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

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

MICHAEL J. CZYMBOR
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

AGENDA
CITY OF PALATKA
September 12, 2013

CALL TO ORDER:

a. **Invocation** – The Reverend Jakie Carmicle, Chaplain, Hospice of the Nature Coast
b. **Pledge of Allegiance**
c. **Roll Call**

APPROVAL OF MINUTES – 8/8/13 Regular Mtg.; 8/29/13 Budget Workshop; 8/29/13 Special Mtg.

1. **PUBLIC RECOGNITION/PRESENTATIONS:**

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

3. **CONSENT AGENDA:**

*a. **Adopt Resolution No. 2013-9-154** accepting proposals for employee benefits from Florida Blue/BCBS for Health & Dental and Humana for Vision insurance effective 10/1/13
*b. **Adopt Resolution No. 2013-9-155** accepting Florida League of Cities' Property/Casualty Insurance proposal effective 10/1/13
*c. **Adopt Resolution No. 2013-9-156** awarding the bid and authorizing execution of a contract for Uniform Rental & Laundry Services to UniFirst Corporation of Ocala, FL, based upon their proposal in response to City of Palatka RFQ dated 7/30/13
*d. **Adopt Resolution No. 2013-9-157** authorizing the execution of Stone Engineering Task Order in an amount not to exceed $22,820.00 for bidding assistance and construction administration services – FEMA Grant #1785-43, St. Johns Avenue Drainage Improvements Project
*e. **Adopt Resolution No. 2013-9-158** authorizing the execution of Ayres Associates task order in an amount not to exceed $22,321.00 for bidding assistance and construction administration services – FEMA Grant #1840-06, St. Johns Avenue Drainage Improvements Project
*f. **Adopt Resolution No. 2013-9-159** authorizing execution of the Auditor Engagement Letter with Carr, Riggs & Ingram in the amount of $69,500 to extend the Auditor services through F/Y 2013-14.
*g. **Adopt Resolution No. 2013-9-160** authorizing the execution of a Utility Easement to Florida Power & Light Co. for maintenance of overhead and underground utilities located at Palatka Police Pistol Range
*h. **Adopt Resolution No. 2013-9-161** granting a waiver of the daily Code Enforcement fine assessed on 300 N. 3rd Street, providing Cost of Prosecution is paid
*i. **Grant permission** to exceed allowable noise levels and close City Dock Boat Ramp to the general public for Special Events Permit #13-40, 5th Annual Veterans' Appreciation Bass Tournament, 9/14/2013 (Boat ramp closure to begin Friday, 9/13/13 at 5:00 p.m.; reopen 9/14/13 at 5:00 p.m.)

* 4. **REQUEST TO APPEAL** Palatka Planning Board Decision to deny a conditional use to allow a church at 211 St. Johns Avenue - PB Case #13-26; Chad Perry, River Community Church, Appl.

PUBLIC HEARINGS:

* 5. **FIRST PUBLIC HEARING - TRIM CALENDAR**: F/Y 2013-14 Tentative Budget & Tentative Millage Rate for 2013/14 Budget Year – 9.1749 mills proposed

* 6. **DRAFT ORDINANCE** amending the Comprehensive Plan Future Land Use Element to eliminate maximum impervious surface requirements for downtown zoning districts – ***Planning Board Recommendation to transmit Draft Ordinance to State Agencies for Review***

* 7. **ORDINANCE** amending the General Employees Retirement Plan to raise the retirement age to 55, amending membership requirements to increase the amount of hours worked, and deleting the automatic 75% post retirement survivor benefit – 1st Reading

* 8. **ORDINANCE** amending Palatka Municipal Code Appendix A, Fee Schedule – 1st Reading

* 9. **ORDINANCE** amending Chapter 78, Taxation, Article II, Electricity and Gas Tax to provide for a flat rate of taxation for sales of electricity & cooking and heating gas – 1st Reading

* 10. **ORDINANCE** amending Chapter 94, Zoning Code, to allow Sandwich Signs for special events in the Downtown Zoning District – 1st Reading

* 11. **ORDINANCE** amending the Comprehensive Plan Future Land Use Element to allow residential uses in Community Redevelopment Areas with Commercial Land Use Designations - Adopt

* 12. **ORDINANCE** amending the Chapter 94, Zoning Code, to allow residential uses in the C-2 Zoning District within Community Redevelopment Areas – 2nd Reading, Adopt

* 13. **ORDINANCE** adopting regulations for non-consensual towing of vehicles from private property – 2nd Reading, Adopt

* 14. **REQUEST TO LOCATE FM ANTENNAE ON RADIO TOWER** at Palatka Fire Department – Alex Sharp, President, Downtown Palatka, Inc.

15. **CITY MANAGER & ADMINISTRATIVE REPORTS**
    a. Report – Meeting with Putnam County School District Superintendent Criswell

16. **COMMISSIONER COMMENTS**

17. **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:
Sept. 19 – Palatka hosts NEFLC Meeting
Oct. 4 – City Employees' Safety Luncheon; 12:00 noon
Nov. 11 – City offices closed to observe Veterans Day
Nov. 21 & 22 – FLC Legislative Conference, Orlando FL
Nov. 28 & 29 – City offices closed to observe Thanksgiving

Board Openings:
Fire Pension Board – City Commission appointee

Agenda Item

3a

CITY of Palatka FLORIDA

CITY COMMISSION AGENDA ITEM

SUBJECT: A Resolution of the City of Palatka, Florida, accepting the proposal for the renewal of the City's health and dental insurance from FloridaBlue (Blue Cross and Blue Shield) and vision coverage from Humana for the policy period 10/1/13 through 9/30/14 and authorizing the City Manager to execute all documents facilitating said policy renewal

DEPARTMENT: Administration

ATTACHMENTS: ___ Ordinance _X_ Resolution ___ Motion
_X_ Support Documents ___ Other

SUMMARY: The City accepted proposals from qualified firms to serve as Agent of Record for the purpose of soliciting health, dental and vision insurance quotes for the policy year beginning 10/1/13. As a result of this process, an Agent of Record was selected; however, the City retained the right to receive an independent quote from the Florida League of Cities, as allowed by Statute, which, if accepted, would generate no commissions payable to Bates & Hewett, the selected Agent of Record.

The only health insurance proposal that was received was from FloridaBlue (Blue Cross and Blue Shield), however the selection committee reviewed and evaluated several different plans. After careful consideration, the Committee has recommended acceptance of plan "3900" as base and "3769" as one buy- up option and for the City to remain contributing the same proportion towards the premium cost as they do now. The City currently contributes 75% while the employee contributes 25% for all employees that choose the base plan regardless of what coverage they choose (single, employee/spouse, employee/child or family). For employees that choose the buy-up plan, they must pay the additional premium difference between the base plan and buy-up plan.

The committee also recommended that the City offer an alternative "economy" plan "5301" with the City contributing the same amount as they would if the employee had chosen the base plan. This will result in the employee's share being much smaller than it would be if they had chosen the base plan. Staff is also recommending an additional buy-up plan, "3559," which share the same funding strategy as the "3769" buy up plan. A comparison sheet showing the highlights of each plan, the total cost and the net cost to the city and employee has been included for review.

The Committee also further recommends the dental insurance plans of "BlueDental Choice PPO" as the base plan and "BlueDental Choice" as the buy up. These are the same plans that are in place currently and even though the proposals from Humana resulted in a lower overall price, the network and the benefit rollover feature of the BlueDental plans were preferred. The base and buy up dental plans share the same funding arrangement as the health insurance plans.

As an additional option for next fiscal year, the committee requested proposals for vision plans. The committee is recommending "Voluntary Plan 1" as the sole vision plan that will be offered. However, vision plans must be funded via 100% contribution by the City or 100% contribution by the employee. Due to the fact that additional expenses were not included in next year's proposed budget, the committee is recommending a voluntary plan which will be funded 100% by the employee.

RECOMMENDED ACTION: Adopt Resolution No. 2013-9-154 accepting FloridaBlue's proposal for health and dental insurance and Humana's proposal for vision coverage for the policy period 10/1/13 through 9/30/14 year, and authorizing the City Manager to sign all documents in connection with said renewal.

DEPARTMENT HEAD	Submitted: Matt Reynolds Requested Agenda Consent	Date: 09-05-13 Date: 09-12-13
FINANCE DEPARTMENT	Budgeted _X_Yes ___No ___N/A	Date: 09-05-13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For:	Date:

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

RESOLUTION No. 2013 - 9 -

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ACCEPTING PROPOSALS FOR RENEWAL OF HEALTH AND DENTAL INSURANCE FROM FLORIDABLUE AND VISION PLAN COVERAGE FROM HUMANA FOR THE POLICY PERIOD OCTOBER 1, 2013 THROUGH SEPTEMBER 30, 2014

WHEREAS, the City of Palatka advertised and accepted Requests for Proposals (RFP) for Agents of Records for Health, Dental and Vision Insurance brokerage services on April 29, 2013; and

WHEREAS, the Palatka City Commission adopted Resolution 2013-9-127 on June 13, 2013 which designated Bates & Hewett as the Agent of Record/Broker for Health, Dental and Vision Insurance, and which also reserved the right to receive a quote for this coverage from the Florida League of Cities, which, if accepted, would generate no commission payable to Bates & Hewett; and

WHEREAS, health, dental and vision insurance quotes from FloridaBlue were provided by Bates & Hewett which were presented to and evaluated by a Committee appointed for such purchase; and

WHEREAS, it is the unanimous recommendation of the Insurance and Benefits Committee to accept the proposal from FloridaBlue to renew the City's health plan coverage based upon said proposal which is attached hereto as Exhibit "A" and incorporated herein, and to accept the proposal from FloridaBlue to renew the City's dental insurance coverage based upon said proposal which is attached hereto as Exhibit "B" and incorporated herein and to accept the proposal from Humana to renew the City's vision coverage based upon said proposal which is attached hereto as Exhibit "C" and incorporated herein, and which has been reviewed and approved by the City Manager as sufficient to meet the needs of the City of Palatka; and

WHEREAS, the Palatka City Commission deems it reasonable and in the best interest of the City of Palatka, its citizens and employees to accept the recommendation and take steps to facilitate the renewal of the health, dental and vision insurance.

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

1. FloridaBlue's Proposed Renewal Quote for health insurance for FY 2013-14 attached hereto as "Exhibit A", is hereby accepted;

2. FloridaBlue's Proposed Renewal Quote for dental insurance for FY 2013-14 attached hereto as "Exhibit B", is hereby accepted;

3. Humana's Proposed Renewal Quote for vision coverage for FY 2013-14 attached hereto as Exhibit C", is hereby accepted;

4. The City Manager is hereby authorized to execute any and all documents related to the renewal of the health, dental and vision insurance, and to otherwise facilitate the renewal of said policy on behalf of the City of Palatka, Florida.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 12h day of September, 2013.

CITY OF PALATKA

EXHIBIT A

	Economy Plan	Base Plan	Buy Up Plan	Buy Up Plan
Plan	5301	3900	3769	3559
Deductible	$2,500 per person	$1,500	$500 per person	$500 per person
	$5 000 family		$1,500 family	$1,500 family
Primary Care	$25	$35	$25	$20
Specialist Visit	$45	$50	$60	$40
Out of Pocket Maximum	$6,500 per person	$10,000	$3,000 per person	$2,500 per person
	$13,000 family		$6,000 family	$5,000 family
Emergency Room	$300	Deductible + 50%	$300	$100
Prescription Drug	$10 Generic	$10 Generic	$15 Generic	$10 Generic
	Not Covered	$800 Deductible	$30 Preferred Brand	$30 Preferred Brand
	Preferred Brand	$60 Preferred Brand	$50 Non-Preferred Brand	$50 Non-Preferred Brand
	$100 Non-Preferred Brand	$100 Non-Preferred Brand		
Urgent Care	$50	Deductible + 50%	$65	$45
Hospital Stay	Deductible + 30%	$1,500 per admit	Deductible + 20%	$600
Physician/Surgeon	Deductible + 30%	Deductible + 50%	$100	Deductible + 20%
	Total Annual Premium			
Employee	$4,138.08	$4,716.72	$5,861.40	$6,055.92
Emp/Spouse	$9,683.40	$11,037.48	$13,715.88	$14,171.28
Emp/Child	$7,551.00	$8,606.76	$10,695.48	$11,050.56
Family	$13,093.08	$14,923.92	$18,545.40	$19,161.12
	Total Annual Premium-City Share			
Employee	$3,537.54	$3,537.54	$3,537.54	$3,537.54
Emp/Spouse	$8,278.11	$8,278.11	$8,278.11	$8,278.11
Emp/Child	$6,455.07	$6,455.07	$6,455.07	$6,455.07
Family	$11,192.94	$11,192.94	$11,192.94	$11,192.94
	Total Annual Premium-Employee Share			
Employee	$600.54	$1,179.18	$2,323.86	$2,518.38
Emp/Spouse	$1,405.29	$2,759.37	$5,437.77	$5,893.17
Emp/Child	$1,095.93	$2,151.69	$4,240.41	$4,595.49
Family	$1,900.14	$3,730.98	$7,352.46	$7,968.18

EXHIBIT B

City of Palatka Dental Insurance Effective Date: October 1, 2013	Renewal		Renewal					
Schedule of Benefits	BlueDental Choice PPO		BlueDevon Choice					
Plan Basics	*In Network*	*Non Network*	*In Network*	*Non Network*	*In Network*	*Non Network*	In Network	Non Network
Annual Benefit Maximum	$1,000		$2,000		$1,000		$2,000	
Orthodontia Benefit Maximum	$1,000		$2,000		$1,000		$2,000	
Calendar Year Deductible							0	
Single	$50	$50	$50	$50	$50	$50	$50	$50
Individual	$150	$150	$150	$150	$150	$150	$150	$150
Plan Benefits								
Class 1 - Preventative /Diagnositic	100%	90%	100%	100%	100%	80%	100%	100%
Class 2 - Basic Services	80%	60%	80%	80%	80%	50%	80%	80%
Class 3 - Major Services	50%	40%	50%	50%	50%	50%	50%	50%
Class 4 - Orthodontic Treatment (Under 19 only)	50%	50%	50%	50%	50%	50%	50%	50%
Monthly Premium								
Employee 44/23	$17.72		$32.53		$16.58		30.43	
Employee + 1 21/15	$36.17		$66.39		$33.84		62.11	
Employee + child 14/2	$42.75		$78.48		$40.00		73.42	
Employee + 2 or more 32/11	$61.22		$112.39		$57.28		105.15	
Monthly Premium	$4,096.79		$3,137.29		$3,833.12		$2,935.03	
Annual Premium	$49,161.48		$37,647.48		$45,997.44		$35,220.36	
$ Increase OVER HUMANA	$3,164.04		$2,427.12					
% Increase OVER HUMANA	6%		6%					
			HUMANA SAVINGS		$5,591.16			

EXHIBIT C

Humana Vision Plans

	Voluntary		Employer Sponsored	
	Plan 1	Plan 2	Plan 1	Plan 2
Employee	$6.96	$5.54	$4.53	$3.62
Emp/Spouse	$13.92	$11.08	$9.07	$7.25
Emp/Children	$13.23	$10.52	$8.61	$6.88
Family	$20.79	$16.54	$13.53	$10.82

Plan Highlights

	Plan 1		Plan 2	
	In-Network	Out of Network	In-Network	Out of Network
Exam w/dilation as necessary	$10 Copay	$35 Allowance	$20 Copay	$35 Allowance
Lenses				
Single	100% after $15 Copay	$25 Allowance	100% after $20 Copay	$25 Allowance
Bifocal	100% after $15 Copay	$40 Allowance	100% after $20 Copay	$40 Allowance
Trifocal	100% after $15 Copay	$60 Allowance	100% after $20 Copay	$60 Allowance
Frames	$50 Wholesale Allowance	$45 Retail Allowance	$45 Wholesale Allowance	$45 Retail Allowance
Contact Lenses				
Elective (conventional & disposable)	$150 Allowance	$150 Allowance	$110 Allowance	$110 Allowance
Medically Necessary (limit one pair)	100%	$210 Allowance	$100%	$210 Allowance
Frequency				
Examination	Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months
Lenses or contact lenses	Once every 12 months	Once every 12 months	Once every 12 months	Once every 12 months
Frame	Once every 24 months	Once every 24 months	Once every 24 months	Once every 24 months

Providers In-Network

St. Johns Eye Care

Palatka Vision Center

Pearle Vision

Lenscrafters

Sears Optical

Target

Agenda Item

3b

CITY of Palatka FLORIDA

CITY COMMISSION AGENDA ITEM

SUBJECT: A Resolution of the City of Palatka, Florida, accepting the proposal for the renewal of the City's property, casualty and worker compensation insurance from the Florida League of Cities Municipal Insurance Trust for the policy period 10/1/13 through 9/30/14 and authorizing the City Manager to execute all documents facilitating said policy renewal

DEPARTMENT: Administration

ATTACHMENTS: ___ Ordinance _X_ Resolution ___ Motion
_X_ Support Documents ___ Other

SUMMARY: The City accepted proposals from qualified firms to serve as Agent of Record for the purpose of soliciting property, casualty and worker compensation insurance quotes for the policy year beginning 10/1/13. As a result of this process, an Agent of Record was selected; however, the City retained the right to receive an independent quote from the Florida League of Cities, as allowed by Statute, which, if accepted, would generate no commissions payable to Brown & Brown (Daytona), the selected Agent of Record.

Proposals were received by the City and evaluated by a committee of employees of the City and Palatka Gas Authority. After careful consideration, the Committee has recommended acceptance of the renewal quotation provided by the Florida League of Cities. The Committee also further recommends accepting the proposal which provides a zero deductible option for general/professional liability and automobile liability, which constitutes a huge savings for the City in insurance claims paid. Currently, the City has a $25,000 deductible per liability claim.

The renewal rate quoted for zero deductible plus $500,000 limit of liability for automobile claims per occurrence is $3358,320, to be reduced by a Return of Premium upon renewal of $24,612, for a reduced total premium of $333,708.00, payable in four quarterly installments throughout the year at no interest.

RECOMMENDED ACTION: Adopt Resolution No. 2013-9-_____ accepting the Florida League of Cities' proposal to renew Florida Municipal Insurance Trust Policy #0448 for the policy period 10/1/13 through 9/30/14 year with zero liability deductibles and $500,000 limits of liability per occurrence, and authorizing the City Manager to sign all documents in connection with said renewal.

DEPARTMENT HEAD	Submitted: Betsy Driggers, City Clerk Requested Agenda Consent	Date: 09-05-13 Date: 09-12-13
FINANCE DEPARTMENT	Budgeted ___Yes ___No ___N/A	Date:
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For:	Date: 9/6/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

RESOLUTION No. 2013 - 9 -

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ACCEPTING A PROPOSAL FOR RENEWAL OF PROPERTY & CASUALTY AND WORKER COMPENSATION INSURANCE FROM THE FLORIDA LEAGUE OF CITIES MUNICIPAL INSURANCE TRUST FOR THE POLICY PERIOD OCTOBER 1, 2013 THROUGH SEPTEMBER 30, 2014

WHEREAS, the City of Palatka advertised and accepted Requests for Proposals (RFP) for Property & Casualty and Employee Benefits Insurance brokerage services on April 29, 2013; and

WHEREAS, the Palatka City Commission adopted Resolution 2013-9-127 on June 13, 2013 which designated Brown & Brown (Daytona) as the Agent of Record/Broker for Property & Casualty Insurance and Worker Compensation coverage, and which also reserved the right to receive a quote for this coverage from the Florida League of Cities, which, if accepted, would generate no commission payable to Brown & Brown (Daytona); and

WHEREAS, property and casualty insurance quotes were provided by both Brown & Brown (Daytona) on behalf of Preferred Government Insurance Trust, and The Florida League of Cities on behalf of the Florida Municipal Insurance Trust, which were presented to and evaluated by a Committee appointed for such purchase; and

WHEREAS, it is the unanimous recommendation of the Insurance and Benefits Committee to accept the proposal from The Florida Municipal Insurance Trust to renew the City's property and casualty coverage based upon said proposal, which is attached hereto as Exhibit "A" and incorporated herein, and which has been reviewed and approved by the City Manager as sufficient to meet the needs of the City of Palatka; and

WHEREAS, the Palatka City Commission deems it reasonable and in the best interest of the City of Palatka, its citizens and employees to accept the recommendation and take steps to facilitate the renewal of FMIT Policy No. 0448 for property, casualty and worker compensation insurance.

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

1. The Florida League of Cities' Proposed Renewal Quote for PY 2013-14 in the amount of $358,320, to be reduced by a Return of Premium of $24,612 upon renewal, is hereby accepted;

2. The City Manager is hereby authorized to execute any and all documents related to the renewal of Policy Number FMIT 0448, which expires at midnight on September 30, 2013, and to otherwise facilitate the renewal of said policy on behalf of the City of Palatka, Florida.

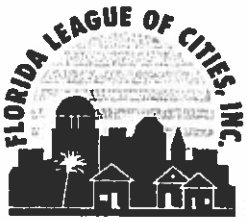
PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 12h day of September, 2013.

CITY OF PALATKA

_____

By: Its MAYOR

EXHIBIT "A"



Department of Insurance and Financial Services

FLORIDA MUNICIPAL INSURANCE TRUST

RENEWAL QUOTE FOR 2013-2014

City of Palatka

FMIT 0448

Coverage		Deductible	Limit	Premium
General/Professional Liability		$0	$1,000,000	$79,034
Automobile Liability		$0	$500,000	$27,524
Automobile Physical Damage		Per Schedule		$17,125
Property		$1,000	$35,331,471	$107,867
Workers' Compensation Experience Modification	 0.91	$0 10/1/13	Total Payroll $5,304,349	 $126,770
TOTAL NET PREMIUM				$358,320
GRAND TOTAL PREMIUM				**$358,320**
RETURN OF PREMIUM				**$24,612**
REDUCED GRAND TOTAL PREMIUM				**$333,708**

The FMIT Board of Trustees has approved a $8,000,000 return of premium for members that had property coverage in the 2011-2012 Fund Year. The directive of the Board was to return property premium on the renewing members for 2013-2014 that participated in the Trust's property program in 2011-2012. Based on the property premiums paid in 2011-2012 the City of Palatka can expect $24,612 in return premium should they elect to renew coverage for the 2013-2014 policy year.

*Includes: Drug Free Credit: Yes
Safety Credit: Yes

Note: Coverage summaries provided herein are intended as an outline of coverage only and are necessarily brief. In the event of loss, all terms, conditions, and exclusions of actual Agreement and/or Policies will apply.

Department of Insurance
and Financial Services

FLORIDA MUNICIPAL INSURANCE TRUST
Proposal for 2013-2014

City of Palatka

PROPERTY COVERAGE

	Limit
Real & Personal Property	$35,331,471

Electronic Data Processing:

- Equipment:	Included in Contents
- Software:	Included in Contents
- Equipment Breakdown:	Included in Contents

Coinsurance:	80%
Values:	80%
Valuation Basis:	Replacement Cost
Coverage Form:	Special

Deductibles: $1,000 Per Occurrence - Real & Personal Property, Other Property

Named Storm Deductible is 3% of the scheduled Building, Personal Property, Other Property (including property in the open) and Business Income. The percentages calculated using the Schedule of Values on file with FMIT. The Named Storm deductible is calculated separately and applied individually to each Building, Personal Property, Other Property and Business Income. The minimum deductible is 3% of the scheduled value or the stated policy deductible, whichever is greater.

Business Income deductible is 72 hours.

Accounts Receivable Deductible: n/a $95,000
(Note: the limit stated is in addition to the limit shown on page 2 of proposal)

PROPERTY COVERAGE EXTENSIONS:

➢ Excess Flood Coverage	$4,500,000
o Flood Zones A & V deductible is excess of NFIP	
o Other Flood Zones - $100,000 deductible	
➢ Terrorism	$5,000,000
➢ Unintentional Errors & Omissions	$250,000
➢ Newly Acquired or Constructed Property	$2,000,000
➢ Newly Acquired Business Personal Property	$500,000
➢ Business Income	$500,000
➢ Extra Expense	$1,000,000
➢ Valuable Papers & Records	$500,000
➢ Signs - Not attached to Buildings	$25,000
o Vehicular damage to signs	$10,000 Maximum
➢ Accounts Receivable	$500,000
➢ Police Dogs & Horses	
o Death in line of duty	$15,000
o Annual Maximum	$30,000
➢ Electronic Data Processing Equipment (Software)	$250,000
➢ Antiques & Objects of Art	
o Per Item	$15,000
o Annual Maximum	$250,000
➢ Off Premises Power Failure	$100,000
➢ Pollutant Clean Up & Removal	$100,000
➢ Fungus Clean Up & Removal	$25,000
➢ Personal Property Off Premises	$250,000
➢ Personal Property of Others	$50,000
➢ Preservation of Property	$100,000
➢ Service Interruption Coverage	$100,000
➢ Property In Transit	$250,000
➢ Recertification of Equipment/Fire Extinguisher Recharge	$250/Day
➢ Debris Removal	25% of Loss
➢ Building Ordinance Coverage, Including Demolition	25% of Loss
➢ Miscellaneous Unscheduled Fixtures	$25,000/$100,000
➢ Leasehold interest	$100,000
➢ Arson Reward	$5,000

INLAND MARINE COVERAGE:

SCHEDULED INLAND MARINE EQUIPMENT - Items over $15,000 Limit: $111,174

Deductible: $500 Items valued $15,001 - $50,000
Items $50,000 - $100,000 have minimum of $1,000 deductible
Items greater than $100,000 have minimum of $2,000 deductible or 2% of the item's scheduled limit, whichever is greater.

BLANKET INLAND MARINE EQUIPMENT - Items $15,000 or Less Limit: $1,000,000

Deductible: $500

Blanket Inland Marine coverage is defined as: Coverage for all unscheduled Inland Marine equipment, Emergency Portable Equipment and Communications Equipment valued at $15,000 or less is subject to $500 deductible. (Note: All Watercraft must be scheduled.)

Coverage Basis: Actual Cash Value

INLAND MARINE COVERAGE EXTENSIONS:

- Rental Reimbursement for Contractor's Equipment for Covered Loss $5,000
- Limited Contractor's Equipment Replacement Cost $250,000
- Installation Floater - Member's Building Materials $100,000

EQUIPMENT BREAKDOWN COVERAGE

I. Equipment Breakdown Limits:

	Subject to the Real and Personal Property Limit described on Proposal or $50,000,000, whichever is less.
Property Damage	Subject to the Real and Personal Property Limit described on Proposal or $50,000,000, whichever is less.
Business Income	Subject to the Business Income Limit described on Proposal
Extra Expense	Subject to the Extra Expense Limit described on Proposal
Expediting Expense	$250,000
Hazardous Substances	$100,000
Spoilage	$250,000
Data Restoration	$250,000
Service Interruption*	Subject to Business Income, Extra Expense, and Spoilage Limits

II. Deductible:

Direct Coverages	Subject to the Real and Personal Property deductible shown on Proposal
Indirect Coverages	Subject to the appropriate Time Element deductible shown on Proposal.

III. Other Conditions

*Unless the interruption exceeds 24 hours, we will not pay for any loss under Service Interruption.

GENERAL LIABILITY COVERAGE

Comprehensive General Liability	Limits
Limit Per Occurrence:	$1,000,000
Annual Aggregate:	Unlimited
Deductible StopLoss:	$25,000

Ø option

Public Officials E & O / Employment Practices Liability	Limits
Limit Per Occurrence:	$1,000,000
Annual Aggregate:	Unlimited
Deductible StopLoss:	$25,000

Ø option

Police Professional Liability	Limits
Limit Per Occurrence:	$1,000,000
Annual Aggregate:	Unlimited
Deductible StopLoss:	$25,000

Ø option

StopLoss Amount:	$116,516

Note: For Members that choose a deductible - Members are only responsible for the deductible if a judgment or settlement occurs. Legal expenses are outside the deductible and paid solely by the Trust for General Liability and / or Automobile Liability.

Important Note: The deletion of any of the above coverages does not automatically reduce the premium. These premiums are based on all of the above coverages. Any deletions of coverage will alter the experience modification factor originally used and may result in a higher premium.

ADDITIONAL BENEFITS:

- Defense Costs paid in addition to policy limits
- Premises Operations
- Products/Completed Operations
- Contractual Liability (Designated Contracts Only)
- Owners & Contractors' Protective Liability
- Personal Injury Liability
- Host Liquor Liability
- Incidental Medical Malpractice Liability
- Watercraft Liability
- Fire Legal Liability - Maximum $500,000 in any one Trust Year
- Broad Form Property Damage - Maximum $500,000 in any one Trust Year
- Advertising Injury Liability
- Skate Facility Liability
- Employment Practices Liability
- Employee Benefits Program Administration Liability
- Extra Contractual Legal Expense - $100,000 Limit
    - (EEOC, Florida Commission on Human Relations, Ethics, Sunshine Law)
- No-fault Sewer Backup Expense - $100,000 Limit
- Crisis Intervention
- HR Helpline - Full Legal Support and Online Services
- Bert Harris Act/Inverse Condemnation - $300,000 Limit. (Higher limits are available.)
- Cyber Coverages including Privacy, Network Security and Data Breach - $250,000 Annual Aggregate. Claims Made.
- Cyber Risk Management Tools Web Site.

AUTOMOBILE COVERAGE	Limits	
Comprehensive Automobile Liability	$500,000	
Deductible StopLoss:	$25,000	Ø option
Personal Injury Protection	$10,000	
Deductible StopLoss:	$25,000	Ø option

StopLoss Amount: $75,000

Automobile Physical Damage

Comprehensive Coverage	$50 Deductible
Collision Coverage	$250 Deductible

Note: "Vehicles with $0 value on schedule provided were not included in the quote for APD."

Coverage Includes:

- Hired & Non-Owned Liability
- Rental Reimbursement - scheduled vehicles
- Lease Differential - scheduled vehicles
- Limited Replacement Cost - owned private passenger vehicles, SUVs, Pickup Trucks
- Member's Personal Effects

Note: For Members that choose a deductible - Members are **only** responsible for the deductible if a judgment or settlement occurs. Legal expenses are outside the deductible and paid solely by the Trust for General Liability and / or Automobile Liability.

CRIME & BOND COVERAGE		Limits
Bond Coverage:		
Employee Theft - Per Loss		$25,000
	Deductible:	$500
Faithful Performance - Per Loss		$25,000
	Deductible:	$500
Crime Coverage:		
Money - Loss Inside		$34,000
	Deductible:	$0
Outside the Premises		$34,000
	Deductible:	$0
Forgery or Alteration		$10,000
	Deductible:	$0

Ø option

WORKERS' COMPENSATION PAYROLLS

	Limit
Workers' Compensation	Statutory
Employers Liability	$1,000,000 / $1,000,000 / $1,000,000

CODE	DESCRIPTION	PAYROLL
5509	STREET OR ROAD MAINTENANCE OR BEAUTIFICATION	156,179
7403	AIRCRAFT OR HELICOPTER OPERATION	106,176
7520	WATERWORKS OPERATION	693,885
7580	SEWAGE DISPOSAL PLANT OPERATION	300,581
7704	FIREFIGHTERS	925,744
7720	POLICE OFFICERS	1,465,673
8380	AUTOMOBILE SERVICE OR REPAIR	103,699
8810	CLERICAL	773,939
8820	ATTORNEY - ALL EMPLOYEES	17,180
8831	HOSPITAL OR VETERINARY	22,532
9015	BUILDINGS - OPERATION BY OWNER	0
9102	PARK NOC	152,681
9220	CEMETERY OPERATION	50,533
9403	GARBAGE, ASHES OR REFUSE	363,057
9410	MUNICIPAL, TOWNSHIP, COUNTY EMPLOYEES NOC	172,490
	TOTAL PAYROLL	$5,304,349

Deductible StopLoss:		$0
Experience Modification Factor:	10/1/2013	0.91
Safety Credit:		Yes
Drug Free Credit:		Yes

PREMIUM SUMMARY

Coverage Line	Annual Premium
Real & Personal Property	$107,867
Inland Marine	INCLUDED
Equipment Breakdown Coverage	INCLUDED
Crime & Bond Coverage	INCLUDED
General Liability Coverage	$19,240
Public Officials E&O / Employment Practices Liability	$18,292
Police Professional Liability	$31,135
Automobile Coverage	$37,503
Workers' Compensation Coverage	$126,770

Total FMIT Premium	**$340,806**

GRAND TOTAL PREMIUM	**$340,806**
RETURN OF PREMIUM	**24,612**
REDUCED GRAND TOTAL PREMIUM	**$316,194**

The FMIT Board of Trustees has approved a $8,000,000 return of premium for members that had property coverage in the 2011-2012 Fund Year. The directive of the Board was to return property premium on the renewing members for 2013-2014 that participated in the Trust's property program in 2011-2012. Based on the property premiums paid in 2011-2012 the City of Palatka can expect $24,612 in return premium should they elect to renew coverage for the 2013-2014 policy year.

Note: Coverage summaries provided herein are intended as an outline of coverage only and are necessarily brief. In the event of loss, all terms, conditions, and exclusions of actual Agreement and/or Policies will apply.

INTEREST FREE INSTALLMENT PLAN

First Installment	Second Installment	Third Installment	Fourth Installment
25% minimum due	25% minimum due	25% minimum due	25% minimum due
October 1, 2013	January 1, 2014	April 1, 2014	July 1, 2014

Payment will be forwarded to the Florida League of Cities in Tallahassee

DEDUCTIBLE / LIMIT OPTIONS

Note: Current coverage is listed in bold font.	LIMIT	DEDUCTIBLE	PREMIUM
Property - Real and Personal Property	**$35,331,471**	**$1,000**	**$107,867**
Coverage with Blanket and Agreed Value	$35,331,471	$1,000	$127,155
Coverage with Blanket and Agreed Value	$35,331,471	$5,000	$125,046
Crime Coverages:			
Money & Securities - Inside	$10,000	$500	
Forgery and Alteration	$50,000	$500	
Computer Fraud	$50,000	$500	
Funds Transfer	$50,000	$500	
Bond:			
Faithful Performance Per Employee	$50,000	$500	
	Crime options - Total premium:		$3,100
General Liability and Errors & Omissions	***$1,000,000 Combined Single Limit***		
		Deductible	***Premium***
		$25,000	***$68,666***
		$0	$79,034
Automobile Liability	***$500,000 Combined Single Limit***		
		Deductible	***Premium***
	$500,000	$0	$27,524
Automobile Liability	***$1,000,000 Combined Single Limit***		
	$1,000,000	$0	$33,299

Agenda Item

3c

CITY COMMISSION AGENDA ITEM

SUBJECT: A Resolution of the City of Palatka, Florida, awarding the bid and authorizing execution of a contract for Uniform Rental & Laundry Services to UniFirst Corporation of Ocala, FL based upon their submittal to the City of Palatka RFQ dated 7/30/13

DEPARTMENT: **Administration**

ATTACHMENTS: ___ Ordinance _X_ Resolution ___ Motion
_X_ Support Documents ___ Other

SUMMARY: On June 28, 2013, the City of Palatka issued an RFP for Uniform Rental and Laundry Services. The deadline for bid submittals was set for July 30, 2013 at 2pm. A total of two bids were received: Aramark Uniform Services of Burbank, CA and UniFirst Corporation, Ocala, FL

On August 8, 2013 the sealed bids were opened and read by a committee designated for that purpose. The committee consisted of Betsy Driggers, City Clerk; Vicki Young, Administrative Assistant; and Melvin Register, Water Plant Superintendent. Bid quotes were submitted in the form of a Uniform Bid Summary which itemizes each type of clothing, service charge, and non return fee, and sets a Unit Price for each.

Upon comparison of the Bid Summary Forms it was determined that UniFirst Corp., the current contractor for uniform services, is the apparent low bidder. Further examination of the bids confirms that, although the aggregate Unit Price for all items was very close, the Unifirst Corp. bid was actually 26% lower on the cost of the clothing and service charges. The attached comparison of the current UniFirst contract and the proposal submitted by UniFirst shows a significant reduction, approximately 65%, in the pricing of equivalent clothing items and Prep Charges.

RECOMMENDED ACTION: Adopt Resolution No. 2013-9-156 awarding the bid and authorizing execution of a contract for Uniform Rental & Laundry Services to UniFirst Corporation of Ocala, FL based upon their submittal to the City of Palatka RFQ dated 7/30/13

DEPARTMENT HEAD	Submitted: M. Register/B. Driggers Requested Agenda Consent	Date: 08/20/13 Date: 09/12/13
FINANCE DEPARTMENT	Budgeted _X_ Yes ___No ___N/A	Date: 9/6/13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For:	Date: 8/20/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

UniFirst Contract Comparison

ITEM NO.	DESCRIPTION	Unit Price Current Contract	Unit Price RFP Submittal	Amt. Diff.	Pct. Diff.
1	Short Sleeve shirts 65/35 polyester cott	0.14	0.11	0.03	24.0
5	Pants 65/35 polyester cotton blend	0.23	0.18	0.05	23.0
8	Shorts 65/35 polyester cotton blend	0.23	0.10	0.13	57.2
10	Prep Charge	1.00	0.25	0.75	75.0
11	Name Emblem Charge	1.00	0.50	0.50	100.0
12	Company Emblem Charge	2.80	0.75	2.05	273.3
	Totals	5.41	1.89		
	Total Items 1-1	5.41	1.89	3.52	65.1

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City of Palatka
Bid Opening

Date 8/8/13

Job Title Uniform Rental

Opened by: Betty Driggers

Dept./Engineer City-wide

Read by: Melvin Register

Bidder name	Acknowledge Addendums?	Base Bid Amount		
1. Aramark Burbank CA	No	$ See list	5 copies	No digital
2. Unifirst Ocala FL apparent low bidder	No	$ See list	5 copies	digital copy flashdrive
3.		$		
4.		$		
5.		$		
6.		$		
7.		$		

Witnesses: Vicki Young

Melvin L Register

Uni-first

UNIFORM BID SUMMARY FORM

The following shall be the weekly per person rental charges except as otherwise stated, based on five (5) changes. The total per person shall be eleven (11) trousers and eleven (11) shirts.

ITEM NO.	DESCRIPTION	UNIT PRICE
1.	Short Sleeved shirts 65/35 polyester cotton blend	.11
2.	Long Sleeved shirts 65/35 polyester cotton blend	.13
3.	Short Sleeved shirts 100% cotton	.18
4.	Long Sleeved shirts 100% cotton	.20
5.	Pants 65/35 polyester cotton blend	.18
6.	Pants 100% cotton	.24
7.	Cargo Pants 65/35 polyester cotton blend	.25
8.	Shorts 65/35 polyester cotton blend	.16
9.	Cargo Shorts 65/35 polyester cotton blend	.19
10.	Prep Charge	.25
11.	Name Emblem Charge	.50
12.	Company Emblem Charge	.75
13.	Normal repairs, all items	N/C
14.	Unreturned Blend Pants	10.00
15.	Unreturned Cotton Pants	12.00
16.	Unreturned Blend Shirts	6.00
17.	Unreturned Cotton Shirts	10.00
18.	Other (e.g. Ecological Fee)	2.00

Aramark

UNIFORM BID SUMMARY FORM

The following shall be the weekly per person rental charges except as otherwise stated, based on five (5) changes. The total per person shall be eleven (11) trousers and eleven (11) shirts.

ITEM NO.		DESCRIPTION	UNIT PRICE
1.		Short Sleeved shirts 65/35 polyester cotton blend	.23¢
2.		Long Sleeved shirts 65/35 polyester cotton blend	.23¢
3.		Short Sleeved shirts 100% cotton	.30¢
4.		Long Sleeved shirts 100% cotton	.30¢
5.		Pants 65/35 polyester cotton blend	.29¢
6.		Pants 100% cotton	.35¢
7.		Cargo Pants 65/35 polyester cotton blend	.36¢
8.		Shorts 65/35 polyester cotton blend	.23¢
9.		Cargo Shorts 65/35 polyester cotton blend	.23¢
10.		Prep Charge	.89¢
11.		Name Emblem Charge	.28¢
12.		Company Emblem Charge	.49¢
13.		Normal repairs, all items	∅
14.	*	Unreturned Blend Pants	$8.00
15.	*	Unreturned Cotton Pants	$10.00
16.	*	Unreturned Blend Shirts	$7.00
17.	*	Unreturned Cotton Shirts	$9.00
18.		Other (e.g. Ecological Fee)	$5.00

* Rates for less or damaged garments, will be fixed through length of agreement

Aramark

Bidder will be required to provide samples of uniforms when initial ordering takes place.

Initial delivery of uniforms will consist of 6 sets, followed by the remaining 5 sets the following week.

Each employee uniform will be individually tagged with account number, route number, and any identifying number assigned by the successful vendor.

Shirts shall include a city logo patch attached over the left side shirt pocket worded "City of Palatka", on the top of the patch with the appropriate department name underneath, a patch attached over the right side pocket of the shirt indicating the employee's first name.

Each employee uniform will be hung individually on hangers and bagged separately.

Uniforms will be delivered on a once-per-week basis. Successful bidder will clean all uniforms and guarantee customer clean uniforms each week. All mats will be changed out weekly.

Uniforms that are not clean, neat, or do not have a good appearance as specified will be rejected and no charge made. Successful bidder will mend, patch, and replace buttons as needed to maintain a good appearance at no charge to City. Uniforms will be replaced with TOP GRADE Uniforms only and only after department supervisor signed approval.

Successful bidder will supply inventory count sheet of uniforms picked up and delivered each week before departure from premises.

Uniform pieces being replaced for damage must be presented to individual department for inspection before replacement and becomes the property of the City of Palatka upon damage fee charge.

The following depreciated schedule will be applied to replacement uniforms due to damage and loss by the user agency.
0 - 6 months: Full cost
7 - 15 months: Less 20%
6 - 19 months: Less 50%
20 - up months: No charge. Less 25%

Monthly billing will be by department and will be for actual number of uniforms rented. A Monthly Statement combining all individual divisions will be issued and the City of Palatka will pay by said statement. Additional employees and or departments may be added during the life of this contract at the same contract prices.

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Agenda Item

3d

CITY of Palatka FLORIDA

CITY COMMISSION AGENDA ITEM

SUBJECT: A Resolution of the City of Palatka, Florida, authorizing the execution of Stone Engineering task order for an amount not to exceed $22,820.00 for bidding assistance and construction administration services related to the FEMA 1785-43 St. Johns Avenue drainage improvements project

DEPARTMENT: City Hall

ATTACHMENTS: ☐ Ordinance ☒ Resolution ☐ Motion
☒ Support Documents ☐ Other

SUMMARY: In January 2010 the City of Palatka made application to the State of Florida – Joint Hazard Mitigation Grant Program. On October 14, 2010 the City entered into a grant agreement with FEMA to mitigate hazardous flooding situations on St. Johns Avenue and Oak Street near 8th Street. The project includes storm water improvements for the area shown in the attached map. Stone Engineering was shortlisted under the City's Continuing Services RFQ 13-001. They are the engineer of record for the project, are qualified to provide storm water quality engineering services and propose to complete the work within the budgeted amount for construction administration services. It is for these reasons, that staff proposes the City contract with Stone Engineering for the above described services for an amount not to exceed $22,820.00.

RECOMMENDED ACTION: Adopt Resolution 2013-9-157 authorizing the execution of Stone Engineering's task order for bidding assistance and construction administration services related to the FEMA 1785-43 St. Johns Avenue drainage improvements project

DEPARTMENT HEAD	Submitted: Jonathan Griffith Requested Agenda: Consent	Date: 8-30-13 Date: 9-12-13
FINANCE DEPARTMENT	Budgeted ☒ Yes ☐ No ☐ N/A	Date: 9/6/13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For:	Date: 9/6/13

COMMISSION ACTION: ☐ Approved as Recommended ☐ Disapproved
☐ Approved With Modification ☐ Tabled To Time Certain
☐ Other

DISTRIBUTION: ☐CA ☐CC ☐CM ☐CD ☐FI ☐FD ☐GC ☐HR ☐MD ☐PD ☐PR ☐UD

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RESOLUTION No. 2013-9-

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE EXECUTION OF STONE ENGINEERING TASK ORDER FOR BIDDING ASSISTANCE AND CONSTRUCTION ADMINISTRATION SERVICES RELATED TO THE FEMA 1785-43 ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS PROJECT

WHEREAS, on October 14, 2010 the City of Palatka (the **City**) entered into and agreement with the State of Florida Division of Emergency Management for drainage improvements along St. Johns Avenue from the intersection of 8th Street to 7th Street and then along 7th Street to Oak Street (the PROJECT); and

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

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

WHEREAS, Stone Engineering was qualified by the City to perform storm water engineering services; and

WHEREAS, the **City** deems it reasonable and necessary to enter an agreement with Stone Engineering Associates for construction administration services related to the FEMA 1840-06 St. johns avenue drainage improvements project.

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

1. That the City Manager is hereby authorized to execute the task order with Stone Engineering for construction administration services related to the FEMA 1785-43 St. johns avenue drainage improvements project for an amount not to exceed $22,820.00.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 12th day of September, 2013.

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

TASK ORDER # 1

Date: 9/5/2013

Project/Contract #: **Hazard Mitigation Grant Program (FEMA-1785-43-R)**
Oak St. and St. Johns Ave. – Bid Documents/Administration and Construction Administration Services

Primary Contact: Paul Ina, PE
7400 Baymeadows Way, Suite 220
Jacksonville, FL 32256
904-448-5300
pina@stonejoca.com

Technical Contact: Paul Ina, PE

To: Jonathan Griffith/City of Palatka
201 N. Second St.
Palatka, FL 32177

1. **PROJECT SUMMARY:** The project consists of providing Bid Documents/Administration and Construction Administration Services in accordance with the Joint Hazard Mitigation Grant Program (HMGP) for proposed drainage improvements in the St. Johns Avenue/Oak Street area of downtown. The project area encompasses 7th to 8th Streets on St. Johns Avenue and St. Johns Avenue to Oak Street on 7th Street. The intent is to connect the proposed drainage improvements to the State-Owned storm water management system on 7th Street and Reid Street. The proposed drainage improvements include 1000 linear feet of drainage pipe and sidewalk/pavement on St. Johns Avenue, 500 linear feet of drainage pipe and sidewalk/pavement on 7th Street and drainage inlets at the intersections of Oak Street and 7th Street, St. Johns Avenue and 7th Street, and St. Johns Avenue and 8th Street.

The City of Palatka provided horizontal utility locates of the known existing utilities along the route of the design but did not provide any subsurface vertical elevation of these utilities. Due to the age of the urban infrastructure, there may also be existing utilities that have not been identified. Any utility conflicts with the proposed project will require resolution by contractor issued change orders during construction.

2. SCOPE OF SERVICES / TASKS:

2.1. **Bid Documents/Administration Services** - Stone Engineering Group shall provide as the initial task for the project a value engineering service on the latest set of design plans using sound value engineering practices to the fullest extent possible in order to support appropriate design decisions for the most efficient and economical design. We shall update and finalize Bid Document package prior to submittal to the City. We shall provide Bid Assistance to include responses to Addenda as necessary based on the submitted bid documents by the City, bid review for a determination of responsive and responsible bid by the apparent low bidder, and issuance of a recommendation of award. We shall also assist the City in developing construction contract documents for execution and coordinating the receipt of executed documents and incorporation into a contract document package.

Fee for Task 2.1: Not to Exceed **$8,607.00**

2.2. **Construction Administration Services** - Stone Engineering Group shall provide limited construction administration services to include the following:

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

b. Review and process six (6) shop drawings.

c. Review and process four (4) partial pay requests.

d. Provide construction observation services (field reviews) averaging four (4) site visit(s) per month for the entire 60 day construction period.

e. Respond to Requests for Information (RFIs) from the contractor related to design intent questions.

f. Review and process three (3) change orders.

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

h. Provide construction observation services and as built drawing review required for agency certification.

i. Provide construction certification for the approving agencies upon receipt of contractor's approved as built drawings and documentation

Fee for Task 2.2: Not to Exceed **$14,213.00**

Reimbursables

Fee for Reimbursables: Not to Exceed **$00.00**

TOTAL FEE: Not to Exceed **$22,820.00**

3. DELIVERABLES:

3.1. Bid Documents

4. PLACE OF PERFORMANCE: 7th to 8th Streets on St. Johns Avenue and St. Johns Avenue to Oak Street on 7th Street

5. PERIOD OF PERFORMANCE: 08/01/2013 to 01/30/2014

6. SERVICES NOT INCLUDED:

Phase 1 Environmental Services
Geotechnical Services
Subsurface Utility Locate Services
Archaeological Studies
Biologist/Environmental Services
Wetland/Wildlife Impact Permitting and Mitigation
Land or Easement Acquisition elements
Survey Services, Platting, Boundary, Topographic, Wetland or Tree
Landscape Design and Permitting

7. **CLIENT RESPONSIBILITIES:** The client shall be responsible for providing the following services or information for the consultant's/contractor's use.

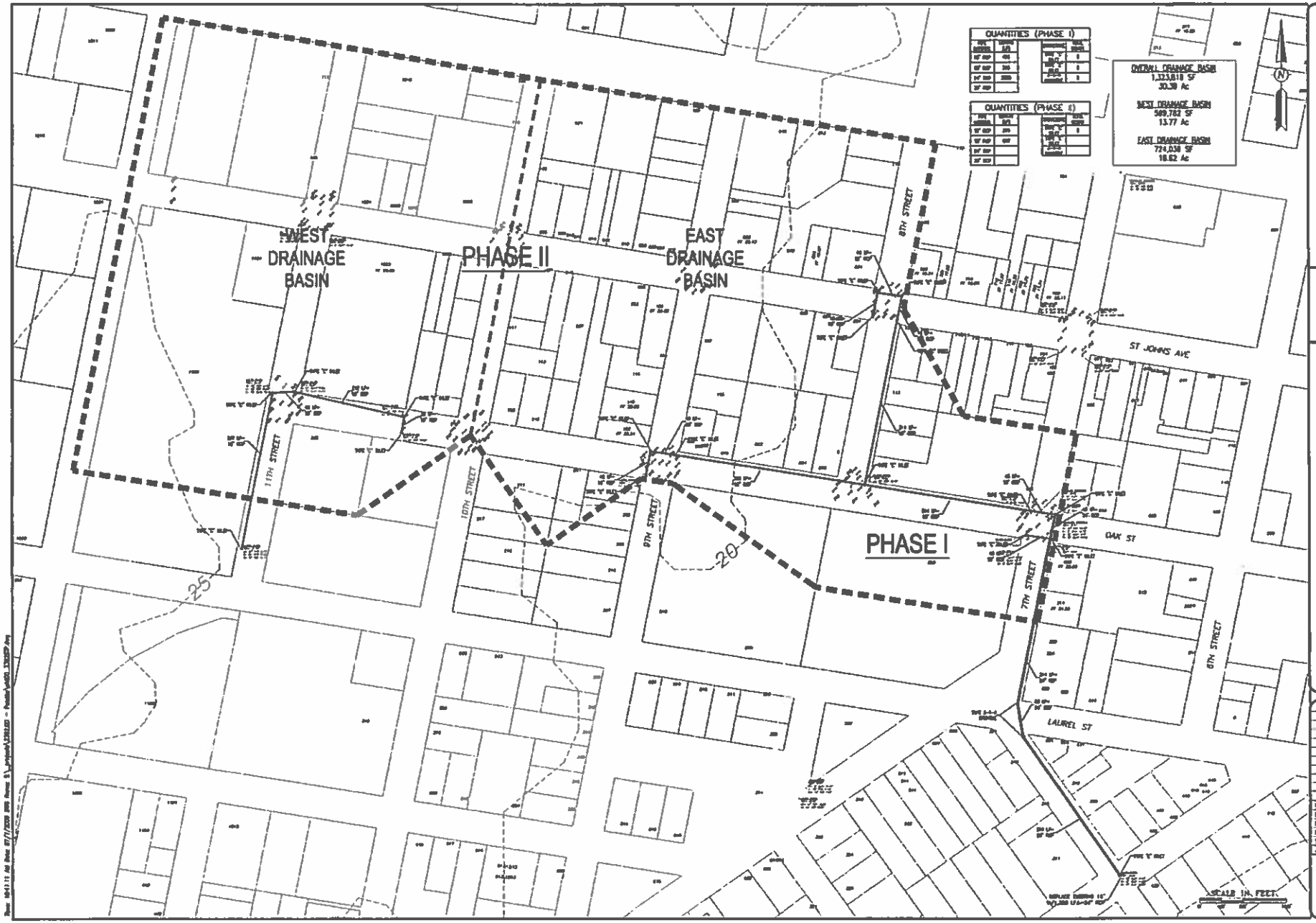
   7.1. As Built Plans

   7.2. Subsurface Utility Locates

Print Name: _____

Signature: _____

Date: _____


WEST DRAINAGE BASIN
PHASE II
EAST DRAINAGE BASIN
PHASE I
11TH STREET
10TH STREET
9TH STREET
8TH STREET
7TH STREET
6TH STREET
ST JOHNS AVE
OAK ST
LAUREL ST
25
20
QUANTITIES (PHASE I)
QUANTITIES (PHASE II)
OVERALL DRAINAGE BASIN
1,323,818 SF
30.38 Ac
WEST DRAINAGE BASIN
599,782 SF
13.77 Ac
EAST DRAINAGE BASIN
724,036 SF
16.62 Ac
SCALE IN FEET
Stone Engineering GROUP
HAZARD MITIGATION GRANT PROGRAM
FOR
CITY OF PALATKA, FLORIDA
CONCEPTUAL DRAINAGE IMPROVEMENTS PLAN
REVISIONS
SHEET NO.
C-1

Agenda Item

3e

CITY of Palatka FLORIDA

CITY COMMISSION AGENDA ITEM

SUBJECT: A Resolution of the City of Palatka, Florida, authorizing the execution of Ayres & Associates task order in an amount not to exceed $22,321.00 for bidding assistance and construction administration services related to the FEMA 1840-06 St. Johns Avenue/16th Street area drainage improvements project

DEPARTMENT: City Hall

ATTACHMENTS: ☐ Ordinance ☒ Resolution ☐ Motion
☒ Support Documents ☐ Other

SUMMARY: In January 2010 the City of Palatka made application to the State of Florida – Joint Hazard Mitigation Grant Program. On October 14, 2010 the City entered into a grant agreement with FEMA to mitigate hazardous flooding situations on St. Johns Avenue near 16th Street. The project includes storm water improvements for the area shown in the attached map. Ayres & Associates was shortlisted under the City's Continuing Services RFQ 13-001. They are the engineer of record for the project, are qualified to provide storm water quality engineering services and propose to complete the work within the budgeted amount for construction administration services. It is for these reasons, that staff proposes the City contract with Ayres & Associates for the above described services for an amount not to exceed $22,321.00.

RECOMMENDED ACTION: Adopt Resolution 2013-9-158 authorizing the execution of Ayres & Associates task order for bidding assistance and construction administration services related to the FEMA 1840-06 St. Johns Avenue/16th Street area drainage improvements project

DEPARTMENT HEAD	Submitted: Jonathan Griffith Requested Agenda: Consent	Date: 8-30-13 Date: 9-12-13
FINANCE DEPARTMENT	Budgeted ☒ Yes ☐ No ☐ N/A	Date: 9/6/13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For:	Date: 9/5/13

COMMISSION ACTION: ☐ Approved as Recommended ☐ Disapproved
☐ Approved With Modification ☐ Tabled To Time Certain
☐ Other

DISTRIBUTION: ☐CA ☐CC ☐CM ☐CD ☐FI ☐FD ☐GC ☐HR ☐MD ☐PD ☐PR ☐UD

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RESOLUTION No. 2013-9-

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE EXECUTION OF AYRES & ASSOCIATES TASK ORDER FOR BIDDING ASSISTANCE AND CONSTRUCTION ADMINISTRATION SERVICES RELATED TO THE FEMA 1840-06 ST. JOHNS AVENUE DRAINAGE IMPROVEMENTS PROJECT

WHEREAS, on October 14, 2010 the City of Palatka (the **City**) entered into and agreement with the State of Florida Division of Emergency Management for drainage improvements along St. Johns Avenue from the intersection of 18th Street to 16th Street then South along 16th Street to Oak Street and then East along Oak Street to the intersection of 15th Street (the PROJECT); and

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

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

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

WHEREAS, the **City** deems it reasonable and necessary to enter an agreement with Ayres & Associates for construction administration services related to the FEMA 1840-06 St. Johns Avenue drainage improvements project.

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

1. That the City Manager is hereby authorized to execute the task order with Ayres & Associates for construction administration services related to the FEMA 1840-06 St. johns avenue drainage improvements project for an amount not to exceed $22,321.00.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 12th day of September, 2013.

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

AYRES ASSOCIATES

July 17, 2013

Mr. Jonathan Griffith
City of Palatka, Florida
201 N. 2nd Street
Palatka, Florida 32177

Re: Hazard Mitigation Grant Program
St. Johns Avenue Drainage Improvements
Bidding Assistance and Construction Administration Services

Dear Mr. Griffith:

Ayres Associates (Ayres) is pleased to present our scope of services and fee proposal for the post design services for the referenced project.

PROJECT DESCRIPTION

This scope of work is to provide post design services for the drainage improvements along St. Johns Avenue. The limits of the proposed improvements extend from just east of the St. Johns Avenue/ 18th Street intersection eastward approximately 590 feet to 16th Street, then south along 16th Street approximately 350 feet to Oak Street, and then east along Oak Street approximately 385 feet ending at 15th Street.

SCOPE OF SERVICES

The scope of services involves the tasks listed below:

BIDDING ASSISTANCE

- Prepare bid advertisement.
- File invitation to bid in one (1) major local newspaper to run one time.
- Coordinate Plan Sales and Bidders list.
- Address request for information from Contractor during bidding.
- Evaluate Bids and provide recommendation to City.

CONSTRUCTION ADMINISTRATION SERVICES

Ayres will provide limited construction administrative services to the City. No full time or part-time inspection services are included. Ayres will assist the City in conducting a preconstruction conference, review shop drawings, provide assistance to the contractor in interpretation of construction plans and specifications, address field issues, perform miscellaneous field visits to the site, perform substantial and final inspections, review contractor as-builts, and prepare FDEP certifications.

DRAFT

Specific Construction Administration work items include:

1. Attend Preconstruction Conference
2. Address up to 5 RFIs from Contractor
3. Review Shop Drawings
4. Site Visits (8) – *The number of site visits is based on a 2 month construction schedule averaging 4 site visits per month. Ayres reserves the right to request additional payment for site visits in excess of the 8 identified due to a longer Construction schedule.*
5. Review and process up to 4 partial pay requests.
6. Review and process up to 3 change orders.
7. Assist City with substantial and final field inspections and develop punch list for contractor completion.
8. Provide construction observation services and as built drawing review required for agency certification.
9. Provide construction certification for the approving agencies upon receipt of contractor's approved as built drawings and documentation.

PROJECT SCHEDULE

The proposed scope of work will be provided during the bidding phase and construction phase. The project is expected to take approximately 90 days for substantial completion and 30 days for final completion and project closeout.

ADDITIONAL SERVICES

There are no additional services anticipated. Should additional services be requested or required, mutually agreed scope, terms, and conditions will be established prior to any work being initiated.

FEE

The total lump sum amount to complete the work as presented herein is $22,321.94.

SERVICES NOT INCLUDED

- Phase 1 Environmental Services
- Geotechnical Services
- Subsurface Utility Locate Services
- Archaeological Studies
- Biologist/Environmental Services
- Wetland/Wildlife Impact Permitting and Mitigation
- Land or Easement Acquisition elements
- Survey Services, Platting, Boundary, Topographic, Wetland or Tree
- Landscape Design and Permitting
- And any other service no specifically identified in this Scope of Services

CITY OF PALATKA RESPONSIBILITIES

- As Built Plans
- Subsurface Utility Locates

DRAFT

ACCEPTANCE

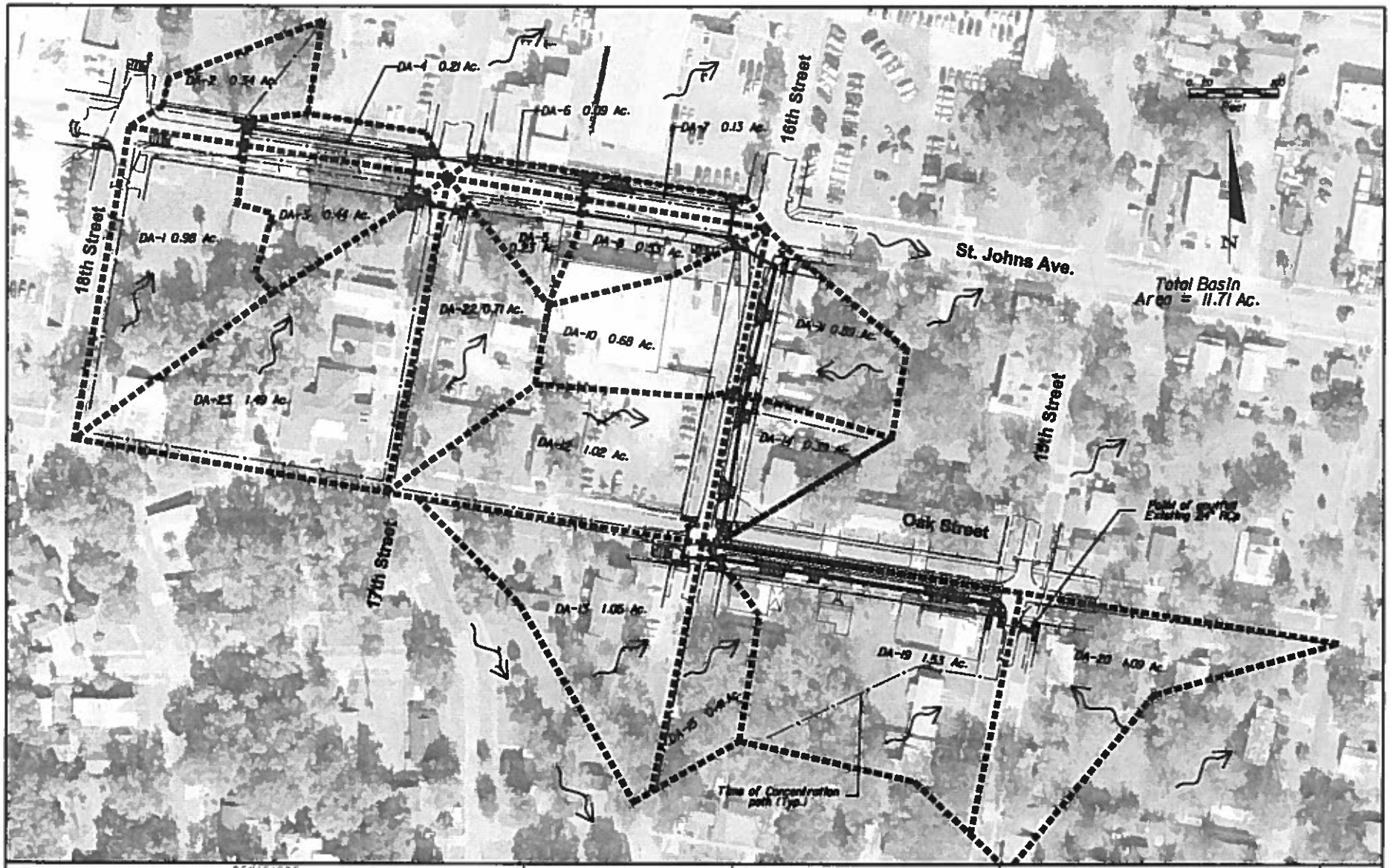
If this proposal is acceptable to you, a signature on the enclosed copy of this letter and initials on the contract terms and conditions will serve as our authorization to proceed.

Proposed by Consultant:	Accepted by Owner:
Ayres Associates Inc	City of Palatka, Florida Owner's Name
	_____ Signature
Daryl R. Myers, PE Project Manager	Michael J. Czymbor Name
	City Manager Title
David K. Kemp, PE Manager-Jacksonville	_____ Date

DRAFT

City of Paiatka, Florida
Hazard Mitigation Grant Program
St. Johns Avenue Drainage Improvements
July 17, 2013

WORK BREAKDOWN SUMMARY	LABOR CATEGORIES / HRLY BILLING RATES						
	PR	PM	ENG PE	ENG EI	CADD	Clerical	TOTAL
	$ 248.82	$ 185.02	$ 146.74	$ 102.08	$ 127.60	$ 89.32	
Bidding Assistance							
File Invitation to Bid	0	1	2	0	0	2	$657.14
Coordinate Plan Sales/Bidders List	0	1	0	2	0	16	$1,818.30
Address RFI's from Bidders	0	4	4	2	0	0	$1,531.20
Bid Evaluation and Recommendation	0	4	4	0	0	0	$1,327.04
Construction Administration							
Preconstruction Conference	0	4	4	0	0	1	$1,416.36
Address RFIs from Contractor	0	4	4	2	0	0	$1,531.20
Shop Drawings	0	2	6	0	0	0	$1,250.48
Site Visits (8)	0	32	0	0	0	0	$5,920.64
Review and process 4 partial pay requests	0	4	0	0	0	0	$740.08
Review and process 3 change orders	0	3	0	0	0	1	$644.38
Assistance for substantial and final inspection with punch list	0	8	0	0	0	2	$1,658.80
Provide construction observation & as built review for agency certification	0	8	0	0	0	2	$1,658.80
Provide construction certification for approving agencies	0	4	0	0	0	2	$918.72
Subtotal	**0**	**79**	**24**	**6**	**0**	**26**	**$21,073.14**
Reimbusable Costs	**Quantity**	**Unit**	**Unit Cost**				
Bid Advertisement	1	LS	$500.00				$500.00
Mileage	1248	MI	$0.600				$748.80
Subtotal - Reimbusable Costs							**$1,248.80**
TOTAL - POST DESIGN & REIMBURSABLE COSTS							**$22,321.94**



REVISIONS			
DATE	DESCRIPTION	DATE	DESCRIPTION

AYRES ASSOCIATES
5220 Shad Road
Suite 200-3
Jacksonville, Florida 32257
(904) 200-6288
Engineering Business No. 4356
Engineer of Record
Darryl Ayres
P.E. No. 6786

CITY OF PALATKA, FLORIDA
PUBLIC WORKS DEPARTMENT

ROAD NO.	AYRES PROJECT ID
St. Johns Avenue	30-2323.00

ST. JOHNS AVENUE
DRAINAGE MAP

SHEET NO. 3

Agenda Item

3f

CITY of Palatka FLORIDA

AGENDA ITEM

SUBJECT: A Resolution of the City of Palatka, Florida, authorizing the execution of a one-year extension of the Auditor Engagement Letter with Carr, Riggs & Ingram

DEPARTMENT: Finance

ATTACHMENTS: ☐ Ordinance ☒ Resolution ☐ Motion
☐ Support Documents ☒ Other

SUMMARY: In August 2010, the City Commission approved a 3 year extension of the engagement of Carr, Riggs and Ingram as the independent audit firm which would perform the City's required annual audit. Last fiscal year was the last year of the agreement; however under Florida Statute 218.391(8), the City is legally able to renew this agreement without proceeding through the auditor selection process as defined in Florida Statute 218.391 due to a renewal provision that was included in the previous agreement.

With the end of the fiscal year quickly approaching and extensive process that the City must follow under Florida Statute 218.391 to select an audit firm, we have requested an engagement letter from Carr, Riggs and Ingram to reflect a renewal of one year to cover the current fiscal year. Carr, Riggs and Ingram have agreed to not increase their annual fee of $69,500 which is the same amount that was charged for the 2012 fiscal year.

The City will be going through the auditor selection process as defined in Florida Statute 218.391 during next fiscal year in order to ensure that the City engages the firm that will provide the highest quality services at the best possible price.

RECOMMENDED ACTION: Adopt Resolution 2013-9-159 authorizing the execution of an Auditor Engagement Letter with Carr, Riggs and Ingram to provide for auditor services through the end of the 2013 fiscal year.

DEPARTMENT HEAD	Submitted: Matt Reynolds Requested Agenda: Regular	Date: 08-30-13 Date: 09-12-13
FINANCE DEPARTMENT	Budgeted ☒ Yes ☐ No ☐ N/A	Date: 08-30-13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For: M	Date: 9/15/13

COMMISSION ACTION: ☐ Approved as Recommended ☐ Disapproved
☐ Approved With Modification ☐ Tabled To Time Certain
☐ Other

DISTRIBUTION: ☐CA ☐CC ☐CM ☐CD ☐FI ☐FD ☐GC ☐HR ☐MD ☐PD ☐PR ☐UD

RESOLUTION No. 2013-9-

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE CITY MANAGER AND CITY CLERK TO EXECUTE AND ATTEST AN AGREEMENT EXTENDING THE ENGAGEMENT OF CARR, RIGGS AND INGRAM AS THE CITY'S INDEPENDENT AUDIT FIRM FOR ONE YEAR TO INCLUDE THE 2013-14 FISCAL YEAR

WHEREAS, in August of 2010 the City of Palatka approved a 3-year extension of the engagement of Carr, Riggs and Ingram as the independent audit firm which would perform the City's required annual audit; and

WHEREAS, under Florida Statute 218.391(8), the City is legally able to renew this agreement without proceeding through the auditor selection process as defined in Florida Statute 218.391 due to a renewal provision that was included in the previous agreement; and

WHEREAS, the City wishes to extend the engagement of Carr, Riggs and Ingram for a one year term to include the 2013 fiscal year; and

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

1. The City of Palatka hereby authorizes the City Manager and City Clerk to execute and attest the engagement letter which will extend the engagement of Carr, Riggs and Ingram for one fiscal year to include the 2013 fiscal year.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 12th day of September, 2013.

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM
AND CORRECTNESS:

_____

CITY ATTORNEY

CRI CARR RIGGS & INGRAM
CPAs and Advisors

Carr, Riggs & Ingram, LLC
906 South State Road 19
Palatka, Florida 32177

(386) 325-4561
(386) 328-1014 (fax)
www.cricpa.com

August 23, 2013

To the Honorable Mayor and City Commissioners
City of Palatka

We are pleased to confirm our understanding of the services we are to provide the City of Palatka (the "City") for the year ended September 2013. We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City as of and for the year ended September 2013. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited This information includes management's discussion and analysis, the budgetary comparison schedules, GASB-required supplementary pension and OPEB.

We have also been engaged to report on supplementary information other than RSI that accompanies the City's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole. This information includes the schedule of expenditures of federal awards and state financial assistance and the supplementary information section of the Comprehensive Annual Financial Report (CAFR).

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information. This includes the introductory statistical sections of the Comprehensive Annual Financial Report (CAFR).

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on-

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control related to major programs and major projects and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program or major project in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations,* and Chapter 10.550, Rules of the Auditor General.

The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe (1) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (2) the scope of testing internal control over compliance for major programs and major projects and major program and major project compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance, and (3) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance and OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General in considering internal control over compliance and major program and major project compliance. The paragraph will also state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; the provisions of OMB Circular A-133, and Chapter 10.550, Rules of the Auditor General, and will include tests of accounting records, a determination of major program(s) and major project(s) in accordance with OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General, and will include tests of the accounting records of the City and other procedures we consider necessary to enable us to express such opinions and to render the required reports. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements, schedule of expenditures of federal awards and state financial assistance, and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with the compliance requirements, and for preparation of the schedule of expenditures of federal awards and state financial assistance in accordance with the requirements of OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General. As part of the audit, we will assist with preparation of your financial statements, schedule of expenditures of federal awards and state financial assistance, and related notes. You will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements and the schedule of expenditures of federal awards and state financial assistance and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards and state financial assistance and related notes prior to their issuance and have accepted responsibility for them. You agree to assume all management responsibilities for any nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; and for the preparation and fair presentation of the

financial statements in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review.

You are responsible for preparation of the schedule of expenditures of federal awards and state financial assistance in conformity with OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General. You agree to include our report on the schedule of expenditures of federal awards and state financial assistance in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards and state financial assistance. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards and state financial assistance that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards and state financial assistance in accordance with OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General; (2) that you believe the schedule of expenditures of federal awards and state financial assistance, including its form and content, is fairly presented in accordance with OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards and state financial assistance.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs or major projects. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133 and the Florida Single Audit, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant

to preventing or detecting material noncompliance with compliance requirements applicable to each major federal and state award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, OMB Circular A-133, and Chapter 10.550, Rules of the Auditor General.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City's compliance with the provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs and major projects. Our procedures will consist of tests of transactions and other applicable procedures described in the *Compliance Supplements* and related addenda for the types of compliance requirements that could have a direct and material effect on each of the City's major programs and major projects. The purpose of these procedures will be to express an opinion on the City's compliance with requirements applicable to each of its major programs and major projects in our report on compliance issued pursuant to OMB Circular A-133 and Chapter 10.550, Rules of the Auditor General.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations and schedules we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Carr, Riggs, & Ingram, LLC and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to regulatory agencies or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Carr, Riggs, & Ingram, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulatory agencies. If we are aware that an awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Tina Robinson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fees for these services will be $69,500.

Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2010 peer review report accompanies this letter. For additional services outside the scope of this agreement, the fees will be negotiated separately.

This contract contains a renewal provision. The City has the right, in its discretion, to extend this contract for additional terms beyond the initial year.

We appreciate the opportunity to be of service to the City of Palatka and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Carr, Riggs & Ingram, LLC

Carr, Riggs & Ingram, LLC

RESPONSE:

This letter correctly sets forth the understanding of the **City of Palatka.**

By: _____

Title: _____

Date: _____

EideBailly

CPAS & BUSINESS ADVISORS

System Review Report

To the Partners of Carr, Riggs & Ingram LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Carr, Riggs & Ingram LLP (the firm) applicable to non-SEC issuers in effect for the year ended June 30, 2010. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.apicap.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, and audits performed under FDICIA.

In our opinion, the system of quality control for the accounting and auditing practice applicable to non-SEC issuers of Carr, Riggs & Ingram LLP in effect for the year ended June 30, 2010, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass, pass with deficiency(ies) or fail*. Carr, Riggs & Ingram LLP has received a peer review rating of *pass*.

Eide Bailly LLP

Minneapolis, Minnesota
October 14, 2010

Agenda Item

3g

CITY of Palatka FLORIDA

CITY COMMISSION AGENDA ITEM

SUBJECT: A Resolution of the City of Palatka authorizing the Mayor and City Clerk to execute and attest a twenty-foot utility easement granting Florida Power & Light Company the right to construct and maintain electric utility facilities at the PPD Gun Range at 404 N. Moody Road, Palatka.

DEPARTMENT: **Admin/Clerk**

ATTACHMENTS: ___ Ordinance ___ Resolution ___ Motion
___ Support Documents _X__ Other Easement

SUMMARY: On April 11 the Commission awarded a bid to install electrical service at the PPD Gun Range to Summerville Electric, which was funded by Law Enforcement Trust Funds. Florida Power & Light has run its lines from Moody Road to the Range in order to supply power to the Range, and has requested the City grant them a 20-ft. utility easement for maintenance of its infrastructure and equipment as well as the right to maintain the land and trees upon it. Note the easement also grants the right to FPL to "permit any other person, firm or corporation to attach wires to any facilities hereunder and lay cable and conduit within the easement and to operate the same for communications purposes."

RECOMMENDED ACTION: Adopt Resolution No. 2013-9-160 authorizing the execution of a utility easement in favor of Florida Power & Light for the right to construct and maintain electric utility facilities at the PPD Gun Range, 404 N. Moody Road.

DEPARTMENT HEAD	Submitted: Betsy Driggers, City Clerk	Date: 09-04-13
	Requested Agenda Consent	Date: 09-12-13
FINANCE DEPARTMENT	Budgeted ___Yes ___No _X_N/A	Date: 9/6/13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For: M	Date: 9/5/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

RESOLUTION No. 2013 – 9 -

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AND ATTEST A TWENTY-FOOT UTILITY EASEMENT GRANTING FLORIDA POWER & LIGHT COMPANY THE RIGHT TO CONSTRUCT AND MAINTAIN ELECTRIC UTILITY FACILITIES AT THE PALATKA POLICE DEPARTMENT GUN RANGE, LOCATED AT 404 N. MOODY ROAD, PALATKA

WHEREAS, on April 11, 2013 the Commission authorized the installation of electrical service upgrades to the Palatka Police Department (PPD) Gun Range, which was funded by Law Enforcement Trust Funds; and

WHEREAS, that work being complete, Florida Power & Light Corporation (FP&L) intends to install infrastructure to deliver electricity to the PPD Gun Range and requires a 20-foot utility easement across said property for the purpose of maintenance and construction of its infrastructure and equipment, as well as the right to maintain the land and trees upon it; and

WHEREAS, the Palatka City Commission deems it reasonable and in the best interest of the City of Palatka to grant a Utility Easement to FP&L for such purpose.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida, that the Mayor and City Clerk are hereby authorized to Execute and Attest a Utility Easement, which has been prepared by the City Attorney and is attached hereto as Exhibit "A," granting FP&L the right to construct and maintain electric utility facilities at the Palatka Police Gun Range located at 404 N. Moody Road, Palatka.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 26th day of September, 2013.

CITY OF PALATKA

_____

By: Its MAYOR

ATTEST:

_____

CITY CLERK

APPROVED AS TO FORM
AND CORRECTNESS:

_____

CITY ATTORNEY

Work Request No. 4852026

Sec. 02, Twp 10 S, Rge 26 E

Parcel I.D. 03-10-26-7720-0190-0010
(Maintained by County Appraiser)

Form 3722 (Stocked) Rev. 7/94

EASEMENT

This Instrument Prepared By

Name: Michelle Usry
Company Name: Florida Power & Light Company
Address: 2900 Catherine St
Palatka, FL 32177

Reserved for Circuit Court

The undersigned, in consideration of the payment of $1.00 and other good and valuable consideration, the adequacy and receipt of which is hereby acknowledged, grant and give to Florida Power & Light Company, its licensees, agents, successors, and assigns, an easement forever for the construction, operation and maintenance of overhead and underground electric utility facilities (including wires, poles, guys, cables, conduits and appurtenant equipment) to be installed from time to time; with the right to reconstruct, improve, add to, enlarge, change the voltage, as well as, the size of and remove such facilities or any of them within an easement 20 feet in width described as follows:

See Exhibit " A "

See Exhibit B

Together with the right to permit any other person, firm or corporation to attach wires to any facilities hereunder and lay cable and conduit within the easement and to operate the same for communications purposes; the right of ingress and egress to said premises at all times; the right to clear the land and keep it cleared of all trees, undergrowth and other obstructions within the easement area; to trim and cut and keep trimmed and cut all dead, weak, leaning or dangerous trees or limbs outside of the easement area which might interfere with or fall upon the lines or systems of communications or power transmission or distribution; and further grants, to the fullest extent the undersigned has the power to grant, if at all, the rights hereinabove granted on the land heretofore described, over, along, under and across the roads, streets or highways adjoining or through said property.

IN WITNESS WHEREOF, the undersigned has signed and sealed this instrument on _____, 20__.

Signed, sealed and delivered in the presence of:

_____
(Witness' Signature)

Print Name: _____
(Witness)

_____
(Witness' Signature)

Print Name: _____
(Witness)

City of Palatka
(Corporate's name)

By: _____
(President's signature)

Print Name: Vernon Myers, its Mayor

Print Address: 201 N. 2nd St.
Palatka, FL 32177

Attest: _____
(Secretary's signature)

Print Name: Betsy J. Driggers, City Clerk

Print Address: 201 N. 2nd St.
Palatka, FL 32177

(Corporate Seal)

STATE OF Florida AND COUNTY OF Putnam. The foregoing instrument was acknowledged before me this ____ day of _____, 20__, by _____, and _____ respectively the Vernon Myers President and Betsy J. Driggers Secretary of the City of Palatka, a _____ corporation, on behalf of said corporation, who are personally known to me or have produced _____ as identification, and who did (did not) take an oath.
(Type of Identification)

My Commission Expires:

_____
Notary Public, Signature

Print Name _____

EXHIBIT "A" ("EASEMENT AREA")

A part of the Southwest ¼ of Section 2 and a part of the Southeast ¼ of Section 3, all of Township 10 South, Range 26 East, Putnam County, Florida, also being a part of Cadillac Street as platted by Ridgedale, Map Book 3, page 164 of the Public Records of said county and closed by Official Records Book 396, page 1671 of said Public Records being more particularly described as a strip of land 20.00 feet wide lying 10.00 feet each side of the following described centerline:

For a Point of Reference commence at the northwesterly corner of said Southwest ¼ of Section 2, also being the northeasterly corner of said Southeast ¼ of Section 3; thence South, along the westerly line of said Southwest ¼ of Section 2, also being the easterly line of said Southeast ¼ of Section 3, a distance of 1078.26 feet; thence S 89°33′30″E, a distance of 4.56 feet to the westerly right of way line of Moody Road and the Point of Beginning of said centerline being described; thence N 89°33″30′ W, a distance of 353.35 feet to the Point of Terminus of said centerline being described, said 20.00 feet wide strip of land being lengthened and shortened easterly to meet said westerly right of way line of Moody Road.

Parcel ID: 03-10-26-7720-0190-0010

MAP SHOWING BOUNDARY SURVEY OF

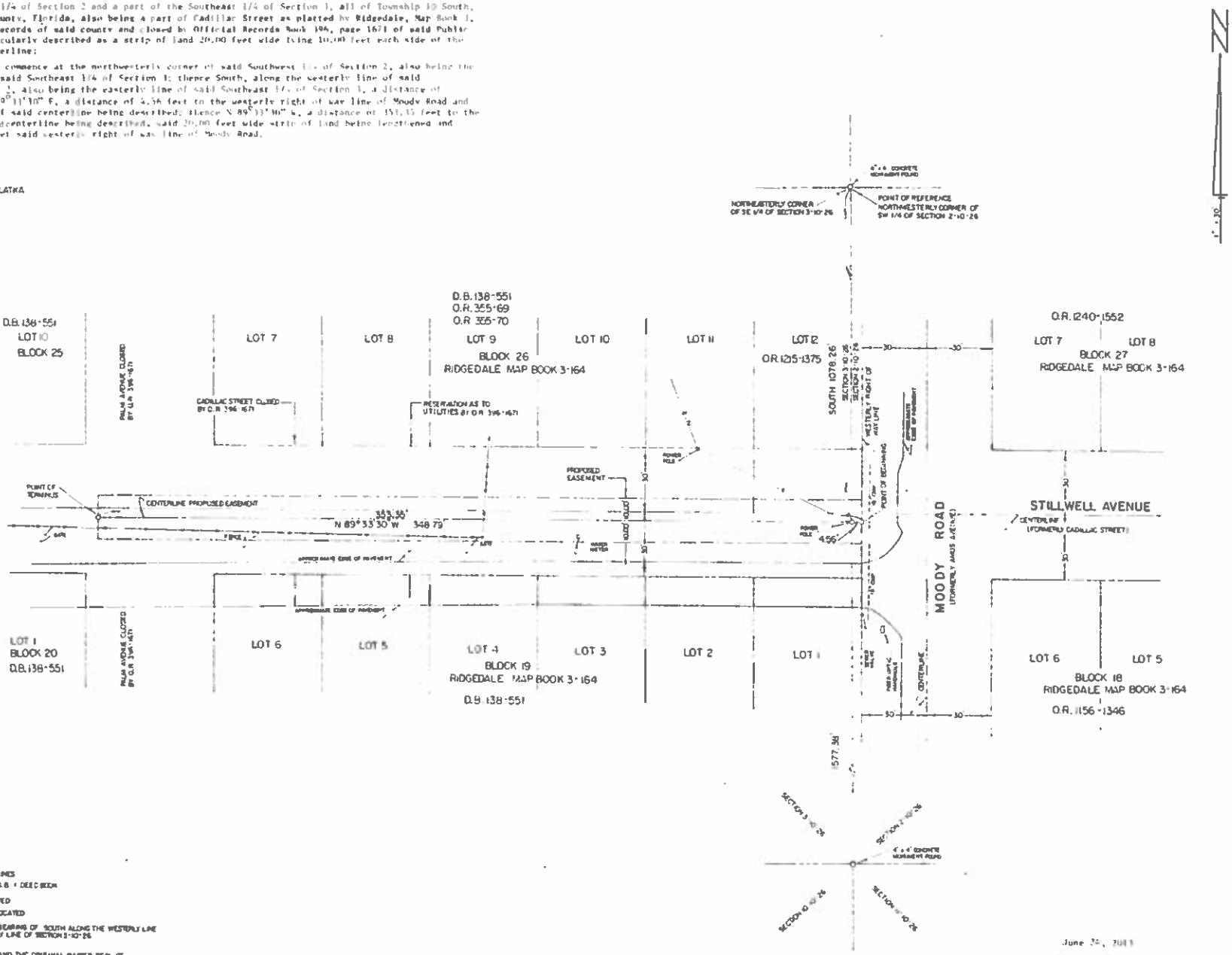
Dedicated Florida Power and Light Easement

A part of the Southwest 1/4 of Section 2 and a part of the Southeast 1/4 of Section 3, all of Township 10 South, Range 26 East, Putnam County, Florida, Also being a part of Cadillac Street as platted by Ridgedale, Map Book 3, page 164 of the Public Records of said county and closed by Official Records Book 396, page 1671 of said Public Records being more particularly described as a strip of land 20.00 feet wide lying 10.00 feet each side of the following described centerline:

For a Point of Reference commence at the northwesterly corner of said Southwest 1/4 of Section 2, also being the northeasterly corner of said Southeast 1/4 of Section 3; thence South, along the westerly line of said Southwest 1/4 of Section 2, also being the easterly line of said Southeast 1/4 of Section 3, a distance of 1078.26 feet; thence S 89°33'30" E, a distance of 4.56 feet to the westerly right of way line of Moody Road and the Point of Beginning of said centerline being described; thence N 89°33'30" W, a distance of 353.35 feet to the Point of Terminus of saidcenterline being described, said 20.00 feet wide strip of land being lengthened and shortened easterly to meet said westerly right of way line of Moody Road.

CERTIFIED TO: CITY OF PALATKA

Exhibit B – Dedicated Florida Power and Light Easement Depiction



NOTE:

O = 5/8" REBAR SET WALLACE 3466

CMP = CORRUGATED METAL PIPE

E-TV = OVERHEAD ELECTRIC & TV LINES

O.R. = OFFICIAL RECORDS BOOK D.B. = DEED BOOK

VARIOUS IMPROVEMENTS NOT LOCATED

NO UNDERGROUND IMPROVEMENTS LOCATED

BEARING DATUM REFERENCED TO A BEARING OF SOUTH ALONG THE WESTERLY LINE OF SECTION 2-10-26 AND THE EASTERLY LINE OF SECTION 3-10-26

NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED LAND SURVEYOR

THE SURVEY DEPICTED HERE IS NOT COVERED BY PROFESSIONAL LIABILITY INSURANCE

June 24, 2013

I certify that I have surveyed the above captioned parcel of land and that this survey meets the minimum technical standards set forth by the Florida Board of Professional Land Surveyors.

H. Earl Wallace, II
Registered Land Surveyor No. 3166 State of Florida
224 N. 4th Street
Palatka, Florida 32177

Agenda Item

3h

CITY COMMISSION AGENDA ITEM

SUBJECT: A Resolution of the City of Palatka, Florida, granting a waiver of the daily Code Enforcement Fine assessed to 300 North 3rd Street, provided cost of prosecution is paid

DEPARTMENT: **Code Enforcement**

ATTACHMENTS: ___ Ordinance _x_ Resolution ___ Motion
_x_ Support Documents ___ Other

SUMMARY: A daily fine of $25/day began accruing on this property on October 29, 2012 for grass taller than 18" (See Findings of Fact, Conclusions of Law) when the property was owned by Janet & Richard Greeno, and ran until 2/27/13, when the property was brought into compliance. This property has a long history of being a nuisance property. There were four code enforcement cases in 1999 alone. There were other code enforcement cases for the property in 2001, 2006, two in 2007, 2008, 2010 and the current case in 2012.

The adjacent neighbor at 310 North 3rd Street, Coenraad and Elizabeth van Rensburg, purchased 304 N. 3rd Street, a vacant property located between 300 N. 3rd and 310 N. 3rd at a bankruptcy sale on 9/23/12. The van Rensburgs were unaware until notified by the Putnam County Property Appraiser that their purchase included the home & property at 300 N. 3rd Street as well. They are now maintaining both properties and restoring the house at 300 N. 3rd Street. On 5/22/13 Mrs. Van Rensburg requested a waiver of the fine. On 7/24/13 the CE Board voted to recommend that the daily fine in the amount of $3,875 be waived. The property is in compliance at this time. Costs of prosecution shall be paid in the amount are $155.75 if recording is not required or $196.86 if it's required to record it as a lien.

RECOMMENDED ACTION: Adopt Resolution No. 2013-9-161 authorizing the waivier of Code Enforcement fines for 300 North 3rd Street provided cost of prosecution is paid.

DEPARTMENT HEAD	Submitted: Gary S. Getchell	Date: 8/7/13
	Requested Agenda Consent	Date: 9/12/13
FINANCE DEPARTMENT	Budgeted ___Yes ___No _x_N/A	Date: 9/6/13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For:	Date:

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

RESOLUTION NO. 2013 – 9 -

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A WAIVER OF THE DAILY CODE ENFORCEMENT FINES ASSESSED TO 300 N. 3rd STREET, PALATKA, FL AND ASSESSING COST OF PROSECUTION ONLY

WHEREAS, after due notice to the property owner of 300 North 3rd Street was provided, the Palatka Code Enforcement Board levied a daily fine of $25/day upon said property as it was found that the property was in violation of Section 30-32 of the Palatka Municipal Code, according to the Finding of Fact, Conclusions of Law and Order dated August 22, 2012; and

WHEREAS, Coenraad J. and Elizabeth M. van Rensburg, new property owners, have requested a waiver of the daily fine, as the property has been brought into compliance and the daily fine stopped accruing on February 27, 2013; and

WHEREAS, at its regular July 24, 2013 meeting, the Palatka Code Enforcement Board voted unanimously to recommend to the Palatka City Commission to waive the $3,875 accrued fine and to assess only the cost of prosecution in the amount of $155.75 if the fine is paid within 30 days of this action and recording of the lien is not required, or $196.86 if not paid within 30 days and recording of the lien is required; and

WHEREAS, the Palatka City Commission finds that the approval of the request described herein is in the best interest of the property owner, the City of Palatka and its citizens, and deems it appropriate to waive the amount of Code Enforcement Fine imposed upon 300 North 3rd Street as recommended by the Palatka Code Enforcement Board.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF PALATKA, FLORIDA, that the Code Enforcement Fine levied against 300 North 3rd Street in the amount of $3,875.00, accrued from September 26, 2012 through February 27, 2013, be waived and the cost of prosecution shall be assessed in the amount of $155.75, provided the cost of prosecution is paid within 30 days after passage of this Resolution, or $196.86 if not paid within 30 days of the passage of this Resolution and recording of the lien is required.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 12th day of September, 2013.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____

Staff Report

Date: 08-07-13
To: City Commission via Gary Getchell – Chief of Police
From: Elizabeth Hearn
Subject: Staff Report on 300 North 3rd Street, CE Case 201200048

History:
May 10, 2012 received an anonymous complaint for 300 North 3rd Street that the weeds were taller than 18" (inches). Sent a Notice of Violation (NOV) via certified, return receipt mail. NOV was returned marked "Unable to Forward" from the USPS. Property was subsequently posted with the original NOV on July 16, 2012. Case was put on the agenda for New Business for the August 22, 2012 Code Enforcement Board (CEB) meeting. The Board voted to enact a daily fine of $25 per day if the violations weren't corrected by September 26, 2012. The Findings of Fact, Conclusion of Law and Order establishing the lien was recorded October 29, 2012 against the property for the daily fine. The daily fine was stopped February 27, 2013 when the City mowed the property in preparation for the Azalea Festival.

Discussion:
This property has a long history of being a nuisance property. There were four code enforcement cases in 1999 alone. There were other code enforcement cases for the property in 2001, 2006, two in 2007, 2008, 2010 and the current case in 2012.

Richard and Janet Greeno bought the property in October of 2001 and it was utilized as rental property. The neighbors have related that the Palatka Police were frequently called out to this property.

The adjacent neighbor at 310 North 3rd Street, Coenraad and Elizabeth van Rensburg, attended a bankruptcy auction September 23, 2012 and purchased the property. Trustee's Notice of Public Auction Sale only listed 304 North 3rd Street, the vacant parcel between 300 North 3rd Street and 310 North 3rd Street. The van Rensburgs were unaware until notified by the Putnam County Property Appraiser that their purchase included both parcels of land, 300 North 3rd Street and 304 North 3rd Street. Once they knew this they requested to address the CEB in regards to the accrued daily fine for the property. They have been maintaining the properties and are working on restoring the house located at 300 North 3rd Street.

Recommendation:
That the Code Enforcement Fine levied against 300 North 3rd Street in the amount of $3,875.00, accrued from September 26, 2012 through February 27, 2013, be waived and the cost of prosecution shall be paid in the amount of either $155.75, provided the cost of prosecution is paid within 30 days after passage of this Resolution, or $196.86 if not paid within 30 days of the passage of this Resolution and recording of the lien is required.

CITY OF PALATKA
CODE ENFORCEMENT BOARD MEETING
MINUTES
July 24, 2013

Meeting called to order at 4:01 p.m. by Chairperson LaSandra Williams.
Members present: Michael Gagnon, Pat Wilson, John Lyon, Johnny Brown, Darcy Phillips, and Andrew Kiley.
Members absent: Leroy Miles, Sandra Smith and City Attorney Don Holmes
Also present: Code Enforcement Officer and Recording Secretary Elizabeth Hearn and Asst. Chief of Police James Griffith.

Prior to the approval of the May 22, 2013 meeting minutes, Michael Gagnon stated that he wanted say something about the case for 300 N. 3rd Street. In his opinion he felt that the Board had served an injustice for tabling the case the May meeting. Mr. Gagnon stated that the property has become compliant as reported and during the whole discussion and lengthy explanation there had been a request to waive the fine on the property. The Board tended to ignore that request by tabling it. The Board's should of recommended a reduction of the fine or to waive the fine when asked, to act on it at that meeting.

Motion by Johnny Brown and seconded by Pat Wilson to accept the minutes of the May 22, 2013 meeting. All voting members were in favor, motion carried.

LaSandra Williams read the appeal procedure and swore in City staff testifying at the hearing.

CONSENT AGENDA

OLD BUSINESS

Case 12-48 **300 N 3rd Street (42-10-27-6850-0170-0061)**
Owner: Richard P. and Janet Greeno
Assessed fines:
Daily Fine of $25 per day x 155 days - $3,875.00
Costs of Prosecution $155.75 or $191.86

Ms. Hearn stated that staff recommendation is to waive the fine and the costs of prosecution be paid. She also related that after the May meeting she researched it thoroughly and could state unequivocally that the property is now owned by Mr. and Mrs. Van Rensburg.

Motion made by Michael Gagnon and seconded by Pat Wilson to recommend that the daily fine, in the amount of $3,875.00, be waived and that the costs of prosecution shall be paid, in the amount of $155.75 or $191.86 if not paid within 30 days, to be considered by the City Commission. All present voted affirmative. Motion carried.

Case 10-70 **1201 Cleveland Avenue**
Owner: Richard Adams
Section 30-32 Weeds, Debris, Prohibited Conditions
Section 30-166 Minimum Maintenance Standards

Ms. Hearn testified to dates and actions and presented photo evidence on this case. She recommended that a foreclosure action on the City's lien be pursued by the City's Attorney.

CITY OF PALATKA
CODE ENFORCEMENT BOARD MEETING
MINUTES
May 22, 2013

Meeting called to order at 3:59 p.m. by Chairperson LaSandra Williams.
Members present: Michael Gagnon, Pat Wilson, Leroy Miles and Johnny Brown.
Members absent: John Lyon
Also present: Code Enforcement Officer and Recording Secretary Elizabeth Hearn, Asst. Chief of Police James Griffith and City Attorney Don Holmes.

Motion by Pat Wilson and seconded by Michael Gagnon to accept the minutes of the April 24, 2013 meeting. All voting members were in favor, motion carried.

LaSandra Williams read the appeal procedure and swore in City staff testifying at the hearing.

CONSENT AGENDA

OLD BUSINESS

Case 12-48 **300 N 3rd Street (42-10-27-6850-0170-0061)**
Owner: Richard P. and Janet Greeno
Assessed fines:
Daily Fine of $25 per day x 155 days - $3,875.00
Costs of Prosecution $155.75 or $191.86

Ms. Hearn stated that Elizabeth van Rensburg was here to address the Board at her request.

Elizabeth van Rensburg, 310 North 3rd Street, explained that she and her husband had purchased their home in 2005 and the property adjacent to theirs, 300 N 3rd Street, has always been a nuisance and an eyesore. For most of that time the property has been rental property with absentee ownership. They had called the police numerous times, had numerous conversations with the owner at that time, and numerous conversations with the various tenants. The one positive aspect is that at least the tenants kept the yard mowed.

Ms. van Rensburg related that about three years ago the property was vacated and was foreclosed on by the Bank of America. The bank has made no effort to maintain the property. How she and her husband had probably paid too much and had additionally put a lot of money into their home. They were in the situation of living next door to a property on a main corridor into the north historic district that has been a real nuisance property that they had to look at all the time.

Ms. van Rensburg went on to say that she had contacted Ms. Hearn some time ago and asked her what could be done to clean up the property. Ms. Hearn had told her to report it and then she could investigate. A code enforcement case was opened for the property and subsequently taken to the Board and a daily fine enacted until it was brought into compliance. That earlier this year in preparation for the Azalea Festival an inmate crew had mowed the yard and the daily fine was stopped.

Ms. van Rensburg said last fall that she and her husband had been apprised of an opportunity to purchase 304 N 3rd Street, which is the lot between their house and 300 N 3rd Street, and they attended the auction for the property and subsequently purchased it. They have only recently found out from the Putnam County Property Appraiser's office that actually they are the owners of record for both 300 N 3rd Street and 304 N

Parcel	42-10-27-6850-0170-0061
Owner	VAN RENSBURG COENRAAD J + ELIZABETH
Mailing	M 310 N 3RD ST PALATKA FL 32177
911	300 NORTH 3RD ST, PALATKA
Description	DICKS MAPS OF PALATKA MB2 P46 S 51FT OF E 118FT OF BLK 17
Orig Parcel	

Exemption	Count	Max Value	Min Value	Applied To

Improvement Value		Use Code	1
Land Value		Improvements	1
Market Value		Location	City of Palatka
Just Value CU		Total Acres	0.14
CU Value		Zoning	R-3
Market Adjusted		FLUM	RH

Parcel Value Breakdown

Taxing District	Assessed Limited	Minus(-) Exemptions	Taxable Value

Parcel Sales Data

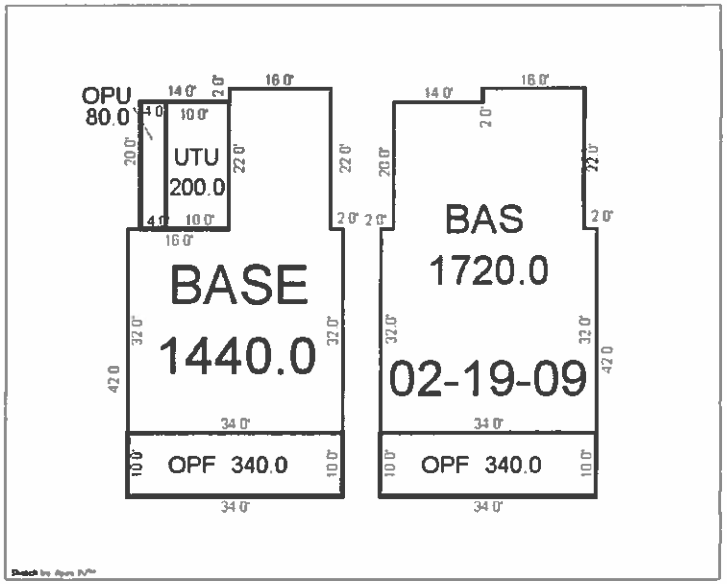
Book	Page	Instrument	Month	Year	QSCD	Price
1332	1788	TRSD	Nov	2012	01 I	$1,500
0871	1992	WD	Oct	2001	02 I	$55,000
0835	0395	LOG	Sep	2000		$0
0781	1081	POA	Jan	1999		$0
0587	0441	WD	Aug	1991	01 I	$100
0416	0326	SWD	Feb	1982	01	$100

Special Buildings

Line	Code	Length	Width	Sq Ft	Rate	Value
1						
2						
3						
4						
5						
6						
7						
8						
9						

Extra Features

Line	Code	Description	Value
1	1	Walks	
2			
3			
4			
5			
6			
7			
8			
9			
			Total 0



Primary Improvement

Desc	Apartments/Duplex/Multi-Family				Substructure	02-Piers	Cabinet & Mill	05-None
Class	C	Dep Code	1	Tag	Floor System	03-Wood W/Sub Floor	Floor Finish	05-Pine/Soft Wood
Type	0	Dep Rate	0	MFG	Exterior Walls	04-Wall Bd / Wd Sd - Min	Interior Finish	01-Furred - Plastered
Base Rate		Yr Built	1902	Model	Height In Feet		Paint & Decor	05-None
Adj Base Rate	0.00	Eff Yr Built	1902	Length	Party Wall %		Plumbing Fixt	10
Base Sq Ft	1440	Oth Dep	0.35	Width	Sub Frame		Bath Tile	06-None
% Cond	5	Dep Rep Cost		Lot #	Roof Framing	03-Gable/Hip	Heating & Air	00-
Quality	100	Adj Dep Cost			Roof Cover	08-Metal Shingle	Electrical	05-None
							Corners	8

Improvement Area & Additions

Desc	% Rate	Rate	Sq Ft	Cost
BASE	100	0.00	1440	0
UTU	60		200	
OPU	25		80	
OPF	35		340	
BAS	100		1720	
OPF	35		340	

Total Replacement Cost 0

Land Lines

Line	Code	Depth Chart	Depth In Feet	Corner Factor	Depth Factor	Cond	Adjustment	Unit Price	Adj Unit Price	Units	Just Value	CU Unit Price	CU Value	Just Value CU	Taxable Value
1	1	1	118	100%	97%	100%	97%			51.00					
2															
3															
4															
5															
6															
										Total	0		0	0	0

NOTICE: This is an interim Putnam County file. Property assessment information is subject to change until Truth in Millage (TRIM) Notices are mailed.

Parcel	42-10-27-6850-0170-0061
Owner	GREENO RICHARD P + JANET H/W
Mailing	4522 GOLF VILLA CT UNIT 203 DESTIN FL 32541
911	300 NORTH 3RD ST, PALATKA
Description	DICKS MAPS OF PALATKA MB2 P46 S 51FT OF E 118FT OF BLK 17
Orig Parcel	

Exemption	Count	Max Value	Min Value	Applied To

Improvement Value	$66,265	Use Code	8
Land Value	$14,841	Improvements	1
Market Value	$81,106	Location	City of Palatka
Just Value CU	$0	Total Acres	0.14
CU Value	$0	Zoning	R-3
Market Adjusted	$81,106	FLUM	RH

Parcel Value Breakdown

Taxing District	Assessed Limited	Minus(-) Exemptions	Taxable Value
County	$81,106	$0	$81,106
School	$81,106	$0	$81,106
Other	$81,106	$0	$81,106

Parcel Sales Data

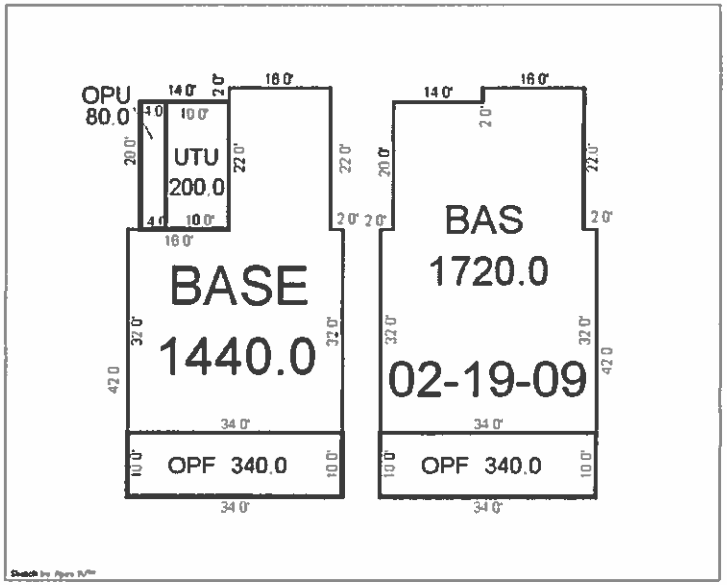
Book	Page	Instrument	Month	Year	QSCD	Price
0871	1992	WD	Oct	2001	02 I	$55,000
0835	0395	LOG	Sep	2000		$0
0781	1081	POA	Jan	1999		$0
0587	0441	WD	Aug	1991	01 I	$100
0416	0326	SWD	Feb	1982	01	$100
0399	0768	WD	Jan	1981		$6,000

Special Buildings

Line	Code	Length	Width	Sq Ft	Rate	Value
1						
2						
3						
4						
5						
6						
7						
8						
9						

Extra Features

Line	Code	Description	Value
1	1	Walks	30
2			
3			
4			
5			
6			
7			
8			
9			
			Total 30



Primary Improvement

Desc	Apartments/Duplex/Multi-Family			Substructure	02-Piers	Cabinet & Mill	03-Average
Class	C	Dep Code	1	Floor System	03-Wood W/Sub Floor	Floor Finish	05-Pine/Soft Wood
Type	0	Dep Rate	1.25	Exterior Walls	12-Aluminum/Vinyl Siding	Interior Finish	01-Furred - Plastered
Base Rate	44.72	Yr Built	1915	Height In Feet		Paint & Decor	03-Average
Adj Base Rate	45.44	Eff Yr Built	1965	Party Wall %		Plumbing Fixt	10
Base Sq Ft	1440	Oth Dep	0.00	Sub Frame		Bath Tile	06-None
% Cond	41.2	Dep Rep Cost	66,235	Roof Framing	03-Gable/Hip	Heating & Air	13-Zone Heat & Air
Quality	100	Adj Dep Cost	66,235	Roof Cover	08-Metal Shingle	Electrical	03-Average
						Corners	8

Tag	
MFG	
Model	
Length	
Width	
Lot #	

Improvement Area & Additions

Desc	% Rate	Rate	Sq Ft	Cost
BASE	100	45.44	1440	65,434
UTU	60	27.26	200	5,452
OPU	25	11.36	80	909
OPF	35	15.90	340	5,406
BAS	100	45.44	1720	78,157
OPF	35	15.90	340	5,406

Total Replacement Cost 160,764

Land Lines

Line	Code	Depth Chart	Depth In Feet	Corner Factor	Depth Factor	Cond	Adjustment	Unit Price	Adj Unit Price	Units	Just Value	CU Unit Price	CU Value	Just Value CU	Taxable Value
1	1	1	118	100%	97%	100%	97%	300.00	291.00	51.00	14,841				14,841
2															
3															
4															
5															
6															
										Total	14,841		0	0	14,841

NOTICE: The information displayed is from the Final Taxroll which is certified each year in mid October and is updated annually. This information may not reflect the data currently on file in the Property Appraiser's office.

CODE ENFORCEMENT BOARD OF THE
CITY OF PALATKA, FLORIDA

CITY OF PALATKA, Petitioner,

COMPLAINT NO. 12-48

vs

Richard P. and Janet Greeno, Respondent(s)

Inst 201254760391 Date 10/29/2012 Time 11 04 AM
_____DC,Tim Smith,Putnam County Page 1 of 1 B 1331 P 192

FINDING OF FACT, CONCLUSIONS OF LAW AND ORDER

THIS CAUSE having come before the Board for public hearing on August 22, 2012, after due notice to the Respondent; and, the Board having received sworn testimony and evidence at said hearing; it is now,

DETERMINED THAT:

I. FINDINGS OF FACT AND CONCLUSIONS OF LAW:

a) The Respondent(s) is the owner of property described as 300 North 3rd Street, Putnam County Tax parcel number 42-10-27-6850-0170-0061, located within the City of Palatka, Putnam County, Florida.

b) Conditions at the property at issue constituted violations of Section 30-32 Weeds, Debris, Prohibited Conditions and Section 30-33 Abatement Required, of the Palatka Municipal Code.

c) The Respondent(s) was previously notified of the above-described code violations but failed to correct the violations prior to the hearing at which this matter was considered.

IT IS ACCORDINGLY ORDERED THAT:

II. ORDER:

a) The Respondent(s) shall correct the conditions which constitute the code violations described above on or before the 26th day of September, 2012, or if said conditions are not corrected, a fine in the amount of $25.00 per day is hereby assessed and levied on the above-described property, effective on the 26th day of September, 2012, to continue until the conditions are corrected.

b) Administrative costs will be assessed after the property is brought into compliance.

c) The fine described in paragraph a), as well as the costs described in paragraph b), shall constitute a lien upon the property described herein when this document is recorded within the official records of Putnam County, Florida.

DONE AND ORDERED this 22nd day of August, 2012, at Palatka, Putnam County, Florida.

CODE ENFORCEMENT BOARD OF THE CITY OF PALATKA FLORIDA

BY _____
LaSandra Williams, Its Chairman

I HEREBY CERTIFY that a true and correct copy of the above and foregoing Findings of Fact, Conclusions of Law and Order has been furnished by [ ] Certified mail, [X] Regular mail, to the Respondent and/or authorized representative at 4522 Golf Villa Court; Unit 203, Destin, FL, 32541 this 29th day of October, 2012.

_____
Elizabeth A. Hearn, Code Enforcement Officer

Prepared by:
Elizabeth A. Hearn, City of Palatka
201 N 2nd Street, Palatka, FL 32177

I hereby certify that the foregoing is a true and correct copy of the same, as appears on record in the office of the *Planning, Building, and Zoning Department* of the City of Palatka, Florida.

By: _____, City Clerk.
Date: 10-29-12

Agenda Item

3i

CITY of Palatka
FLORIDA

Building & Zoning Department
201 N 2nd Street
Palatka, FL 32177
(386) 329-0103 phone
~~(386) 329-0172 fax~~

CITY COMMISSION AGENDA ITEM

SUBJECT: SPECIAL EVENTS PERMIT #13-401 – 5TH ANNUAL VETERAN'S APPRECIATION BASS TOURNAMENT -- REQUEST FOR PERMISSION TO EXCEED ALLOWABLE NOISE LEVELS, COMMENCE EARLY ACTIVITY, AND CLOSE CITY DOCK

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: ____Ordinance ____Resolution ___ Motion
X___Support Documents ____Other

SUMMARY:
This will grant permission to exceed allowable noise levels for boat launch and weigh-in, commence the tournament prior to the Code-required time of 8 AM (at approximately 7:15), commence use of noise amplication prior to the Code-required time of 10 AM (National Anthem and additional song, at approximately 7:15 AM), and closure of City boat ramp between 5 PM, September 13 and 5 PM, September 14, 2013.

RECOMMENDED ACTION:

1. Grant permission to exceed allowable noise levels for the following date and time: September 14th, 2013 7am-6pm (required for to National Anthem, launch and afternoon weigh-in, which will utilize amplified sound).
2. Approve closure of City boat ramp 5 PM Friday, September 13, 2013 through 5 PM Saturday, September 14th, 2013.

DEPARTMENT HEAD	Submitted: Thad Crowe Requested Agenda Regular	Date: 9/4/2013 Date: 9/12/2013
FINANCE DEPARTMENT	Budgeted ___Yes ___No X N/A	Date: 9/6/13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For:	Date: 9/5/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

APPLICATION # 13-40
(circle one below)
CLASS A PERMIT – Filing Deadline: 60 days prior to event
CLASS B PERMIT - Filing Deadline: 30 days prior to event
CLASS C PERMIT - Filing Deadline: 30 days prior to event

RECEIVED
AUG 21 2013
BY: .....

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

1. NAME AND ADDRESS OF APPLICANT/ORGANIZER

   Bass Capital BassMasters 102 Browns Fish Camp Rd, Crescent City, Fl 32112

   CONTACT PERSON Joe Nickol TELEPHONE 386-467-9677

   _____ FAX # _____

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

   _____

   CONTACT PERSON _____ TELEPHONE _____

   _____ FAX # _____

3. DESCRIPTION AND/OR NAME OF PROPOSED ACTIVITY _____

   5th Annual Veteran's Appreciation Bass Tournament

4. **DATE & HOURS** OF DESIRED USE: September 13th 2pm until 7pm September 14 2013

5. PORTION FOR WHICH PERMISSION IS DESIRED (City Dock, Amphitheater, Gazebo, etc.)
   _ City Dock and pavilions next to the Concession stand

6. REQUEST FOR ~~ROAD~~ Boat Ramp CLOSURES: ~~none~~ Fri 5/13 @ 5pm to Sat 5/14 @ 5pm

7. REQUEST FOR NOISE VARIANCE(Dates and Times): YES ~~none~~ 5/14/13 7:00 am - 6:00 pm

8. REQUEST FOR ALCOHOL VARIANCE: none

9. ESTIMATE OF ANTICIPATED ATTENDANCE 200 expecting approx 60 Boats

10. NUMBER AND TYPE OF AUXILIARY VEHICLES/EQUIPMENT none

    _____

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

    Number of Days 1 Fee Required (Yes/No) YES Check Enclosed? NO

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

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

IMPORTANT INFORMATION

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT **DOES NOT** INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. **Organizers are required** to contact the City of Palatka Parks Department office at 386-329-0100 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.

Acceptance of your application should in no way be construed as final approval or confirmation of your request.

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

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

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

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

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

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

__8/20/2013_____ _____Joseph Nickol_____
DATE SIGNATURE OF APPLICANT

APPROVED:

_____
SPECIAL EVENTS COORDINATOR DATE

RETURN TO:
JEFF NORTON
SPECIAL EVENTS COORDINATOR
201 N. 2nd Street
Palatka, FL 32177

COPIES TO:
Parks Dept.
Police Dept.
Fire Dept.
Sanitation Dept.

CITY OF PALATKA
PLANNING MEETING
PRE-EVENT ASSESSMENT LIST

To be completed by Special Events Coordinator:

Meeting Date: _____ Special Events Coordinator: _____

		Event Classification:	
r	Site Sketch Provided	Class A	r
r	Tentative Schedule of Events	Class B	r
		Class C	r

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

Name of Special Event/ Production: _5th Annual Veteran's Appreciation Bass Tournament_

Type of Event:
__Fishing_____

Type of Event Activities (concerts, street dances, races, contests, competitions, regattas, arts/crafts displays, still motion picture production, etc. – attach separate listing if necessary)
NONE

Location of Event: Palatka City DOCK

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

	Date	Day	Begin	End
Event Day 1	9/14/2013_	_____	_4_____AM	_7_____ PM
Event Day 2	_____	_____	_____AM/PM	_____ AM/PM
Event Day 3	_____	_____	_____AM/PM	_____ AM/PM
Event Day 4	_____	_____	_____AM/PM	_____ AM/PM

Set-up for event will begin on (Date) _9/13/2013 at (time) __2PM_

Break down will be completed by (Date) _9/14/2013____ at (time) _7PM___

Event Sponsor/Organization __Bass Capital BassMasters____

Name of Promoter: _____ Tax Exempt No.: _____

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

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

Special Events Permit Fees $ 100.00 Per day X 1 Days $ 100.00

Law Enforcement (City)
Police Officer(s) $ 23.00 Per hour X ____ Officers X ____ Hours $ -0-

Fire Personnel $ 23.00 Per hour X _____ Hours $ -0-

Building Inspector $ 23.00 Per hour X _____ Hours $ -0-

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

Parks Personnel # Personnel _____ X _____ Hours @ $14/hour $ -0-

Sanitation Personnel # Personnel _____ X _____ Hours @ $14/hour $ -0-

Utilities Personnel # Personnel _____ X _____ Hours @ $14/hour $ -0-

Sanitation Equipment Fee

Green Roll-Out Containers _____ X $15.00 Per Container $ -0-

Additional Charges (List)

_____ $ -0-

_____ $ _____

_____ $ _____

_____ $ _____

TOTAL SPECIAL EVENT FEES (Sponsor/Promoter) $ 100.00

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

APPLICANT INFORMATION:

Name: Joseph Nickol
Telephone: 386-467-9677 Fax: _____ Cellular: 386-546-8726
Address: 102 Browns Fish Camp RD Crescent City, FL 32112

Name: _____
Telephone: _____ Fax: _____ Cellular: _____
Address: _____

Other Contacts/ Key Holders:

Name: _____
Telephone: _____ Fax: _____ Cellular: _____

Name: _____
Telephone: _____ Fax: _____ Cellular: _____

r Estimated Peak Number of Participants (each day of event): Day 1 200
Day 2 _____ Day 3 _____ Day 4 _____ Day 5 _____

r Type of special effects to include pyrotechnics, explosives, discharging weapons, hazardous materials and/or incendiary devices to be used: NONE

r Number and proposed location of fire protection services: NONE

r Inspection(s)- Date and time requested: NONE

r Emergency medical services: Ambulance Locations(s) (note on site map): NONE

Number of EMS Personnel required: NONE

r Number and proposed location for portable toilets: (note location on site map) NONE

r Nonprofit Articles of Incorporation, Charter and Mission Statement

r Consent Letter (event property): property owners on which Special Event location is held (if not held on city property)

r Fire resistive rating certificates (tents, fabrics, etc.)

r Schedule Fire, Building/Electrical Inspections

r Schedule Pre/Post Sanitation Inspections

r Example of Special Event vendor permits provided

r Special Event Certificate of Insurance- City as "Additional Insured"
(if carnival, aircraft or watercraft rides are planned, need certificates from those vendors)
List Certificates required, _____

_____

r Required Permits (federal, state, local): _____

r Alcohol License (copy)

r _____

r _____

r _____

PRE-PLANNING MEETING

Name of Special Event: _____ Date_____

Persons Attending Planning Meeting:

Name	Representing	Position	Phone #

Bass Capital BassMasters
5th Annual Veterans Appreciation Bass Tournament
September 14, 2013

For over two hundred years our veterans have answered the country's call to defend freedom anywhere, anytime. They have sacrificed time with family, friends and the hobbies they love. The Bass Capital BassMasters of Palatka, FL is giving back to our veterans through the Fifth Annual Veterans Appreciation Bass Tournament.

The event will take place on September 14, 2013. The veterans will be treated to a fun filled day complete with a bass fishing tournament paired with some of the best bass fishermen in the state. Launching from the Palatka City Ramp at safe light and weigh-in at 2:00pm. Breakfast will be available at no cost as will a barbeque after weigh-in to all participants and guests.

Volunteer bass fishermen from all over the state will assist our HEROES during the tournament. Boaters will furnish all fishing gear, baits and life vest at their own expense. Prizes and trophies will be awarded. This event has no entry fee nor does it have a money prize. We will have local Vets and Vets coming from Daytona, St Augustine, Jacksonville, Orlando, Gainesville and the Wounded Warriors Project. We will have Vets from all branches of service and all ages. Our first event had 37 veterans and our second had 67 our third had 71 ranging in age from 23 to 93. We fully expect 100 veterans for our 5th event with 100 boaters from all over Florida and other Southern states. Expenses to put on this event are paid solely from donations. All donations are spent on the event. Your help with these expenses would be greatly appreciated.

Respectfully
Joe Nickol
Bass Capital BassMasters

Bass Capital BassMasterswww.basscapitalbassmasters.com

Joe Nickol-Secretary -386-467-9677 or 386-546-8726
Email josephnickol@bellsouth.net
Terry Driggers-President -386-325-8036 or 386-937-3137
Email drigg51776@aol.com

Betsy Driggers

From: Thad Crowe
Sent: Thursday, September 05, 2013 5:36 PM
To: James Griffith
Cc: Betsy Driggers
Subject: RE: Bass Tournament Special Event

Thanks James.

Thad

From: James Griffith
Sent: Thursday, September 05, 2013 3:54 PM
To: Thad Crowe
Subject: RE: Bass Tournament Special Event

Thad

In reference to the fishing tournament on the 14th of September, based on the information, 50 to 60 boats, no alcohol, we won't need to staff it with personnel. We do not have a problem with closing down the city boat ramp lot for Friday and Saturday. I guess they will need to get commission approval for that. Please send me a copy of the application as soon as possible and I will create a file.

James

James A. Griffith
Palatka Police Department
110 North 11th Street
Palatka, FL 32177
Office (386) 329-0115 ext. 219
Cell Phone (386) 937-1703

From: Thad Crowe
Sent: Thursday, September 05, 2013 1:58 PM
To: James Griffith
Cc: Betsy Driggers
Subject: Bass Tournament Special Event

James, just need a reply for the packet today indicating what you told me regarding the bass tournament on Sept. 14th. They are expecting around 50-60 boats and are requesting to close off the boat dock at Riverfront Park and use volunteers for parking and directing cars. Please confirm that the PPD won't be needed for this scenario.

Thanks, Thad

Thad Crowe, AICP
Planning Director
City of Palatka
205 N. 2nd St.
Palatka, FL 32177
386-329-0103
http://palatka-fl.gov/

Agenda Item

4

CITY COMMISSION AGENDA ITEM

Building & Zoning Department
201 N 2nd Street
Palatka, FL 32177
(386) 329-0103 phone
(386) 329-0172 fax

SUBJECT: APPLICANT APPEAL OF PLANNING BOARD DECISION TO DENY CONDITIONAL USE FOR CHURCH, 211 ST. JOHNS AVE.

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: ____Ordinance ____Resolution ___ Motion
____Support Documents X____Other

SUMMARY:
The Planning Board unanimously denied this conditional use application at their July meeting, concurring with Staff's recommendation. The Board's decision centered on Criterion i: "general compatibility with adjacent properties and other property in the district." This was based on a finding that the proposed institutional use is not compatible with the strong retail character of the 200 through 400 blocks of St. Johns Ave., and that there are currently a sufficient number of churches in the central business district.

The attachments include the staff report and other documentation that went to the Planning Board members in their packet, a packet of information handed out by the Applicant at the meeting, the meeting minutes, and a verbatim transcript of the meeting. As this is a "De novo" hearing, the Commission must use the same review criteria and consider documents introduced into the record at the Planning Board meeting - new information cannot be introduced – but the Commission must substitute its judgment for that of the Planning Board. The Commission can either confirm, deny, or modify the Planning Board's decision.

RECOMMENDED ACTION:
Confirm denial of Planning Board decision

DEPARTMENT HEAD Submitted: Thad Crowe TC Date: 8/19/2013
Requested Agenda Regular Date: 8/29/2013

FINANCE DEPARTMENT Budgeted ___Yes ___No X N/A GMM Date: 9/6/13

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: M Date: 9/5/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

The River

"If anyone thirsts, let him come..." John 7:37

July 22, 2013

City Clerk
Attn: Betsy J. Driggers
201 North 2nd Street
Palatka, Florida 32177

Dear Mrs. Driggers,

I hope this letter finds you strong in the Lord Jesus Christ. May His Love, Word and Spirit overwhelm you and lead you in paths of righteousness all the days of your life. The Lord is good. His faithfulness is to every generation. His love endures forever and His mercies are new every morning. Praise His name!

My name is Chad Perry, the Pastor of The River Community Church and I strongly disagree with the findings of the City Planning Board Meeting that took place July 2, 2013 concerning case 13-26. I believe that the Old McCrory's Building located at 211 St. Johns Avenue would be a great place for a house of worship as permitted by section 94-161 of the municipal code.

I formally request that the appeal process be initiated today and that the City Commissioners be notified. I have enclosed a copy of the verbatim and ask that additional copies be made available to the commission. Please inform me of the date and time that this matter will be brought before them for consideration.

If I can be of any further assistance to you, please do not hesitate to contact me.

With Kind Regards,

Rev. Chad A. Perry
Senior Servant Pastor
(386)546-2430

"But this is the new covenant I will make with the people of Israel on that day," says the Lord, "I will put my laws in their minds, and I will write them, on their hearts. I will be their God and they will be My people. And they will not need to teach their neighbors, nor will they need to teach their family, saying, 'You should know the Lord.' For everyone, from the least to the greatest, will already know Me," says the Lord. "And I will forgive their wickedness and will never again remember their sins."
Jeremiah 31:33&34 (NLT)

P. O. Box 945
Palatka, Fl.
32178

www.ReadyfortheKing.org
Pastor Chad Perry
Senior Servant Pastor

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA
FLORIDA

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

MICHAEL J. CZYMBOR
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

August 5, 2013

Cert Mail 8/5/13
7012 0470 0000 7752 3598

The Reverend Chad A. Perry
Senior Servant Pastor
The River Community Church
P.O. Box 945
Palatka FL 32178-0945

RE: Appeal of Palatka Planning Board Decision – Case No. 13-26; 7/2/13
Denial of Request for Conditional Use Permit at 211 St. Johns Avenue
The River Community Church, Applicant

Dear Reverend Perry,

This letter will serve to notify you that your appeal on the case referenced above is scheduled to be heard before the Palatka City Commission on September 12, 2013. This meeting, which begins at 6:00 p.m., will be held in the City Commission Chambers at City Hall, 201 N. 2nd Street, Palatka. Please govern yourself accordingly. If you wish to request a later date for this appeal to be heard, please notify me as soon as possible.

Any person wishing to appeal any decision made by the Palatka City Commission, as well as the Palatka Planning Board, 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). I have received the verbatim transcript of the record of the proceedings of the Planning Board's July 2, 2013 meeting, which was supplied by you, and it will be included as an attachment to the Commission's agenda packet. Please note that, as this is an appeal, no new evidence can be introduced that was not already heard by the Planning Board during its deliberations.

If you have any questions concerning your appeal, please direct them to Thad Crowe, Planning Director, at 386-329-0103 Ext. 326.

Sincerely,

Betsy J. Driggers

Betsy Jordan Driggers
City Clerk

Cc: Thad Crowe, Planning Director
Members, Palatka City Commission
Michael J. Czymbor, City Manager
Donald E. Holmes, City Attorney

City of Palatka Sept. 12, 2013 Agenda Item #4

Appeal of Planning Board Denial of Request for Conditional Use for Church at 211 St. Johns Avenue

The River Community Church, Applicant

Following this page are the adopted minutes of the Palatka Planning Board for the July 2, 2013 meeting. These minutes, together with the contents of the Supplemental File which contains the Agenda Packet and all items submitted at the meeting, are the City of Palatka's official record of the proceedings.

The verbatim minutes of the meeting, which were supplied by the Applicant, were distributed to the Commission and Press via separate attachment. These minutes are located in the Office of the City Clerk and can be viewed there during regular City Hall business hours. To request a digital (e-mailed) copy or paper copy, contact Vicki Young, Assistant City Clerk, at 329-0100 ext. 231. Public Records Fees will apply for paper copies.

Thank you,

Betsy Jordan Driggers
City Clerk, City of Palatka

Case 13-27 Preliminary and final plat approval (lot split)
Location: 201 Zeagler Dr.
Owner: Kiva of Palatka LLC, Thomas D Scarborough

Mr. Sheffield stated for the record that his mother is a resident of the Kiva assisted living facility.

Mr. Wallace stated for the record that he did the boundary survey for this lot split.

Mr. Crowe explained that this request is for the City's recognition of a recorded easement that accesses the undeveloped rear portion of the lot, which the Subdivision Code defines as a platting action. The front portion of the lot is developed as a medical clinic. The applicant plans to He recommended approval of the 35-foot wide easement running along the north side of 201 Zeagler Drive and accessing the lot to the rear of this property.

Motion made by Mr. Deloach and seconded by Ms. Gooding to approve the request as submitted. All present voted affirmative, motion carried.

Case 13-26: Conditional Use request to locate a church within 300 feet of an alcohol serving establishment.

Location: 211 St. Johns Avenue
Owner: Ruth Burke
Applicant: The River Community Church, Pastor Chad Perry

Mr. Crowe explained that the zoning code requires both churches and alcohol serving establishments to be subject to a distance restriction of 300 feet from one another. He said that even though churches are a permitted use in the downtown zoning districts, because they are within 300 feet of an alcohol serving establishment the Alcoholic Beverage Code requires that such uses be considered through the conditional use process, which comes with its own set of review criteria. He said that the building's owner received a grant for a fitness center at this location but this use did not pan out. He added that the church is currently holding regular worship services at the riverfront Quality Inn. Mr. Crowe reviewed the evaluation criteria, stating that there was sufficient vehicular and pedestrian access and parking. He added that the downtown zoning districts are exempt from parking, landscaping and buffering requirements except for parking lot landscaping requirements. Staff's main concern pertains to compatibility. More specifically, this building is located in the retail core of Downtown and removing this large storefront area out of the potential for retail use could create what is called a "dead zone," where you have less pedestrian life and retail activity. This dead zone is accentuated by the relatively wide frontage of the building (approximately 90 feet). Studies of successful and walkable downtowns have found that concentrations of retail and restaurant uses greatly increase pedestrian traffic and street life, benefitting downtown businesses in general. Narrow storefronts contribute to increasing the interest and appreciation of pedestrians with the changing scenery of storefront window displays, signs and architecture. The combination of this property's wide frontage and removal from retail/service use would exacerbate the dead zone effect and staff has concerns that the lack of foot traffic and activity as generally generated by retail, restaurant and personal service uses will hamper downtown businesses. He added that the intent of the downtown zoning districts is to provide a pedestrian orientated retail, entertainment and personal service area. In the context of a downtown, a necessary ingredient for lively street life includes businesses with day and evening activities - churches do not provide that kind of activity. He emphasized that this assessment should not discount churches as an important component of downtown, pointing out several established churches in the periphery of the downtown retail corridor which complement the downtown retail core.

Mr. Petrucci asked if there were any restrictions with the church locating next to the Bingo Hall. Mr. Crowe replied that distance restriction is related to alcohol and that there were no distance restrictions between those two uses.

Ms. Ruth Burke, 510 Mulholland Park, owner of the property under consideration, spoke in favor of the request and stated that she was happy to have the River Community Church in her building and believes that this would be a good fit.

Pastor Chad Perry, 2370 Westover Dr., gave the Board members a handout, outlining basic information about the church and thanked them for their consideration. He explained that the church has been meeting at the Quality Inn, renting out all of their ballroom space on Sundays, while looking for a place to call home for the church. They are a one-year old unconventional, non-denomination church with several small groups throughout the County. He referenced some Bible passages, referring to the Church's desire to make Palatka a better place and the benefit of the righteous (Proverbs Chapter 11; 8 and Genesis 18 & 19). He read letters of support included in his submittal from the following persons: Jeanine Smith (one of Pastor Perry's Advisory Board members), Amanda Deffendall, Marianne B Honer (Assistant Manager of the Quality Inn & Suites), T.J. Smith (Beef O'Brady's), Robin Robinson (Hope FM radio station), Linda Faw (Women's Resource Center), Herbert and Sandra Smith (members of The River Community Church), Aray Woodward (Bingo Palace), and Ruth Burke, property owner.

City Attorney Holmes addressed the Chairman regarding the applause and comments coming from the audience. Mr. Holmes explained that the request to be considered is a process of deciding land use. It is not to decide whether a church is a good thing or if the church's people are good people. It is not a contest of who is in favor or who is against the request, nor is it one based on emotion, it is a land use decision with a review process that has to be applied consistently case by case. From that perspective, he reminded the Board to base their decision not on emotion, or cheers or boos but based upon the rules that apply to every applicant.

Pastor Perry shared a letter of support from John Lyon, owner of Steamboat Willies and said that he had also received verbal support from the people of the Elks Lodge. He stated that the only real issue is whether the Church should locate within 300 feet of a bar. He shared a power point presentation, showing existing churches in the proximity of bars within the downtown area which he believes sets precedence. He referred to several more Bible scriptures related to alcohol in Psalm 60 and John II, and said the bottom line is that the Bible says if you are going to drink you must drink responsibly- the bible stands against drunkenness. He referred to an e-mail he had received on July 1 and another on July 2, 2013 from the Planning Director Thad Crowe, stating that the Church needed to complete a business registration application with the City of Palatka and also needed to apply for a Conditional Use approval for the Beef O'Bradys' location, as that location was also within the distance restriction of an alcohol serving establishment. He pointed out that the Mr. Crowe had added in that letter, that if the Church were to apply for a Conditional Use at the hotel, Staff would support that request, which he found disconcerting as Staff is recommending denial for this location, and so it appeared to him that the distance restriction is not really the issue. He then noted that this property, the old McCrory's building, was important to him as his father had worked at a McCrory's in another city and shared some of his family retail history.

Mr. Petrucci asked Mr. Perry how his family retail experience relates to the Church use.

Pastor Perry answered that he believes his retail experience will help him create wonderful window displays to attract foot traffic, as he was taught the importance of this by his father. He plans to turn the vacant storefront

and "dead space" around with clean, interesting window displays, creating traffic and curb appeal. They intend to bring this building, which has been empty for 20 years, back to a "lively space." He added that they will have multiple environments within that space. The church would have an open door policy during the listed regular office hours, and would institute activities such as a coffee area, a media center, reading and study areas, and indoor gaming and play areas. He added that they may even develop a retail area of books CD's and tapes sometime in the future. He mentioned that the County had just recently purchased another piece of property in the 300 Block area, calling it "office space" which he believes is also classified as "dead space." He said that they want to be good neighbors and believes that this Church will actually bring business to the downtown establishments. He added that they have no intention of feeding the homeless at the 211 St. Johns Ave. that they may assist them with their needs but it would be at the program location. He said the Church has no intention of hurting the businesses downtown by their functions, only to enhance them.

Ms. Burke commented that even if the Church moves into the building it would remain on the tax rolls.

Mr. Charles Rudd, Main Street Manager; stated that he was speaking on behalf of the Main Street Board of Directors and as a professional. He has been a Main Street Manager and a downtown revitalization professional for 16 years. Palatka is the fourth community he has had the pleasure to serve, working here for the past two years. He networks with at least 1,500 other Main Street professionals across the Country. One of the things Main Street professionals strive toward in revitalizing a downtown is "critical mass" of retail uses. There are approximately 100 storefronts on St. Johns Ave. including those businesses occupying multiple spaces. Of those, 25% are vacant and of the occupied spaces, 50% are non-retail. This leaves approximately 25% retail within the downtown retail corridor. Mr. Rudd explained that one of the things a developer looks at when considering a new project is the critical mass that is required to attract an audience for a project such as a plaza. This critical mass must hold that audience for four hours, where people can eat and browse from shop to shop for it to be a viable project. The downtown is the shape of a barbell, with the middle (400 to 600 blocks) being office professional and the ends (200-300 blocks and 700-900 blocks) being retail nodes which need to be strengthened to better connect to each other. This is very important to work toward the goal of creating a viable downtown. If the 25% of vacancies were occupied with retail uses the overall retail percentage would still only be at 50%. At least 75% of the downtown should be a mix of retail/restaurant/entertainment. He added that every space is important to create a thriving downtown environment. One of the indicators that a downtown is in distress is the presence of storefront churches and offices. The presence of these uses indicates that rents are low and even though they may increase lunch traffic, those uses generally do not contribute to the retail corridor. The central business district is very large and there are already ten churches downtown, along with lots of offices and professional uses with some residential as well. These uses are all important to the mix but it is very important to have a retail/restaurant corridor that supports the surrounding mix. He summarized by saying that Main Street is concerned about trying to preserve retail corridor and the pedestrian, walkable environment – it is not about the church but that particular location within the retail core.

Ms. Burke stated that she owns a lot of the large vacant buildings and has spent a fortune, advertising all over the area including St. Augustine and Jacksonville. They come and fall in love with the buildings but the bigger stores do not want to pay the rents and they say that it is a dead downtown. She stated that it is easy to get the little stores.

Robert Taylor, 710 St. Johns Ave., He agreed with Staff's report findings as well as the concerns Mr. Rudd's had stated regarding the importance of the location in the revitalization efforts of the downtown core. He added that zoning has been established for a reason and in an effort to protect and preserve the downtown. The McCrory building was developed for retail and should return to retail, it could be sub-divided which would enhance its

opportunity for retail. He pointed out that a concerted effort has been made by the City of Palatka and Palatka Main Street to establish a viable retail core. He also believes it is extremely important to have a pedestrian corridor with lots of shops & restaurants to help enhance the development of this core. He said that he is not against churches, he is a Christian and he loves and serves God. While he applauds the Applicants' efforts to establish a church, he does not believe that this is the right location for a church and recommended denial of the request.

Alex Altman, 5256 Silver Lake Dr., spoke in support to the request, and stated that he does not believe there is issue with the proximity between the church and the bar, as the church has received support from the institutions that are being addressed. He said that in his opinion this is a loophole requiring them to establish why this request has viability and he believes that it does. He believes that the points that have been brought forward by staff and others are based on history and different circumstances and have no relevance in this individual and unique case, as this is not your typical church. He believes that the only consideration that should be made is the proximity to a bar, in which there is no issue because it has been addressed and signed off on.

Discussion: Mr. Holmes commented that the proximity to alcohol serving establishment is not the only issue, it is also compatibility with the surrounding land use. Mr. Crowe reiterated the point that the 300 foot distance restriction is what triggered the conditional use requirement, and that is when the criteria for conditional uses must be considered by the Board. Mr. Holmes agreed with Mr. Crowe and added that some uses are permissible by right and some can be allowed by conditional use considerations. Regardless of why one has to apply for a conditional use, the request must be guided and considered by the very specific conditional use criteria, including compatibility with surrounding land uses.

Dawn Perry, 2370 Westover Dr., thanked the Board for the opportunity to proclaim and promote downtown, that their hope to be a part of the revitalization of the downtown area. She stated that she believes that their request meets all of the required criteria and that she believes precedence has been set in the past and wanted to emphasize that since the mid eighteen hundreds churches have been located Downtown which is zoned to allow churches by right. She quoted the definition of a conditional use found in the Municipal Code, Definitions and Rules of Construction; Sec. 94-2(b). She said that their church should not be considered as dead space, but rather a positive contribution to the area, as they will have longer than usual hours with all of the activities they have planned. She added that they want to be a part of the revitalization of Downtown; they are a service use and believe that their church will provide lots of foot traffic with their extended hours.

Mr. Holmes stated that the same criteria is applied to all requests that require a conditional use approval and is intended to provide consistency in the review process.

Webster Marlow, 120 Kirkland St., spoke in support of the request, stating that he has looked at the vacant spaces along St. Johns Ave. and believes it time to have someone there doing something.

Ms. Janet Sikes, 113 Green Dr., former owner of Special Occasions Bridal Shop, spoke in favor of the request. She stated that she has several friends that have gone out of the retail business in the retail corridor of downtown, as it is a bad economy and doesn't believe any large retail business will be able to prosper downtown in that location.

Dwayne Johns, 206 Belmont Dr., spoke in favor of the request and stated that he has lived here for over 20 years and has not seen the revitalization of the downtown area and believes that at least this request is going to interject life.

Steve Rodrique, 305 Moseley Ave., asked who would be the one to pay for the suggested splits to the existing building.

Jerry Haffner, 122 Hilty Lane East Palatka, member of the Main Street Board, read a letter from Downtown Palatka Inc. (representing the majority of the businesses downtown). That letter endorsed by unanimous consent the Palatka Main Street Board of Directors letter dated June 21, 2013 and of the Community Vision for a revived retail corridor along St. Johns Avenue and supports denial of this request. He said that he has been involved in trying to help Downtown Palatka to be something better for the past 28 years, and in all of the activities he has been to, including his visits to this Planning Board, the Putnam County Board of Commissioners and Palatka City Commission he did not recall seeing these people before tonight for this request. He said there is a problem with that, that most people only become involved when the need arises to become involved.

Jerry Haffner spoke again as an individual and said that he was personally insulted and extremely disappointed in the way that this request was presented. He stated that he also is a Christian and that he was here tonight with regard to the agenda item for consideration, and that the sermon that was given tonight had nothing to do with the points for consideration. He added that the approach demonstrated exactly why he did not believe this church would fit downtown, because on numerous occasions here tonight there were comments made by this Board that the speaker should have picked up on with regards to sticking to the points for consideration, and to cut out all the emotional and irrelevant information. He added that the way you help a City is by being involved in the City, not to reach an objective that you have for yourself, but to help a City reach an objective.

David Church, 103 S 7th Street, spoke in opposition of the request. He stated that considers himself to be a successful business owner and owns several buildings downtown. He said that he has heard a lot of comments about nothing happening downtown and that kind of affects him, as he has been on the Main Street Design Committee for about 12 years and believes he and others have done quite a bit to help in the efforts. He applauded the Main Street Manager, Charles Rudd in his effort to make a difference. He added that there have been a lot of improvements made to the area and new businesses coming in. In his opinion, the vacant building owners have neglected their buildings year after year, sitting on the buildings and have done nothing with them. He believes if the building owners would take care of their buildings and maintain them they could rent them out, otherwise they should sell them.

Bonnie Buck, 208 S. 9th St., moved here in April, spoke in opposition of the request. She said that she leases a space on St. Johns Ave. across the street from Steamboat Willie's. She stated that since she first opened up her business has been doing better and better, month after month. She thanked Main Street and the people that care there. She stated that her store needs more retail nearby and that she supports the retail/entertainment corridor vision of Downtown.

Adam George, 232 West River Rd., previously a minister of Music at First Presbyterian Church, said they did not have any parking issues, during their Wednesday and Sunday evening services, with the Bingo Palace.

Ed Killebrew, owner of Servpro, 608 Main St., stated that he is not in support of or against the request. He added that this use is not what he had envisioned for downtown, but does believe that this church could bring foot traffic to the Downtown area.

Robert Lemon, 111 Easement Lane, Welaka spoke to compatibility, and stated that seems to be the biggest hurdle. He added that compatibility depends upon which eyes you are looking through and believes that churches have already been approved as compatible with other businesses in that area.

Edward Hawkstar, 101 Winchester Avenue, Interlachen, spoke in support of the request. He stated that the focus seems to be compatibility, but there are two businesses that have already experienced an entire year with this congregation and have expressed that their experiences with church have been positive.

Abigail Maxwell, 7437 Crill Ave., spoke in support of the request. She stated that she has been involved with the Church and its outreach programs since its inception.

Mellissa Botley, 841 Bardin Rd., spoke in favor of the request and stated she believes the use will help restore downtown.

Francine Modrique, 305 Moseley Ave., spoke in support of the request and stated that she has patronized the antiques and other storefront shops downtown on two occasions, which were both during festivals. She believes that for her the shopping sprees might be a couple of times per week rather than a couple of times per year.

Kirby Kennedy, 106 Lisa Lane, Pastor of First Baptist Church, spoke in support of the request.

Ms. Burke stated that she hopes the Board will make an exception for this request.

Mr. Sheffield stated that this Board is charted by the City of Palatka to give consideration to land use issues and does not believe that this use is compatible with the downtown retail area.

Motion made by Mr. Sheffield and seconded by Mr. Wallace to deny the request. Motion carried with a unanimous affirmative vote.

With no further business, meeting adjourned at 6:44 p.m.

Case 13-26
Request for a Conditional Use for Church within 300 feet of establishment serving alcoholic beverages
211 St. Johns Ave.
Applicant: Chad Perry, Pastor

STAFF REPORT

DATE: June 25, 2013

TO: Planning Board members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

Conditional Use allowing church. Public notice included newspaper advertisement, property posting, and letters to nearby property owners (within 150 feet).

Figure 1: Property Location

APPLICATION BACKGROUND

211 St. Johns Ave., known as the McCrory Building, was built in 1910 and is part of the historic downtown central business district. McCrory's 5 & 10 cent store occupied the building between 1948 and the early 1970s. The building has been vacant for around 15 years and in 2012 was awarded a $50,000 grant from the City's Community Redevelopment Agency to assist in renovating the building for a personal services use (fitness center). The fitness center venture never materialized and the property owner would now like to lease the building to a storefront church, the River Community Church. The church, which has around 50 members, currently meets Sunday mornings in the ballroom of the Quality Inn on the downtown Riverfront and also has small group meetings during the week in Welaka and Satsuma. Additional information on the church can be found on their website, www.readyfortheking.org

As noted in the Applicant's narrative the church would have regular Sunday morning services and also have evening activities Tuesday through Thursday along with a Friday morning activity.

Figure 2: 211 St. Johns Ave. – subject property

PROJECT ANALYSIS

While churches are an allowable use by right in downtown zoning districts, they are subject to distance requirements set forth in Chapter 10 (Alcoholic Beverages) of the Municipal Code. Exceptions to the 300-foot minimum distance between churches and alcohol-serving establishments propel the church use into the conditional use category. A conditional use is defined as a "use that would not be appropriate generally or without restriction throughout a zoning district, but which, if controlled as to number, area, location or relation to the neighborhood, would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare."

Regarding this last statement, it should be noted that there are nine active churches in the central business district (bounded by the river, railroad tracks, Madison Street, and Laurel Street), representing a considerably higher concentration of this use than in other districts and the remainder of the City.

Per Section 94-200(c)(3) the Planning Board shall also review conditional use applications using the following criteria.

a. Compliance with all applicable elements of the comprehensive plan.
Staff comment: no specific comprehensive plan goals, objectives, and policies are applicable to this application. While Future Land Use Element Policy A.1.2.2 references and supports the Community Redevelopment Area Plan, this Plan provides no specific direction on downtown uses.
b. Ingress and egress to property and proposed structures thereon, with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe.
c. Off-street parking and loading areas, where required, with particular attention to the items mentioned in subsection (4)b of this section and the economic, noise, glare or odor effects of the special exception on adjoining properties and properties generally in the district.
Staff comment: the Applicant correctly notes that there are on-street and public parking lots in the vicinity and they are considering getting permission from private parking lot owners as well. Nonresidential uses, including churches, are exempt from Zoning Code minimum parking requirements in the downtown. Given the "off-peak" operation of the church Staff does not anticipate there would be a parking problem for the church and does not believe its operation would substantively impact surrounding uses.
d. Refuse and service areas, with particular reference to the items mentioned in subsections (4)b and c of this section.
Staff comment: an alley easement in the rear of the building allows for refuse storage.
e. Utilities, with reference to location, availability and compatibility.
Staff comment: the site is fully served by utilities.
f. Screening and buffering, with reference to type, dimensions and character.
Staff comment: this is not applicable as the Zoning Code exempts downtown properties from landscaping requirements (except for parking lots).
g. Signs, if any, and proposed exterior lighting, with reference to glare, traffic safety, economic effects, and compatibility and harmony with properties in the district.
Staff comment: Signage and lighting must be in keeping with Zoning Code requirements
h. Required yards and other open space.

Staff comment: this is not applicable as the Zoning Code exempts downtown properties from open space requirements.

i. General compatibility with adjacent properties and other property in the district.

Staff comment: Included in this packet is a letter from a nearby business owner and the City's Main Street Manager. These letters set forth the argument that this church use is not compatible with the nature of the downtown retail core of St. Johns Avenue between the Riverfront Park and S. 11th Street. Staff concurs with this argument, particularly as applied to the retail concentrations between S. 2nd and 6th St., the 700 block, and the 900 block. Uses that are not retail, restaurant, or personal services uses lack the foot traffic and storefront window displays that promote a vibrant downtown pedestrian environment that "pulls" pedestrians down the street. Research has shown that empty lots, parking lots, and office/institutional uses serve as "pedestrian dead zones" that reduce the synergy and vitality of a downtown retail core.[1] Uses like churches lack the activity and longer hours of operation that sustain street life. Churches are single-point destinations in that typically the only reason people go to them is to worship.

Another issue pertains to the relatively wide frontage of the building - studies of walkable downtowns such as Boulder, Colorado have found that narrow storefronts (averaging around 25 feet in width) contribute to increasing the interest and appreciation of pedestrians with the changing scenery of storefront window displays, signs, and architecture. Many of the buildings in the 200 through 400 blocks of St. Johns Ave. have such narrow storefronts, but the combination of this property's wide frontage and removal from retail/service use would exacerbate the dead zone effect. This could also hamper the City's efforts to revitalize the 100 block of N. and S. 2nd Street, a half block away.

The Zoning Code provides support for the compatibility argument presented above. The intent of the Downtown Riverfront (DR) zoning district is to provide a "pedestrian oriented, retail/entertainment" that "discourage(s) uses that are likely to create friction with pedestrian movement."

Figures 3 & 4: 400 and 600 Block St. Johns Ave – narrow retail storefronts provide interest for pedestrians

[1] Verified in multiple studies including Downtown Naperville Pedestrian Gap Analysis (Solomon Cordwell Buenz, 2010), Downtown Tallahassee Pedestrian Connectivity Plan (RMPK Group, 2004 for the Tallahassee Downtown Improvement Authority), Fort Lauderdale: Building a Livable Downtown (City of Fort Lauderdale, 2003),

j. Any special requirements set out in the schedule of district regulations for the particular use involved.
Staff comment: There are no conditional use special requirements for churches.
k. The recommendation and any special requirements of the historic preservation board for uses within the HD zoning district.
Staff comment: Not applicable.

Conclusion
With a finding of general compatibility and lack of substantive negative impacts from the proposed use the Board could approve the application on the basis of general conformance with review criteria. However Staff believes that the use is not compatible with the strong retail character of the 200 through 400 blocks of St. Johns Ave., and that there are currently a sufficient number of churches in the central business district. Churches are an important component of the City's land use fabric, but are better suited in peripheral areas of the downtown, along major road corridors, and in some cases in residential settings when limited in intensity.

STAFF RECOMMENDATION
Staff recommends denial of the application.

ATTACHMENTS: APPLICANT NARRATIVE & EXHIBITS

Case 13-26
Conditional Use request to locate The River Community Church within 300 feet of an alcohol serving establishment.

Applicant Report

Date: **July 2, 2013**
To: **Planning Board Members**
From: **Rev. Chad A. Perry**
Senior Servant Pastor

I. **Thank You!**
   A. Thank you for your service to the community.
   B. Thank you for your commitment to making Palatka better.
   C. Thank you for your time here tonight.

II. **Basic Information About The Church**
   A. The River Community Church just turned one yesterday.
   B. The church was birthed out of Dunns Creek Baptist Church in San Mateo, Florida were I spent almost seven years as an Associate Pastor.
   C. We're not your typical church.
      1. We are non-denominational and extremely non-traditional.
      2. We're not against denominations or traditions. We merely have a different focus, to offer unconditional love to our city.
      3. We've been meeting in the ballroom space of The Quality Inn & Suites on The Riverfront and on one occasion, when the ballrooms were previously rented, we even had church in the bar.
      4. We have home groups that meet across the county, but haven't had a place to call home.
      5. We've hosted conferences at the hotel, brought wonderful people into town from out of the area and supported many of our local businesses.
      6. I can honestly say that Palatka is a better place, because we are here.
         a. Proverbs 11:8-12
         b. Genesis 18 & 19
   D. Various letters of support.
      1. An advisory board member
      2. Somebody new to the area

3. Various businesses
4. Other service organizations
5. A few church members
6. The owner of the building
7. Those near by…

E. Please refer the Justification Statement for more information.

III. The Real Issue: Being located with 300 feet of the sale of alcohol.

A. As far as zoning is concerned, the downtown area of Palatka has been zoned for church use since the mid 1800's.
B. Local government recently lifted parking restrictions concerning churches, in essence saying, "Please come!"
C. Other churches in the downtown area are currently located within 300 feet of establishments that serve alcohol.
D. I believe that the main intention for the law is to keep order.
E. I have written support from Steamboat Willies, Beef O'Brady's as well as verbal affirmation from The Elks Lodge.
F. Where does The River Community Church stand concerning alcohol?
    1. Psalm 60
    2. John 2
    3. Ephesians 5
    4. I Timothy 3
    5. We as a church believe that the Bible is God's Holy Word.
    6. We choose as an act of our freewill to agree with God and live out what His Word teaches.
    7. Therefore, we do not condemn the sale or consumption of alcoholic beverages, but simply ask that wisdom, and self control become abundant. In other words, "Drink responsibly!"
G. There is a tremendous precedence as to what has already taken place in the downtown area concerning this matter.

IV. A Retail Background

A. I grew up in a retail home.
    1. My Dad was in retail management for over forty years.
    2. He managed McCrory stores throughout Texas and into Louisiana.
    3. Know as a trouble shooter, my Dad was intentionally sent to failing stores in order to turn them around.
    4. After a store became profitable for a year to eighteen months, the company would send him and our entire family off to the next one that needed help.
    5. We enjoyed stops in San Antonio, Austin, Dallas, Baton Rouge and more.
B. You could easily say, that I grew up at downtown McCrory's Store
    1. I can remember the toy department where you actually were able to try it before you buy it.

2. The abundance of overstock that seemed to reach all the way to the ceiling.
3. The candy department where individual pieces of hard or soft candy were less than a nickel. They had every kind of candy bar imaginable and bubble gum of every shape and size.
4. I remember Mr. Bertrand who ran the soda fountain. I'm still convinced that he served the best chocolate milk shakes on the entire planet.
5. I even spent my eighth birthday at the store and popped a balloon in order to discover a prize. Prizes might include a banana split or a fresh piece of homemade pie.

C. Even my very first "real job" was with McCrory's Five and Dime. Funny enough, it was located on the corner of Third Street and Laurel, just three blocks away from the mighty Mississippi River.
1. I started as a janitor cleaning floors, bathrooms and windows.
2. My Dad would share with me a strong work ethic and what it really took in order to turn a store of that magnitude around.
3. He explained the importance of foot traffic and curb appeal. He kept his windows clean and full of attractive specials. He made sure that his car was nowhere to be found and that the customer always came first. We would park seven blocks away at a large public parking lot in order to keep the best parking spaces available for potential shoppers. I definitely remember that my Daddy's legs were much longer than mine.
4. My time with my Dad at McCrory's was invaluable. I graduated to the stock room, unloaded trucks, brought freight to the floor, tagged merchandise, filled shelves, created displays, became a key carrier, made deposits to the bank, hunted down shoplifters and much more.
5. When my Dad knew that he could count on me to do everything his way… The McCrory Way, then the sky was the limit.

D. I have a huge heart for the downtown area and I would never dream of hurting businesses or creating dead space. I love the people of Palatka and God has called us here to be a blessing and not a curse.

E. Though some may want to wait for a retail store to inhabit this space, it hasn't happened in the last twenty years during good economic times and bad.

V. Creating Dead Space

A. The Old McCrory Building located at 211 St. John's Avenue has been vacant for over twenty years. It effectively closed in 1992. Please refer to the archive information from the public library.

B. Can we really grasp the value and length of twenty years?
1. Sometimes it's hard for those of us who are older to remember just how substantial twenty year can be.

2. I have a son who is twenty years old and was born in 1992. He has had time to: get out of diapers, learn to walk and talk, go to school, graduate from kindergarten, eighth grade and even high school. He has worked at four different jobs and even had time to be promoted to assistant manager. He's now concerned about the future and goes to college part time while working full time.
3. That's how long the store at 211 St. Johns Avenue has been vacant. An entire generation knows nothing about the old McCrory store in downtown Palatka, because they have never seen it alive.

C. Interesting concerns from the city.
1. The staff report indicates that we may somehow be responsible for creating "a pedestrian deed zone."
2. Mr. Rudd the Main Street Manager in concerned that somehow we may create "a permanent, very large, vacancy" on the 200 block.
3. The building has been dead for over twenty years and we want to change it for the better and bring life, foot traffic, curb appeal and much more to the area.

D. Other current happenings concerning potential dead space.
1. Just last week our local government purchased more property on the 300 block for additional office space.
2. The old City Bank building in the downtown area is also being considered for additional office space for the school board.

E. Let me please state again that 211 St. Johns Avenue has been dead for over twenty years. I don't think The River Community Church can kill it.

VI. Church and Community

A. Hurricane Katrina
1. My family and I were serving a church in the New Orleans area when Hurricane Katrina hit the coast in 2005.
2. That experience radically changed the way we will ever do church again.
3. We finally let the four walls of the church building and became the church out in the community.
4. My sister-in-law was part of the recovery program for the State of Louisiana and I honestly discovered a new definition for the word.
5. We not only recovered people's homes, possessions and jobs; we recovered their hearts, hopes and spirit. (2 Timothy 2)

B. Our Evaluation
1. As we planted a new church in Palatka we wanted to make sure of the need. After all, there are a lot of churches around here.
2. We canvassed the territory, observed the community, met with other church leaders, served in many local service organizations and determined that we definitely have something to offer.

C. Why downtown?

1. We have looked at property throughout the city for over the months.
2. I believe that I've been in almost every available location possible.
3. We absolutely fell in love with the downtown area and feel that the McCrory building is the perfect spot for what God wants to accomplish in us and through us.
4. People have already been stopping by to ask questions and thank us for being there.

D. Blessed to be a blessing.

1. We have a different approach to church.
2. We want to create several very specific environments within the same large space and keep families together. Some of our ideas include: an indoor play area for kids, coffee house area, living room space, large stage for entertainment and worship events, resource area or bookstore, ping pong tables, kitchen counters and islands for barstools and much more.
3. We plan to be open seven days a week. Please refer to the justification statement for more information.
4. Once a quarter we plan to schedule don't go to church days, conferences and other special events.
5. It is truly our desire to work with the city to develop a wonderful downtown experience. We've already partnered with several wonderful businesses in the area and long to partner with you.
6. Please partner with us and say, "Yes" to our request.
7. I would like to close by reading Psalm 67.

From: Genie Smith [mailto:genie0407@hotmail.com]
Sent: Sunday, June 30, 2013 10:16 PM
To: tcrowe@palatka-fl.gov
Cc: psprouce@palatka-fl.gov; readyfortheking@gmail.com
Subject: FW: To: Palatka Planning Board - Meeting on July 2, 2013

June 30, 2013

Genie M. Smith
4495 Shelfer Rd. #F46
Tallahassee, Fl. 32305

To: Palatka Planning Board
Re: Benefits in having a church in downtown Palatka

Dear Planning Board for the City of Palatka,

As an advisory board member of The River Community Church, I would like to share my personal testimony of how I witnessed a church revolutionize a city, the tiny little city of New York, in none other than Times Square. Please include the reading of my letter of testimony in the meeting as well as entering it into the minutes on July 2.

My thoughts go first to the late Pastor David Wilkerson. He opened Times Square Church in October of 1987. He moved into Town Hall before moving to it's present location at the Mark Hellinger Theater.

Poverty and darkness ruled New York especially the downtown, theater district. At that time, Times Square was mainly populated by prostitutes, drug addicts, runaways, along with live peep shows and x-rated movie houses. Pastor David cried out for God to do something, to help the physically destitute and spiritually dead he saw. Pastor David obeyed God to open a church in the center of all that darkness and oppression.

Tremendous opposition and battles ensued against the idea of placing a church in downtown New York City. No one could believe how a church could help and turn around this area in the city. Especially, financially since the area was becoming less successful. However, Pastor David overcame all opposition.

The downtown area began to progress forward. Tourist numbers began to soar. It has been well documented in many of his books, how God used him and the church to revitalize the city too. The book , The Cross and the Switchblade tells the great story about Pastor David leading the gang leader Nicky Cruz to Jesus. Nicky was not just a gang member, he was the leader of all of the gangs in New York City.

While living in New York at that time I fully experienced the benefits from the church downtown. The darkness that ruled and reign in New York was lifted. My sister was set free from being a gang member for Nicky Cruz. The church is still downtown and the area and city continues to prosper. I am a personal witness of the great revival that took place. Also, it has been a great joy to travel alongside Nicky Cruz in over 100 mission trips around the world sharing this awesome truth. My heart and mind cannot imagine what New York City would be now, if the church had not been allowed into the downtown area. The odds of my sister being alive today, much less living well and in the peace that only comes through salvation in Jesus Christ would be slim.

Palatka is blessed to have Pastor Chad Perry and Dawn Perry and the church called, The River. They too share the vision just as Pastor David had, and it was not to open a homeless shelter or gang shelter, he shared the shelter of the Gospel of Jesus Christ. The Gospel changed lives as well as changing the dark and dangerous community that I remember living in before the church made its home in downtown New York.

I have known and ministered along side Pastor Chad Perry and Dawn Perry for over ten years in ministry and have watched God use them to faithfully share His message of redemption, grace, and how obedience to His Word, the Bible, changes lives and communities. The message of the Gospel is the message of The River Community Church and because of this ministry message, there are many testimonies of lives that have already been changed within this very community. They love the town of Palatka and remain faithful servants. They have no doubt that God is the greatest difference maker in people and communities.

Welcoming The River Community Church to make it's home in downtown Palatka is not only my strong recommendation, but an opportunity that this city will not get everyday. God is alive and well, ready to change hearts, lives, communities, retail districts, and Riverfront destinations. The Bible says "the fear of The Lord is the beginning of wisdom," I invite you to vote in favor of allowing God's Name to be highly reverenced in downtown Palatka through the welcoming of The River Community Church to 211 St. John's Ave., Palatka, Florida.

Thank you for you time and consideration.

Sincerely,
Genie Smith

I, Amanda Deffendall, am unable to attend the hearing, but I would like my testimony entered into the minutes.

Having The River downtown would be nothing but an asset not only to the businesses of Palatka, but to Palatka itself. My family and I recently moved to Palatka from Texas. I met a member of The River at a playground in Palatka, and through her, I met a number of other people, including the pastor and his wife, from the church. Their kindness and hospitality overwhelmed me. They offered to throw me a baby shower because I did not know anyone in town, and women that I did not even know showered is with food, encouragement, and presents. Two members also offered to watch my son when I go into labor so that my husband can be with me. Many gave me their phone number in case I needed anything. They did this all without expectations of me. They did not expect me to go to their church. They did not expect me to return the favor. They did not expect anything. Their actions were pure love and kindness, and they made me feel welcome in the city of Palatka.

Isn't that what the downtown wants? Welcoming, friendly, helpful faces who show love and kindness and expect nothing in return, people who do not judge, people who want a better Palatka? They don't go door to door preaching; their love and kindness are their testimony, and they are what draws people to them and their church.

They want to better the community, and they expect nothing in return.

QUALITY INN & SUITES
RIVERFRONT
201 NORTH 1ST STREET
PALATKA, FL 32177
(386) 328-3481 FAX: (386) 329-9907

BY CHOICE HOTELS

July 1, 2013

Dear Sir or Madam,

Please be advised that "The River", a nondenominational church has used our facilities at the Quality Inn for approximately one year each Sunday. Under the exemplary leadership of pastor Chad Perry they have outgrown our accomodations. They have fulfilled all the criteria required. They have also met all obligations without question or hesitation.

We wish them the very best as they continue to grow. They would be welcomed back to our facility at any time and we know that their presence in the down-town area will be a blessing to our community, as it is to us.

If I may be of further service in this matter, please advise.

Respectfully,

Marianne B. Horner
Assistant Manager
Quality Inn & Suites
386-328-3481

SUPPORT LETTER

July 1, 2013

Dear Board Members,

Let me start by saying thank you for your service and commitment to the City. In an effort not to require too much of your time, allow me to keep this as brief as possible. As a business owner in Downtown Palatka, I am excited about The River Community Church. They have already been a blessing to my business and it's my belief that they will enhance the overall Downtown experience and bring more potential customers to the area. I welcome them with open arms and ask that you grant their request for conditional use.

With Kind Regards,

Beef O Bradys
Name of Business

201 N. 1st St. Palatka
Address of Business

TJ Smith
Owner's Name

Owner's Signature

7/2/13
Date

June 27, 2013

To: Palatka Planning Board and Palatka County Commissioners

Re: Tuesday July 2, 2013 meeting request from a church looking to be located downtown.

I think The River would be a great fit for Palatka and I urge the Planning Board to approve their request. Not only would it be a positive addition to the downtown businesses, potentially revive some business in the area and add to the usage of the riverfront, but also bring life to a big building that has been vacant far too long.

In the packet with information about this meeting I see there's a comment likening the approval of a church to the Frank George apartments and I strongly disagree. The location of this church would certainly be a step in the right direction for our beloved downtown. I know Pastor Chad Perry and his family have a love for this community and would make the City of Palatka a better place by being in this location.

Thank you for your time and consideration.

Best regards,

Robin Robinson

Robin Robinson
General Manager

201 South Palm Avenue • Palatka, Florida 32177
Phone (386)325-3334 • Fax (386)325-0934 • www.whif.org

a Women's Resource Center

P.O. Box 811
Palatka, Florida 32178
Phone: 386-328-9394
Email: thinkurpregnant@yahoo.com

July 1, 2013

tcrowe@palatka-fl.gov
psprouse@palatka-fl.gov
readyfortheking@gmail.com

To Whom It May Concern:

In leading a non-profit ministry in Putnam County for the last 13 years, I can honestly vouch for the fact that our community is one of great need. Because of that, God has raised up many ministries, non-profits and churches in our area to assist in providing the needs of His people.

I can't imagine any reason a resident of this county could possibly have for not supporting another opportunity for a group wanting to serve others in our area.

The building leased by The River Community Church has been vacant for 20+ years. It seems like we should all be excited about the positive growth of having an additional church in the downtown area and renovation of another building forthcoming.

It would certainly seem that businesses, retail stores, restaurants, etc. could all be a part of a thriving downtown area as long as they were all committed to working together for the betterment of the community.

Thank you for your careful and prayerful consideration when deciding this matter.

Sincerely,
Linda Faw, Executive Director

119 Kelley Smith Ranch Rd.
Palatka, FL. 32177
June 30, 2013

City of Palatka
Planning Board
Palatka, FL. 32177

Dear Sirs:

This letter is in support of allowing The River Community Church to use the former McCrory's store building in downtown Palatka. I would be very grateful if the letter could be read aloud during the meeting since I will not be able to attend.

In a recent drive across Florida, it was sad to see the multitude of vacant residential and commercial buildings that exist in every city, including Palatka, due to these difficult economic times. I would like to see these buildings being used again for constructive purposes. It is my opinion that vacant buildings impart a sense of economic depression to residents and visitors and that these buildings should be utilized whenever possible.

I grew up in Palatka, often shopped in McCrory's and remember the vibrant nature that existed downtown before chain stores drew shoppers to the suburbs. Everyone would like to see a return to that level of downtown use.

We believe that The River Community Church will supplement, not detract from the energy of downtown Palatka. The attitude of our church is one of love and care for everyone, not one of condemnation or judgment. We think The River will draw people to downtown. We also believe, if given the opportunity, the merchants of downtown Palatka will see us a good neighbor - as a valuable asset to downtown rather than a detraction. We hope you will vote in favor of allowing our church to utilize the McCrory building.

Thank you very much for your time and consideration.

Herbert Smith

Herbert Smith

June 30, 2013

To: City of Palatka - Planning Board

Re: Chapter10 (Alcoholic Beverages) of the Municipal Code

I will not be able to attend this meeting. Please read this letter into the meeting records.

I am a member of the The River Community Church. Our church has rented a conference room from the Quality Inn for one year. Alcoholic beverages are served within the same facility and there has never been an issue or problem.

The River Comm. Church would like to rent The McCrory's building. It has been vacant for 15 years. During part of this time, the US economy experienced very good financial times with low unemployment rate. No one rented this building during the best of financial times.

I am afraid this building will continue to be vacant for years to come. It is not conducive to several narrow storefronts due to the size, unless it is renovated.

I believe the church population would increase foot traffic to the local stores. We currently hold several bible studies in the morning and late afternoon. I could envision students of the Word strolling to the local Guidepost, eating lunch at the Viva Italia Pizzeria or shopping at the Lady Bug's Gift Shop.

Please, help us make a difference to the City of Palatka. Give us an opportunity to rent this building. I believe it would improve the appearance of the downtown district and improve the welfare of local shops.

Yours truly,

Sandra C Smith

Sandra C. Smith
119 Kelley Smith Ranch Rd.
Palatka, FL. 32177
386-546-0186
fmes@fmes.net

Letter of Authorization for:

River Community Family Center

As the owner of the building at 211 St Johns Ave, it would be my pleasure to welcome Pastor Chad Perry, and the River Community Family Center, to downtown Palatka.

It is my sincere belief that the activities of the nonprofit faith based organization will bring people into the city from all over Putnam County. Families that participate in the Centers programs will breathe some new life into downtown Palatka, and their presence will support other businesses in the downtown area.

I look forward to changes downtown. Family based activities for young and old will be taking place on a daily basis, week in and week out. It's quite possible that the additional activity will encourage other businesses to move into the area.

Downtown will not flourish until we commit ourselves to adding occupants one at a time, and I truly believe that Pastor Chad and the Riverside Community Family Center, will be an excellent and influential addition to Downtown Palatka.

Sincerely:

Ruth Burk 5/31/13

Ruth Burk

SUPPORT LETTER

June 28, 2013

Dear Board Members,

Let me start by saying thank you for your service and commitment to the City. In an effort not to require too much of your time, allow me to keep this as brief as possible. As a business owner in Downtown Palatka whose storefront is actually located on the 200 block of St. Johns Avenue, I am excited about my new neighbor The River Community Church. It's my belief that they will enhance the overall Downtown experience and bring more potential customers to the area. I welcome them with open arms and ask that you grant their request for conditional use.

With Kind Regards,

Bingo Palace
Name of Business

201 St. John Ave. Palatka, FL.
Address of Business

Ray Woodward
Owner's Name

AR Woodward 7-1-13
Owner's Signature Date

SUPPORT LETTER

June 30, 2013

Dear Board Members,

Let me start by saying thank you for your service and commitment to the City. In an effort not to require too much of your time, allow me to keep this as brief as possible. As a business owner in Downtown Palatka whose storefront is located on the 300 block of St. Johns Avenue, I am excited about my new neighbor The River Community Church. It's my belief that they will enhance the overall Downtown experience and bring more potential customers to the area. I welcome them with open arms and ask that you grant their request for conditional use.

With Kind Regards,

Steamboat Willies
Name of Business

309-311 St. Johns Ave
Address of Business

John Lyon
Owner's Name

Owner's Signature

7/1/13
Date

Chad Perry

From: Thad Crowe [tcrowe@palatka-fl.gov]
Sent: Tuesday, July 02, 2013 10:56 AM
To: 'readyfortheking@gmail.com'
Cc: Pam Sprouse
Subject: RE: Quality Inn Services
Importance: High

Pastor Chad – I would suggest that you go ahead prior to tonight's meeting and get with Pam to fill out a Conditional Use application for the Quality Inn location. Once that is done we can hold off any code enforcement activities and report that you are complying with the Code through this application process. If you are successful with the 211 St. Johns Ave. we can then nullify that application and refund your fee. If not and you intend to continue at the Quality Inn location we can proceed with that application, which by the way staff would support as it is not in the retail core of St. Johns Ave.

I will ask Pam to follow up on this email with a phone call.

Best regards,

Thad Crowe, AICP
Planning Director
City of Palatka

From: Thad Crowe
Sent: Monday, July 01, 2013 4:37 PM
To: 'readyfortheking@gmail.com'
Cc: Pam Sprouse; Michael J. Czymbor
Subject: Quality Inn Services

Pastor Chad:

It has recently come to our attention that your church is meeting regularly for worship services in the Quality Inn on the riverfront, as noted in your website. Like any other endeavor a church is required to obtain a business license and register with the City. Also this location is similar to 211 St. Johns Ave. in that it is within 300 feet of an alcohol-serving establishment (Beef O Brady's) and thus requires conditional use approval. In order to continue services at this location we will need you to file for a conditional use approval, which will then let you operate on an interim basis at this location until the time of Planning Board consideration. Otherwise you will need to find another location that does not trigger the 300-foot rule.

Respectfully,

Thad Crowe, AICP
Planning Director
City of Palatka
205 N. 2nd St.
Palatka, FL 32177
386-329-0103
http://palatka-fl.gov/

Florida has a very broad public records law. Under Florida law, both the content of emails and email addresses are public records. If you do not want the content of your email or your

PUTNAM COUNTY LIBRARY SYSTEM
601 College Rd.
Palatka, FL 32177

July 1, 2013

RE: McCrory's Department Store, Palatka Florida

January 16th, 1946

McCrory's purchased 50 foot frontage on Lemon Street (now St. Johns Ave.) from the heirs of Ray estate. Revenue stamps indicated consideration of $ 19,000.

October 1986

McCrary's store in Palatka joined other stores across the nation in celebrating the company's 104th birthday. In 1882, John Graham McCrary (McCrorey), 22, opened a store in Scottsdale, Pennsylvania. On Jan. 7, 1986, Rapid-American made the largest acquisition in the country's history when they purchased nearly 700 TG&Y stores.

March 1992

Palatka's McCrory remained open; parent company had filed for protection under bankruptcy code, to restructure.

No further notation found.

Source: Our Place in Time: A Chronology of Putnam County
Authors: Nancy C. Alvers and Janice S. Mahaffey

Published: pb 1995, by Palatka Printing Company
Book Format

Robin Bellamy

Robin Bellamy, Special Projects
robin.bellamy@putnam-fl.com

Justification Statement

I. **Introduction:**

A. **Vision:** The River Community Church is currently a group of about fifty people who love God and love others. We long to see our community transformed by the Love of God, the Word of God and the Spirit of God. We know that God has great things in store for the City of Palatka and we simply want to help Him accomplish those things as He lives in us and through us for His glory, honor and praise. It's also our desire to grow numerically as we touch the hearts and lives of people who live in and around this amazing city.

B. **Hours of Operation:**

1. Regular Office Hours:
   a. Monday – Thursday
   b. 10 AM to 3 PM
2. Tuesday Night:
   a. Bible Study
   b. 6 PM to 9 PM
3. Wednesday Night:
   a. Family Night
   b. 6 PM to 9 PM
4. Thursday Night:
   a. Worship Rehearsal
   b. 6 PM to 9 PM
5. Friday Morning:
   a. Ladies Bible Study
   b. 9 AM to 1 PM
6. Saturday Services:
   a. Bible Study from 1 PM to 4 PM
   b. Dinner Break from 4 PM to 5 PM
   c. Worship and Sermon from 5 PM to 7 PM
7. Sunday Services:
   a. Fellowship Time at 10 AM
   b. Worship and Sermon from 10:30 AM to 12:00 PM

C. **Website:** www.ReadyfortheKing.org

1. Feel free to browse the church website.
2. You should be able to find information on the following tabs:
   a. Home
   b. About Us
   c. Events
   d. Worth of Worship
   e. Contact Us

II. Compliance:

A. Internal Layout

1. Pictures

a. Stage Area
b. Hospitality Area
c. Living Room
d. Family Room
e. Bathroom
f. Play Area

2. Drawings: (Please refer to your packet.)

3. Verbal Explanation: The inside floor plan will be built out in stages. Stage one will include the entire east wall with storage, office, pantry and main stage areas. Stage two will take place in the southeast corner of the building which is the home for our hospitality area. Stage three will involve the south central part of the building which will include a privacy wall for the bathrooms, a built-in bookcase and the placement of living room furniture and throw rug. Stage four will take place on the entire west wall of the building and will include a play area for children and family room.

B. The Process: This entire process will take place over the course of the first year of occupancy.

III. Ingress and Egress:

A. Front: There are three sets of double doors on the front of the building, please refer to the picture in the packet for your convenience.

B. Back: There is one emergency exit located in back of the building; please refer to the picture in the packet for your convenience.

C. Fire: Please refer to the fire escape plan located in your packet. These escape plans including the proper route to take in order to safely exit the building during the event of a fire will be posted in each room and sitting area.

D. Catastrophe: A comprehensive catastrophe plan will be developed and placed in our policies and procedure manual. All staff will remain fully knowledgeable of these plans and be prepared to implement them if needed.

IV. **Parking:**

A. **Streets:** There is accessible parking on St Johns Avenue, Second Street and Third Street.

B. **City Lots:** The city lots on Third Street and First Street are both within walking distance.

C. **Private Lot:** The private lots on Third Street and Second Street may also be accessible. We plan to speak with the owners of these lots and seek permission.

V. **Refuse and Service Areas:** There is plenty of room behind the building for refuse and service needs. The city will be providing our refuse needs and all garbage receptacles will be properly cared for and placed in and out as required for service and pickup.

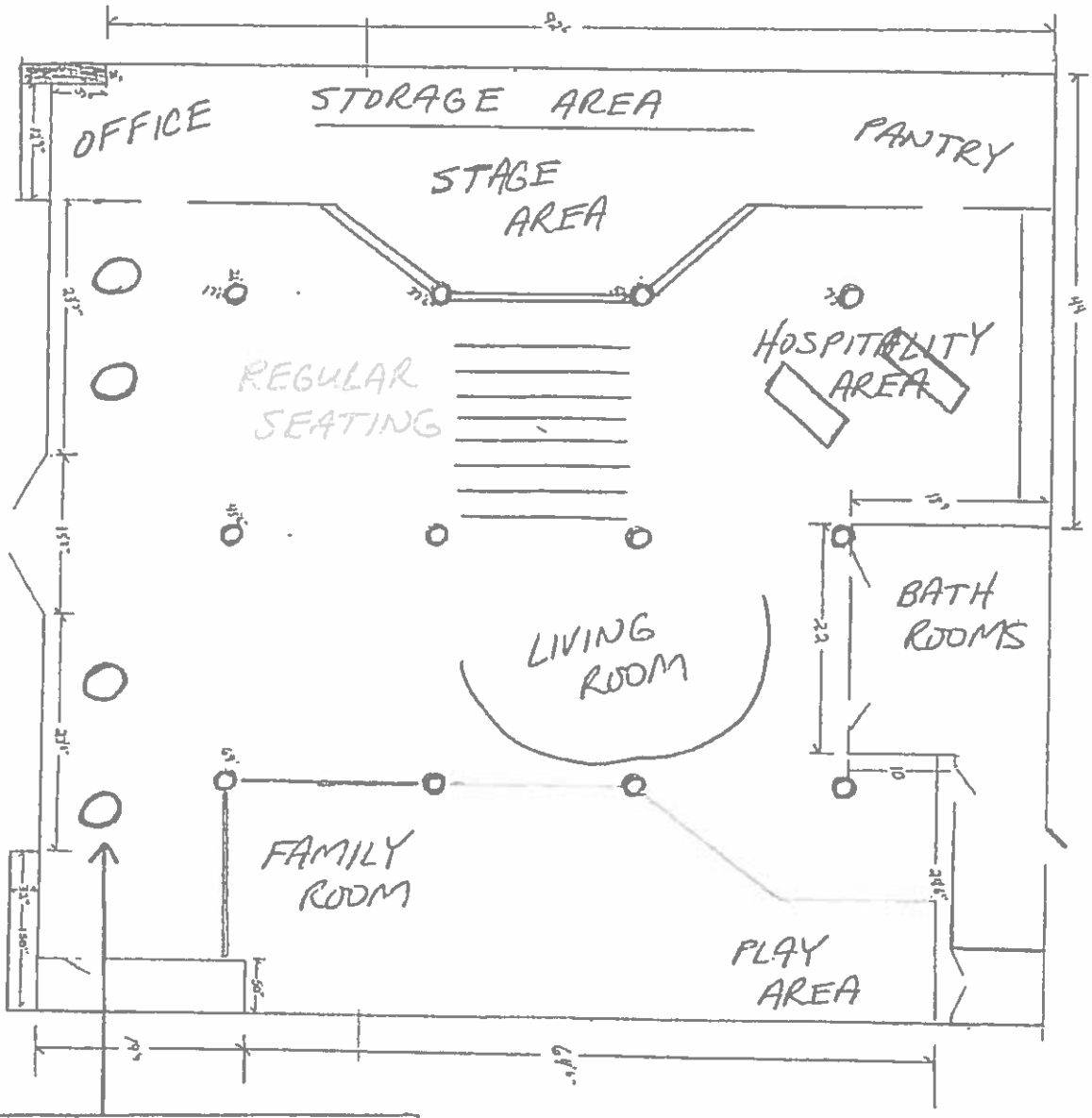
VI. **Utilities:** The Florida Power and Light Company will be our service provider. The main line connects to the back of the building; please refer to the picture in your packet for your convenience.

VII. **Signage:**

A. **Front:** A beautiful blue and white banner that is 50feet long and 4feet tall should be secured and centered on the building above the second story windows. Please refer to the drawing in your packet for your convenience. The banner will be made from a strong and durable material.

B. **Back:** A beautiful blue and white banner that is 30 feet long and 4 feet tall should be secured on the back right side of the building above the second story windows. Please refer to the drawing in your packet for your convenience. The banner will be made from a strong and durable material.

NEW CHURCH FLOOR PLAN

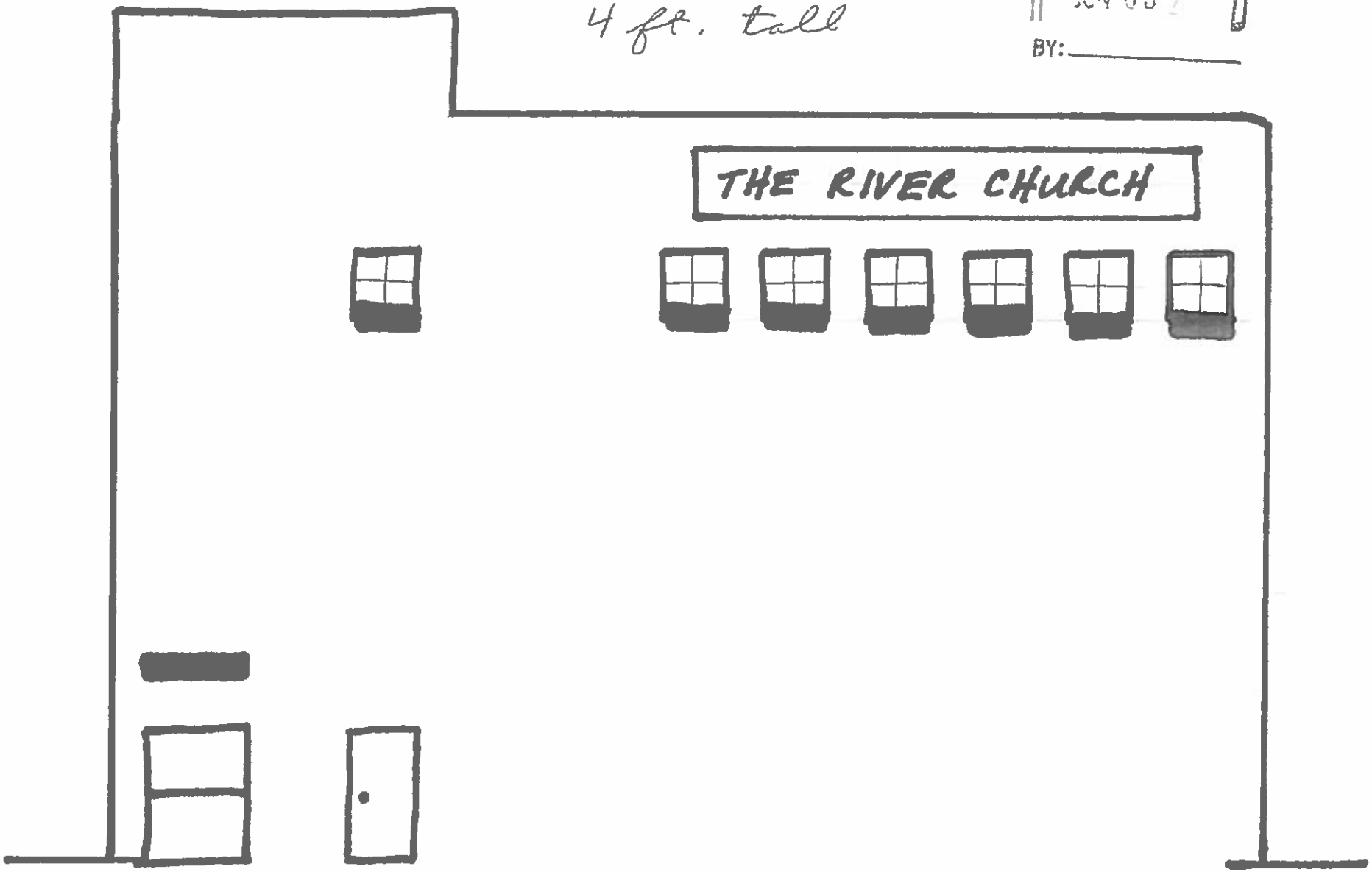


ADDITIONAL ROUND TABLE SEATING

RECEIVED
JUN 03 2013
BY:

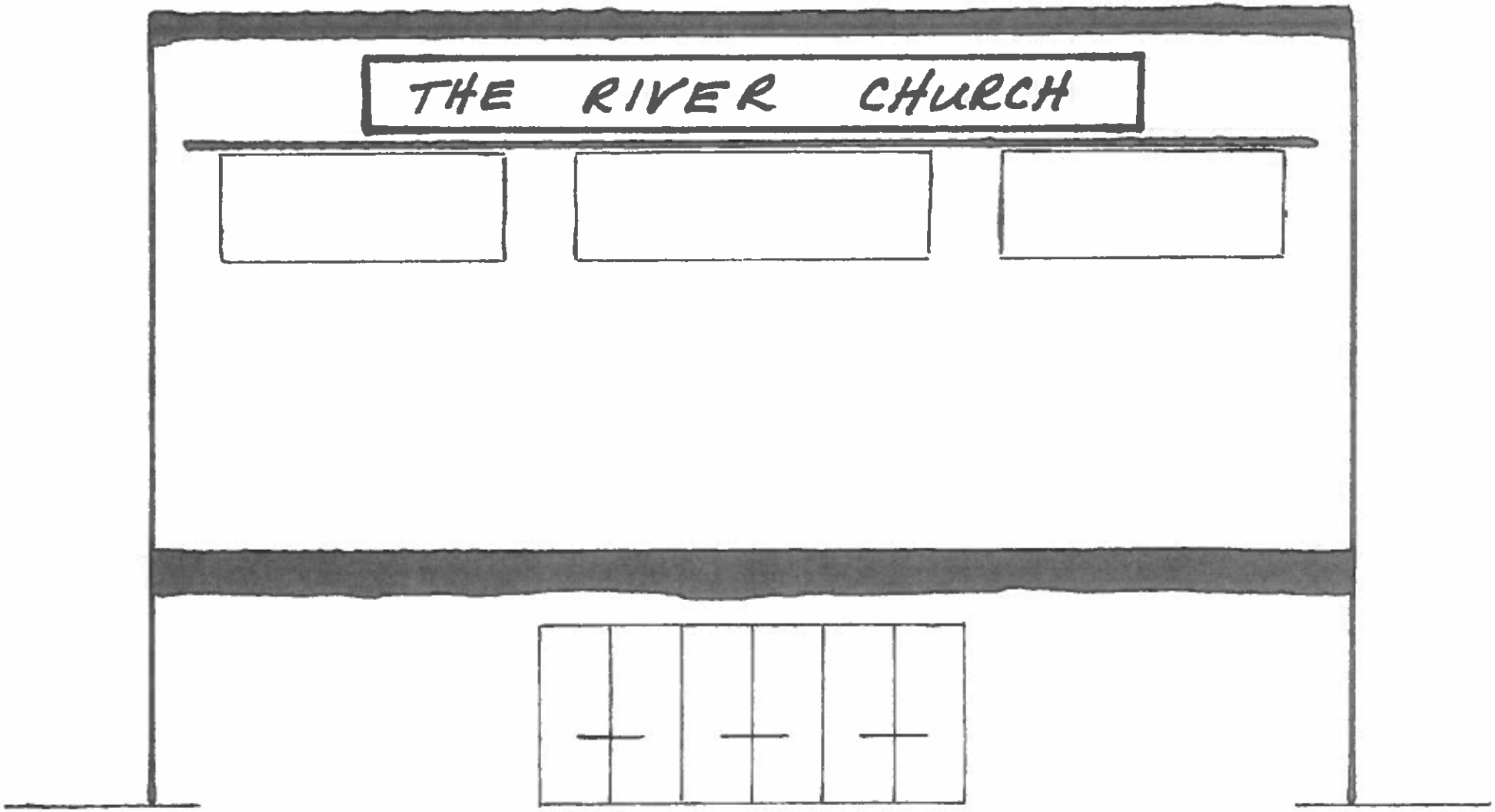
THE BACK SIGNAGE: 30 ft. long
4 ft. tall

RECEIVED
JUN 03
BY:



THE FRONT SIGNAGE: 50 ft. long
4 ft tall

RECEIVED
JUN 03 2019
BY:



THE FRONT

TOWARD THE RIVER

MAIN ENTRANCE

TOWARD THIRD ST.

THE BACK OF THE BUILDING

WATTLES
Business Solutions

xerox

110 S. Second St.
Palatka, FL 32177
Sales: 386-325-4323
wattles@bellsouth.net

June 19, 2013

City of Palatka
Building & Zoning Department
201 N. 2nd St.
Palatka, FL 32177

Re: Planning Board Meeting July 2, 2013
Case: PB 13-26

Thad,
I am requesting that this letter be read into the records at the meeting listed above and any other meeting pertaining to the subject.

I wish I could have been there in person to speak and answer any questions the board may have had for me. But as PLANNING goes we are working on my BUCKET LIST and we are In Alaska!

I am requesting that the Planning Board NOT approve the request for Conditional Use to locate a church within 300 feet of an alcohol serving establishment. This request DOES NOT support the CURRENT redevelopment course as I understand it.

As a merchant, business owner and property owner in DOWNTOWN PALATKA....I have seen many similar persons over the years (like me) work hard to move the downtown area back into a thriving retail shopping town as it was in the 1960's. We currently have persons not like myself that serve on Advisory Boards for the concerted effort of the revitalization of "Our Downtown". We finally have some momentum moving forward with new retail shops locating in "Our Downtown". People are out walking and some with their dogs, sticking their heads into the businesses like I remember Mr. McTurk doing in the past. They are shopping and walking out with packages. We are having regular activities that bring people downtown and I hear comments like..."I didn't know that business was there, what a nice store, I have to tell my sister about this"...I We need to keep this momentum with ***retail businesses*** opening and renting vacate STOREFRONTS.

Unfortunately, I feel that letting a church locate on the main road of "Our Downtown" retail district doesn't move us forward....it is "settling". We did that in the 70's with the Frank George Apartments and our retail business almost died. The City and "Our Downtown" is NOW moving FORWARD...please keep it moving FORWARD by NOT approving the request #PB13-26.

Sincerely,
Linda McClarney

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Palatka MAIN STREET
REVITALIZATION-IT'S OUR NATURE

June 21, 2013

City of Palatka Planning Board
City of Palatka
201 N. 2nd Street
Palatka, FL 32177

Dear Board members,

I am writing to you on behalf of the Palatka Main Street Board of Directors to express our concerns about allowing the variance to permit the location of a church on St. Johns Avenue, in the heart of the downtown retail district. I want to be clear that our opposition is not to the church itself. We already have nine congregations located in the CBD who are partners in the revitalization process and are represented on our Board of Directors. Our opposition is to the proposed location of the church on the 200 block of St. Johns Avenue; one of the largest retail locations in the district. Palatka Main Street, as well as our partner organizations, has been working for years to revive the downtown and to have a vibrant retail core is fundamental to this effort. The very nature of church facilities, which are typically vacant during daytime, is opposite from retail hours and contrary to the goal of stimulating retail activities. The location of a church in the old McCrory's site would effectively result in a permanent, very large, vacancy on that block. Palatka Main Street supported the grant which was utilized to redevelop this building, and while the previously proposed use was going to be service rather than retail, the result would have been a facility that was open all day during retail hours, the creation of jobs, and to increase the daily foot traffic on the 200 block and downtown. To grant the variance for use as a church is contrary to the intent of the funds used to redevelop the building and to countless hours of effort and dedication, by community volunteers and staff, to create a retail destination along St. Johns Avenue. We sincerely hope you will support the community vision for a revived retail corridor along St. Johns Avenue and deny the variance.

Sincerely,

Charles Rudd
Main Street Manager

Agenda Item

5

CITY of Palatka
FLORIDA

AGENDA ITEM

SUBJECT: Proposed Budget and Millage Rate

DEPARTMENT: Finance

ATTACHMENTS: ☐ Ordinance ☒ Support Documents ☐ Resolution ☐ Other ☐ Motion

SUMMARY:
The proposed FY 2013-14 budget that is being submitted is based upon the proposed millage rate of 9.1749, which represents a -0.73% decrease in the rolled-back rate. The proposed budget is on file in the Clerk's Office for the public's inspection.

The budget is based upon all of the input and building blocks that have been discussed at the three previous budget workshops that have been held this year.

Also included is a truth in millage statement that is required to be read before the adoption of the millage-levy resolution as well as the DR-420, DR-420 TIF, and DR-420 MMP forms where the millage rate was tentatively set at 9.1749 which means the final millage cannot exceed that rate.

RECOMMENDED ACTION: Adopt the tentative budget as proposed. The millage-levy and appropriation resolutions will be presented at the 2nd budget hearing on September 26, 2013 for adoption along with the final budget.

DEPARTMENT HEAD
Submitted: Matt Reynolds Date: 09-06-13
Requested Agenda: Regular Date: 09-12-13

FINANCE DEPARTMENT Budgeted ☒ Yes ☐ No ☐ N/A Date: 09-06-13

CITY ATTORNEY Approved as to Form and Correctness Date: _____

CITY MANAGER Approved Agenda Item For: Date: _____

COMMISSION ACTION: ☐ Approved as Recommended ☐ Disapproved
☐ Approved With Modification ☐ Tabled To Time Certain
☐ Other

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H:\City Commission\Agenda Requests\Agenda Summary Template.doc

TRUTH IN MILLAGE STATEMENT
FISCAL YEAR 2013-2014

Prior to adoption of the tentative budget for Fiscal Year 2013-14, which, when adopted in its final form sets the property tax millage rate for operating expenditures, Chapter 200.065 (4)(d), Florida Statutes, requires that the following statement be publicly announced.

- **The taxing authority levying this property tax is the City Commission of the City of Palatka.**
- **The rolled back rate is 9.2428 mills per $1,000 of assessed value.**
- **The percentage increase is -0.73% over the rollback millage rate.**
- **The operating millage rate to be levied is 9.1749 mills per $1,000 of assessed value.**

FLORIDA DEPARTMENT OF REVENUE

Reset Form | Print Form

CERTIFICATION OF TAXABLE VALUE

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

Year: 2013	County: PUTNAM
Principal Authority: CITY OF PALATKA	Taxing Authority: CITY OF PALATKA

SECTION I: COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value of real property for operating purposes	$ 313,484,235			(1)
2.	Current year taxable value of personal property for operating purposes	$ 47,816,363			(2)
3.	Current year taxable value of centrally assessed property for operating purposes	$ 938,571			(3)
4.	Current year gross taxable value for operating purposes *(Line 1 plus Line 2 plus Line 3)*	$ 362,239,169			(4)
5.	Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.)	$ 458,927			(5)
6.	Current year adjusted taxable value *(Line 4 minus Line 5)*	$ 361,780,242			(6)
7.	Prior year FINAL gross taxable value from prior year applicable Form DR-403 series	$ 364,305,909			(7)
8.	Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0	☑ YES	☐ NO	Number 3	(8)
9.	Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, *Certification of Voted Debt Millage* forms attached. If none, enter 0	☐ YES	☑ NO	Number 0	(9)

SIGN HERE	**Property Appraiser Certification**	I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser: Electronically Certified by Property Appraiser	Date: 7/1/2013 1:44 PM

SECTION II: COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

10.	Prior year operating millage levy *(If prior year millage was adjusted then use adjusted millage from Form DR-422)*	9.1749	per $1,000	(10)
11.	Prior year ad valorem proceeds *(Line 7 multiplied by Line 10, divided by 1,000)*	$ 3,342,470		(11)
12.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value *(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)*	$ 196,100		(12)
13.	Adjusted prior year ad valorem proceeds *(Line 11 minus Line 12)*	$ 3,146,370		(13)
14.	Dedicated increment value, if any *(Sum of either Line 6b or Line 7e for all DR-420TIF forms)*	$ 21,367,724		(14)
15.	Adjusted current year taxable value *(Line 6 minus Line 14)*	$ 340,412,518		(15)
16.	Current year rolled-back rate *(Line 13 divided by Line 15, multiplied by 1,000)*	9.2428	per $1000	(16)
17.	Current year proposed operating millage rate	9.1749	per $1000	(17)
18.	Total taxes to be levied at proposed millage rate *(Line 17 multiplied by Line 4, divided by 1,000)*	$ 3,323,508		(18)

Continued on page 2

19.	TYPE of principal authority (check one)	☐ County ☑ Municipality	☐ Independent Special District ☐ Water Management District	(19)
20.	Applicable taxing authority (check one)	☑ Principal Authority ☐ MSTU	☐ Dependent Special District ☐ Water Management District Basin	(20)
21.	Is millage levied in more than one county? (check one)	☐ Yes	☑ No	(21)

DEPENDENT SPECIAL DISTRICTS AND MSTUs STOP **STOP HERE - SIGN AND SUBMIT**

22.	Enter the total adjusted prior year ad valorem proceeds of the principal authority, all dependent special districts, and MSTUs levying a millage. *(The sum of Line 13 from all DR-420 forms)*	$ 3,146,370		(22)
23.	Current year aggregate rolled-back rate *(Line 22 divided by Line 15, multiplied by 1,000)*	9.2428	per $1,000	(23)
24.	Current year aggregate rolled-back taxes *(Line 4 multiplied by Line 23, divided by 1,000)*	$ 3,348,104		(24)
25.	Enter total of all operating ad valorem taxes proposed to be levied by the principal taxing authority, all dependent districts, and MSTUs, if any. *(The sum of Line 18 from all DR-420 forms)*	$ 3,323,508		(25)
26.	Current year proposed aggregate millage rate *(Line 25 divided by Line 4, multiplied by 1,000)*	9.1749	per $1,000	(26)
27.	Current year proposed rate as a percent change of rolled-back rate *(Line 26 divided by Line 23, **minus 1**, multiplied by 100)*	-0.73 %		(27)

First public budget hearing	Date: 9/12/2013	Time: 6:00 PM	Place: 201 North 2nd Street, Palatka, Florida 32177

SIGN HERE

Taxing Authority Certification

I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.

Signature of Chief Administrative Officer : Electronically Certified by Taxing Authority	Date : 7/30/2013 11:26 AM
Title : MICHAEL CZYMBOR, CITY MANAGER	Contact Name and Contact Title : MICHAEL CZYMBOR, CITY MANAGER
Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST
City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104 / Fax Number : 3863290106

Instructions on page 3

Reset Form | Print Form

DR-420MM-P
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

MAXIMUM MILLAGE LEVY CALCULATION
PRELIMINARY DISCLOSURE
For municipal governments, counties, and special districts

Year: 2013	County: PUTNAM
Principal Authority: CITY OF PALATKA	Taxing Authority: CITY OF PALATKA

1.	Is your taxing authority a municipality or independent special district that has levied ad valorem taxes for less than 5 years?	☐ Yes	☑ No	(1)

IF YES, STOP *STOP HERE. SIGN AND SUBMIT. You are not subject to a millage limitation.*

2.	Current year rolled-back rate from Current Year Form DR-420, Line 16	9.2428	per $1,000	(2)
3.	Prior year maximum millage rate with a majority vote from 2012 Form DR-420MM, Line 13	11.3886	per $1,000	(3)
4.	Prior year operating millage rate from Current Year Form DR-420, Line 10	9.1749	per $1,000	(4)

If Line 4 is equal to or greater than Line 3, skip to Line 11. If less, continue to Line 5.

Adjust rolled-back rate based on prior year majority-vote maximum millage rate

5.	Prior year final gross taxable value from Current Year Form DR-420, Line 7	$	364,305,909	(5)
6.	Prior year maximum ad valorem proceeds with majority vote *(Line 3 multiplied by Line 5 divided by 1,000)*	$	4,148,934	(6)
7.	Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value from Current Year Form DR-420 Line 12	$	196,100	(7)
8.	Adjusted prior year ad valorem proceeds with majority vote *(Line 6 minus Line 7)*	$	3,952,834	(8)
9.	Adjusted current year taxable value from Current Year form DR-420 Line 15	$	340,412,518	(9)
10.	Adjusted current year rolled-back rate *(Line 8 divided by Line 9, multiplied by 1,000)*	11.6119	per $1,000	(10)

Calculate maximum millage levy

11.	Rolled-back rate to be used for maximum millage levy calculation *(Enter Line 10 if adjusted or else enter Line 2)*	11.6119	per $1,000	(11)
12.	Adjustment for change in per capita Florida personal income *(See Line 12 Instructions)*		1.0169	(12)
13.	Majority vote maximum millage rate allowed *(Line 11 multiplied by Line 12)*	11.8081	per $1,000	(13)
14.	Two-thirds vote maximum millage rate allowed *(Multiply Line 13 by 1.10)*	12.9889	per $1,000	(14)
15.	Current year proposed millage rate	9.1749	per $1,000	(15)
16.	**Minimum vote required to levy proposed millage:** (Check one)			(16)

☑ a. Majority vote of the governing body: Check here if Line 15 is less than or equal to Line 13. The maximum millage rate is equal to the majority vote maximum rate. *Enter Line 13 on Line 17.*

☐ b. Two-thirds vote of governing body: Check here if Line 15 is less than or equal to Line 14, but greater than Line 13. The maximum millage rate is equal to proposed rate. *Enter Line 15 on Line 17.*

☐ c. Unanimous vote of the governing body, or 3/4 vote if nine members or more: Check here if Line 15 is greater than Line 14. The maximum millage rate is equal to the proposed rate. *Enter Line 15 on Line 17.*

☐ d. Referendum: The maximum millage rate is equal to the proposed rate. *Enter Line 15 on Line 17.*

17.	The selection on Line 16 allows a maximum millage rate of *(Enter rate indicated by choice on Line 16)*	11.8081	per $1,000	(17)
18.	Current year gross taxable value from Current Year Form DR-420, Line 4	$	362,239,169	(18)

Continued on page 2

Taxing Authority : CITY OF PALATKA			DR-420MM-P R. 5/12 Page 2
19.	Current year proposed taxes *(Line 15 multiplied by Line 18, divided by 1,000)*	$ 3,323,508	(19)
20.	Total taxes levied at the maximum millage rate *(Line 17 multiplied by Line 18, divided by 1,000)*	$ 4,277,356	(20)
DEPENDENT SPECIAL DISTRICTS AND MSTUs	STOP	**STOP HERE. SIGN AND SUBMIT.**	
21.	Enter the current year proposed taxes of all dependent special districts & MSTUs levying a millage. *(The sum of all Lines 19 from each district's Form DR-420MM-P)*	$ 0	(21)
22.	Total current year proposed taxes *(Line 19 plus Line 21)*	$ 3,323,508	(22)
Total Maximum Taxes			
23.	Enter the taxes at the maximum millage of all dependent special districts & MSTUs levying a millage *(The sum of all Lines 20 from each district's Form DR-420MM-P)*	$ 0	(23)
24.	Total taxes at maximum millage rate *(Line 20 plus Line 23)*	$ 4,277,356	(24)
Total Maximum Versus Total Taxes Levied			
25.	Are total current year proposed taxes on Line 22 equal to or less than total taxes at the maximum millage rate on Line 24? (Check one)	☑ YES ☐ NO	(25)

SIGN HERE			
	Taxing Authority Certification	I certify the millages and rates are correct to the best of my knowledge. The millages comply with the provisions of s. 200.065 and the provisions of either s. 200.071 or s. 200.081, F.S.	
	Signature of Chief Administrative Officer : Electronically Certified by Taxing Authority	Date : 7/30/2013 11:26 AM	
	Title : MICHAEL CZYMBOR, CITY MANAGER	Contact Name and Contact Title : MICHAEL CZYMBOR, CITY MANAGER	
	Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST	
	City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

Complete and submit this form DR-420MM-P, Maximum Millage Levy Calculation-Preliminary Disclosure, to your property appraiser with the form DR-420, Certification of Taxable Value.

Instructions on page 3

DEPARTMENT OF REVENUE

TAX INCREMENT ADJUSTMENT WORKSHEET

DR-420TIF
R. 6/10
Rule 12DER11-10
Florida Administrative Code
Eff. 05/11

Year : 2013	County : PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority : CITY OF PALATKA
Community Redevelopment Area : Downtown	Base Year : 1983

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	$ 30,043,930	(1)
2.	Base year taxable value in the tax increment area	$ 14,750,255	(2)
3.	Current year tax increment value *(Line 1 minus Line 2)*	$ 15,293,675	(3)
4.	Prior year Final taxable value in the tax increment area	$ 30,117,308	(4)
5.	Prior year tax increment value *(Line 4 minus Line 2)*	$ 15,367,053	(5)

SIGN HERE		
	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 7/1/2013 1:44 PM

SECTION II: COMPLETED BY TAXING AUTHORITY **Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.**

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:

6a.	Enter the proportion on which the payment is based.	95.00 %	(6a)
6b.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 6a)* ***If value is zero or less than zero, then enter zero on Line 6b***	$ 14,528,991	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	$ 133,942	(6c)

7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:

7a.	Amount of payment to redevelopment trust fund in prior year	$ 0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10	0.0000 per $1,000	(7b)
7c.	Taxes levied on prior year tax increment value *(Line 5 multiplied by Line 7b, divided by 1,000)*	$ 0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value *(Line 7a divided by Line 7c, multiplied by 100)*	0.00 %	(7d)
7e.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 7d)* ***If value is zero or less than zero, then enter zero on Line 7e***	$ 0	(7e)

SIGN HERE			
	Taxing Authority Certification	**I certify the calculations, millages and rates are correct to the best of my knowledge.**	
	Signature of Chief Administrative Officer : Electronically Certified By Taxing Authority	Date : 7/30/2013 11:26 AM	
	Title : MICHAEL CZYMBOR, CITY MANAGER	Contact Name and Contact Title : MICHAEL CZYMBOR, CITY MANAGER	
	Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST	
	City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

DEPARTMENT OF REVENUE

TAX INCREMENT ADJUSTMENT WORKSHEET

DR-420TIF
R. 6/10
Rule 12DER11-10
Florida Administrative Code
Eff. 05/11

Year : 2013	County : PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority : CITY OF PALATKA
Community Redevelopment Area : North Historic	Base Year : 1994

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	$ 3,545,846	(1)
2.	Base year taxable value in the tax increment area	$ 1,099,110	(2)
3.	Current year tax increment value *(Line 1 minus Line 2)*	$ 2,446,736	(3)
4.	Prior year Final taxable value in the tax increment area	$ 3,700,522	(4)
5.	Prior year tax increment value *(Line 4 minus Line 2)*	$ 2,601,412	(5)

SIGN HERE		
	Property Appraiser Certification	I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 7/1/2013 1:44 PM

SECTION II: COMPLETED BY TAXING AUTHORITY **Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.**

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:

6a.	Enter the proportion on which the payment is based.	95.00 %	(6a)
6b.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 6a)* ***If value is zero or less than zero, then enter zero on Line 6b***	$ 2,324,399	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	$ 22,674	(6c)

7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:

7a.	Amount of payment to redevelopment trust fund in prior year	$ 0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10	0.0000 per $1,000	(7b)
7c.	Taxes levied on prior year tax increment value *(Line 5 multiplied by Line 7b, divided by 1,000)*	$ 0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value *(Line 7a divided by Line 7c, multiplied by 100)*	0.00 %	(7d)
7e.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 7d)* ***If value is zero or less than zero, then enter zero on Line 7e***	$ 0	(7e)

SIGN HERE			
	Taxing Authority Certification	**I certify the calculations, millages and rates are correct to the best of my knowledge.**	
	Signature of Chief Administrative Officer : Electronically Certified By Taxing Authority	Date : 7/30/2013 11:26 AM	
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	Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST	
	City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

DR-420TIF
R. 6/10
Rule 12DER11-10
Florida Administrative Code
Eff. 05/11

TAX INCREMENT ADJUSTMENT WORKSHEET

Year : 2013	County : PUTNAM
Principal Authority : CITY OF PALATKA	Taxing Authority : CITY OF PALATKA
Community Redevelopment Area : South Historic	Base Year : 1994

SECTION I : COMPLETED BY PROPERTY APPRAISER

1.	Current year taxable value in the tax increment area	$ 7,969,206	(1)
2.	Base year taxable value in the tax increment area	$ 3,217,275	(2)
3.	Current year tax increment value *(Line 1 minus Line 2)*	$ 4,751,931	(3)
4.	Prior year Final taxable value in the tax increment area	$ 7,747,273	(4)
5.	Prior year tax increment value *(Line 4 minus Line 2)*	$ 4,529,998	(5)

SIGN HERE	**Property Appraiser Certification**	I certify the taxable values above are correct to the best of my knowledge.
	Signature of Property Appraiser : Electronically Certified by Property Appraiser	Date : 7/1/2013 1:44 PM

SECTION II: COMPLETED BY TAXING AUTHORITY **Complete EITHER line 6 or line 7 as applicable. Do NOT complete both.**

6. If the amount to be paid to the redevelopment trust fund IS BASED on a specific proportion of the tax increment value:

6a.	Enter the proportion on which the payment is based.	95.00 %	(6a)
6b.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 6a)* ***If value is zero or less than zero, then enter zero on Line 6b***	$ 4,514,334	(6b)
6c.	Amount of payment to redevelopment trust fund in prior year	$ 39,484	(6c)

7. If the amount to be paid to the redevelopment trust fund IS NOT BASED on a specific proportion of the tax increment value:

7a.	Amount of payment to redevelopment trust fund in prior year	$ 0	(7a)
7b.	Prior year operating millage levy from Form DR-420, Line 10	0.0000 per $1,000	(7b)
7c.	Taxes levied on prior year tax increment value *(Line 5 multiplied by Line 7b, divided by 1,000)*	$ 0	(7c)
7d.	Prior year payment as proportion of taxes levied on increment value *(Line 7a divided by Line 7c, multiplied by 100)*	0.00 %	(7d)
7e.	Dedicated increment value *(Line 3 multiplied by the percentage on Line 7d)* ***If value is zero or less than zero, then enter zero on Line 7e***	$ 0	(7e)

SIGN HERE	**Taxing Authority Certification**	**I certify the calculations, millages and rates are correct to the best of my knowledge.**	
	Signature of Chief Administrative Officer : Electronically Certified By Taxing Authority	Date : 7/30/2013 11:26 AM	
	Title : MICHAEL CZYMBOR, CITY MANAGER	Contact Name and Contact Title : MICHAEL CZYMBOR, CITY MANAGER	
	Mailing Address : 201 N 2ND ST	Physical Address : 201 N 2ND ST	
	City, State, Zip : PALATKA, FL 32177	Phone Number : 3863290104	Fax Number : 3863290106

CITY OF PALATKA

ANNUAL BUDGET

FOR THE FISCAL YEAR
OCTOBER 1, 2013 – SEPTEMBER 30, 2014

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VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA
FLORIDA

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

MICHAEL J. CZYMBOR
CITY MANAGER

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF OF FIRE

DONALD E. HOLMES
CITY ATTORNEY

BUDGET MESSAGE
July 29, 2013

To the Honorable Mayor/Commissioner Myers and Members of the City Commission:

The budget preparation process that began in mid-April is entering its final stage of development. The process began with a budget kickoff meeting where the proposed process. objectives, expectations, and budget calendar were discussed with each of the Department Heads and key staff members. The Department Heads then spent approximately two (2) months reviewing their current budget(s) appropriation(s) and developing their anticipated needs for the 2013/2014 fiscal year. The Finance Director and I then met with each Department Head to review their requests and justification for each line item. The City Commission, Finance Director, and City Manager then held (2) two budget development workshops to establish the building blocks (millage, revenues, expenditures, and significant capital improvements) for the proposed budget. The Finance Director and I. based upon the direction received from those workshops. prepared the proposed budget including the preliminary millage rate, taxable value projections, proposed expenditure reductions, new revenue sources, capital improvement requests. and finally compiled the FY 12/13 year end projections. In late June, the City received the certificate of taxable value from the county property appraiser, and with input from the City Commission developed the proposed tentative millage rate which was approved at the July 18th meeting. The budget has been balanced, reconciled and compiled. Therefore, with this letter. I am transmitting the proposed budget for your thorough review, consideration, and subsequent adoption.

The development of this 2013/2014 budget document was challenging and difficult, but we developed a comprehensive and collective strategy to stabilize and enhance the fiscal health of the City. Our approach included holding two (2) budget development workshops in which the Commissioners and staff worked together to discuss and understand all of the factors and building blocks which impact (positively and negatively) the development of our municipal budget. These building blocks include the City's taxable value, stability and enhancement *of* the budget revenue sources, employee salary and benefit costs, and the operational costs required to continue to provide public services to our residents. The workshops also produced candid and in depth discussions on the ongoing costs of maintaining current service and program levels. costs

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

to retain quality public employees, and exploring various new revenue opportunities and sources. These fruitful discussions and debates ultimately produced consensus among the Commissioners in order to assist in the construction of the proposed budget.

A cornerstone in this annual budget is to fully evaluate all available revenue sources and proposed expenditures in order to calculate a proposed millage rate. The City has been a good fiscal steward and has reduced the overall millage rate, or gone to the rollback rate, two (2) times in the last ten (10) years and maintained the rate in five (5) other years. Last year the City adopted the rollback rate of 9.1749 mills. This year we are proposing the same millage rate keenly realizing the impact of any increase on our residents and businesses. The proposed millage rate even though it is approximately .06 mills less than the authorized roll back rate, the City is expecting to bring in approximately the same amount of property tax revenue because of a higher collection rate.

The development of this proposed budget includes the evaluation of all existing revenue sources and the exploration of new potential resources. The proposed budget includes proposed necessary increases in many of the City's authorized taxes, fees and user charges. In evaluating the existing rate structures we thoroughly reviewed and analyzed the costs to provide each service, the revenue produced by the existing rate schedule, needed capital improvements and critical maintenance needs, and we ensured that each of the existing rates and proposed rates were in compliance with the City's charter and state law. The proposed budget contains the following proposed rate increases:

1. Amendment to the Electric Utility Tax Ordinance to a flat ten (10) percent rate to comply with state law.
2. An increase in the Building and Planning permit fees and the cemetery service and lot fees to cover the cost to provide services and to maintain and improve the cemetery.
3. An increase in the utility rates of ten percent to cover the cost of employee benefits and needed system maintenance items.
4. An increase in the sanitation rates of ten percent to cover the cost of employee benefits and to fund needed equipment replacement.

The proposed 2013/2014 General Fund budget starts the year with a projected unassigned cash balance forward of nine hundred and sixty five thousand and five hundred and seventy five dollars ($965,575.00) and is projected to end the Fiscal Year with an unassigned balance of eight hundred and nine thousand and seven hundred and fifty eight dollars ($809,758.00). This represents an approximate eight point two percent (8.2%) of the General Fund Operating Expenses which is much lower than the recommended reserve levels of twenty five (25%) percent. The projected total City reserves will begin the Fiscal Year with an amount of two million one hundred twenty three thousand eight hundred sixty four dollars ($2,123,864) and are projected to be one million seven hundred eighty three thousand nine hundred twenty one dollars ($1,783,921) at the end of Fiscal Year. The primary uses of the City reserves are for specifically identified capital improvements and to maintain a "rainy day" to account for unexpected expenses or revenue shortfalls.

Understanding and recognizing the current fiscal reality of decreasing resources, has prompted this administration to make difficult decisions which has produced a significant reduction in the full-time employee headcount by fifteen (15) from one hundred seventy three (173) in Fiscal Year 2006/2007 to one hundred fifty eight (158) in the proposed budget. The proposed budget eliminates funding for a few positions and shifts the funding to either a new

position or a new department. The proposed budget eliminates significant funding for the current prisoner work squad programs and we will be re-organizing our existing labor forces and resources to perform many of the landscaping, mowing and minor maintenance tasks at City facilities and grounds. We will also be focusing and enhancing our efforts in addressing needed building and facility maintenance and repair as these activities have been underfunded and lacking in the previous years. These difficult decisions were not entered into without significant discussion and debate, but rather to produce more efficient and effective operations and staff. The budget contains an appropriation for wage increases to the City's workforce in the amount of three percent which has gone without a wage adjustment for five (5) years. These proposed appropriations were endorsed by the City Commission collectively and are needed to retain our collective quality workforce and to attract the best candidates when vacancies occur.

The proposed budget contains a focused and targeted Capital Projects and Improvements plan to enhance our facilities and increase the quality of life in our community. Projects will be financed by a combination of Federal and State Grants, and existing City resources. It is worthwhile to note that these projects are dependent upon receiving anticipated grant funding and will not be initiated if the City is unsuccessful in obtaining this critical funding component. The total Capital Improvement Plan is projected to be approximately six point eight million dollars ($6,791,083) including one million and forty five thousand dollars ($1,045,537) for replacement vehicles and equipment. The most notable projects include:

- Three million two hundred and seventy six thousand five hundred and sixty three dollars ($3,276,563) to fund improvements from the Better Place Fund;
- Nine hundred and seventy thousand dollars ($970,000) for critically needed water system improvements and sanitary reuse line repairs;
- Five hundred and sixty six thousand six hundred and sixty seven dollars ($566,667) Five hundred dollars for a new hangar building and a yet to be determined project at our airport;
- Five hundred and eighteen thousand dollars ($518,000) for improvements and grants in the Tax Increment Fund;
- One hundred and ninety two thousand ($192,000) for facility improvements at the golf course.

These projects will enhance the quality of life for our residents, visitors, and guests.

The City's elected and appointed officials will continue to collaborate, cooperate, be creative and be willing to consider unconventional approaches and partnerships to continue to meet our mission, goals and objectives.

Our City continues to be blessed with a committed group of Department Heads and employees who work hard every day to serve the citizens of our community, and I want to acknowledge their dedication and many contributions. In closing this message, I want to extend my deepest appreciation to our Finance Director, Mr. Matt Reynolds for tireless efforts in providing invaluable assistance in the development of this proposed document. It is my second budget process, and I hope the process has improved each and every year.

We look forward to meeting with you to present this proposed budget.

Respectfully submitted,

Michael J. Czymbor
City Manager

C: Don Holmes, City Attorney
Betsy Driggers, City Clerk
Matt Reynolds, Finance Director

General Fund

FUND TITLE/FUND # General Fund: 001	SOURCES All General Fund Revenues/Cash Balances							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
311 PROPERTY TAXES								
311-0-0100 CURRENT AD VALOREM TAXES	3,193,677	3,035,967	3,201,120	3,178,351	2,728,705	3,244,766	3,212,165	1.1%
311-0-0200 DELINQUENT AD VALOREM TAXES	6,903	13,365	-	11,346	915	2,554	7,061	-37.8%
Total	3,200,581	3,049,333	3,201,120	3,189,697	2,729,620	3,247,320	3,219,226	0.9%
312 LOCAL OPTION, USE & FUEL TAXES								
312-4-1000 LOCAL OPTION FUEL TAX	290,188	272,517	296,072	275,086	131,064	262,129	257,586	-6.4%
312-4-2000 2010 LOCAL GAS TAX	196,070	181,907	201,224	183,393	86,635	173,270	171,776	-6.3%
312-5-1000 FIRE 175 PREM MONIES	93,954	60,507	71,776	60,507	-	60,507	60,507	0.0%
312-5-2000 POLICE 185 PREM MONIES	61,450	62,952	66,457	62,213	-	62,213	62,213	0.0%
Total	641,662	577,884	635,529	581,199	217,699	558,119	552,082	-5.0%
314 UTILITY SERVICES TAXES								
314-1-0000 UTILITY TAX ELECTRIC	668,075	639,950	640,004	626,199	314,426	651,538	730,452	16.6%
314-3-0000 UTILITY TAX WATER	84,011	158,536	81,187	124,892	80,808	161,804	177,984	42.5%
314-4-0000 UTILITY TAX GAS	108,258	98,070	122,297	89,058	54,475	115,895	118,000	32.5%
314-7-0000 UTILITY TAX FUEL OIL	160	58	240	125	78	157	157	25.6%
314-8-0000 UTILITY TAX PROPANE	1,463	1,703	1,220	1,450	626	1,251	1,251	-13.7%
Total	861,966	898,317	844,948	841,724	450,412	930,645	1,027,844	22.1%
315 COMMUNICATION SERVICE TAXES								
315-0-1000 TELE COMMUNICATION SERVICE TAX	327,679	137,015	193,731	108,716	79,900	131,000	201,273	85.1%
Total	327,679	137,015	193,731	108,716	79,900	131,000	201,273	85.1%
316/322 LICENSES/PERMITS								
316-0-1000 OCCUPATIONAL BUSINESS TAX	90,973	76,858	88,000	88,000	21,257	90,000	90,000	2.3%
322-0-2000 BUILDING PERMITS	86,460	73,820	50,000	75,000	18,656	78,000	98,000	30.7%
322-0-2100 BUILDING & ZONING REVENUES	25,811	22,877	16,083	22,422	9,310	19,000	41,000	82.9%
Total	203,243	173,554	154,083	185,422	49,223	187,000	229,000	23.5%
323 FRANCHISE FEES								
323-1-0000 FRANCHISE FEES ELECTRIC	886,166	662,190	819,899	811,541	542,898	897,111	778,262	-4.1%
Total	886,166	662,190	819,899	811,541	542,898	897,111	778,262	-4.1%
331/333/334 STATE/FEDERAL GRANTS & PILOTS								
331-2-1500 JAG RECOVERY LOCAL 09SBB90645	44,913	15,116	22,000	-	-	-	-	0.0%
331-2-2500 BULLET PROOF VEST GRT-POLICE	917	675	5,013	2,500	-	-	4,000	60.0%
331-2-3500 2008 UMWX0032 COPS UNI HIRING	24,281	-	-	-	-	-	-	0.0%
331-2-3600 2009 RKWX0247 COPS RECOVERY	45,258	33,073	48,267	-	-	-	-	0.0%
331-2-4700 WEED & SEED GRANT-POLICE	37,094	-	-	-	-	-	-	0.0%
331-2-5400 EMW-2010-FO-02817 FIRE GRANT	123,880	-	-	-	-	-	-	0.0%
331-2-5401 EMW-2012-FO-03185 FIRE GRANT-B	-	-	-	37,655	-	37,655	-	-100.0%
331-2-5500 SAFER GRANT	82,301	53,640	52,035	19,530	10,063	20,126	-	-100.0%
331-2-5600 JAG 2009 2009DJBX0978	216	-	-	-	-	-	-	0.0%
331-2-5900 VOCA GRANT V09045	31,205	43,407	37,715	37,715	17,650	37,715	37,715	0.0%
331-2-6000 JAG 2010 2010DJBX1516	17,274	-	-	-	-	-	-	0.0%
331-2-6100 2011-JAGC-PUTN-3-B2-169	26,508	-	-	-	-	-	-	0.0%
331-7-1000 HISTORICAL GRANT	-	615	-	-	-	-	-	0.0%
331-2-6200 JAG 2011 2011DJBX2106	-	14,118	14,118	-	-	-	-	0.0%
331-2-6300 2012-JAGC-PUTN-1-C4-027	-	21,337	21,364	-	-	-	-	0.0%
331-2-6301 JAG LOCAL 2013-DJ-BX-0269	-	-	-	11,184	5,295	11,184	-	-100.0%
331-2-6302 JAG COUNTY WIDE 2013-JAGC-PUTN	-	-	-	16,031	-	16,031	-	-100.0%
331-2-6303 JAG LOCAL 2014	-	-	-	-	-	-	10,986	0.0%
331-2-6304 JAG COUNTY WIDE 2014	-	-	-	-	-	-	15,341	0.0%
331-2-5503 USDA POLICE VEHICLES	-	-	-	40,900	-	40,900	40,900	0.0%
331-2-5504 USDA FIRE DEPT VEHICLES	-	-	-	-	-	-	76,000	0.0%
333-0-1000 PAYMENTS IN LIEU OF TAX (PHA)	11,707	12,014	10,000	15,000	-	14,330	15,000	0.0%
334-1-4000 SJRWMD #26799 SOFTWARE COST SH	39,743	13,271	13,271	-	-	-	-	0.0%
334-5-5001 DEO PLANNING GRANT	-	-	-	-	-	-	25,000	0.0%
Total	485,298	207,267	223,783	180,515	33,008	177,941	224,942	24.6%
335 STATE SHARED REVENUES								
335-1-2000 STATE REVENUE SHARING	399,584	398,126	398,822	398,753	199,221	398,442	400,473	0.4%
335-1-4000 MOBILE HOME LICENSE TAX	4,485	6,113	5,749	6,031	4,035	7,000	6,859	13.7%
335-1-5000 ALCOHOLIC BEVERAGE TAX	8,757	8,231	13,135	8,945	8,440	10,440	10,440	16.7%
335-1-6000 SALES TAX REVENUE (95%)	332,877	356,156	315,925	393,084	173,432	350,000	383,527	-2.4%

General Fund

FUND TITLE/FUND # General Fund: 001	SOURCES All General Fund Revenues/Cash Balances							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
·335-2-1000 FIREFIGHTERS SUP COMP	4,440	4,740	4,440	5,040	2,520	5,040	5,040	0.0%
·335-4-9000 GAS TAX REBATE	10,753	14,427	17,963	14,535	6,844	13,687	13,687	-5.8%
Total	760,895	787,793	756,034	826,388	394,491	784,609	820,026	-0.8%
337 GRANTS/LOCAL UNITS								
·337-2-0100 HIDTA	11,432	8,068	6,857	6,547	1,623	2,850	6,547	0.0%
Total	11,432	8,068	6,857	6,547	1,623	2,850	6,547	0.0%
338 SHARED REVENUE FROM OTHER LOCAL UNITS								
·338-0-2000 SHARE OF COUNTY OCCUP	4,551	7,331	6,500	3,500	1,434	2,634	2,600	-25.7%
·338-0-9000 SHARED REV OTHER LOC UNITS	-	-	5,000	25,000	-	5,000	5,000	-80.0%
Total	4,551	7,331	11,500	28,500	1,434	7,634	7,600	-73.3%
340's CHARGES FOR SERVICES								
·341-0-3001 CODE ENFORCEMENT-ADMIN FEES	-	-	-	-	-	868	2,797	0.0%
·342-1-1000 POLICE SERVICES	29,032	45,132	21,775	-	3	-	-	0.0%
·342-1-1100 GUN SAFETY CLASSES	770	-	1,750	-	1,120	1,920	4,200	0.0%
·342-1-2000 FIRE ALARM REG & FEES (POLICE)	8,349	3,351	5,800	-	-	-	-	0.0%
·342-1-3000 TAXI REGISTRATION	105	-	-	-	-	-	-	0.0%
·342-2-1000 FIRE SERVICES	34,854	18,495	33,000	25,710	23,433	25,833	25,000	-2.8%
·342-5-1000 FIRE INSPECTION FEES	16,570	15,280	11,010	14,835	2,330	15,000	15,000	1.1%
·343-8-1000 CEMETERY SERVICES	52,051	38,910	49,575	96,225	18,564	41,200	80,000	-16.9%
·343-8-2000 VAULT SALES-CEMETERY	36,250	27,300	32,607	36,450	12,456	30,000	36,000	-1.2%
·346-4-1000 ANIMAL CONTROL FEES	2,212	2,365	1,513	1,500	647	2,246	2,300	53.3%
·347-2-1000 PARK-REC FEES	2,914	3,750	2,720	3,500	2,275	6,000	5,000	42.9%
·347-3-1000 BRONSON HOUSE	-	300	-	-	50	300	1,200	0.0%
·347-5-1000 COMMUNITY CENTER	2,145	7,565	1,868	9,600	7,173	14,904	15,000	56.3%
·341-0-9001 CODE ENFORCEMENT-MISC FEES	-	-	-	-	150	233	575	0.0%
·342-1-1001 POLICE DEPT-FINGERPRINTS	-	-	-	280	195	300	488	74.3%
·342-1-1002 POLICE DEPT-ADMIN TOW FEES	-	-	-	1,500	1,650	4,500	8,160	444.0%
·342-1-1003 POLICE DEPT-INVESTIGATIVE COST	-	-	-	2,000	350	398	1,200	-40.0%
·342-1-1004 POLICE DEPT-RECORDS REQUESTS	-	-	-	3,200	1,094	2,200	1,500	-53.1%
·342-1-1005 POLICE DEPT-ADMIN FEES	-	-	-	8,000	4,150	12,016	18,279	128.5%
·342-1-1006 POLICE DEPT-OFFENDER PAYMENTS	-	-	-	200	50	100	1,500	650.0%
·342-1-1007 POLICE DEPT-OT REIMBURSEMENTS	-	-	-	18,000	12,572	22,000	30,000	66.7%
·342-1-1008 POLICE DEPT-REPORTS	-	-	-	2,550	646	646	-	-100.0%
·342-1-1009 POLICE DEPT-MISCELLANEOUS	-	-	-	1,300	1,093	2,000	2,780	113.8%
·342-1-1010 POLICE DEPT-INVOLUNTARY TOWS	-	-	-	-	-	-	820	0.0%
Total	185,251	162,448	161,618	224,850	90,000	182,664	251,799	12.0%
350's FINES/FORFEITS								
·351-1-1000 COURT FINES	40,280	31,474	43,000	40,000	20,200	44,996	45,000	12.5%
·351-3-1000 POLICE EDUCATION	2,214	2,326	1,800	2,000	1,517	2,717	2,500	25.0%
·354-0-1000 CODE ENFORCEMENT-LIEN FINES	19,619	11,480	9,000	13,926	1,318	2,780	3,211	-76.9%
·359-0-0500 EVIDENCE FUND	-	25,279	25,279	-	-	-	1,500	0.0%
·359-0-1100 FALSE ALARM FINES	7,803	14,332	14,292	18,000	15,399	29,357	32,073	78.2%
·359-0-2000 SPECIAL POLICE TRUST REV	24,278	21,713	21,713	15,000	4,388	15,000	15,000	0.0%
·359-0-4000 PARKING TICKETS	250	20	-	-	-	-	-	0.0%
·354-0-1100 RED LIGHT CAMERA	-	-	-	564,062	66,669	274,954	1,253,952	122.3%
Total	94,444	106,623	115,084	652,988	109,491	369,804	1,353,236	107.2%
360's MISCELLANEOUS REVENUES								
·361-1-1000 INTEREST EARNINGS	1,367	171	1,803	163	114	222	250	53.4%
·361-1-1500 INTEREST-MISCELLANEOUS	-	3	-	-	-	-	-	0.0%
·362-0-1000 MISC RENTS	-	-	-	-	4	-	-	0.0%
·362-0-3000 AMTRAK RENT	2,040	2,040	2,040	2,040	1,020	2,040	2,040	0.0%
·362-0-4000 CONCESSION STAND RENT	1,650	700	-	1,200	700	1,400	-	-100.0%
·364-0-1000 CEMETERY LOTS	30,525	22,275	32,588	42,000	8,913	31,000	40,500	-3.6%
·364-0-1010 CEMETERY LOTS RESTRICTED	30,525	22,275	32,588	41,250	8,913	10,000	13,500	-67.3%
·364-0-4900 SURPLUS EQUIPMENT-GENERAL	26	4,685	-	3,540	3,718	10,349	5,000	41.2%
·366-0-1500 WEED & SEED CONTRIB	5,000	-	-	-	-	-	-	0.0%
·366-0-2100 VOLUNTEER PROGRAM	1,206	876	-	-	-	-	-	0.0%
·366-0-2200 POLICE ATHLETIC LEAGUE	8,842	-	-	-	-	-	-	0.0%
·366-0-2500 VOCA	100	-	-	-	-	-	-	0.0%

General Fund

FUND TITLE/FUND # General Fund: 001	SOURCES All General Fund Revenues/Cash Balances							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
366-0-3000 CONTRIB FRM PUT HIST SOC	1,700	-	-	-	-	-	-	0.0%
366-0-5000 CONTRIBUTIONS FOR CANINE	-	-	-	-	-	-	13,000	0.0%
366-0-6000 CONTRIBUTIONS FIRE TRK RESTOR	96	-	-	-	-	-	-	0.0%
366-0-7500 RIVERFRONT HANDICAP PLAYGROUND	5,000	-	-	-	-	-	-	0.0%
366-0-8000 FIREWORKS CONTRIBUTION	7,925	6,775	6,775	7,500	-	8,500	8,500	13.3%
366-0-8001 MAYOR'S RECEPTION CONTRIBUTION	-	-	-	-	-	4,500	4,000	0.0%
366-0-8500 FIRE PUBLIC EDUCATION	18,360	17,324	17,000	17,000	17,253	18,085	17,000	0.0%
366-0-9000 REID ST ISLAND CONTRIB	300	75	-	-	-	-	-	0.0%
369-3-1000 REFUNDS/REIMBURSEMENTS	96,044	32,935	50,000	29,651	23,326	24,300	23,000	-22.4%
369-3-3000 REFUND FED EX TAX-FUEL	-	3,276	-	-	-	-	-	0.0%
369-9-0500 MISC REVENUE	1,165	2,044	1,000	644	1,456	2,132	2,000	210.6%
369-9-1000 FDOT RIGHT OF WAY MAINTENANCE	51,654	51,654	51,654	51,654	25,827	51,654	51,654	0.0%
369-9-2000 INSURANCE CLAIMS-GENERAL	25,094	19,742	19,742	2,991	2,356	2,356	-	-100.0%
369-9-3000 FDOT HWY LIGHTING MAINTENANCE	34,331	37,768	35,455	35,455	-	35,455	42,163	18.9%
369-9-3001 FDOT TRAFFIC SIGNAL MAINTENANCE	-	-	-	-	-	-	19,697	0.0%
366-0-2600 WOMENS SELF-DEFENSE CLASS DONA	-	386	-	-	73	73	-	0.0%
366-0-6100 CONTRIBUTIONS FROM GP FOR FD	-	10,000	10,000	-	-	-	-	0.0%
369-9-1001 E-Payables Revenue Share	-	-	-	-	138	1,638	3,000	0.0%
Total	322,949	235,004	260,645	235,088	93,809	203,703	245,304	4.3%
381 TRANSFERS IN								
381-0-1000 TRANSFER FROM TAX INCREMENT	-	-	-	15,000	2,500	15,000	15,000	0.0%
381-0-1200 TRANSFER FROM PENSION FUNDS	-	11,240	11,240	-	-	-	-	0.0%
381-0-1300 TRANSFER FROM GAS AUTHORITY	-	-	-	515,099	500,000	515,099	314,754	-38.9%
Total	-	11,240	11,240	530,099	502,500	530,099	329,754	-37.8%
382 REIMBURSEMENTS								
382-0-1000 CONTRIB FROM UTILITIES	110,000	260,000	260,000	260,000	130,000	260,000	260,000	0.0%
382-0-3000 CONTRIB FROM SANITATION	65,000	95,000	95,000	95,000	47,500	95,000	95,000	0.0%
382-0-5001 ADMIN EXP REIMB-AIRPORT GRANTS	-	25,000	25,000	-	-	-	-	0.0%
382-0-6000 CONTRIB FROM TAX INCREMENT	-	-	-	15,098	15,098	15,098	-	-100.0%
382-0-7000 CONTRIB FROM PENSION FUNDS	-	-	-	9,689	-	9,689	11,326	16.9%
Total	175,000	380,000	380,000	379,787	192,598	379,787	366,326	-3.5%
384 DEBT PROCEEDS								
384-0-1001 LOAN PROCEEDS-PD VEHICLES	-	-	-	270,976	-	270,976	524,937	93.7%
Total	-	-	-	270,976	-	270,976	524,937	93.7%
TOTAL OPERATING & OTHER REVENUES	8,161,118	7,404,067	7,776,071	9,054,037	5,488,705	8,861,263	10,138,158	12.0%
CASH BALANCE FORWARD								
301-0-1000 OPERATING CASH BALANCE FORWARD	-	-	681,606	385,125	-	385,125	964,315	150.4%
301-0-1001 EVIDENCE FUND BALANCE FORWARD	-	-	730	16,745	-	16,745	1,483	-91.1%
301-0-1002 LOT DEMOLITION/CLEANUP BALANCE	-	-	1,762	10,489	-	10,489	13,111	25.0%
301-0-1003 IMPACT FEES-POLICE BALANCE FOR	-	-	9,644	9,644	-	9,644	-	-100.0%
301-0-1004 IMPACT FEES-FIRE BALANCE FORWA	-	-	5,841	5,841	-	5,841	5,841	0.0%
301-0-1005 IMPACT FEES-SCHOOL BOARD BALAN	-	-	4,260	-	-	-	-	0.0%
301-0-1006 INSURANCE CONTINGENCY BALANCE	-	-	47,915	-	-	-	-	0.0%
301-0-1008 RIVERFRONT PLAYGROUND BALANCE	-	-	5,000	5,000	-	5,000	5,000	0.0%
301-0-1009 SPECIAL CEMETERY BALANCE FORWA	-	-	58,628	80,903	-	80,903	90,903	12.4%
301-0-1010 SPECIAL POLICE BALANCE FORWARD	-	-	54,448	55,221	-	55,221	68,414	23.9%
301-0-1011 CANINE PURCHASE BALANCE FOWARD	-	-	3,053	3,053	-	3,053	3,053	0.0%
301-0-1012 HAND GUN CLASSES BALANCE FORWA	-	-	143	72	-	72	1,992	2666.7%
301-0-1013 FIRE PUBLIC EDUCATION BALANCE	-	-	9,517	10,939	-	10,939	12,024	9.9%
301-0-1014 POLICE ATHLETIC LEAGUE BALANCE	-	-	28,790	-	-	-	-	0.0%
301-0-1015 CRIME PREVENTION BALANCE FORW	-	-	1,259	1,259	-	1,259	1,259	0.0%
301-0-1016 WEED & SEED BALANCE FORWARD	-	-	40,463	-	-	-	-	0.0%
301-0-1017 BLOOD SCREENING BALANCE FORWAR	-	-	-	1,260	-	1,260	1,260	0.0%
301-0-1018 WOMENS SELF-DEFENSE CLASS BALA	-	-	-	386	-	386	386	0.0%
301-0-1019 RED LIGHT CAMERA BALANCE FORWARD	-	-	-	-	-	-	88,899	0.0%
Total	-	-	953,059	585,937	-	585,937	1,257,941	114.7%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	8,161,118	7,404,067	8,729,130	9,639,974	5,488,705	9,447,200	11,396,099	18.2%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION General Government							
DEPARTMENT NAME/# City Commission: 001-01-511	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1110 COMMISSIONERS SALARIES	81,788	81,788	81,788	81,788	40,894	81,788	84,242	3.0%
2100 FICA TAX EXPENSE	-	-	-	-	-	-	6,444	0.0%
2200 RETIREMENT EXPENSE	-	-	-	-	-	-	12,725	0.0%
2300 HEALTH AND LIFE INSURANCE	-	-	-	-	-	-	11	0.0%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	-	-	-	-	0.0%
2400 WORKERS COMP	-	-	-	-	-	-	1,263	0.0%
Total	81,788	81,788	81,788	81,788	40,894	81,788	104,685	28.0%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	-	-	-	-	-	-	-	0.0%
3120 PHYSICALS	-	-	-	-	-	-	-	0.0%
3400 CONTRACTUAL SERVICES	-	-	-	-	-	-	-	0.0%
4020 SCHOOLING, CONFERENCE, ETC	-	-	-	-	-	-	-	0.0%
4022 SCHOOLING/CONF-MAYOR	851	304	1,000	1,000	200	284	1,000	0.0%
4023 SCHOOLING/CONF-VMAYOR BROWN	2,581	2,780	1,500	1,500	205	1,404	2,000	33.3%
4024 SCHOOLING/CONF-COMM KITCHENS	47	15	500	-	-	-	1,000	0.0%
4025 SCHOOLING/CONF-COMM NORWOOD	1,391	882	1,000	1,000	977	977	1,000	0.0%
4026 SCHOOLING/CONF-COMM LEARY	825	699	1,000	1,000	-	-	1,000	0.0%
4100 COMMUNICATIONS SERVICES	-	-	-	-	-	-	-	0.0%
4200 POSTAGE AND FREIGHT	-	-	-	-	-	-	-	0.0%
4310 NATURAL GAS	-	-	-	-	-	-	-	0.0%
4320 ELECTRICITY	-	-	-	-	-	-	-	0.0%
4400 RENTALS AND LEASES	-	-	-	-	-	-	-	0.0%
4500 LIABILITY INSURANCE	-	-	-	-	-	-	2,088	0.0%
4610 BUILDING MAINTENANCE	-	-	-	-	-	-	-	0.0%
4620 EQUIPMENT MAINTENANCE	-	-	-	-	-	-	-	0.0%
4700 PRINTING AND BINDING	-	-	-	-	-	-	1,000	0.0%
5100 OFFICE SUPPLIES	-	-	-	-	-	-	300	0.0%
5230 JANITORIAL SUPPLIES	-	-	-	-	-	-	-	0.0%
5260 UNIFORMS	-	-	-	-	-	-	-	0.0%
5280 OPERATING SUPPLIES	-	-	-	-	-	-	500	0.0%
5400 MEMBR,SUBSCRIPT,DUES	-	-	-	-	-	-	1,400	0.0%
Total	5,694	4,680	5,000	4,500	1,382	2,665	11,288	150.8%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	-	-	-	-	-	-	-	0.0%
Total	-	-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	87,483	86,468	86,788	86,288	42,276	84,453	115,973	34.4%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION General Government							
DEPARTMENT NAME/# City Manager's Office: 001-20-512	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	-	-	-	-	-	-	113,478	0.0%
1200 REGULAR SALARIES	-	-	-	-	-	-	30,900	0.0%
1210 ACCURED SALARIES	-	-	-	-	-	-	-	0.0%
2100 FICA TAX EXPENSE	-	-	-	-	-	-	11,045	0.0%
2200 RETIREMENT EXPENSE	-	-	-	-	-	-	21,929	0.0%
2300 HEALTH AND LIFE INSURANCE	-	-	-	-	-	-	23,682	0.0%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	-	-	-	4,167	0.0%
2400 WORKERS COMP	-	-	-	-	-	-	204	0.0%
Total	-	-	-	-	-	-	205,406	0.0%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	-	-	-	-	-	-	500	0.0%
3120 PHYSICALS	-	-	-	-	-	-	-	0.0%
3400 CONTRACTUAL SERVICES	-	-	-	-	-	-	-	0.0%
4020 SCHOOLING, CONFERENCE, ETC	-	-	-	-	-	-	300	0.0%
4021 SCHOOLING/CONF-CITY MANAGER	931	1,552	1,000	1,500	65	600	1,750	16.7%
4100 COMMUNICATIONS SERVICES	-	-	-	-	-	-	1,100	0.0%
4200 POSTAGE AND FREIGHT	-	-	-	-	-	-	300	0.0%
4310 NATURAL GAS	-	-	-	-	-	-	-	0.0%
4320 ELECTRICITY	-	-	-	-	-	-	1,800	0.0%
4400 RENTALS AND LEASES	-	-	-	-	-	-	330	0.0%
4500 LIABILITY INSURANCE	-	-	-	-	-	-	3,371	0.0%
4610 BUILDING MAINTENANCE	-	-	-	-	-	-	1,000	0.0%
4620 EQUIPMENT MAINTENANCE	-	-	-	-	-	-	1,000	0.0%
4630 VEHICLE MAINTENANCE	-	305	300	690	820	820	1,500	117.4%
4700 PRINTING AND BINDING	-	-	-	-	-	-	1,000	0.0%
5100 OFFICE SUPPLIES	-	-	-	-	-	-	500	0.0%
5210 GAS AND LUBRICANTS	982	849	800	2,000	772	1,600	1,750	-12.5%
5230 JANITORIAL SUPPLIES	-	-	-	-	-	-	400	0.0%
5280 OPERATING SUPPLIES	-	-	-	-	-	-	1,000	0.0%
5400 MEMBR,SUBSCRIPT,DUES	-	-	-	-	-	-	1,550	0.0%
Total	1,913	2,706	2,100	4,190	1,657	3,020	19,151	357.1%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	-	-	-	-	-	-	-	0.0%
Total	-	-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	1,913	2,706	2,100	4,190	1,657	3,020	224,557	5259.4%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION General Government							
DEPARTMENT NAME/# City Clerk's Office: 001-21-512	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	-	-	-	-	-	-	68,290	0.0%
1200 REGULAR SALARIES	-	-	-	-	-	-	-	0.0%
2100 FICA TAX EXPENSE	-	-	-	-	-	-	5,224	0.0%
2200 RETIREMENT EXPENSE	-	-	-	-	-	-	18,370	0.0%
2300 HEALTH AND LIFE INSURANCE	-	-	-	-	-	-	6,931	0.0%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	-	-	-	1,866	0.0%
2400 WORKERS COMP	-	-	-	-	-	-	96	0.0%
Total	-	-	-	-	-	-	100,777	0.0%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	-	-	-	-	-	-	9,664	0.0%
3120 PHYSICALS	-	-	-	-	-	-	-	0.0%
3400 CONTRACTUAL SERVICES	-	-	-	-	-	-	5,000	0.0%
3401 ELECTION EXPENSE	-	-	-	-	-	-	100	0.0%
4027 SCHOOLING/CONF-BETSY DRIGGERS	288	355	1,000	1,000	142	142	1,300	30.0%
4100 COMMUNICATIONS SERVICES	-	-	-	-	-	-	750	0.0%
4200 POSTAGE AND FREIGHT	-	-	-	-	-	-	500	0.0%
4310 NATURAL GAS	-	-	-	-	-	-	-	0.0%
4320 ELECTRICITY	-	-	-	-	-	-	1,800	0.0%
4400 RENTALS AND LEASES	-	-	-	-	-	-	2,200	0.0%
4500 LIABILITY INSURANCE	-	-	-	-	-	-	1,870	0.0%
4610 BUILDING MAINTENANCE	-	-	-	-	-	-	1,000	0.0%
4620 EQUIPMENT MAINTENANCE	-	-	-	-	-	-	6,200	0.0%
4630 VEHICLE MAINTENANCE	-	-	-	-	-	-	-	0.0%
4700 PRINTING AND BINDING	-	-	-	-	-	-	1,400	0.0%
4800 ADVERTISING	1,310	1,370	1,000	-	-	1,015	1,015	0.0%
4900 LEGAL ADVERTISING	-	2,732	-	3,000	2,923	5,000	5,000	66.7%
5100 OFFICE SUPPLIES	-	-	-	-	-	-	500	0.0%
5210 GAS AND LUBRICANTS	-	-	-	-	-	-	-	0.0%
5230 JANITORIAL SUPPLIES	-	-	-	-	-	-	400	0.0%
5260 UNIFORMS	-	-	-	-	-	-	-	0.0%
5280 OPERATING SUPPLIES	-	-	-	-	-	-	1,500	0.0%
5281 MAYOR'S RECEPTION	1,262	4,570	1,000	1,000	3,992	4,542	5,000	400.0%
5400 MEMBR,SUBSCRIPT,DUES	-	-	-	-	-	-	300	0.0%
Total	2,860	9,026	3,000	5,000	7,057	10,699	45,499	810.0%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	-	-	-	-	-	-	-	0.0%
Total	-	-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	2,860	9,026	3,000	5,000	7,057	10,699	146,276	2825.5%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION General Government							
DEPARTMENT NAME/# Finance: 001-22-513	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	239,044	289,660	289,660	255,085	134,499	254,353	55,651	-78.2%
1200 REGULAR SALARIES	164,777	159,932	159,322	172,096	84,908	166,046	96,366	-44.0%
1210 ACCURED SALARIES	2,472	(23)	-	-	-	-	-	0.0%
1400 OVERTIME-GENERAL ADMIN	738	397	400	-	-	-	-	0.0%
2100 FICA TAX EXPENSE	35,341	37,600	37,600	34,978	17,438	35,168	11,629	-66.8%
2200 RETIREMENT EXPENSE	64,448	92,696	92,604	108,839	54,003	106,615	40,893	-62.4%
2300 HEALTH AND LIFE INSURANCE	44,770	36,294	36,314	39,489	19,832	39,018	16,180	-59.0%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	10,901	10,900	10,901	2,967	-72.8%
2400 WORKERS COMP	3,378	3,696	5,500	2,723	2,042	2,723	214	-92.1%
2500 UNEMPLOYMENT COMP	1,237	-	-	-	-	-	-	0.0%
Total	556,204	620,252	621,400	624,111	323,622	614,824	223,901	-64.1%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	1,223	2,826	3,000	4,418	1,395	7,495	6,150	39.2%
3120 PHYSICALS	-	-	-	95	95	190	-	-100.0%
3200 ACCOUNTING AND AUDITING	27,769	23,443	27,000	26,700	15,661	27,698	26,700	0.0%
3400 CONTRACTUAL SERVICES	32,075	-	-	-	-	-	-	0.0%
4020 SCHOOLING, CONFERENCE, ETC	509	1,093	1,000	2,700	2,064	2,709	2,000	-25.9%
4100 COMMUNICATIONS SERVICES	3,293	2,935	4,200	3,000	1,440	3,149	1,600	-46.7%
4200 POSTAGE AND FREIGHT	4,828	6,591	5,000	5,500	3,063	4,856	2,000	-63.6%
4310 NATURAL GAS	331	31	450	150	-	-	-	-100.0%
4320 ELECTRICITY	4,522	3,387	5,000	4,000	1,795	3,873	1,800	-55.0%
4400 RENTALS AND LEASES	4,096	4,012	5,000	3,800	1,157	2,905	1,200	-68.4%
4500 LIABILITY INSURANCE	10,949	12,148	11,000	12,033	9,357	12,056	3,145	-73.9%
4610 BUILDING MAINTENANCE	1,546	3,464	2,500	5,800	5,776	5,845	1,000	-82.8%
4620 EQUIPMENT MAINTENANCE	9,383	6,115	15,000	10,000	7,129	8,479	5,000	-50.0%
4700 PRINTING AND BINDING	8,254	5,217	5,000	4,642	1,354	3,193	2,800	-39.7%
5100 OFFICE SUPPLIES	3,446	2,044	1,200	1,905	787	1,387	1,250	-34.4%
5230 JANITORIAL SUPPLIES	662	646	500	750	485	728	400	-46.7%
5260 UNIFORMS	368	-	500	-	-	-	-	0.0%
5280 OPERATING SUPPLIES	22,085	11,501	10,000	8,970	6,017	8,635	5,500	-38.7%
5400 MEMBR,SUBSCRIPT,DUES	3,712	2,883	3,800	3,800	3,491	3,791	700	-81.6%
Total	139,050	88,336	100,150	98,263	61,066	96,989	61,245	-37.7%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	119,348	10,038	10,038	-	-	-	-	0.0%
Total	119,348	10,038	10,038	-	-	-	-	0.0%
DEPARTMENT TOTAL	814,602	718,626	731,588	722,374	384,688	711,814	285,146	-60.5%
CITY HALL TOTAL EXPENDITURES	906,857	816,825	823,476	817,852	435,678	809,985	771,952	-5.6%

General Fund

FUND TITLE/FUND #	EXPENDITURES BY FUNCTION							
General Fund: 001	*General Government*							
DEPARTMENT NAME/#	ACTUAL	ACTUAL	BUDGET	BUDGET	ACTUAL	PROJECTED	BUDGET	INCREASE/
Facilities Maintenance: 001-23-519	2011	2012	2012	2013	2013	2013	2014	DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	-	-	-	-	-	-	72,842	0.0%
2100 FICA TAX EXPENSE	-	-	-	-	-	-	5,572	0.0%
2200 RETIREMENT EXPENSE	-	-	-	-	-	-	19,594	0.0%
2300 HEALTH AND LIFE INSURANCE	-	-	-	-	-	-	15,532	0.0%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	-	-	-	2,750	0.0%
2400 WORKERS COMP	-	-	-	-	-	-	1,826	0.0%
Total	-	-	-	-	-	-	118,117	0.0%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	-	-	-	-	-	-	2,322	0.0%
4020 SCHOOLING, CONFERENCE, ETC	-	-	-	-	-	-	200	0.0%
4100 COMMUNICATIONS SERVICES	-	-	-	-	-	-	552	0.0%
4400 RENTALS AND LEASES	-	-	-	-	-	-	500	0.0%
4500 LIABILITY INSURANCE	-	-	-	-	-	-	971	0.0%
4610 BUILDING MAINTENANCE	-	-	-	-	-	-	-	0.0%
4620 EQUIPMENT MAINTENANCE	-	-	-	-	-	-	2,500	0.0%
4630 VEHICLE MAINTENANCE	-	-	-	-	-	-	3,000	0.0%
5210 GAS AND LUBRICANTS	-	-	-	-	-	-	2,000	0.0%
5260 UNIFORMS	-	-	-	-	-	-	500	0.0%
5280 OPERATING SUPPLIES	-	-	-	-	-	-	1,000	0.0%
5400 MEMBR,SUBSCRIPT,DUES	-	-	-	-	-	-	-	0.0%
Total	-	-	-	-	-	-	13,545	0.0%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	-	-	-	-	-	-	-	0.0%
Total	-	-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	-	-	-	-	-	-	131,662	0.0%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION General Government							
DEPARTMENT NAME/# Information Technology: 001-17-516	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	-	-	-	52,500	25,619	52,576	56,700	8.0%
2100 FICA TAX EXPENSE	-	-	-	3,749	1,831	4,022	4,338	15.7%
2200 RETIREMENT EXPENSE	-	-	-	13,965	6,560	13,985	15,252	9.2%
2300 HEALTH AND LIFE INSURANCE	-	-	-	8,124	4,057	8,115	11,790	45.1%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	1,806	1,806	1,806	1,682	-6.9%
2400 WORKERS COMP	-	-	-	1,055	791	1,055	1,247	18.2%
Total	-	-	-	81,199	40,665	81,559	91,008	12.1%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	-	-	-	40,191	5,690	31,214	32,881	-18.2%
4020 SCHOOLING, CONFERENCE, ETC	-	-	-	1,000	-	600	1,000	0.0%
4100 COMMUNICATIONS SERVICES	-	-	-	660	280	953	1,584	139.9%
4400 RENTALS AND LEASES	-	-	3,303	9,909	4,955	9,909	9,909	0.0%
4401 RENTALS AND LEASES-VEHICLE	-	-	-	5,071	1,268	1,268	-	-100.0%
4620 EQUIPMENT MAINTENANCE	-	137	-	400	194	465	400	0.0%
4630 VEHICLE MAINTENANCE	-	-	-	1,600	-	61	1,000	-37.5%
5100 OFFICE SUPPLIES	-	-	-	250	-	-	250	0.0%
5210 GAS AND LUBRICANTS	-	-	-	2,400	933	2,000	2,400	0.0%
5280 OPERATING SUPPLIES	-	-	-	500	476	3,047	4,255	751.0%
5400 MEMBR,SUBSCRIPT,DUES	-	-	-	500	-	250	500	0.0%
4500 LIABILITY INSURANCE	-	-	-	650	483	650	749	15.3%
Total	-	137	3,303	63,131	14,278	50,417	54,928	-13.0%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	-	26,009	-	-	-	-	62,100	0.0%
Total	-	26,009	-	-	-	-	62,100	0.0%
DEPARTMENT TOTAL	-	26,145	3,303	144,330	54,943	131,976	208,036	44.1%

General Fund

FUND TITLE/FUND # *General Fund: 001*	EXPENDITURES BY FUNCTION *General Government*							
DEPARTMENT NAME/# Legal: 001-04-514	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1000 EXECUTIVE SALARIES	17,180	17,180	17,180	17,180	8,590	17,180	17,695	3.0%
2100 FICA TAXES	958	991	1,314	992	492	984	984	-0.8%
2200 RETIREMENT-GENERAL	2,405	3,711	3,711	4,570	2,285	4,570	4,760	4.2%
2300 HEALTH AND LIFE INSURANCE	-	-	-	-	-	-	46	0.0%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	709	709	709	661	-6.8%
2400 WORKERS COMP	-	-	-	-	-	-	18	0.0%
Total	20,543	21,882	22,205	23,451	12,076	23,443	24,164	3.0%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	38,653	30,550	35,000	35,000	27,523	60,000	60,000	71.4%
4500 LIABILITY INSURANCE	-	-	-	-	-	-	242	0.0%
Total	38,653	30,550	35,000	35,000	27,523	60,000	60,242	72.1%
DEPARTMENT TOTAL	59,196	52,432	57,205	58,451	39,599	83,443	84,406	44.4%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION General Government							
DEPARTMENT NAME/# Other Govt Services: 001-04-519	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
3400 SAFETY PROGRAM	518	1,163	1,000	1,000	850	850	1,000	0.0%
3420 SPECIAL EVENTS(FIREWORKS)	28,000	31,000	21,775	22,500	-	23,800	22,500	0.0%
3430 CHRISTMAS LIGHTING	4,162	2,959	3,000	3,813	3,806	3,806	-	-100.0%
3470 MILLENNIUM TOWER EXPENSE	830	703	1,000	1,000	703	703	1,000	0.0%
4510 INSURANCE CLAIMS	10,000	110,174	110,174	18,000	18,000	18,000	-	-100.0%
4511 HEALTH INS-CONTINGENT PREM GAS AL	-	-	-	15,099	15,099	15,099	14,754	-2.3%
4590 100 BLOCK BLDG MAINTENANCE	154	-	-	-	-	-	-	0.0%
3480 BLOOD SCREENING	-	2,240	-	-	-	-	-	0.0%
3120 SURPLUS EQUIPMENT AUCTION COST	-	-	-	700	266	466	500	-28.6%
Total	43,663	148,238	136,949	62,112	38,723	62,723	39,754	-36.0%
GRANTS & AIDS								
8210 CHAMBER OF COMMERCE	5,000	5,550	5,000	5,550	5,550	5,550	5,550	0.0%
8230 SOCIAL SERVICES	2,000	2,000	4,000	2,000	-	2,000	2,000	0.0%
8240 RIVER FRONT PARK PROG	5,000	5,000	5,000	5,000	5,000	5,000	5,000	0.0%
Total	12,000	12,550	14,000	12,550	10,550	12,550	12,550	0.0%
DEPARTMENT TOTAL	55,663	160,788	150,949	74,662	49,273	75,273	52,304	-29.9%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Public Safety							
DEPARTMENT NAME/# Building & Permitting: 001-02-524	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	83,660	68,916	65,634	68,916	34,458	68,916	70,984	3.0%
1200 REGULAR SALARIES	112,547	110,954	105,953	77,325	34,703	52,923	97,574	26.2%
1210 ACCRUED SALARIES	984	(282)	-	-	-	-	-	0.0%
1400 OVERTIME	240	-	-	-	-	-	-	0.0%
2100 FICA TAX EXPENSE	13,933	12,364	13,126	14,709	4,922	9,321	12,895	-12.3%
2200 RETIREMENT EXPENSE	20,339	36,147	37,063	51,136	18,397	32,409	45,342	-11.3%
2300 HEALTH AND LIFE INSURANCE	21,247	20,241	20,560	18,978	9,367	18,670	38,886	104.9%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	5,470	5,470	5,470	6,775	23.9%
2400 WORKERS COMP	2,937	3,213	4,800	298	257	298	238	-20.2%
Total	255,887	251,554	247,136	236,832	107,574	188,007	272,693	15.1%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	15,918	1,037	10,000	6,380	205	6,500	8,000	25.4%
3120 PRE-EMPLOYMENT PHYSICALS	95	95	85	170	-	85	95	-44.1%
3400 OTHER CONTRACTUAL SERVICES	46,955	55,486	40,000	65,000	34,215	66,715	68,500	5.4%
4020 SCHOOLING, CONFERENCE, ETC	1,313	1,441	4,000	2,915	830	2,500	4,000	37.2%
4100 COMMUNICATIONS SERVICES	3,750	4,085	2,500	1,900	1,766	3,376	2,880	51.6%
4200 POSTAGE AND FREIGHT	2,625	376	4,000	2,365	27	1,210	1,210	-48.9%
4310 NATURAL GAS	664	153	800	350	100	175	175	-50.0%
4320 ELECTRICITY	3,288	3,297	2,500	3,200	1,587	3,187	3,200	0.0%
4330 CREDIT CARD FEES	708	767	675	675	368	706	800	18.5%
4400 RENTALS AND LEASES	2,742	1,461	2,575	1,000	294	794	1,800	80.0%
4500 LIABILITY INSURANCE	3,161	3,415	3,500	5,280	3,951	5,280	4,600	-12.9%
4610 BUILDING MAINTENANCE	987	1,107	2,500	7,650	4,183	8,408	5,000	-34.6%
4620 EQUIPMENT MAINTENANCE	3,372	1,309	3,000	4,600	3,665	5,965	4,600	0.0%
4630 VEHICLE MAINTENANCE	295	1,874	1,000	600	139	439	400	-33.3%
4700 PRINTING AND BINDING	1,178	1,547	400	2,700	936	2,286	1,000	-63.0%
4800 ADVERTISING	-	-	150	200	-	100	100	-50.0%
4900 LEGAL ADVERTISING	13,779	15,560	8,400	10,000	6,992	11,992	12,000	20.0%
5100 OFFICE SUPPLIES	679	975	500	400	68	268	300	-25.0%
5110 CODE ENFORCEMENT	481	159	500	-	20	20	-	0.0%
5120 DEMOLITION	-	2,753	-	5,000	158	158	-	-100.0%
5210 GAS AND LUBRICANTS	1,946	1,796	1,300	1,400	622	1,022	1,100	-21.4%
5230 JANITORIAL SUPPLIES	389	142	300	200	149	249	200	0.0%
5260 UNIFORMS	625	322	200	200	-	100	100	-50.0%
5280 OPERATING SUPPLIES	1,876	1,873	1,500	3,305	2,922	4,000	3,000	-9.2%
5400 MEMBR,SUBSCRIPT,DUES	1,462	1,767	900	1,815	556	1,056	1,100	-39.4%
Total	108,287	102,796	91,285	127,305	63,755	126,593	124,159	-2.5%
CAPITAL OUTLAY								
6401 DEO PLANNING GRANT	-	-	-	-	-	-	25,000	0.0%
Total	-	-	-	-	-	-	25,000	0.0%
DEPARTMENT TOTAL	364,174	354,350	338,421	364,137	171,329	314,600	421,852	15.8%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Public Safety							
DEPARTMENT NAME/# Police: 001-07-521	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	231,967	165,642	189,243	166,362	82,105	164,210	301,400	81.2%
1200 REGULAR SALARIES	1,274,509	1,251,583	1,240,385	1,250,089	608,334	1,218,378	1,215,164	-2.8%
1210 ACCRUED SALARIES	6,817	622	-	-	-	-	-	0.0%
1220 CLERICAL SALARIES	126,749	139,629	166,392	142,479	69,292	126,105	146,700	3.0%
1300 OTHER SALARIES & WAGES	22,433	22,236	22,532	22,532	11,086	22,172	23,856	5.9%
1310 HOLIDAY PAY	20,882	30,799	46,689	47,383	19,509	32,124	45,721	-3.5%
1320 CONTRACTUAL WORKERS	4,813	-	-	-	-	-	-	0.0%
1400 OVERTIME	71,330	65,717	92,800	95,700	28,023	75,700	63,000	-34.2%
1410 OVERTIME CLERICAL	-	-	583	500	-	500	500	0.0%
2100 FICA TAX EXPENSE	127,112	121,223	136,925	131,966	59,224	119,036	137,420	4.1%
2200 RETIREMENT-CLERICAL BENEFIT	21,196	35,641	26,449	44,026	21,502	39,813	35,745	-18.8%
2201 PENSION-POLICE BENEFIT	247,847	241,644	230,819	246,481	119,282	240,153	227,806	-7.6%
2230 STATE CONTRIB-POLICE	61,450	62,952	66,457	62,213	-	62,213	62,213	0.0%
2300 HEALTH AND LIFE INSURANCE	253,519	198,172	237,276	212,394	92,268	183,150	262,549	23.6%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	50,037	50,037	50,037	40,435	-19.2%
2400 WORKERS COMP	36,078	39,473	50,033	38,210	28,658	38,210	33,822	-11.5%
2410 WORKERS COMP CLAIM	448	-	1,500	1,500	-	-	-	-100.0%
2500 UNEMPLOYMENT COMP	323	-	-	-	-	-	-	0.0%
Total	2,507,473	2,375,333	2,508,083	2,511,872	1,189,320	2,371,800	2,596,331	3.4%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	63,601	25,478	26,000	26,312	12,056	20,687	35,856	36.3%
3101 RED LIGHT CAMERA-ATS CONTRACT	-	-	-	-	-	186,055	1,018,333	0.0%
3120 PHYSICALS	3,804	1,288	1,100	1,400	720	1,400	2,500	78.6%
3500 CONFIDENTIAL INFORMANTS	3,500	8,500	8,500	10,000	-	-	6,000	-40.0%
4020 SCHOOLING, CONFERENCE, ETC	670	275	370	300	243	243	300	0.0%
4030 TRAINING & SCHOOLING	8,161	10,616	14,200	14,200	3,014	14,200	26,072	83.6%
4100 COMMUNICATIONS SERVICES	25,637	31,938	31,380	31,380	12,470	23,432	28,630	-8.8%
4200 POSTAGE AND FREIGHT	2,322	203	2,300	1,300	93	1,300	1,300	0.0%
4310 NATURAL GAS	1,028	899	700	700	263	638	700	0.0%
4320 ELECTRICITY	14,074	11,090	18,919	12,000	4,609	7,699	12,000	0.0%
4380 ANIMAL CONTROL	4,067	3,588	4,200	5,000	1,883	3,185	4,250	-15.0%
4390 K-9 CARE	3,887	1,007	1,000	1,000	240	1,000	2,332	133.2%
4400 RENTALS AND LEASES	10,473	11,197	12,783	12,783	2,572	6,264	8,736	-31.7%
4450 VEHICLE LEASES	238,310	220,345	215,513	216,564	108,460	216,564	159,538	-26.3%
4500 LIABILITY INSURANCE	68,707	74,172	75,000	44,500	35,275	46,366	49,273	10.7%
4510 INSURANCE CLAIMS	8,141	10,000	-	24,391	-	24,390	-	-100.0%
4610 BUILDING MAINTENANCE	3,588	5,097	4,951	6,000	887	3,302	6,000	0.0%
4620 EQUIPMENT MAINTENANCE	10,997	6,929	10,000	10,000	3,455	6,185	8,400	-16.0%
4630 VEHICLE MAINTENANCE	35,594	41,550	48,000	55,200	17,015	39,317	35,000	-36.6%
4640 RADIO MAINTENANCE	1,061	1,403	2,000	2,000	530	1,328	2,000	0.0%
4680 RANGE MAINTENANCE	501	983	1,000	1,000	410	810	1,000	0.0%
4700 PRINTING AND BINDING	4,113	3,158	4,500	4,500	1,335	3,162	3,416	-24.1%
4900 WEED & SEED DONATION EXPENSES	9,455	80	-	-	-	-	-	0.0%
4940 GUN SAFETY CLASS EXPENSE	627	72	-	-	-	-	-	0.0%
4950 POLICE ATHLETIC LEAGUE	6,353	950	-	-	-	-	-	0.0%
5100 OFFICE SUPPLIES	1,793	1,635	4,000	2,000	397	1,397	2,000	0.0%
5210 GAS AND LUBRICANTS	121,244	132,421	80,000	155,600	48,133	93,133	105,000	-32.5%
5230 JANITORIAL SUPPLIES	1,666	2,091	2,500	2,500	684	2,484	2,500	0.0%
5260 UNIFORMS	14,699	14,347	16,850	16,850	2,386	16,850	16,850	0.0%
5280 OPERATING SUPPLIES	18,321	16,201	26,000	22,000	5,730	18,398	38,739	76.1%
5281 SPECIAL POLICE TRUST EXPENSE	26,710	20,940	20,940	36,875	1,807	1,807	23,037	-37.5%
5282 EVIDENCE FUND EXPENSE	-	9,264	9,264	16,745	15,262	15,262	1,500	-91.0%
5284 VOCA-DONATIONS	90	36	-	-	-	-	-	0.0%
5300 PETTY CASH REIMBURSEMENT	79	-	300	300	-	100	100	-66.7%
5400 MEMBR,SUBSCRIPT,DUES	2,514	1,696	2,000	1,394	530	1,394	1,549	11.1%

Total	715,787	669,450	644,270	734,794	280,459	758,352	1,602,911	118.1%
CAPITAL OUTLAY								
6210 CAPITAL IMPROVEMENTS	-	-	-	9,975	-	9,975	-	-100.0%
6400 CAPITAL OUTLAY	-	997	1,049	-	-	-	33,108	0.0%
6401 VEHICLE PURCHASES	-	-	-	238,713	-	238,713	565,837	137.0%
6402 VEHICLE PURCHASES (USDA GRANT)	-	-	-	73,163	-	73,163	-	-100.0%
Total	-	997	1,049	321,851	-	321,851	598,945	86.1%
GRANTS & AIDS								
8320 BULLET PROOF GRANT-50% CITY	-	-	5,013	2,500	-	-	-	-100.0%
8370 BULLET PROOF GRANT	554	-	5,013	2,500	-	-	8,000	220.0%
8400 JAG-BYRNE 2008-PUT4Q9-003	1,530	-	-	-	-	-	-	0.0%
8410 WEED & SEED GRANT EXPENSE	19,710	-	-	-	-	-	-	0.0%
8440 JAG RECOVERY LOCAL 09SBB90645	29,605	18,734	22,000	-	-	-	-	0.0%
8450 JAG 2009 2009DJBX0978	216	-	-	-	-	-	-	0.0%
8460 JAG 2010 2010DJBX1516	17,274	-	-	-	-	-	-	0.0%
8470 2011-JAGC-PUTN-3-B2-169	26,939	-	-	-	-	-	-	0.0%
8210 CONTRIBUTION TO PAL	-	68,302	68,302	-	-	-	-	0.0%
8480 JAG 2011 2011DJBX2106	-	13,853	14,118	-	-	-	-	0.0%
8490 2012-JAGC-PUTN-1-C4-027	-	21,337	21,364	-	-	-	-	0.0%
8500 2013 JAG Local 2012-DJ-BX-0269	-	-	-	11,184	5,295	11,184	-	-100.0%
8510 2013-JAGC-PUTN-1-D7-018	-	-	-	16,031	3,500	16,031	-	-100.0%
8511 2014 JAG LOCAL	-	-	-	-	-	-	10,065	0.0%
8512 2014 JAGC-PUTN COUNTY WIDE	-	-	-	-	-	-	14,427	0.0%
Total	95,828	122,227	135,810	32,215	8,795	27,215	32,492	0.9%
DEBT SERVICE								
7101 PROSPERITY POL VEH	14,383	-	-	-	-	-	-	0.0%
7102 HANCOCK POL VEH	8,824	9,123	9,123	7,045	4,677	7,045	-	-100.0%
7103 PROSPERITY POL VEH 2013	-	-	-	-	-	-	58,915	0.0%
7201 PROSPERITY POL VEH	211	-	-	-	-	-	-	0.0%
7202 HANCOCK POL VEH	700	401	401	98	85	98	-	-100.0%
7203 PROSPERITY POL VEH 2013	-	-	-	-	-	-	4,729	0.0%
Total	24,118	9,524	9,524	7,143	4,762	7,143	63,644	791.0%
DEPARTMENT TOTAL	3,343,206	3,177,530	3,298,736	3,607,875	1,483,336	3,486,361	4,894,323	35.7%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Public Safety							
DEPARTMENT NAME/# Code Enforcement: 001-19-521	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	-	-	-	15,795	3,581	15,520	36,644	132.0%
2100 FICA TAX EXPENSE	-	-	-	1,206	273	1,185	2,803	132.4%
2200 RETIREMENT EXPENSE	-	-	-	4,202	953	4,128	6,615	57.4%
2300 HEALTH AND LIFE INSURANCE	-	-	-	111	32	127	205	84.8%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	-	-	-	-	0.0%
2400 WORKERS COMP	-	-	-	44	-	44	549	1148.3%
Total	-	-	-	21,358	4,839	21,004	46,817	119.2%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	-	-	-	1,000	-	1,000	1,000	0.0%
4020 SCHOOLING, CONFERENCE, ETC.	-	-	-	1,085	-	1,085	7,109	555.2%
4100 COMMUNICATIONS SERVICES	-	-	-	200	-	200	200	0.0%
4200 POSTAGE AND FREIGHT	-	-	-	135	-	135	1,000	640.7%
4500 LIABILITY INSURANCE	-	-	-	-	-	-	501	0.0%
4630 VEHICLE MAINTENANCE	-	-	-	800	-	800	800	0.0%
4640 RADIO MAINTENANCE	-	-	-	150	-	-	-	-100.0%
4700 PRINTING AND BINDING	-	-	-	1,650	-	1,650	1,867	13.2%
5100 OFFICE SUPPLIES	-	-	-	100	-	100	200	100.0%
5210 GAS AND LUBRICANTS	-	-	-	600	-	600	900	50.0%
5260 UNIFORMS	-	-	-	100	-	100	100	0.0%
5280 OPERATING SUPPLIES	-	-	-	-	-	-	700	0.0%
Total	-	-	-	5,820	-	5,670	14,377	147.0%
CAPITAL OUTLAY								
Total	-	-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	-	-	-	27,178	4,839	26,674	61,194	125.2%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Public Safety							
DEPARTMENT NAME/# Fire: 001-08-522	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	156,770	156,770	157,635	159,077	79,363	158,613	170,740	7.3%
1200 REGULAR SALARIES	743,186	735,270	733,805	736,697	373,385	741,124	770,822	4.6%
1210 ACCRUED SALARIES	4,480	1,201	-	-	-	-	-	0.0%
1220 CLERICAL SALARIES	6,143	10,329	9,350	10,837	6,045	13,850	19,477	79.7%
1300 OTHER SALARIES & WAGES	6,834	180	8,000	2,000	5,161	12,000	10,000	400.0%
1310 HOLIDAY PAY	19,588	29,456	29,947	30,065	20,785	30,065	30,667	2.0%
1400 OVERTIME	86,627	90,006	80,000	95,000	44,592	82,000	85,000	-10.5%
2100 FICA TAX EXPENSE	73,566	72,598	79,379	78,000	37,506	74,883	83,133	6.6%
2200 CLERICAL RETIREMENT	1	-	-	-	-	-	-	0.0%
2201 FIRE PENSION	192,070	186,979	194,959	255,839	124,549	249,452	292,585	14.4%
2230 STATE CONTRIB-FIRE	93,954	60,507	71,776	60,507	-	60,507	60,507	0.0%
2300 HEALTH AND LIFE INSURANCE	144,265	102,962	118,227	111,370	53,561	106,022	159,391	43.1%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	34,725	34,725	34,725	26,870	-22.6%
2400 WORKERS COMP	24,529	26,837	40,000	25,022	18,767	25,022	25,598	2.3%
2500 UNEMPLOYMENT COMP	7,150	-	-	-	-	-	-	0.0%
Total	1,559,162	1,473,096	1,523,078	1,599,139	798,439	1,588,262	1,734,790	8.5%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	1,151	3,253	1,500	1,500	1,453	1,500	1,500	0.0%
3120 PHYSICALS	6,252	2,993	3,000	5,500	695	3,500	5,000	-9.1%
4020 SCHOOLING, CONFERENCE, ETC	5,868	5,596	8,000	4,000	1,943	6,000	6,000	50.0%
4100 COMMUNICATION SERVICES	10,151	9,130	9,000	10,000	4,432	10,000	10,000	0.0%
4200 POSTAGE AND FREIGHT	593	361	500	500	202	400	400	-20.0%
4310 NATURAL GAS	1,846	1,390	2,400	1,850	936	1,800	1,800	-2.7%
4320 ELECTRICITY	16,226	14,005	18,000	16,000	6,140	15,000	15,000	-6.3%
4400 RENTALS AND LEASES	1,704	1,916	2,200	2,000	398	2,000	2,000	0.0%
4500 LIABILITY INSURANCE	28,062	30,267	30,000	22,310	17,632	23,143	22,419	0.5%
4610 BUILDING MAINTENANCE	4,682	5,092	6,000	6,000	1,093	6,000	6,000	0.0%
4620 EQUIPMENT MAINTENANCE	7,366	5,138	5,000	6,000	2,470	6,000	6,000	0.0%
4630 VEHICLE MAINTENANCE	32,616	26,966	30,000	30,000	14,668	29,000	28,000	-6.7%
4640 RADIO MAINTENANCE	564	619	1,000	1,800	1,192	1,800	1,800	0.0%
4700 PRINTING AND BINDING	425	264	400	400	73	300	300	-25.0%
5100 OFFICE SUPPLIES	1,373	1,378	1,000	1,500	230	1,500	1,500	0.0%
5140 FIRE CODE ENFORCEMENT	2,798	2,851	3,000	3,000	1,854	3,000	3,000	0.0%
5210 GAS AND LUBRICANTS	25,064	24,041	20,000	22,500	8,005	20,000	21,000	-6.7%
5230 JANITORIAL SUPPLIES	3,851	5,126	4,000	4,000	1,830	4,000	4,000	0.0%
5250 SMALL TOOLS	805	1,041	1,000	1,000	525	1,000	1,000	0.0%
5260 UNIFORMS	9,370	21,157	20,000	47,655	359	47,655	10,000	-79.0%
5280 OPERATING SUPPLIES	17,835	18,976	18,000	17,200	5,575	17,200	17,200	0.0%
5290 FIRE PUB-ED EXPENSE	19,493	15,133	17,000	17,000	12,390	17,000	17,000	0.0%
5400 MEMBR, SUBSCRIPT, DUES	278	183	500	300	191	300	300	0.0%
Total	198,373	196,875	201,500	222,015	84,286	218,098	181,219	-18.4%
CAPITAL OUTLAY								
6420 FIRE GRANT	131,427	-	-	-	-	-	-	0.0%
6401 VEHICLE PURCHASE	-	-	-	-	-	-	152,000	0.0%
Total	131,427	-	-	-	-	-	152,000	0.0%
DEBT SERVICE								
7101 SUTPHEN FIRE TRUCK	50,033	51,954	51,954	-	-	-	-	0.0%
7201 SUTPHEN FIRE TRUCK	25,863	23,943	23,943	-	-	-	-	0.0%
Total	75,896	75,896	75,897	-	-	-	-	0.0%
DEPARTMENT TOTAL	1,964,858	1,745,867	1,800,475	1,821,154	882,725	1,806,360	2,068,009	13.6%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Transportation							
DEPARTMENT NAME/# Streets: 001-09-541	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	151,322	160,729	155,375	138,970	67,000	130,798	162,429	16.9%
1210 ACCRUED SALARIES	723	331	-	-	-	-	-	0.0%
1400 OVERTIME	9,528	9,732	10,000	10,000	3,714	8,000	10,000	0.0%
2100 FICA TAX EXPENSE	11,276	11,950	11,886	10,675	5,113	10,618	13,191	23.6%
2200 RETIREMENT EXPENSE	8,019	10,135	8,370	20,995	10,074	19,809	27,000	28.6%
2300 HEALTH AND LIFE INSURANCE	24,428	16,429	20,194	21,501	5,597	12,662	24,594	14.4%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	3,650	3,650	3,650	3,921	7.4%
2400 WORKERS COMP	8,293	9,073	13,522	9,296	6,972	9,296	8,262	-11.1%
Total	213,589	218,379	219,347	215,087	102,119	194,834	249,398	16.0%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	379	1,049	300	490	488	638	450	-8.2%
3120 PHYSICALS	142	255	150	-	-	-	150	0.0%
3410 DEPT OF CORR-PRISON CREW GUARD	56,467	-	-	-	-	-	-	0.0%
3440 TREE REMOVAL	2,100	2,305	2,500	2,500	1,034	2,068	3,000	20.0%
3460 RAILROAD SIGNAL MAINTENANCE	8,779	9,275	6,000	6,000	4,272	6,000	8,300	38.3%
4100 COMMUNICATIONS SERVICES	1,397	1,821	2,000	1,740	677	1,673	1,700	-2.3%
4310 NATURAL GAS	65	69	100	100	35	70	100	0.0%
4320 ELECTRICITY	163,663	160,265	179,686	164,442	79,615	154,080	160,000	-2.7%
4400 RENTALS & LEASES	1,805	1,009	500	500	43	100	300	-40.0%
4500 LIABILITY INSURANCE	9,213	9,952	10,200	7,020	5,243	7,020	7,165	2.1%
4510 INSURANCE CLAIMS	2,326	4,072	-	-	-	-	-	0.0%
4610 BUILDING MAINTENANCE	365	431	500	900	533	900	900	0.0%
4620 EQUIPMENT MAINTENANCE	13,868	17,417	10,000	14,000	5,699	10,500	14,000	0.0%
4630 VEHICLE MAINTENANCE	12,595	14,347	8,000	11,000	7,664	10,500	11,000	0.0%
4660 TRAFFIC LIGHT REPAIR	22,119	19,272	15,000	21,000	6,022	18,000	14,000	-33.3%
5100 OFFICE SUPPLIES	-	11	-	-	-	-	-	0.0%
5210 GAS AND LUBRICANTS	36,968	34,435	20,000	32,000	9,966	23,000	23,000	-28.1%
5230 JANITORIAL SUPPLIES	28	41	-	-	-	-	-	0.0%
5250 SMALL TOOLS	90	-	-	-	-	-	-	0.0%
5260 UNIFORMS	1,620	2,235	1,800	2,200	854	2,200	2,200	0.0%
5280 OPERATING SUPPLIES	10,582	9,534	8,000	9,560	3,452	7,000	8,000	-16.3%
5330 PAVING MATERIALS	16,086	5,535	17,000	15,000	-	5,000	5,000	-66.7%
5340 STREET SIGNS	-	870	2,000	1,850	-	2,000	4,000	116.2%
Total	360,658	294,201	283,736	290,302	125,598	250,749	263,265	-9.3%
CAPITAL OUTLAY								
Total	-	-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	574,247	512,580	503,083	505,389	227,717	445,583	512,664	1.4%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Human Services							
DEPARTMENT NAME/# Cemetery: 001-14-569	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	73,279	62,416	78,349	61,567	30,801	61,622	52,612	-14.5%
1210 ACCRUED SALARIES	210	10	-	-	-	-	-	0.0%
1400 OVERTIME	707	514	-	-	-	-	-	0.0%
2100 FICA TAX EXPENSE	5,583	4,779	5,994	4,710	2,338	4,714	4,025	-14.5%
2200 RETIREMENT EXPENSE	5,375	5,937	9,366	7,245	3,627	7,260	4,489	-38.0%
2300 HEALTH AND LIFE INSURANCE	2,295	576	3,230	746	286	572	3,948	429.2%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	-	-	-	532	0.0%
2400 WORKERS COMP	4,184	4,578	6,830	4,962	3,721	4,962	2,195	-55.8%
Total	91,633	78,809	103,769	79,230	40,773	79,130	67,801	-14.4%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	439	184	200	200	90	90	100	-50.0%
3120 PHYSICALS	-	-	100	-	-	-	100	0.0%
3440 TREE REMOVAL	450	-	500	500	-	-	-	-100.0%
4100 COMMUNICATIONS SERVICES	1,416	1,458	1,500	1,500	833	1,428	1,200	-20.0%
4320 ELECTRICITY	5,767	4,143	6,000	4,500	2,053	3,519	4,500	0.0%
4400 RENTALS AND LEASES	227	208	250	250	188	188	-	-100.0%
4500 LIABILITY INSURANCE	2,512	2,713	2,781	2,041	1,523	2,041	2,078	1.8%
4610 BUILDING MAINTENANCE	1,052	1,107	1,000	900	800	800	500	-44.4%
4620 EQUIPMENT MAINTENANCE	3,666	4,027	1,500	4,000	1,515	2,000	2,000	-50.0%
4630 VEHICLE MAINTENANCE	1,512	2,150	500	2,000	394	394	1,500	-25.0%
5100 OFFICE SUPPLIES	826	831	500	700	408	699	400	-42.9%
5210 GAS AND LUBRICANTS	6,137	6,047	5,000	5,000	2,240	6,500	6,000	20.0%
5220 MERCHANDISE FOR SALE	25,446	20,929	18,000	26,526	9,006	21,000	25,000	-5.8%
5230 JANITORIAL SUPPLIES	3,188	2,907	1,500	3,000	1,131	1,938	2,500	-16.7%
5250 SMALL TOOLS	-	30	-	-	-	100	100	0.0%
5260 UNIFORMS	1,359	1,365	1,500	1,500	1,108	1,899	2,000	33.3%
5270 CHEMICALS & FERTILIZER	8,203	7,483	5,000	5,000	4,255	6,004	5,000	0.0%
5280 OPERATING SUPPLIES	6,607	5,449	3,000	2,900	1,362	2,000	2,500	-13.8%
Total	68,807	61,031	48,831	60,517	26,907	50,600	55,478	-8.3%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	7,129	456	-	-	-	-	-	0.0%
Total	7,129	456	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	167,569	140,296	152,600	139,747	67,681	129,730	123,279	-11.8%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Culture/Recreation							
DEPARTMENT NAME/# Cultural Services: 001-03-573	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
4500 LIABILITY INSURANCE	-	-	-	-	-	-	7,452	0.0%
4600 TILGHMAN HOUSE	911	642	950	1,020	-	500	500	-51.0%
4610 WILLARD COOPER BUILDING	820	777	500	868	595	595	500	-42.4%
4620 PUTNAM CO HIST SOCIETY MUSEUM	-	-	-	500	314	400	2,500	400.0%
4700 LARIMER ARTS CENTER	1,803	5,021	1,500	1,500	535	535	500	-66.7%
4980 DEPOT-OPERATING	3,690	4,828	1,000	3,000	989	1,695	1,000	-66.7%
5220 WATERWORKS-OPERATIONS	7,218	4,508	2,600	4,200	1,750	4,500	5,000	19.0%
3100 WATERWORKS-PROFESSIONAL SERVIC	-	800	-	-	-	-	-	0.0%
4601 HAMMOCK HALL-MAINTENANCE	-	-	-	1,000	359	359	1,000	0.0%
Total	14,442	16,575	6,550	12,088	4,542	8,584	18,452	52.7%
CAPITAL OUTLAY								
Total	-	-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	14,442	16,575	6,550	12,088	4,542	8,584	18,452	52.7%

General Fund

FUND TITLE/FUND # *General Fund: 001*	EXPENDITURES BY FUNCTION *Culture/Recreation*							
DEPARTMENT NAME/# Bronson House: 001-03-575	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	25,041	27,394	26,004	26,293	13,146	26,292	18,000	-31.5%
1210 ACCRUED SALARIES	131	23	-	-	-	-	-	0.0%
2100 FICA TAX EXPENSE	1,840	1,967	1,989	2,011	940	2,011	1,377	-31.5%
2200 RETIREMENT EXPENSE	3,506	5,917	5,617	6,994	1,748	1,748	-	-100.0%
2300 HEALTH AND LIFE INSURANCE	2,998	2,539	2,520	2,592	1,291	2,582	-	-100.0%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	709	709	709	-	-100.0%
2400 WORKERS COMP	-	-	-	670	503	670	426	-36.4%
Total	33,516	37,839	36,130	39,269	18,337	34,013	19,803	-49.6%
OPERATING EXPENSES								
3000 BRONSON HOUSE-OPERATING	18,189	14,783	18,000	18,000	5,822	11,500	12,000	-33.3%
4500 LIABILITY INSURANCE	-	-	-	11,020	8,262	11,020	3,255	-70.5%
Total	18,189	14,783	18,000	29,020	14,084	22,520	15,255	-47.4%
CAPITAL OUTLAY								
Total	-	-	-	-	-	-	-	0.0%
DEPARTMENT TOTAL	51,706	52,623	54,130	68,289	32,421	56,533	35,058	-48.7%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Culture/Recreation							
DEPARTMENT NAME/# Parks and Recreation: 001-15-572	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	159,962	162,875	159,204	159,209	76,641	162,521	89,688	-43.7%
1210 ACCRUED SALARIES	715	460	-	-	-	-	-	0.0%
1400 OVERTIME	3,025	2,516	2,000	2,000	1,318	2,747	2,000	0.0%
2100 FICA TAX EXPENSE	11,877	12,113	12,179	12,179	5,700	12,643	7,014	-42.4%
2200 RETIREMENT EXPENSE	13,179	20,664	19,876	24,815	11,970	22,227	18,134	-26.9%
2300 HEALTH AND LIFE INSURANCE	24,044	20,430	19,841	20,919	9,761	18,876	11,186	-46.5%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	3,990	3,990	3,990	1,501	-62.4%
2400 WORKERS COMP	4,580	5,011	7,471	3,735	2,802	3,735	1,925	-48.5%
2500 UNEMPLOYMENT COMP	(48)	-	-	-	-	-	-	0.0%
Total	217,334	224,070	220,571	226,847	112,181	226,739	131,450	-42.1%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	265	483	500	500	281	281	500	0.0%
3410 DEPT OF CORR-PRISON CREW GUARD	56,467	58,004	56,467	58,004	29,002	58,004	-	-100.0%
4100 COMMUNICATIONS SERVICES	977	1,002	1,000	1,000	497	1,000	1,000	0.0%
4320 ELECTRICITY	8,856	7,762	10,000	7,700	3,879	6,560	7,500	-2.6%
4400 RENTALS AND LEASES	340	186	100	100	30	30	100	0.0%
4500 LIABILITY INSURANCE	2,981	3,220	3,300	8,470	6,423	8,587	8,241	-2.7%
4510 LIABILITY CLAIMS	214	-	-	-	-	-	-	0.0%
4610 BUILDING MAINTENANCE	8,134	5,230	4,000	1,762	1,315	1,500	3,000	70.3%
4620 EQUIPMENT MAINTENANCE	7,557	5,255	2,500	4,000	1,440	1,800	3,000	-25.0%
4630 VEHICLE MAINTENANCE	4,374	2,980	1,500	3,000	837	1,000	1,500	-50.0%
4650 REID STREET ISLAND	271	281	1,000	1,000	-	-	500	-50.0%
4680 DOWNTOWN LIGHTING	13,812	10,073	15,000	10,000	3,680	12,000	15,000	50.0%
5100 OFFICE SUPPLIES	202	427	150	485	76	76	400	-17.5%
5200 PLAYGROUNDS-OPERATIONS	11,903	4,328	5,000	5,000	2,142	3,800	4,000	-20.0%
5210 GAS AND LUBRICANTS	15,517	15,956	10,000	15,000	6,003	12,000	10,000	-33.3%
5230 JANITORIAL SUPPLIES	2,950	2,943	4,000	2,700	1,243	2,500	4,000	48.1%
5250 SMALL TOOLS	92	104	100	100	36	36	100	0.0%
5260 UNIFORMS	1,642	2,279	2,500	2,500	936	1,636	2,000	-20.0%
5270 CHEMICALS & FERTILIZER	6,454	11,481	6,000	12,932	2,170	8,767	6,000	-53.6%
5280 OPERATING SUPPLIES	3,521	6,184	5,000	4,045	1,916	2,500	5,000	23.6%
Total	146,528	138,178	128,117	138,298	61,905	122,078	71,841	-48.1%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	-	5,476	5,476	-	-	-	-	0.0%
6401 100 BLOCK BUILDING MAINTENANCE	-	1,670	1,670	-	-	-	-	0.0%
6402 CITY HALL LANDSCAPING	-	3,203	3,203	-	-	-	-	0.0%
Total	-	10,348	10,349	-	-	-	-	0.0%
DEPARTMENT TOTAL	363,862	372,596	359,037	365,145	174,086	348,817	203,290	-44.3%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION Culture/Recreation							
DEPARTMENT NAME/# Price Martin Center: 001-26-579	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
4100 COMMUNICATIONS SERVICES	206	206	500	250	81	200	250	0.0%
4310 NATURAL GAS	338	786	700	700	263	786	800	14.3%
4320 ELECTRICITY	14,741	12,081	15,000	13,200	6,108	13,000	15,000	13.6%
4500 LIABILITY INSURANCE	2,981	3,220	3,300	1,105	826	1,105	1,109	0.4%
4610 BUILDING MAINTENANCE	2,907	1,861	5,000	3,042	2,938	3,000	1,500	-50.7%
4620 EQUIPMENT MAINTENANCE	800	1,200	1,000	1,700	849	900	1,000	-41.2%
4680 GROUNDS MAINTENANCE	434	538	500	500	120	300	250	-50.0%
5230 JANITORIAL SUPPLIES	939	1,802	1,500	1,500	644	1,450	1,500	0.0%
5280 OPERATING SUPPLIES	83	194	500	358	-	311	-	-100.0%
Total	23,428	21,889	28,000	22,355	11,829	21,052	21,409	-4.2%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	-	2,074	2,074	-	-	-	-	0.0%
Total	-	2,074	2,074	-	-	-	-	0.0%
DEPARTMENT TOTAL	23,428	23,962	30,074	22,355	11,829	21,052	21,409	-4.2%

General Fund

FUND TITLE/FUND # General Fund: 001	EXPENDITURES BY FUNCTION General Government							
		TRANSFERS OUT						
DEPARTMENT NAME/# Transfers: 001-81-581	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
TRANSFERS								
9130 TRANSFER TO TIF-PROPERTY TAXES	-	-	-	196,100	98,050	196,100	196,047	0.0%
DEPARTMENT TOTAL	-	-	-	196,100	98,050	196,100	196,047	0.0%
DEPARTMENT NAME/# Contingencies: 001-82-581		CONTINGENCIES						
EXPENDITURE OBJECT #/NAME								
CONTINGENCIES								
9900 GENERAL CONTINGENCY	-	-	84,419	-	-	-	100,000	0.0%
9901 CONTINGENCY FOR GOLF COURSE FU	-	-	428,941	164,268	-	127,148	76,613	-53.4%
9902 HEALTH INSURANCE CONTINGENCY	-	-	-	-	-	-	-	0.0%
9903 CONTINGENCY FOR AIRPORT FUND	-	-	34,240	-	-	121,041	98,083	0.0%
DEPARTMENT TOTAL	-	-	547,600	164,268	-	248,189	274,695	67.2%
TOTAL EXPENDITURES	7,889,208	7,452,571	8,125,639	8,389,020	3,738,049	8,189,259	10,078,633	20.1%
DEPARTMENT NAME/# Reserves: 001-83-581		RESERVES						
EXPENDITURE OBJECT #/NAME								
RESERVES								
9900 OPERATING CASH RESERVE	-	-	402,676	491,509	-	964,315	775,347	57.7%
9901 EVIDENCE FUND RESERVE	-	-	16,745	-	-	1,483	1,483	0.0%
9902 LOT DEMOLITION/CLEANUP RESERVE	-	-	10,489	19,415	-	13,111	16,322	-15.9%
9903 IMPACT FEES-POLICE RESERVE	-	-	9,644	-	-	-	-	0.0%
9904 IMPACT FEES-FIRE RESERVE	-	-	5,841	-	-	5,841	5,841	0.0%
9908 RIVERFRONT PLAYGROUND RESERVE	-	-	5,000	5,000	-	5,000	5,000	0.0%
9909 SPECIAL CEMETERY RESERVE	-	-	80,903	122,153	-	90,903	104,403	-14.5%
9910 SPECIAL POLICE RESERVE	-	-	55,221	31,846	-	68,414	60,377	89.6%
9911 CANINE PURCHASE RESERVE	-	-	3,053	3,053	-	3,053	3,053	0.0%
9912 HAND GUN CLASSES RESERVE	-	-	72	72	-	1,992	6,192	8500.0%
9913 FIRE PUBLIC EDUCATION RESERVE	-	-	10,942	10,939	-	12,024	12,024	9.9%
9915 CRIME PREVENTION RESERVE	-	-	1,259	1,259	-	1,259	1,259	0.0%
9917 BLOOD SCREENING RESERVE	-	-	1,260	1,260	-	1,260	1,260	0.0%
9918 WOMENS SELF-DEFENSE CLASS RESE	-	-	386	386	-	386	386	0.0%
9919 RED LIGHT CAMERA REVENUE RESER	-	-	-	564,062	-	88,899	324,518	-42.5%
DEPARTMENT TOTAL	-	-	603,491	1,250,954	-	1,257,941	1,317,466	5.3%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	7,889,208	7,452,571	8,729,130	9,639,974	3,738,049	9,447,200	11,396,099	18.2%

CAPITAL IMPROVEMENTS PLAN

City of Palatka

Fiscal Year 2013-2014 through 2017-2018

	Funding Source								
Project Title	**General Fund**	**Tax Increment Fund**	**Other**	**Cost**	**FY13-14**	**FY14-15**	**FY15-16**	**FY16-17**	**FY17-18**
IT									
SAN (Storage Area Network)	$ 32,000.00			$32,000.00	$ 32,000.00				
NAS (Network Attached Storage)	$ 12,760.00			$12,760.00	$ 12,760.00				
Nodes (servers)	$ 15,000.00			$15,000.00	$ 15,000.00				
Domain Controller	$ 7,240.00			$7,240.00	$ 2,340.00	$ 2,400.00			$ 2,500.00
Baracuda Email Spam/Web	$ 8,000.00			$8,000.00		$ 8,000.00			
Network Switches	$ 10,800.00			$10,800.00		$ 5,800.00			$ 5,000.00
IP Phone System	$ 10,500.00			$10,500.00		$ 10,500.00			
Stormwater Drainage System									
St. Johns Avenue & 9th Street	$350,000.00			$350,000.00					
3rd Street & Oak Street	$170,000.00			$170,000.00					x
Zeagler Drive and St. Johns Avenue Drainage Phase II	$35,000.00			$35,000.00			x		
10th Street and Oak Street	$50,000.00			$50,000.00				x	
Streets									
Flatbed				$30,000.00		x			
St. Johns Avenue (11th Street to Moseley) Streetscape		$800,000.00		$800,000.00			x		
St. Johns Avenue (4h Street to 11th Street) Streetscape		$1,500,000.00		$1,500,000.00				x	
Reid Street Streetscape				$3,300,000.00				x	
Parks									
Riverfront Trailhead Facility (Restrooms, Parking, Soft Launch)				$444,885.00		x	x		
Riverfront Park Nature Based Playground Construction	$100,000.00			$100,000.00		x			
Riverfront Park and Pier Floating Docks Expansion (20 Slips) PHASE II	$320,000.00			$320,000.00		x			
Replank Memorial Bridge Boardwalk	$65,000.00			$65,000.00				x	
Riverfront Park Fountain /Splashpad				$180,000.00			x		
Fire									
1998 Ford Explorer - Replace Inspector's/School Vehicle	$40,000.00			$40,000.00		x			
1994 Ford - Replace Brush Truck	$75,000.00			$75,000.00	x				
Fire Boat - Fire/Rescue Boat	$135,000.00			$135,000.00		x			
1985 Ford - Air supply/USAR vehicle	$75,000.00			$75,000.00	x				
1991 Engine - Replace Engine 25 with equipment	$320,000.00			$320,000.00		x			
1996 Engine - Replace Engine 22	$340,000.00			$340,000.00			x		
1996 Engine - Replace Engine 21	$350,000.00			$350,000.00				x	
Main Station - Roof Repair	$15,000.00			$15,000.00			x		
Main Station - Resurface Parking Lot	$6,000.00			$6,000.00		x			
Kay Larking Station - Roof Repair	$12,000.00			$12,000.00				x	
Kay Larking Station - Resurface Parking Lot	$4,000.00			$4,000.00		x			
Police									
Traffic Regulation Speed Trailers (2 Signs)	$30,000.00			$30,000.00	x				
Traffic Regulation Speed Trailers (1 Radar)	$15,000.00			$15,000.00		x			
Police Department Front Restroom Renovation	$15,000.00			$15,000.00		x			
Renovate Police Department Offices and Workout Facility	$40,000.00			$40,000.00	x				
Modular Training Facility at Gun Range	$38,000.00			$38,000.00	x				
Renovate and Improve Bathroom at Gun Range	$15,000.00			$15,000.00	x				
Renovate and Improve Garage at Gun Range	$34,215.00			$34,215.00		x			
Renovate and Improve Training Pavillion at Gun Range	$15,000.00			$15,000.00			x		
Vehicles (14 vehicles)	$421,000.00			$421,000.00	x				
Vehicles (8 vehicles)	$240,000.00			$240,000.00		x			
Vehicles (6 vehicles)	$144,000.00			$144,000.00			x		

Better Place Fund

FUND TITLE/FUND # Better Place Fund: 101	SOURCES Better Place Fund Revenues/Cash Balances							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
312 LOCAL OPTION, USE & FUEL TAXES								
312-6-0000 DISCRETIONARY SALES SURTAX	676,948	683,697	632,750	710,864	335,807	671,615	695,762	-2.1%
Total	676,948	683,697	632,750	710,864	335,807	671,615	695,762	-2.1%
331/333/334 STATE/FEDERAL GRANTS & PILOTS								
331-3-1000 ENERGY GRANT AR5027	58,650	-	-	-	-	-	-	0.0%
331-5-2000 HUD DOWNTOWN PARKING/STREETSCA	57,474	192,526	192,526	-	-	-	-	0.0%
331-2-5501 USDA FIRE TRUCK	-	-	-	150,000	150,000	150,000	-	-100.0%
331-2-5502 USDA PRICE MARTIN RESTROOMS	-	-	-	32,000	-	32,000	-	-100.0%
331-7-7000 FWC BOAT RAMP IMPROVEMENTS-FED	-	-	-	776,489	-	-	776,489	0.0%
331-7-7001 WATER TAXI TERMINAL FACILITY	-	-	-	-	-	-	309,423	0.0%
334-1-1100 HAZARD-CRILL/MOSELEY 137-R	631	-	-	-	-	-	-	0.0%
334-1-3000 CRILL & MOSELEY #1561-137-A	163,728	-	-	-	-	-	-	0.0%
334-1-3001 ST JOHNS AVE 11HM-3H-04-64-02-	19,125	-	-	-	-	-	-	0.0%
334-1-3002 ST JOHNS/7TH/OAK ST 11HM-3E-04	21,579	-	-	-	-	-	-	0.0%
334-1-3003 URBAN FORESTRY 2010 GRANT	15,115	-	-	-	-	-	-	0.0%
334-1-3004 FEMA ST JOHNS 18TH TO 16TH AND OAK 1840	-	-	-	-	-	-	245,135	0.0%
334-1-3005 FEMA 1785-43-R	-	-	-	-	-	-	213,280	0.0%
334-4-9000 FDOT AQ605 RIVERBOAT REFURBISH	250,000	250,000	250,000	-	-	-	250,000	0.0%
334-3-8000 GP ENVIRONMENTAL CENTER	-	-	-	818,038	18,038	18,038	781,962	-4.4%
334-7-7002 FLORIDA HUMANITIES COUNCIL-BARTRAM TR	-	-	-	-	-	6,750	8,250	0.0%
USDA LARIMER ROOF REPAIR, WEATHERIZATI	-	-	-	-	-	-	48,500	0.0%
Total	586,302	442,526	442,526	1,776,527	168,038	206,788	2,633,039	48.2%
381 TRANSFERS IN								
381-0-1000 TRANSFER FROM TAX INCREMENT	414,480	211,232	211,232	300,000	50,000	300,000	-	-100.0%
381-0-1100 TRANSFER FROM CDBG FUND 50	167,763	522,237	542,237	-	-	-	-	0.0%
Total	582,243	733,468	753,469	300,000	50,000	300,000	-	-100.0%
384 DEBT PROCEEDS								
384-0-1000 LOAN PROCEEDS	-	-	-	23,334	23,333	23,333	-	-100.0%
Total	-	-	-	23,334	23,333	23,333	-	-100.0%
TOTAL OPERATING & OTHER REVENUES	1,845,494	1,859,691	1,828,745	2,810,725	577,179	1,201,736	3,328,801	18.4%
CASH BALANCE FORWARD								
301-0-1007 BETTER PLACE BALANCE FORWARD	-	-	29,596	531,492	-	531,492	517,364	-2.7%
Total	-	-	29,596	531,492	-	531,492	517,364	-2.7%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	1,845,494	1,859,691	1,858,341	3,342,217	577,179	1,733,228	3,846,165	15.1%

Better Place Fund

FUND TITLE/FUND #	EXPENDITURES BY FUNCTION							
Better Place Fund: 101	*General Government*							
DEPARTMENT NAME/# Better Place Plan: 101-18-519	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
3100 ENGINEERING FEES	1,040	-	-	-	-	-	-	0.0%
3101 DEPT OF CORR-PRISON CREW	-	116,008	116,008	116,008	43,503	116,008	58,004	-50.0%
Total	1,040	116,008	116,008	116,008	43,503	116,008	58,004	-50.0%
CAPITAL OUTLAY								
6260 PRICE MARTIN	68,163	-	-	-	-	-	-	0.0%
6310 SIDEWALKS	-	-	-	-	-	-	90,000	0.0%
6390 CITY DOCK IMPROVEMENTS	8,706	-	-	-	-	-	-	0.0%
6440 STREET	76,221	35,493	33,216	48,000	9,113	12,000	-	-100.0%
6700 POLICE	5,000	-	-	-	-	-	-	0.0%
6450 GP ENVIRONMENTAL CENTER	-	18,038	18,038	818,038	-	-	800,000	-2.2%
6451 FLORIDA HUMANITIES COUNCIL-BARTRA	-	-	-	-	-	13,650	9,917	0.0%
BRONSON TRAIL EXTENSION	-	-	-	-	-	-	-	0.0%
REID STREET / 11TH CORRIDOR IMPROV	-	-	-	-	-	-	-	0.0%
RIVER STREET STRIPING	-	-	-	-	-	-	4,320	0.0%
LAUREL STREET STRIPING	-	-	-	-	-	-	1,400	0.0%
ST. JOHNS AVE STREETSCAPE (ENGINEER	-	-	-	-	-	-	40,000	0.0%
Total	158,090	53,532	51,254	866,038	9,113	25,650	945,637	9.2%
DEBT SERVICE								
7103 FRANK GEORGE INFRASTRUCTURE	266,667	266,667	266,667	266,667	266,667	266,667	248,000	-7.0%
7203 FRANK GEORGE INFRASTRUCTURE	138,400	124,560	124,560	110,720	110,720	110,720	42,958	-61.2%
7104 PRINCIPAL-SUTPHEN FIRE TRUCK	-	-	-	54,048	26,691	54,048	54,048	0.0%
7204 INTEREST-SUTPHEN FIRE TRUCK	-	-	-	21,848	11,258	21,848	21,848	0.0%
7303 FRANK GEORGE INFRASTRUCTURE	-	-	-	23,334	-	23,334	-	-100.0%
Total	405,067	391,227	391,227	476,617	415,335	476,617	366,854	-23.0%
GRANT MATCHES								
6320 RIVERFRONT/PIER IMP GRANT	28,650	9,089	9,089	-	-	-	-	0.0%
6340 TEMPORARY DOCKING	38,695	-	-	-	-	-	-	0.0%
6350 RIVERBOAT REFURBISHEMENT-100%	250,000	250,000	250,000	-	3,375	3,375	250,000	0.0%
8100 URBAN FORESTRY 2010 GRANT	20,721	-	-	-	-	-	-	0.0%
8110 ST JOHNS & 15TH ST DRAINAGE	25,500	286	286	-	-	-	-	0.0%
8120 ST JOHNS & 7TH & OAK ST DRAINA	25,170	-	-	-	-	-	-	0.0%
8121 FEMA ST JOHNS 18TH TO 16TH AND OAK	-	-	-	-	-	-	326,845	0.0%
8122 FEMA 1785-43-R	-	-	-	-	-	-	284,372	0.0%
8130 CRILL AND MOSELEY DRAINAGE	205,601	-	-	-	-	-	-	0.0%
8910 DOWNTOWN PARKING/STREETSCAPE C	274,357	874,151	874,151	-	-	15,800	-	0.0%
6351 BOAT RAMP PARKING IMPROVEMENTS	-	1,300	1,300	1,057,609	7,973	7,973	1,049,636	-0.8%
6352 WATER TAXI TERMINAL FACILITY	-	-	-	-	-	-	309,423	0.0%
8920 PRICE MARTIN RESTROOM USDA GRA	-	5,872	5,872	77,930	745	77,930	-	-100.0%
8921 FIRE TRUCK USDA	-	-	-	310,622	310,622	310,622	-	-100.0%
USDA LARIMER ROOF REPAIR, WEATHER	-	-	-	-	-	-	97,000	0.0%
Total	868,694	1,140,697	1,140,698	1,446,161	322,715	415,700	2,317,276	60.2%
TRANSFERS								
9140 TRANSFER TO GOLF FUND-BETTER P	-	-	-	181,890	90,945	181,890	152,355	-16.2%
Total	-	-	-	181,890	90,945	181,890	152,355	-16.2%
DEPARTMENT TOTAL	1,432,891	1,701,464	1,699,187	3,086,714	881,611	1,215,865	3,840,126	24.4%
TOTAL EXPENDITURES	1,432,891	1,701,464	1,699,187	3,086,714	881,611	1,215,865	3,840,126	24.4%
RESERVES								
9907 BETTER PLACE RESERVE	-	-	159,154	255,503	-	517,364	6,039	-97.6%
DEPARTMENT TOTAL	-	-	159,154	255,503	-	517,364	6,039	-97.6%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	1,432,891	1,701,464	1,858,341	3,342,217	881,611	1,733,228	3,846,165	15.1%

Airport Fund

FUND TITLE/FUND #	SOURCES							
Airport Fund: 005	*All Airport Fund Revenues & Cash Balances*							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
FEDERAL GRANTS								
·389-2-8100 FAA RUNWAY 9/27 21-2011	548,684	3,367,076	3,363,200	200,609	-	200,609	-	-100.0%
·389-2-8101 FAA TAXIWAY C REHAB	-	121,500	-	997,313	273,517	997,313	-	-100.0%
·389-2-8102 FAA GENERAL AVIATION	-	-	-	-	-	-	150,000	0.0%
Total	548,684	3,488,576	3,363,200	1,197,922	273,517	1,197,922	150,000	-87.5%
STATE GRANTS								
·389-3-8000 BEACON GRANT	684	684	684	684	342	684	-	-100.0%
·389-3-8400 FDOT GRANT AQ825	8,478	67,292	67,292	-	-	-	-	0.0%
·389-3-8500 FDOT GRANT AQ799	14,439	88,617	88,516	4,654	2,231	4,654	-	-100.0%
·389-3-8600 FDOT GRANT AQ418	15,137	59,770	59,770	-	-	-	-	0.0%
·389-3-8700 FDOT GRANT AQ837	6,111	40,380	40,379	133,509	100,476	133,509	-	-100.0%
·389-3-8800 FDOT GRANT AQ838	-	120,000	120,000	-	-	-	-	0.0%
·389-3-8900 FDOT GRANT AQG14	-	255,753	259,833	109,247	11,000	109,247	-	-100.0%
·389-3-8901 FDOT GRANT AQS66 TAXIWAY C REH	-	6,750	-	55,406	15,195	55,406	-	-100.0%
·389-3-8902 FDOT GRANT-SOUTH AIRPORT DRAIN	-	-	-	-	-	3,600	-	0.0%
·389-3-8903 FDOT GENERAL AVIATION	-	-	-	-	-	-	8,333	0.0%
·389-3-8904 FDOT REDI HANGARS	-	-	-	-	-	-	400,000	0.0%
Total	44,849	639,246	636,474	303,500	129,245	307,101	408,333	34.5%
TOTAL GRANTS	593,533	4,127,822	3,999,674	1,501,422	402,762	1,505,023	558,333	-62.8%
OPERATING REVENUES								
·344-0-1900 LAND LEASE	818	(818)	-	-	-	-	-	0.0%
·344-1-1010 100 LL AVIATION FUEL	486,514	452,881	388,356	432,000	220,847	468,426	478,092	10.7%
·344-1-1020 JET A AVIATION FUEL	161,980	171,012	155,584	182,000	99,261	171,234	175,000	-3.8%
·344-1-1030 DONATIONS-FLY-IN EVENT	-	-	25	7,988	7,988	7,988	9,000	12.7%
·344-1-1200 TIE DOWN FEES/VEHICLE PARKING	3,355	3,030	3,000	3,000	1,600	3,425	3,425	14.2%
·344-1-1400 VENDING	2,649	1,860	1,500	1,500	987	2,200	2,400	60.0%
·344-1-1700 AVIATION LUBRICANTS	2,812	2,478	2,000	2,000	965	2,200	2,400	20.0%
·344-1-1800 MERCHANDISE SALES	4,028	2,518	5,400	2,400	1,140	2,400	2,400	0.0%
·362-0-1000 HANGAR RENTALS	219,334	213,311	238,929	238,929	103,678	223,179	236,548	-1.0%
·362-0-2000 LAND LEASE	3,240	4,212	3,888	3,888	1,944	3,888	3,888	0.0%
·362-0-3000 BUILDING RENTAL	10,570	1,132	12,000	7,200	4,314	7,964	9,850	36.8%
362-0-4000 OFFICE RENTAL	-	12,000	12,000	9,000	9,000	9,000	-	-100.0%
Total	895,300	863,616	822,682	889,905	451,724	901,904	923,003	3.7%
OTHER REVENUES								
365-0-1000 SALE OF SURPLUS MATERIALS-MILLINGS	-	127,470	127,470	50,000	4,000	12,440	5,000	-90.0%
365-0-1001 SALE OF SURPLUS LAND	-	-	-	60,000	62,409	62,409	-	-100.0%
365-0-1002 SALE OF SURPLUS MATERIAL-TIMBER	-	-	-	150,000	5,890	13,000	-	-100.0%
365-0-1003 SALE OF SURPLUS MATERIAL-SAND	-	-	-	-	-	10,000	25,000	0.0%
369-9-1000 MISCELLANEOUS REVENUES	11,591	2,094	3,000	3,000	737	1,500	1,500	-50.0%
369-9-2000 REFUNDS/REIMBURSEMENTS	11,690	825	-	-	-	-	-	0.0%
369-9-3000 LATE FEES	910	(729)	400	-	-	-	-	0.0%
369-9-1001 E-Payables Revenue Share	-	-	-	-	38	250	500	0.0%
Total	24,191	129,661	130,870	263,000	73,074	99,599	32,000	-87.8%
TRANSFERS								
Total	-	-	-	-	-	-	-	0.0%
LOAN PROCEEDS								
383-0-1000 LOAN PROCEEDS	-	-	-	23,683	23,682	23,682	-	-100.0%
Total	-	-	-	23,683	23,682	23,682	-	-100.0%
TOTAL REVENUES	1,513,024	5,121,098	4,953,226	2,678,010	951,242	2,530,208	1,513,336	-43.5%
CASH BALANCE FORWARD								
301-0-0000 OPERATING CASH BALANCE FORWARD	-	-	405	(86,764)	(86,764)	(86,764)	(207,805)	139.5%
302-0-0000 SURPLUS LAND BALANCE FORWARD	-	-	61,550	-	-	-	-	0.0%
Total	-	-	61,955	(86,764)	(86,764)	(86,764)	(207,805)	139.5%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	1,513,024	5,121,098	5,015,181	2,591,246	864,478	2,443,444	1,305,531	-49.6%

Airport Fund

FUND TITLE/FUND #	EXPENDITURES BY FUNCTION							
Airport Fund: 005	*Enterprise*							
DEPARTMENT NAME/# Airport: 005-05-542	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	105,266	98,546	109,034	100,377	54,762	104,840	110,613	10.2%
1210 ACCRUED SALARIES	555	538	-	-	-	-	-	0.0%
1400 OVERTIME	3,272	670	4,500	-	853	1,353	1,500	0.0%
2100 FICA TAX EXPENSE	8,238	7,583	8,686	7,679	4,251	8,372	8,577	11.7%
2200 RETIREMENT EXPENSE	14,411	17,971	24,523	21,497	11,350	22,600	23,377	8.7%
2300 HEALTH AND LIFE INSURANCE	2,572	1,201	3,472	400	191	381	410	2.5%
2400 WORKERS COMP	3,226	3,529	5,250	3,393	2,545	3,393	2,784	-17.9%
2500 UNEMPLOYMENT COMP	4,125	3,025	-	-	-	-	-	0.0%
Total	141,664	133,064	155,465	133,346	73,951	140,939	147,261	10.4%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	1,762	11,395	5,500	1,550	9,349	9,649	2,575	66.1%
3120 PHYSICALS	-	510	90	190	95	95	190	0.0%
3200 ACCOUNTING AND AUDITING	1,175	1,175	1,175	1,175	-	1,175	1,175	0.0%
4020 SCHOOLING, CONFERENCE, ETC	94	83	500	440	-	-	500	13.6%
4100 COMMUNICATIONS SERVICES	5,018	4,827	4,300	4,500	2,333	4,267	4,500	0.0%
4200 POSTAGE AND FREIGHT	23	82	100	100	54	100	100	0.0%
4310 NATURAL GAS	487	188	600	300	197	260	300	0.0%
4320 ELECTRICITY	11,553	12,459	13,000	12,000	6,991	12,692	13,000	8.3%
4330 UTILITIES-WATER	2,504	2,772	2,300	2,800	1,962	3,800	4,200	50.0%
4340 CREDIT CARD FEES	22,104	22,135	17,000	19,000	11,248	23,747	24,000	26.3%
4400 RENTALS AND LEASES	4,177	9,870	2,000	4,800	4,000	7,200	-	-100.0%
4500 LIABILITY INSURANCE	15,645	16,129	16,800	24,501	20,066	25,315	25,293	3.2%
4610 BUILDING/HANGAR MAINTENANCE	7,377	11,312	10,000	2,200	1,843	2,181	8,000	263.6%
4620 EQUIPMENT/FIELD MAINTENANCE	8,838	8,313	8,000	8,400	6,726	8,500	8,500	1.2%
4630 VEHICLE MAINTENANCE	845	834	700	1,300	288	667	872	-32.9%
4640 RADIO MAINTENANCE	-	2,428	100	300	-	55	100	-66.7%
4680 GROUNDS LANDSCAPING	45,378	48,844	45,000	48,000	24,000	48,000	48,000	0.0%
4700 PRINTING AND BINDING	31	114	100	100	55	100	100	0.0%
4800 ADVERTISING	1,334	2,212	2,000	2,300	593	1,163	2,000	-13.0%
4920 LAND TAX	2,853	2,417	2,750	2,750	2,558	2,558	2,700	-1.8%
5100 OFFICE SUPPLIES	746	496	300	650	465	662	650	0.0%
5170 100LL FUEL	411,239	407,890	407,950	381,097	139,324	408,712	410,000	7.6%
5180 JET A FUEL	147,141	131,703	119,680	125,664	59,374	136,407	140,000	11.4%
5190 LOSS ON FUEL	-	-	200	-	-	-	-	0.0%
5200 FLY-IN EVENT-DONATIONS	487	-	25	7,988	7,025	7,025	9,000	12.7%
5210 AIRPORT VEHICLE GAS	2,511	3,045	800	2,900	1,657	2,769	1,000	-65.5%
5220 GENERAL MERCHANDISE	5,479	5,361	5,000	2,100	1,359	2,198	4,400	109.5%
5230 JANITORIAL SUPPLIES	383	666	500	750	546	846	800	6.7%
5260 UNIFORMS	1,211	586	600	600	67	167	100	-83.3%
5280 OPERATING SUPPLIES	4,158	4,439	2,500	3,750	1,295	2,526	2,500	-33.3%
5400 MEMBR,SUBSCRIPT,DUES	446	559	200	200	90	390	450	125.0%
5900 DEPRECIATION	680,353	683,503	-	-	-	-	-	0.0%
Total	1,385,351	1,396,346	669,770	662,405	303,560	713,226	715,005	7.9%
CAPITAL OUTLAY								
6210 EQUIPMENT BLDG-FUEL FARM UPGRA	-	-	67,292	-	-	-	-	0.0%
6215 BUILDING B-2 AQ837	-	-	40,379	134,089	134,089	134,089	-	-100.0%
6270 REDI-SECURITY UPGRADES AQ418	-	-	59,770	-	-	-	-	0.0%
6280 RUNWAY 9-27 FDOT-AQ799 FAA-21	-	-	3,540,210	211,167	164,965	211,167	-	-100.0%
6360 MASTER PLAN UPDATE	5,568	-	-	-	-	-	-	0.0%
6370 FDOT STORMWTR-KAY LARKIN AIRPT	-	(16,472)	-	-	-	-	-	0.0%
6400 CAPITAL OUTLAY	3,593	3,610	-	-	-	-	-	0.0%
6285 MAIN ACCESS ROAD REHAB AQ614	-	-	259,833	51,988	12,000	51,988	-	-100.0%
6286 FUEL TRUCK PURCHASE AQG14	-	-	-	60,000	-	60,000	-	-100.0%
6290 SECURITY SYSTEM AQ838	-	-	120,000	-	-	-	-	0.0%
6291 TAXIWAY C REHAB	-	-	-	1,108,125	686,955	1,108,125	-	-100.0%

Airport Fund

FUND TITLE/FUND # *Airport Fund: 005*	EXPENDITURES BY FUNCTION *Enterprise*							
DEPARTMENT NAME/# Airport: 005-05-542	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
6292 FDOT GRANT-SOUTH AIRPORT DRAIN	-	-	-	-	-	4,500	-	0.0%
6293 GENERAL AVIATION PROJECT	-	-	-	-	-	-	166,667	0.0%
6294 FDOT REDI HANGARS	-	-	-	-	-	-	400,000	0.0%
Total	9,160	(12,862)	4,087,484	1,565,369	998,008	1,569,869	566,667	-63.8%
DEBT SERVICE								
7110 LOAN #307 TERMINAL	-	-	83,334	50,336	-	50,336	90,000	78.8%
7120 THANGAR #315	-	-	50,000	33,025	-	33,025	53,000	60.5%
7210 LOAN #307 TERMINAL	48,219	44,632	44,632	22,357	20,233	22,357	20,773	-7.1%
7220 T HANGAR #315	42,837	39,650	39,650	19,862	17,974	19,862	18,713	-5.8%
7111 SERIES 2013C TERMINAL	-	-	-	43,000	-	43,000	-	-100.0%
7121 SERIES 2013B T-HANGAR	-	-	-	17,000	-	17,000	-	-100.0%
7211 SERIES 2013C TERMINAL	-	-	-	9,536	-	9,536	-	-100.0%
7221 SERIES 2013B T-HANGAR	-	-	-	8,415	-	8,415	-	-100.0%
7311 SERIES 2013C TERMINAL	-	-	-	14,545	-	14,545	-	-100.0%
7321 SERIES 2013B T-HANGAR	-	-	-	9,138	-	9,138	-	-100.0%
Total	91,056	84,282	217,616	227,214	38,207	227,214	182,485	-19.7%
TOTAL EXPENDITURES	1,627,231	1,600,830	5,130,335	2,588,334	1,413,726	2,651,249	1,611,419	-37.7%
TRANSFERS, CONT, RESERVES								
9900 CONTINGENCY/RESERVE	-	-	(115,154)	2,912	-	(207,805)	(305,887)	-10604.4%
9501 BAD DEBT EXPENSE	-	25,337	-	-	-	-		0.0%
Total	-	25,337	(115,154)	2,912	-	(207,805)	(305,887)	-10604.4%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	1,627,231	1,626,167	5,015,181	2,591,246	1,413,726	2,443,444	1,305,531	-49.6%

CAPITAL IMPROVEMENTS PLAN								
City of Palatka								
Fiscal Year 2013-2014 through 2017-2018								
Project Title	**Airport Fund**	**Other**	**Cost**	**FY13-14**	**FY14-15**	**FY15-16**	**FY16-17**	**FY17-18**
Airport								
Transient Aircraft Parking Apron (76,000 SF)	n/a		$400,000.00					
Taxiway C1 Pavement & Edge Lighting	n/a		$350,000.00					
Taxiway F Pavement and a transient aircraft parking apron (140,000 SF)	n/a		$750,000.00					
Runway 17 Extension	n/a		n/a					

Water Fund

FUND TITLE/FUND # Water Fund: 041	SOURCES All Water Fund Revenues & Cash Balances							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
GRANTS								
389-2-2000 ENERGY GRANT ARS027	61,925	1,119,425	1,119,425	-	-	-	-	0.0%
389-4-1200 SJRWMD GRANT (REUSE)	847,722	1,367,864	1,367,865	-	-	53,572	-	0.0%
Total	909,647	2,487,289	2,487,290	-	-	53,572	-	0.0%
CHARGES FOR SERVICES								
343-6-1000 WATER SALES	1,422,086	1,549,794	1,548,243	1,983,000	981,150	1,957,187	2,152,906	8.6%
343-6-1010 WATER TAPS & RENEWALS	17,720	45,159	9,420	11,658	11,342	13,377	32,650	180.1%
343-6-1015 WATER TAPS & RENEWALS (REUSE)	1,085	-	-	-	3,420	3,420	-	0.0%
343-6-1020 SERVICE CHARGES	5,284	2,612	3,286	3,984	640	1,000	1,000	-74.9%
343-6-1030 SERVICE CHARGES (CASH)	10,894	18,811	13,911	18,680	8,890	16,765	16,800	-10.1%
343-6-1040 PENALTIES	53,836	51,055	54,528	50,500	25,428	49,984	64,500	27.7%
343-6-1060 WATER REPLACEMENT FEES	284,366	309,960	309,649	-	-	-	-	0.0%
343-6-3000 SEWER SERVICE REVENUE	1,493,673	1,499,051	1,480,030	1,845,000	921,036	1,836,888	2,020,577	9.5%
343-6-3010 SEWER TAPS/RENEWALS	10,730	5,925	6,000	5,050	2,375	2,400	17,000	236.6%
343-6-3020 SEPTIC DUMPING (WWTP)	52,289	59,983	65,696	57,756	29,108	58,944	64,900	12.4%
343-6-3030 SEWER REPLACEMENT FEES	326,094	295,717	339,047	-	-	-	-	0.0%
343-6-4000 WATER IMPACT FEES	29,931	11,400	15,000	12,882	1,938	3,000	33,386	159.2%
343-6-4010 WATER IMPACT FEES (BILLED)	289	1,624	-	-	106	106	-	0.0%
343-6-5000 SEWER IMPACT FEES	87,735	30,144	35,000	35,461	3,817	5,400	88,007	148.2%
343-6-6000 ONE TIME LINE CHARGES	3,872	2,800	-	3,000	-	-	-	-100.0%
Total	3,799,885	3,884,033	3,879,810	4,026,971	1,989,251	3,948,470	4,491,725	11.5%
OTHER REVENUES								
361-0-7000 SERIES 2010A RESERVE FUND INTE	-	405	-	-	-	-	-	0.0%
361-1-3000 INTEREST-RATE STABILIZATION	27	-	-	-	-	-	-	0.0%
361-1-4000 INTEREST-2004 CLEAN WATER SRF	8	2	-	2	1	1	2	0.0%
361-1-6000 INTEREST-SERIES 2010A SINKING	43	24	-	8	6	12	8	0.0%
361-1-6100 INTEREST-SERIES 2010A ESCROW A	352	-	-	-	-	-	-	0.0%
361-1-6200 INTEREST-SERIES 2010A COST OF	9	-	-	-	-	-	-	0.0%
361-1-6300 INTEREST-SERIES 2010A REVENUE	7	-	-	-	-	-	-	0.0%
362-0-1000 COMMUNICATION TOWER LEASE	78,322	92,701	93,693	82,162	49,176	82,509	82,792	0.8%
364-0-4900 SURPLUS EQUIPMENT-WATER	-	3,785	-	-	2,674	2,674	-	0.0%
369-0-3000 REFUNDS/REIMBURSEMENT	3	-	-	-	-	-	-	0.0%
369-9-1000 OTHER REVENUE	1,572	4,764	450	900	655	1,111	1,100	22.2%
369-9-2000 REFUNDS/REIMBURSEMENTS	44	36,201	36,000	300	37	93	75	-75.0%
369-9-3000 INSURANCE CLAIMS-WATER	8,758	621	-	5,450	5,449	8,750	-	-100.0%
361-0-7002 SERIES 2010A REVENUE FUND INTE	-	19	-	-	-	-	-	0.0%
369-9-1001 E-Payables Revenue Share	-	-	-	-	60	812	1,000	0.0%
384-0-1000 LOAN PROCEEDS	-	(418)	-	-	-	-	-	0.0%
Total	89,143	138,103	130,143	88,822	58,057	95,962	84,977	-4.3%
TRANSFERS IN								
381-0-2000 TRANSFER FROM GAS AUTHORITY	112,892	250,000	250,000	-	-	-	-	0.0%
381-0-5000 TRANSFER FROM CDBG-FUND 50	-	2,680	2,680	-	-	-	788,107	0.0%
Total	112,892	252,680	252,680	-	-	-	788,107	0.0%
TOTAL REVENUES	4,911,567	6,762,106	6,749,923	4,115,793	2,047,308	4,098,005	5,364,809	30.3%
CASH BALANCE FOWARD								
301-1-0400 PLANT REPLACEMENT BAL FORWARD	-	-	334,022	-	-	-	-	0.0%
301-0-0100 CASH BALANCE FOWARD	-	-	-	239,012	-	239,012	137,960	-42.3%
301-1-7000 FRUFC REBATE-CAP PROJECTS ONLY	-	-	8,095	8,095	-	8,095	8,095	0.0%
301-0-0101 WATER IMPACT FEES BALANCE FORW	-	-	-	4,560	-	4,560	7,666	68.1%
301-0-0102 SEWER IMPACT FEES BALANCE FORW	-	-	-	11,068	-	11,068	16,468	48.8%
Total	-	-	342,117	262,735	-	262,735	170,189	-35.2%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	4,911,567	6,762,106	7,092,040	4,378,528	2,047,308	4,360,740	5,534,998	26.4%

Water Fund

FUND TITLE/FUND #	EXPENDITURES BY FUNCTION							
Water Fund: 041	*Enterprise*							
DEPARTMENT NAME/# Water Plant: 041-11-533	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	273,325	279,231	278,309	286,629	143,110	289,650	282,765	-1.3%
1210 ACCRUED SALARIES	4,993	3,811	-	-	-	-	-	0.0%
1310 HOLIDAY PAY	4,668	6,701	6,500	5,500	5,099	7,304	5,500	0.0%
1400 OVERTIME	31,118	35,323	21,934	31,000	21,851	36,539	25,000	-19.4%
2100 FICA TAX EXPENSE	22,611	23,349	23,466	24,102	12,375	24,149	23,965	-0.6%
2200 RETIREMENT EXPENSE	33,292	52,862	53,290	69,959	34,768	69,339	76,064	8.7%
2300 HEALTH AND LIFE INSURANCE	40,106	33,303	32,752	34,510	14,687	30,235	48,965	41.9%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	8,507	8,507	8,507	7,741	-9.0%
2400 WORKERS COMP	8,536	9,340	13,914	7,229	5,421	7,229	7,088	-1.9%
Total	418,649	443,920	430,165	467,436	245,819	472,951	477,088	2.1%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	41,689	36,379	39,684	39,684	31,314	38,380	39,500	-0.5%
3120 PHYSICALS	-	-	85	210	105	210	210	0.0%
4020 SCHOOLING, CONFERENCE, ETC	787	504	550	550	425	550	550	0.0%
4100 COMMUNICATIONS SERVICES	2,946	4,815	2,500	3,000	1,087	2,450	2,800	-6.7%
4200 POSTAGE AND FREIGHT	200	-	200	200	-	100	200	0.0%
4320 ELECTRICITY	169,066	148,110	200,000	150,000	66,981	140,130	150,000	0.0%
4500 LIABILITY INSURANCE	11,364	12,212	12,000	48,573	36,948	49,069	48,576	0.0%
4610 BUILDING MAINTENANCE	2,180	2,682	500	1,500	453	1,000	1,500	0.0%
4620 EQUIPMENT MAINTENANCE	20,764	44,043	10,000	35,000	13,508	34,670	35,000	0.0%
4630 VEHICLE MAINTENANCE	-	99	600	600	95	300	600	0.0%
5100 OFFICE SUPPLIES	198	557	500	600	532	600	600	0.0%
5210 GAS AND LUBRICANTS	1,862	1,782	2,500	2,500	761	2,075	2,675	7.0%
5230 JANITORIAL SUPPLIES	670	892	450	1,000	397	875	1,000	0.0%
5250 SMALL TOOLS	-	-	50	50	-	50	50	0.0%
5260 UNIFORMS	1,161	1,441	1,100	1,400	655	1,375	1,400	0.0%
5270 CHEMICALS AND FERTILIZERS	287,613	328,570	250,000	325,000	96,191	225,000	325,000	0.0%
5280 OPERATING SUPPLIES	4,206	3,569	2,000	3,375	1,615	3,375	3,375	0.0%
5400 MEMBR,SUBSCRIPT,DUES	395	395	375	500	395	395	500	0.0%
5900 DEPRECIATION	558,604	608,293	-	-	-	-	-	0.0%
Total	1,103,704	1,194,343	523,094	613,742	251,462	500,604	613,536	0.0%
CAPITAL OUTLAY								
6400 CAPTIAL OUTLAY	5,643	-	-	3,183	3,294	3,294	7,000	119.9%
6380 WELL UPGRADES	-	-	19,250	65,817	21,398	36,398	40,000	-39.2%
6450 CAPITAL IMPROVEMENTS	-	-	-	-	-	-	18,500	0.0%
Total	5,643	-	19,250	69,000	24,691	39,692	65,500	-5.1%
DEPARTMENT TOTAL	1,527,997	1,638,263	972,509	1,150,178	521,972	1,013,246	1,156,124	0.5%

Water Fund

FUND TITLE/FUND # Water Fund: 041	EXPENDITURES BY FUNCTION Enterprise							
DEPARTMENT NAME/# Sewer Plant: 041-12-535	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	379,304	354,599	367,545	337,453	162,080	311,502	310,712	-7.9%
1210 ACCRUED SALARIES	(16,736)	(15,099)	-	-	-	-	-	0.0%
1310 HOLIDAY PAY	5,110	4,551	7,000	7,000	3,626	4,620	5,200	-25.7%
1400 OVERTIME	11,041	6,341	15,000	15,000	2,457	8,560	15,000	0.0%
2100 FICA TAX EXPENSE	28,427	26,142	28,117	27,559	11,893	22,860	25,315	-8.1%
2200 RETIREMENT EXPENSE	38,666	61,706	54,679	81,814	40,792	82,346	83,582	2.2%
2300 HEALTH AND LIFE INSURANCE	62,381	48,245	52,384	49,882	25,814	51,771	82,684	65.8%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	15,119	15,119	15,119	16,348	8.1%
2400 WORKERS COMP	11,580	12,814	18,844	6,616	4,962	6,616	5,404	-18.3%
Total	519,772	499,299	543,569	540,443	266,742	503,394	544,243	0.7%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	9,205	13,659	25,000	12,000	5,400	11,000	12,000	0.0%
3110 LAB/TESTING	39,012	32,261	41,000	35,000	12,593	31,500	35,000	0.0%
3120 PHYSICALS	644	375	250	600	268	268	250	-58.3%
3460 RAILROAD CROSSING MAINTENANCE	650	653	-	-	-	-	-	0.0%
4020 SCHOOLING, CONFERENCE, ETC	2,291	229	1,500	1,500	499	1,500	1,500	0.0%
4100 COMMUNICATIONS SERVICES	10,440	11,184	7,000	3,000	1,012	1,400	1,100	-63.3%
4200 POSTAGE AND FREIGHT	940	973	700	1,950	1,482	1,800	1,800	-7.7%
4310 NATURAL GAS	2,435	13,551	6,000	19,800	12,548	21,000	20,000	1.0%
4320 ELECTRICITY	165,355	148,187	190,000	151,700	70,085	148,100	155,000	2.2%
4400 RENTALS AND LEASES	18,195	19,606	16,000	16,850	5,188	12,500	15,000	-11.0%
4500 LIABILITY INSURANCE	6,847	7,334	7,000	15,720	12,291	16,206	15,670	-0.3%
4610 BUILDING MAINTENANCE	1,954	979	1,000	900	231	750	1,000	11.1%
4620 EQUIPMENT MAINTENANCE	41,056	46,349	35,000	50,000	27,348	53,000	45,000	-10.0%
4630 VEHICLE MAINTENANCE	2,207	1,441	2,000	2,200	936	2,200	2,500	13.6%
5100 OFFICE SUPPLIES	1,147	1,021	1,000	1,500	587	1,500	1,500	0.0%
5210 GAS AND LUBRICANTS	10,233	10,186	8,000	9,500	4,242	9,500	9,500	0.0%
5230 JANITORIAL SUPPLIES	483	506	1,000	500	113	500	500	0.0%
5260 UNIFORMS	4,157	6,129	3,500	5,300	3,258	5,300	5,100	-3.8%
5270 CHEMICALS	26,955	49,315	41,000	34,900	11,758	32,000	42,000	20.3%
5280 OPERATING SUPPLIES	7,515	4,064	8,000	8,000	2,120	6,500	8,000	0.0%
5400 MEMBR,SUBSCRIPT,DUES	94	94	-	-	-	-	-	0.0%
5900 DEPRECIATION	494,012	440,857	-	-	-	-	-	0.0%
Total	845,827	808,952	394,950	370,920	171,958	356,524	372,420	0.4%
CAPITAL OUTLAY								
6340 ENERGY GRANT	-	-	1,228,345	-	-	-	-	0.0%
6350 REUSE W/W TREATMENT GRANT	-	-	1,426,684	-	46,551	46,551	-	0.0%
6351 ST JOHNS & SR19 REUSE LINE REPAIR	-	-	-	-	-	-	70,000	0.0%
6400 CAPTIAL OUTLAY	7,543	(5,000)	11,592	-	-	-	25,000	0.0%
6450 CAPITAL IMPROVEMENTS	-	-	5,750	-	-	-	-	0.0%
6360 CDBG-JAMES A LONG PROJECT	-	-	36,000	-	-	-	-	0.0%
Total	7,543	(5,000)	2,708,371	-	46,551	46,551	95,000	0.0%
DEPARTMENT TOTAL	1,373,142	1,303,251	3,646,890	911,363	485,252	906,470	1,011,663	11.0%

Water Fund

FUND TITLE/FUND #	EXPENDITURES BY FUNCTION							
Water Fund: 041	*Enterprise*							
DEPARTMENT NAME/#	ACTUAL	ACTUAL	BUDGET	BUDGET	ACTUAL	PROJECTED	BUDGET	INCREASE/
Water & Sewer Distribution: 041-13-536	2011	2012	2012	2013	2013	2013	2014	DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	54,547	54,547	54,547	54,547	26,225	54,547	56,047	2.7%
1200 REGULAR SALARIES	372,068	383,009	377,634	381,242	194,438	386,035	345,566	-9.4%
1210 ACCRUED SALARIES	8,448	4,397	-	-	-	-	-	0.0%
1400 OVERTIME	58,162	43,205	40,000	45,000	21,067	45,000	45,000	0.0%
2100 FICA TAX EXPENSE	34,465	33,242	36,122	36,398	16,585	33,384	34,166	-6.1%
2200 RETIREMENT EXPENSE	61,579	94,469	92,902	116,909	58,378	116,796	96,301	-17.6%
2300 HEALTH AND LIFE INSURANCE	88,772	71,404	74,505	63,537	33,387	66,774	89,621	41.1%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	20,099	20,099	20,099	17,394	-13.5%
2400 WORKERS COMP	13,482	14,750	21,990	10,850	8,138	10,850	10,068	-7.2%
2410 WORKERS COMP CLAIM	157	-	-	-	-	-	-	0.0%
2500 UNEMPLOYMENT COMP	3,757	5,064	200	-	-	-	-	0.0%
Total	695,436	704,086	697,900	728,582	378,316	733,485	694,162	-4.7%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	6,656	6,132	5,860	5,660	2,771	6,440	6,500	14.8%
3120 PHYSICALS	236	(55)	150	150	50	150	2,400	1500.0%
4020 SCHOOLING, CONFERENCE, ETC	2,040	-	200	2,400	1,225	2,400	1,500	-37.5%
4100 COMMUNICATIONS SERVICES	2,546	2,660	2,700	2,700	977	2,600	3,000	11.1%
4200 POSTAGE AND FREIGHT	20	112	20	40	27	40	40	0.0%
4310 NATURAL GAS	326	249	360	360	120	250	300	-16.7%
4320 ELECTRICITY	2,821	2,212	2,250	2,250	862	1,800	2,100	-6.7%
4400 RENTALS AND LEASES	328	379	450	350	57	300	350	0.0%
4500 LIABILITY INSURANCE	11,112	12,003	12,302	11,203	8,316	11,203	10,816	-3.5%
4510 INSURANCE CLAIMS	889	-	500	4,152	-	29,151	500	-88.0%
4610 BUILDING MAINTENANCE	388	401	350	865	767	1,000	2,000	131.2%
4620 EQUIPMENT MAINTENANCE	17,934	10,241	7,000	23,537	17,630	22,000	13,000	-44.8%
4630 VEHICLE MAINTENANCE	13,299	11,703	8,000	11,400	7,761	11,400	12,000	5.3%
4640 RADIO MAINTENANCE	-	-	150	150	-	150	150	0.0%
4700 PRINTING AND BINDING	59	71	50	260	98	450	500	92.3%
5100 OFFICE SUPPLIES	170	185	200	200	98	200	300	50.0%
5210 GAS AND LUBRICANTS	36,690	36,431	25,000	32,500	14,943	31,500	32,500	0.0%
5230 JANITORIAL SUPPLIES	2,087	2,659	1,500	2,300	939	2,300	2,500	8.7%
5250 SMALL TOOLS	89	-	250	250	18	250	1,500	500.0%
5260 UNIFORMS	3,351	4,744	3,500	4,500	2,615	5,230	5,500	22.2%
5280 OPERATING SUPPLIES	8,908	7,510	10,000	9,265	2,941	6,000	6,500	-29.8%
5900 DEPRECIATION	288,004	289,229	-	-	-	-	-	0.0%
Total	397,951	386,865	80,792	114,492	62,216	134,814	103,956	-9.2%
CAPITAL OUTLAY								
6300 METERS AND METER REPAIR	21,115	-	-	-	-	-		0.0%
6320 SEWER MATERIALS	4,479	5,051	5,000	5,000	279	5,000	5,000	0.0%
6330 PIPE AND FITTINGS	41,332	55,588	40,000	40,000	10,129	40,000	50,000	25.0%
6340 CONCRETE, FILL	-	92	500	500	-	500	500	0.0%
6400 CAPTIAL OUTLAY	2,554	3,020	3,020	40,000	32,849	40,000	87,000	117.5%
6450 CAPITAL IMPROVEMENTS	-	4,371	14,528	-	-	-	-	0.0%
6452 CLEVELAND/TWIGG SANITARY MANHO	-	-	15,986	-	-	-	-	0.0%
6453 SR15 WATERMAIN EXTENSION-FAMIL	-	-	12,043	-	-	-	-	0.0%
6454 SR15/SR19/SR20 MEDIAN IRRIGATI	-	-	6,651	-	-	-	-	0.0%
6455 15TH & OAK LINE REPLACEMENT	-	-	-	-	-	-	925,000	0.0%
6470 ST JOHNS AVE RESURFACING	-	-	24,750	-	-	-	-	0.0%
Total	69,480	68,122	122,478	85,500	43,257	85,500	1,067,500	1148.5%
DEPARTMENT TOTAL	1,162,867	1,159,073	901,170	928,574	483,789	953,799	1,865,619	100.9%

Water Fund

FUND TITLE/FUND # Water Fund: 041	EXPENDITURES BY FUNCTION Enterprise							
DEPARTMENT NAME/# Water Administration: 041-29-536	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	77,391	86,525	86,468	86,468	43,500	87,597	90,662	4.9%
1210 ACCRUED SALARIES	2,371	833	-	-	-	-	-	0.0%
1400 OVERTIME-WATER ADMIN	1,169	-	-	-	-	-	-	0.0%
2100 FICA TAX EXPENSE	5,601	6,262	6,615	6,615	3,122	6,532	6,936	4.8%
2200 RETIREMENT EXPENSE	10,999	18,689	18,677	23,001	11,571	24,203	24,388	6.0%
2300 HEALTH AND LIFE INSURANCE	16,481	11,875	14,564	12,131	6,051	12,102	17,513	44.4%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	2,792	2,792	2,792	2,600	-6.9%
2400 WORKERS COMP	122	133	210	143	107	143	128	-10.6%
Total	114,132	124,317	126,534	131,150	67,142	133,369	142,228	8.4%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	2,557	13,091	13,091	7,000	6,837	6,837	8,968	28.1%
3120 PHYSICALS	-	-	90	90	-	-	-	-100.0%
3200 ACCOUNTING AND AUDITING	27,769	26,858	27,000	27,000	20,500	32,000	27,000	0.0%
4020 SCHOOLING, CONFERENCE, ETC	15	-	-	-	-	-	-	0.0%
4100 COMMUNICATIONS SERVICES	1,180	1,190	1,100	1,250	528	1,750	1,750	40.0%
4200 POSTAGE AND FREIGHT	11,028	9,145	11,000	11,000	3,292	11,312	11,000	0.0%
4310 NATURAL GAS	328	31	450	200	-	-	-	-100.0%
4320 ELECTRICITY	3,946	3,387	4,700	3,600	1,501	3,873	1,800	-50.0%
4330 CREDIT CARD FEES	8,319	11,520	6,000	11,500	5,529	11,605	12,000	4.3%
4400 RENTALS AND LEASES	4,096	4,020	4,300	4,300	1,157	2,824	2,800	-34.9%
4500 LIABILITY INSURANCE	1,626	1,756	1,800	3,541	2,656	3,541	2,129	-39.9%
4610 BUILDING MAINTENANCE	1,334	1,859	3,000	3,000	994	1,063	1,000	-66.7%
4620 EQUIPMENT MAINTENANCE	8,884	16,219	14,000	17,800	17,730	19,730	17,900	0.6%
4700 PRINTING AND BINDING	1,992	5,215	6,000	5,000	1,811	3,561	4,000	-20.0%
4900 REFUNDS	-	15	-	-	-	-	-	0.0%
5100 OFFICE SUPPLIES	2,545	2,009	800	2,000	108	556	700	-65.0%
5230 JANITORIAL SUPPLIES	594	620	500	650	467	804	850	30.8%
5280 OPERATING SUPPLIES	2,051	7,579	6,000	5,600	3,029	11,339	2,500	-55.4%
Total	78,262	104,512	99,831	103,531	66,139	110,795	94,397	-8.8%
CAPITAL OUTLAY								
	-	-	-	-	-	-	-	0.0%
Total	-	-	-	-	-	-	-	0.0%
DEBT SERVICE								
7110 PRINCIPAL-2004 SRF LOAN	-	-	48,207	48,855	24,346	48,855	48,855	0.0%
7120 PRINCIPAL-DW541901	-	-	179,059	179,059	91,302	179,059	179,059	0.0%
7130 PRINCIPAL-SERIES 2010A	-	-	145,000	150,000	-	150,000	155,000	3.3%
7210 INTEREST-2004 SRF LOAN	9,461	5,615	5,615	4,967	2,565	4,967	4,967	0.0%
7220 INTEREST-DWS41901	97,859	105,894	105,894	105,894	51,174	105,894	105,894	0.0%
7230 INTEREST-SERIES 2010A	354,461	318,938	318,938	316,038	162,134	316,038	312,663	-1.1%
7330 SERIES 2010A ISSUANCE COST/ADM	669	12,773	-	8,058	-	8,058	7,908	-1.9%
Total	462,450	443,219	802,713	812,871	331,521	812,871	814,346	0.2%
TRANSFERS								
9101 REIMB GENERAL FUND-ADMIN EXP	110,000	260,000	260,000	260,000	130,000	260,000	260,000	0.0%
9102 REIMB GOLF FUND-ELECTRICITY	-	-	-	-	-	5,000	1,000	0.0%
Total	110,000	260,000	260,000	260,000	130,000	260,000	260,000	0.0%
DEPARTMENT TOTAL	764,844	932,048	1,289,078	1,307,552	594,802	1,317,035	1,310,970	0.3%
TOTAL EXPENDITURES	4,828,850	5,032,636	6,809,647	4,297,667	2,085,815	4,190,550	5,344,376	24.4%

Water Fund

FUND TITLE/FUND # *Water Fund: 041*	EXPENDITURES BY FUNCTION *Enterprise*							
DEPARTMENT NAME/# Water Administration: 041-29-536	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
CONTINGENCIES & RESERVES								
9901 CONTINGENCY/RESERVE	-	-	282,393	65,233	-	137,960	37,000	-43.3%
9902 HEALTH INSURANCE CONTINGENCY	-	-	-	-	-	-	-	0.0%
9903 WATER IMPACT FEE CONTINGENCY/R	-	-	-	4,560	-	7,666	41,052	800.3%
9904 SEWER IMPACT FEE CONTINGENCY/R	-	-	-	11,068	-	16,468	104,475	843.9%
9905 FRUFC CAP PROJECTS CONTINGENCY/RE	-	-	-	-	-	8,095	8,095	0.0%
Total	-	-	282,393	80,861	-	170,189	190,622	135.7%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	4,828,850	5,032,636	7,092,040	4,378,528	2,085,815	4,360,740	5,534,998	26.4%

CAPITAL IMPROVEMENTS PLAN

City of Palatka

Fiscal Year 2013-2014 through 2017-2018

Project Title	Water Fund	Other	Cost	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Wastewater Treatment Facility								
Conversion of anaerobic digesters to aerobic	$900,000.00		$900,000.00			x		
Replacement of secondary clarrifier equipment.	$100,000.00		$100,000.00				x	
Reconditioning of belt filter press	$150,000.00		$150,000.00		x			
Service Truck	$25,000.00		$25,000.00	$25,000.00				
Water Plant								
Well Upgrades	$40,000.00		$40,000.00	$40,000.00	X	X	X	X
Data Acquisition Server Upgrades	$3,500.00		$3,500.00	$3,500.00	X			X
Pumphouse Roof Repair	$15,000.00		$15,000.00	$15,000.00				
Well Motor Replacement	$3,500.00		$3,500.00	$3,500.00	X	X	X	X
Chemical Feed Pump Replacement	$3,500.00		$3,500.00	$3,500.00	X	X	X	X
Potable Water								
Vacuum Truck	$350,000.00		$350,000.00			x		
1" and 2" AMR Meters	$80,000.00		$80,000.00	$80,000.00				
Repair Sewer Camera Main Line Tractor	$7,000.00		$7,000.00	$7,000.00				
15th Street and Oak Street Neighborhood Line Replacement	$111,893.00	CDBG $788,107.00	$900,000.00	$900,000.00				
South Historic District Line Replacement	$125,000.00	CDBG $525,000.00	$650,000.00			x		
North Historic District Line Replacement	$125,000.00	CDBG $525,000.00	$650,000.00				x	
4th Street and Bronson to 1st Street and Main Street Line Replacement & Loop	$75,000.00		$75,000.00		x			

Golf Fund

FUND TITLE/FUND # Golf Fund: 042	SOURCES All Golf Fund Revenues & Cash Balances							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
OPERATING REVENUES								
347-2-1000 USAGE FEES	14,781	146	21,210	21,875	10,736	18,277	19,550	-10.6%
347-2-1500 TWILIGHT GOLF	14,205	20,665	-	20,000	11,107	22,630	25,415	27.1%
347-2-2000 NEW MEMBERSHIP DRIVE	43,275	2,591	-	-	-	-	-	0.0%
347-2-2500 MISC REVENUE/SERVICE CHARGES	217	1,410	300	-	19	19	-	0.0%
347-2-3000 DAILY GREEN FEES	184,722	194,693	206,930	209,500	120,508	211,630	236,750	13.0%
347-2-3500 PREPAID GREEN FEES	33,269	72,623	91,416	78,000	65,665	107,998	115,149	47.6%
347-2-4000 PREPAID LOCKER FEES	1,830	1,166	1,969	1,800	720	1,300	1,369	-24.0%
347-2-4500 RENTALS-CITY CARTS	89,503	73,587	169,849	78,750	42,854	81,309	90,908	15.4%
347-2-5000 DRIVING RANGE	18,976	19,878	18,037	23,500	11,181	21,470	24,047	2.3%
347-2-5500 BUILDING RENTAL	5,463	4,741	4,747	6,500	1,861	3,809	944	-85.5%
347-2-6000 PRO SHOP SALES	72,776	81,418	77,146	79,000	47,154	83,271	88,757	12.4%
347-2-6500 SNACK BAR SALES	80,793	72,830	82,685	86,000	40,082	66,825	16,601	-80.7%
347-2-7000 BEER SALES	38,566	33,330	53,439	40,300	15,809	30,185	7,361	-81.7%
347-2-7500 LIQUOR SALES	14,825	14,498	24,836	16,000	7,302	13,905	3,681	-77.0%
Total	613,202	593,578	752,564	661,225	374,996	662,629	630,530	-4.6%
GRANTS								
USDA GRANT	-	-	-	-	-	-	192,000	0.0%
Total	-	-	-	-	-	-	192,000	0.0%
OTHER REVENUES								
364-0-4900 SURPLUS EQUIPMENT-GOLF	-	1,093	-	-	-	-	-	0.0%
369-9-1000 REFUNDS/REIMBURSEMENTS	15	-	-	-	554	554	-	0.0%
369-9-2000 INSURANCE CLAIMS-GOLF	-	140	-	-	-	-	-	0.0%
366-0-0001 DONATION FROM PMGA	-	-	-	3,500	3,500	6,000	-	-100.0%
369-9-1001 E-Payables Revenue Share	-	-	-	-	11	130	250	0.0%
RESTAURANT LEASE	-	-	-	-	-	-	9,000	0.0%
UTILITY REIMBURSEMENT-RESTAURANT	-	-	-	-	-	-	14,000	0.0%
Total	15	1,233	-	3,500	4,065	6,684	23,250	564.3%
TRANSFERS IN								
381-0-3000 TRANSFER FROM BETTER PLACE	-	-	-	144,401	90,945	144,401	152,355	5.5%
TRANFER FROM WATER-ELECTRICITY REIMB	-	-	-	-	-	5,000	1,000	0.0%
Total	-	-	-	144,401	90,945	149,401	153,355	6.2%
LOAN PROCEEDS								
384-0-1000 GOLF LOAN PROCEEDS	-	-	-	21,840	-	21,840	-	-100.0%
Total	-	-	-	21,840	-	21,840	-	-100.0%
TOTAL REVENUES	613,217	594,811	752,564	830,966	470,006	840,554	999,135	20.2%
CASH BALANCE FORWARD								
301-0-1000 CASH BALANCE FORWARD	-	-	(968,821)	(1,413,684)	-	(1,413,684)	(1,540,833)	9.0%
Total	-	-	(968,821)	(1,413,684)	-	(1,413,684)	(1,540,833)	9.0%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	613,217	594,811	(216,257)	(582,718)	470,006	(573,130)	(541,697)	-7.0%

Golf Fund

FUND TITLE/FUND # *Golf Fund: 041*	EXPENDITURES BY FUNCTION *Enterprise*							
DEPARTMENT NAME/# Course Maintenance: 042-16-572	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
2300 INSURANCE	900	2,487	9,000	4,450	2,129	4,637	-	-100.0%
2500 UNEMPLOYMENT COMP	7,857	2,080	-	-	-	-	-	0.0%
Total	8,757	4,567	9,000	4,450	2,129	4,637	-	-100.0%
OPERATING EXPENSES								
3120 PHYSICALS	-	20	-	-	-	-	-	0.0%
3400 CONTRACTUAL SERVICES	99,195	102,835	98,260	107,206	66,537	128,038	145,308	35.5%
4100 COMMUNICATIONS SERVICES	620	-	1,171	618	-	-	-	-100.0%
4400 RENTAL AND LEASES	341	(56)	-	6,000	2,913	5,326	5,826	-2.9%
4410 OPERATING LEASES	21,630	23,597	20,017	23,597	11,798	23,597	36,315	53.9%
4500 LIABILITY INSURANCE	12,557	13,564	13,902	2,389	1,791	2,389	2,366	-0.9%
4610 BUILDING MAINTENANCE	-	-	-	-	177	177	-	0.0%
4620 EQUIPMENT MAINTENANCE	16,741	23,797	1,000	20,995	14,427	21,453	9,600	-54.3%
4650 IRRIGATION SUPPLIES	3,252	1,320	3,230	5,539	3,818	7,092	4,800	-13.3%
4690 OVERSEEDING	4,870	883	2,525	7,200	5,739	7,339	18,800	161.1%
5210 GAS AND LUBRICANTS	14,969	17,011	14,759	19,200	7,651	17,469	18,000	-6.3%
5270 CHEMICALS AND FERTILIZERS	66,055	65,896	61,620	34,920	10,387	29,160	38,310	9.7%
5280 OPERATING SUPPLIES	14,205	19,472	13,400	15,700	12,275	15,675	3,550	-77.4%
5400 MEMBERSHIP DUES	-	250	500	-	-	-	400	0.0%
5900 DEPRECIATION	25,734	26,087	-	-	-	-	-	0.0%
3100 PROFESSIONAL SERVICES	-	1,322	-	-	-	-	-	0.0%
4200 POSTAGE	-	432	-	-	-	-	-	0.0%
Total	280,170	296,430	230,384	243,364	137,513	257,713	283,275	16.4%
CAPITAL OUTLAY								
6400 CAPITAL OUTLAY	-	-	8,500	18,150	15,687	15,687	-	-100.0%
Total	-	-	8,500	18,150	15,687	15,687	-	-100.0%
DEPARTMENT TOTAL	288,927	300,997	247,884	265,964	155,329	278,038	283,275	6.5%

Golf Fund

FUND TITLE/FUND # Golf Fund: 041	EXPENDITURES BY FUNCTION Enterprise							
DEPARTMENT NAME/# Club House: 042-24-572	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
2300 HEALTH AND LIFE INSURANCE	9,222	17,244	22,000	25,800	10,848	23,293	-	-100.0%
2500 UNEMPLOYMENT COMP	13,670	-	-	-	-	-	-	0.0%
Total	22,892	17,244	22,000	25,800	10,848	23,293	-	-100.0%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	93,000	66,000	-	48,000	24,102	48,102	55,677	16.0%
3200 ACCOUNTING AND AUDITING	3,100	3,100	3,100	3,100	-	3,100	3,100	0.0%
3400 CONTRACTUAL SERVICES	171,881	181,528	162,475	180,153	94,119	169,367	169,720	-5.8%
4100 COMMUNICATIONS SERVICES	5,352	5,973	3,840	5,400	2,553	5,453	1,462	-72.9%
4200 POSTAGE AND FREIGHT	464	242	600	200	23	298	300	50.0%
4310 NATURAL GAS	2,058	2,425	2,500	2,500	1,118	2,344	644	-74.3%
4320 ELECTRICITY	40,652	38,209	36,000	40,800	25,138	55,000	50,000	22.5%
4330 UTILITIES-WATER	2,167	1,995	1,356	1,800	1,151	2,400	2,100	16.7%
4340 CREDIT CARD FEES	6,802	6,502	6,500	6,500	4,032	7,897	5,150	-20.8%
4400 RENTALS AND LEASES	1,893	854	756	756	246	608	756	0.0%
4410 OPERATING LEASES	41,073	39,022	42,780	42,780	19,025	43,586	42,780	0.0%
4500 LIABILITY INSURANCE	22,610	24,259	26,340	4,180	3,133	4,977	4,600	10.0%
4610 BUILDING MAINTENANCE	5,853	9,889	3,000	4,500	2,251	5,047	3,500	-22.2%
4620 EQUIPMENT MAINTENANCE	1,991	520	800	300	-	300	500	66.7%
4670 CART MAINTENANCE	-	-	1,000	1,000	-	1,000	1,000	0.0%
4680 DRIVING RANGE MAINTENANCE	1,560	4,894	6,400	5,500	-	5,500	4,000	-27.3%
4700 PRINTING AND BINDING	486	1,754	-	173	53	280	600	246.8%
4800 ADVERTISING	8,402	4,923	13,880	8,000	3,007	7,671	8,100	1.3%
5100 OFFICE SUPPLIES	111	1,632	2,800	800	172	800	1,000	25.0%
5150 PAPER PRODUCTS	4,283	3,259	1,800	4,100	1,424	3,917	840	-79.5%
5190 LIQUOR AND WINE	4,736	4,637	8,477	4,800	1,445	3,120	1,282	-73.3%
5210 GAS AND LUBRICANTS	1,416	-	-	-	-	-	-	0.0%
5220 PRO-SHOP MERCHANDISE	55,156	70,286	61,210	70,000	45,017	70,067	70,642	0.9%
5230 JANITORIAL SUPPLIES	3,995	5,668	3,400	5,100	2,437	5,145	960	-81.2%
5240 SNACK BAR MERCHANDISE	47,975	47,072	37,627	41,200	23,120	37,058	9,910	-75.9%
5280 OPERATING SUPPLIES	14,986	5,104	4,800	4,800	3,239	5,178	5,000	4.2%
5290 BEER	16,360	15,352	18,239	15,490	5,706	10,731	3,295	-78.7%
5400 MEMBR,SUBSCRIPT,DUES	681	1,072	1,110	1,207	-	1,186	1,200	-0.6%
5900 DEPRECIATION	42,808	42,808	-	-	-	-	-	0.0%
Total	601,853	588,981	450,790	503,139	262,510	500,131	448,118	-10.9%
CAPITAL OUTLAY								
6310 GOLF COURSE LOAN IMP	48	-	-	-	-	-	-	0.0%
6450 CAPITAL IMPROVEMENTS	810	-	-	-	-	-	-	0.0%
6451 USDA GRANT	-	-	-	-	-	-	192,000	0.0%
Total	858	-	-	-	-	-	192,000	0.0%
DEBT SERVICE								
7104 2008 LOAN - PRINCIPAL	-	-	84,330	60,605	-	60,605	96,000	58.4%
7105 SERIES 2013A - PRINCIPAL	-	-	-	9,000	-	9,000	-	-100.0%
7204 2008 LOAN - INTEREST	102,778	97,560	97,560	50,267	45,491	50,267	56,355	12.1%
7205 SERIES 2013A - INTEREST	-	-	-	24,529	-	24,529	-	-100.0%
7305 SERIES 2013A - ADMIN FEES	-	-	-	21,840	-	21,840	-	-100.0%
Total	102,778	97,560	181,890	166,241	45,491	166,241	152,355	-8.4%
DEPARTMENT TOTAL	728,381	703,785	654,680	695,180	318,850	689,665	792,473	14.0%
TOTAL EXPENDITURES	1,017,307	1,004,783	902,564	961,144	474,179	967,703	1,075,748	11.9%

Golf Fund

FUND TITLE/FUND # *Golf Fund: 041*	EXPENDITURES BY FUNCTION *Enterprise*							
DEPARTMENT NAME/# Club House: 042-24-572	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
TRANSFERS, CONTINGENCIES, RESERVES								
9900 CONTINGENCY/RESERVE	-	-	(1,118,821)	(1,543,862)	-	(1,540,833)	(1,617,445)	4.8%
Total	-	-	(1,118,821)	(1,543,862)	-	(1,540,833)	(1,617,445)	4.8%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	1,017,307	1,004,783	(216,257)	(582,718)	474,179	(573,130)	(541,697)	-7.0%

CAPITAL IMPROVEMENTS PLAN

City of Palatka

Fiscal Year 2013-2014 through 2017-2018

Project Title	Golf Course Fund	Better Place	Other	Cost	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Golf Course									
Security fence around maintenance building	$5,461.00			$5,461.00					
Removal of existing fence	$1,000.00			$1,000.00					
Install maintenance building alarm system	$650.00			$650.00					
Fairway regrassing with more aggressive Celebration bermudagrass; 20 acres at 400/bu/ac ($2.35/bu)	$18,800.00			$18,800.00					
Continue with construction of sandy blow-outs as indicated in CIP - ALLOWANCE	$20,000.00			$20,000.00					
Continue with tee reconstruction - as indicated in CIP - ALLOWANCE	$5,000.00			$5,000.00					

Sanitation Fund

FUND TITLE/FUND # Sanitation Fund: 043	SOURCES All Sanitation Fund Revenues & Cash Balances							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
CHARGES FOR SERVICES								
343-4-1000 GARBAGE FEES	1,035,215	1,080,509	1,087,074	1,077,856	538,936	1,076,072	1,163,642	8.0%
343-4-1030 EXTRA TRASH	75	-	-	-	-	-	-	0.0%
343-4-1500 CONTAINER USAGE FEES	18,867	18,617	20,164	18,698	10,531	23,017	23,000	23.0%
343-4-2000 PUTNAM COUNTY TIPPING FEE	443,240	442,617	442,484	443,102	219,300	435,981	435,000	-1.8%
343-4-2500 DUMPSTER DROP OFF FEE	-	310	-	-	-	-	-	0.0%
Total	1,497,397	1,542,053	1,549,722	1,539,656	768,766	1,535,070	1,621,642	5.3%
OTHER REVENUES								
364-0-4900 SURPLUS EQUIPMENT-SANITATION	-	2,229	2,229	-	-	-	-	0.0%
369-9-1000 MISC REVENUE	0	-	-	-	-	-	-	0.0%
369-9-2000 REFUNDS/REIMBURSEMENTS	877	-	-	-	-	-	-	0.0%
369-9-3000 INSURANCE CLAIMS-SANITATION	-	6,673	6,673	-	-	-	-	0.0%
369-9-1001 E-Payables Revenue Share	-	-	-	-	21	300	450	0.0%
Total	877	8,902	8,902	-	21	300	450	0.0%
TOTAL REVENUES	1,498,274	1,550,955	1,558,624	1,539,656	768,788	1,535,370	1,622,092	5.4%
CASH BALANCE FORWARD								
302-0-0000 CASH BALANCE FORWARD	-	-	-	6,495	6,495	6,495	164,720	2436.1%
Total	-	-	-	6,495	6,495	6,495	164,720	2436.1%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	1,498,274	1,550,955	1,558,624	1,546,151	775,283	1,541,865	1,786,812	15.6%

Sanitation Fund

FUND TITLE/FUND # Sanitation Fund: 043	EXPENDITURES BY FUNCTION Enterprise							
DEPARTMENT NAME/# Garage Maintenance: 043-28-534	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1200 REGULAR SALARIES	109,206	94,299	132,360	109,516	46,821	99,602	107,245	-2.1%
1210 ACCRUED SALARIES	(4,740)	23,365	-	-	-	-	-	0.0%
1400 OVERTIME	3,452	5,303	5,000	5,000	671	1,500	1,500	-70.0%
2100 FICA TAX EXPENSE	7,988	7,212	10,508	8,378	3,466	7,647	8,319	-0.7%
2200 RETIREMENT EXPENSE	10,720	13,214	21,046	20,016	7,937	17,242	28,849	44.1%
2300 HEALTH AND LIFE INSURANCE	19,351	11,012	18,291	16,665	4,906	10,458	16,134	-3.2%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	4,422	4,422	4,422	2,436	-44.9%
2400 WORKERS COMP	3,119	3,413	5,078	2,481	1,861	2,481	1,803	-27.3%
2410 WORKERS COMP CLAIM	128	-	-	-	-	-	-	0.0%
Total	149,225	157,817	192,283	166,478	70,084	143,352	166,286	-0.1%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	356	506	400	500	228	500	500	0.0%
3120 PHYSICALS	-	-	100	100	52	100	100	0.0%
4320 ELECTRICITY	973	992	1,400	1,000	427	900	1,000	0.0%
4500 LIABILITY INSURANCE	3,721	4,020	4,120	3,023	2,264	3,023	2,961	-2.0%
4610 BUILDING MAINTENANCE	46	154	100	100	79	200	300	200.0%
4620 EQUIPMENT MAINTENANCE	-	-	100	100	-	100	100	0.0%
4630 VEHICLE MAINTENANCE	130	-	250	250	-	500	1,500	500.0%
5230 JANITORIAL SUPPLIES	936	1,040	800	800	451	700	800	0.0%
5250 SMALL TOOLS	50	-	100	100	-	50	100	0.0%
5260 UNIFORMS	843	1,486	900	1,300	684	1,400	1,300	0.0%
5280 OPERATING SUPPLIES	455	752	500	700	66	200	1,200	71.4%
Total	7,511	8,949	8,770	7,973	4,250	7,673	9,861	23.7%
CAPITAL OUTLAY								
	-	-	-	-	-	-	10,000	0.0%
Total	-	-	-	-	-	-	10,000	0.0%
DEPARTMENT TOTAL	156,736	166,766	201,053	174,451	74,333	151,025	186,148	6.7%

Sanitation Fund

FUND TITLE/FUND # Sanitation Fund: 043	EXPENDITURES BY FUNCTION Enterprise							
DEPARTMENT NAME/# Sanitation Department: 043-10-534	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
PERSONNEL SERVICES								
1100 EXECUTIVE SALARIES	41,449	42,007	41,449	41,449	20,725	41,449	42,593	2.8%
1200 REGULAR SALARIES	310,812	318,520	291,133	318,162	161,557	323,872	332,565	4.5%
1210 ACCRUED SALARIES	(6,344)	(17,021)	-	-	-	-	-	0.0%
1400 OVERTIME	18,438	13,426	10,000	16,000	6,776	14,000	14,000	-12.5%
2100 FICA TAX EXPENSE	26,375	26,604	26,208	26,578	13,486	27,081	29,771	12.0%
2200 RETIREMENT EXPENSE	47,775	70,493	65,846	92,415	42,344	82,632	81,234	-12.1%
2300 HEALTH AND LIFE INSURANCE	85,106	58,336	57,768	56,078	27,040	53,898	77,909	38.9%
2301 HEALTH AND LIFE INSURANCE-CONTING	-	-	-	13,217	13,217	13,217	11,762	-11.0%
2400 WORKERS COMP	28,120	30,766	45,853	25,849	19,387	25,849	21,611	-16.4%
2410 WORKERS COMP CLAIM	-	-	-	-	196	-	-	0.0%
2500 UNEMPLOYMENT COMP	1,007	-	-	-	-	-	-	0.0%
Total	552,738	543,132	538,257	589,748	304,727	581,999	611,444	3.7%
OPERATING EXPENSES								
3100 PROFESSIONAL SERVICES	485	956	1,000	1,000	520	1,000	1,764	76.4%
3120 PHYSICALS	290	250	300	300	-	-	300	0.0%
3200 ACCOUNTING AND AUDITING	7,688	7,688	7,688	7,688	-	7,688	7,688	0.0%
3470 PUTNAM COUNTY TIPPING FEE	276,297	283,762	290,500	276,000	107,010	250,000	275,000	-0.4%
4100 COMMUNICATIONS SERVICES	1,391	1,622	1,500	1,430	758	1,500	1,500	4.9%
4200 POSTAGE AND FREIGHT	10,000	8,000	8,000	8,000	131	8,000	8,000	0.0%
4310 NATURAL GAS	326	248	300	300	120	240	250	-16.7%
4320 ELECTRICITY	3,386	3,735	4,500	4,500	1,955	3,910	4,500	0.0%
4400 RENTALS AND LEASES	1,528	3,414	1,500	2,573	2,015	2,500	2,500	-2.8%
4500 LIABILITY INSURANCE	17,161	18,338	19,000	11,077	8,271	-	12,491	12.8%
4510 LIABILITY INSURANCE CLAIMS	-	5,775	500	2,274	2,274	-	-	-100.0%
4610 BUILDING MAINTENANCE	290	577	250	985	686	1,372	1,500	52.3%
4620 EQUIPMENT MAINTENANCE	768	2,126	3,000	1,900	350	2,000	2,000	5.3%
4630 VEHICLE MAINTENANCE	104,514	126,026	80,000	105,000	61,716	108,661	105,000	0.0%
4640 RADIO MAINTENANCE	-	-	100	-	-	-	-	0.0%
4700 PRINTING AND BINDING	601	71	50	50	10	50	200	300.0%
5210 GAS AND LUBRICANTS	111,979	119,771	80,000	110,000	50,742	110,000	105,000	-4.5%
5230 JANITORIAL SUPPLIES	972	1,055	800	800	402	800	800	0.0%
5250 SMALL TOOLS	-	15	-	-	-	-	-	0.0%
5260 UNIFORMS	4,185	4,955	5,000	5,000	2,548	5,000	5,000	0.0%
5280 OPERATING SUPPLIES	12,078	5,237	7,000	6,183	2,808	5,000	6,000	-3.0%
5290 GARBAGE CONTAINERS/DUMPSTERS	33,995	19,864	35,000	25,140	25,116	28,361	35,000	39.2%
5900 DEPRECIATION	54,815	53,246	-	-	-	-	-	0.0%
Total	642,749	666,731	545,988	570,200	267,430	536,082	574,493	0.8%
CAPITAL OUTLAY								
CAPITAL OUTLAY	-	-	-	-	-	-	201,980	0.0%
Total	-	-	-	-	-	-	201,980	0.0%
DEBT SERVICE								
7110 LOAN #281 SANIT TRK	-	-	121,714	12,990	12,990	12,990	-	-100.0%
7210 LOAN #281 SANIT TRK	7,323	2,929	2,833	50	49	49	-	-100.0%
Total	7,323	2,929	124,547	13,040	13,039	13,039	-	-100.0%
TRANSFERS								
9101 REIMB GENERAL FUND-ADMIN EXP	65,000	95,000	95,000	95,000	47,500	95,000	95,000	0.0%
Total	65,000	95,000	95,000	95,000	47,500	95,000	95,000	0.0%
DEPARTMENT TOTAL	1,267,809	1,307,792	1,303,792	1,267,988	632,695	1,226,120	1,482,917	17.0%
TOTAL EXPENDITURES	1,424,545	1,474,557	1,504,845	1,442,439	707,029	1,377,145	1,669,064	15.7%

Sanitation Fund

FUND TITLE/FUND # *Sanitation Fund: 043*	EXPENDITURES BY FUNCTION *Enterprise*							
DEPARTMENT NAME/# Sanitation Department: 043-10-534	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
CONTINGENCIES & RESERVES								
9900 CONTINGENCY/RESERVE	-	-	53,779	103,712	68,254	164,720	117,747	13.5%
9901 HEALTH INSURANCE CONTINGENCY	-	-	-	-	-	-	-	0.0%
Total	-	-	53,779	103,712	68,254	164,720	117,747	13.5%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	1,424,545	1,474,557	1,558,624	1,546,151	775,283	1,541,865	1,786,812	15.6%

CAPITAL IMPROVEMENTS PLAN

City of Palatka

Fiscal Year 2013-2014 through 2017-2018

Project Title	Sanitation Fund	Other	Cost	FY13-14	FY14-15	FY15-16	FY16-17	FY17-18
Solid Waste								
Front End Loader	$225,000.00		$225,000.00	$225,000.00	x			
Rear Loader	$120,000.00		$120,000.00			x	x	x

Tax Increment Fund

FUND TITLE/FUND # *Tax Increment Fund: 030*	SOURCES *All Tax Increment Fund Revenues & Cash Balances*							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
PROPERTY TAXES								
311-0-3100 DOWNTOWN REDEV COUNTY SHARE	189,177	145,239	146,408	125,206	125,206	125,206	124,608	-0.5%
311-0-3110 DOWNTOWN REDEV CITY SHARE	190,799	146,483	148,992	133,942	66,971	133,942	133,302	-0.5%
311-0-3200 SOUTH HISTORIC COUNTY SHARE	57,254	52,727	52,430	36,909	36,909	36,909	38,717	4.9%
311-0-3220 SOUTH HISTORIC CITY SHARE	57,744	53,179	53,355	39,484	19,742	39,484	41,419	4.9%
311-0-3300 NORTH HISTORIC COUNTY SHARE	23,888	25,338	25,380	21,195	21,195	21,195	19,935	-5.9%
311-0-3330 NORTH HISTORIC CITY SHARE	24,092	25,555	25,828	22,674	11,337	22,674	21,326	-5.9%
Total	542,954	448,522	452,393	379,410	281,360	379,410	379,307	0.0%
OTHER REVENUES								
331-0-7001 NEA GRANT	-	-	-	25,000	-	-	25,000	0.0%
369-9-1000 NORTH HISTORIC HIP REFUND/REIM	15,000	-	-	8,420	8,420	8,420	-	-100.0%
369-9-1001 SOUTH HISTORIC HIP REFUND/REIM	-	-	-	2,349	2,349	2,348	-	-100.0%
Total	15,000	-	-	35,769	10,768	10,768	25,000	-30.1%
TOTAL REVENUES	557,954	448,522	452,393	415,179	292,128	390,178	404,307	-2.6%
CASH BALANCE FORWARD								
301-0-0001 DOWNTOWN REDEVELOPMENT FORWARD	-	-	500,224	254,500	254,500	254,500	0	-100.0%
301-0-0002 SOUTH HISTORIC BALANCE FORWARD	-	-	93,818	181,578	181,578	181,578	239,243	31.8%
301-0-0003 NORTH HISTORIC BALANCE FORWARD	-	-	31,710	38,417	38,417	38,417	70,676	84.0%
Total	-	-	625,752	474,495	474,495	474,495	309,919	-34.7%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	557,954	448,522	1,078,145	889,674	766,623	864,673	714,226	-19.7%

Tax Increment Fund

FUND TITLE/FUND # *Tax Increment Fund: 030*	EXPENDITURES BY FUNCTION *Economic Development*							
	DOWNTOWN							
DEPARTMENT NAME/# Downtown: 030-30-580	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
5280 MISC EXPENSES	-	154	-	-	52	107	500	0.0%
3101 THIRD FRIDAY DOWNTOWN STREET P	-	672	-	18,000	10,623	16,500	18,000	0.0%
3102 DANCIN' IN THE STREETS DOWNTOW	-	-	-	12,000	4,269	10,000	7,000	-41.7%
3103 SECOND SATURDAY DOWNTOWN TRUCI	-	-	-	9,466	2,664	2,664	-	-100.0%
3104 UNIVERSITY OF FLORIDA MASTER P	-	-	-	4,000	-	4,000	-	-100.0%
3105 SMALL BUSINESS DEVELOPMENT CEN	-	-	-	14,062	14,063	14,063	10,000	-28.9%
4801 QUARTERLY EVENTS CALENDAR POST	-	-	-	400	184	234	200	-50.0%
4802 QUARTERLY EVENTS CALENDAR TABL	-	-	-	800	780	1,500	2,000	150.0%
4803 ADVERTISING FOR PARADES, RETAI	-	300	-	4,000	790	790	-	-100.0%
5401 FRA ANNUAL DUES, TRAINING	-	-	-	870	770	770	2,100	141.4%
5402 NMS CONFERENCE	-	-	-	-	-	-	850	0.0%
3106 MAINSTREET MANAGER	-	-	-	46,912	14,814	46,912	62,010	32.2%
5402 DEO Annual Dues	-	-	-	-	175	175	175	0.0%
6310 DOWNTOWN REDEV EXPENSE	381,858	257,144	795,624	-	-	-	-	0.0%
6311 DOWNTOWN CHRISTMAS LIGHTS	-	2,155	-	10,000	973	6,000	6,000	-40.0%
6312 NEA GRANT MATCH - ART IN PUBLI	-	-	-	45,000	-	23,500	21,500	-52.2%
6313 MURAL LIGHTING	-	-	-	2,700	-	2,700	-	-100.0%
6314 RECRUITMENT PROJECT	-	-	-	17,000	7,000	17,000	-	-100.0%
6315 FACADE GRANT	-	-	-	3,844	-	-	30,000	680.4%
6316 WAYFINDING	-	-	-	13,711	906	906	-	-100.0%
6317 ANNIE OAKLEY MURAL	-	-	-	6,100	6,100	6,100	-	-100.0%
6318 1909 PALATKA UNION DEPOT MURAL	-	-	-	3,150	3,150	3,150	-	-100.0%
6319 BUILDING IMPROVEMENT GRANT	-	-	-	-	-	-	30,000	0.0%
6320 LANDSCAPING	-	-	-	-	-	-	10,000	0.0%
6321 SITE AMENITIES	-	-	-	-	-	-	16,000	0.0%
4804 PROJECT MARKETING	-	-	-	-	-	-	4,000	0.0%
AQUATIC MIDGE CONTROL PROJECT	-	-	-	-	-	-	8,000	0.0%
6322 RIVERFRONT REDEVELOPMENT PROJECT	-	-	-	-	-	26,479	4,627	0.0%
6323 HARLEM NIGHTS IN PALATKA MURAL	-	-	-	-	-	-	4,500	0.0%
Total	381,858	260,425	795,624	212,015	67,312	183,550	237,462	12.0%
TRANSFERS								
9100 TRANSFER TO GENERAL FUND	-	134,926	-	-	-	-	-	0.0%
9101 TRANSFER TO BETTER PLACE-FRANK	-	-	-	300,000	150,000	300,000	-	-100.0%
9102 REIMB GENERAL-MAINSTREET MANAG	-	61,306	-	15,098	15,098	15,098	-	-100.0%
9103 REIMB GENERAL-FIREWORKS	-	15,000	-	15,000	7,500	15,000	15,000	0.0%
9104 REIMB GENERAL-CHRISTMAS LIGHTS	-	-	-	-	-	-	1,400	0.0%
Total	-	211,232	-	330,098	172,598	330,098	16,400	-95.0%
DEPARTMENT TOTAL	381,858	471,657	795,624	542,113	239,910	513,648	253,862	-53.2%

Tax Increment Fund

FUND TITLE/FUND # *Tax Increment Fund: 030*	EXPENDITURES BY FUNCTION *Economic Development*							
	SOUTH HISTORIC							
DEPARTMENT NAME/# South Historic: 030-31-580	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
6330 SOUTH HISTORIC EXPENSE	81,132	11,385	199,603	-	-	-	-	0.0%
6331 HOME IMPROVEMENT PROGRAM	-	-	-	55,393	14,023	18,743	60,000	8.3%
6332 HAMMOCK HALL IMPROVEMENTS	-	5,000	-	-	-	-	-	0.0%
6333 SIGNAGE	-	-	-	4,190	-	-	4,000	-4.5%
8301 LIVE WHERE YOU WORK	-	-	-	20,000	-	-	20,000	0.0%
3101 UNIVERSITY OF FLORIDA MASTER P	-	-	-	2,000	-	2,000	-	-100.0%
3102 HOMES & GARDENS TOUR PROMOTION	-	-	-	500	-	333	-	-100.0%
6334 COMMERCIAL REHABILITATION GRAN	-	-	-	65,000	-	-	40,000	-38.5%
6335 HAMMOCK GROVE PROPOSAL	-	-	-	-	-	-	195,379	0.0%
DEPARTMENT TOTAL	81,132	16,384	199,603	147,083	14,023	21,076	319,379	117.1%

Tax Increment Fund

FUND TITLE/FUND # *Tax Increment Fund: 030*	EXPENDITURES BY FUNCTION *Economic Development*							
	NORTH HISTORIC							
DEPARTMENT NAME/# North Historic: 030-32-580	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
6320 NORTH HISTORIC EXPENSE	242,873	44,488	82,918	-	-	-	-	0.0%
3101 REID GARDEN DESIGNS	-	-	-	2,836	-	-	-	-100.0%
3102 STREET SIGN CLEAN-REID GARDEN	-	-	-	530	-	-	-	-100.0%
4801 CHRISTMAS TOUR	-	-	-	500	-	-	-	-100.0%
6321 HOME IMPROVEMENT PROGRAM	-	-	-	40,000	20,030	20,030	40,000	0.0%
6322 GENERAL CAPITAL IMPROVEMENTS	-	-	-	25,000	-	-	71,937	187.7%
DEPARTMENT TOTAL	242,873	44,488	82,918	68,866	20,030	20,030	111,937	62.5%
TOTAL EXPENDITURES	705,863	532,528	1,078,145	758,062	273,963	554,754	685,178	-9.6%
CONTINGENCIES & RESERVES								
9901 CONTINGENCY/RESERVE-DOWNTOWN	-	-	-	(3,465)	206,767	0	29,048	-938.3%
9902 CONTINGENCY/RESERVE-SOUTH HIST	-	-	-	113,237	226,555	239,243	(0)	-100.0%
9903 CONTINGENCY/RESERVE-NORTH HIST	-	-	-	21,840	59,339	70,676	0	-100.0%
Total	-	-	-	131,612	492,660	309,919	29,048	-77.9%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	705,863	532,528	1,078,145	889,674	766,623	864,673	714,226	-19.7%

CDBG Fund

FUND TITLE/FUND # CDBG Fund: 050	SOURCES All CDBG Fund Revenues & Cash Balances							
REVENUE OBJECT #/TITLE	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
GRANTS								
·331-5-0800 CDBG E-08 GRANT	12,602	-	-	-	-	-	-	0.0%
·331-5-0900 CDBG-C02 GRANT REVENUE	189,097	550,237	560,903	7,000	7,000	7,000	-	-100.0%
·331-5-0901 CDBG-15TH & OAK LINE REPLACEMENT	-	-	-	-	-	-	875,000	0.0%
Total	201,699	550,237	560,903	7,000	7,000	7,000	875,000	12400.0%
OTHER REVENUES								
·361-1-1000 INTEREST- PROG INC BK STMT	9	3	3	3	1	3	3	0.0%
·361-1-1300 ECON DEV 92 INTEREST	7	3	3	3	1	3	3	0.0%
·369-0-0100 MORTGAGE P/I REVENUE	12,349	21,039	5,107	2,128	2,121	2,121	-	-100.0%
Total	12,365	21,046	5,113	2,134	2,123	2,127	6	-99.7%
TOTAL REVENUES	214,064	571,282	566,016	9,134	9,123	9,127	875,006	9479.7%
CASH BALANCE FORWARD								
·301-0-1000 PROGRAM INCOME BALANCE FORWARD	-	-	15,704	16,042	-	16,042	16,045	0.0%
·301-0-1001 ECONOMIC DEVELOPMENT BALANCE F	-	-	14,828	19,938	-	19,938	22,062	10.7%
·301-0-1002 CDBG E08 BALANCE FORWARD	-	-	2,602	-	-	-	-	0.0%
·301-0-1003 CDBG N14 BALANCE FORWARD	-	-	78	-	-	-	-	0.0%
·301-0-1004 CDBG C02 BALANCE FORWARD	-	-	334	9,334	-	9,334	-	-100.0%
Total	-	-	33,546	45,314	-	45,314	38,107	-15.9%
TOTAL REVENUES, TRANSFERS & CASH BALANCES	214,064	571,282	599,562	54,448	9,123	54,441	913,113	1577.0%

CDBG Fund

FUND TITLE/FUND #	EXPENDITURES BY FUNCTION							
CDBG Fund: 050	*Community Development Block Grants*							
DEPARTMENT NAME/# CDBG: 050-50-555	ACTUAL 2011	ACTUAL 2012	BUDGET 2012	BUDGET 2013	ACTUAL 2013	PROJECTED 2013	BUDGET 2014	INCREASE/ DECREASE
EXPENDITURE OBJECT #/NAME								
OPERATING EXPENSES								
1200 E-08 ADMINSTRATIVE FEES	10,000	-	-	-	-	-	-	0.0%
1200 CDBG C02 ADMINISTRATIVE FEES	21,000	28,000	18,667	16,334	-	16,334	-	-100.0%
5280 OPERATING EXPENSES-PROG INC	4,605	-	-	-	-	-	-	0.0%
Total	35,605	28,000	18,667	16,334	-	16,334	-	-100.0%
CAPITAL OUTLAY								
	-	-	-	-	-	-	-	0.0%
Total	-	-	-	-	-	-	-	0.0%
TOTAL EXPENDITURES	35,605	28,000	18,667	16,334	-	16,334	-	-100.0%
TRANSFERS								
9100 TRANSFER TO GENERAL FUND	167,763	522,237	542,236	-	-	-	-	0.0%
9101 TRANSFER TO WATER FUND	-	2,680	2,680	-	-	-	788,107	0.0%
Total	167,763	524,916	544,916	-	-	-	788,107	0.0%
CONTINGENCIES & RESERVES								
9900 PROG INC CONTINGENCY/RESERVE	-	-	35,979	38,114	-	16,045	-	-100.0%
9901 ECON DEV CONTINGENCY/RESERVE	-	-	-	-	-	22,062	-	0.0%
Total	-	-	35,979	38,114	-	38,107	-	-100.0%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	203,369	552,916	599,562	54,448	-	54,441	788,107	1347.4%

Agenda Item

6

CITY of Palatka FLORIDA

Building & Zoning Department
201 N 2nd Street
Palatka, FL 32177
(386) 329-0103 phone
(386) 329-0172 fax

CITY COMMISSION AGENDA ITEM

SUBJECT: ORDINANCE – COMPREHENSIVE PLAN FUTURE LAND USE ELEMENT TEXT AMENDMENT (ELIMINATE MAXIMUM IMPERVIOUS SURFACE REQUIREMENT FOR DOWNTOWN ZONING DISTRICTS) – TRANSMITTAL TO STATE AGENCIES

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: X Ordinance ___ Resolution ___ Motion
X Support Documents ___ Other

SUMMARY:
This is an administrative request to eliminate the maximum 70% impervious surface requirement for downtown zoning districts as found in Future Land Use Element Policy A.1.9.3.a.2. The term "impervious surface" refers to surfaces that do not retain rainfall such as pavement, buildings, and water bodies. Conversely, pervious surfaces are those surfaces that absorb rainfall such as grass, landscape areas, woods, or properly maintained pervious pavement. The rationale for the elimination of required pervious surfaces in the downtown is to encourage new development and redevelopment that is in keeping with the built-up character of the downtown area. This change would not eliminate the current Zoning Code requirement for parking lot landscaping, and the City will continue to strive to plant street trees in the downtown areas to provide for public landscaping and shade. The Planning Board recommended approval at their August 6, 2013 meeting.

RECOMMENDED ACTION:
Approve transmittal to state agencies for review

DEPARTMENT HEAD Submitted: Thad Crowe TC Date: 8/29/2013
Requested Agenda Regular Date: 9/12/2013

FINANCE DEPARTMENT Budgeted ___Yes ___No X N/A Date: 9/6/13

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: Date: 9/5/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

This instrument prepared by:
Thad Crowe, AICP
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 13 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING FUTURE LAND USE ELEMENT POLICY A.1.9.3.A.2 OF THE COMPREHENSIVE PLAN TO ELIMINATE REQUIREMENT FOR MAXIMUM IMPERVIOUS SURFACE IN DOWNTOWN ZONING DISTRICTS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Subsection 163.3184, Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, the Planning Board conducted a public hearing on August 6, 2013, and recommended approval of this amendment to the City Commission, and

WHEREAS, Section 163.3184(3)(b)1., Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3184(3)(b)2., Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and no such comments have been transmitted, and

WHEREAS, Section 163.3184(3)(c)1., Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

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

Section 1. Adopted Large Scale Amendment

That the following policy of the Future Land Use Element of

the adopted Comprehensive Plan of the City of Palatka is hereby amended as shown below.

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. Residential uses are allowed within Downtown zoning districts and Community Redevelopment Areas, at an overall density of 20 units per acre and are subject to additional project density, design and locational standards set forth in these zoning districts (Ordinances # 11-22 and # 13-XX). The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel, <u>except in downtown zoning districts,</u> and a floor area ratio of 1.5, except that a floor area ratio of up to 4.0 is allowed in downtown zoning districts. Intensity may be further limited by intensity standards of the Zoning Code. The maximum height should not exceed 40 feet. (Ordinance # 12-50). 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.

Section 2. Effect on the Comprehensive Plan

The remaining portions of said adopted comprehensive plan of the City of Palatka, Florida, which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section 3. Severability

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

Section 4. Effective date

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the

City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this ___ day of ____, 2013.

CITY OF PALATKA

By:_____
Its Mayor

ATTEST:

_____
City Clerk

CASE: 13-37 Administrative request to amend the Comprehensive Plan Future Land Use Element Policy A.1.9.3.A.2 to eliminate impervious surface minimums from Downtown zoning districts.

Mr. Crowe explained that the term "impervious surface" refers to surfaces that do not retain rainfall such as pavement, buildings, and water bodies. Conversely, pervious surfaces are those surfaces that absorb rainfall such as grass, landscape areas, woods, or properly maintained pervious pavement. The rationale for the elimination of required pervious surfaces in the downtown is to encourage new development and redevelopment that is in keeping with the character of the downtown area. He added that downtown properties, particularly along St. Johns Avenue, are generally mostly or fully covered by building and/or parking. While it is appropriate to call for a base level of landscape area in suburban areas, the intense urban development pattern of downtown should not be hamstrung by such a requirement. Mr. Crowe said that this change would not eliminate the current Zoning Code requirement for parking lot landscaping, and the City will continue to strive to plant street trees in the downtown areas to provide for public landscaping and shade. He recommended approval of the plan revision.

Motion made by Mr. Pickens and seconded by Ms. Moody to approve the request as submitted. All voted affirmative, motion carried.

With no other business, meeting adjourned at 6:40.

Case 13-37

Request to Amend Comprehensive Plan Text (Future Land Use Element Policy A.1.9.3.A.2)
(Impervious Surface Maximums in Downtown Zoning Districts)
Applicant: Building and Zoning Dept.

STAFF REPORT

DATE: July 30, 2013

TO: Planning Board Members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

To consider an administrative text amendment to Comprehensive Plan Future Land Use Element (FLUE) Policy A.1.9.3.A.2 to eliminate impervious surface minimum from Downtown zoning districts. Public notice included newspaper advertisement.

Presbyterian

APPLICATION BACKGROUND

The FLUE policies below (italicized) pertain to PUDs. The shaded text represents language proposed for deletion by Staff. This application is related to a companion amendment to Zoning Code PUD standards, also an agenda item for the coming meeting.

Policy A.1.8.1 *9J-5.006(3)(c)5*
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. Residential uses are allowed within Downtown zoning districts, at an overall density of 20 units per acre and are subject to additional project density, design and locational standards set forth in these zoning districts (Ordinance # 11-22). The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel and a floor area ratio of 1.5, <u>except that no impervious surface maximum areas will be required</u> and a floor area ratio of up to 4.0 is allowed in downtown zoning districts. Intensity may be further limited by intensity standards of the Zoning Code. 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.

The term "impervious surface" refers to surfaces that do not retain rainfall such as pavement, buildings, and water bodies. Conversely, pervious surfaces are those surfaces that absorb rainfall such as grass, landscape areas, woods, or properly maintained pervious pavement. The rationale for the elimination of required pervious surfaces in the downtown is to encourage new development and redevelopment that is in keeping with the character of the downtown area. Downtown properties, particularly along St. Johns Avenue, are generally mostly or fully covered by building and/or parking. While it is appropriate to call for a base level of

landscape area in suburban areas, the intense urban development pattern of downtown should not be hamstrung by such a requirement. This change would not eliminate the current Zoning Code requirement for parking lot landscaping, and the City will continue to strive to plant street trees in the downtown areas to provide for public landscaping and shade.

PROJECT ANALYSIS

Florida Statutes do not provide specific criteria for the review of text amendments, other than the requirement that amendments to the Future Land Use Element (FLUE) must discourage the proliferation of sprawl, and that any such amendments must be in keeping with other Goals, Objectives, and Policies of the Plan.

This policy revision would not further urban sprawl but would in fact encourage it's antitheses: downtown redevelopment. The amendment is in keeping with the following Comprehensive Plan Future Land Use Element objective and policies.

FUTURE LAND USE ELEMENT

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.

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

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

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.*

STAFF RECOMMENDATION

Staff recommends the following revised policy.

Policy A.1.8.1 *9J-5.006(3)(c)5*

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. Residential uses are allowed within Downtown zoning districts, at an

overall density of 20 units per acre and are subject to additional project density, design and locational standards set forth in these zoning districts (Ordinance # 11-22). The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel and a floor area ratio of 1.5, <u>except that no impervious surface maximum areas will be required</u> and a floor area ratio of up to 4.0 is allowed in downtown zoning districts. Intensity may be further limited by intensity standards of the Zoning Code. 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.

Agenda Item

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CITY of Palatka FLORIDA

CITY COMMISSION AGENDA ITEM

SUBJECT: First reading of an Ordinance amending the General Employees' Pension Plan to raise the retirement age to 55 (from 50), amend the definition of Membership/Employees to require 1,500 hours worked annually, and remove the automatic 75% survivor benefit

DEPARTMENT: **Clerk/Administration**

ATTACHMENTS: _X_ Ordinance ___ Resolution ___ Motion
_X_ Support Documents ___ Other

SUMMARY: On 6/18/13 the General Pension Board met and voted to amend the plan as follows:

- Raise the normal retirement age to 55, from 50, years of age
- Amend the definition of Eligible Employee to those employees who work a minimum of 1,500 hours annually, from 1,000 hours annually
- Remove the "75% automatic survivor pension benefit" from the Plan. It should be noted that this provision was used only when an employee had failed to choose a Plan benefit prior to retirement. In all instances, upon making application for retirement, employees either choose a survivor benefit or opt to choose no survivor benefit. This does not remove survivor benefits from the Plan. Members of the Plan will still be able to choose a survivor benefit if he/she wishes to do so.

An ordinance amending the General Employees Pension Plan making those changes is attached.

RECOMMENDED ACTION: Pass on first reading the ordinance amending the General Employees' Pension Plan to raise the retirement age to 55 (from 50), amend the definition of Membership/Employees to require 1,500 hours worked annually, and remove the automatic 75% survivor benefit

DEPARTMENT HEAD	Submitted: Betsy Driggers, City Clerk Requested Agenda Regular	Date: 09-05-13 Date: 09-12-13
FINANCE DEPARTMENT	Budgeted X Yes ___No ___N/A MA	Date: 9/6/13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For: M	Date: 9/5/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

This instrument prepared by:
Betsy J. Driggers
201 N. 2nd Street
Palatka FL 3217

ORDINANCE NO. 13 -

entitled

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, BY AMENDING Ch 2, DIV 4, THE CITY OF PALATKA GENERAL EMPLOYEES RETIREMENT PLAN; AMENDING SECTION 2-163(a), MEMBERSHIP, TO REVISE THE REQUIRED NUMBER OF HOURS WORKED; AMENDING SECTION 2-168 (b), NORMAL RETIREMENT CONDITIONS, BENEFIT GROUP GENERAL TO RAISE THE NORMAL RETIREMENT AGE TO 55; TO DELETE SECTION 2-172, POST-RETIREMENT SURVIVOR PENSION; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

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

Section 1. That **Section 2-163 (a)** of the Code of Ordinances shall be amended to read as follows:

Sec. 2-163. ***Membership; termination of membership; elected public officials.***

(a) Employees. An individual who is employed by the City in a position normally requiring ~~1,000~~ 1,500 or more hours of work in a year shall be a member of the retirement plan unless employed in an excluded position

All other parts of Sec. 2-163 shall remain the same.

Section 2. That **Section 2-168 (b)** of the Code of Ordinances shall be amended to read as follows:

Sec. 2-168. ***Normal retirement conditions***

(b) Members of the ***Benefit Group General*** are eligible for normal service retirement when the member has attained age ~~50~~ 55 or older and has seven or more years of credited service, or the individual has 30 or more years of credited service without regard to age.

All other parts of Sec. 2-168 shall remain the same.

Section 3. That **Section 2-172,** ***Post-Retirement Survivor Pension***, shall be deleted in its entirety from the Code of Ordinances.

Section 4. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

Section 5. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka.

FOSTER & FOSTER
ACTUARIES AND CONSULTANTS

July 26, 2013

Via Mail & Email

Ms. Ruby Williams, Plan Administrator
City of Palatka
General Employees' Retirement Plan
201 N. 2nd Street
Palatka, FL 32177

Re: City of Palatka General Employees' Retirement Plan
Benefit Reduction Study

Dear Ruby:

As requested, we have performed a special actuarial analysis of the impact on the City's funding requirements associated with various benefit changes.

The changes considered were as follows:

A. Provide that the Normal Form of benefit payment at retirement will be a Lifetime only benefit. Currently married participants receive a 75% joint and survivor Normal Form of benefit. Please note that Members currently eligible for Normal Retirement will get to keep the 75% joint and survivor Normal Form of benefit if they are married when they ultimately retire.

B. Amend the Normal Retirement Date to be the earlier of Age 55 with 7 years of Credited Service or 30 years of Credited Service, regardless of Age. Please note that the Normal Retirement Date for Members currently eligible for Normal Retirement will not be changed.

C. Provide both of the benefit changes outlined above (Life only benefit and 55 & 7 Normal Retirement).

D. Provide both of the benefit changes outlined above and provide that the definition of pensionable Salary be amended to be base salary including longevity (no overtime). Please note that Members currently eligible for Normal Retirement would not be changed.

E. Provide for the three changes outlined in item D above and reduce the benefit accrual rate for future service from 2.50% to 2.25%. Service prior to the effective date would still be calculated using a 2.50% benefit rate. The change in the prospective benefit accrual rate would apply to all Members, regardless of whether or not they are currently eligible for Normal Retirement.

F. Provide for the three changes outlined in item D above and reduce the benefit accrual rate for future service from 2.50% to 2.00%. Service prior to the effective date would still be calculated using a 2.50% benefit rate. The change in the prospective benefit accrual rate would apply to all Members, regardless of whether or not they are currently eligible for Normal Retirement.

13420 Parker Commons Blvd., Suite 104 Fort Myers, FL 33912 · (239) 433-5500 · Fax (239) 481-0634 · www.foster-foster.com

The impacts on the City's funding requirements resulting from the proposed changes, determined as of October 1, 2012 and applicable to the fiscal year ending September 30, 2014, are outlined on the attachment.

Please also note that recently adopted Senate Bill 1128 provides that a Plan can increase Member contributions without being required to increase benefits. Prior to adoption of Senate Bill 1128, it was required that the Plan improve benefits in order to be able to increase Member contributions. While we are not recommending this option, we wanted to point out that it is an option that could be used to offset a portion of the City's funding requirement for future years.

This study represents the impact that possible benefit changes would have on the funding requirements, but in no way is meant to imply that the proposed changes are legally acceptable. Some of the alternatives appear to reduce the value of accrued benefits such as changing the retirement dates and changing the Normal Form of Payment.

If you have any questions regarding this analysis, please let me know.

Sincerely,

Patrick T. Donlan

PTD/lke

City of Palatka
General Employees' Retirement Plan

Actuarial Analysis of Benefit Changes
Determined as of October 1, 2012
As Applicable to Fiscal 2014

Plan	Normal Form of Payment (if Married)	Normal Retirement Date	Salary Definition Include OT?	Benefit Accrual Rate For Future Service	Estimated Pensionable Payroll *	Required City Contr. % Payroll	Increase % Payroll	Estimated Dollar Requirement (City) *	Estimated Dollar Increase *
Current	75% JS	50 & 7, 30 & Out	Yes	2.50%	$2,822,571	29.1%		$821,368	
A	Life only	50 & 7, 30 & Out	Yes	2.50%	$2,822,571	28.4%	-0.7%	$801,610	($19,758)
B	75% JS	55 & 7, 30 & Out	Yes	2.50%	$2,822,571	27.5%	-1.6%	$776,207	($45,161)
C	Life only	55 & 7, 30 & Out	Yes	2.50%	$2,822,571	26.9%	-2.2%	$759,272	($62,097)
D	Life only	55 & 7, 30 & Out	No	2.50%	$2,746,485	27.0%	-2.1%	$741,551	($79,817)
E	Life only	55 & 7, 30 & Out	No	2.25%	$2,746,485	25.8%	-3.3%	$708,593	($112,775)
F	Life only	55 & 7, 30 & Out	No	2.00%	$2,746,485	24.6%	-4.5%	$675,635	($145,733)

* The pensionable payroll as of October 1, 2012 was $2,822,571. If the definition of pensionable Salary were amended to exclude overtim then the pensionable payroll would drop by approximately 2.7% to approximately $2,746,485. The actual City requirement would be the percentages shown times the actual pensionable payroll realized in fiscal 2014. The estimated dollar amounts are shown to disclose the approximate impact of making the change to the Salary definition. If the City has to pay 27.0% of a smaller payroll, then the dollar requirement for the City is lower.

General Pension Board 6/18/13 mtg.

CITY MANAGER'S MEMORANDUM – Proposed Plan Amendments – Mr. Czymbor said they've had actuarial studies done on changing some of the components of the Plan. He is recommending this Board move forward with Items listed on his memorandum (filed) as B, C and D, which will have a positive impact on the City's contribution without adversely affecting the Plan's participants. He'd like to also move forward to amend the definition of 'eligible employee' by increasing the required hours to around 29 hours per week, from 20 hours per week. This is in conjunction with the new Health Care laws, which take effect this year. These are two separate issues, but it is appropriate to make this change to the Plan to synchronize these employee benefits.

Mr. Lorenzen asked, as to Option B, if this means the City will offer a "lifetime only" benefit with no survivor benefits? Mr. Register said at this time there is an automatic 75% survivor benefit for spouses after the participant's death. You can choose a lifetime only benefit, or you can chose to provide a 100% survivor benefit to a beneficiary, but that reduces the retiree's benefit during his/her lifetime, also. This would amend Section 2-172, which now states that if no option is chosen the spouse will receive a 75% benefit for life after the death of the member spouse.

As to amending the retirement age from 50 to 55, Mr. Lorenzen said if a member is employed 7 years, he's vested, and asked if his/her retirement is based upon 7 years of service? The answer was yes. Discussion ensued on retirement age of 55 versus 60. It was noted this change will apply to all employees (members) going forward unless an exception was made for current members. Mr. Lorenzen asked how the City's plan compares to other communities within a 40 to 50 mile radius, such as St. Augustine or Green Cove Springs. Mr. Czymbor said the City has only one collective bargaining unit. For everyone under the general employees' plan, the Commission determines the benefit. There is no "group" to bargain with. This is a very high quality pension plan which provides good benefits, and is comparable to other plans. Mr. Lorenzen said they want to retain good employees by offering good benefits. Mr. Register said they've had people working for 20 to 25 years with the expectation of retiring at 50, and now they will have to wait another 5 years. They should give people the option to retire at 50.

As to reducing the formula benefit, the 2.0% multiplier would apply going forward, not to benefits already earned. The other option is to make these changes for all new hires. There was consensus to look at a grandfathering clause.

Don Kitner, Executive Director, Palatka Gas Authority, said he has no problem with options B or C. He has a problem with option D as this is a significant drop in the multiplier, noting there must be another way to cut costs. He suggested eliminating overtime from pension calculations. Pension should be based on your base salary. It puts everyone on the same playing field and eliminates the tendency to artificially inflate

pension benefits by working a lot of overtime during the last few years of employment. Bonuses and overtime should not be included in pension calculations.

Betsy Driggers, City Clerk, 102 Canal Drive, E. Palatka, Member, General Employees Pension Plan, concurred with Mr. Kitner's comments. As she is not eligible to receive overtime, the only way her pension benefit increases is through years of service and raises. There have been no raises for five years. If the multiplier is lowered, even just going forward, what little annual increase she now earns towards her retirement benefit will be even smaller.

Mr. Lorenzen moved to recommend the City adopt Option B to amend the Normal Form of Benefit Payment to Lifetime Only. Mr. Czymbor seconded the motion, which passed unopposed. .

Mr. Lorenzen moved to recommend the City adopt Option C to amend normal retirement to age 55 or 30 years of service, regardless of age. Mr. Jones seconded the motion, which passed four in favor, opposed by Mr. Register.

Mr. Register moved to recommend the City Commission amend the definition of eligible employee to increase the annual required hours of work from 1,000 to 1,500 per year effective October 1. Mr. Lorenzen seconded the motion and confirmed this is comparable to going to a 29 hour week. There being no further discussion, the motion was voted upon and passed unopposed.

Mr. Czymbor moved to recommend the City adopt Option D to reduce the benefit accrual rate from 2.5% to 2% going forward for discussion purposes. Mr. Lorenzen seconded the motion. Mr. Czymbor said under Option A it appears they went from 2.5 to 2.25 for future years of service. This is a 1.3% savings instead of a 2.5% savings. It is his suggestion to order an actuarial evaluation on eliminating overtime as part of considered remuneration, and compare those results to Options A and D. After discussion, Mr. Czymbor moved to table this item to a time certain of September 17 with the caveat they order am actuarial evaluation from the actuary on removing overtime from compensation. Mr. Register seconded the motion. Mr. Lorenzen said he will not be here on September 17. Commissioner Norwood said for small boards, they can have individuals "conference in" on meetings if they are available. They should consider making that part of the by-laws. Mr. Czymbor said they can agenda that for the next meeting. There being no further discussion on the motion to table, the question was called and the motion passed unopposed.

NEXT MEETING – September 17, 2013.

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA
FLORIDA

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

MICHAEL J. CZYMBOR
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

MEMORANDUM

TO: **Members, General Employees' Pension Board Of Trustees**

FROM: **Michael J. Czymbor, City Manager**

SUBJECT: **General Employees' Pension Plan Amendments**

DATE: **June 7, 2013**

As you know, the various pension boards have been looking at plan amendments with the goal of reducing the amount of City required contribution in order to keep the Plans solvent. A number of options were considered, and an actuarial evaluation has been completed on those options which show the impact on the City's funding requirements. I have attached a copy of that evaluation for your reference.

The changes I'd like the General Employees' Pension Board to consider implementing are as follows:

1. Option B: Provide that the normal form of benefit payment at retirement will be a Lifetime Only benefit. Currently married participants receive a 75% joint and survivor Normal Form of benefit.

2. Option C: Amend the Normal Retirement Date to be the earlier of Age 55 with 7 years of Credit Service, or 30 years of Credited Service, regardless of age.

3. Option D: Reduce the benefit accrual rate for <u>future</u> service from 2.50% to 2.00%. Service prior to the effective date would still be calculated using a 2.50% benefit rate.

In addition, I'd like the Board to consider amending Section 2-163(a) concerning the definition of eligibility requirements for Employees to read as follows:

Section 2-163(a) – *Employees* - An individual who is employed by the City in a position normally requiring ~~1,000~~ <u>1,500</u> or more hours of work in a year shall be a member of the Retirement Plan unless employed in an excluded position.

These are my recommendations. Please be prepared to discuss and vote on these recommendations at the 6/18/13 meeting.

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

Agenda Item

8

CITY of Palatka FLORIDA

CITY COMMISSION AGENDA ITEM

SUBJECT: First Reading of an ordinance amending Appendix "A", Fee Schedule to the Code of ordinances

DEPARTMENT: Administration, Building & Zoning & Planning, Cemeteries, Parks, Water, Sewer & Sanitation Utilities

ATTACHMENTS: _X_ Ordinance ___ Resolution ___ Motion
___ Support Documents ___ Other

SUMMARY: This is a collaboration of Staff to update Fees associated with the Code of Ordinances related to utilities and services provided by the City of Palatka. These revisions have been discussed throughout the preliminary budget workshops. These include 10% increases to water, sewer and garbage collection as well as increases to deposits and service fees. All fees that were previously not included in the Code, such as fees for building rentals and cemetery services & vault sales have been inserted into the Fee Schedule. Building fees have been restructured. Other fees that have not been updated since 2007 and before were adjusted to cover the City's cost to deliver services.

The ordinance attached is in strike-through underline format to track the changes proposed. Several provisions of the Code will need to be updated to synchronize these Fee Schedule changes, and those amendments will be submitted upon adoption of the budget.

RECOMMENDED ACTION: Pass on first reading an ordinance amending Appendix "A," Fee Schedule, of the Code of Ordinances of the City of Palatka Florida

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DEPARTMENT HEAD	Submitted: M. Reynolds; B. Driggers Requested Agenda Regular	Date: 09-06-13 Date: 09-12-13
FINANCE DEPARTMENT	Budgeted _X_Yes ___No ___N/A	Date: 09-06-13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For: M	Date: 9/11/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

ORDINANCE NO. 13 -

entitled

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING APPENDIX A (FEE SCHEDULE) OF THE MUNICIPAL CODE OF THE CITY OF PALATKA AS IT PERTAINS TO FEES AND OTHER CHARGES RELATING TO: BUILDING PERMIT AND INSPECTION FEES; CEMETERY LOTS AND SERVICES; PARKS AND RECREATION SPECIAL PERMITS, COMMUNITY CENTER RENTALS AND SPECIAL EVENTS; SIGNS; SOLID WASTE FEES FOR GARBAGE CONTAINER DEPOSITS AND COLLECTION RATES; SEPTIC DUMPING CHARGES; SUBDIVISION PLATS; WATER & SEWER UTILITY LATE PAYMENT FEES, DEPOSITS & MISCELLANEOUS FEES; WATER RATES GENERALLY, BOTH INSIDE AND OUTSIDE THE CITY LIMITS; SEWER RATES GENERALLY, BOTH INSIDE AND OUTSIDE THE CITY LIMITS; AND ZONING ACTIONS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE OF OCTOBER 1, 2013.

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

Section I. That Appendix "A" to Chapter 18, Buildings & Building Regulations, of the Code of Ordinances of the City of Palatka, Florida, is hereby amended to read as follows:

Sec. 18-268. ***Permit and inspection fees.***

(a) *Building permit and inspection fees.* The building permit and inspection fees for residential and commercial structures within the corporate limits of the city shall be computed by utilizing the tables published by the International Code Council. Although said tables are subject to periodic revision by that organization, current editions thereof may be viewed on its internet website, http://www.iccsafe.org/cs/techservices/pdf/PRFees.pdf or at the City Building and Zoning Office.

~~Building Fees: Total Valuations~~	~~Fees~~
~~$0.00 to $10,000.00~~	~~$75.00 minimum permit fee~~
~~10,000.01 to 25,000.00~~	~~$75.00 for the first $10,001.00 plus $4.00 for each additional $1,000.00 or fraction thereof, to and including $25,000.00~~
~~25,000.01 to 75,000.00~~	~~$92.25 for the first $25,000.00 plus $3.75 for each additional $1,000.00 or fraction thereof, to and including $75,000.00~~
~~75,000.01 to 125,000.00~~	~~$242.25 for the first $75,000.00 plus $3.50 for each additional $1,000.00 or fraction thereof, to and including $125,000.00~~
~~125,000.01 to 250,000.00~~	~~$379.75 for the first $125,000.00 plus $3.25 for each additional $1,000.00 or fraction thereof, to and including $250,000.00~~

~~250,000.01 to 500,000.00~~	~~$598.50 for the first $250,000.00 plus $3.00 for each additional $1,000.00 or fraction thereof, to and including $500,000.00~~
~~500,000.01 to 750,000.00~~	~~$1,036.00 for the first $500,000.00 plus $2.75 for each additional $1,000.00 or fraction thereof, to and including $750,000.00~~
~~750,000.01 to 1,000,000.00~~	~~$1,411.00 for the first $750,000.00 plus $2.50 for each additional $1,000.00 or fraction thereof, to and including $1,000,000.00~~
~~1,000,000.01 and up~~	~~$1,723.50 for the first $1,000,000.00 plus $2.25 for each additional $1,000.00 or fraction thereof~~

Fees shall be computed based upon valuations. Valuations to be determined by the building official for items not listed with valuations.

(1) (a) $7.00 for each valuation of $1,000 or fraction thereof.

(b) Minimum permit fee: $50.00

(2)Safety inspection of structure (including electrical): Minimum fee $100.00

(b) *Electrical fees.*

(1) New residential construction and mobile homes:
Residential service up to 200 amperes: $100.00
Residential service 200 to 400 amperes, per ampere: 0.30
Over 400 ampere service, per ampere: 0.40
(New service includes temporary pole)
Temporary power pole (as separate service): 75.00
Existing residential service and mobile home fees:
Safety inspection or recantation (one inspection), residential: 25.00
Commercial: 75.00
Service hook-up or service change (plus $0.30 per ampere increase (one inspection): 50.00
Service requiring additional inspections, per inspection: 25.00
Alterations and additions to existing: 75.00

(2) *Commercial construction—New service:*
Commercial service up to 200 amperes: $110.00
Commercial service over 200 amperes (plus $.40 per ampere increased): 110.00
(Service fees include temporary service pole)
Temporary power pole (as separate service): 75.00
Commercial construction—Existing service:
Additions and alterations to existing service (plus $.40 per ampere increased): 75.00

(c) *Plumbing fees.*

(1) Residential:

New or addition to first bath: $50.00

Each additional bath or portion thereof: 20.00

Each additional fixture: 5.00

Installation or replacement of sewer or water service lines: 40.00

Alteration or additions to existing plumbing: 50.00

Installation of irrigation system (metered): 50.00

Installation of irrigation system (well): 50.00

(2) Commercial:

First fixture: $50.00

Each additional fixture: 6.00

Alterations and additions to existing plumbing: 50.00

Irrigation systems same as residential: 50.00

(d) *Mechanical permit fees.*

(1) Residential air conditioning and/or heating:

Two-ton capacity or less: $60.00

Each additional ton capacity or fraction thereof: .....~~5.00~~ 8.00

Additions and alterations to existing system: 50.00

Change-out of equipment, per unit: 50.00

(2) Commercial air conditioning and/or heating:

Five-ton capacity or less: $80.00

Each additional ton capacity or fraction thereof: .....~~5.00~~ 8.00

Additions and alterations to existing system: 60.00

Change-out of equipment, per unit: 60.00

Boilers (based on BTU input):

For the first 500,000 BTU: $80.00

For each additional 500,000 BTU or fractional part thereof: 25.00

Refrigeration: Cost valuation

Underground storage tanks (fuel): Cost valuation

Installation or removal: Cost valuation

Issuance of each permit requires notification of appropriate agencies.

Exhaust hoods: Cost valuation

(e) *Gas piping fees.*

Gas piping installation or change-out including four outlets: $50.00

Each additional outlet: 4.00

(f) *Fire protection system fees (sprinkler, alarm, hood fire system, etc.).*

Automatic Sprinkler	Up to 10,000 square feet	$100.00 (includes 2 inspections)
	Each additional 10,000 square feet or fraction thereof	$20.00

Fire Alarm System	Up to 10,000 square feet	$50.00 (includes 1 inspection)
	Each additional 10,000 square feet or fraction thereof	$10.00
Commercial Hood and Duct System		$50.00
Suppression System		$50.00 (includes 2 inspections)
On-Site inspection	Up to 10,000 square feet	$30.00 (Includes annual inspection and any additional inspections not covered above.)
	Each additional 10,000 square feet or fraction thereof	$10.00

(g) *Moving of building or structure fees.*
For the moving of any building or structure within the city limits: $250.00
Note: This fee does not include any highway, utility or roadway permits required by any other agencies.

(h) *Demolition of building or structure fees.*
For the demolition of any building or structure: $75.00 for residential (per building); $100.00 for commercial (per building)
All demolitions must meet the city standard policy for demolition.
Contractors must provide tipping fee receipts or verification that a state-approved landfill was used. If asbestos removal is required, permit holder must notify the Department of Environmental Protection.

(i) *Accessory structures.*
1. For state-approved manufactured structures under 400 square feet: ~~$25.00~~ $50.00 for tie-down inspection
2. For state-approved manufactured structures 401 square feet or over: as per building permit
3. For site-built structures 150 square feet or less: ~~$25.00~~ $50.00 for tie-down inspection
4. For site-built structures 151 square feet or over: as per building permit

(j) *Plan review fees with permit application.* This fee shall cover cost of reviewing plans for code and preparing marked documents. The amount of the plan review fee shall be as follows:
(1) Single-family and multifamily residences, additions and related remodels (under two units):

Construction Value	Fee
$0.00 through $5,000.00	$ 20.00
5,000.01 through 10,000.00	30.00
10,000.01 through 50,000.00	50.00

50,000.01 through 100,000.00	100.00
Add for each additional 100,000.00 or a fraction thereof	50.00

(2) Commercial and multifamily over two units, additions and related remodels:

Construction Value	Fee
$0.00 through $5,000.00	$ 30.00
5,000.01 through 10,000.00	40.00
10,000.01 through 50,000.00	60.00
50,000.01 through 100,000.00	120.00
100,000.01 through 200,000.00	160.00
Add for each additional 100,000.00 or fraction thereof	60.00

When the department is requested to prepare an extra set of marked plans at the time of application, the additional fee shall be $25.00 or $4.00 per sheet, whichever is greater. If drawings are requested after the time of application, the additional fee shall be $50.00 or $4.00 per sheet, whichever is greater.

(3) Plan review without application: Fee will be $70.00 per hour
(4) Utilities plan review: Fee will be 50 percent of the building plan review fee.
(5) Fire plan review: Fee will be 50 percent of the building plan review fee.
(6) Manufactured homes and buildings:
  (a) Manufactured (mobile) homes: $75.00 (separate permits required for electrical, plumbing, mechanical)
  (b) Manufactured (modular) buildings: Same as for stick built
  (c) Pre-move inspection: $70.00 per hour with a 2-hour minimum
(7) Archived plans: A deposit of $500.00 will be required to remove archived plans from the building department for reproduction purposes.

(k) *Paving fee.* Based on valuation as per building fee.

(l) *Pools.*
  (1) In-ground: Cost valuation with separate permits required for electrical, plumbing, mechanical and gas.
  (2) Aboveground: $75.00 with separate permits required for electrical, plumbing, mechanical and gas.

(m) *Roofing fee.* Based on valuation as per building fee with a minimum fee of $75.00

(n) *Reinspection fee.* A reinspection fee shall be charged at $25.00 per violation. No reinspection will be conducted until the fee is paid. A second reinspection for the same violation shall be charged at $100.00.

(o) *Returned checks.* All returned checks will be paid in cash with a $25.00 service charge added for checks up to $50.00; a $30.00 service charge for checks between $51.00 and $300.00; and a $40.00 service charge for checks over $300.00. A stop work order will be placed on the job until these fees are paid.

(p) Fees not covered will be determined by the Chief Building Official.

(q) *Late penalty.* Where work for which a permit is required by the city is started or proceeded with prior to obtaining the permit, the fees specified in this schedule shall be doubled, but the payment of such double fee shall not relieve any person from fully complying with the requirements of the Code in execution of the work or from any other penalties prescribed in the Code.

Sec. 18-270. ***Permit fee for installation of satellite dish*** $30.00

Sec. 18-295. ***Contractors certificate fees.***

(1) Initial application fee for all local or registered contractors: $75.00 for certified contractors and those granted reciprocity.
   (a) A person who applies for a certificate or a renewal of shall pay the following:
(2) Renewal fee for active status: $50.00
(3) Renewal fee for inactive status: 25.00

Section II. That Appendix "A" to Chapter 22, Cemeteries, of the Code of Ordinances of the City of Palatka, Florida, is hereby amended to read as follows:

1. **Sec. 22-4.** ***~~Lot~~ Prices for lots, vault liners and services in city cemeteries:***

(1) Adult lot (5 ft x 10 ft)	~~$550.00~~ $750.00 *
(2) Infant lot (2.5 ft x 5 ft)	~~$225.00~~ $375.00 *
(3) Titan Vault	$450.00 plus tax *
(4) Graveliner Vault	$300.00 plus tax *
(5) Vault Setting Fee	$200.00
(6) Adult Interment	
a. Monday-Friday 9:00am – 5:00pm*	$650.00
b. After 5:00pm and Saturday	$750.00
(7) Cremation Interment	
a. Monday-Friday 9:00am – 5:00pm*	$400.00
b. Monday-Friday (no setup) 9:00am-5:00pm*	$250.00
c. After 5:00pm and Saturday	$500.00
(8) Disinterment or Reinterment**9:00am – 5:00pm*	$500.00
(9) Reinterment with set-up** 9:00am – 5:00pm*	$650.00
(10) Indigent interment** 9:00am – 5:00pm*	$250.00
(11) Mausoleum Interment	
a. Monday-Friday 9:00am – 5:00pm*	$450.00

b. Saturday $500.00
c. After 5:00pm $550.00
(12) Additional set-ups include (1) one tent and (12) twelve chairs = $200.00
* Funerals should be concluded by 5:00pm at the cemetery
** Must be conducted Monday-Friday during normal business hours
All interments excludes legal holidays
Funerals will not be conducted on City observed holidays
No Funeral services on Sunday
All funeral arrangements shall be scheduled two business days prior to services

Section III. That Appendix "A" to Chapter 50, Parks, of the Code of Ordinances of the City of Palatka, Florida, is hereby amended to read as follows:

Sec. 50-150. ***Special Permits – Fees***

a. Park Permits – See Sec. 50-281, Special Events Schedule of Fees
b. Rentals
i. Booker Park (Hours of Operation 6:00am-8:00pm)**
1. 4 Hours $ 80.25*
2. 8 Hours $160.50*
ii. Price Martin Community Center (Hours of Operation 6:00am-11:00pm)**
1. 4 Hours without Kitchen $160.50*
2. 4 Hours with Kitchen $214.00*
3. 8 Hours without Kitchen $240.75*
4. 8 Hours with Kitchen $294.25*
iii. Bronson House (Hours of Operation 6:00am-11:00pm)***
1. Entire day (includes kitchen) $374.50*
2. Per hour without kitchen $80.25*
3. Per hour with kitchen $107.00*
*Includes tax
**Requires $100.00 deposit
***Requires $500.00 deposit
The City of Palatka reserves the right upon review to require the presence of one or more Police Officers at a cost of $23.00 an hour per officer during any event.

Sec. 50-281, Div 4 – Special Events Schedule of Fees.

The following fee schedule is hereby established for all special events unless otherwise waived by the city commission or its representative.

~~Attendance is based upon historical data. In a case where no historical data is available, the minimum fee shall be based on the lowest per day fee. Attendance formula means the total attendance divided by the number of days of operation.~~

Permit fees per day:

Attendance Rate:	Permit Fee
~~"Class A" Permit Fee With Attendance Up to 10,000 per day~~	~~$150.00~~
~~"Class A" Permit Fee With Attendance 10,000-40,000 per day~~	~~$225.00~~
"Class A" Permit Fee ~~With Attendance 40,000-80,000~~ per day	$300.00
"Class B" Permit Fee per day	$100.00
"Class C" Permit Fee	$ 50.00

~~Daily fees for special events with an estimated attendance of more than 80,000 for any one day shall be set by the city commission.~~

FEES FOR SERVICES PROVIDED BY CITY PERSONNEL: The following fees are for police and fire personnel, and the building inspector assigned to special duty to provide security services for all special events:

Police personnel:	$23.00 per hour (2 hr. minimum)
Fire personnel:	$23.00 per hour (2 hr. minimum)
Building Inspector:	$23.00 per hour (2 hr. minimum)

(Fee Schedule Amended by Ord. No. 03-23, Art. IV, 10-23-2003)

Section IV. That Appendix "A" to Chapter 62, Signs, of the Code of Ordinances of the City of Palatka, Florida, is hereby amended to read as follows:

Sec. 62-49. Sign permit fees.

(a) Cost valuation with minimum permit fee of ~~$25.00~~ $50.00

(b) Additional fees include: Plan review and any additional required inspections (i.e. footing and electrical)

(c) An electrical permit will be required if illuminated

Section V. That Appendix "A" to Chapter 66, Solid Waste, of the Code of Ordinances of the City of Palatka, Florida, is hereby amended to read as follows:

1. That provisions for residential and commercial garbage container deposits are hereby added as follows:

Sec. 66.2.	***Residential Container ~~Charge~~Deposit***:	~~$65~~ 60
	~~$25.00 to be r~~Refunded upon return of Container	
Sec. 66-2(d).	Residential Container Drop-off Fee:	$40
Sec. 66-3(b).	Commercial Container Deposit:	
	(1) ½ Yard (2 Residential Containers)	$120
	Refunded upon return of Containers	
	If containers are lost or stolen, a charge of $120 shall be applied to the customers account and an additional $120 deposit shall be required	
Sec. 66-3(b).	Commercial Container Fee*:	
	(1) ½ Yard (2 Residential Containers)	$40
	(2) 1 Yard	$182
	(3) 2 Yard	$202
	(4) 4 Yard	$272
	(5) 6 Yard	$352
	(6) 8 Yard	$414
	*Fee shall be assessed upon creation of a new commercial and upon replacement of container(s) unless the commercial account is less than six (6) months old.	
Sec. 66.3(b)	***Fee for picking up and cleaning commercial garbage containers***:	~~$35.00~~ 100.00

2. **Sec. 66.9.** ***Garbage Collection Rates*** are hereby amended as follows:

(a) For each residence, apartment or other single family dwelling unit: ~~$12.00~~ $13.20 per month

(b) For each commercial enterprise or business establishment and any building or occupancy other than single-family: ~~$1.90~~ $2.10 per cubic yard per pickup.

Section VI. That Appendix "A" to Chapter 74, Subdivisions, of the Code of Ordinances of the City of Palatka, Florida, is hereby amended to read as follows:

~~Sec. 74-9~~ Chapter 74 – *Subdivisions*;~~.~~ *Fee Schedule~~—Approval of final plat.~~*

(a) Street vacation/abandonment: $400.00

(b) Sketch plan review: $250.000

(c) Preliminary plat base fee: $500.00
(d) Final plat base fee: $400
(e) Fee for filing final plat: ~~$2.00~~ $5.00 for each lot contained in the subdivision.
(f) Lot split: $100.00

Section VII. That the following sections of Appendix "A" to Chapter 86 of the Code of Ordinances of the City of Palatka, Florida, are hereby amended as follows:

Sec. 86-215. ***Discharge of contents of septic tanks into sewer system*** is hereby added as follows: (c). Fees: Septic Dumping Charge: $0.07 per gallon, payable at time of service

Sec. 86-285 (a). ***Late Payment Fee (assessed after 20 days)*** ~~$4.00~~ $5.00

Sec. 86-285 (b). ***Reconnection fee*** when services have been suspended or disconnected for nonpayment during normal hours of operation (Monday through Friday, 8:30 a.m.—5:00 p.m., excluding holidays) ~~$20.00~~ $25.00

Sec. 86-285 (b). ***Reconnection fee*** when services have been suspended or disconnected for nonpayment, when such reconnection is requested after 5:00 p.m. and before 8:30 a.m., or on weekends or holidays ~~$35.00~~ $40.00

Sec. 86-312. ***Water Deposit and miscellaneous fees.***

(1) Residential Service
a. Inside City – minimum ~~$50.00~~ $130.00*
Inside City – maximum $205.00*
b. Outside City – minimum ~~$75.00~~ $155.00*
Outside City – maximum $230.00*
* If the current deposit on hand is below the maximum amount stated above and a late payment penalty is incurred or the account is suspended or disconnected for nonpayment, there shall be an additional $25 charge added to the customer's account. This charge shall be applied to the deposit on hand until the deposit on hand reaches the maximum amount stated above.

(2) Commercial Service
~~a. Trailer parks (each unit) $100.00~~
~~b~~a. Three-quarter inch connections – minimum:
~~$100.00~~ $300.00 or average of two and one-half months' estimated bills, whichever is greater*
Three-quarter inch connections – maximum:
Average of past four months' bills*
~~c. Apartment Complex with nine or more~~

~~units – each unit~~ ~~$100.00~~

~~d~~b. One-inch or larger connections – minimum:

Average of two and one-half months' estimated bills*

One-inch or larger connections – maximum:

Average of past four months' bills*

* If the current deposit on hand is below the maximum amount stated above and a late payment penalty is incurred or the account is suspended or disconnected for nonpayment, there shall be an additional charge equal to one-half of the past months' bill added to the customer's account. This charge shall be applied to the deposit on hand until the deposit on hand reaches the maximum amount stated above.

(3) Irrigation Service

a. Inside City – minimum:

$150.00 or average of two and one-half months' estimated bills, whichever is greater *

Inside City – maximum:

Average of past four months' bills*

b. Outside City – minimum:

$200.00 or average of two and one-half months' estimated bills, whichever is greater *

Outside City – maximum:

Average of past four months' bills*

* If the current deposit on hand is below the maximum amount stated above and a late payment penalty is incurred or the account is suspended or disconnected for nonpayment, there shall be an additional charge equal to one-half of the past months' bill added to the customer's account. This charge shall be applied to the deposit on hand until the deposit on hand reaches the maximum amount stated above.

~~(3)~~ (4) Service Charges:

a. Transfer of service (one location to another) ~~$20.00~~ $35.00

~~b. Reconnect Fee~~ ~~$20.00~~

~~e~~b. Meter Accuracy Test ~~$15.00~~ ~~$2~~ $50.00

~~d. Late Payment Fee (assessed after 20 days)~~ ~~$ 4.00~~

Sec. 86-314. ***Water rates generally.***

(a) *Schedule*:

Base Facility Charge	**Charge Amount**
Individually Metered Residential Accounts	~~$14.62~~$16.08

Per Meter Regardless of Meter Size	
Master-Metered Residential Accounts Per Dwelling Unit	~~$13.16~~$14.48
Non-Residential Accounts Per Meter Regardless of Meter Size	~~$23.39~~$25.73
Separate Irrigation Only Meters/Accounts Per Meter Regardless of Meter Size	~~$23.39~~$25.73

Usage Charges (in 1,000 gallons)				
	Tier 1	**Tier 2**	**Tier 3**	**Tier 4**
Individually & Master-Metered Residential Accounts Per Dwelling Unit Rate per 1,000 Gallons	0 - 4,000 ~~$0.83~~$0.91	4,001 - 8,000 ~~$1.39~~$1.53	8,001 - 12,000 ~~$2.77~~$3.05	12,000+ ~~$5.54~~$6.09
Non-Residential Accounts Per Meter Rate per 1,000 Gallons	All Use ~~$1.71~~$1.88			
Separate Irrigation Only Meters/Accounts Per Meter Rate per 1,000 Gallons	0 - 12,000 ~~$2.77~~$3.05	12,000+ ~~$5.54~~$6.09		

All rates are figured per 1,000 gallons

Sec. 86-315. ***Water rates outside city limits.***

(a) *Schedule*:

Base Facility Charge	**Charge Amount**
Individually Metered Residential Accounts Per Meter Regardless of Meter Size	~~$18.27~~$20.10
Master-Metered Residential Accounts Per Dwelling Unit	~~$16.45~~$18.10
Non-Residential Accounts Per Meter Regardless of Meter Size	~~$29.23~~$32.15
Separate Irrigation Only Meters/Accounts Per Meter Regardless of Meter Size	~~$29.23~~$32.15

Usage Charges (in 1,000 gallons)

	Tier 1	Tier 2	Tier 3	Tier 4
Individually & Master-Metered Residential Accounts				
Per Dwelling Unit	0 - 4,000	4,001 - 8,000	8,001 - 12,000	12,000+
Rate per 1,000 Gallons	~~$1.03~~$1.13	~~$1.73~~$1.90	~~$3.46~~$3.81	~~$6.92~~$7.61
Non-Residential Accounts				
Per Meter	All Use			
Rate per 1,000 Gallons	~~$2.13~~$2.34			
Separate Irrigation Only Meters/Accounts				
Per Meter	0 - 12,000	12,000+		
Rate per 1,000 Gallons	~~$3.46~~$3.81	~~$6.92~~$7.61		

All rates are figured per 1,000 gallons

Sec. 86-344. ***Sewer Rates Inside City Limits.***

(a) *Schedule*:

Base Facility Charge	Charge Amount
Individually Metered Residential Accounts Per Meter Regardless of Meter Size	~~$20.60~~$22.66
Master-Metered Residential Accounts Per Dwelling Unit	~~$18.54~~$20.39
Non-Residential Accounts Per Meter Regardless of Meter Size	~~$32.95~~$36.25

Usage Charges (in 1,000 gallons)			
	Tier 1	Tier 2	Tier 3
Individually & Master-Metered Residential Accounts			
Per Dwelling Unit	0 - 4,000	4,001 - 12,000	12,000+
Rate per 1,000 Gallons	~~$1.01~~$1.11	~~$1.69~~$1.86	N/A
Non-Residential Accounts			
Per Meter	All Use		
Rate per 1,000 Gallons	~~$1.69~~$1.86		

(b) *Individually & master-metered residential bill*: Usage of more than 12,000 gallons per month per dwelling unit shall not be billed.

Sec. 86-345. ***Sewer Rates Outside City Limits.***

(a) *Schedule*:

Base Facility Charge	Charge Amount
Individually Metered Residential Accounts Per Meter Regardless of Meter Size	~~$25.75~~$28.33
Master-Metered Residential Accounts Per Dwelling Unit	~~$23.17~~$25.49
Non-Residential Accounts Per Meter Regardless of Meter Size	~~$41.18~~$45.30

Usage Charges (in 1,000 gallons)			
	Tier 1	**Tier 2**	**Tier 3**
Individually & Master-Metered Residential Accounts Per Dwelling Unit Rate per 1,000 Gallons	0 - 4,000 ~~$1.26~~$1.39	4,001 - 12,000 ~~$2.11~~$2.32	12,000+ N/A
Non-Residential Accounts Per Meter Rate per 1,000 Gallons	All Use ~~$2.11~~$2.32		

(c) ~~(b)~~ *Outside individually & master-metered residential bill*: Usage of more than 12,000 gallons per month per dwelling unit shall not be billed.

All other parts and provisions of Appendix A to Chapter 86 shall remain.

Section VIII. That Appendix "A" to Chapter 94, Zoning, of the Code of Ordinances of the City of Palatka, Florida, is hereby amended to read as follows:

Sec. 94-39. ***Fee schedule for zoning actions.***

(a) Annexation: $600.00, with a waiver allowed by the City Manager with the written findings that the annexation will substantively and positively impact one or more of the following: utility

system efficiency, utility system revenue enhancement, environmental protection, or fiscal relief.

(b~~1~~) Small scale amendment: .....~~$1,000.00~~ $750.00

(c~~2~~) Large scale amendment: .....~~1,500.00~~ 1,600.00

(d~~b~~) Conditional use and variance: .....~~130.00~~ $300.00 (residential), and $450.000 (nonresidential)

(e~~e~~) Historic district certificate~~d~~ of appropriateness~~/creation/expansion~~: .....~~42.00~~ 80.00

(f) Historic district certificate of appropriateness (after the fact): 120.00

(g) Historic district creation/expansion: no fee

~~(~~h~~d~~) Rezoning: .....~~130.00~~ 700.00

(i~~e~~) Rezoning with a concurrent small-scale future land use map amendment: .....~~450.00~~ 1,250.000

(j~~f~~) Rezoning with a concurrent large-scale future land use map amendment: .....~~1,500.00~~ 2,300.00

(k) Rezoning, Planned Unit Development: 850.00

(l) Rezoning, Planned Unit Development minor modification: 250.00

(m) Rezoning, Planned Unit Development major modification: 600.00

~~(Ord. No. 07-11, § I, 5-24-2007)~~

~~§ 94-186(e)(5)c.~~ (n) Fee for site clearing and/or tree removal/relocation permit .... ~~.$30.00~~ 100.00

(o) Alcohol beverage license: 50.00

(p) Appeal of staff decision: 300.00

(q) Concurrency certification: 150.00, plus cost of traffic study if necessary

(r) Mobile food vendor: 100.00

(s) Site plan review (conceptual): 250.00

(t) Site plan review (other): 500.00

(u) Variance (residential): 450.00

(v) Variance (nonresidential): 550.00

(w) Variance (after the fact): 750.00

(x) Zoning/Municipal Code text change: 450.00

(y) Zoning letter: 50.00

Section IX. That all ordinances or parts of ordinances in conflict therewith are hereby repealed to the extent of such conflict.

Section X. That if any section or portion of a section or subsection of this ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or portion of a section, subsection, or part of this ordinance.

Section XI. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka.

Section XII. This Ordinance shall become effective as of October 1, 2013.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on second reading this 26th day of September, 2013.

CITY OF PALATKA

By:_____

Its Mayor

ATTEST:

_____

City Clerk

Agenda Item

9

CITY of Palatka FLORIDA

AGENDA ITEM

SUBJECT: First Reading of an Ordinance amending Chapter 78, Taxation, Article II, Electricity and Gas Tax to amend the levy amount to a non-tiered rate of 10%

DEPARTMENT: Finance

ATTACHMENTS: ☒ Ordinance ☐ Resolution ☐ Motion
☒ Support Documents ☐ Other

SUMMARY: Section 78-31 of the Code of Ordinance for the City of Palatka states: "*There is hereby levied by the city, on each and every sale in the city of electricity and cooking and heating gas, a tax equal to ten percent of the first $1,000.00 or fraction thereof, of the charge made by the seller of such electricity and cooking and heating gas; and a tax equal to four percent of all charges above $1,000.00 made by the seller of such electricity and cooking and heating gas.* "

According to Attorney General Opinion's 87-45 and specifically 89-11, the City of Palatka is not authorized to establish a cap which would exempt from taxation that portion of the service generating tax revenue in excess of a maximum monetary cap. Therefore, staff is recommending that the ordinance be amended to remove the four percent on all charges above $1,000 and to establish a consistent rate of ten percent on all electricity and cooking and heating gas sales in the City of Palatka.

RECOMMENDED ACTION: Pass on first reading an ordinance amending Section 78-31 of the Code of Ordinances to amend the levy amount to a non-tiered rate of 10% on all sales of cooking and heating gas and electricity so as to be in compliance with Florida Statutes Section 166.231.

DEPARTMENT HEAD	Submitted: Matt Reynolds Requested Agenda: Regular	Date: 08-30-13 Date: 09-12-13
FINANCE DEPARTMENT	Budgeted ☒ Yes ☐ No ☐ N/A	Date: 08-30-13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For: M	Date: 9/5/13

COMMISSION ACTION: ☐ Approved as Recommended ☐ Disapproved
☐ Approved With Modification ☐ Tabled To Time Certain
☐ Other

DISTRIBUTION: ☐CA ☐CC ☐CM ☐CD ☐FI ☐FD ☐GC ☐HR ☐MD ☐PD ☐PR ☐UD

This instrument prepared by:
Betsy J. Driggers
201 North 2nd Street
Palatka, FL 32177

ORDINANCE NO. 13 -

Entitled

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF PALATKA BY REVISING SECTION 78-31, TAXATION, ARTICLE II, ELECTRICITY AND GAS TAX, TO ESTABLISH A CONSISTENT PERCENTAGE OF TAX ON SALES OF ELECTRICITY AND COOKING & HEATING GAS IN THE CITY OF PALATKA; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Palatka, Florida, is authorized by Chapter 166.231, Florida Statutes, to adopt ordinances to levy a public service tax on purchases of electricity and metered or bottled gas (natural liquefied petroleum gas or manufactured) as well as water, telecommunication and competitive services; and

WHEREAS, a municipality has no home rule powers with respect to the levy of excise or non-ad valorem taxes and exemptions therefrom, as all such taxing power must be authorized by general law of the State of Florida; and

WHEREAS, the Florida Attorney General has published Advisory Legal Opinions AGO 89-11 and AGO 87-45 which state municipalities may not impose or provide a maximum monetary cap per billing period for those items or services taxable pursuant to FS 166.231, or exempt from taxation that portion of a public service generating tax revenue in excess of an established monetary cap, pursuant to FS 166.231 and 166.232; and

WHEREAS, the City of Palatka therefore finds it necessary to revise Section 78-31 of its Code of Ordinances to remove the taxation cap imposed on sales of electricity and cooking and/or heating gas that exceed $1,000 in order to bring its Code into compliance with Florida statutes governing the levy or excise of non-ad valorem taxes and exemptions therefrom,

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

Section I. That Section 78-31 of the Palatka Municipal Code of Ordinances is hereby amended to read as follows:

Sec.78-31. ***Levy; amount; payment by purchaser***

There is hereby levied by the city, on each and every sale in the city of electricity and cooking and heating gas, a tax equal to ten percent ~~of the first $1,000.00 or fraction thereof,~~ of the charge made by the seller of such electricity and cooking and heating gas~~; and a tax equal to four percent of all charges above $1,000.00 made by the seller of such electricity and cooking and heating gas~~. Such tax shall in every instance be paid by the purchaser, for use of the city, to the seller of such electricity and cooking and heating gas at the time of paying the charge made by the seller therefor, and not less often than monthly.

Section II. That all ordinances or parts of ordinances in conflict therewith are hereby repealed to the extent of such conflict.

Section IV. That if any section or portion of a section or subsection of this ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or portion of a section, subsection, or part of this ordinance.

Section V. That this ordinance shall take effect upon its passage as provided by law.

Section VI. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

PASSED AND ADOPTED by the City Commission of the City of Palatka on second reading this 26th day of September, 2013.

CITY OF PALATKA

By: _____
Its MAYOR

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney

Florida Attorney General

Advisory Legal Opinion

Number: AGO 89-11
Date: February 28, 1989
Subject: Authority to impose utility tax

Mr. William G. Law, Jr.
Attorney for City of Groveland
Post Office Box 57
Groveland, Florida 32736

Dear Mr. Law:

You have asked the following question:

> Is the City of Groveland authorized to impose a utility tax of 10 percent on the first $500 per month for residential users, 10 percent on the first $1,000 for commercial users, and 10 percent on the first $5,000 for industrial or manufacturing users?

In sum:

> The City of Groveland is not authorized to establish a cap which would exempt from taxation that portion of the service generating tax revenue in excess of a maximum monetary cap.

Section 166.231, F.S. (1988 Supp.), empowers municipalities to levy a public service tax on the purchase of electricity, metered or bottled gas, and water service, as well as telecommunication services and competitive services. (FN1) The statute provides in part:

> The tax shall be levied only upon purchases within the municipality and shall not exceed 10 percent of the payments received by the seller of the taxable item from the purchaser for the purchase of such service. (FN2)

Section 2, Art. VIII, State Const., gives municipalities "home rule powers" which may be exercised for any valid municipal purpose, "except as otherwise provided by law," however, the taxing power of municipalities is not derived from this constitutional provision. The origin of municipal taxing power and the limitations on its exercise are found in ss. 1(a) and 9(a), Art. VII, State Const., and such general or special laws relating to other taxes as the Legislature may enact. (FN3) In the exercise of its taxing power, a municipality is limited to that taxing power conferred expressly, or by necessary implication. (FN4) Generally, therefore, a municipality has no inherent power to exempt from taxation property which it is authorized by statute or charter to tax, since, with some exceptions, delegation of the power to tax does not include the power to exempt from taxation or the power to remit or compromise a tax. (FN5)

The tax cap by the City of Groveland has the effect of exempting from taxation that portion of the taxable value of the electricity service generating tax revenue in excess of the cap. (FN6) Section 166.231, F.S. (1988 Supp.), provides several specific exemptions to the public service tax. (FN7) However, no exemption of the type proposed by the city is recognized by the statute. It is a settled rule of statutory construction that the express mention of one thing in a statute implies the exclusion of another. (FN8) Section 166.231, F.S. (1988 Supp.), and s. 166.232, F.S., authorize a municipality to levy a public service tax but do not authorize or otherwise empower a municipality to exempt from taxation that portion of the service generating tax revenue in excess of an established monetary cap. Nor can such a substantive power be implied from the power granted in s. 166.231, F.S. (1988 Supp.), and s. 166.232, F.S.

Thus, it is my opinion that the City of Groveland may not provide a maximum monetary cap per monthly billing period for those items or services taxable pursuant to s. 166.231, F.S. (1988 Supp.).

Sincerely,

Robert A. Butterworth
Attorney General

(gh)

FN1 See, s. 166.231(1)(a), (2), and (9), F.S. (1988 Supp.).

FN2 Section 166.231(1)(a), F.S. (1988 Supp.). See also, s. 166.231(9)(a)1. and 2., F.S. (1988 Supp.), providing a cap of 10 percent and 7 percent respectively on the monthly recurring customer service charges for local telephone service and intrastate telecommunication services. And see, s. 166.232, F.S., which grants a municipality the option to levy the tax authorized under s. 166.231, F.S. (1988 Supp.), on a physical unit basis when applied to electricity, metered or bottled gas (natural liquefied petroleum gas or manufactured), fuel oil, kerosene, and water.

FN3 See, AGO's 80-87 and 79-26 concluding that a municipality has no home rule powers with respect to the levy or excise of non-ad valorem taxes and exemptions therefrom, as the exercise of all such taxing power must be authorized by general law.

FN4 See, AGO 79-26.

FN5 16 McQuillin Municipal Corporations s. 44.65 p. 204.

FN6 See, AGO 87-45 concluding that the City of Vernon could not provide for a maximum tax of $25 per monthly billing for those items or services taxable pursuant to s. 166.231, F.S. (1986 Supp.), because such a cap constituted an unauthorized exemption for the amount of utility services over $25.

FN7 See, e.g., s. 166.231(3), F.S. (1988 Supp.), which allows municipalities to exempt from taxation any amount up to, and including, the first 500 kilowatt hours of electricity purchased per month for residential use.

FN8 Thayer v. State, 335 So.2d 815, 817 (Fla.1976).

Florida Attorney General

Advisory Legal Opinion

Number: AGO 87-45
Date: May 19, 1987
Subject: Authority to place cap on public service tax

Mr. Tyrone E. May
City Attorney
City of Vernon
610 West Beach Drive
Panama City, Florida 32401

Dear Mr. May:

You have asked the following questions:

(1) MAY THE CITY OF VERNON, AFTER ENACTING A PUBLIC SERVICE TAX OF 6 PERCENT PER TAXABLE ITEM OR SERVICE ON ELECTRICITY, BOTTLED AND METERED GAS, FUEL OIL, AND TELECOMMUNICATIONS SERVICES, PROVIDE FOR A MAXIMUM TAX OF $25 PER MONTHLY BILLING OF EACH TAXABLE ITEM OR SERVICE OF ELECTRICITY, BOTTLED AND METERED GAS, FUEL OIL AND TELEGRAPH SERVICES?

(2) IF SUCH A CAP IS PERMISSIBLE, MAY THE CITY OF VERNON PROVIDE THAT THE $25 TAX CAP BE APPLICABLE ONLY TO THOSE ITEMS ENUMERATED IN s. 166.231(1)(a), F.S. (1986 SUPP.) (ELECTRICITY, BOTTLED OR METERED GAS, WATER SERVICE), AND NOT LOCAL TELEPHONE SERVICE, WHICH WOULD BE TAXED AT 6 PERCENT WITH NO CAP?

QUESTION ONE

You state that the City of Vernon recently enacted a public service tax pursuant to s. 166.231, F.S. The tax rate has been set at 6 percent. According to your letter, the City Council is interested in placing a monthly cap of $25 per taxable item or service, although the 6 percent base rate would remain in effect up to the tax yield of $25. You inquire whether the city has the authority, in light of the exemptions in s. 166.231, to provide an additional exemption for all taxes from the purchase of electricity, bottled and metered gas, fuel oil, and telegraph services

exceeding $25.

Section 166.231, F.S. (1986 Supp.), authorizes municipalities to levy a public service tax on the purchase of electricity, metered or bottled gas (natural liquefied petroleum gas or manufactured), and water service, as well as telecommunication services and competitive services. See, s. 166.231(1)(a)(2) and (9). Subsection (1)(a) of s. 166.231, F.S. (1986 Supp.), in part provides:

> The tax shall be levied only upon purchases [of electricity, metered or bottled gas (natural liquefied petroleum gas or manufactured) and water service] within the municipality and shall not exceed 10 percent of the payments received by the seller of the taxable item from the purchaser for the purchase of such service.

See also, s. 166.231(9)(a)1. and 2., providing a cap of 10 percent and 7 percent respectively on the monthly recurring customer service charges for local telephone service and intrastate telecommunication services. And see, s. 166.232, F.S., which grants a municipality the option to levy the tax authorized under s. 166.231, F.S., on a physical unit basis when applied to electricity, metered or bottled gas (natural liquefied petroleum gas or manufactured), fuel oil, kerosene, and water.

A monthly tax cap of $25 per taxable item or service, in effect, exempts from taxation that portion of the taxable value of the item or service generating tax revenue in excess of $25. Section 2, Art. VIII, State Const., gives municipalities "home rule powers" which may be exercised for any valid municipal purpose, "except as otherwise provided by law." However, the taxing power of municipalities is not derived from s. 2(b), Art. VIII, State Const; rather, the origin of such taxing power and the limitations on its exercise are found in ss. 1(a) and 9 (a), Art. VII, State Const., and such general or special laws concerning other taxes as may be enacted by the Legislature. See, AGO's 80-87 and 79-26 concluding that a municipality has no home rule powers with respect to the levy of excise or non-ad valorem taxes and exemptions therefrom, as all such taxing power must be authorized by general law. In exercising its taxing power, a municipality is limited to that taxing power expressly, or by necessary implication, conferred. See, AGO 79-26. Thus, as a general rule, "a municipality ... has no inherent power to exempt from taxation property which it is authorized by statute or

charter to tax, since, with some exceptions, delegation of power to tax does not include power to exempt from taxation or power to remit or compromise taxes...." 16 McQuillin Municipal Corporations s. 44.65 p. 204. Similarly, without legislative authority, a municipality may not contract away its power to impose taxes or impose taxes only under certain conditions. Eastern Shores v. City of North Miami Beach, 363 So.2d 321, 323 (Fla.1978).

Section 166.231, F.S., sets forth several exemptions to the public service tax. See, e.g., s. 166.231(3), allowing municipalities to exempt from taxation any amount up to, and including, the first 500 kilowatt hours of electricity purchased per month for residential use. The exemptions do not, however, provide for a $25 tax cap on the public service tax. It is a well settled rule of statutory construction that the express mention of one thing in a statute implies the exclusion of another. Thayer v. State, 335 So.2d 815, 817 (Fla.1976).

Sections 166.231 and 166.232, F.S., grant a municipality the power to levy the public service tax. The sections do not authorize or otherwise empower the municipality to exempt from taxation that portion of the service generating tax revenue in excess of $25. Nor can such a substantive power be implied from the power granted in ss. 166.231 and 166.232, F.S. Accordingly, I am of the opinion that the City of Vernon may not provide for a maximum tax of $25 per monthly billing of those items or services taxable pursuant to s. 166.231, F.S. (1986 Supp.).

QUESTION TWO

In light of my response to your first question, it is unnecessary to respond to your second question. But see, AGO 79-26, stating that the conjunctive language of ss. 166.231 and 166.232, F.S., precludes a municipality from choosing which of the enumerated services it will tax on a percentage rate basis and which services will be taxed on a physical unit basis.

In summary, I am of the opinion that a municipality in levying a public service tax pursuant to s. 166.231, F.S. (1986 Supp.), on the purchase of utility services, may not provide an exemption for that portion of the utility service which would generate tax revenue in excess of $25 per item or service in a monthly billing.

Sincerely,

Robert A. Butterworth
Attorney General

Prepared by:

Lagran Saunders
Assistant Attorney General

Agenda Item

10

CITY of Palatka FLORIDA

Building & Zoning Department
201 N 2nd Street
Palatka, FL 32177
(386) 329-0103 phone
~~(386) 329-0172 fax~~

CITY COMMISSION AGENDA ITEM

SUBJECT: ORDINANCE - ZONING CODE TEXT AMENDMENT (ALLOW SANDWICH SIGNS FOR SPECIAL EVENTS IN DOWNTOWN ZONING DISTRICTS) – 1st READING

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: X Ordinance ___ Resolution ___ Motion
X Support Documents ___ Other

SUMMARY:
This change, requested by the City's Main Street Manager, would sandwich signs for special events approved by the City Commission. Such signs would be bound by the current standards that now allow them for a downtown business in front of their store. Special event sandwich signs are limited to not more than two signs on each side of the street within one block, and must be removed within a set timeframe as identified in the staff report. The Planning Board recommended approval of this item at their August 6, 2013 meeting.

RECOMMENDED ACTION:
Approve on first reading

DEPARTMENT HEAD Submitted: Thad Crowe TC Date: 8/29/2013
Requested Agenda Regular Date: 9/12/2013

FINANCE DEPARTMENT Budgeted ___Yes ___No X N/A Date: 9/6/13

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: Date: 9/5/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

This instrument prepared by:
Thad Crowe, AICP
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 13 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE ZONING CODE TO ALLOW SANDWICH SIGNS FOR SPECIAL EVENTS IN DOWNTOWN ZONING DISTRICTS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by the Main Street Manager for certain amendments to the Zoning Code of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on August 6, 2013, and

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

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

Section 1. The following Zoning Code Section shall be amended as follows.

(j) Permitted signs.

(1) Directional signs, ground signs limited to six feet in height, 30 square feet in size, and eight feet in width, and wall signs~~, and~~.

(2) ~~o~~One A-frame, sandwich sign, or menu board with the following applicable standards.

a. one sign per building front placed on a public sidewalk. ~~provided that such sign shall be a~~

b. uniform size of two feet in width and three feet in height, as measured by any single face~~,~~. ~~and that such~~

c. signs ~~are~~ to be placed on the sidewalk in such a manner so as to maintain a minimum of 48 inches of clear area on the adjacent sidewalk for pedestrian movement. ~~These~~

d. signs are to be of rigid, weather resistant material such as wood, metal, or plastic.

e. signs allowed for special events, limited to not more than two signs on each side of the street within one block; with signs allowed one day prior to a weekly event, six days prior to a monthly event, and one month prior to an annual event; and with signs being removed within one day after the event.

Section 2. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 3. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 4. Effective date

This Ordinance shall become effective immediately upon its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this ___ day of ____, 2013.

CITY OF PALATKA

By:_____
Its Mayor

ATTEST:

_____
City Clerk

stated, the downtown is in dire need of a steady hand, long view, and the ability to stay with the program for eventual success.

Mr. Pickens stated that while he appreciated Mr. Rudd's comments regarding the importance of trying to maintain continuity between this block and the adjoining blocks, Mr. Brown's comments had more impact to him, in his description of the block, what it has been for a long, long time and what it is going to be. He does not believe that this church, in this block, is going to break up continuity that does not exist.

Motion made by Mr. Pickens seconded by Ms. Gooding to approve the request. DISCUSSION: Mr. Wallace stated he believes that it will slow up and even break up efforts being made for downtown. Chairman Stewart asked for a show of hands, which resulted in (4) yays and (3) nays, with Mr. DeLoach, Ms. Gooding, Chairman Stewart and Mr. Pickens voting in favor and Ms. Moody, Mr. Wallace and Mr. Harwell voting against the motion. Motion carried.

Case 13-33 Request to amend the Municipal Code Sec. 62 and Sec. 94 revising standards for temporary A-frame, sandwich, and menu board signs for special events held within the Downtown Business and Downtown Riverfront zoning districts.

Applicant: Palatka Main Street, Charles Rudd

Mr. Crowe advised that this request to allow sandwich signs for promoting special events in downtown zoning districts. "A-frame" type sandwich signs are currently allowed for storefront businesses in downtown zoning districts with the following standards: one sign is allowed per building front placed on a public sidewalk and all signs shall be a uniform size of two feet in width and three feet in height, as measured by any single face. The signs are to be placed on the sidewalk leaving a minimum of 48 inches of clear area on the adjacent sidewalk for pedestrian passage and the signs are to be made of rigid, weather resistant material such as wood, metal, or plastic. These standards limit such signs to specific advertising for an individual storefront business. Staff is proposing the ability to place sandwich signs in the downtown area that promote special events approved by the City Commission.

Charles Rudd, Palatka Main Street Manager, stated that special events are a vital part of any comprehensive approach for revitalization and believes it is in the best interest of the common good. He believes that it is a good approach to reach people about the upcoming public events.

Motion made by Mr. Pickens and seconded by Ms. Moody. All voted affirmative. Motion carried.

Case 13-35 Conditional Use request for a pawn shop located at 701 St. Johns Ave.

Owner: Thomas V. Kavanaugh
Applicant: David Buth

Mr. Crowe reviewed the evaluation criteria and stated that this request is for an established retail merchant that is currently operating at this location. The Applicant wishes to expand the business to include pawn services. Staff believes that this application meets applicable conditional use criteria and recommended approval with the following conditions:

- the wall sign facing St. Johns Ave. shall be centered on the building façade;
- the wall sign facing S. 7th St. shall be located as shown on the schematic or alternatively located between the north end of the building and the center of the building along that street; and
- the garbage can shall be placed along the side of the building toward the rear so as not to completely block the sidewalk.

Motion made by Ms. Moody and seconded by Ms. Gooding. All present voted affirmative. Motion carried.

Case 13-33
Request to Amend Sign and Zoning Codes
(Allow sandwich signs for special events in downtown zoning districts)

STAFF REPORT

DATE: July 30, 2013

TO: Planning Board Members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

A request by Palatka Main Street, Inc. to amend the Sign and Zoning Codes to allow sandwich signs for special events in the Downtown Riverfront and Downtown Business zoning districts. Public notice included newspaper advertisement.

APPLICATION BACKGROUND

A-frame-type sandwich signs are currently allowed for storefront businesses in downtown zoning districts with the following standards applicable:

- One sign per building front placed on a public sidewalk.
- Sign shall be a uniform size of two feet in width and three feet in height, as measured by any single face.
- Signs are placed on the sidewalk in such a manner so as to maintain a minimum of 48 inches of clear area on the adjacent sidewalk (for pedestrian movement).
- Signs are to be made of rigid, weather resistant material such as wood, metal, or plastic.

These standards limit such signs to specific advertising for an individual storefront business. The Applicant is requesting the ability to place sandwich signs in the downtown area that promote special events. Table 1 provides a summary of downtown special events, which require approval by the City Commission. Palatka Main Street sponsors the monthly events, while the annual events are hosted by a variety of non-profit and merchant groups.

Table 1: Palatka Special Events

Event	Frequency	Date or Hours	Activities
4th of July Celebration	Annual	July (evening)	Fireworks, live music, vendor booths
Artoberfest	Annual	October (weekend)	Live music, vendor booths, car show
Azalea Festival	Annual	March (weekend)	Live music, vendor booths
Blue Crab Festival	Annual	May (weekend)	Live music, vendor booths, rides
Chalk Explosion	Annual	April (weekend)	Sidewalk chalk art
Christmas Parade	Annual	November	Parade, tree lighting
Cracker Boys Bass Tournament	Annual	March (weekend)	Fishing tournament
Light the Riverfront	Annual	December	Parade
MLK Parade	Annual	February (day)	Parade
March of Dimes Walk	Annual	March (day)	Walk
Mug Race	Annual	May (weekend)	Sailboat race

Event	Frequency	Date or Hours	Activities
NEFAR Bass Tournament	Annual	April (weekend)	Fishing tournament
Palatka Bicycle Festival	Annual	March (weekend)	Bicycle rides ending at riverfront
St. Johns River Blues Festival	Annual	November (weekend)	Live music, vendor booths
Shrimp Blast	Annual	August (weekend)	Live music, vendor booths
Swamp Fest	Annual	October	Games & rides
Veterans Day Parade	Annual	November	Parade
Wolfson Bass Tournament	Annual	May (weekend)	Fishing tournament
Downtown Cruise-in	Monthly	5-9 PM	Live music, vendor booths, car show
Third Friday Street Party	Monthly	6-10 PM	Live music, vendor booths, car show
Wine/Beer Strolls	Monthly	5-9 PM	Live music, wine/beer tasting inside local businesses

Staff proposes the following revisions to Zoning Code Section 94-161 and 94-162 (permitted signs in downtown zoning districts). New language is underlined and deleted language is ~~struck-through~~. Subsections a-d below are not new changes but help to better organize the multiple standards for sandwich signs.

(j) Permitted signs.

(1) Directional signs, ground signs limited to six feet in height, 30 square feet in size, and eight feet in width, and wall signs~~, and~~.

(2) One A-frame, sandwich sign, or menu board with the following applicable standards.

a. one sign per building front placed on a public sidewalk. ~~provided that such sign shall be a~~

b. uniform size of two feet in width and three feet in height, as measured by any single face~~,~~. ~~and that such~~

c. signs ~~are~~ to be placed on the sidewalk in such a manner so as to maintain a minimum of 48 inches of clear area on the adjacent sidewalk for pedestrian movement. ~~These~~

d. signs are to be of rigid, weather resistant material such as wood, metal, or plastic.

e. signs allowed for special events, limited to not more than two signs on each side of the street within one block; with signs allowed one day prior to a weekly event, six days prior to a monthly event, and one month prior to an annual event; and with signs being removed within one day after the event.

PROJECT ANALYSIS

Per Section 94-38(f)(2) of the Zoning Code, the Planning Board must study and consider proposed zoning text amendments in relation to the following criteria (if applicable), shown in underlined text (staff response follows each criterion).

The planning board shall consider and study:

a. The need and justification for the change.

Staff comments: the following justifications are applicable.

- The amendment would promote downtown events, direct visitors to events, and encourage downtown revitalization.
- The amendment would restrict time and location frequency of proposed signage to limit visual clutter.

b. The relationship of the proposed amendment to the purposes and objectives of the city's comprehensive planning program and to the comprehensive plan, with appropriate consideration as to whether the proposed change will further the purposes of this chapter and other city ordinances, regulations and actions designed to implement the comprehensive plan.

Staff comments: no specific Comprehensive Plan policies are applicable to this amendment and the amendment is not in conflict with the goals, objectives, and policies of the Comprehensive Plan. This amendment is in keeping with the goals, objectives, and policies of the Comprehensive Plan.

STAFF RECOMMENDATION

Staff recommends approval of Case 13-33 revising Zoning Code Section 94-161 and 94-162 to revise sign standards for the Downtown Business and Downtown Riverfront zoning districts as noted below.

(j) Permitted signs.

(1) Directional signs, ground signs limited to six feet in height, 30 square feet in size, and eight feet in width, and wall signs~~, and~~.

(2) ~~o~~One A-frame, sandwich sign, or menu board with the following applicable standards.

a. one sign per building front placed on a public sidewalk. ~~provided that such sign shall be a~~

b. uniform size of two feet in width and three feet in height, as measured by any single face~~,~~. ~~and that such~~

c. signs ~~are~~ to be placed on the sidewalk in such a manner so as to maintain a minimum of 48 inches of clear area on the adjacent sidewalk for pedestrian movement. ~~These~~

d. signs are to be of rigid, weather resistant material such as wood, metal, or plastic.

e. signs allowed for special events, limited to not more than two signs on each side of the street within one block; with signs allowed one day prior to a weekly event, six days prior to a monthly event, and one month prior to an annual event; and with signs being removed within one day after the event.

Agenda Item

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CITY of Palatka FLORIDA

Building & Zoning Department
201 N 2nd Street
Palatka, FL 32177
(386) 329-0103 phone
(386) 329-0172 fax

CITY COMMISSION AGENDA ITEM

SUBJECT: ORDINANCE – COMPREHENSIVE PLAN FUTURE LAND USE ELEMENT TEXT AMENDMENT (ALLOWING RESIDENTIAL IN COMMUNITY REDEVELOPMENT AREAS WITH COMMERCIAL FUTURE LAND USE DESIGNATION) – 2ND READING

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: X Ordinance ___ Resolution ___ Motion
X Support Documents ___ Other

SUMMARY:
This is an administrative request to allow residential uses in the Commercial (COM) Future Land Use Map category within Community Redevelopment Areas. There are currently 14 single-family dwellings, two duplexes, one triplex, and one quadraplex in the downtown COM/C-2 zoning area. While residential uses are allowed in downtown zoning districts they are not allowed in commercial land use and zoning, which makes these residences nonconforming and can lead to blight. This amendment, along with a companion zoning text change, allows these properties to be used for commercial, residential, or mixed-use purposes. The Planning Board recommended approval at their May 2, 2013 meeting, and the amendment has received no objections from reviewing state agencies.

RECOMMENDED ACTION:
Approve adoption

DEPARTMENT HEAD Submitted: Thad Crowe TC Date: 8/30/2013
Requested Agenda Regular Date: 9/12/2013

FINANCE DEPARTMENT Budgeted ___Yes ___No X N/A Date: 9/6/13

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: Date: 9/5/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

This instrument prepared by:
Thad Crowe, AICP
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 13 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING FUTURE LAND USE ELEMENT POLICY A.1.9.3.A.2 OF THE COMPREHENSIVE PLAN TO ALLOW FOR RESIDENTIAL USES WITHIN COMMERCIAL ZONING DISTRICTS THAT ARE ALSO COMMUNITY REDEVELOPMENT AREAS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Subsection 163.3184, Florida Statutes, as amended, provides for the amendment of an adopted comprehensive plan, and

WHEREAS, the Planning Board conducted a public hearing on May 2, 2013, and recommended approval of this amendment to the City Commission, and

WHEREAS, Section 163.3184(3)(b)1., Florida Statutes, as amended, provides that the City Commission may transmit the proposed amendment ordinance and supporting data and analysis to state reviewing agencies and any other local government or governmental agency that has filed a written request with the governing body, and

WHEREAS, Section 163.3184(3)(b)2., Florida Statutes, as amended, provides that state agencies shall transmit to the City of Palatka comments regarding adverse impacts on important state resources and facilities by the amendments, and no such comments were transmitted, and

WHEREAS, Section 163.3184(3)(c)1., Florida Statutes, as amended, provides that the City Commission shall hold a second public hearing to adopt the amendment within 180 days after receipt of agency comments, and

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

Section 1. Adopted Large Scale Amendment

That the following policy of the Future Land Use Element of the adopted Comprehensive Plan of the City of Palatka is hereby amended as shown below.

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. Residential uses are allowed within Downtown zoning districts and Community Redevelopment Areas, at an overall density of 20 units per acre and are subject to additional project density, design and locational standards set forth in these zoning districts (Ordinance # 11-22). The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel and a floor area ratio of 1.5, except that a floor area ratio of up to 4.0 is allowed in downtown zoning districts. Intensity may be further limited by intensity standards of the Zoning Code. The maximum height should not exceed 40 feet. (Ordinance # 12-50). 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.

Section 2. Effect on the Comprehensive Plan

The remaining portions of said adopted comprehensive plan of the City of Palatka, Florida, which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section 3. Severability

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

Section 4. Effective date

This Ordinance shall become effective thirty-one (31) days after notification by the state land planning agency notifies the City of Palatka that the plan amendment is complete, or if timely challenged when the state land planning agency or the Administration Commission enters a final order determining the adopted amendment to be in compliance.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 12th day of September, 2013.

CITY OF PALATKA

By:_____
Its Mayor

ATTEST:

_____
City Clerk

Mr. Crowe advised that 60 to 90 days would be acceptable for a transitional period, but he would want a specified time period to work with.

Motion made by Mr. Sheffield and seconded Ms. Gooding to deny the request for a feeding program but to allow a 6 month day grace period for the use to vacate the premises. With a tie vote motion failed.

Motion made by Pickens seconded by Mr. Sheffield to deny the request for the feeding program but allow a 30 day administrative period plus a 30 day code enforcement period, if necessary, for a total of a 60 day period to vacate the program at this location. All present voted affirmative, motion carried.

Case 13-14: administrative request to amend Municipal Code Sec. 94-149 to allow for residential uses for properties zoned C-2 (Intensive Commerical) in the CRA districts.

Mr. Crowe ad vised that this is a two part issue; one is to amend the zoning code to allow residential uses in the C-2 zoning district within the CRA districts and two, is to amend the Comprehensive Plan to allow residential uses in the Commercial land use category. He added that there are 14 residential structures in this area that are now non-conforming, which people cannot get loans on or fix up substantially. This creates a blighting influence. He recommended approval of this request as well as the next case on the agenda.

Motion made by Pickens seconded by Mr. Sheffield to approve the request. All present voted affirmative. Motion carried.

Case 13-15: administrative request to amend the Comprehensive Plan Future Land Use Element to allow for residential uses in the COM (Commercial) Land Use Category under certain conditions.

Mr. Crowe explained that this is the companion request of case 13-14; amending the Comprehensive Plan Future Land Use Element that coincides with the zoning amendment that was just approved. The Future Land Use Element of the Comp. Plan overrides the Zoning Code and in order to allow the CRA districts to allow residential uses we have to enable it in the Comp Plan. This basically lays the ground work in the Future Land Use Commercial category to allow for limited residential uses.

Motion made by Mr. Deloach and seconded by Mr. Sheffield to approve request as submitted by Staff. All present voted in favor of the request. Motion carried unanimously.

Case 13-19: amend Municipal Code Sec. 94-145 to remove the requirement that conditional uses in the R-3 (multiple-family residential) zoning district be located on a major thoroughfare or highway.

Mr. Crowe stated that Staff believes that the Board should be allowed to give consideration for these uses without major thoroughfare requirement on a case by case basis. He added that he did not believe that it was appropriate in the R-3 district to allow hospitals, clubs and retail uses, as there is a neighborhood commercial zoning category that would be more appropriate for these uses. The intent of this request is to remove the intensive uses and also give the board the discretion to determine whether these conditional uses should be allowed regardless of whether they are on a major thoroughfare on a case by case basis.

Motion made by Joe Pickens and seconded by Mr. DeLoach to approve the request as submitted by Staff. All present voted affirmative, motion carried.

Case 13-15

Request to Amend Comprehensive Plan, Future Land Use Element Text (Residential Uses in Commercial Future Land Use Map Category)

Applicant: Building and Zoning Dept.

STAFF REPORT

DATE: April 29, 2013

TO: Planning Board Members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

To consider an administrative text amendment to the Comprehensive Plan that would revise Future Land Use Element Policy A.1.9.3.A.2 to allow residential uses in Commercial Future Land Use Map (FLUM) categories within Community Redevelopment Areas. There is a companion text amendment to the Zoning Code. Public notice included legal advertisement.

APPLICATION BACKGROUND

The Policy referenced above reads as follows:

> *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. Residential uses are allowed within Downtown zoning districts, at an overall density of 20 units per acre and are subject to additional project density, design and locational standards set forth in these zoning districts (Ordinance # 11-22). The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel and a floor area ratio of 1.5, except that a floor area ratio of up to 4.0 is allowed in downtown zoning districts. Intensity may be further limited by intensity standards of the Zoning Code. The maximum height should not exceed 40 feet. (Ordinance # 12-50). 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.*

While the entirety of the downtown area is in the Commercial FLUM category, this area is a mix of different zoning districts, including Downtown Business, Downtown Riverfront, and C-2 (Intensive Commercial). As noted in the policy above residential uses are allowed in the FLUM with development standards for such uses found in the Zoning Code. However there are areas between Main Street and St. Johns Avenue zoned C-2 that have existing dwelling units and because the policy above limits residential uses to downtown zoning districts these uses are nonconforming. Specifically there are 14 single-family dwellings, two duplexes, one triplex, and one quadraplex in the downtown C-2 area. Staff recommends that the policy be amended to also allow residential uses in a Community Redevelopment Area (CRA) with the C-2 zoning. Density would be limited by FLUM and zoning restrictions based on lot size.

PROJECT ANALYSIS

Florida Statutes do not provide specific criteria for the review of text amendments, other than the requirement that amendments to the Future Land Use Element (FLUE) must discourage the proliferation of sprawl, and that any such amendments must be in keeping with other Goals, Objectives, and Policies of the Plan.

These policies would not further urban sprawl, being the antithesis of the sprawl attributes listed in Florida Statute 163.3177 and shown below.

(X) Discourages or inhibits infill development or the redevelopment of existing neighborhoods and communities.
(XI) Fails to encourage a functional mix of uses.

Furthermore, the amendment is in keeping with the following objectives and policies of the Comprehensive Plan.

FUTURE LAND USE ELEMENT

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.

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.

Policy A.1.6.2 *9J-5.006(3)(c)3*
Minimize scattered and highway strip commercial by directing commercial development to occur in a planned and compact manner through in-filling within already developed commercial areas as identified on the Future Land Use Map.

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.*

STAFF RECOMMENDATION

Staff recommends the following revised and new policies.

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. Residential uses are allowed within Downtown zoning districts and Community Redevelopment Areas, at an overall density of 20 units per acre and are subject to additional project density, design and locational standards set forth in these zoning districts (Ordinance # 11-22). The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel and a floor area ratio of 1.5, except that a floor area ratio of up to 4.0 is allowed in downtown zoning districts. Intensity may be further limited by intensity standards of the Zoning Code. The maximum height should not exceed 40 feet. (Ordinance # 12-50). 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.

Agenda Item

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CITY of Palatka FLORIDA

Building & Zoning Department
201 N 2nd Street
Palatka, FL 32177
(386) 329-0103 phone
(386) 329-0172 fax

CITY COMMISSION AGENDA ITEM

SUBJECT: ORDINANCE - ZONING CODE TEXT AMENDMENT (TO ALLOW RESIDENTIAL USES IN COMMUNITY REDEVELOPMENT AREAS AND C-2 ZONING DISTRICTS) – 2nd READING

DEPARTMENT: BUILDING AND ZONING

ATTACHMENTS: X Ordinance _____Resolution ___ Motion
X Support Documents _____Other

SUMMARY:
This is an administrative request to allow residential uses in C-2 (Intensive Commercial) zoning districts that are also within Community Redevelopment Areas. The Planning Board recommended approval of this item at their May 2, 2013 meeting. This amendment, along with a companion Comprehensive Plan Future Land Use Element amendment on this agenda, would fulfill Comprehensive Plan policies that encourage mixed-use development, reduce vehicle trips, and encourage downtown revitalization.

RECOMMENDED ACTION:
Approve adoption

DEPARTMENT HEAD Submitted: Thad Crowe TC Date: 8/30/2013
Requested Agenda Regular Date: 9/12/2013

FINANCE DEPARTMENT Budgeted ___Yes ___No X N/A Date: 9/6/13

CITY ATTORNEY Approved as to Form and Correctness Date:

CITY MANAGER Approved Agenda Item For: Date: 9/5/13

COMMISSION ACTION: ___ Approved as Recommended ___ Disapproved
___ Approved With Modification ___ Tabled To Time Certain
___ Other

DISTRIBUTION: ___APT___CA ___CC ___CM ___FIN ___FD ___P&C ___PD ___PLN ___S&S___W&S ___WTP ___WWTP

This instrument prepared by:
Thad Crowe, AICP
201 North 2nd Street
Palatka, Florida 32177

ORDINANCE NO. 13 -

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ALLOWING RESIDENTIAL USES IN THE C-2 ZONING DISTRICT WITHIN COMMUNITY REDEVELOPMENT AREAS; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by the Building and Zoning Department for certain amendments to the Zoning Code of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on May 2, 2013, and two public hearings before the City Commission of the City of Palatka on June 27, 2013 and September 12, 2013; and

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

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

Section 1. The following Zoning Code Section shall be amended as follows.

Sec. 94-149. - C-2 intensive commercial district.
(a) no change
(b) Permitted principal uses and structures. Permitted principal uses and structures in the C-2 district are the same as for the C-1 district (except that no new residential construction is permitted), and in addition:
(1) Retail outlets for sale of new and used automobiles, motorcycles, trucks and tractors, boats, automotive vehicle parts and accessories (but not junkyards or automobile wrecking yards), secondhand merchandise in completely enclosed

buildings, heavy machinery and equipment, dairy supplies, feed, fertilizer, lumber and building supplies, monuments, and package liquors.

(2) Service establishments such as automobile service stations, repair and service garages, motor vehicle body shops, rental of automotive vehicles, trailers and trucks, carwashes, drive-in restaurants, fast food restaurants, catering establishments, bars or taverns for on-premises consumption of alcoholic beverages, auction houses or pawnshops, commercial laundries or dry cleaning establishments, animal boarding in soundproof buildings, book binding, pest control, plant nurseries or landscape contractors, carpenter or cabinet shops, home equipment rental, job printing or newspaper establishments, sign shops, upholstery shops, marinas, boat sales, boat storage, and commercial water softening.

(3) Commercial recreation facilities such as open air motion picture theaters, golf driving ranges, par three golf courses, nightclubs and similar uses.

(4) Air conditioning and heating sales and service.

(5) Auditoriums and convention centers.

(6) Beverage distributors, but not including bottling plants.

(7) Banks and financial institutions with drive-in facilities.

(8) Hotels and motels.

(9) Dwelling units in Community Redevelopment Areas.

Section 2. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 3. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 4. This Ordinance shall become effective immediately upon its final passage by the City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 12th day of September, 2013.

CITY OF PALATKA

BY:_____
Its MAYOR

ATTEST:

_____
City Clerk

Mr. Crowe advised that 60 to 90 days would be acceptable for a transitional period, but he would want a specified time period to work with.

Motion made by Mr. Sheffield and seconded Ms. Gooding to deny the request for a feeding program but to allow a 6 month day grace period for the use to vacate the premises. With a tie vote motion failed.

Motion made by Pickens seconded by Mr. Sheffield to deny the request for the feeding program but allow a 30 day administrative period plus a 30 day code enforcement period, if necessary, for a total of a 60 day period to vacate the program at this location. All present voted affirmative, motion carried.

Case 13-14: administrative request to amend Municipal Code Sec. 94-149 to allow for residential uses for properties zoned C-2 (Intensive Commerical) in the CRA districts.

Mr. Crowe ad vised that this is a two part issue; one is to amend the zoning code to allow residential uses in the C-2 zoning district within the CRA districts and two, is to amend the Comprehensive Plan to allow residential uses in the Commercial land use category. He added that there are 14 residential structures in this area that are now non-conforming, which people cannot get loans on or fix up substantially. This creates a blighting influence. He recommended approval of this request as well as the next case on the agenda.

Motion made by Pickens seconded by Mr. Sheffield to approve the request. All present voted affirmative. Motion carried.

Case 13-15: administrative request to amend the Comprehensive Plan Future Land Use Element to allow for residential uses in the COM (Commercial) Land Use Category under certain conditions.

Mr. Crowe explained that this is the companion request of case 13-14; amending the Comprehensive Plan Future Land Use Element that coincides with the zoning amendment that was just approved. The Future Land Use Element of the Comp. Plan overrides the Zoning Code and in order to allow the CRA districts to allow residential uses we have to enable it in the Comp Plan. This basically lays the ground work in the Future Land Use Commercial category to allow for limited residential uses.

Motion made by Mr. Deloach and seconded by Mr. Sheffield to approve request as submitted by Staff. All present voted in favor of the request. Motion carried unanimously.

Case 13-19: amend Municipal Code Sec. 94-145 to remove the requirement that conditional uses in the R-3 (multiple-family residential) zoning district be located on a major thoroughfare or highway.

Mr. Crowe stated that Staff believes that the Board should be allowed to give consideration for these uses without major thoroughfare requirement on a case by case basis. He added that he did not believe that it was appropriate in the R-3 district to allow hospitals, clubs and retail uses, as there is a neighborhood commercial zoning category that would be more appropriate for these uses. The intent of this request is to remove the intensive uses and also give the board the discretion to determine whether these conditional uses should be allowed regardless of whether they are on a major thoroughfare on a case by case basis.

Motion made by Joe Pickens and seconded by Mr. DeLoach to approve the request as submitted by Staff. All present voted affirmative, motion carried.

Case 13-14
Request to Amend Zoning Code
(Allow caretaker or manager dwelling units in C-2 zoning districts and principal residential uses within Community Redevelopment Areas)
Applicant: Building & Zoning Dept.

STAFF REPORT

DATE: April 29, 2013

TO: Planning Board Members

FROM: Thad Crowe, AICP
Planning Director

APPLICATION REQUEST

A request to amend the Zoning Code to allow caretaker or manager dwelling units in the C-2 zoning district and to fully allow residential uses within this zoning district in Community Redevelopment Areas (CRAs). There is a companion text amendment to the Comprehensive Plan Future Land Use Element. Public notice included legal advertisement.

APPLICATION BACKGROUND

The first amendment would allow businesses in C-2 zoning districts to provide caretaker or manager dwelling units by conditional use permit on the premises. This measure would enhance security for such businesses.

The second amendment allowing residences in the C-2 zoning district in CRAs would promote mixed-use development in the downtown Community Redevelopment Area. Per the City's Comprehensive Plan Future Land Use Element, residential uses are currently only allowed in the Commercial Future Land Use Map (FLUM) category within the two downtown zoning districts (Downtown Business and Downtown Riverfront, shown in the two shades of grey below). The area shown in the Zoning map below is all in the Commercial FLUM. Therefore the 14 single-family dwellings, two duplexes, one triplex, and one quadraplex in the C-2 zoning district (shown in red below) are nonconforming uses. Staff believes this code amendment would further CRA goals of promoting a mixed-use environment for live-work activities. It should be noted that most residential uses are already allowed by right in the downtown zoning districts, except for first-floor units along St. Johns Avenue. Density would be limited by FLUM and zoning restrictions based on lot size.

Figure 1: Downtown Zoning Districts

PROJECT ANALYSIS

Per Section 94-38(f)(2) of the Zoning Code, the Planning Board must study and consider proposed zoning text amendments in relation to the following criteria (if applicable), shown in underlined text (staff response follows each criterion).

The planning board shall consider and study:

a. The need and justification for the change.

Staff comments: the following justifications are applicable.

- The amendment would allow for increased security for businesses.
- The amendment would make longstanding nonconforming dwelling units conforming.
- The amendment would promote a livelier mixed-use downtown environment.
- The amendment would allow for the same type of residential uses in the CRA C-2 zoning districts as are currently allowed in the CRA downtown districts.
- The amendment would implement Comprehensive Plan policies as noted below.

b. The relationship of the proposed amendment to the purposes and objectives of the city's comprehensive planning program and to the comprehensive plan, with appropriate consideration as to whether the proposed change will further the purposes of this chapter and other city ordinances, regulations and actions designed to implement the comprehensive plan.

Staff comments: the following Comprehensive Plan or Community Redevelopment Area Plan policies (shown in *italics*) are applicable to this amendment. This amendment is in keeping with the goals, objectives, and policies of both plans. In regard to the policies listed below, the amendment is in line with stated purposes of promoting infill and mixed-use development, renewing blighted properties, encouraging the use of existing commercial areas, and practicing innovative development planning.

FUTURE LAND USE ELEMENT

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.

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.

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

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

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.*

COMMUNITY REDEVELOPMENT AREA PLAN

Central Business District Assessment Recommendation # 6: Revise the City's Zoning Code (i.e. parking requirements, mixed uses allowable where not mentioned, entertainment district overlay).

STAFF RECOMMENDATION

Staff recommends approval of Case 13-14 revising Zoning Code Section 94-149, allowing a single caretaker or manager dwelling unit for a principal use, occupied by an owner/tenant or an employee of an owner/tenant, by conditional use permit in C-2 zoning districts; and allowing residential uses by right in the C-2 zoning district within Community Redevelopment Areas.

Agenda Item

13

CITY of Palatka FLORIDA

AGENDA ITEM

SUBJECT: An Ordinance establishing regulations for non-consensual towing of vehicles from private property – 2nd Reading for Adoption

DEPARTMENT: Police

ATTACHMENTS: x Ordinance ☐ Resolution ☐ Motion
☒ Support Documents ☐ Other

SUMMARY: Municipalities are authorized under FS 715.07 to adopt ordinances establishing procedures for the legal nonconsensual towing of vehicles from private properties by local towing companies. F.S. 715.07 authorizes the nonconsensual towing of vehicles from private property by the owner or lessee of real property, or any person authorized by the owner or lessee. The statute also establishes guidelines for the proper towing, storage & release of vehicles towed.

Staff recommends the adoption of an ordinance to establish uniform practices and equitable costs by City licensed and inspected towing companies. This will also protect citizens and visitors from improper actions and unreasonable/unwarranted costs associated with the towing and storage of vehicles removed from public or private properties without the vehicle owner's prior consent. This Ordinance was passed on first reading on August 8, 2013.

RECOMMENDED ACTION: Adopt the proposed ordinance establishing regulations for non-consensual towing of vehicles on private property – 2nd Reading.

DEPARTMENT HEAD	Submitted: Gary Getchell Requested Agenda: Regular	Date: 07/2/13 Date: 09/12/13
FINANCE DEPARTMENT	Budgeted ☐ Yes ☐ No ☒ N/A	Date: 9/6/13
CITY ATTORNEY	Approved as to Form and Correctness	Date:
CITY MANAGER	Approved Agenda Item For	Date: 9/5/13

COMMISSION ACTION: ☐ Approved as Recommended ☐ Disapproved
☐ Approved With Modification ☐ Tabled To Time Certain
☐ Other

DISTRIBUTION: ☐CA ☐CC ☐CM ☐CD ☐FI ☐FD ☐GC ☐HR ☐MD ☐PD ☐PR ☐UD

ORDINANCE No. 13 –
entitled

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING LOCAL REGULATIONS AND PROFESSIONAL STANDARDS FOR NONCONSENSUAL TOWING OF VEHICLES PARKED ON PRIVATE PROPERTY; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 715.07, Florida Statutes, regulates the towing of vehicles parked on private property; and

WHEREAS, Section 715.09(b) allows municipalities to enact additional regulations for the towing of vehicles parked on private property; and

WHEREAS, the Palatka City Commission deems it reasonable to adopt such an ordinance to insure compliance with professional standards by towing companies operating in the City of Palatka.

WHEREAS, the Palatka City Commission deems that implementation of local regulations for non-consensual towing of vehicles parked on private property will promote, protect, and improve the health, safety and welfare of the people of Palatka; and

WHEREAS, the intent of this ordinance is to insure compliance with professional standards by tow companies operating in the City of Palatka by setting forth professional qualifications for towing companies and drivers, towing rates and operational requirements; and

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

Section 1. **Recitals.** The above-listed "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby rendered a specific part of this Ordinance upon adoption and shall serve as its legislative history.

Section 2: **Title.** This ordinance shall be knows as the Non-Consensual Tow Ordinance.

Section 3: **Purpose of article.** The purpose of this article is to establish regulations and professional standards for non-consensual towing of vehicles from private property.

Section 4. **Definitions.** The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Non-consensual tow shall mean the recovery, towing, removal and storage of a vehicle or vessel without authorization of the vehicle/vessel owner or authorized driver and shall include both "police directed tows" and "trespass towing" as defined herein.

Person means any natural person, firm, partnership, association, corporation or other entity of any kind.

Recover means to take possession of a vehicle or vessel and its contents and to exercise control, supervision and responsibility over it.
Remove means to change the location of a vehicle or vessel by towing it from private property without the consent of the registered owner or other legally authorized person in control of the vehicle or vessel.
Store means to place and leave a towed vehicle at a location where the person providing the towing service or his designee exercises control, supervision or responsibility over the vehicle.
Tow means to haul, draw or pull along a vehicle or vessel by means of another vehicle or piece of machinery equipped with booms, car carriers, lifts, transports, wenches or similar towing equipment.
Tow truck or *tow service vehicle* means any privately owned motor-driven vehicle, including, but not limited to, car carriers, used in the recovery, towing or removal of a vehicle. shall mean any vehicle used to tow, haul, carry or to attempt to tow, haul or carry a vehicle or vessel.
Tow operator means any person who provides the services of recovering, towing or removing vehicles and any vehicle storage services associated therewith.
Tow service or *tow truck company* means a person, company, corporation or other entity which engages in, owns or operates a business of which provides towing, recovery, removal and storage of vehicles or vessels for compensation.
Trespass Towing means towing or removing of a vehicle, without the consent of the vehicle's owner or operator, as such is authorized by F. S. 715.07, when the vehicle is parked on private real property.
Vehicle shall be defined consistent with the definition found in F.S. § 715.07.
Vessel shall mean every description of watercraft, barge and air boat used or capable of being used as a means of transportation on water, other than a seaplane or a "documented vessel" as defined in F.S. § 327.02.

<u>Section 5.</u> - Application for tow service and operator's permit.

(A) No tow service or tow operator shall engage in nonconsensual towing as described herein without first having obtained a tow service permit and/or a tow operator permit from the city. Each permit will meet the following specifications:

(1) Contain a photograph of the tow operator, (FEIN# of business), and driver's license # of individual tow operator of tow truck;

(2) The tow service permit shall provide a place for the chief of police or designee to validate the permit:

a. If the permit is lost, damaged, stolen or becomes illegible or the permit holder changes tow services, the permit must be replaced. The replacement permit shall be valid only for the remainder of the time period for which the initial permit was valid; and

b. The permit issued by the city or a legible copy shall be carried in and available for inspection or displayed on every permitted tow truck.

c. The initial permit fee for a tow service company shall be $200.00 as set forth in the city's fee schedule and may be amended annually by ordinance in accordance with the city's fee schedule.

(3) A tow service must provide a valid certificate of insurance which satisfies the minimum insurance requirements set forth in Section 59-11 of this article.

(B) It shall be unlawful for the owner of any tow service to permit any person to be employed as a tow operator conducting nonconsensual towing within the city unless such person has been granted a tow operator permit to engage in nonconsensual towing which has been validated by the chief of police or designee. Upon issuance of the permit, the tow service or operator is granted the privilege of engaging in nonconsensual towing within the city limits unless such permit expires or is suspended or revoked, as provided in this article. Each permit shall be valid for one year from date of issuance.

(C) To obtain a tow operator permit, an applicant must provide the following information on a form provided by the city:

(1) Submit to the chief of police or designee a certified copy from the Florida Department of Law Enforcement of his/her criminal history and a certified copy of his/her driving record from the Florida Department of Highway Safety and Motor Vehicles;

(2) Possess a valid Florida Class E driver's license and provide a photocopy to the chief of police or designee;

(3) Not have been convicted, pled nolo contendere to, or had adjudication withheld for or been incarcerated after any conviction, plea of nolo contendere or adjudication withheld for any of the following:

a. Any capital felony, any first degree felony, sexual battery, any violent felony involving the use of a gun or knife or which results in great bodily harm;

b. Within the previous ten years, any violent felony including not referenced in subsection a. above;

c. Within the previous ten years, any felony or first degree misdemeanor directly related to the business of towing motor vehicles or vessels; repossession of motor vehicles or vessels; motor vehicle theft; car jacking or chop shops; or liens for recovering, towing or storing vehicles and vessels related to F.S. § 713.78; or

d. Within the previous five years of either: (1) driving under the influence of alcohol, a controlled substance, or a chemical substance, to the extent that normal faculties are impaired; or (2) driving with an unlawful blood alcohol level.

(D) A permit shall be reviewed and granted or denied in writing within seven business days. If the permit is denied, the reason for such denial shall be provided in writing and shall also advise that the applicant may correct deficiencies in the application within seven days of the notice of denial without incurring an additional application fee.

(E) The initial permit fee for a tow operator shall be $5.00 and may be amended annually by ordinance in accordance with the city's fee schedule.

Section 6. - Authorized fees and charges.

(A) Any tow service engaged in the business of nonconsensual towing shall not charge the owner of any towed vehicle or personal property in excess of the fees listed in subsection (d) below. No additional fees or charges whatsoever may be charged unless specifically established and authorized by Florida Statutes. Such maximum fees will be subject to rate review as provided in subsection (c), notwithstanding that such review may occur less than annually for the first instance.

(B) A person, operator, firm or corporation that provides nonconsensual towing and storage services pursuant to this article shall accept payment for charges from the vehicle owner or authorized representative in any of the following forms:

(1) Cash
(2) Money Order
(3) Cashier's Check

(C) Maximum nonconsensual towing fees shall be subject to amendment no more than annually by the city commission after receiving a request for fee modification by the tow service owners and recommendations by the city based on financial information submitted by the nonconsensual tow services as to their costs for the removal of vehicles and other information. The required information shall be submitted by the tow service owners by July 30 of each year. The maximum fees shall be adopted by the city commission prior to September 30 of each year in which a request for modification has been received, provided that the city commission is under no obligation to change the fees. The city commission may vote to keep the fees at the current rate. Such maximum fees shall be effective until changed via ordinance by the city commission.
The maximum tow rates listed below are subject to change due to the call for additional labor or equipment costs that are incurred due to exigent circumstances.

(D) The towing fees are as follows:

(1) Class A Wrecker

a. *Towing fee:* $225.

b. *Administrative fee(After 48 hours):* $155.00.

c. *Storage fee (inside):* $45.00 per day (24-hour period) after the first 6 hours

d. *Storage fee (outside):* $35.00 per day (24-hour period) after the first 6 hours.

e. *After hours gate fee:* $100.00 5:00 PM to 8:00 AM and Saturday/Sunday/National Holidays)

(2) Class B Wrecker

a. *Towing fee:* $300.00

b. *Administrative fee (After 48 hours):* $155.00.

c. *Storage fee (inside):* $45.00 per day (24-hour period) after the first 6 hours

d. *Storage fee (outside):* $35.00 per day (24-hour period) after the first 6 hours.

e. *After hours gate fee:* $100.00 5:00 PM to 8:00 AM and Saturday/Sunday/National Holidays)

(3) Class C Wrecker

a. *Towing fee:* $400.00.

b. *Administrative fee (After 48 hours):* $155.00.

c. *Storage fee (inside):* $70.00 per day (24-hour period) after the first 6 hours

d. *Storage fee (outside):* $65.00 per day (24-hour period) after the first 6 hours.

e. *After hours gate fee:* $100.00 5:00 PM to 8:00 AM and Saturday/Sunday/National Holidays)

Section 7. - **Vehicle not connected upon operator returning.**

The owner or operator of any tow service vehicle which is summoned to tow away any vehicle or vessel on public or private property shall not remove or tow the vehicle away and shall not charge any fee if the vehicle operator returns to the vehicle or vessel prior to the tow operator having physically connected the vehicle or vessel to the towing apparatus.

Section 8. - **Vehicle not towed upon operator returning.**

If the registered owner or other legally authorized person in control of the vehicle or vessel arrives at the scene prior to removal or towing of the vehicle or vessel, the vehicle or vessel shall be disconnected from the towing or removal apparatus, and that person shall be allowed to remove the vehicle or vessel without interference upon the payment of 50 percent of the normal towing fee for which a receipt shall be given, unless that person refuses or is unable to remove the vehicle or vessel which is otherwise unlawfully parked. The towing company must tell the caller requesting the tow of the 50 percent charge to be imposed should the registered owner or other legally authorized person in control of the vehicle or vessel arrive at the scene prior to removal or towing of the vehicle or vessel.

Section 9. - Point of tow to point of storage and timely notification of city police department.

(A) Except as provided in (d) below, except for bona fide emergencies and except as otherwise directed by a sworn law enforcement officer authorizing the tow a vehicle in tow shall be taken from the point of tow to the permanent business address of the tow service where vehicles are normally stored. Temporary storage at any other location is prohibited.

(B) Point of storage must be located on Putnam County, Florida.

(C) The person or tow service towing or removing the vehicle or vessel shall, within 30 minutes after completion of such towing or removal, notify the Palatka Police Department of such towing or removal, the location of storage site, the time the vehicle or vessel was towed or removed, and the make, model, color and license plate number of the vehicle or description and registration number of the vessel and shall obtain the name of the person at the Palatka Police Department to whom such information was reported and note that name on a trip record.

(D) The city will have the authority to establish an official temporary tow lot for special events, such as annual festivals. A representative of the tow company shall be present during hours determined by the city to take payments and to release vehicles. At the end of the designated time the tow company shall remove any remaining vehicle to their own business lot. Tow companies may share representation at the temporary tow lot under their own terms and arrangements.

Section 10. - Civil citation.

In addition to any criminal prosecution that may occur, police officers and code enforcement officers may issue a civil citation to tow service owners or their authorized representatives for violations of any section of this article. All tow services and operators engaged in the business of nonconsensual towing shall be subject to an annual inspection for compliance with all city ordinances and applicable state and federal law.

Section 11. - Receipt to be furnished to owner when vehicle is claimed.

When a towed vehicle or vessel is claimed, the tow service shall furnish the owner or other legally authorized person with a receipt which shall include the name of the person or management entity who authorized the towing.

Section 12 - Storage and retrieval.

(A) The tow service shall be available for retrieval of stored vehicles at least from 8:00 a.m. to 5:00 p.m. Monday through Friday, and, when closed, shall have posted prominently on the exterior of the storage facility and place of business, if different, a notice indicating a telephone number where the tow truck company can be reached at all times. Upon request of the vehicle/vessel owner or authorized driver/agent, the tow truck company may release the vehicle/vessel to the vehicle/vessel owner or authorized driver/agent after hours.

(B) Tow truck companies shall allow every vehicle/vessel owner or authorized driver/agent to inspect the interior and exterior of the towed vehicle upon his or her arrival at the storage facility before payment of any charges. With the exception of vehicles or vessels being held pursuant to the specific request or "hold order" of a law enforcement agency, the vehicle/vessel owner or authorized driver/agent shall be permitted to remove the vehicle license tag and any and all personal property inside but not affixed to the vehicle/vessel.

(C) A vehicle/vessel owner who shows a government issued photo identification shall be given access to view ownership documents stored in the vehicle/vessel. The vehicle/vessel and/or personal property shall be released to the vehicle/vessel owner if the ownership documents are consistent (name and address) with the photo identification. When a vehicle/vessel owner's government issued identification and ownership documents are stored inside the impounded vehicle due to unforeseen circumstances, the tow truck company shall be required to recover the ownership documents stored in the impounded vehicle (i.e., glove compartment, sun visors, etc.) upon receipt of a vehicle/vessel key, vehicle access code, or electronic device from the vehicle/vessel owner that would allow entry. The vehicle/vessel and/or personal property shall be released to the vehicle/vessel owner if the ownership documents are consistent with the photo identification.

(D) Tow truck companies shall not, as a condition of release of the vehicle/vessel, require a vehicle/vessel owner or authorized driver/agent to sign any release or waiver of any kind which would release the tow truck company from liability for damages noted by the vehicle/vessel owner or authorized driver/agent at the time of the vehicle's/vessel's release. A detailed, signed receipt showing the legal name of the tow truck company

removing the vehicle/vessel shall be given to the vehicle/vessel owner or authorized driver/agent at the time of payment, whether requested or not.

Section 13 - Minimum insurance requirements.

(A) All tow services or independent tow operators shall maintain a minimum of $1,000,000.00 per occurrence of the following commercial insurance: general/garage liability, auto liability for each tow service vehicle, on-hook cargo liability, and worker's compensation in amounts as required by state law. Each insurance policy shall be required to be in the name of the tow service and shall include coverage for towing and storage. All such insurance shall be maintained with a duly qualified insurance company authorized to do business within the State of Florida. Said insurance coverage shall remain in effect throughout the period that the tow service and/or operator performs towing and/or storage services.

(B) All insurance policies required shall be issued by insurance companies licensed and admitted to write commercial liability insurance in the State of Florida. No policy shall be accepted which is less than a six-month duration. Each policy shall be endorsed to provide for 30 days written notice to the city of any nonrenewal of the policy or at least ten days written notice to the city of any cancellation/nonpayment of the policy.

(C) A properly completed certificate of insurance evidencing all insurance coverage shall be made available to the city upon application for an operating permit. Each vehicle must be listed on the certificate(s) by its year, make and vehicle identification number. Evidence of the renewal of the policy shall be filed with the city prior to such policy's expiration date. Failure to file such evidence of insurance, or failure to have same in full force and effect, may result in denial of a permit, revocation or suspension of the permit, a denial of renewal of such permit, issuance of a civil citation, a misdemeanor charge or other such remedies available to the city herein.

(D) The city may deny, suspend or revoke the operating permit of any company for failure to obtain or maintain insurance as required by this article. Any company which submits false or fraudulent insurance documents shall be subject to immediate denial or revocation. Such companies shall not be eligible to reapply for a tow operator permit for five years. The city shall notify the state department of financial services/division of insurance fraud for follow-up investigation and review. Upon denial, suspension or revocation of the tow operator permit, the company shall be entitled to an appeal according to the provisions in this article (hearings and appeals).

(E) The city shall suspend the operating permit of any company which fails to ensure that each and every registered vehicle associated with the company has:

(1) A current certificate of insurance provided to the city by the authorized agent or insurance company no later than the date of expiration of its previous policy, or

(2) A reinstatement notice provided to the city no later than the date of cancellation of said policy.

(3) Any company which has had its tow operator permit suspended more than two times in any twelve-month period may have such permit revoked for a period of one year.

Section 14. - Repair of vehicle without prior authorization prohibited.

It shall be unlawful for any person to disassemble or to make any repairs, alterations or additions to any such towed vehicle or vessel without the written consent signed by the vehicle's or vessel's owner or duly authorized agent.

Section 15 - Penalties.

(A) Any tow service that violates any of the provisions of this article for a specific fine is not stipulated by this ordinance may be punished by imposition of a fine not to exceed $500.00 per violation in accordance with Section 1-10 of the City Code. Each violation shall be considered a separate offense.

(B) Fines not paid in a timely manner may be assigned to the non ad valorem tax bill for businesses on property within the city limits of Palatka or if unavailable as an option , the city may elect to collect overdue fines by any other method which is authorized by law or provided for by lawful ordinance.

Section 16 - Revocation and appeal.

(A) The city may revoke the privilege of any tow service or tow operator to perform nonconsensual towing on any of the following grounds:

(1) If the tow service owner and/or tow operator fails to register as required by this article;

(2) If the registration contains a false statement of material fact;

(3) If the tow service owner and/or tow operator provides monetary or other valuable consideration to the private property owner for the privilege of towing vehicles from the property under contract;

(4) If the tow service owner and/or operator provides monetary or other valuable consideration to the private property owner for each or any individual vehicle towed from the property;

(5) If the tow service owner and/or tow operator charges the owner of any towed vehicle or personal property fees in excess of those established by resolution adopted by city council; or

(6) If a tow operator fails to display or show upon demand the tow operator permit while performing a nonconsensual tow.

(B) Three violations of the provisions of this section by any tow service owner and/or operator of a tow service vehicle within a one-year period shall result in the automatic suspension of the owner's and/or operator's privilege to engage in the business of nonconsensual towing within the city limits of Palatka. In the event of such suspension:

(1) The chief of police or designee shall inform the tow service owner and/or tow operator in person or by certified or registered mail within seven days prior to the effective date of the suspension.

(2) The tow service owner and/or tow operator may file a written request for a due process hearing within ten calendar days of the date of the suspension with the city manager or designee. Failure to request a hearing within the ten calendar day period shall constitute a waiver by the tow service owner and/or tow operator of any rights to a hearing.

(3) At the due process hearing, the tow service owner and/or operator shall have the opportunity to present any testimony and/or documentation he/she believes negates or mitigates the suspension.

(4) Upon a review of the evidence presented at the hearing, the city manager or designee may revoke the tow service owner's and/or tow operator's privilege to engage in the business of nonconsensual towing for up to one year:

a. The first revocation will result in a six month suspension.
b. The second and subsequent revocations will result in a one year suspension.

(C) Any tow service owner and/or tow operator whose privilege to engage in nonconsensual towing has been revoked by the city manager or designee, shall not be eligible to again obtain a permit with the police department for nonconsensual towing until such

revocation period has expired. Any revocation shall include the period of suspension which led to the revocation.

(D) Any tow service owner and/or tow operator whose privilege to engage in the business of nonconsensual towing has been revoked by the city manager or designee may file an appeal within 15 days of the date of revocation pursuant to the appeals process.

(E) Any tow service owner and/or tow operator whose privilege to engage in nonconsensual towing has been revoked by the city manager or designee may appeal such decision to the city commission. Such appeal shall be taken by filing written notice with the city manager or designee within 15 days after the decision by the city manager or designee to revoke such privilege. The notice of the appeal shall contain the grounds for the appeal and shall contain information showing that either the finding is contrary to the law or is not supported by the competent substantial evidence. The city manager or designee shall transmit copies of the appeal to the city commission along with papers constituting the record upon which the action appealed from is based. The filing of a notice of appeal shall not delay the effectiveness of any revocation. The city commission may decide to uphold or reverse the decision of the city manager or designee. If the city commission reverses the decision of the city manager or designee, the nonconsensual towing privilege will be immediately reinstated.

Section 17 - Scope of article.

(A) The provisions of this article and the relevant Florida Statutes shall be the exclusive regulations applicable to towing, recovery and removal of vehicles/vessels in the city and all storage provided therewith.

(B) This article shall not apply to the towing of a vehicle/vessel which occurs with the consent of the vehicle/vessel's owner or operator.

(C) Nothing in this article shall be construed to prohibit the discharge or storage of a vehicle or vessel lawfully recovered, towed or removed in another City of Putnam County and lawfully transported into the City of Palatka.

Section 18. Severability. If any section or portion of a section or subsection of this ordinance is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force, or effect of any other section or portion of a section, subsection, or part of this ordinance.

Section 19. **Codification.** A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

Section 20. **Effective Date.** This ordinance shall take effect immediately upon its passage and approval, consistent with all requirements of general law.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 12th day of September 2013.

CITY OF PALATKA

By: _____
Its MAYOR

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

Palatka Police Department
110 North 11th Street

To: City Commissioners

From: Gary S. Getchell, Chief of Police

Date: 7/1/2013

Re: Staff Report

Background

A nonconsensual towing ordinance for the City of Palatka was developed with the intent of regulating this business to insure compliance with professional standards by tow companies operating in the City of Palatka as established by F. S. 715.07.

Discussion

Florida Statute 715.07 authorizes the nonconsensual towing of vehicles from private property by the owner or lessee of real property, or any person authorized by the owner or lessee. The statute also establishes guidelines for the proper towing, storage and release of vehicles towed.

Permitting fees were established by most municipalities regulating these tows. Based on suggested permitting fees it is estimated that the City of Palatka would have revenues of approximately $600.00 to $1000.00 per year for permitting tow companies and their drivers. The City of Palatka would expend an estimated $100.00 to $200.00 a year to manage the program. A draft ordinance was presented to at least four (4) companies operating in the City of Palatka for their review and comments.

Recommendation

Staff recommends City Commission adopt ordinance regulating towing of vehicles within the corporate city limits of Palatka.

Agenda Item

14

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER

CITY OF PALATKA
FLORIDA

MICHAEL J. CZYMBOR
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.

REQUEST TO BE PLACED ON CITY COMMISSION AGENDA

NOTE: Regular City Commission meetings are held on the 2nd and 4th Thursdays of the month at 6:00 p.m. If you wish to appear on the Palatka City Commission meeting agenda, you should submit this request form, together with any attachments or backup material that would help the Commission to better consider your request, to the City Clerk's office either in person, by mail (201 N. 2nd Street, Palatka 32177), fax (386-329-0199) or e-mail (bdriggers@palatka-fl.gov). Please note that without adequate supporting documentation or information, the Commission may not be in a position to take any action on your request.

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

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

Downtown Palatka, Inc. - Alex Sharp, President

Address: PO Box 832, Palatka, Fl e-mail alex.sharp@hotmail.com

Daytime Phone 386-916-0838 Other ph. 386-937-5866 Fax _____

Requested meeting date: 9/12/2013 *Meeting date assigned:* _____
(For Clerk's Office Use Only)

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

Subject Matter you wish to address: For DPD to place a Low Power FM station antenna on the radio tower at City of Palatka, Fire Station, 100 N 11th St., Palatka see attached letter **(attach additional sheet if necessary)**

Commission Action Requested, if any: To support DPD's acquiring a LPFM station license application By allowing antenna space on Existing Radio tower at 100 N. 11th St. Palatka

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

Downtown Palatka Inc.

P.O. Box 832
Palatka, FL 32178
Phone: 386-328-0909
www.palatkadowntown.com

Downtown Palatka, Inc.
PO Box 832
Palatka, FL 32178-0832
August 28, 2013

Mayor Vernon Myers
City of Palatka Commissioners
201 N. 2nd Street
Palatka, FL 32177

Dear Mayor and City Commissioners:

The Executive Board and the members of Downtown Palatka, Inc. have voted in favor of applying for a license for a Low Power FM station. The FCC only approves a certain number of licenses once every ten years. The window for applying for such a license is coming up in October. DPI would like to ask the City to support this worthwhile endeavor by allowing DPI to place the antenna on the existing radio tower at the Palatka Fire Station, 100 N. 11th Street.

The City of Palatka will benefit from the LPFM station by being allowed to broadcast all emergencies, any type of street information, information pertaining to city residents, etc. The LPFM station will be beneficial to the Palatka Main Street program by broadcasting progress reports and initiatives, downtown news and special events. On a broader sense the LPFM station will enrich, inform, and entertain anyone within the 3.5 mile listening radius. The station is required to be educational in format and broadcast 36 hours per week.

The educational aspect of the station is endless with educational programs from K-12 grade such as kids reading programs, and new and traditional ways to improve literacy. The station could offer students from the Florida School of Arts the chance to learn professional broadcasting. Environmental education opportunities, health benefits, reviews of green projects, etc., and tie in with our GP Educational Center. There can be history programs related to Putnam County and the City of Palatka and in doing so preserving our history, local churches could broadcast their news, sermons and calendars. Horticultural education with weekly Master Gardeners, recreational and sports news programs to support our "It's Our Nature" county wide theme, and of course music.

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We feel the Low Power FM station will support DPI's mission in promoting and supporting Downtown Palatka Businesses in the business district.

Sincerely,

Alex Sharp by RC

Alex Sharp, President and the Executive Board

Downtown Palatka, Inc.

Cc

Lorraine Carr

DPI, Secretary

Betsy Driggers

From: LCarr304@aol.com
Sent: Tuesday, August 27, 2013 1:21 PM
To: Betsy Driggers
Cc: alex.sharp@hotmail.com
Subject: Downtown Palatka, Inc.

Dear Betsy,

Alex Sharp, President, of DPI would like to know if there is any way possible that he can be put on the agenda at this week's City Commissioner meeting? The Executive Board and the members of DPI have voted in favor of applying for a license for a Low Power FM station under DPI's name. The FCC only allows a certaln number of the licenses once every ten years. The window for the application to be filed is in Oct. so we are under a time limit deadline.

Alex would like to ask the Mayor and the City Commissioners to support the project by allowing DPI to use the tower at the City Fire Station for placement of the antenna. The LPFM station would benefit the City as being a means for all emergency broadcasts, informational use for city streets to be blocked off, any type of information that pertains to the residents of the city, information use, etc.

I called and left you a message pertaining to the topic. Please let me know.

Thanks,

Lorraine Carr
DPI, Secretary
386-937-5866

Betsy Driggers

From: Lorraine Carr [lcarr304@aol.com]
Sent: Tuesday, August 27, 2013 5:02 PM
To: Betsy Driggers
Subject: Re: Downtown Palatka, Inc.

Please put Alex on the agenda for the specific request.

You can also let Mr Czymbor know as well.

Thanks,

Lorraine Carr
DPI, Secretary

Sent from my iPhone

On Aug 27, 2013, at 3:57 PM, Betsy Driggers <bdriggers@palatka-fl.gov> wrote:

> We have a regular meeting scheduled for September 12. They can come and speak during public comment to advise the Commission they are applying for the license and will be bringing a formal request to the September 12 meeting (the Commission can't take action on anything not on the agenda). Or I can run this past the City Manager and see what he says. This agenda closed over a week ago and was published on Friday. I know you know how that works ☺
>
> Betsy Jordan Driggers, CMC
> City Clerk, City of Palatka
> Ph. 386-329-0100 ext 211
> Fax 386-329-0199
>
> PUBLIC RECORDS NOTICE: Under Florida law, e-mail addresses are public record. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this public entity. Instead, contact this office by phone or in person. Section 668.6076, Florida Statutes.
>
> This e-mail and any files transmitted with it are intended solely for the recipient(s) to whom it is addressed.
>
> **From:** LCarr304@aol.com [mailto:LCarr304@aol.com]
> **Sent:** Tuesday, August 27, 2013 1:21 PM
> **To:** Betsy Driggers
> **Cc:** alex.sharp@hotmail.com
> **Subject:** Downtown Palatka, Inc.
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