objections, recommendations, and comments to adopt or adopt with changes the plan or amendment**; and gives the local government 10 days, rather than 5 days, after adoption to transmit the adopted plan or amendment to DCA. Also requires that a copy of the adopted plan or amendment be transmitted to the regional planning council.	163.3184(7)(a) **[Now: 163.3184(7)(c)1]**	X		
10	Provided that the Secretary of DCA, as well as a "senior	163.3184(8)(b)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	administrator other than the Secretary" can **issue a notice of intent (NOI)**.				
11	Required that the **Division of Administrative Hearings hearing** must be held "in the county of and convenient to" the affected local jurisdiction.	163.3184(9)(b) & (10)(a)	X		
12	Provided that **new issues** cannot be raised concerning plan compliance more than 21 days after publication of the NOI.	163.3184(10)(a)	X		
13	Added a **procedure for Compliance Agreements.**	163.3184(16)	X		
14	Changed the **requirements for small scale amendments**: • Increased the geographic size from 5 to 10 acres of residential land use at a density of 10, rather than 5, units per acre; and for other land use, an increase from 3 to 10 acres. Also increased the annual total from 30 to 60 acres. • Allowed local governments to use a newspaper ad of less than a quarter page in size. • Authorized DCA to adopt rules establishing an alternative process for public notice for small scale amendments. • Provided that small scale amendments require only an adoption hearing.	163.3187(1)(c)	X X X X		
15	Provided that a **plan amendment required by a**	163.3187(1)(e)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	NA	Addressed (where/how)	Amendment Needed By Element
	compliance agreement may be approved without regard to the twice-a-year limitation on plan amendments.	**[Now: 163.3187(1)(d)]**			
16	Stated that nothing in the statute prevented a local government from requiring a person requesting an amendment to pay the **cost of publication of notice**.	163.3187(5)	X		
17	Created **an alternative process for amendment** of adopted comprehensive plans	163.3189	X		
18	Provided that the **first EAR report** is due 6 years after the adoption of the Comprehensive Plan, and subsequent EAR reports are due every 5 years thereafter.	163.3191(5) **[Now: 163.3191(13)]**	X		
19	Amended the **Development Agreement Act** by providing: • Development agreements are not effective unless the Comprehensive Plan or plan amendments related to the agreement are found in compliance. • Development agreements are not effective until properly recorded and until 30 days after received by DCA.	163.3235 163.3239	X X		
1	Amended the **intent** section to include that constitutionally protected **property rights** must be respected.	163.3161(9)	X		
2	**Added definitions for "coastal area", "downtown revitalization", "Urban redevelopment", "urban infill",**	163.3164	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	"**projects that promote public transportation**", and "**existing urban service area.**"				
3	Amended the scope of the act to provide for the articulation of State, regional, and local **visions** of the future physical appearance and qualities of a community.	163.3167(11)	X		
4	Amended the requirements for the **housing element** by: • Having the **element apply to the jurisdiction, rather than the area**. • Including **very-low income housing** in the types of housing to be considered. • Provided guidance that the creation or preservation of affordable housing should **minimize the need for additional local services** and avoid the concentration of affordable housing units only in specific areas. • Required DCA to prepare an **affordable housing needs assessment** for all local jurisdictions, which will be used by each local government in preparing the EAR report and amendments, unless DCA allows the local government to prepare its own needs assessment.	163.3177(6)(f)1. (f)2.	X X	• Objective C.1.3 and its underlying Policies • Objective C.1.4 and its underlying Policies	No amendment anticipated. No amendment anticipated.
5	Amended the **intergovernmental coordination element** (ICE) by: Requiring each ICE to include: • A process to determine if development proposals will have	163.3177(6)(h)1. and 2.		• Goal G.1 and its underlying Objectives and	No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	significant impacts on State or regional facilities. • A process for mitigating extrajurisdictional impacts in the jurisdiction in which they occur. • A dispute resolution process. • A process for modification of DRI development orders without loss of recognized development rights. • Procedures to identify and implement joint planning areas. • Recognition of campus master plans. • Requiring each county, all municipalities within that county, the school board, and other service providers to enter into formal agreements, and include in their plans, joint processes for collaborative planning and decision-making. Requiring DCA to: • Adopt rules to establish minimum criteria for ICE. • Prepare a model ICE. Establish a schedule for phased completion and transmittal of ICE plan amendments.	**[Note: Requirement deleted in 1996]** **[Now: 163.3177(9)(h) 163.3177(9)(h) 163.3177(6)(h)5]**	X X X X X	Policies • Objective G.1.2 and its corresponding Policies	• Policy stating that the City will participate in the NEFRC's dispute resolution process
6	Providing that **amendments to implement the ICE** must be adopted no later than December 31, 1997 **[Now: 1999]**.	**Now: 163.3177(6)(h)5.**		***Note:*** *ICE was updated as part of the 2008 Comprehensive Plan update.*	No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
7	Requiring a **transportation element** for urbanized areas.	163.3177(6)(h) **[Now: 163.3177(6)(j)]**	X		
8	Adding **an optional hazard mitigation/post disaster redevelopment element** for local governments that are not required to have a coastal management element.	163.3177(7)(l)		***Note**: The City has not adopted a PDRD. However, the City will participate in the development of a county-wide PDRD and may commit to do so in a new Policy.*	No amendment anticipated.
9	Requiring DCA to **consider land use compatibility** issues near **airports.**	163.3177(10)(l)	X		
10	**Amended the coastal management element** by: • Defining "**high hazard coastal areas**" as category I evacuation zones, and Stated that mitigation and redevelopment policies are at the discretion of the local government. • Affirming the State's commitment to **deepwater ports**, and required the Section 186.509 dispute resolution process to reconcile inconsistencies between port master plans and local Comprehensive Plans. • Encouraging local governments to adopt countywide **marina siting plans.** • Requiring coastal local governments to identify **spoil disposal sites** in the future land use and port elements.	163.3178 (2)(h) (5) (6)	X X X	***Note:** If adopted by the County, the City will incorporate a County-*	

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	• Requiring each county to establish a process for identifying and prioritizing **coastal properties for State acquisition.**	(7) (8)	X X	*wide manatee protection plan into the Comprehensive Plan*	
11	Created a **new section for concurrency** which:	163.3180 [New]			
	• Provides **concurrency on a Statewide basis** only for roads, sewers, solid waste, drainage, potable water, parks and recreation, and mass transit; a local government can extend concurrency to public schools if it first conducts a study to determine how the requirement would be met.		X		
	• Set **timing standards for concurrency** of: • For sewer, solid waste, drainage and potable water facilities, in place no later than the issuance of the certificate of occupancy. • For parks and recreation facilities, no later than 1 year after issuance of certificate of occupancy. • For transportation facilities, in place or under actual construction no later than 3 years after issuance of a certificate of occupancy.			• Objective D.1.1 and its underlying Policies • Objective D.1.1 and its underlying Policies	No amendment anticipated. No amendment anticipated.
	• Allowing **exemptions from transportation concurrency** for urban infill, urban redevelopment and downtown revitalization.		X	• Objective D.1.1 and its underlying Policies	***Note:*** *The City is classified as a dense urban land area, and has a corresponding TCEA district for its municipal boundaries. A mobility plan is required to be*
	• Allowing a **de minimis transportation impact** of not more than 0.1% of the maximum volume of the adopted level of service as an exemption from concurrency		X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	• Authorizing the designation of **transportation management areas.** • Allowing **urban redevelopment** to create 110% of the **actual transportation impact** caused by existing development before complying with concurrency. • Authorizing local governments to adopt **long-range transportation concurrency management systems** with planning periods of up to 10 years where significant backlogs exist. • Requiring local governments to adopt the **level-of-service** standard established by the Department of Transportation for facilities on the **Florida IntraState Highway System**. • Allows **development that does not meet concurrency** if the local government has failed to implement the Capital Improvements Element, and the developer makes a binding commitment to pay the fair share of the cost of the needed facility.		X X X X X	• Objective D.1.1 and its underlying Policies	*adopted by July of 2011. Transportation Concurrency will no longer be measured, and references to such will be deleted from the Comprehensive Plan.* No amendment anticipated.
12	Provided a procedure to ensure **public participation** in the approval of a publicly financed capital improvement.	163.3181(3)		***Note:*** *The CIP is annually updated in a public hearing. The budget is*	No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
				also adopted in a public forum.	
13	Amended the **procedure for the adoption of plans and plan amendments** as follows: • **Proposed plans or amendments**, and materials, must be **transmitted** to the regional planning councils, the water management districts, the Department of Environmental Protection, and the Department of Transportation as specified in DCA's rules. • **DCA reviews amendments** only upon the request of the regional planning council, an affected person, or the local government, or those which it wishes to review. • The **regional planning council's review** of plan amendments is limited to effects on regional facilities or resources identified in the strategic regional policy plan and extra jurisdictional impacts. • DCA may not require a local government to **duplicate or exceed a permitting program** of a State, federal, or regional agency.	163.3184	X X X X		
14	Prohibited local governments from **amending their Comprehensive Plans after the date established for submittal of the EAR** report unless the report has been submitted.	163.3187(5) **[Now: 163.3187(6)(a)]**	X		
15	Changed the **Alternative Process** for the amendment of adopted Comprehensive Plans to the Exclusive Process.	163.3189(1)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
16	Provided that **plan amendments do not become effective** until DCA or the Administration Commission issues a final order determining that the amendment is in compliance.	163.3189(2)(a)	X		
16	Provides that the **sanctions** assessed by the Administration Commission do not occur unless the local government elects to make the amendment effective despite the determination of noncompliance.	163.3189(2)(b)	X		
18	Authorizing the local government to demand **formal or informal mediation**, or expeditious resolution of the amendment proceeding.	163.3189(3)(a)	X		
19	Amended the **Evaluation and Appraisal Report** section of the statute.	163.3191 **[Note: 163.3191 was amended and reworded in 1998. Check statute for current wording.]**	X		
1	A plan amendment for the location of a **State correctional facility** can be made at any time, and does not count toward the **twice-a-year limitation**.	163.3187(1)(f) **[Now: 163.3187(1)(e)]**	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
1	Required opportunities for **mediation or alternative dispute resolution** where a property owner's request for a comprehensive plan amendment is denied by a local government [Subsection 163.3181(4)] and prior to a hearing where a plan or plan amendment was determined by the DCA to be not in compliance.	163.3184(10)(c)	X		
2	**Added a definition for "transportation corridor management"** [Subsection 163.3164(30)] and allowed the designation of transportation corridors in the required traffic circulation and transportation elements and the adoption of transportation corridor management ordinances.	163.3177(6)(j)9. [New]	X		
3	**Amended the definition of "public notice"** and certain **public notice and public hearing** requirements to conform to the public notice and hearing requirements for counties and municipalities in Sections 125.66 and 166.041, respectively.	163.3164(18), 163.3171(3), 163.3174(1) and (4), and 163.3181(3)(a), 163.3184(15)(a)-(c)	X		
4	Prohibited any **initiative or referendum process** concerning any development order or comprehensive plan or map amendment that affects five or fewer parcels of land.	163.3167(12)	X		
5	Reduced to 30 **[Note: changed to 20]** days the time for DCA to **review Comprehensive Plan amendments** resulting from a **compliance agreement**.	163.3184(8)(a)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
6	Amended the requirements for the **advertisement** of DCA's **notice of intent**.	163.3184(8)(b)	X		
7	Required the administrative law judge to **realign the parties** in a Division of Administrative Hearings (DOAH) proceeding where a local government adopts a plan amendment pursuant to a compliance agreement.	163.3184(16)(f)	X		
8	Added clarifying language relative to those **small scale plan amendments** that are exempt from the **twice-per-year limitation** and **prohibited DCA review** of those small scale amendments that meet the statutory criteria in Paragraph 163.3187(1)(c).	163.3187(1)(c) and (3)(a)-(c)	X		
9	Required DCA to consider an increase in the annual total acreage threshold for **small scale amendments** (later repealed by s. 16, Ch. 2000-158, Laws of Florida).	163.3177(7)	X		
10	Required local planning agencies to provide opportunities for **involvement by district school boards and community college boards.**	163.3174(1)	X		
11	Required that the future land use element clearly identify those **land use categories** where **public schools** are allowed.	163.3177(6)(a)		Future Land Use Element	No amendment anticipated.
12	Established certain criteria for local governments wanting to extend **concurrency to public schools** (later amended by s. 5, Ch. 98-176, Laws of Florida).	163.3180(1)(b) **[Now: 163.3180(13)]**		***Note:*** *The City has adopted a Public School Facilities Element*	No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
1	Substantially amended the criteria for **small scale amendments** that are exempt from the **twice-per-year limitation**.	163.3187(1)(c)	X		
2	Revised the objectives in the coastal management element to include the **maintenance of ports.**	163.3177(6)(g)9.	X		
3	Provide that certain **port related expansion projects** are not DRIs under certain conditions.	163.3178(2), (3), and (5)	X		
4	Allowed a county to designate areas on the future land use plan for possible **future municipal incorporation**.	163.3177(6)(a)	X		
5	Required the **ICE** to include consideration of the plans of **school boards** and other units of local government providing services but not having regulatory authority over the use of land.	163.3177(6)(h)		Objective G.1.1 and its underlying Policies	No amendment anticipated.
6	Revised the **processes and procedures** to be included in the ICE.	163.3177(6)(h)	X		
7	Required that within 1 year after adopting their **ICE** each county and all municipalities and school boards therein establish by interlocal agreement the **joint processes** consistent with their ICE.	163.3177(6)(h)2.		Objective G.1.1 and its underlying Policies	No amendment anticipated.
8	Required local governments who utilize **school concurrency** to satisfy intergovernmental coordination requirements of ss. 163.3177(6)(h)1.	163.3180(1)(b)2. **[Now: 163.3180(13)(g)]**		Objective G.1.1 and its underlying Policies	No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
9	Permitted a county to adopt a **municipal overlay** amendment to address future possible municipal incorporation of a specific geographic area.	163.3217	X		
10	Authorized DCA to conduct a **sustainable communities demonstration project**.	163.3244 **[Now: Repealed.]**	X		
1	Amended the definition of **de minimis impact** as it pertains to concurrency requirements.	163.3180(6)	X		
2	Established that no plan or plan amendment in an **area of critical State concern** is effective until found in compliance by a final order.	163.3184(14)	X		
3	Amended the criteria for the annual effect of **Duval County (Jacksonville) small scale amendments** to a maximum of 120 acres.	163.3187(1)(c)1.a.III	X		
4	Prohibited amendments in **areas of critical State concern** from becoming effective if not in compliance.	163.3189(2)(b)	X		
1	**Exempted brownfield area** amendments from the **twice-a-year limitation**.	163.3187(1)(g)	X		
2	Required that the **capital improvements element** set forth standards for **the management of debt**.	163.3177(3)(a)4.		• Policy H.1.2.5 • Policy H.1.2.6	No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
3	Required inclusion of at least **two planning periods** – at least 5 years and at least 10 years.	163.3177(5)(a)		***Note:*** *The Comprehensive Plan was updated in 2008 to include a 2020 long-term planning period.*	No amendment anticipated.
4	Allowed **multiple individual plan amendments** to be considered together as one amendment cycle.	163.3184(3)(d)	X		
5	**Defined "optional sector plan"** and created Section 163.3245 allowing local governments to address DRI issues within certain identified geographic areas.	163.3164(31) and 163.3245	x		
6	Established the requirements for a **public school facilities element**.	163.3177(12)		***Note:*** *The City has adopted a Public School Facilities Element.*	No amendment anticipated.
7	Established the minimum requirements for imposing **school concurrency**.	163.3180(12) **[Now: Section (13)]**		Objective H.1.1 and its underlying Policies ***Note:*** *The City has adopted a Public School Facilities Element.*	No amendment anticipated.
8	Required DCA adopt **minimum criteria** for the compliance determination of a **public school facilities element** imposing school concurrency.	163.3180(13) **[Now: Section14)]**		***Note:*** *The City has adopted a Public School Facilities Element.*	No amendment anticipated.
9	Required that **evaluation and appraisal reports** address coordination of the Comprehensive Plan with existing public schools and the school district's 5-year work	163.3191(2)(i) **[Now: 163.3191(2)(k)]**	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	program.				
10	**Amended the definition of "in compliance"** to include consistency with Sections 163.3180 and 163.3245.	163.3184(1)(b)	X		
11	Required DCA to **maintain a file with all documents received or generated** by DCA relating to plan amendments and identify; limited DCA's review of proposed plan amendments to written comments, and required DCA to identify and list all written communications received within 30 days after transmittal of a proposed plan amendment.	163.3184(2), (4), and (6)	X		
12	Allowed a **local government to amend its plan** for a period of up to one year after the initial determination of sufficiency of an adopted EAR even if the EAR is insufficient.	163.3187(6)(b)	X		
13	Substantially reworded Section 163.3191, F.S., related to **evaluation and appraisal reports.**	163.3191	X		
14	Changed the **population requirements** for municipalities and counties which are required to submit otherwise optional elements.	163.3177(6)(i)	X		
1	Required that **ports** and local governments in the coastal area, which has **spoil disposal responsibilities**, identify dredge disposal sites in the Comprehensive Plan.	163.3178(7)	X		
2	Exempted from the **twice-per-year limitation** certain	163.3187(1)(h)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	port related amendments for **port transportation facilities** and projects eligible for funding by the Florida Seaport Transportation and Economic Development Council.				
3	Required **rural counties** to base their future land use plans and the amount of land designated **industrial** on data regarding the need for job creation, capital investment, and economic development and the need to strengthen and diversity local economies.	163.3177(6)(a)	X		
4	**Added the Growth Policy Act to Ch. 163**, Part II to promote **urban infill and redevelopment**.	163.2511,163.25,14,163.2517,163.2520,163.2523, and 163.2526 [New]	X		
5	Required that all Comprehensive Plans comply with the **school siting requirements** by October 1, 1999.	163.3177(6)(a)		***Note:*** *The City has adopted a Public School Facilities Element.*	No amendment anticipated.
6	Made **transportation facilities** subject to concurrency.	163.3180(1)(a)	X		***Note:*** *A mobility plan is required to be adopted by July of 2011. Transportation Concurrency will no longer be measured, and references to such will be deleted from the Comprehensive Plan.*
7	Required use of **professionally accepted techniques** for	163.3180(1)(b)	X		***Note:*** *See note for #6*

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	measuring level of service for cars, trucks, transit, bikes and pedestrians.				*above.*
8	Excludes **public transit facilities** from **concurrency** requirements.	163.3180(4)(b)	X		
9	Allowed **multiuse DRIs** to satisfy the **transportation concurrency** requirements when authorized by a local comprehensive plan under limited circumstances.	163.3180(12)	X		
10	Allowed **multimodal transportation districts** in areas where priorities for the pedestrian environment are assigned by the plan.	163.3180(15)	X		
11	Exempted amendments for **urban infill and redevelopment areas**, **public school concurrency** from the **twice-per-year limitation**.	163.31879(1)(h) and (i) **[Now: (i) and (j)]**	X		
12	**Defined brownfield designation** and added the assurance that a developer may proceed with development upon receipt of a brownfield designation. [Also, see Section 163.3221(1) for "brownfield" definition.]	163.3220(2)	X		
1	**Repealed Section 163.3184(11)(c), F.S.**, that required funds from sanction for non-compliant plans go into the Growth Management Trust Fund.	163.3184(11)(c) **[Now: Repealed]**	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
2	**Repealed Section 163.3187(7)**, F.S. that required consideration of an increase in the annual total acreage threshold for small scale plan amendments and a report by DCA.	163.3187(7) **[Now: Repealed]**	X		
3	**Repealed Sections 163.3191(13) and (15)**, F.S.	163.3191(13) and (15) **[Now: Repealed]**	X		
4	Allowed **small scale amendments** in **areas of critical State concern** to be exempt from the twice-per-year limitation only if they are for affordable housing.	163.3187(1)(c)1.e	X		
5	Added exemption of sales from local option surtax imposed under Section 212.054, F.S., as examples of **incentives** for new development within **urban infill and redevelopment areas.**	163.2517(3)(j)2.	X		
1	Created the **rural land stewardship area** program.	163.3177(11)(d)	X		
1	Required that all agencies that review comprehensive plan amendments and rezoning include a **nonvoting representative of the district school board**.	163.3174	X		
2	Required **coordination of local comprehensive plan**	163.3177(4)(a)		• Policy H.1.2.3	***Note:** A detailed*

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	with the regional water supply plan.				*discussion on water supply planning occurs within the Special Topics section of this report.*
3	**Plan amendments for school-siting** maps are exempt from s. 163.3187(1)'s limitation on frequency.	163.3177(6)(a)	X		
4	Required that by **adoption of the EAR**, the sanitary sewer, solid waste, drainage, potable water and natural groundwater aquifer recharge element consider the regional water supply plan and **include a 10-year work plan** to build the identified water supply facilities.	163.3177(6)(c)			***Note:*** *Palatka is not within a priority water resource caution area.* ***Note:*** *A detailed discussion on water supply planning occurs within the Special Topics section of this report. Anticipated amendments relating to water supply occurs within the Special Topics section of this report.*
5	Required **consideration of the regional water supply plan** in the preparation of the conservation element.	163.3177(6)(d)		Objective G.1.6 and its corresponding Policies	***Note:*** *See note for # 4.*
6	Required that the **intergovernmental coordination element (ICE)** include relationships, principles and guidelines to be used in coordinating Comprehensive Plan with regional water supply plans.	163.3177(6)(h)		Objective G.1.6 and its corresponding Policies	***Note:*** *See note for # 4.*

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
7	Required the local governments adopting a public educational facilities element execute an **inter-local agreement** with the district school board, the county, and non-exempting municipalities.	163.3177(6)(h)4.		***Note:*** *The City has adopted a Public School Facilities Element.*	No amendment anticipated.
8	Required that counties larger than 100,000 population and their municipalities submit an **inter-local service delivery agreements** (existing and proposed, deficits or duplication in the provisions of service) report to DCA by January 1, 2004. Each local government is required to update its ICE based on the findings of the report. DCA will meet with affected parties to discuss and identify strategies to remedy any deficiencies or duplications.	163.3177(6)(h)6., 7., & 8.	X		
9	Required local governments and special districts to provide **recommendations for statutory changes for annexation** to the Legislature by February 1, 2003. NOTE: this requirement repealed by Ch. 2005-290, s. 2, LOF.	163.3177(6)(h)9. **[Now repealed]**	X		
10	Added a **new Section 163.31776** that allows a county to adopt an optional public educational facilities element in cooperation with the applicable school board.	163.31776 [New]		***Note:*** *The City has adopted a Public School Facilities Element.*	No amendment anticipated.
11	Added a **new Section 163.31777** that requires local governments and school boards to enter into an inter-local agreement that addresses school siting, enrollment forecasting, school capacity, infrastructure and safety needs of schools, schools as emergency shelters, and sharing of facilities.	163.31777 [New]		***Note:*** *The City has adopted a Public School Facilities Element.*	No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
12	**Added a provision** that the concurrency requirement for transportation facilities may be waived by plan amendment for urban infill and redevelopment areas.	163.3180(4)(c)	X		
13	**Expanded the definition of "affected persons"** to include property owners who own land abutting a change to a future land use map.	163.3184(1)(a)	X		
14	**Expanded the definition of "in compliance"** to include consistency with Section 163.31776 (public educational facilities element).	163.3184(1)(b)	X		
15	**Streamlined the timing** of comprehensive plan amendment review.	163.3184(3), (4), (6), (7), and (8)	X		
16	Required that local governments provide a **sign-in form** at the transmittal hearing and at the adoption hearing for persons to provide their names and addresses.	163.3184(15)(c)	X		
17	**Exempted amendments** related to providing transportation improvements to enhance life safety on "controlled access major arterial highways" from the limitation on the frequency of plan amendments contained in s. 163.3187(1).	163.3187(1)(k)	X		
18	Required **Evaluation and Appraisal Reports** to include (1) consideration of the appropriate regional water supply plan, and (2) an evaluation of whether past reductions in land use densities in coastal high hazard areas have	163-3191(2)(1)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	impaired property rights of current residents where redevelopment occurs.				
19	Allowed local governments to **establish a special master process** to assist the local governments with challenges to local development orders for consistency with the comprehensive plan.	163.3215	X		
20	Created the **Local Government Comprehensive Planning Certification Program** to allow less State and regional oversight of comprehensive plan process if the local government meets certain criteria.	163.3246	X		
21	Added a provision to Section 380.06(24), **Statutory Exemptions**, that exempts from the requirements for developments of regional impact, any water port or marina development if the relevant local government has adopted a "boating facility siting plan or policy" (which includes certain specified criteria) as part of the coastal management element or future land use element of its comprehensive plan. The adoption of the boating facility siting plan or policy is exempt from the limitation on the frequency of plan amendments contained in s. 163.3187(1).	163.3187(1)	X		
22	Prohibited a local government, under certain conditions, from denying an **application for development approval** for a requested land use for certain proposed solid waste management facilities.	163.3194(6)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
1	Creates the **Agricultural Lands and Practices Act**. (2): Provides **legislative findings and purpose** with respect to agricultural activities and duplicative regulation. (3): **Defines the terms "farm," "farm operation," and "farm product"** for purposes of the act. (4): Prohibits a county from adopting any ordinance, resolution, regulation, rule, or policy to prohibit or otherwise limit a **bona fide farm operation** on land that is classified as agricultural land. (4)(a): Provides that the act does **not limit the powers of a county** under certain circumstances. (4)(b): Clarifies that a **farm operation** may not expand its operations under certain circumstances. (4)(c): Provides that the act does not limit the **powers of certain counties.** (4)(d): Provides that certain county ordinances are not deemed to be a **duplication of regulation**.	163.3162 [New]	X X X X X X X		
2	Changes "State Comptroller" **references** to "Chief Financial Officer."	163.3167(6)	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
3	Provides for certain **airports** to abandon DRI orders.	163.3177(6)(k)	X		
4	Throughout s. 163.3177, F.S., citations for Ch. 235, F.S., are changed to cite the appropriate section of Ch. 1013, F.S.	163.31776	X		
5	Throughout s. 163.31777, F.S., citations for Ch. 235, F.S., are changed to cite the appropriate section of Ch. 1013, F.S.	163.31777	X		
1	(10): Amended to **conform to the repeal** of the Florida **High-Speed Rail** Transportation Act, and the creation of the Florida High-Speed Rail Authority Act. (13): Created to require local governments to identify adequate **water supply sources** to meet future demand for the established planning period. (14): Created to limit the effect of **judicial determinations** issued subsequent to certain development orders pursuant to adopted land development regulations.	163.3167	X X X		
2	(1): Provides **legislative findings** on the compatibility of development with **military installations.**	Creates 163.3175.	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	(2): Provides for the **exchange of information** relating to **proposed land use decisions** between counties and local governments and military installations.		X		
	(3): Provides for **responsive comments** by the commanding officer or his/her designee.		X		
	(4): Provides for the county or affected local government to **take such comments into consideration**.		X		
	(5): Requires the representative of the military installation to be an **ex-officio, nonvoting member** of the county's or local government's land planning or zoning board.		X		
	(6): Encourages the commanding officer to provide **information on community planning assistance grants.**		X		
3	(6)(a): • Changed to require local governments to amend the future land use element by June 30, 2006 to include criteria to achieve compatibility with **military installations.**	163.3177	X		
	• Changed to encourage **rural land stewardship area** designation as an overlay on the future land use map.		X		
	(6)(c): Extended the deadline adoption of the **water supply facilities work plan** amendment until December 1, 2006; provided for updating the work plan every five years; and exempts such amendment from the limitation on frequency of adoption of amendments.		X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	(10)(l): Provides for the coordination by the State land planning agency and the Department of Defense on compatibility issues for **military installations.**		X		
	(11)(d)1.: Requires DCA, in cooperation with other specified State agencies, to provide assistance to local governments in implementing provisions relating to **rural land stewardship areas.**		X		
	(11)(d)2.: Provides for **multi-county rural land stewardship areas.**		X		
	(11)(d)3.-4: Revises requirements, including the acreage threshold for designating **a rural land stewardship area**.		X		
	(11)(d)6.j.: Provides that **transferable rural land use credits** may be assigned at different ratios according to the natural resource or other beneficial use characteristics of the land.		X		
	(11)(e): Provides legislative findings regarding mixed-use, high-density **urban infill and redevelopment** projects; requires DCA to provide technical assistance to local governments.		X		
	(11)(f): Provides legislative findings regarding a program for the transfer of development rights and **urban infill and redevelopment**; requires DCA to provide technical assistance to local governments.				
4	(1): Provides legislative findings with respect to the	Creates 163.31771	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	shortage of **affordable rentals** in the State. (2): Provides **definitions.** (3): Authorizes local governments to permit **accessory dwelling units** in areas zoned for single family residential use based upon certain findings. (4) An application for a building permit to construct an accessory dwelling unit must include an **affidavit from the applicant**, which attests that the unit will be rented at an affordable rate to a very-low-income, low-income, or moderate-income person or persons. (5): Provides for certain **accessory dwelling units** to apply towards satisfying the affordable housing component of the housing element in a local government's comprehensive plan. (6): Requires the **DCA to report** to the Legislature.		X X X X		It is anticipated that accessory dwelling units will be permitted in all residential categories without counting towards density.
5	**Amends the definition of "in compliance"** to add language referring to the **Wekiva Parkway and Protection Act**.	163.3184(1)(b)	X		
6	(1)(m): Created to provide that amendments to address criteria or compatibility of land uses adjacent to or in close proximity to **military installations** do not count toward the limitation on frequency of amending	163.3187	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	comprehensive plans. (1)(n): Created to provide that amendments to establish or implement a **rural land stewardship area** do not count toward the limitation on frequency of amending comprehensive plans.		X		
7	Created to provide that **evaluation and appraisal reports** evaluate whether criteria in the land use element were successful in achieving land use compatibility with **military installations.**	163.3191(2)(n)	X		
1	Added the **definition** of **"financial feasibility**."	163.3164(32) [New]		Capital Improvements Element	No amendment anticipated.
2	(2): Required comprehensive plans to be **"financially"** rather than "economically" **feasible**. (3)(a)5.: Required the comprehensive plan to include a **5-year schedule of capital improvements.** Outside funding (i.e., from developer, other government or funding pursuant to referendum) of these capital improvements must be **guaranteed** in the form of a **development agreement or interlocal agreement.** (3)(a)6.b.1.: Required plan amendment for the **annual update** of the schedule of capital improvements. **Deleted** provision allowing updates and change in the date of	163.3177	X X	Capital Improvements Element	No amendment anticipated.

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Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
construction to be accomplished by ordinance.				
(3)(a)6.c.: Added **oversight and penalty** provision for failure to adhere to this section's capital improvements requirements.		X		
(3)(a)6.d.: Required a **long-term capital improvement schedule** if the local government has adopted a long-term concurrency management system.		X		
(6)(a): **Deleted** date (October 1, 1999) by which school siting requirements must be adopted.		X		
(6)(a): Requires the future land use element to be based upon the **availability of water supplies** (in addition to public water facilities).		X	• Goal D.1 • Objective D.1.1 and its underlying Policies	No amendment anticipated.
(6)(a): Add requirement that future land use element of **coastal counties** must encourage the preservation of working waterfronts, as defined in s. 342.07, F.S.				
(6)(c): Required the **potable water element** to be updated within 18 months of an updated regional water supply plan to incorporate the **alternative water supply projects** and traditional water supply projects and conservation and reuse selected by the local government to meet its projected water supply needs. The ten-year water supply work plan must include public, private and regional water supply facilities, including development of alternative water supplies. Such amendments do not count				***Note:*** *A detailed discussion on water supply planning occurs within the Special Topics section of this report. Anticipated amendments relating to water supply occurs within the Special Topics section of this report.*

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Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
toward the limitation on the frequency of adoption of amendments.			Policy F.1.1.2	
(6)(e): Added **waterways** to the system of sites addressed by the **recreation and open space element**.		X	Objective G.1.5 and its underlying Policies	No amendment anticipated.
(6)(h)1.: The intergovernmental coordination element must address coordination with **regional water supply authorities.**		X		No amendment anticipated.
(11)(d)4.c.: Required **rural land stewardship areas** to address **affordable housing**.		X		
(11)(d)5.: Required a **listed species survey** be performed on **rural land stewardship receiving area**. If any listed species present, must ensure adequate provisions to protect them.		X		
(11)(d)6.: Must enact an ordinance establishing a **methodology** for creation, conveyance, and use of **stewardship credits** within a **rural land stewardship area**.		X	The City has adopted a Public School Facilities Element	
(11)(d)6.j.: Revised to allow **open space and agricultural land** to be just as important as environmentally sensitive land when assigning stewardship credits.				No amendment anticipated.
(12): Must adopt **public school facilities element**.			Public School Facilities Element	
(12)(a) and (b): A **waiver** from providing this element				

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	will be allowed under certain circumstances. (12)(g): Expanded list of items to be to include **collocation**, **location of schools proximate to residential areas**, and use of schools as **emergency shelters.** (12)(h): Required local governments to provide maps depicting the general **location** of new schools and school improvements within future conditions maps. (12)(i): Required DCA to establish a **schedule for adoption** of the public school facilities element. (12)(j): Established **penalty** for failure to adopt a public school facility element. (13): (**New section**) Encourages local governments to develop a "**community vision**," which provides for sustainable growth, recognizes its fiscal constraints, and protects its natural resources. (14): (**New section**) Encourages local governments to develop an "**urban service boundary**," which ensures the area is served (or will be served) with adequate public facilities and services over the next 10 years. See s. 163.3184(17).	[New] [New]	X X X X	Public School Facilities Element	No amendment anticipated. No amendment anticipated.
3	163.31776 is **repealed**	163.31776 **[Now: Repealed]**			

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
4	(2): Required the **public schools interlocal agreement** (if applicable) to address requirements for **school concurrency**. The **opt-out provision** at the end of Subsection (2) is deleted. (5): Required **Palm Beach County** to identify, as part of its EAR, changes needed in its public school element necessary to conform to the new 2005 public school facilities element requirements. (7): Provided that counties exempted from **public school facilities element** shall undergo **re-evaluation** as part of its **EAR** to determine if they continue to meet exemption criteria.	163.31777	X X	Public School Facilities Element	No amendment anticipated.
5	(2)(g): Expands requirement of coastal element to include strategies that will be used to preserve recreational and commercial working waterfronts, as defined in s. 342.07, F.S.	163.3178	X		
6	(1)(a): Added "**schools**" as a required concurrency item. (2)(a): Required consultation with water supplier prior to issuing building permit to ensure "**adequate water supplies**" to serve new development will be available by the date of issuance of a certificate of occupancy. (2)(c): Required **all transportation facilities** to be in place or under construction within **3 years** (rather than 5	163.3180		Public School Facilities Element Objective G.1.5 and its underlying Policies Policy B.1.1.A	No amendment anticipated. No amendment

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Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
years) after approval of building permit. (4)(c): The concurrency requirement, except as it relates to transportation and public schools, may be waived in urban infill and redevelopment areas. The waiver shall be adopted as a plan amendment . A local government may grant a concurrency exception pursuant to subsection (5) for transportation facilities located within an urban infill and redevelopment area. (5)(d): Required **guidelines for granting concurrency exceptions** to be included in the comprehensive plan. (5)(e) – (g): If local government has established **transportation exceptions**, the guidelines for implementing the exceptions must be "**consistent with and support a comprehensive strategy, and promote the purpose of the exceptions."** Exception areas must include mobility strategies, such as alternate modes of transportation, supported by data and analysis. FDOT must be consulted prior to designating a transportation concurrency exception area. Transportation concurrency exception areas existing prior to July 1, 2005 must meet these requirements by July 1, 2006, or when the EAR-based amendment is adopted, whichever occurs last. (6): Required local government to **maintain records** to determine whether 110% **de minimis transportation impact** threshold is reached. A summary of these records must be submitted with the annual capital improvements		X X	Annually adopted as part of Capital Improvements Program	anticipated. ***Note:*** *A mobility plan is required to be adopted by July of 2011. Transportation Concurrency will no longer be measured, and references to such will be deleted from the Comprehensive Plan.* ***Note:*** *A mobility plan is required to be adopted by July of 2011.*

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Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
element update. Exceeding the 110% threshold dissolves the de minimis exceptions. (7): Required consultation with the Department of Transportation prior to designating a **transportation concurrency management area** (to promote infill development) to ensure adequate level-of-service standards are in place. The local government and the DOT should work together to mitigate any impacts to the Strategic Intermodal System. (9)(a): Allowed adoption of a **long-term concurrency management system for schools.** (9)(c): **(New section)** Allowed local governments to issue approvals to commence construction notwithstanding s. 163.3180 in areas subject to a **long-term concurrency management system**. (9)(d): **(New section)** Required evaluation in **Evaluation and Appraisal Repot** of progress in improving levels of service. (10): Added requirement that level of service standard for roadway facilities on **the Strategic Intermodal System** must be consistent with FDOT standards. Standards must consider **compatibility with adjacent jurisdictions.** (13): Required **school concurrency** (not optional).		X X X X	Policy B.1.1.1 Public School Facilities Element Public School Facilities Element	*Transportation Concurrency will no longer be measured, and references to such will be deleted from the Comprehensive Plan.* No amendment anticipated. No amendment

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Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
				anticipated.
(13)(c)1.: Requires school concurrency after five years to be applied on a "**less than districtwide basis**" (i.e., by using school attendance zones, etc).			Public School Facilities Element	No amendment anticipated.
(13)(c)2.: Eliminated exemption from plan amendment adoption limitation for changes to service area boundaries.			Public School Facilities Element	
(13)(c)3.: No application for development approval may be denied if a **less-than-districtwide measurement of school concurrency** is used; however the development impacts must to shifted to contiguous service areas with school capacity.			Public School Facilities Element	No amendment anticipated.
(13)(e): Allowed school concurrency to be satisfied if a developer executes a **legally binding commitment** to provide mitigation proportionate to the demand.				No amendment anticipated.
(13)(e)1.: Enumerated mitigation options for achieving **proportionate-share mitigation.**		X		
(13)(e)2.: If educational facilities funded in one of the two following ways, the local government must **credit** this amount toward any **impact fee or exaction** imposed on the community: • contribution of land • construction, expansion, or payment for land acquisition		X		No amendment anticipated.
(13)(g)2.: **(Section deleted)** – It is no longer required that a local government and school board base their plans on		X		

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Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	NA	Addressed (where/how)	Amendment Needed By Element
consistent population projections and share information regarding planned public school facilities, development and redevelopment and infrastructure needs of public school facilities. However, see (13)(g)6.a. for similar requirement.	[New]	X		
(13)(g)6.a.: **[Formerly (13)(g)7.a.]** Local governments must establish a **uniform procedure for determining if development applications are in compliance with school concurrency**.		X		
(13)(g)7. **[Formerly (13)(g)8.] Deleted** language that allowed local government to terminate or suspend an interlocal agreement with the school board.				
(13)(h): (**New 2005 provision**) The fact that **school concurrency** has not yet been implemented by a local government should not be the basis for either an approval or denial of a development permit.	[New]		Objective H.3.1	
(15): Prior to adopting **Multimodal Transportation Districts**, FDOT must be consulted to assess the impact on level of service standards. If impacts are found, the local government and the FDOT must work together to mitigate those impacts. Multimodal districts established prior to July 1, 2005 must meet this requirement by July 1, 2006 or at the time of the EAR-base amendment, whichever occurs last.				
(16): (**New 2005 section**) Required local governments to adopt by **December 1, 2006** a method for assessing				***Note:*** *A mobility plan is required to be adopted by July of 2011. Transportation*

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	proportionate fair-share mitigation options. FDOT will develop a model ordinance by December 1, 2005.				*Concurrency will no longer be measured, and references to such will be deleted from the Comprehensive Plan.*
7	(17): (**New 2005 section**) If a local government has adopted a **community vision** and **urban service boundary**, State and regional agency review is eliminated for plan amendments affecting property within the urban service boundary. Such amendments are exempt from the limitation on the frequency of plan amendments. (18): (**New 2005 section**) If a municipality has adopted an urban infill and redevelopment area, State and regional agency review is eliminated for plan amendments affecting property within the urban service boundary. Such amendments are exempt from the limitation on the frequency of plan amendments.	163.3184 [New]	X X		
8	(1)(c)1.f.: Allowed approval of residential land use as **a small-scale development amendment** when the proposed density is equal to or less than the existing future land use category. Under certain circumstances, **affordable housing units** are exempt from this limitation.	163.3187 [New]	X X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	(1)(c)4.: (**New 2005 provision**) If the small-scale development amendment involves a **rural area of critical economic concern**, a 20-acre limit applies. (1)(o): (**New 2005 provision**) An amendment to a **rural area of critical economic concern** may be approved without regard to the statutory limit on comprehensive plan amendments.	[New]	X		
9	(2)(k): Required local governments that do not have either a school interlocal agreement or a public school facilities element, to determine in the **Evaluation and Appraisal Report** whether the local government continues to meet the exemption criteria in s. 163.3177(12). (2)(l): The **Evaluation and Appraisal Report** must determine whether the local government has been successful in identifying **alternative water supply projects,** including **conservation and reuse**, needed to meet projected demand. Also, the Report must identify the degree to which the local government has implemented its 10-year water supply workplan. (2)(o): (**New 2005 provision**) The **Evaluation and Appraisal Report** must evaluate whether any **Multimodal Transportation District** has achieved the purpose for which it was created. (2)(p): (**New 2005 provision**) The **Evaluation and**	163.3191 [New] [New]	X X X X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	Appraisal Report must assess **methodology for impacts on transportation facilities.** (10): The **Evaluation and Appraisal Report -based amendment** must be **adopted within a single amendment cycle**. Failure to adopt within this cycle results in **penalties.** Once updated, the comprehensive plan must be submitted to the DCA.		X		
10	(10) New section designating Freeport as a **certified community**. (11) New section exempting proposed DRIs within Freeport from review under s. 380.06, F.S., unless review is requested by the local government.	163.3246 [New]	X		
1	Establishes plan amendment procedures for **agricultural enclaves** as defined in s. 163.3164(33), F.S. Ch. 2006-255, LOF.	163.3162(5) [New]	X		
2	Defines **agricultural enclave**. Ch. 2006-255, LOF.	163.3164(33) [New]	X		
3	(6)(g)2.: Adds new paragraph encouraging local governments with a **coastal management element** to adopt recreational surface water use policies; such adoption amendment is exempt from the twice per year limitation on the frequency of plan amendment adoptions. Ch. 2006-220, LOF.	163.3177(6)(g)2. [New]	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
4	Allows the effect of a proposed receiving area to be considered when projecting the 25-year or greater population with a **rural land stewardship area**. Ch. 2006-220, LOF.	163.3177(11)(d)6.	X		
5	Recognizes "extremely-low-income persons" as another income groups whose housing needs might be addressed by **accessory dwelling units** and defines such persons consistent with s. 420.0004(8), F.S. Ch. 2006-69, LOF.	163.31771(1), (2) and (4)			It is anticipated that a new Policy stating that accessory dwelling units are permitted in all residential land use categories, and that they do not count towards density.
6	Assigns to the Division of Emergency Management the responsibility of ensuring the preparation of **updated regional hurricane evacuation plans.** Ch. 2006-68, LOF.	163.3178(2)(d)	X		
7	Changes the definition of the **Coastal High Hazard Area (CHHA)** to be the area below the elevation of the category 1 storm surge line as established by the Sea, Lake, Overland, Surge from Hurricanes (SLOSH) model. Ch. 2006-68, LOF.	163.3178(2)(h)			It is anticipated that the CHHA definition will be adopted as part of the EAR based amendments.
8	Adds a new section allowing a local government to comply with the requirement that its comprehensive **plan direct population concentrations away from the CHHA** and maintains or reduces hurricane evacuation times by maintaining an adopted LOS Standard for out-	163.3178(9)(a) [New]	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	of-county hurricane evacuation for a category 5 storm, by maintaining a 12-hour hurricane evacuation time or by providing mitigation that satisfies these two requirements. Ch. 2006-68, LOF.				
9	Adds a new section establishing **a level of service for out-of-county hurricane evacuation** of no greater than 16 hours for a category 5 storm for any local government that wishes to follow the process in s. 163.3178(9)(a) but has not established such a level of service by July 1, 2008. Ch. 2006-68, LOF.	163.3178(9)(b) [New]			It is anticipated that as part of the EAR based amendments the City will adopt an out-of-county clearance time of 16 hours.
10	Requires local governments to amend their **Future Land Use Map** and **coastal management element** to include the new definition of the **CHHA**, and to depict the CHHA on the FLUM by July 1, 2008. Ch. 2006-68, LOF.	163.3178(2)(c)			It is anticipated that the CHHA definition will be adopted as part of the EAR based amendments
11	Allows the **sanitary sewer concurrency requirement** to be met by onsite sewage treatment and disposal systems approved by the Department of Health. Ch. 2006-252, LOF.	163.3180(2)(a)		Policy H.4.2.3	No amendment anticipated.
12	Changes s. 380.0651(3)(i) to s. 380.0651(3)(h) as the citation for the standards a multiuse DRI must meet or exceed. Ch. 2006-220, LOF.	163.3180(12)(a)	X		
13	Deletes use of extended use agreement as part of the definition of small scale amendment. Ch. 2006-69, LOF.	163.3187(1)(c)1.f.	X		
14	Creates a new section related to **electric distribution substations**; establishes criteria addressing land use	163.3208 [New]	X		

DRAFT

	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	compatibility of substations; requires local governments to permit substations in all FLUM categories (except preservation, conservation or historic preservation); establishes compatibility standards to be used if a local government has not established such standards; establishes procedures for the review of applications for the location of a new substation; allows local governments to enact reasonable setback and landscape buffer standards for substations. Ch. 2006-268, LOF.				
15	Creates a new section preventing a local government from requiring for a permit or other approval vegetation maintenance and tree pruning or trimming within an established **electric transmission and distribution line right-of-way**. Ch. 2006-268, LOF.	163.3209 [New]	X		
16	**Community Workforce Housing Innovation Pilot Program**; created by Ch. 2006-69, LOF, section 27. Establishes a special, expedited adoption process for any plan amendment that implements a pilot program project.	New	X		
17	**Affordable housing land donation density incentive bonus**; created by Ch. 2006-69, LOF, section 28. Allows a density bonus for land donated to a local government to provide affordable housing; requires adoption of a plan amendment for any such land; such amendment may be adopted as a small-scale amendment; such amendment is exempt from the twice per year limitation on the frequency of plan amendment adoptions.	New	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
1	(26) Expands the definition of "**urban redevelopment**" to include a community redevelopment area. Ch. 2007-204, LOF. (32) Revises the definition of "**financial feasibility**" by clarifying that the plan is financially feasibility for transportation and schools if level of service standards are achieved and maintained by the end of the planning period even if in a particular year such standards are not achieved. In addition, the provision that level of service standards need not be maintained if the proportionate fair share process in s. 163.3180(12) and (16), F.S., is used is deleted. Ch. 2007-204, LOF.	163.3164	X	• Objective D.1.2 and its underlying Policies • Policy H.3.1.1 • Policy I.1.3.1	No amendment anticipated.
2	(2) Clarifies that **financial feasibility** is determined using a five-year period (except in the case of long-term transportation or school concurrency management, in which case a 10 or 15-year period applies). Ch. 2007-204, LOF. (3)(a)6. Revises the citation to the **MPO's TIP and long-range transportation plan**. Ch. 2007-196, LOF. (3)(b)1. Requires an annual update to the Five-Year Schedule of Capital Improvements to be submitted by December 1, 2008 and yearly thereafter. If this date is missed, no amendments are allowed until the update is adopted. Ch. 2007-204, LOF. (3)(c) Deletes the requirement that the Department must	163.3177	 X X	• Policy H.3.1.1 • Policy H.3.1.1	

DRAFT

	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	notify the Administration Commission if an annual update to the **capital improvements element** is found not in compliance (retained is the requirement that notification must take place is the annual update is not adopted). Ch. 2007-204, LOF.	[New]	X		
	(3)(e) Provides that a comprehensive plan as revised by an amendment to the future land use map is **financially feasible** if it is supported by (1) a condition in a development order for a development of regional impact or binding agreement that addresses proportionate share mitigation consistent with s. 163.3180(12), F.S., or (2) a binding agreement addressing proportionate fair-share mitigation consistent with s. 163.3180(16)(f), F.S., and the property is located in an urban infill, urban redevelopment, downtown revitalization, urban infill and redevelopment or urban service area. Ch. 2007-204, LOF.	[New]	X		
	(6)(f)1.d. Revises the housing element requirements to ensure adequate sites for affordable **workforce housing** within certain counties. Ch. 2007-198, LOF. (6)h. and i. Requires certain counties to adopt a plan for ensuring **affordable workforce housing** by July 1, 2008 and provides a penalty if this date is missed. Ch. 2007-198, LOF.				
3	(4)(b) Expands transportation concurrency exceptions to include **airport facilities.** Ch. 2007-204, LOF.	163.3180	X		

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Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
(5)(b)5 Adds specifically designated **urban service areas** to the list of transportation concurrency exception areas. Ch. 2007-204, LOF.		X		
(5)(f) Requires consultation with the State land planning agency regarding mitigation of impacts on Strategic Intermodal System facilities prior to establishing a **concurrency exception area**. Ch. 2007-204, LOF.	[New]	X		
(12) and (12)(a) Deletes the requirement that the comprehensive plan must authorize a **development of regional impact** to satisfy concurrency under certain conditions. Also, deletes the requirement that the development of regional impact must include a residential component to satisfy concurrency under the conditions listed. Ch. 2007-204, LOF.		X		
(12)(d) Clarifies that any **proportionate-share mitigation** by development of regional impact, Florida Quality Development and specific area plan implementing an optional sector plan is not responsible for reducing or eliminating backlogs. Ch. 2007-204, LOF.		X		
(13)(e)4. A development precluded from commencing because of **school concurrency** may nevertheless commence if certain conditions are met. Ch. 2007-204, LOF.	[New]		Public School Facilities Element Policy B.1.1.1.A	No amendment anticipated. ***Note:*** *A mobility plan is required to be adopted by July of 2011.*
(16)(c) and (f) Allows **proportionate fair-share mitigation** to be directed to one or more specific	[New]			*Transportation*

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
	transportation improvement. Clarifies that such mitigation is not to be used to address backlogs. Ch. 2007-204, LOF. (17) Allows an exempt from concurrency for certain **workforce housing** developed consistent with s. 380.061(9) and s. 380.0651(3). Ch. 2007-198, LOF.		X		*Concurrency will no longer be measured, and references to such will be deleted from the Comprehensive Plan.*
4	Allows a local government to establish a **transportation concurrency backlog authority** to address deficiencies where existing traffic volume exceeds the adopted level of service standard. Defines the powers of the authority to include tax increment financing and requires the preparation of transportation concurrency backlog plans. Ch. 2007-196, LOF and Ch. 2007-204, LOF.	163.3182 [New]	X		
5	Allows plan amendments that address certain **housing** requirements to be expedited under certain circumstances. Ch. 2007-198, LOF.	163.3184(19) [New]	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
6	Exempts from the twice per year limitation on the frequency of adoption of plan amendments any amendment that is consistent with the **local housing incentive strategy** consistent with s. 420.9076. Ch. 2007-198, LOF.	163.3187(1)(p) [New]	X		
7	Adds an amendment to integrate a **port master plan** into the coastal management element as an exemption to the prohibition in s. 163.3191(10). Ch. 2007-196, LOF and Ch. 2007-204, LOF.	163.3191(14) [New]	X		
8	Extends the duration of a **development agreement** from 10 to 20 years. Ch. 2007-204, LOF.	163.3229	X		
9	Establishes an **alternative State review process pilot program** in Jacksonville/Duval, Miami, Tampa, Hialeah, Pinellas and Broward to encourage urban infill and redevelopment. Ch. 2007-204, LOF.	163.32465 [New]	X		
10	If a property owner contributes right-of-way and expands a State transportation facility, such contribution may be applied as a **credit against any future transportation concurrency requirement**. Ch. 2007-196, LOF.	339.282 [New}	X		
11	Establishes an expedited plan amendment adoption process for amendments that implement the **Community Workforce Housing Innovation Pilot Program** and exempts such amendments from the twice per year limitation on the frequency of adoption of plan amendments. Ch. 2007-198, LOF.	420.5095(9)	X		

	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
1	The future land use plan must discourage urban sprawl. Ch. 2008-191, LOF.	163.3177(6)(a)	X		It is anticipated that as part of the EAR based amendments, Goals, Objectives, and Policies regarding energy efficiency will be adopted; in addition to new GOPs, an Energy Conservation Map will be adopted.
2	The future land use plan must be based upon energy-efficient land use patterns accounting for existing and future energy electric power generation and transmission systems. Ch. 2008-191, LOF.	163.3177(6)(a)			***Note:*** *See previous statement regarding energy efficiency.*
3	The future land use plan must be based upon greenhouse gas reduction strategies. Ch. 2008-191, LOF.	163.3177(6)(a)			***Note:*** *See previous statement regarding energy efficiency.*
4	The traffic circulation element must include transportation strategies to address reduction in greenhouse gas emissions. Ch. 2008-191, LOF.	163.3177(6)(b)			***Note:*** *See previous statement regarding energy efficiency.*
5	The conservation element must include factors that affect energy conservation. Ch. 2008-191, LOF.	163.3177(6)(d)			***Note:*** *See previous statement regarding energy efficiency.*

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
6	The future land use map series must depict energy conservation. Ch. 2008-191, LOF.	163.3177(6)(d)			***Note:*** *See previous statement regarding energy efficiency.*
7	The housing element must include standards, plans and principles to be followed in energy efficiency in the design and construction of new housing and in the use of renewable energy resources. Ch. 2008-191, LOF.	163.3177(6)(f)1.h. and i.			***Note:*** *See previous statement regarding energy efficiency.*
8	Local governments within an MPO area must revise their transportation element to include strategies to reduce greenhouse gas emissions. Ch. 2008-191, LOF.	163.3177(6)(j)	X		
9	Various changes were made in the State Comprehensive Plan (Chapter 187, F.S.) that address low-carbon-emitting electric power plants. See Section 5 of Chapter 2008-227, LOF.	State Comprehensive Plan	X		
1	Changes "Existing Urban service area" to "**Urban service area**" and revises the definition of such an area. Section 2, Chapter 2009-96, LOF.	163.3164(29)	X		
2	Adds definition of "**Dense urban land area**." Section 2, Chapter 2009-96, LOF.	163.3164(34)		***Note:*** *Palatka is classified as a "dense urban land area"*	***Note:*** *A mobility plan is required to be adopted by July of 2011.*
3	Postpones from December 1, 2008 to December 1, 2011, the need for the annual update to the capital improvements element to be **financially feasible**. Section 3, Chapter 2009-96, LOF.	163.3177(3)(b)1.	X		

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
4	Requires the future land use element to include by June 30, 2012, criteria that will be used to achieve compatibility of lands near **public use airports.** For military installations, the date is changed from June 30, 2006, to June 30, 2012. Section 3, Chapter 2009-85, LOF.	163.3177(6)(a)		• Policy A.1.1.6 • Objective G.1.4 and its underlying Policies	No amendment anticipated.
5	Requires the intergovernmental coordination element to recognize **airport master plans.** Section 3, Chapter 2009-85, LOF.	163.3177(6)(h)1.b.		Objective G.1.4 and its underlying Policies	It is anticipated that a new Policy will be adopted specifically referencing the Kay Larkin Airport Master Plan will be adopted as part of the EAR based amendments.
6	Requires the intergovernmental coordination element to include a mandatory (rather than voluntary) **dispute resolution process** and requires use of the process prescribed in section 186.509, F.S., for this purpose. Section 3, Chapter 2009-96, LOF.	163.3177(6)(h)1.c.			It is anticipated that a new Policy mandating participation in the NEFRC's dispute resolution process will be adopted as part of the EAR based amendments.
7	Requires the intergovernmental coordination element to provide for **interlocal agreements** pursuant to s. 333.03(1)(b), F.S., between adjacent local governments regarding **airport zoning regulations.** Section 3, Chapter 2009-85, LOF.	163.3177(6)(h)1.d.		Objective G.1.4 and its underlying Policies	No amendment anticipated.

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	Changes to Chapter 163, F.S.	Chapter 163, F.S. Citations	N A	Addressed (where/how)	Amendment Needed By Element
8	Defines "**rural agricultural industrial center**" and provides for their expansion though the plan amendment process. Section 1, Chapter 2009-154, LOF	163.3177(15)(a) [New]	X		
9	Allows a **municipality** that is not a dense urban land area to amend its comprehensive plan to designate certain areas as **transportation concurrency exception areas.** Section 4, Chapter 2009-96, LOF.	163.3180(5)(b)2.	X		
10	Allows a **county** that is not a dense urban land area to amend its comprehensive plan to designate certain areas as **transportation concurrency exception areas.** Section 4, Chapter 2009-96, LOF.	163.3180(5)(b)3.	X		
11	Requires local governments with State identified **transportation concurrency exception areas** to adopt land use and transportation **strategies to support and fund mobility** within such areas. Section 4, Chapter 2009-96, LOF.	163.3180(5)(b)4.			***Note:*** *A mobility plan is required to be adopted by July of 2011.*
12	Except in **transportation concurrency exception areas**, local governments must adopt the level-of-service established by the Department of Transportation for roadway facilities on the **Strategic Intermodal System**. Section 4, Chapter 2009-96, LOF.	163.3180(10)	X		
13	Defines a **backlogged transportation facility** to be one on which the adopted level-of-service is exceeded by existing trips, plus additional projected background trips. Section 5, Chapter 2009-85, LOF.	163.3180(12)(b) & (16)(i)	X		

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Agenda Item

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201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka

Office of the City Manager

To: **Mayor Myers, Commissioners**

From: Woody Boynton, City Manager

Date: March 7, 2011

RE: Supplemental Joint Participation Agreement– Airport

Attached is a Supplemental Joint Participation Agreement (JPA) with the FDOT to remove the project associated with the purchase of land near CR216 and SR 100 from the work program. As you can see from the attached letter to Gene Lampp; this project was not a viable project at this time and we have asked that the money be reallocated to more pressing projects. We have been informed verbally that the reallocation of money will happen and will be reimbursed at 100%; not the 80% reimbursement stated in the original land acquisition JPA.

The removal of this project from the work program is the first step in re-allocating this money.

I recommend approval of this Agreement.

Should you have any questions, please call.

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA

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

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT.

DONALD E. HOLMES
CITY ATTORNEY

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

February 7, 2011

Gene Lampp
Florida Department of Transportation
District Aviation & Transit Specialist
2198 Edison Avenue
Jacksonville, FL 32204-2730

RE: Financial Project #42755019411 - $240,000 Land Purchase

Dear Gene:

As you will recall, the City of Palatka recently requested a 120-day time extension for the above referenced project. This was requested so that negotiations could continue between the City and the property owner of the land in question. As stated in our letter of December 8, 2010, this property was sold by the owner we were originally negotiating with and the conditions of the sale previously discussed were no longer valid.

Since our letter of December 8th, we have had little success in to reaching a settlement on the purchase of this property. Therefore, we would like to withdraw this request for a land purchase and ask that this money be re-appropriated to other projects on the airport. These projects include airfield security upgrades, fencing and modifications and upgrades to Building B-2.

It is our understanding that a work-plan amendment will need to be completed before work on these projects can be started. Therefore, in addition to the work-plan amendment we are requesting a time extension also be granted to allow for the work plan amendment to be executed and for the work to be completed. We believe a six month extension will be adequate. This would extend the current completion date to approximately December 1, 2011.

We thank-you ahead of time for your consideration of our request. The projects referenced are much needed and will continue to improve the quality and safety of our airport operations. In addition, much needed jobs will be created within the amended work plan projects. Should you have any questions, please do not hesitate to call.

Sincerely,

Vernon Myers
Mayor, City of Palatka

CC: John Youell, Airport Manager
Andrew Holesko, Passero & Associates
Woody Boynton, City Manager
James Bennett, FDOT
Phil Worth, FDOT

H:\City of Palatka\Airport\land purchase reallocation 2-9-11.dot

RESOLUTION NO. 8-88

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST A *'SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT'* WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION REMOVING FDOT AND LOCAL FUNDS FOR PURCHASE OF LAND (SOUTH OF SR 100 AND CR 216) FOR NEW ACCESS AT THE PALATKA KAY LARKIN MUNICIPAL AIRPORT

WHEREAS, the City of Palatka and the Florida Department of Transportation had previously reached an agreement for and executed a JPA for F.P. # 42755019411 for the sharing of costs incident to the purchase of land (South of SR 100 and CR 216) for new access to the Kay Larkin Municipal Airport and ; and

WHEREAS, the City of Palatka was unable to negotiate the purchase of said land for this project; and

WHEREAS, the City of Palatka and the Florida Department of Transportation have reached an agreement cancelling this land purchase project and removing FDOT and Local funds for the purchase of land (South of SR 100 and CR 216) at Kay Larkin Municipal Airport; and

WHEREAS, the Florida Department of Transportation has proposed a Supplemental Joint Participation Agreement with the City of Palatka for the cancellation of this project and removal of FDOT and City of Palatka funds, identified as FIN Number 42755019411, Contract #AQ162; and

WHEREAS, the total cost for this project is decreased by $300,000, with the Florida Department of Transportation funding decreased by $240,000, and the City of Palatka funding decreased by $60,000 of the total cost; and

WHEREAS, it is in the best interest of the City of Palatka to go forward with this Supplemental Joint Participation Agreement.

NOW THEREFORE, be it resolved that the Mayor, Vernon Myers, and City Clerk, Betsy J. Driggers, are hereby authorized to execute and attest the Supplemental Joint Participation Agreement on behalf of the City of Palatka cancelling the purchase of land for airport access project and removing FDOT and Local funds for the purchase of land (South of SR 100 and CR 216) at the Kay Larkin Municipal Airport, FIN Number 42755019411, Contact No. AQ 162.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign requests for Contract Time Extensions, as well as execute Assurances, Certifications, and all other documents as may be required in support of the project.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 10th day of March, 2011.

CITY OF PALATKA

Florida Department of Transportation

RICK SCOTT
GOVERNOR

2198 Edison Avenue
Jacksonville, FL. 32204-2730

OFFICE OF THE
SECRETARY

February 24, 2011

Woody Boynton
201 N. 2nd Street
Palatka Fl. 32177

RE: 42755019411

Dear Mr. Boynton:

We are pleased to enclose an original Supplemental Joint Participation Agreement (SJPA) for the above referenced project for your review and signature.

Before returning the SJPA to my office please ensure that SJPA is signed, Exhibit A.1 is filled out and signed, and a resolution is enclosed.

If you have any questions concerning this project, please feel free to contact me.

Sincerely,

Gene Lampp
District Aviation Specialist
(904) 360-5667

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION

PUBLIC TRANSPORTATION
SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT
Number 1

Financial Project No.: 42755019411 (item-segment-phase-sequence)	Fund: DDR	FLAIR Category: 088719
	Function: 637	Object Code: 750004
	Federal No.:	Org. Code: 55022020228
Contract No.: AQ162	DUNS No.: 80-939-7102	Vendor No.: F 596 000 401 002
Catalog of Federal Domestic Assistance Number: N/A		Catalog of State Financial Assistance Number: 55004

THIS AGREEMENT, made and entered into this _____ day of _____, _____, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter referred to as the Department, and THE CITY OF PALATKA 201 NORTH 2ND STREET, PALATKA, FLORIDA 32177 hereinafter referred to as Agency.

WITNESSETH:

WHEREAS, the Department and the Agency heretofore on the 22nd day of September ,2010, entered into a Joint Participation Agreement; and

WHEREAS, the Agency desires to accomplish certain project items as outlined in the Attachment "A" appended hereto; and

WHEREAS, the Department desires to participate in all eligible items for this project as outlined in Attachment "A" for a total Department Share of $0.00.

NOW, THEREFORE THIS INDENTURE WITNESSETH: that for and in consideration of the mutual benefits to flow from each to the other, the parties hereto agree that the above described Joint Participation Agreement is to be amended and supplemented as follows:

1.00 Project Description: The project description is amended
Purchase Land (SR100 and CR 216) for new access at the Palatka Municipal Airport.

Removing FDOT and Local funds from the project.

2.00 Project Cost:

Paragraph 3.00 of said Agreement is decreased by $-300,000.00

bringing the revised total cost of the project to $ 936,070.00 .

Paragraph 4.00 of said Agreement is decreased by $-240,000.00

bringing the Department's revised total cost of the project to $ 0.00 .

3.00 Amended Exhibits:

Exhibit(s) _____ of said Agreement is amended by Attachment "A".

4.00 Contract Time:

Paragraph 18.00 of said Agreement May 31st ,2011 .

5.00 E-Verify:

The Agency shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of;

1. all persons employed by the Agency during the term of the Contract to perform employment duties within Florida; and
2. all persons, including subcontractors, assigned by the Agency to perform work pursuant to the contract with the Department.

Financial Project No. 42755019411

Contract No. AQ162

Agreement Date _____

Except as hereby modified, amended or changed, all other terms of said Agreement dated September 22nd 2010 and any subsequent supplements shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first above written.

AGENCY

THE CITY OF PALATKA
AGENCY NAME

SIGNATORY (PRINTED OR TYPED)

SIGNATURE

TITLE

FDOT

See attached Encumbrance Form for date of Funding Approval by Comptroller

LEGAL REVIEW
DEPARTMENT OF TRANSPORTATION

DEPARTMENT OF TRANSPORTATION

Robert L. Parks, P. E., Dir. of Planning & Prod.
TITLE

Financial Project No. 42755019411

Contract No. AQ163

Agreement Date _____ ,

ATTACHMENT "A"
SUPPLEMENTAL JOINT PARTICIPATION AGREEMENT

This Attachment forms an integral part of that certain Supplemental Joint Participation Agreement between the State of Florida, Department of Transportation and THE CITY OF PALATKA 201 NORTH 2ND STREET, PALATKA, FLORIDA 32177 dated 9/22/2010 .

DESCRIPTION OF SUPPLEMENT (Include justification for cost change):

Removing FDOT and Local funds from the project. Agency was unable to negotiaite a pruchase price for the land.

I.	Project Cost:	As Approved	As Amended	Net
		$300,000.00	$0.00	$-300,000.00
	Total Project Cost	$300,000.00	$0.00	$-300,000.00

II.	Fund	As Approved	As Amended	Net
	Department:	$240,000.00	$0.00	$-240,000.00
	Agency:	$60,000.00	$0.00	$-60,000.00
		$0.00	$0.00	$0.00
	Total Project Cost	$300,000.00	$0.00	$-300,000.00

Comments:

III. MULTI-YEAR OR DEFERRED REIMBURSEMENT PROJECT FUNDING

If a project is a multi-year or prequalified project subject to paragraphs 4.10 and 17.20 of this agreement, funds are programmed in the Department's Work program in the following fiscal year(s):

FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00
FY	$0.00	FY	$0.00

Project years may be advanced or deferred subject to Legislative appropriation or availabity of funds.

Agenda Item

7

201 N. 2nd Street
Palatka, FL 32177
Tel. (386) 329-0100
Fax (386) 329-0199

City of Palatka

Office of the City Manager

To: **Mayor Myers, Commissioners**

From: Woody Boynton, City Manager

Date: March 7, 2011

RE: Joint Participation Agreement– Airport

Attached is a Joint Participation Agreement with the FDOT to reimburse preliminary engineering, surveying and geotechnical costs associated with Runway 9-27 (primary runway) pavement and drainage rehabilitation at the Palatka Airport.

The total project cost associated with the above work is a not to exceed $75,000.00. Aside from future expansion, this is one of the final projects associated with rehabilitating the airport infrastructure. Much of the drainage, taxiways as well as the secondary runway have been rehabilitated over the past 5 years.

You will notice that this project does not include final design or permitting. Should the construction of this project be funded by the FAA, it is expected that money for final design and permitting will be made available at that time. It should be noted that if the FDOT had not approved this preliminary funding we would not have been in position to receive the construction money.

I strongly recommend approval of this Agreement.

Should you have any questions, please call.

RESOLUTION NO. 8-89

A RESOLUTION AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST A *'JOINT PARTICIPATION AGREEMENT'* WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR DESIGN ONLY OF RUNWAY 9/27 OVERLAY, LIGHTS, SIGNAGE AND DRAINAGE AT PALATKA'S KAY LARKIN MUNICIPAL AIRPORT

WHEREAS, the City of Palatka and the Florida Department of Transportation have reached an agreement for the design only of runway 9/27 overlay, lights, signage and drainage at the Palatka Municipal Airport, and

WHEREAS, the Florida Department of Transportation has proposed a Joint Participation Agreement with the City of Palatka for the above project identified as F.P. Number 42517149411; and

WHEREAS, the total project cost for the above described project at Kay Larkin Municipal Airport is $75,000.00 with the Florida Department of Transportation funding 100% or $75,000.00; and

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

NOW THEREFORE, be it resolved that the Mayor, Vernon Myers, and City Clerk, Betsy J. Driggers, are hereby authorized to execute and attest the Joint Participation Agreement on behalf of the City of Palatka for the design only of runway 9/27 overlay, lights, signage and drainage at the Kay Larkin Municipal Airport, F.P. Number 42517149411.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized to sign requests for Contract Time Extensions, as well as execute Assurances, Certifications, and all other documents as may be required in support of the project.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 10th day of March, 2011.

CITY OF PALATKA

BY:_____
Its Mayor

ATTEST:

_____
City Clerk

Florida Department of Transportation

RICK SCOTT
GOVERNOR

2198 Edison Avenue
Jacksonville, FL. 32204-2730

OFFICE OF THE SECRETARY

February 22, 2011

Woody Boynton
201 N. 2nd Street
Palatka Fl. 32177

RE: F.P. 42517149411

Dear Mr. Boynton:

We are pleased to enclose an original Joint Participation Agreement (JPA) for the above referenced project. I will need the JPA and the project schedule signed and returned along with your resolution, so that the JPA can be executed.

"There has been new language added the JPA that the agency has to agree with. The language is in paragraph 25.00. It requires state agencies under the direction of the Governor to include in all state contracts a requirement that contractors utilize the E-Verify system to verify the employment eligibility. Also, the language on Attachment "A" has been updated per Section 215.971, Florida Statutes, to establish quantifiable, measurable, and verifiable units for invoicing."

Please be reminded that to remain eligible for State funding participation, it will be mandatory that compliance with the JPA requirements be completed and documented in our project files prior to project close-out.

If you have any questions concerning this project, please feel free to contact me.

Sincerely,

Gene Lampp
District Aviation Specialist
(904) 360-5667

PUBLIC TRANSPORTATION JOINT PARTICIPATION AGREEMENT

Financial Project No(s).: (item-segment-phase-sequence) 42517149411	Fund: DDR	FLAIR 088719
	Function: 637	Object Code: 750004
Contract No.:	Federal No.:	Org. Code: 55022020228
	DUNS No.: 80-939-7102	Vendor No.: F596 000 401 002
CFDA Number: N/A	CSFA Number: 55004	

THIS AGREEMENT, made and entered into this _____ day of _____, _____, by and between the STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION, an agency of the State of Florida, hereinafter referred to as the Department, and THE CITY OF PALATKA 201 NORTH 2ND STREET, PALATKA, FLORIDA 32177 hereinafter referred to as Agency. The Department and Agency agree that all terms of this Agreement will be completed on or before APRIL 30, 2012 and this Agreement will expire unless a time extension is provided in accordance with Section 18.00.

WITNESSETH:

WHEREAS, the Agency has the authority to enter into said Agreement and to undertake the project hereinafter described, and the Department has been granted the authority to function adequately in all areas of appropriate jurisdiction including the implementation of an integrated and balanced transportation system and is authorized under 332.006(6) AVIATION ONLY, Florida Statutes, to enter into this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations herein, the parties agree as follows:

1.00 Purpose of Agreement: The purpose of this Agreement is Design "ONLY" of Runway 9/27 Overlay, Lights, Signage and Drainage at the Palatka Municipal Airport. This Project is being fund under the REDI Program.

and as further described in Exhibit(s) A - D1 attached hereto and by this reference made a part hereof, hereinafter referred to as the project, and to provide Departmental financial assistance to the Agency and state the terms and conditions upon which such assistance will be provided and the understandings as to the manner in which the project will be undertaken and completed.

2.00 Accomplishment of the Project

2.10 General Requirements: The Agency shall commence, and complete the project as described in Exhibit "A" attached hereto and by this reference made a part hereof this Agreement, with all practical dispatch, in a sound, economical, and efficient manner, and in accordance with the provisions herein, and all applicable laws.

2.20 Pursuant to Federal, State, and Local Law: In the event that any election, referendum, approval, permit, notice, or other proceeding or authorization is requisite under applicable law to enable the Agency to enter into this Agreement or to undertake the project hereunder, or to observe, assume or carry out any of the provisions of the Agreement, the Agency will initiate and consummate, as provided by law, all actions necessary with respect to any such matters so requisite.

2.30 Funds of the Agency: The Agency shall initiate and prosecute to completion all proceedings necessary including federal aid requirements to enable the Agency to provide the necessary funds for completion of the project.

2.40 Submission of Proceedings, Contracts and Other Documents: The Agency shall submit to the Department such data, reports, records, contracts and other documents relating to the project as the Department may require as listed in Exhibit "C" attached hereto and by this reference made a part hereof.

3.00 Project Cost: The total estimated cost of the project is $ $75,000.00 . This amount is based upon the estimate summarized in Exhibit "B" attached hereto and by this reference made a part hereof this Agreement. The Agency agrees to bear all expenses in excess of the total estimated cost of the project and any deficits involved.

4.00 Department Participation: The Department agrees to maximum participation, including contingencies, in the project in the amount of $ $75,000.00 as detailed in Exhibit "B", or in an amount equal to the percentage(s) of total cost shown in Exhibit "B", whichever is less.

4.10 Project Cost Eligibility : Project costs eligible for State participation will be allowed only from the effective date of this agreement. It is understood that State participation in eligible project costs is subject to:

(a) Legislative approval of the Department's appropriation request in the adopted work program year that the project is scheduled to be committed;

(b) Availability of funds as stated in Section 17.00 of this Agreement;

(c) Approval of all plans, specifications, contracts or other obligating documents and all other terms of this Agreement;

(d) Department approval of the project scope and budget (Exhibits A & B) at the time appropriation authority becomes available.

4.20 Front End Funding : Front end funding ○ is ◉ is not applicable. If applicable, the Department may initially pay 100% of the total allowable incurred project costs up to an amount equal to its total share of participation as shown in paragraph 4.00.

5.00 Retainage : Retainage ○ is ◉ is not applicable. If applicable, _____ percent of the Department's total share of participation as shown in paragraph 4.00 is to be held in retainage to be disbursed, at the Department's discretion, on or before the completion of the final project audit.

6.00 Project Budget and Payment Provisions:

6.10 The Project Budget: A project budget shall be prepared by the Agency and approved by the Department. The Agency shall maintain said budget, carry out the project and shall incur obligations against and make disbursements of project funds only in conformity with the latest approved budget for the project. No budget increase or decrease shall be effective unless it complies with fund participation requirements established in Section 4.00 of this Agreement and is approved by the Department Comptroller.

6.20 Payment Provisions: Unless otherwise allowed under Section 4.20, payment will begin in the year the project or project phase is scheduled in the work program as of the date of the agreement. Payment will be made for actual costs incurred as of the date the invoice is submitted with the final payment due upon receipt of a final invoice.

7.00 Accounting Records:

7.10 Establishment and Maintenance of Accounting Records: The Agency shall establish for the project, in conformity with requirements established by Department's program guidelines/procedures and "Principles for State and Local Governments", separate accounts to be maintained within its existing accounting system or establish independent accounts. Such accounts are referred to herein collectively as the "project account". Documentation of the project account shall be made available to the Department upon request any time during the period of the Agreement and for three years after final payment is made.

7.20 Funds Received Or Made Available for The Project: The Agency shall appropriately record in the project account, and deposit in a bank or trust company which is a member of the Federal Deposit Insurance Corporation, all payments received by it from the Department pursuant to this Agreement and all other funds provided for, accruing to, or otherwise received on account of the project, which Department payments and other funds are herein collectively referred to as "project funds". The Agency shall require depositories of project funds to secure continuously and fully all project funds in excess of the amounts insured under federal plans, or under State plans which have been approved for the deposit of project funds by the Department, by the deposit or setting aside of collateral of the types and in the manner as prescribed by State Law for the security of public funds, or as approved by the Department.

7.30 Costs Incurred for the Project: The Agency shall charge to the project account all eligible costs of the project. Costs in excess of the latest approved budget or attributable to actions which have not received the required approval of the Department shall not be considered eligible costs.

7.40 Documentation of Project Costs: All costs charged to the project, including any approved services contributed by the Agency or others, shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges.

7.50 Checks, Orders, and Vouchers: Any check or order drawn by the Agency with respect to any item which is or will be chargeable against the project account will be drawn only in accordance with a properly signed voucher then on file in the office of the Agency stating in proper detail the purpose for which such check or order is drawn. All checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to the project shall be clearly identified, readily accessible, and, to the extent feasible, kept separate and apart from all other such documents.

7.60 Audit Reports: In addition to the requirements below, the Agency agrees to comply and cooperate with any monitoring procedures/processes deemed appropriate by the Department, including but not limited to site visits and limited scope audits. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the State Comptroller or Auditor General. The Agency shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of three years from the date the audit report is issued, and shall allow the Department access to such records and working papers upon request. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any state agency inspector general, the Auditor General, or any other state official.

The Agency shall comply with all audit and audit reporting requirements as specified in Exhibit "D" attached hereto and by this reference made a part hereof this Agreement.

7.61 Monitoring: In addition to reviews of audits conducted in accordance with OMB Circular A-133 and Section 215.97, Florida Statutes, (see "Audits" below), monitoring procedures may include, but not be limited to, on-site visits by Department staff, limited scope audits as defined by OMB Circular A-133, and/or other procedures. The Agency agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. In the event the Department determines that a limited scope audit of the Agency is appropriate, the Agency agrees to comply with any additional instructions provided by the Department staff to the Agency regarding such audit. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by FDOT's Office of Inspector General (OIG) and Florida's Chief Financial Officer (CFO) or Auditor General.

7.62 Audits:

Part I Federally Funded: If the Agency is a state, local government, or non-profit organizations as defined in OMB Circular A-133 and a recipient of federal funds, the following annual audit criteria will apply:

1. In the event that the recipient expends $500,000 or more in Federal awards in its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of OMB Circular A-133, as revised. Exhibit "D" to this agreement indicates Federal resources awarded through the Department by this agreement. In determining the Federal awards expended in its fiscal year, the recipient shall consider all sources of Federal awards, including Federal resources received from the Department. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by OMB Circular A-133, as revised. An audit of the recipient conducted by the Auditor General in accordance with the provisions OMB Circular A-133, as revised, will meet the requirements of this part.

2. In connection with the audit requirements addressed in Part I, Paragraph 1., the recipient shall fulfill the requirements relative to auditee responsibilities as provided in Subpart C of OMB Circular A-133.

3. If the recipient expends less than the amount in Part I, Paragraph 1., an audit conducted in accordance with the provisions of OMB Circular A-133, is not required. If the recipient elects to conduct such an audit, the cost of the audit must be paid from resources obtained from other than Federal entities.

4. Federal awards are to be identified using the Catalog of Federal Domestic Assistance (CFDA) title and number, award number and year, and name of the awarding federal agency.

Part II State Funded: If the Agency is a nonstate entity as defined by Section 215.97(2)(m), Florida Statutes, and a recipient of state funds, the following annual audit criteria will apply:

1. In the event that the recipient expends a total amount of state financial assistance equal to or in excess of $500,000 in any fiscal year, the recipient must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services and the CFO; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. Exhibit "D" to this agreement indicates state financial assistance awarded through the Department by this agreement. In determining the state financial assistance expended in its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

2. In connection with the audit requirements addressed in Part II, Paragraph 1., the recipient shall ensure that the audit complies with the requirements of Section 215.97(7), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), Florida Statutes, and Chapter 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.

3. If the recipient expends less than the amount in Part II, Paragraph 1., such audit is not required. If the recipient elects to conduct such an audit, the cost of the audit must be paid from the recipient's resources obtained from nonstate entities.

4. State awards are to be identified using the Catalog of State Financial Assistance (CSFA) title and number, award number and year, and name of the state agency awarding it.

Part III Other Audit Requirements

1. The Agency shall follow-up and take corrective action on audit findings. Preparation of a summary schedule of prior year audit findings, including corrective action and current status of the audit findings is required. Current year audit findings require corrective action and status of findings.

2. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is completed or the dispute is resolved. Access to project records and audit work papers shall be given to the Department, the Department Comptroller, and the Auditor General. This section does not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of state financial assistance or limit the authority of any other state official.

Part IV Report Submission

1. Copies of reporting packages for audits conducted in accordance with OMB Circular A-133, as revised, and required by Section 7.62 Part I of this agreement shall be submitted, when required by Section .320 (d), OMB Circular A-133, by or on behalf of the recipient directly to each of the following:

   A. The Department at each of the following addresses:

   Gene Lampp
   2198 Edison Ave. M/S 2813
   Jacksonville, FL 32204

   B. The number of copies required by Sections .320 (d)(1) and (2), OMB Circular A-133, submitted to the following address:

   Federal Audit Clearinghouse
   Bureau of the Census
   1201 East 10th Street
   Jeffersonville, IN 47132

   C Other Federal agencies and pass-through entities in accordance with Sections .320 (e) and (f), OMB Circular A-133.

2. In the event that a copy of the reporting package for an audit required by Section 7.62 Part I of this Agreement and conducted in accordance with OMB Circular A-133 is not required to be submitted to the Department for reasons pursuant to section .320 (e)(2), OMB Circular A-133, the recipient shall submit the required written notification pursuant to Section .320 (e)(2) and a copy of the recipient's audited schedule of expenditures of Federal awards directly to each of the following:

   Gene Lampp
   2198 Edison Ave. M/S 2813
   Jacksonville, FL 32204

   In addition, pursuant to Section .320 (f), OMB Circular A-133, as revised, the recipient shall submit a copy of the reporting package described in Section .320 (c), OMB Circular A-133, and any management letters issued by the auditor, to the Department at each of the following addresses:

   Gene Lampp
   2198 Edison Ave. M/S 2813
   Jacksonville, FL 32204

3. Copies of financial reporting packages required by Section 7.62 Part II of this Agreement shall be submitted by or on behalf of the recipient directly to each of the following:

   A. The Department at each of the following addresses:

      Gene Lampp
      2198 Edison Ave. M/S 2813
      Jacksonville, FL 32204

   B. The Auditor General's Office at the following address:

      Auditor General's Office
      Room 401, Pepper Building
      111 West Madison Street
      Tallahassee, Florida 32399-1450

4. Copies of reports or the management letter required by Section 7.62 Part III of this Agreement shall be submitted by or on behalf of the recipient directly to:

   A. The Department at each of the following addresses:

      Gene Lampp
      2198 Edison Ave. M/S 2813
      Jacksonville, FL 32204

5. Any reports, management letter, or other information required to be submitted to the Department pursuant to this Agreement shall be submitted timely in accordance with OMB Circular A-133, Section 215.97, Florida Statutes, and Chapter 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as applicable.

6. Recipients, when submitting financial reporting packages to the Department for audits done in accordance with OMB Circular A-133 or Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date that the reporting package was delivered to the Agency in correspondence accompanying the reporting package.

7.63 Record Retention: The Agency shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of at least five years from the date the audit report is issued, and shall allow the Department, or its designee, the CFO or Auditor General access to such records upon request. The Agency shall ensure that the independent audit working papers are made available to the Department, or its designee, the CFO, or Auditor General upon request for a period of at least five years from the date the audit report is issued, unless extended in writing by the Department. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the Participant's general accounting records and the project records, together with supporting documents and records, of the contractor and all subcontractors performing work on the project, and all other records of the Contractor and subcontractors considered necessary by the Department for a proper audit of costs.

7.64 Other Requirements: If an audit discloses any significant audit findings related to any award, including material noncompliance with individual project compliance requirements or reportable conditions in internal controls of the Agency, the Agency shall submit as part of the audit package to the Department a plan for corrective action to eliminate such audit findings or a statement describing the reasons that corrective action is not necessary. The Agency shall take timely and appropriate corrective action to any audit findings, recommendations, and corrective action plans.

7.65 Insurance: Execution of this Joint Participation Agreement constitutes a certification that the Agency has and will maintain the ability to repair or replace any project equipment or facilities in the event of loss or damage due to any accident or casualty for the useful life of such equipment or facilities. In the event of the loss of such equipment or facilities, the Agency shall either replace the equipment or facilities or reimburse the Department to the extent of its interest in the lost equipment or facility. In the event this Agreement is for purchase of land or for the construction of infrastructure such as airport runways the Department may waive or modify this section.

8.00 Requisitions and Payments:

8.10 Action by the Agency: In order to obtain any Department funds, the Agency shall file with the Department of Transportation, District TWO Public Transportation Office JACKSONVILLE, FL, 32204-2619 its requisition on a form or forms prescribed by the Department, and any other data pertaining to the project account (as defined in Paragraph 7.10 hereof) to justify and support the payment requisitions.

8.11 Invoices for fees or other compensation for services or expenses shall be submitted in detail sufficient for a proper preaudit and postaudit thereof.

8.12 Invoices for any travel expenses shall be submitted in accordance with Chapter 112.061, F.S. The Department may establish rates lower than the maximum provided in Chapter 112.061, F.S.

8.13 For real property acquired, submit;

(a) the date the Agency acquired the real property,
(b) a statement by the Agency certifying that the Agency has acquired said real property, and actual consideration paid for real property.
(c) a statement by the Agency certifying that the appraisal and acquisition of the real property together with any attendant relocation of occupants was accomplished in compliance with all federal laws, rules and procedures required by any federal oversight agency and with all state laws, rules and procedures that may apply to the Agency acquiring the real property.

8.20 The Department's Obligations: Subject to other provisions hereof, the Department will honor such requisitions in amounts and at times deemed by the Department to be proper to ensure the carrying out of the project and payment of the eligible costs. However, notwithstanding any other provision of this Agreement, the Department may elect by notice in writing not to make a payment on the project if:

8.21 Misrepresentation: The Agency shall have made misrepresentation of a material nature in its application, or any supplement thereto or amendment thereof, or in or with respect to any document or data furnished therewith or pursuant hereto;

8.22 Litigation: There is then pending litigation with respect to the performance by the Agency of any of its duties or obligations which may jeopardize or adversely affect the project, the Agreement, or payments to the project;

8.23 Approval by Department: The Agency shall have taken any action pertaining to the project which, under this agreement, requires the approval of the Department or has made related expenditures or incurred related obligations without having been advised by the Department that same are approved;

8.24 Conflict of Interests: There has been any violation of the conflict of interest provisions contained herein; or

8.25 Default: The Agency has been determined by the Department to be in default under any of the provisions of the Agreement.

8.26 Federal Participation (If Applicable): Any federal agency providing federal financial assistance to the project suspends or terminates federal financial assistance to the project. In the event of suspension or termination of federal financial assistance, the Agency will reimburse the Department for all disallowed costs, including any and all federal financial assistance as detailed in Exhibit "B."

8.30 Disallowed Costs: In determining the amount of the payment, prior to receipt of annual notification of funds availability, the Department will exclude all projects costs incurred by the Agency prior to the effective date of this Agreement, costs which are not provided for in the latest approved budget for the project, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by the Department and costs invoiced prior to receipt of annual notification of fund availability.

8.40 Payment Offset: If, after project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this agreement, the Department may offset such amount from payments due for work or services done under any public transportation joint participation agreement which it has with the Agency owing such amount if, upon demand, payment of the amount is not made within sixty (60) days to the Department. Offsetting amounts shall not be considered a breach of contract by the Department.

9.00 Termination or Suspension of Project:

9.10 Termination or Suspension Generally: If the Agency abandons or, before completion, finally discontinues the project; or if, by reason of any of the events or conditions set forth in Sections 8.21 to 8.26 inclusive, or for any other reason, the commencement, prosecution, or timely completion of the project by the Agency is rendered improbable, infeasible, impossible, or illegal, the Department will, by written notice to the Agency, suspend any or all of its obligations under this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected, or the Department may terminate any or all of its obligations under this Agreement.

9.11 Action Subsequent to Notice of Termination or Suspension. Upon receipt of any final termination or suspension notice under this paragraph, the Agency shall proceed promptly to carry out the actions required therein which may include any or all of the following: (1) necessary action to terminate or suspend, as the case may be, project activities and contracts and such other action as may be required or desirable to keep to the minimum the costs upon the basis of which the financing is to be computed; (2) furnish a statement of the project activities and contracts, and other undertakings the cost of which are otherwise includable as project costs; and (3) remit to the Department such portion of the financing and any advance payment previously received as is determined by the Department to be due under the provisions of the Agreement. The termination or suspension shall be carried out in conformity with the latest schedule, plan, and budget as approved by the Department or upon the basis of terms and conditions imposed by the Department upon the failure of the Agency to furnish the schedule, plan, and budget within a reasonable time. The approval of a remittance by the Agency or the closing out of federal financial participation in the project shall not constitute a waiver of any claim which the Department may otherwise have arising out of this Agreement.

9.12 The Department reserves the right to unilaterally cancel this Agreement for refusal by the contractor or Agency to allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, F.S. and made or received in conjunction with this Agreement.

10.00 Remission of Project Account Upon Completion of Project: Upon completion of the project, and after payment, provision for payment, or reimbursement of all project costs payable from the project account is made, the Agency shall remit to the Department its share of any unexpended balance in the project account.

11.00 Audit and Inspection: The Agency shall permit, and shall require its contractors to permit, the Department's authorized representatives to inspect all work, materials, payrolls, records; and to audit the books, records and accounts pertaining to the financing and development of the project.

12.00 Contracts of the Agency:

12.10 Third Party Agreements: Except as otherwise authorized in writing by the Department, the Agency shall not execute any contract or obligate itself in any manner requiring the disbursement of Department joint participation funds, including consultant, construction or purchase of commodities contracts or amendments thereto, with any third party with respect to the project without the written approval of the Department. Failure to obtain such approval shall be sufficient cause for nonpayment by the Department as provided in Section 8.23. The Department specifically reserves unto itself the right to review the qualifications of any consultant or contractor and to approve or disapprove the employment of the same.

12.20 Compliance with Consultants' Competitive Negotiation Act: It is understood and agreed by the parties hereto that participation by the Department in a project with an Agency, where said project involves a consultant contract for engineering, architecture or surveying services, is contingent on the Agency complying in full with provisions of Chapter 287, F.S., Consultants' Competitive Negotiation Act. At the discretion of the Department, the Agency will involve the Department in the Consultant Selection Process for all contracts. In all cases, the Agency's Attorney shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act.

12.30 Disadvantaged Business Enterprise (DBE) Policy

12.31 DBE Policy: The Agency and its contractors agree to ensure that Disadvantaged Business Enterprises as defined in 49 CFR Part 26, as amended, have the maximum opportunity to participate in the performance of contracts and this Agreement. In this regard, all recipients, and contractors shall take all necessary and reasonable steps in accordance with 49 CFR Part 26, as amended, to ensure that the Disadvantaged Business Enterprises have the maximum opportunity to compete for and perform contracts. Grantees, recipients and their contractors shall not discriminate on the basis of race, color, national origin or sex in the award and performance of Department assisted contracts.

12.40 The Agency agrees to report any reasonable cause notice of noncompliance based on 49 CFR Part 26 filed under this section to the Department within 30 days of receipt by the Agency.

13.00 Restrictions, Prohibitions, Controls, and Labor Provisions:

13.10 Equal Employment Opportunity: In connection with the carrying out of any project, the Agency shall not discriminate against any employee or applicant for employment because of race, age, creed, color, sex or national origin. The Agency will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, age, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: Employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Agency shall insert the foregoing provision modified only to show the particular contractual relationship in all its contracts in connection with the development or operation of the project, except contracts for standard commercial supplies or raw materials, and shall require all such contractors to insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials. When the project involves installation, construction, demolition, removal, site improvement, or similar work, the Agency shall post, in conspicuous places available to employees and applicants for employment for project work, notices to be provided by the Department setting forth the provisions of the nondiscrimination clause.

13.20 Title VI - Civil Rights Act of 1964: Execution of this Joint Participation Agreement constitutes a certification that the Agency will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et. seq.), the Regulations of the Federal Department of Transportation issued thereunder, and the assurance by the Agency pursuant thereto.

13.30 Title VIII - Civil Rights Act of 1968: Execution of this Joint Participation Agreement constitutes a certification that the Agency will comply with all the requirements imposed by Title VIII of the Civil Rights Act of 1968, 42 USC 3601,et seq., which among other things, prohibits discrimination in housing on the basis of race, color, national origin, creed, sex, and age.

13.40 Americans with Disabilities Act of 1990 (ADA): Execution of this Joint Participation Agreement constitutes a certification that the Agency will comply with all the requirements imposed by the ADA (42 U.S.C. 12102, et. seq.), the regulations of the federal government issued thereunder, and the assurance by the Agency pursuant thereto.

13.50 Prohibited Interests: The Agency shall not enter into a contract or arrangement in connection with the project or any property included or planned to be included in the project, with any officer, director or employee of the Agency, or any business entity of which the officer, director or employee or the officer's, director's or employee's spouse or child is an officer, partner, director, or proprietor or in which such officer, director or employee or the officer's, director's or employee's spouse or child, or any combination of them, has a material interest.

"Material Interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity.

The Agency shall not enter into any contract or arrangement in connection with the project or any property included or planned to be included in the project, with any person or entity who was represented before the Agency by any person who at any time during the immediately preceding two years was an officer, director or employee of the Agency.

The provisions of this subsection shall not be applicable to any agreement between the Agency and its fiscal depositories, any agreement for utility services the rates for which are fixed or controlled by the government, or any agreement between the Agency and an agency of state government.

13.60 Interest of Members of, or Delegates to, Congress: No member or delegate to the Congress of the United States shall be admitted to any share or part of the Agreement or any benefit arising therefrom.

14.00 Miscellaneous Provisions:

14.10 Environmental Pollution: Execution of this Joint Participation Agreement constitutes a certification by the Agency that the project will be carried out in conformance with all applicable environmental regulations including the securing of any applicable permits. The Agency will be solely responsible for any liability in the event of non-compliance with applicable environmental regulations, including the securing of any applicable permits, and will reimburse the Department for any loss incurred in connection therewith.

14.20 Department Not Obligated to Third Parties: The Department shall not be obligated or liable hereunder to any party other than the Agency.

14.30 When Rights and Remedies Not Waived: In no event shall the making by the Department of any payment to the Agency constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist, on the part of the Agency, and the making of such payment by the Department while any such breach or default shall exist shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.

14.40 How Agreement Is Affected by Provisions Being Held Invalid: If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance the remainder would then continue to conform to the terms and requirements of applicable law.

14.50 Bonus or Commission: By execution of the Agreement the Agency represents that it has not paid and, also, agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.

14.60 State or Territorial Law: Nothing in the Agreement shall require the Agency to observe or enforce compliance with any provision thereof, perform any other act or do any other thing in contravention of any applicable State law: Provided, that if any of the provisions of the Agreement violate any applicable State law, the Agency will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the Agency to the end that the Agency may proceed as soon as possible with the project.

14.70 Use and Maintenance of Project Facilities and Equipment: The Agency agrees that the project facilities and equipment will be used by the Agency to provide or support public transportation for the period of the useful life of such facilities and equipment as determined in accordance with general accounting principles and approved by the Department. The Agency further agrees to maintain the project facilities and equipment in good working order for the useful life of said facilities or equipment.

14.71 Property Records: The Agency agrees to maintain property records, conduct physical inventories and develop control systems as required by 49 CFR Part 18, when applicable.

14.80 Disposal of Project Facilities or Equipment: If the Agency disposes of any project facility or equipment during its useful life for any purpose except its replacement with like facility or equipment for public transportation use, the Agency will comply with the terms of 49 CFR Part 18 relating to property management standards. The Agency agrees to remit to the Department a proportional amount of the proceeds from the disposal of the facility or equipment. Said proportional amount shall be determined on the basis of the ratio of the Department financing of the facility or equipment as provided in this Agreement.

14.90 Contractual Indemnity: To the extent provided by law, the Agency shall indemnify, defend, and hold harmless the Department and all of its officers, agents, and employees from any claim, loss, damage, cost, charge, or expense arising out of any act, error, omission, or negligent act by the Agency, its agents, or employees, during the performance of the Agreement, except that neither the Agency, its agents, or its employees will be liable under this paragraph for any claim, loss, damage, cost, charge, or expense arising out of any act, error, omission, or negligent act by the Department or any of its officers, agents, or employees during the performance of the Agreement.

When the Department receives a notice of claim for damages that may have been caused by the Agency in the performance of services required under this Agreement, the Department will immediately forward the claim to the Agency. The Agency and the Department will evaluate the claim and report their findings to each other within fourteen (14) working days and will jointly discuss options in defending the claim. After reviewing the claim, the Department will determine whether to require the participation of the Agency in the defense of the claim or to require that the Agency defend the Department in such claim as described in this section. The Department's failure to promptly notify the Agency of a claim shall not act as a waiver of any right herein to require the participation in or defense of the claim by Agency. The Department and the Agency will each pay its own expenses for the evaluation, settlement negotiations, and trial, if any. However, if only one party participates in the defense of the claim at trial, that party is responsible for all expenses at trial.

15.00 Plans and Specifications: In the event that this Agreement involves the purchasing of capital equipment or the constructing and equipping of facilities, the Agency shall submit to the Department for approval all appropriate plans and specifications covering the project. The Department will review all plans and specifications and will issue to the Agency written approval with any approved portions of the project and comments or recommendations concerning any remainder of the project deemed appropriate. After resolution of these comments and recommendations to the Department's satisfaction, the Department will issue to the Agency written approval with said remainder of the project. Failure to obtain this written approval shall be sufficient cause for nonpayment by the Department as provided in 8.23.

16.00 Project Completion, Agency Certification: The Agency will certify in writing on or attached to the final invoice, that the project was completed in accordance with applicable plans and specifications, is in place on the Agency facility, that adequate title is in the Agency and that the project is accepted by the Agency as suitable for the intended purpose.

17.00 Appropriation of Funds:

17.10 The State of Florida's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature.

17.20 Multi-Year Commitment: In the event this Agreement is in excess of $25,000 and has a term for a period of more than one year, the provisions of Chapter 339.135(6)(a), F.S., are hereby incorporated: "(a) The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of 25,000 dollars and which have a term for a period of more than 1 year."

18.00 Expiration of Agreement: The Agency agrees to complete the project on or before APRIL 30, 2012. If the Agency does not complete the project within this time period, this Agreement will expire unless an extension of the time period is requested by the Agency and granted in writing by the Robert L. Parks P.E. Dir. of Planning & Production. Expiration of this Agreement will be considered termination of the project and the procedure established in Section 9.00 of this Agreement shall be initiated.

18.10 Final Invoice: The Agency must submit the final invoice on this project to the Department within 120 days after the expiration of this Agreement.

19.00 Agreement Format: All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

20.00 Execution of Agreement: This Agreement may be simultaneously executed in a minimum of two counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one in the same instrument.

21.00 Restrictions on Lobbying:

21.10 Federal: The Agency agrees that no federal appropriated funds have been paid or will be paid by or on behalf of the Agency, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid by the Agency to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Joint Participation Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The Agency shall require that the language of this section be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

21.20 State: No funds received pursuant to this contract may be expended for lobbying the Legislature or a state agency.

22.00 Vendors Rights: Vendors (in this document identified as Agency) providing goods and services to the Department should be aware of the following time frames. Upon receipt, the Department has five (5) working days to inspect and approve the goods and services unless the bid specifications, purchase order or contract specifies otherwise. The Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the goods or services are received, inspected and approved.

If a payment is not available within 40 days after receipt of the invoice and receipt, inspection and approval of goods and services, a separate interest penalty in accordance with Section 215.422(3)(b), F.S. will be due and payable, in addition to the invoice amount to the Agency. The interest penalty provision applies after a 35 day time period to health care providers, as defined by rule. Interest penalties of less than one (1) dollar will not be enforced unless the Agency requests payment. Invoices which have to be returned to an Agency because of vendor preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for Agencies who may be experiencing problems in obtaining timely payment(s) from the Department. The Vendor Ombudsman may be contacted at (850) 413-5516.

23.00 Public Entity Crime: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in s. 287.017, F.S. for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

24.00 Discrimination: An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity.

25.00 E-Verify: The Agency shall utilize the U.S. Department of Homeland Security's E-Verify system, in accordance with the terms governing use of the system, to confirm the employment eligibility of;

1. all persons employed by the Agency during the term of the Contract to perform employment duties within Florida; and
2. all persons, including subcontractors, assigned by the Agency to perform work pursuant to the contract with the Department.

Financial Project No(s). 42517149411

Contract No. _____

Agreement Date _____

IN WITNESS WHEREOF, the parties hereto have caused these presents be executed, the day and year first above written.

AGENCY

THE CITY OF PALATKA
AGENCY NAME

_____
SIGNATORY (PRINTED OR TYPED)

_____
SIGNATURE

_____
TITLE

FDOT

See attached Encumbrance Form for date of Funding Approval by Comptroller

_____
LEGAL REVIEW
DEPARTMENT OF TRANSPORTATION

_____
DEPARTMENT OF TRANSPORTATION

Robert L. Parks P.E. Dir. of Planning & Prod.
TITLE

FINANCIAL PROJECT NO.42514149411

EXHIBIT "A"
PROJECT DESCRIPTION AND RESPONSIBILITIES

PROJECT DESCRIPTION AND RESPONSIBILITIES

This exhibit forms an integral part of that certain Joint Participation Agreement between the State of Florida, Department of Transportation and **THE CITY OF PALATKA 201 NOTRH 2ND STREET, PALATKA, FLORIDA 32177** referenced by the above Financial Project Number.

PROJECT LOCATION:
PALATKA AIRPORT
PALATKA, FLORIDA
PUTNAM COUNTY

PROJECT DESCRIPTION:

The Design "ONLY" of Runway 9/27 Overlay, Lights, Signage, and Drainage at the Palatka Municipal Airport.

SPECIAL CONSIDERATIONS BY AGENCY:
The audit report(s) required in paragraph 7.60 of the Agreement shall include a schedule of project assistance that will reflect the Department's contract number, Financial Project Number and the Federal Identification number, where applicable, and the amount of state funding action (receipt and disbursement of funds) and any federal or local funding action and the funding action from any other source with respect to the project.

Effective July 1, 2010, Section 215.971, Florida Statutes (F.S.) now requires all new Joint Participation Agreement (JPA) the Department executes to clearly document contract deliverables and establish minimum level of services. The JPA scope of services will be required to clearly divide project tasks into quantifiable, measurable, and verifiable units of deliverables that must be received and accepted by the Department, in writing, prior to payment for services. Each deliverable must specify the required level of service to be performed and the Department's criteria for evaluating successful completion. Once the following items have been submitted to and approved in writing by the Department they will be added to this JPA under Exhibit "A" to meet the deliverable requirements under Section 215.971 F.S.:

Scope of Services

Design Phase

1. A signed copy of the approved scope of services and schedule of values that are incorporated into an agreement between the Agency and its third-party consultant. The scope of services must include or incorporate by reference a schedule of values that will be used to approve and make payments to the third-party consultant. The scope of services and included schedule of values must be approved in writing by the Department before the Agency enters into an agreement with its third-party consultant. The schedule of values shall be a complete and detailed itemization describing each subcategory of work and related pay items and their associated total value, quantity, unit of measurement and unit price/cost. The consultant should invoice the Agency on a regular basis using the approved schedule of values and one of the following methods:

a. Percentage Completed. For this method the consultant's invoice should list a detail description of each task in the approved scope of services and schedule of values, the dollar value amount for the item, the percentage competed for the item, and the dollar value for the percentage completed.

b. Completed Tasks. For this method the consultant's invoice should list a detail description of each task in the approved scope of services and schedule of values, the dollar value amount for each item, indicate which task have been completed, and the dollar value for each task completed.

2. The Agency shall sign each invoice submitted to the Department and certify thereon that the Agency has verified that the percentages of and/or task completions are correct and that the amounts indicated on the invoice are correct.

3. Any change(s) to the approved scope of services or schedule of values will require a change order approved by the Department, and signed by the Agency and the third-party consultant. Invoices incorporating unapproved changes cannot be submitted by the Agency or paid by the Department.

Construction Phase

4. A signed copy of the approved scope of services and schedule of values that are incorporated into an agreement between the Agency and its construction contractor. The scope of services must include or incorporate by reference a schedule of values that will be used to approve and make payments to the contractor. The scope of services and included schedule of values must be approved in writing by the Department before the Agency enters into an agreement with its contractor. The schedule of values shall be a complete and detailed itemization describing each subcategory of work and related pay items and their associated total value, quantity, unit of measurement and unit

price/cost. The contractor should invoice the Agency on a regular basis using the approved schedule of values and one of the following methods:

a. Percentage Completed. For this method the contractor's invoice should list a detail description of each task in the approved scope of services and schedule of values, the dollar value amount for the item, the percentage competed for the item, and the dollar value for the percentage completed.
b. Completed Tasks. For this method the contractor's invoice should list a detail description of each task in the approved scope of services and schedule of values, the dollar value amount for each item, indicate which task have been completed, and the dollar value for each task completed.

5. The contractor should submit their pay request to the Agency's project inspector for approval using the standard "Application and Certificate for Payment" form. The Agency's project inspector will review and approve the contractor's pay request certifying the percentage of completion and/or quantities are correct.
6. The Agency shall sign each invoice submitted to the Department and certify thereon that the Agency has verified that the percentages of and/or task completions are correct and that the amounts indicated on the invoice are correct.
7. Any change(s) to the approved scope of services or schedule of values will require a change order approved by the Department, and signed by the Agency and the contractor. Invoices incorporating unapproved changes cannot be submitted by the Agency or paid by the Department.

SPECIAL CONSIDERATIONS BY DEPARTMENT

The following conditions would warrant an administrative action by the Department which may result in termination and closure of the grant award:

No invoice activity for 6 months or
No contract activity for 18 months

FINANCIAL PROJECT NO.**42517149411**

EXHIBIT "B"
PROJECT BUDGET

This exhibit forms an integral part of that certain Joint Participation Agreement between the State of Florida, Department of Transportation and **THE CITY OF PALATKA 201 NOTRH 2ND STREET, PALATKA, FLORIDA 32177.**

I.	PROJECT COST:			$ 75,000.00
	TOTAL PROJECT COST:			$ 75,000.00
II.	PARTICIPATION:			
	Maximum Federal Participation			
	FTA, FAA	(%)	or	$ .00
	Agency Participation			
	In-Kind	(%)		$
	Cash	(%)		$ .00
	Other	(%)		$
	Maximum Department Participation,			
	Primary			
	(DS)(**DDR**)(DIM)(PORT)	(%)	or	$ 75,000.00
	Federal Reimbursable (DU)(FRA)(DFTA)	(%)	or	$
	Local Reimbursable (DL)	(%)	or	$
	TOTAL PROJECT COST			$ 75,000.00

NOTE: THE TOTAL DEAPARTMENT PARTICIPATION IN THIS PROJECT IS 100% OF THE PROJECT COST UP TO AN INCLUDING $75,000.00. THIS PROJECT IS BEING FUND UNDER THE REDI PROGRAM.

EXHIBIT "C"

AVIATION PROGRAM ASSURANCES

FINANCIAL PROJECT NO.: 42517149411

EFFECTIVE DATE: _____

A. General

1. The assurances herein shall form an integral part of the Joint Participation Agreement (Agreement) between the State of Florida, Department of Transportation (Department) and the airport sponsor, whether county or municipal government body or special district, such as an Airport Authority (herein, collectively referred to as "Agency").

2. These assurances delineate the obligations of the parties to this Agreement to ensure their commitment and compliance with specific provisions of Exhibit A, "Project Description and responsibilities" and Exhibit B, "Project Budget", as well as serving to protect public investment in public-use airports and the continued viability of the Florida Aviation System.

3. The Agency shall comply with the assurances as specified in this Agreement.

4. The terms and assurances of this Agreement shall remain in full force and effect throughout the useful life of a facility developed; equipment acquired; or project items installed within a facility for an airport development or noise compatibility program project, but shall not exceed 20 years from the effective date of this Agreement.

5. There shall be no limit on the duration on the terms and assurances of this Agreement regarding Exclusive Rights and Airport Revenue so long as the property is used as a public airport.

6. There shall be no limit on the duration of the terms and assurances of this Agreement with respect to real property acquired with funds provided by the State of Florida.

7. Subject to appropriations, the Department shall continue to comply with its financial commitment to this project under the terms of this Agreement, until such time as the Department may determine that the Agency has failed to comply with the terms of the Agreement and/or these assurances.

8. An Agency that has been determined by the Department to have failed to comply with the terms of the Agreement and/or these assurances shall be notified, in writing, by the Department, identifying the specifics of the non-compliance and any corrective action by the Agency to remedy the failure.

9. Failure by the Agency to satisfactorily remedy the non-compliance shall absolve the Department's continued financial commitment to this project and immediately require the Agency to repay the Department the full amount of funds expended by the Department on this project.

10. Any history of failure to comply with the terms of an Agreement and/or assurances will jeopardize the Agency's eligibility for further state funding of airport projects by the Department.

B. Agency Compliance Certification

1. **General Certification:** The Agency hereby certifies, with respect to this project, it will comply, within its authority, with all applicable, current laws and rules of the State of Florida and local government, as well as Department policies, guidelines, and requirements, including but not limited to the following:

a. **Florida Statutes (F.S.)**

- Chapter 163, F.S., Local Government Comprehensive Planning and Land Development
- Chapter 329, F.S., Aircraft: Title; Liens; Registration; Liens
- Chapter 330, F.S., Regulation of Aircraft, Pilots, and Airports
- Chapter 331, F.S., Aviation and Aerospace Facilities and Commerce
- Chapter 332, F.S., Airports and Other Air Navigation Facilities
- Chapter 333, F.S., Airport Zoning

b. **Florida Administrative Code (FAC)**

- Chapter 9J-5, FAC, Review of Comprehensive Plans and Determination of Compliance
- Chapter 14-60, FAC, Airport Licensing, Registration, and Airspace Protection
- Section 62-256.300(5) FAC, Open Burning, Prohibitions, Public Airports

- Section 62-701.320(13), FAC, Solid Waste Management, Permitting, Airport Safety

c. **Local Government Requirements**

- Airport Zoning Ordinance
- Local Comprehensive Plan

d. **Department Requirements**

- Eight Steps to Building a New Airport
- Florida Airport Financial Resource Guide
- Florida Aviation Project Handbook
- Guidebook for Airport Master Planning
- Guidelines for Plan Development

2. **Construction Certification:** The Agency hereby certifies, with respect to a construction-related project, that all design plans and specifications will comply with applicable federal, state, local, and professional standards, as well as Federal Aviation Administration (FAA) Advisory Circulars (AC's) and FAA issued waivers thereto, including but not limited to the following:

a. **Federal Requirements**

- FAA AC 70/7460-1, Obstruction Marking and Lighting
- FAA AC 150/5300-13, Airport Design

b. **Local Government Requirements**

- Local Building Codes
- Local Zoning Codes

c. **Department Requirements**

- Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (Commonly Referred to as the "Florida Green Book")
- Manual on Uniform Traffic Control Devices
- Section 14-60.007, Florida Administrative Code, "Airfield Standards for Licensed Airports"
- Standard Specifications for Construction of General Aviation Airports

3. **Land Acquisition Certification:** The Agency hereby certifies, regarding land acquisition, that it will comply with applicable federal and state policies, regulations, and laws, including but not limited to the following:

a. **Federal Requirements**

- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970
- National Environmental Policy of 1969
- FAA Order 5050.4, National Environmental Policy Act Implementing Instructions for Airport Projects
- FAA Order 5100.37B, Land Acquisition and Relocation Assistance for Airport Projects

b. **Florida Requirements**

- Chapter 73, F.S., Eminent Domain (re: Property Acquired Through Condemnation)
- Chapter 74, F.S., Proceedings Supplemental to Eminent Domain (re: Condemnation)
- Section 286.23, F.S., Public Business: Miscellaneous Provisions

C. **Agency Authority**

1. **Legal Authority:** The Agency hereby certifies, with respect to this project Agreement, that it has the legal authority to enter into this Agreement and commit to this project; that a resolution, motion, or similar action has been duly adopted or passed as an official act of the airport sponsor's governing body authorizing this Agreement, including assurances contained therein, and directing and authorizing the person identified as the official representative of the governing body to act on its behalf with respect to this Agreement and to provide any additional information as may be required.

2. **Financial Authority:** The Agency hereby certifies, with respect to this project Agreement, that it has sufficient funds available for that portion of the project costs which are not paid by the U.S. Government or the State of Florida; that it has sufficient funds available to assure future operation and maintenance of items funded by this project, which it will control; and that authority has been granted by the airport sponsor governing body to commit those funds to this project.

D. Agency Responsibilities

The Agency hereby certifies it currently complies with or will comply with the following responsibilities:

1. **Accounting System**

a. The Agency shall create and maintain a separate account to document all of the financial transactions related to the airport as a distinct entity.

b. The accounting records shall be kept by the Agency or its authorized representative in accordance with Generally Accepted Accounting Principles and in an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.

c. The Department has the right to audit and inspect all financial records of the airport upon reasonable notice.

2. **Good Title**

a. The Agency holds good title, satisfactory to the Department, to the airport or site thereof, or gives assurance, satisfactory to the Department, that good title will be obtained.

b. For noise compatibility program projects undertaken on the airport sponsor's property, the Agency holds good title, satisfactory to the Department, to that portion of the property upon which state funds will be expended, or gives assurance, satisfactory to the Department, that good title will be obtained.

3. **Preserving Rights and Powers**

a. The Agency will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms and assurances of this Agreement without the written approval of the Department. Further, it will act promptly to acquire, extinguish, or modify, in a manner acceptable to the Department, any outstanding rights or claims of right of others which would interfere with such performance by the Agency.

b. If an arrangement is made for management and operation of the airport by any entity or person other than the Agency or an employee of the Agency, the Agency will reserve sufficient rights and authority to ensure that the airport will be operated and maintained in accordance with the terms and assurances of this Agreement.

4. **Hazard Removal and Mitigation**

a. For airport hazards located on airport controlled property, the Agency will clear and protect terminal airspace required for instrument and visual operations at the airport (including established minimum flight altitudes) by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

b. For airport hazards not located on airport controlled property, the Agency will work in conjunction with the governing public authority or private land owner of the property to clear and protect terminal airspace required for instrument and visual operations at the airport (including established minimum flight altitudes) by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards. The Agency may enter into an agreement with surrounding property owners or pursue available legal remedies to remove potential hazards to air navigation.

5. **Airport Compatible Land Use**

a. The Agency assures that appropriate airport zoning ordinances are in place consistent with Section 333.03, F.S., "Airport Zoning", or if not in place, that it will take appropriate action necessary to ensure local government

adoption of an airport zoning ordinance or interlocal agreement with another local government body having an airport zoning ordinance, consistent with the provisions of Section 333.03, F.S.

b. The Agency assures that it will disapprove or oppose any attempted alteration or creation of objects, natural or man-made, dangerous to navigable airspace or that would adversely affect the current or future levels of airport operations.

c. The Agency assures that it will disapprove or oppose any attempted change in local land use development regulations that would adversely affect the current or future levels of airport operations by creation or expansion of airport incompatible land use areas.

6. **Consistency with Local Government Plans**

a. The Agency assures the project is consistent with the currently existing and planned future land use development plans approved by the local government having jurisdictional responsibility for the area surrounding the airport.

b. The Agency assures that it has given fair consideration to the interest of local communities and has had reasonable consultation with those parties affected by the project.

c. The Agency will consider and take appropriate actions, if deemed warranted, to adopt the current, approved Airport Master Plan into the local government comprehensive plan.

7. **Consistency with Airport Master Plan and Airport Layout Plan**

a. The Agency assures that any project, covered by the terms and assurances of this Agreement, is consistent with the current, approved Airport Master Plan.

b. The Agency assures that this project, covered by the terms and assurances of this Agreement, is consistent with the current, approved Airport Layout Plan (ALP), which shows:

(1) The boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the Agency for airport purposes and proposed additions thereto;

(2) The location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars, and roads), including all proposed extensions and reductions of existing airport facilities; and

(3) The location of all existing and proposed non-aviation areas on airport property and of all existing improvements thereon.

c. The Agency assures that it will not make or permit any changes or alterations on the airport or any of its facilities that are not consistent with the Airport Master Plan and the Airport Layout Plan, as approved by the Department.

d. Original Airport Master Plans and Airport Layout Plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Department.

8. **Airport Financial Plan**

a. The Agency assures that it will develop and maintain a cost-feasible financial plan to accomplish the projects necessary to achieve the proposed airport improvements identified in the Airport Master Plan and depicted in the Airport Layout Plan, and any updates thereto.

(1) The financial plan shall be a part of the Airport Master Plan.

(2) The financial plan shall realistically assess project phasing considering availability of state and local funding and likelihood of federal funding under the FAA's priority system.

(3) The financial plan shall not include Department funding for projects which are inconsistent with the local government comprehensive plan.

b. All project cost estimates contained in the financial plan shall be entered into and kept current in the Joint Automated Capital Improvement Program (JACIP) online website.

9. **Airport Revenue**

The Agency assures that all revenue generated by the airport will be expended for capital improvement or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the

owner or operator of the airport and which are directly and substantially related to the air transportation of passengers or property, or for environmental or noise mitigation purposes on or off the airport.

10. **Fee and Rental Structure**

a. The Agency assures that it will maintain a fee and rental structure for facilities and services at the airport that will make the airport as self-sustaining as possible under the circumstances existing at the particular airport.

b. If this Agreement results in a facility that will be leased or otherwise produce revenue, the Agency assures that the price charged for that facility will be based on the fair market value.

c. The Agency assures that property or facility leases for aeronautical purposes shall not exceed a period of 30 years.

11. **Public-Private Partnership for Aeronautical Uses**

a. If the airport owner or operator and a person or entity that owns an aircraft or an airport tenant or potential tenant agree that an aircraft hangar or tenant-specific facility, respectively, is to be constructed on airport property for aircraft storage or tenant use at the expense of the aircraft owner or tenant, the airport owner or operator may grant to the aircraft owner or tenant of the facility a lease that is subject to such terms and conditions on the facility as the airport owner or operator may impose, subject to approval by the Department.

b. Duration of the terms or conditions in Section D11a shall not exceed a period of 30 years.

12. **Economic Nondiscrimination**

a. The Agency assures that it will make the airport available as an airport for public use on reasonable terms without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public.

(1) The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.

(2) The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

b. The Agency assures that each airport Fixed-Based Operator (FBO) shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other FBOs making the same or similar uses of such airport and utilizing the same or similar facilities.

13. **Air and Water Quality Standards**

The Agency assures that in projects involving airport location, major runway extension, or runway location that the project will be located, designed, constructed, and operated so as to comply with applicable air and water quality standards.

14. **Operations and Maintenance**

a. The Agency assures that the airport and all facilities, which are necessary to serve the aeronautical users of the airport, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable federal and state agencies for maintenance and operation, as well as minimum standards established by the Department for State of Florida licensing as a public-use airport.

(1) The Agency assures that it will not cause or permit any activity or action thereon which would interfere with its use for airport purposes.

(2) Except in emergency situations, any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Department.

(3) The Agency assures that it will have arrangements for promptly notifying airmen of any condition affecting aeronautical use of the airport.

b. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when adverse weather conditions interfere with safe airport operations.

15. **Federal Funding Eligibility**

a. The Agency assures it will take appropriate actions to maintain federal funding eligibility for the airport and it will avoid any action that renders the airport ineligible for federal funding.

b. Ineligibility for federal funding of airport projects will render the Agency ineligible for state funding of airport projects.

16. **Project Implementation**

a. The Agency assures that it will begin making expenditures or incurring obligations pertaining to this airport project within one year after the effective date of this Agreement.

b. The Agency may request a one-year extension of this one-year time period, subject to approval by the Department District Secretary or designee.

c. Failure of the Agency to make expenditures, incur obligations or receive an approved extension may allow the Department to terminate this Agreement.

17. **Exclusive Rights**

The Agency assures that it will not permit any exclusive right for use of the airport by any person providing, or intending to provide, aeronautical services to the public.

18. **Airfield Access**

a. The Agency assures that it will not grant or allow general easement or public access that opens onto or crosses the airport runways, taxiways, flight line, passenger facilities, or any area used for emergency equipment, fuel, supplies, passengers, mail and freight, radar, communications, utilities, and landing systems, including but not limited to flight operations, ground services, emergency services, terminal facilities, maintenance, repair, or storage, except for those normal airport providers responsible for standard airport daily services or during special events at the airport open to the public with limited and controlled access.

b. The Agency assures that it will not grant or allow general easement or public access to any portion of the airfield from adjacent real property which is not owned, operated, or otherwise controlled by the Agency without prior Department approval.

19. **Retention of Rights and Interests**

The agency will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the real property shown as airport owned or controlled on the current airport layout plan without prior written approval by the Department. It will not sell, lease, encumber, terminate, waive, or otherwise transfer or dispose of any part of its title, rights, or other interest in existing noise easements or avigation easements on any property, airport or non airport, without prior written approval by the Department. These assurances shall not limit the Agency's right to lease airport property for airport-compatible purposes.

20. **Consultant, Contractor, Scope, and Costs**

a. The Department has the right to disapprove the Agency's employment of consultants, contractors, and subcontractors for all or any part of this project if the specific consultants, contractors, or subcontractors have a record of poor project performance with the Department.

b. Further, the Department maintains the right to disapprove the proposed project scope and cost of professional services.

21. **Planning Projects**

If this project involves planning or other aviation studies, the Agency assures that it will:

a. Execute the project per the approved project narrative or with approved modifications.

b. Furnish the Department with such periodic project and work activity reports as indicated in the approved scope of services.

c. Make such material available for public review, unless exempt from public disclosure.

(1) Information related to airport security is considered restricted information and is exempt from public dissemination per Sections 119.071(3) and 331.22 Florida Statutes.

(2) No material prepared under this Agreement shall be subject to copyright in the United States or any other country.

d. Grant the Department unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this Agreement.

e. If the project involves developing an Airport Master Plan or an Airport Layout Plan, and any updates thereto, it will be consistent with provisions of the Florida Aviation System Plan, will identify reasonable future growth of the airport and the Agency will comply with the Department airport master planning guidebook, including:

(1) Provide copies, in electronic and editable format, of final project materials to the Department, including computer-aided drafting (CAD) files of the Airport Layout Plan.

(2) Develop a cost-feasible financial plan, approved by the Department, to accomplish the projects described in the Airport Master Plan or depicted in the Airport Layout Plan, and any updates thereto. The cost-feasible financial plan shall realistically assess project phasing considering availability of state and local funding and federal funding under the FAA's priority system.

(3) Enter all projects contained in the cost-feasible plan in the Joint Automated Capital Improvement Program (JACIP).

f. The Agency understands and agrees that Department approval of this project Agreement or any planning material developed as part of this Agreement does not constitute or imply any assurance or commitment on the part of the Department to approve any pending or future application for state aviation funding.

g. The Agency will submit master planning draft and final deliverables for Department and, if required, FAA approval prior to submitting any invoices to the Department for payment.

h. The Department may extend the 5-day requirement for the approval and inspection of goods and services to allow for adequate time for review (reference Section 215.422(1), F.S.).

22. **Land Acquisition Projects**

If this project involves the purchase of real property, the Agency assures that it will:

a. **Laws:** Acquire the land in accordance with federal and state laws governing such action.

b. **Administration:** Maintain direct control of project administration, including:

(1) Maintain responsibility for all related contract letting and administrative procedures.

(2) Secure written Department approval to execute each agreement for the purchase of real property with any third party.

(3) Ensure a qualified, State certified general appraiser provides all necessary services and documentation.

(4) Furnish the Department with a projected schedule of events and a cash flow projection within 20 calendar days after completion of the review appraisal.

(5) Establish a project account for the purchase of the land.

(6) Collect and disburse federal, state, and local project funds.

c. **Reimbursable Funds:** If funding conveyed by this Agreement is reimbursable for land purchase in accordance with Chapter 332, Florida Statutes, the Agency will comply with the following requirements:

(1) The Agency shall apply for a FAA Airport Improvement Program grant for the land purchase within 60 days of executing this Agreement.

(2) If federal funds are received for the land purchase, the Agency shall notify the Department, in writing, within 14 calendar days of receiving the federal funds and is responsible for reimbursing the Department within 30 calendar days to achieve normal project federal, state, and local funding shares per Chapter 332, Florida Statutes.

(3) If federal funds are not received for the land purchase, the Agency shall reimburse the Department within 30 calendar days after the reimbursable funds are to achieve normal project state and local funding shares as described in Chapter 332, Florida Statutes.

(4) If federal funds are not received for the land purchase and the state share of the purchase is less than or equal to normal state and local funding shares per Chapter 332, F.S., when reimbursable funds are due, no reimbursement to the Department shall be required.

d. **New Airport:** If this project involves the purchase of real property for the development of a new airport, the Agency assures that it will:

(1) Apply for federal and state funding to construct a paved runway, associated aircraft parking apron, and connecting taxiway within one year of the date of land purchase.

(2) Complete an Airport Master Plan within two years of land purchase.

(3) Complete airport construction for basic operation within 10 years of land purchase.

e. **Use of Land:** The Agency assures that it shall use the land for aviation purposes in accordance with the terms and assurances of this Agreement within 10 years of acquisition.

f. **Disposal of Land:** For disposal of real property purchased in accordance with the terms and assurances of this Agreement, the Agency assures that it will comply with the following:

(1) For land purchased for airport development or noise compatibility purposes, the Agency will, when the land is no longer needed for such purposes, dispose of such land at fair market value and/or make available to the Department an amount equal to the state's proportionate share of its fair market value.

(2) Land shall be considered to be needed for airport purposes under this assurance if:

(a) It serves aeronautical purposes, e.g. runway protection zone or as a noise buffer.

(b) Revenue from uses of such land contributes to airport financial self-sufficiency.

(3) Disposition of land under Section 22f(1) or (2), above, shall be subject to retention or reservation of any interest or right therein needed to ensure such land will only be used for purposes compatible with noise levels related to airport operations.

(4) For disposal of real property purchased with Department funding:

(a) The Agency will reimburse the Department a proportional amount of the proceeds of the sale of any airport-owned real property.

(b) The proportional amount shall be determined on the basis of the ratio of the Department financing of the acquisition of the real property multiplied against the sale amount, and shall be remitted to the Department within ninety (90) days of closing of sale.

(c) Sale of real property acquired with Department funds shall be at fair market value as determined by appraisal, and the contract for sale must be approved in advance by the Department.

(d) If any portion of the proceeds from the sale to the Agency is non-cash considerations, reimbursement to the Department shall include a proportional amount based on the value of the non-cash considerations.

23. **Construction Projects:** The Agency assures that it will:

a. **Project Certifications:** Certify project compliances, including

(1) Consultant and contractor selection comply with all applicable federal, state and local laws, rules, regulations, and policies.

(2) All design plans and specifications comply with federal, state, and professional standards and applicable FAA advisory circulars, as well as the minimum standards established by the Department for State of Florida licensing as a public-use airport.

(3) Completed construction complies with all applicable local building codes.

(4) Completed construction complies with the project plans and specifications with certification of that fact by the project Engineer.

b. **Design Development:** For the plans, specifications, construction contract documents, and any and all other engineering, construction, and contractual documents produced by the Engineer, which are hereinafter collectively referred to as "plans", the Agency will certify that:

(1) The plans shall be developed in accordance with sound engineering and design principles, and with generally accepted professional standards.

(2) The plans shall be consistent with the intent of the project as defined in Exhibit A and Exhibit B of this Agreement.

(3) The project Engineer shall perform a review of the certification requirements listed in Section B2 above and make a determination as to their applicability to this project.

(4) Development of the plans shall comply with all applicable laws, ordinances, zoning and permitting requirements, public notice requirements, and other similar regulations.

c. **Inspection and Approval:** The Agency assures that:

(1) The Agency will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Department for the project.

(2) The Agency assures that it will allow the Department to inspect the work and that it will provide any cost and progress reporting, as may be required by the Department.

(3) The Agency assures that it will take the appropriate corrective action necessary, as required by the Department, for work which does not conform to Department standards.

d. **Pavement Preventive Maintenance:** The Agency assures that for a project involving replacement or reconstruction of runway or taxiway pavement it has implemented an airport pavement maintenance management program and that it will use such program for the useful life of any pavement constructed, reconstructed, or repaired with state financial assistance at the airport.

24. **Noise Mitigation Projects:** The Agency assures that it will:

a. **Government Agreements:** For all noise compatibility projects that are carried out by another unit of local government or are on property owned by a unit of local government other than the Agency, the Agency shall enter into an agreement with that government body.

(1) The local agreement, satisfactory to the Department, shall obligate the unit of local government to the same terms and assurances that apply to the Agency.

(2) The Agency assures that it will take steps to enforce the local agreement if there is substantial non-compliance with the terms of the agreement.

b. **Private Agreements:** For noise compatibility projects on privately owned property,

(1) The Agency shall enter into an agreement with the owner of that property to exclude future actions against the airport.

(2) The Agency assures that it will take steps to enforce the agreement if there is substantial non-compliance with the terms of the agreement.

EXHIBIT D

FEDERAL and/or **STATE** resources awarded to the recipient pursuant to this agreement should be listed below. If the resources awarded to the recipient represent more than one Federal or State program, provide the same information for each program and the total resources awarded. **Compliance Requirements** applicable to each Federal or State program should also be listed below. If the resources awarded to the recipient represent more than one program, list applicable compliance requirements for each program in the same manner as shown here:

- (e.g., What services or purposes the resources must be used for)
- (e.g., Eligibility requirements for recipients of the resources)
- (Etc...)

NOTE: Instead of listing the specific compliance requirements as shown above, the State awarding agency may elect to use language that requires the recipient to comply with the requirements of applicable provisions of specific laws, rules, regulations, etc. The State awarding agency, if practical, may want to attach a copy of the specific law, rule, or regulation referred to.

FEDERAL RESOURCES

Federal Agency	Catalog of Federal Domestic Assistance (Number & Title)	Amount
N/A	N/A	$.00

Compliance Requirements

1.
2.
3.

STATE RESOURCES

State Agency	Catalog of State Financial Assistance (Number & Title)	Amount
FDOT	55.004	$75,000.00

Compliance Requirements

1.
2.
3.

Matching Resources for Federal Programs

Federal Agency	Catalog of Federal Domestic Assistance (Number & Title)	Amount
N/A		

Compliance Requirements

1.
2.
3.

NOTE: Section .400(d) of OMB Circular A-133, as revised, and Section 215.97(5)(a), Florida Statutes, require that the information about Federal Programs and State Projects included in this exhibit be provided to the recipient.

EXHIBIT D-1

CSFA State Fiscal Year 2010-2011

CSFA Number:	55.004
State Project Title:	AVIATION DEVELOPMENT GRANTS
Agency:	Department of Transportation
Program:	55100000 - Transportation Systems Development
Budget Entity:	55100100 - Transportation Systems Development
Specific Appropriation:	GAA 2071 $216,016,689
Appropriation Category:	088719
Related CFDA Code:	
Authorization:	Sections 332.006 and 332.007, Florida Statutes.
Objectives:	To provide funding for airport planning, airport improvement, land acquisition, and airport economic development.
Types Of Assistance:	Direct Appropriations Grants Loans
Applicant Type:	Local Government
Restrictions:	For airport planning and improvement grants, the Department may provide up to 50 percent of the non-federal share of project funds for commercial service airports, and up to 80 percent for general aviation airports. The Department may provide up to 50 percent of airport development funds to build on-airport revenue-producing capital improvements at general aviation airports. The Department may also provide interest-free loans for 75 percent of the cost of airport land purchases for both commercial service and general aviation airports. These loans are to be repaid to the normal Florida airport improvement program funding ratio when federal funds become available or in 10 years, whichever comes first.
Procedures:	
Pre-Application Notice:	N/A
Application Procedures:	Prospective applicants may obtain detailed information from their Department of Transportation District Office or from the INFORMATION CONTACT listed below. Applicants are to submit project information and requests to their District in order for the Department to determine project eligibility and availability of funding.
Award Procedures:	Prior to the release of funds, a written grant agreement between the Department and the airport specifying the objectives and requirements of the project is executed.
Deadlines:	Prospective applicants should contact their Department of Transportation District Office or the INFORMATION CONTACT

	listed below for detailed information on application deadlines.
Other:	N/A
Information Contact:	Department of Transportation Aviation Office, 605 Suwannee Street Mail Station 46, Tallahassee, FL 32399-0450 Phone: (850) 414-4500 SUNCOM: 994-4500
Web Address:	http://www.dot.state.fl.us/Aviation/
Associated Subjects:	Aviation/Air Patrol