

VERNON MYERS
MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS
COMMISSIONER

PHIL LEARY
COMMISSIONER

JAMES NORWOOD, JR.
COMMISSIONER



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

BETSY JORDAN DRIGGERS
CITY CLERK

MATTHEW D. REYNOLDS
FINANCE DIRECTOR

GARY S. GETCHELL
CHIEF OF POLICE

MICHAEL LAMBERT
CHIEF FIRE DEPT

DONALD E. HOLMES
CITY ATTORNEY

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

AGENDA
CITY OF PALATKA
COMMUNITY REDEVELOPMENT AGENCY
April 12, 2012; 4:00 p.m.

CALL TO ORDER:

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

1. **APPROVAL OF MINUTES – 2/9/12**

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

*3. **CRA EXTENSION – Consider a Recommendation to the Palatka City Commission to Adopt a Resolution of the City of Palatka, Florida, Extending the Community Redevelopment Area Plan to December 27, 2043 – Lara Diettrich, Diettrich Planning, Agent**

4. **CENTRAL BUSINESS DISTRICT:**

- *a. **RECRUITMENT FUND – Charles Rudd, Main Street Manager**
- */*b. **REQUEST TO ALLOCATE FUNDS – up to \$55,000 for BIG Grant for the Old McCrory's Building Ruth Burk, owner**
- *c. **REQUEST TO ALLOCATE FUNDS – up to \$13,000 for a Riverfront Mixed Martial Arts Event – TJ Smith, Beef O'Brady's, Promoter**

5. **SOUTH HISTORIC DISTRICT:**

- *a. **REQUEST TO ALLOCATE FUNDS - \$5,000 for Hammock Hall Kitchen Remodel – Mike Gagnon**

6. **OTHER BUSINESS/REPORTS**

- *a. Financial Update – CRA Director

7. **ADJOURN**

*Attachment **Separate Cover

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE COMMUNITY REDEVELOPMENT AGENCY 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.

Agenda Item

3

Excerpt from the Minutes of the 10/13/11 CRA Meeting:

6. **INTRODUCTION OF RESOLUTION** adopting a CRA Plan Amendment to extend the life of the Community Redevelopment Plan through December 27, 2043 – Lara Diettrich, Deittrich Planning, LLC, Jacksonville, said this is being introduced to them, but is not agendaed for action today. The amended resolution was distributed prior to the meeting (filed). This draft is being taken in by the CRA, and is to be transmitted to B&Z for staff review and comments, and he will return the resolution to the CRA with comments, and she will receive those and any comments from the CRA. They will take action on the resolution at that future meeting.

Commissioner Kitchens said she'd had some questions put to her about the Sunset date, but she's contacted Mr. Holmes regarding these and her questions were answered. Mr. Holmes said they are within the law to ask for a 30-year extension. Ms. Diettrich said this is addressed by FS 163.387 and FS 163.361 in plain language. Ms. Diettrich read the statute. It can be amended to be extended to 60 years past the date first enacted. This CRA was established December 27, 1983; therefore, this CRA can be extended for an additional 30 years. Mayor Myers noted this requires no official action.

Attachments:

1. Draft Resolution of the City of Palatka to extend the CRA Plan to December 27, 2043
2. Copy of Certified Letter (and deliver receipts) to Local Taxing Authorities providing Notice of Intent with schedule of events:
 - a. 4/12/12: Resolution to CRA for approval & transmission to Palatka City Commision
 - b. 5/01/12: Ordinance inserting CRA Plan into Comp Plan to Planning Board for recommendation
 - c. 5/10/12: City Commission considers adoption of Resolution to extend CRA Plan to December 27, 2043;
 - d. 5/10/12: City Commission considers transmittal of Ordinance inserting CRA Plan into Comp Plan to State Agencies for Review
 - e. 6/28/12: City Commission to consider adoption of Ordinance inserting CRA Plan into Comp Plan after State Agency Review

RESOLUTION NO. _____

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AMENDING AND ADOPTING THE COMMUNITY REDEVELOPMENT AREA PLAN AMENDMENT TO EXTEND THE CRA PLAN TO DECEMBER 27, 2043, BY WAY OF THIS RESOLUTION AS ATTACHED HERETO AS EXHIBIT "A"; PROVIDING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on September 8, 1983, the City Commission adopted Resolution 4-7 finding the existence of blighted areas in the City of Palatka; finding the need for rehabilitation, conservation or redevelopment; to establish a community redevelopment area as provided in Part III, Chapter 163, Florida Statutes (The "Redevelopment Act"); and establishing boundaries for the redevelopment area specified as the downtown Palatka area (NOTE: Now known in the Plan as the Central Business District); and

WHEREAS, on November 10, 1983, the City Commission adopted Resolution 4-11 finding the need for the creation of a Community Redevelopment Agency to carry out the Community Redevelopment purposes as provided in Part III, Chapter 163, Florida Statutes (The "Redevelopment Act"); and

WHEREAS, on November 10, 1983, the City Commission adopted Resolution 4-12 declaring itself to be the Community Redevelopment Agency and to carry out the Community Redevelopment purposes; and

WHEREAS, on December 27, 1983, the City of Palatka adopted Resolution 4-14 adopting the Community Redevelopment Area Plan (NOTE: original Plan referred to as the Center City Plan); and

WHEREAS, on March 22, 1984, the City of Palatka adopted Ordinance 84-4, which added Section 14-61 to the Code of Ordinances of the City of Palatka, that established the boundaries of the North Historic District and the South Historic District to be added to the Community Redevelopment Area; and

WHEREAS, on February 14, 1985, the City of Palatka adopted Resolution 4-38 for approval of the amended Community Redevelopment Area Plan (NOTE: original Plan referred to as the Center City Plan); and

WHEREAS, on September 10, 2009, the City of Palatka's Community Redevelopment Agency amended the Community Redevelopment Area Plan, expanding the Plan to incorporate more comprehensive Critical Elements and Recommendations; and Goals, Objectives and Implementation Items for Action Plan (NOTE: the original Plan name of Center City Plan has been removed as is now referred to as the Community Redevelopment Area Plan); and

WHEREAS, on December 10, 2009, the City Commission adopted the amended Community Redevelopment Area Plan; and

WHEREAS, the Community Redevelopment Agency has determined that the Amended Plan requires a further amendment; and

WHEREAS, the City of Palatka's Planning Board, as the local planning agency for the City of Palatka, has reviewed the proposed amendment to the Plan for consistency with the City's Comprehensive Plan and has submitted comments, if any, to the Community Redevelopment Agency; and

WHEREAS, the Community Redevelopment Agency has considered the proposed amendment to the Plan and the Building and Zoning Department comments, if any, and has recommended to the City Council that the proposed Plan amendment be approved; and

WHEREAS, the Palatka City Commission, upon the recommendation of the Community Redevelopment Agency, deems it necessary or desirable to amend the Palatka Community Redevelopment Area Plan;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, THAT THE COMMUNITY REDEVELOPMENT PLAN OF THE CITY OF PALATKA, FLORIDA IS HEREBY AMENDED TO EXTEND THE LIFE OF THE COMMUNITY REDEVELOPMENT PLAN THROUGH DECEMBER 27, 2043 AS SET FORTH IN EXHIBIT "A" ATTACHED HERETO, AND THE LANGUAGE CONTAINED IN "EXHIBIT A" SHALL BE INCORPORATED INTO THE PLAN.

FURTHERMORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The City Commission does hereby find, based upon information presented to the City Commission at the public hearing, the proposed amendment to the Community Redevelopment Area Plan, a copy of which is attached hereto as Exhibit "A", that the Plan Amendment:

- a) Conforms to the Comprehensive Plan of the City of Palatka pursuant to the Local Government Comprehensive Planning and Land Development Regulation Act;
- b) The Plan Amendment conforms to the general plan of the municipality as a whole;
- c) The Plan Amendment will afford maximum opportunity, consistent with the sound needs of the municipality as a whole, for the rehabilitation or redevelopment of the Community Redevelopment Area by public and private enterprise.

SECTION 2. That the Community Redevelopment Agency recommended to the City Commission an amended Community Redevelopment Plan, and the Palatka City Commission, finding it necessary or desirable to amend such Plan, does hereby amend the Community Redevelopment Plan as attached hereto as Exhibit "A" and incorporated herein by reference. Said Amended Community Redevelopment Plan is hereby adopted as authorized by the Community Redevelopment Act, as amended, Chapter 163, Part III, Florida Statutes.

SECTION 3. The Community Redevelopment Agency is hereby authorized and directed to proceed with the implementation of the Plan Amendment.

SECTION 4. If it becomes necessary or desirable to subsequently amend or modify the Amended Plan, the City Commission may amend such plan upon the recommendation of the Community Redevelopment Agency. The City Commission shall hold a public hearing on the proposed modifications to the Community Redevelopment Plan after public notice thereof by publication in a newspaper having a general circulation in the area of operation of the Community Redevelopment Agency. The City Commission may adopt an amended plan by ordinance or resolution. (NOTE: The original Community Redevelopment Area Plan was adopted by Resolution 4-14 on December 27, 1983, therefore, it must be amended by resolution).

SECTION 5. Severability. In the event that any portion or section of this resolution is determined to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such decision shall in no manner affect the remaining portions or sections of this resolution which shall remain in full force and effect.

SECTION 6. Effective Date. This resolution shall take effect immediately upon its adoption by the Palatka City Commission.

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA ON THIS _____ DAY OF _____, 2012.

CITY OF PALATKA

BY: _____
It's Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

EXHIBIT "A"

The City has one Community Redevelopment Area that is comprised of three Tax Increment Finance (TIF) districts: North Historic District, the Central Business District, and the South Historic District. These three TIF districts are governed by the Community Redevelopment Agency and guided by the Community Redevelopment Area Plan. This plan's original sunset of December 27, 1983 has been extended by the Agency and the City Commission to continue with an amended sunset of December 27, 2043. [NOTE: 163.362(10); and 163.387(1)(a)(2), F.S.]

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DONALD E. HOLMES
CITY ATTORNEY

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

March 26, 2012

Putnam County
Board of County Commissioners
2509 Crill Avenue, Suite 200
Palatka FL 32177

VIA REGISTERED MAIL

ATTN: Kenny Eubanks, Chairman, Putnam County BOCC

To Whom It May Concern:

The City of Palatka hereby provides notice of its intent to hold a series of public hearings regarding the adoption of a resolution extending the Palatka Community Redevelopment Area (CRA) Plan to December 27, 2043, and an ordinance amending the Future Land Use Element of the Adopted Comprehensive Plan to allow for the extension of the Palatka CRA Plan through December 27, 2043 (Policy A.1.2.2) as follows:

<u>Date</u>	<u>Agency</u>	<u>Action to be Heard</u>
April 12, 2012	Community Redev. Agency	A Recommendation to transmit a Resolution extending the CRA Plan to 12/27/2043 to the Palatka City Commission for consideration and adoption
May 1, 2012	Palatka Planning Board	A Recommendation to the Palatka City Commission regarding the adoption of an ordinance amending the Future Land Use Element of the Adopted Comprehensive Plan to allow for the extension of the CRA Plan through 12/27/2043 (Policy A.1.2.2)
May 10, 2012	Palatka City Commission	A Resolution of the City of Palatka to extend the CRA Plan to 12/27/2043, for adoption
May 10, 2012	Palatka City Commission	A recommendation to transmit a draft ordinance of the City of Palatka to amend the Future Land Use Element of the Adopted Comprehensive Plan to allow for the extension of the CRA Plan through 12/27/2043 (Police A.1.2.2) to state agencies for review and comments

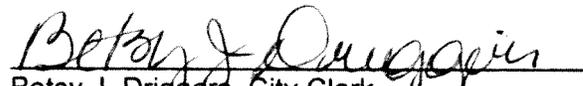
March 26, 2012
Page 2

<u>Date</u>	<u>Agency</u>	<u>Action to be Heard</u>
June 28, 2012	Palatka City Commission	Adoption of an Ordinance of the City of Palatka, Florida providing that the Future Land Use Element of the Adopted Comprehensive Plan be amended to allow for the Community Redevelopment Plan to be extended through 12/27/2043 (Policy A.1.2.2), providing for severability and providing an effective date.

Please see a copy of the public notice(s) attached, which will run in the Palatka Daily News on the dates noted on the ad copy. A copy of the Resolution and Ordinance described herein can be obtained from the Office of the City Clerk at City Hall, 201 N. 2nd Street, Palatka. This notice is being provided pursuant to FS 163.346. Should any of the above dates change, you will be provided with notice accordingly.

Please govern yourselves accordingly.

CITY OF PALATKA


Betsy J. Driggers, City Clerk

BJD

Attachments

Cc: Thad Crowe, Planning Director, City of Palatka
Lara Dietrich, Consultant, Dietrich Planning
The Honorable Tim Parker, Putnam County Property Appraiser
The Honorable Ken Mahaffey Putnam County Tax Collector

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

David Still, Executive Dir.
Suwannee River WMD
9225-CR 49
Live Oak FL 32060

2. Article Number
(Transfer from service label)

7007 0220 0001 1687 1154

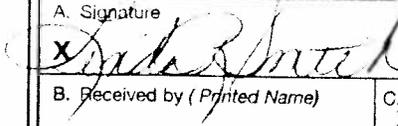
PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

COMPLETE THIS SECTION ON DELIVERY

A. Signature



-
- Agent
-
-
- Addressee

B. Received by (Printed Name)

C. Date of Delivery

3/29/12

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

-
- Certified Mail
-
- Express Mail
-
-
- Registered
-
- Return Receipt for Merchandise
-
-
- Insured Mail
-
- C.O.D.

4. Restricted Delivery? (Extra Fee) Yes**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
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1. Article Addressed to:

Putnam Co. District Schools
ATTN: Chairman
200 S. 7th Street
Palatka FL 32177

2. Article Number
(Transfer from service label)

7007 0220 0001 1687 1116

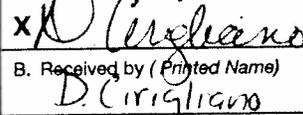
PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

COMPLETE THIS SECTION ON DELIVERY

A. Signature



-
- Agent
-
-
- Addressee

B. Received by (Printed Name)

C. Date of Delivery

3-28-12

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

-
- Certified Mail
-
- Express Mail
-
-
- Registered
-
- Return Receipt for Merchandise
-
-
- Insured Mail
-
- C.O.D.

4. Restricted Delivery? (Extra Fee) Yes**SENDER: COMPLETE THIS SECTION**

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1. Article Addressed to:

Hans Tanzler III, Exec. Dir.
St. Johns River WMD
P.O. Box 1429
Palatka FL 32178

2. Article Number
(Transfer from service label)

7007 0220 0001 1687 1147

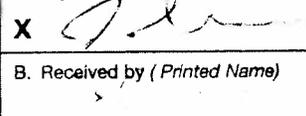
PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

COMPLETE THIS SECTION ON DELIVERY

A. Signature



-
- Agent
-
-
- Addressee

B. Received by (Printed Name)

C. Date of Delivery

3-28-12

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

-
- Certified Mail
-
- Express Mail
-
-
- Registered
-
- Return Receipt for Merchandise
-
-
- Insured Mail
-
- C.O.D.

4. Restricted Delivery? (Extra Fee) Yes

SENDER: COMPLETE THIS SECTION

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1. Article Addressed to:

**Kenny Eubanks, Chairman
Putnam Co BOCC
2509 Crill Ave., Suite 200
Palatka FL 32177**

2. Article Number

(Transfer from service label)

7007 0220 0001 1687 1123

PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Althea Lassiter* Agent
 Addressee

B. Received by (Printed Name)

X *Althea Lassiter* C. Date of Delivery
03/28/12

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

Certified Mail Express Mail
 Registered Return Receipt for Merchandise
 Insured Mail C.O.D.

4. Restricted Delivery? (Extra Fee)

 Yes**SENDER: COMPLETE THIS SECTION**

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1. Article Addressed to:

**Lad Daniels, Chairman
St. Johns River WMD
P.O. Box 1429
Palatka FL 32178**

2. Article Number

(Transfer from service label)

7007 0220 0001 1687 1130

PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *John* Agent
 Addressee

B. Received by (Printed Name)

X *John* C. Date of Delivery
3/28

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

Certified Mail Express Mail
 Registered Return Receipt for Merchandise
 Insured Mail C.O.D.

4. Restricted Delivery? (Extra Fee)

 Yes**SENDER: COMPLETE THIS SECTION**

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- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

**Donald Quincey, Chairman
Suwannee River WMD
9225 CR 49
Live Oak FL 32060**

2. Article Number

(Transfer from service label)

7007 0220 0001 1687 1161

PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Donald Quincey* Agent
 Addressee

B. Received by (Printed Name)

X *Donald Quincey* C. Date of Delivery
3/29/12

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

3. Service Type

Certified Mail Express Mail
 Registered Return Receipt for Merchandise
 Insured Mail C.O.D.

4. Restricted Delivery? (Extra Fee)

 Yes

Agenda Item

4a



TO: Palatka Community Redevelopment Agency Board

FROM: Charles Rudd, Main Street Manager

DATE: April 5, 2012

RE: Recruitment Fund

In light of the length of time that the existing Business Improvement Grant (B.I.G.) process can take to approve monies to assist in rehabilitating an existing space for a new tenant, the Palatka Main Street Board of Directors has charged the Economic Restructuring Committee with developing a tool to enable the CRA to respond quickly to opportunities to recruit job producing businesses to the Central Business District. The attached proposal is the result of this effort. The Recruitment Fund would enable a selection committee to review an opportunity to attract a business to the CBD and then forward that recommendation directly to the CRA Board where time is of the essence. An example could include a business that wants to move, needs to expand, or has lost its lease in a location elsewhere in the city or region and must choose a location and have a decision within a couple of weeks. To be competitive with all the other options available, we must be able to respond quickly. Whereas the B.I.G. program is tied to space and building rehabilitation and the preservation/usability of our existing building stock and the Façade Grant is tied to exterior restoration, beautification and the removal of blight, this proposed grant is tied to jobs creation, business recruitment and retention opportunities where timing is important.

CRITERIA & GRANT REQUIREMENTS

CITY OF PALATKA COMMUNITY REDEVELOPMENT AGENCY PALATKA MAIN STREET COMMUNITY REDEVELOPMENT AREA RECRUITMENT GRANT PROGRAM

1. 50% Applicant Match
 - a. Matching funds may include permanent improvements, furniture, fixtures and equipment.
 - b. Matching funds may not include business operating or material costs.
2. \$50,000 Maximum Grant
3. Proposed business must maintain a minimum of 2 full time staff.
4. Eligibility is only for occupation of storefronts that have been vacant or for the expansion of existing businesses into adjacent unoccupied or underutilized space.
5. Use must be an acceptable use as outlined in the City of Palatka Municipal Code for the Downtown River front and Downtown Business Districts.
6. A Business Plan is required. (See attached business plan guidelines.)
7. While fulfillment of all written criteria qualifies an applicant for review under the Expedited Recruitment Fund, it does not qualify an applicant for funding. The Evaluation Committee reserves the right to determine if an application warrants funding based on the quality of the proposed project and the degree to which the project contributes to the economic revitalization of downtown Palatka.
8. Should the owner transfer, sell, divest themselves of their interest in the subject property or business or fail to maintain the renovations and improvements during the five-year period following receipt of the grant funds, the Grantee shall return and / or repay the grant funds as follows:

<u>Time</u>	<u>Amount Due CRA</u>
0 to one (1) year after grant funds received	90%
One (1) to two (2) years after grant funds received	80%
Two (2) to three (3) years after grant funds received	60%
Three (3) to four (4) years after grant funds received	40%
Four (4) to five (5) years after grant funds received	20%
Five (5) years after grant funds received	0%

The specific terms of repayment shall be included within a written agreement executed between Palatka Main Street/City of Palatka and the grant recipient, and recorded within the public records of Putnam County, Florida. The agreement shall include language sufficient to constitute a valid and enforceable lien upon the real property which is the subject of the grant. The agreement shall be signed by the grant recipient prior to the distribution of grant funds and shall be recorded immediately after distribution of grant funds.

9. Applicants are required to occupy the space thirty (30) days following Completion of the grant improvements and the issuance of a Certificate of Occupancy by the city of Palatka.

APPLICATION

Attachment A

CITY OF PALATKA COMMUNITY REDEVELOPMENT AGENCY
PALATKA MAIN STREET COMMUNITY REDEVELOPMENT AREA
RECRUITMENT GRANT PROGRAM

APPLICANT AND BUSINESS INFORMATION

Date of Application: _____

Name of Applicant: _____

If Applicant is a Partnership, LLC or Corporation, please list all owners with 25% or more Ownership: _____

Name of Business (if applicable): _____

Project Address: _____

Parcel ID#: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

PROPERTY OWNER INFORMATION (if different from applicant)

Name of Property Owner: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

Business Address: _____

PROJECT FINANCING INFORMATION

Total Project Cost: \$ _____

Attach at least two bids from licensed contractors.

Bid One:

Contractor Name: _____ Bid Amount: \$ _____

Bid Two:

Contractor Name: _____ Bid Amount: \$ _____

Amount of Grant Funds Requested: \$ _____

How will applicant's portion of the project be financed?

(Verification of funding sources will be required before final approval of the grant application.)

PROJECT SUMMARY

Please provide a summary of the proposed project and how the requested funds will be used. Note: A site visit with the applicant may be necessary to understand the scope and nature of the project.

1. Explain the reason(s) for the proposed work (i.e. water damage, termite damage, pest infestation, window upgrade, electrical upgrade, ADA accessibility, plumbing upgrade, HVAC upgrade, interior reconfiguration, landscape renovation, repair/install awnings, and or to meet occupancy requirements):

2. Project Start Date: _____ Project End Date: _____

Explain Reasons (if needed):

ADDITIONAL SUBMISSIONS (required)

1. At least four 4X6 color photographs of the existing building exterior and appropriate interior showing all sides of the structure, with emphasis on the area to be improved.
2. Renderings or conceptual drawings of the project at completion, including, as appropriate:
 - Detailed plans and/or elevations
 - Color renderings and specifications
 - Paint descriptions and samples including which to be used where
 - Fabric color, style, and samples
3. Proof of property ownership (deed) or, if a tenant, a copy of the lease.
4. Tenants must provide written documentation verifying the property owner approves the proposed enhancements and will sign the restrictive covenants and/or mortgage.
5. Documentation from all lending institutions verifying all mortgage payments on the property are current and that the lending institutions will provide updated information upon request by the Community Redevelopment Agency.
6. Documentation indicating that all property tax payments are current.
7. Proof of property insurance.
8. If Applicant intends to include the costs of improvements complete on the subject property within the twelve months preceding this Application as part of the "Total Project Cost", documentation pertaining to the costs, construction and permitting of those improvements must be provided.

CERTIFICATION

Please read the following and sign below. **All owners, authorized corporate officers, or partners must sign this application.**

The information contained in this application is accurate to the best of my knowledge. Applicants understand that personal, business and/or property information may be requested pursuant to this application and hereby give their consent for such information to be provided.

The CRA retains the sole decision as to whether this grant application is approved, disapproved, or modified.

Applicant agrees to accept future maintenance and other associated costs occurring after the completion of the project for not less than five years.

Applicant(s) for Recruitment Funding agree that there will be no discrimination in employment or services to the public based on race, color, religion, national origin, sex or marital status.

Name (print) _____ Name (print) _____

Title _____ Title _____

Signature _____ Signature _____

Date _____ Date _____

Agenda Item

4b

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

City of Palatka
Office of the City Manager

To: CRA Board Members

From: Woody Boynton, City Manager

Date: April 7, 2012

RE: Request to Fund Building Improvement for 211 St. Johns Avenue – Ruth Burke

Attached you will find a request from Ruth Burke to assist in funding building improvements at 211 St. Johns Avenue (McCrory Building). This request contains information related to estimates (2) to complete the work, a floor plan of the work to be completed, a business plan from the person(s) who intend to occupy the building and receipts from work that has been completed in the past five years. In the past, I would have referred this project to be considered under the Building Improvement Grant program (BIG); however, this program is not currently active. Because this proposal has the potential to employ several people, I believe it is appropriate for this Board to consider this proposal on its own merit. In addition, I believe that Main Street has proposed a mechanism (Recruitment Fund) for projects of this type to be reviewed and funded by the CRA.

I have been working with Ms. Burke on this application for the past several weeks to ensure that the criteria proposed by Main Street in the Recruitment Fund application as well as the criteria proposed by the BIG program (mainly that two bids were received) were followed. In addition, I have met with the person(s) that are proposing to occupy the building and from my review of the Business Plan submitted it appears sound and to be a long-term commitment on her part.

As you can see from the proposal, in order for the tenant to occupy this 10,000 sq. ft. facility, restroom facilities need to be added, air conditioning units replaced and the fire protection system updated. In addition, several other minor aesthetic upgrades inside and outside the building envelope will be required to be completed. The current estimate for this work is \$69,800. Ms. Burke is requesting \$55,840 from the CRA to assist in opening this building. She is providing \$13,960 in in-kind match as well as providing proof of nearly \$12,000 in improvements/repairs over the past five years. An additional \$20,000 has been reportedly spent on other upgrades to the roof, stucco and maintenance of the building over the past several years; however no records were included in the request to support this investment. I have no reason to believe that this investment was not made, and merely indicate that the support documentation was not included.

Even without the documentation for the \$20,000 investment, Ms. Burke is/has provided over a 30% match (20% will be a monetary contribution for this portion of the work). In addition and just as important, I believe Ms. Burke is substantially discounting the cost per square foot that this facility will be rented for. This cannot be overlooked from a standpoint of renting large-area buildings in the downtown. If not for this discounted rate, I do not believe this facility would have been rented even with the improvements.

I believe the CRA Board has the authority to make decisions related to business growth on a case by case basis should building occupancy and job creation be the primary factors. When comparing this project to other projects funded by the BIG program (summary sheets contained under Financial Update report), I believe this

project would have compared favorably to being funded, especially considering that a tenant is ready to occupy the building once upgrades are completed.

I am in support of this project and the CRA contributing to this project. I will note that the Recruitment Fund does limit the contribution to \$50,000 and that this should be considered when making a recommendation. I do not see a problem with the amount recommended only that it should be in accordance with the guidelines set forth in the Recruitment Fund program (if in fact, this is the criteria being used to critique this request). Money for this request is available within the CRA and would be appropriated from the line item entitled "Additional Economic Development Funding Mechanisms". If this project is funded, approximately \$125,000 will remain in uncommitted funds for the remainder of the fiscal year in the Central Business District tax increment fund.

Should you have any questions, please call.

Proposal

To: Palatka Community Redevelopment Agency
Mr. Woody Boynton, Manager, City of Palatka

Re: 211 St. John's Ave. (Old McCrory Building)
Palatka FL 32177

March 18, 2012

Dear Sir,

The opportunity to have 211 St. John's Ave. occupied has presented itself with a qualified tenant who will bring new jobs to the downtown area (Job Creation). A business plan has been presented that will need all 10,000 square feet of the first floor. This business will have a very positive impact on the foot traffic of our downtown central core and will create up to fifteen new jobs.

You will find attached the request for funds from the CRA to help make the building ready for occupancy. These repairs included: ceiling repair and painting, finishing of additional bathrooms, new air conditioning, sprinkler system upgrades, etc. Recently, repairs have been done to the fire sprinkler system, roof, windows, etc., amounting over \$32,000.00.

To match this grant application a commitment has been made to provide rent at \$0.25 per square foot that will equal \$2,500.00 rent per month over a period of several years. This will result in over \$120,000.00 in rent discounts for the business owner. This will help to provide a financial foundation for this new business and help secure its success.

I have owned 211 St. Johns Ave. in Palatka free and clear since March 1996. There are no loans, liens, or code violations on this building. Since I have no mortgages on this property, rent will be kept lower than the going rate to keep a tenant in the building. Here is a list of current rent rates for this area:

		<u>Rent Per Month On A</u> <u>10,000 Sq. Ft. Building</u>
300 Block of Downtown Palatka -	\$0.62 per Square Foot -	\$6,200.00 Per Month
700 Block of Downtown Palatka -	\$0.75 per Square Foot -	\$7,500.00 Per Month
Highway 19	- \$1.00 per Square Foot -	\$10,000.00 Per Month
<u>211 St John's Ave.</u>	<u>- \$0.25 per Square Foot -</u>	<u>\$2,500.00 Per Month</u>

I am subsidizing the difference of \$3,700.00 per month which adds up to \$44,400.00 per year.

Attached are two estimates for work to be done, a drawing of the completed floor plan, the new tenant's business plan with a letter of intent to rent the property and receipts for work that has already been completed and paid for.

Based on the two proposals I have received from David Church Construction and Synergy Construction they both appear to cover the same repairs.

I am requesting that the CRA grant me \$55,840.00. This amount represents 80% of the \$69,800.00. I will personally cover the remaining 20% in the amount of \$13,960.00 for the necessary repairs.

List of Receipts of completed work:

Fire Fighters Co.	\$6,901.50
Bennett Glass Company	\$1,271.62
Home Depot (Roof Coating)	\$2,013.32
Labor for Roof Coating	\$400.00
Crescent Termite	\$1,000.00
Color In Time (Exterior Paint)	\$602.87
Past Repairs on Roof, stucco & Maintenance	\$19,985.00
Total	\$32,174.31

Work to be completed:	\$69,800.00
Completed work:	<u>\$32,174.31</u>
Total:	\$101,974.31

As you can see the overall project cost and repairs to date equals \$101,974.31, the CRA's contribution of \$55,800 represents 55% of the job. In other grants similar to this in the past, 90% of the job would have been requested from the CRA.

I've done many repairs to include a new roof done by Bates right after my purchase. I had Crocker Roofing and Synergy Construction each to recoat and maintain the roof over the years. I used Roy's Painting to pressure wash, and patch all the cracks on exterior walls and painted them. All original receipts were kept by Main Street Facade application Grant offered and denied in 2007. The cover picture shows the vast improvements I've done on this property and the maintenance has been kept up.

If you have any questions please contact me by phone at #386-325-1903 or by mail at:
510 Mulholland Park
Palatka FL 32177

Sincerely,



Ruth Burk



BINGO

Estimates



Main Address:
 Health Unit
 McGovern Building
 1110 Main Ave

Date 07/09/12	Estimate No. 201	Project
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www.Davidchurchconstruction.com
 313.523.6741

Item	Description	Quantity	Total
m & l	<p>Materials and labor to add on to existing bathroom 14' x 20' with 2x4 framing and a 2x6 center wall. 2x6 ceiling framing with 5/8" plywood to top it off. 1/2" drywall finish. Knockdown texture. Includes new plumbing to allow for a total of 3 women's toilets and 3 sinks. One men's toilet and one urinal, 2 sinks. Includes a \$1650 allowance for composite plastic partitions and urinal screen. VCT floor tile with rubber base. Existing bathroom configuration to become the handicap spaces needed. A closet will be added to allow for a mop sink. Elkay water fountain. Includes up to 105 sq ft of concrete removal and replacement. This estimate allows to tie into existing sewer. If line is had and needs to be replaced then it will be extra.</p>		15,897.53
hvac	<p>Materials and labor to remove existing ac units and move to a separate location on the second floor. Install two 15 ton Trane A/C systems. Trane Model # 180E300A roof top condensing units and Model# TWE 180E300A dual circuit air handler for two stage cooling capacity Trane 802AS32DA programmable thermostat. Includes installation of both units, new freon lines and control wiring to roof, new air handlers using existing heaters and duct work. Gas heaters installed now in 1992. Installing fire stats and smoke detectors. Includes crane service. Does not include any repairs if needed to existing heaters. Includes permit fee. Does not include any engineering if required by the building Dept. Should not be needed as this is a replacement. Does not include any clean up for asbestos if needed.</p>	1	53,130.05
electric m & l	<p>Materials and labor to form and pour a 4" drive way with 3000 P.S.I. fiber mix concrete Saw cut control joints. Tie into existing back entry</p>	1	0.00 2,982.00
I look forward to working with you		Total	

David H. Hinch Construction
 10000 W. 10th Ave.
 Suite 100
 Denver, CO 80231

02/11/11

10000 W. 10th
 Park Lane
 McCarty Building
 St. John Ave.

Date	Estimate No.	Project
02/01/11	200	

www.DavidHinchConstruction.com
 303.425.6741

Item	Description	Quantity	Total
m & l	If we pour a sidewalk only will need to pour it with a footing and rebar for strength as it will only catch on side of a vehicle. \$2142		0.00
m & l	Electric to wire 2 two 15 ton A/C units without heat strips includes permit	1	3,420.00
m & l	Electric to wire bathrooms for 4 exhaust fans lighting and water cooler	1	2,370.00
m & l	Materials and labor to install 225 missing lamps +- 8 (3) per fixture	1	1,080.00
m & l	Materials and labor to install missing lamps + _ 8 (2) per fixture \$570	1	0.00
labor	labor only to replace approx. 70 ceiling tiles provided by owner	3	440.00
m & l	Materials and labor to add dead to doors at the roof and second floor	2	170.00
labor	labor to move safe to another location on first floor	2	110.00
permit	permit fee allowance This may vary This permit fee is for the plumbing This does not cover any impact fees or tap fees but I dont think there will be any as you have fixtures that are not in use.	2	350.00
m & l	Materials and labor to change entry door locksets to single cylinder	2	360.00
<i>Thank you D.H.H.</i>			
I look forward to working with you		Total	\$80,310.88

Estimate of current work to be done:

David Church	(see attached)	\$80,310.00
Wayne Fire Sprinklers, Inc.	(see attached)	4,300.00
Bennett Glass	(see attached)	1,405.80
Parish Drywall	(see attached)	650.00
Sun Coast Painting (owner paying for paint)		1,500.00

		\$88,165.80

In matching: Over \$10,000 has recently been spent on upgrades. Termite and painting will also be done in the short future. Bills attached.



SYNERGY FABRICATIONS LLC

1100 Carr St. Palatka, Fl. 32177

Re: 211 St. John's Ave
Palatka FL 32177

March 23, 2012

The following is my opinion based on time spent at the above referenced property.

Electrical: Main Lighting - It appears that a vast majority of the existing fluorescent lights have been upgraded with electronic ballast and T-8 fluorescent light bulbs. I see no reason to change or replace these lights at this time as it appears to be more than antique lighting for the first floor.

Emergency Lighting – The emergency lights on the east wall are operating like they should, the emergency lights on the north, south and west wall do not appear to be working. My recommendation is to replace the fixtures.

Receptacles throughout the building appear to be serviceable and should not require any replacement.

GFI receptacles will be added to the new bathrooms, exhaust fans, and lights will be added to the new bathrooms during the construction. One circuit will be added to provide power for the water fountains.

HVAC: It appears that neither that neither of the existing 20ton hvac systems are serviceable. Both will need to be replaced with new equipment.

Fire Sprinkler: None of the existing fire sprinkler heads are serviceable and will require replacement due to age. It is apparent existing riser and equipment have been replaced and are serviceable and certifiable. Fire alarm system: there is a requirement for a fire alarm system to be installed. This will have to be designed, installed and certified by a licensed installer.

Plumbing: Based on the information provided two new restroom facilities (1 woman's and 1 men's) will need to be constructed. The men's restroom will consist of one handicap accessible stall with a toilet and a sink. One urinal with a divider and one additional sink will be installed to complete the men's restroom. The women's restroom with consist of one handicap accessible stall with a toilet and a sink. Two additional toilets with dividers and two additional sinks will be installed to complete the women's restroom. Both restrooms will be complete with grab bars, paper holders, towel holders, soap dispensers and mirrors. One floor drain will be installed in each restroom. There will be a provision made for a 24" deep/mop sink. A high-low water fountain will be installed.

Site: Form and pour approximately 130 linier feet by 4' wide by 4" thick walk way that will extend from the rear exit to the sidewalk located on 3rd Street. I would recommend 3000 psi fiber mesh concrete.

Door Hardware: Rear door will require panic type hardware. Front door will require a thumb turn ada compliant lock set. 2nd floor and roof doors will need to be secured to prevent access.

Windows: Replace glass as required by the authority.

Interior Finishes: Some of the ceiling tiles are in need of replacement. The entire ceiling should be re-painted as there are numerous areas of discoloration due to past staining. The ceilings in both display areas in the front should also be repaired and repainted. Interior columns should be painted. Flooring in bathrooms will be VCT and vinyl base with semi-gloss paint over drywall.

Jeff Rawls
Synergy Construction

CONSTRUCTION AGREEMENT

Synergy Construction

1100 Carr Street
Palatka, Fl. 32177
(386) 326-6222

PROPOSAL MADE TO

Customer Name Ruth Burk	Phone 386-325-1903
Job Address 211 St. John's Ave. , Palatka FL 32177	Alternate Phone Owner Alt Phone
Billing Address 510 Mulholland Park, Palatka FL 32177	Project Phone 386-326-6222

PROPOSED WORK

Electrical: Rough & Trim new bathroom areas as per plans. Bath fixtures include: 4 exhaust fans, 4 T-8 flourecent light fixtures. Replace emergency lighting on north, south and west walls. Provide electric circuit for new water fountian. Add new circuits and panels as necessary for new HVAC equipment on second floor and roof top.

HVAC: Remove all existing equipment. Install 2each 15 ton straight cool split systems with 20kw heat. Existing duct work shall be re used when possible.

Fire Sprinkler: Remove and replace fire pendant and upright fire sprinklers on first and second floor. Perform service inspection and certify system.

Plumbing: Install bathrooms as per plans shown, to include 1 urnial, 4 toilets, 5 sinks, 1 mop sink. 1 high-low drinking fountain and 1 water heater.

Site: Form and pour approx 130 linear feet of 4' wide by 4" thick walk way that will extend from the rear exit to the sidewalk located on 3rd street.

Interior: Rough frame new walls for bathroom as shown on plans. Install doors and trim as per plans. Install VCT tile with vinyl base through out both bathrooms. Install drywall, texture and paint per plans. Install missing tiles on ceiling as needed and paint entire ceiling. Paint interior columns.

Windows: Replace 3 pcs 1/4" tempered glass at the front of the building.

Price includes: permits, debris removal, and final cleaning.

The total price for this work is to be: Sixty Nine Thousand Eight hundred dollars	Contract Price \$69,800.00
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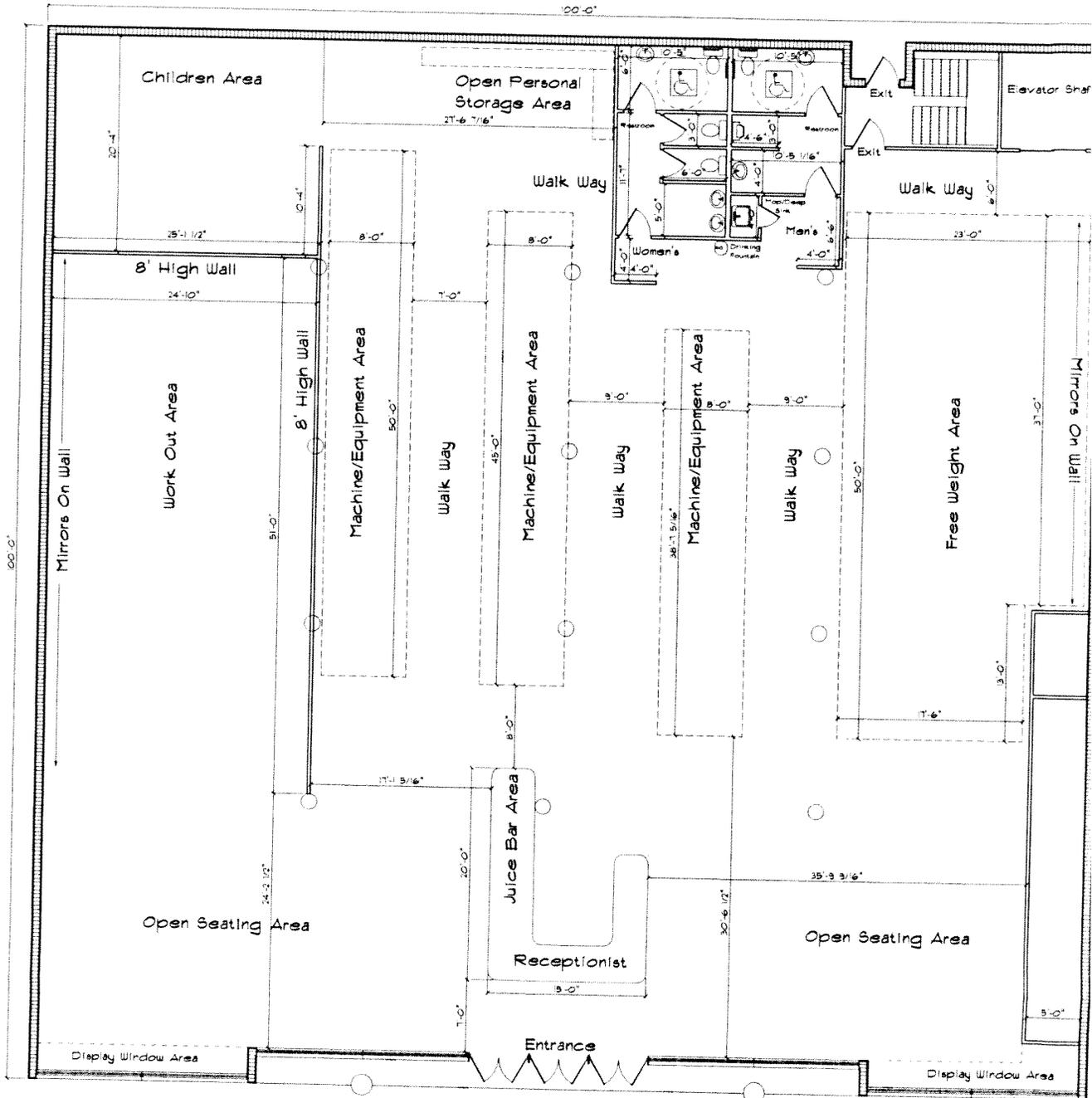
To be paid as follows:

"50% upon acceptance of agreement, balance upon percentage of completion.

CONTRACTOR PROPOSAL	CUSTOMER'S ACCEPTANCE
WE PROPOSE to furnish the materials and perform the work specified above in accordance with the specifications above for the price herein. This proposal may be withdrawn if not accepted within 45 days. Synergy Construction	The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to perform the work as specified. Payment will be made as outlined above. Authorized Signature
By Jeff Rawls Date 3-27-2012	By _____ Date _____

PLEASE NOTE ADDITIONAL TERMS AND CONDITIONS ON THE REVERSE SIDE OF THIS AGREEMENT.

Floor Plan



Greetings Ruth Burke,

I, Tracei S. Hutcherson of sound mind and body is in the position to occupy 211 Saint Johns Avenue, Palatka, Florida. Per discussion, we will enter the agreement of a five year lease at the proposed lease amount of \$2500.00 monthly. The location will be an health club facility named "Hollywood Athletic Club" hosting a full fledged health club environment and arena. As enclosed in the business plan we are ready to implement the said disposition upon completion of building for occupancy.

The excitement of bringing better health and fitness, nutrition and education to the City of Palatka is a passion driven by a need to place our environment in a quality not just quantity lifestyle. We will motivate, educate, and create job oportunities. Additionally, an environment of fun and exhilaration is created for prevention and reversal of chronic illnesses and disease. This is accomplished through preventive measures and agressive treatment through monitoted health promotion and exercise.

Our clients are our desires. The time is Now.

Hollywood, where dreams are real!

Respectfully,

Tracei S. Hutcherson

With your business in Mind

www.personalhealthclub.net

Business Plan



Tracei S. Hutcherson

5504 Cypress Links Blvd.
St. Augustine, Florida 32033
Email: tracei@personalhealthclub.net
www.personalhealthclub.net
678-592-0065

PERSONAL SUMMARY: It is my commitment to carry my passion and desire to meet the needs and desires of each individual I encounter. I am driven, steadfast and unmovable on the benefits and rewards of total fitness and wellness. However, I remain creative and innovative to design the program unique to each client whether it's a toddler to geriatric. I am capable of building excellent working relationships with professional staffs at all levels. Even though I understand the scope of all facets of this industry from the viewpoint of an athlete, client, competitor, failing and achieving, management, and business ownership, I remain coachable, dependable and teachable, therefore achieving the ultimate goal of Results and Success.

Career Highlights/Summary of Experience:

Operations Manager of LA Fitness, Sales Manager/Counselor, Aerobic Instructor, and Personal Training Manager of 24 Hour Nautilus Health Club in San Francisco, California; Instructor, Sales, and Manager with Bally's Fitness Clubs and Spa Lady Fitness; Assistant Manager and Fitness Instructor for Richard Simmons Anatomy Asylum

- Staffing/Hiring
- Public Relations
- Program Design
- High Sales
- Adv Computer
- Customer Service
- CPR/AED/First Aid/BLS
- Corporate Contacts
- Team Building
- Spokesperson
- Nat'l Examiner/Presenter
- Coaching
- Advanced Computer Technology and Programming

Summary of Qualifications/Certifications:

I have Owned, Managed, Directed, Trained and Instructed in State of the Art Health Club Facilities. Currently I hold local, national, and international, and professional certifications (listed below) in all facets of fitness training and personal training in the following areas, but not limited to: anti-aging, step, aerobic kickboxing, group exercise (including low and high impact), funk, seniors, fit kids, pre-postnatal conditioning, mental and physically challenged clients, mind and body techniques, nutritional counseling & meal planning design, rehabilitation therapy, and chronic illness and disease prevention.

I managed athletic programs for high school, recruiting, and developing talent for high school.

- Aerobics and Fitness Association of America
- Cooper Institute of Aerobic Research, American College of Sports Medicine
- International Association of Fitness Professionals
- American Council on Exercise
- Aerobic Pipeline International
- National Dance Exercise Instructor Training Assoc. Of America
- Reebok Professional Alliance

Business Ownership

Business Owner of 17 years (1992-present) Owned and operated 4 Health and Fitness Facilities. (Personal Health Club: DBA: Cardio Funk, Cardio Funk Warehouse, Warehouse Health Club, and Gwinnett Fitness) Future Operation.....Hollywood Athletic Club (Palatka, Florida)

Career Achievements (Honors/Accolades):

- National Spokesperson and Educator on Health Initiatives for the United States Department of Health and Human Services appointed under the leadership of Tommy Thompson (Secretary of Health and Human Services) (2002-2003)
- Outstanding Young Women of America (1995/2003/2009)
- Who's Who of Intellectuals (1994-1995)
- 2000 Most Notable Women (1995)
- Fitness Instructor of the Year Award (1997)
- Who's Who Among Executive and Professionals (1998/2011)
- Reebok Professional Champion (Mixed Pairs 1999)
- Fitness Examiner for AFAA. (#1 Fitness Education Source in the Industry)
- Featured Article in Ebony (1995) and Essence Magazine (1996)
- Featured Photo in People Magazine (2000)
- Published Articles: Obesity in Children, How to Reverse, Prevent, and Control Chronic Illness and Disease, Quality versus Quantity of Life, Proper Meal Combining, and Health Management versus Sick Care.
- Recognized fitness professional and labeled a host site for continuing education and choreographic workshops ranging from the novice to the advanced fitness enthusiast/specialist; a master presenter for national conferences (Athletic Business Conference) and spokesperson in the Health and Fitness Source on the Business of Wellness, Rehabilitation and Fitness.

Education:

Heritage Institute of Jacksonville Florida

Occupational Associate of Science Degree in Personal Training November 2011

Coursework: Muscular Fitness, Diet and Nutrition, Comparative Wellness, Sports Medicine and Massage, Aerobic Fitness, Low Impact, Clinic Prep and Preventative Fitness **3.95GPA**

Paul S. Morton School of Seminary Atlanta, Georgia

June 2010

Bachelor of Science Degree in Biblical and Ministerial Studies

Georgia State University, Atlanta, Georgia

December 1987

Bachelor of Science, Management Information Systems

GPA 3.5/4.00 Mortar Board Honor Society, Who Who's, Freshman Senator, SBA, Recruiter

INTRODUCTION

Tracei S. Hutcherson
5504 Cypress Links Blvd.
St. Augustine, Florida 32033

Home: 904-824-5317

Cell: 678-592-0065

Fax: 904-824-5317

E Mail: tracei@personalhealthclub.net

Corporate Structure: Incorporated

Business Name: Hollywood Athletic Club

(Wellness, Personal training, rehabilitation, group exercise classes, mind and body (yoga, Pilates), Step, Funk, Power Pump, Zumba, kickboxing, interval impact, children, senior programming, weight management and nutritional counseling)

Marketing Concept: Look Great, Feel Great, and Live Longer.

Business Hours: 5:00 –11:00 Monday -Thursday

5:00 - 9:00 Friday

8:00 - 6:00 Saturday

CLOSED Sunday

Mission Statement: TO EDUCATE AND DEVELOP AS MANY PERSONS TO BETTER HEALTH AND FITNESS AS POSSIBLE, AS SOON AS POSSIBLE!

Service is Priority

Quality of Life, not Quantity of Life. Why live longer if not better! We are a Public Health, and Wellness Corporation designed to promote premature death is reversible and preventable. Staff doctors are to identify and predict people at risk of becoming functionally dependent on sick care. We are an industry of distinction not the average Health Club. Our job is complete when your needs are fulfilled!

A. The Business

Description of Business:

The goal of Hollywood Athletic Club is to: 1) identify and predict people at risk of becoming functionally dependent on sick care; 2) identify individuals who may need special services and/or treatment; 3) obtain objective outcome data by which to document and justify program benefits and its effectiveness; 4) plan more effective exercises that target physical weaknesses and 5) motivate participants to set goals that are realistic and continue them!

Hollywood Athletic Club is a full fledged health and wellness facility extending public services that include, but are not limited to aerobic and cardiovascular conditioning, strength training, personal training, cardiac rehabilitation therapy, yoga, group exercise classes, children programming, senior and children programming, performance training for high school athletes, child care, free weights, and selectorized equipment. We will host Cybex, Hammer Strength, Life Fitness, BodyMasters, Precor, Medicine balls, Stability balls, spinning bikes, 2 aerobic studios, Massage room, consultation rooms and offices. The facility will have full size locker rooms for the male and female alike including saunas in each.

The business is a start up and developed for such a time as this. The management team host 25 years of experience in the health and fitness industry expanding from being a member to competing professionally to owning and operating fitness clubs.

The corporation will function as an "S" Corporation creating 10-15 full-time and part-time and independent contractor employment positions in the area.

The organization is formed with health care professionals and fitness specialists within the industry and have identified ways to promote an active lifestyle while minimizing the number of years people live with chronic illnesses and disabilities. One of the most effective ways to reduce the onset of physical frailty in later years is through early detection of physical weaknesses associated with mobility problems, followed by appropriate exercise and nutritional intervention.

Our customers consist of men, women, at risk population, those functionally dependent on sick care, youth and baby boomer generation (1946-1965).

We will operate seven days a week. The facility will open during the week for early risers at 5am and close 11pm for late arrivals. The weekend schedule will be amended to 8am to 6pm. This is also in accordance with the surrounding facilities.

Our clients are looking for customized planning services that will provide them options and avenues to premature aging, chronic illness/ diseases, preventable and reversible alternatives to sick care. Our clients will receive the key to ageless vitality, preventive and controllable measures to chronic debilitating conditions provided through accountable programming. Our success will prove imminent for persons shying away from sterile environments: such as doctor offices and hospital and become intimidated or lost in your brand name health clubs. The time is now for Hollywood!

Hollywood Athletic Club is not just a health club. The organization is in the business of health care management. The major function is to work with our client to

implement life long wellness strategies. Many employers will become benefactors of such strategies without ever visiting the facility. *A well America is a better working America; which gives us a better thinking America.*

An assessment is done on each client and directed from start up to maintenance. The client is evaluated consistently on a 4-6 week schedule. The degree of programming and the level of health and wellness determines the maintenance schedule. Each client has a fitness test and completes a nutritional questionnaire. When a client has not been in the facility in two weeks a list is generated and staff contacts the member through telephone or email. Our clients concern is not how they will reach their results, their course is mapped out.

B: Objectives and Goals of Hollywood Athletic Club

Hollywood Athletic Club offers the opportunity of significant reductions in preventable death, chronic conditions and disabilities by enhancing the quality of life through controlling, preventing and reversing disease through exercise and promotion of healthy habits. This will greatly reduce the disparities of the health status that stagnates and deteriorates our community and in turn our society. Additionally, we are finding the efforts of momentous new issues emerging on the horizon-----the aging of our society (baby boomers, who constitute over 52% of the US population) the prohibitive cost of the technologies developed for diagnosing and treating disease, and the environmental consequences of industrialization and population growth.

Our focus is to increase the number of years of healthy life and reduce the number of persons who suffer limited activity or no activity due to chronic conditions. Prevention and maintenance are quite inexpensive compared to the billions of dollars spent on health care and death benefit claims.

- 1) *Clinical prevention services such as cholesterol screenings, blood pressure checks, stress test, and diabetic screenings will be administered to all new clients within 30 days of joining and mammograms conducted annually.* Early detection and awareness of conditions will begin the cycle of disease management and reduce the onset of physical frailty in later years that leads to permanent physical disability and premature death. Treatment through managed exercise prescription, coupled with nutritional counseling and healthy living maintenance can heed control before it advances.
- 2) *Identify and predict populations that are "at risk" of becoming functionally dependent on sick care.* We will distribute literature and demonstrate health and nutrition classes in the form of health seminars, free fitness classes and nutritional seminars with cooking classes to generate and create public awareness. The environments that exemplify the "at risk" populations are churches, malls, schools, and corporate structures. ("Risk" groups include women, obese and stressed individuals, obese children, minorities, seniors, post rehab

patients, and special populations whom depend on sick care as their only solution.) We must market in their environments that are second homes to this population.

- 3) *We will partner with Putnam Medical Center, its affiliates and the health care facilities in the county rehabilitation centers to continue ongoing rehab and physical fitness to offset physical frailty that inevitably develops in later years. The patients prone to this condition are heart attack survivors, patients with chronic disabling conditions, low back problems, osteoarthritis, cancer patients and those who need rehabilitation due to replacements. (Such as: shoulder, knee, hip) The focus of the hospitals is not post rehabilitation, maintenance, health and fitness or to provide extended service through the hospital. Therefore, it is essential to eliminate the disparities that occur within this group. Our program "Recovery and Beyond" is a post therapy care plan that transitions patients from therapy to regular exercise programs in our technological designed facility. We will begin assisting and orienting the patients at the close of their treatment with the hospital (within 2 to 3 weeks) to our staff and trainers to develop a relationship for a smooth and successful transition.*
- 4) *We will obtain objective outcome data by which to document and justify our program benefits and its effectiveness. All methods utilized to reach the untapped market that achieved the greatest amount of success, will be disseminated as promotion tools to other wellness organizations to improve and heightening awareness in their communities. Working together for a healthy America.*
- 5) *Increase the proportion of adults who engage in regular, preferably daily, moderate physical activity/fitness for at least 30 minutes per day by enrolling 15 new clients weekly. Our goal of existence is based on retention and newly enrolled clients. Our incentive to continue engaging the untapped market into "fitter" America is to increase enrollment daily. This insures our longevity as well as coincides with our breakeven mark. (which is based on a five day work week/3 clients enrolled daily)*
- 6) *To promote and create cognizance of the Presidential Award to the community, city and state as a whole. The presidential award is available to all citizens of the United States who participate in over 47*

recognized sports/physical activity/fitness programs everywhere! Humans love recognition and awards. As a part of the campaign on making all Americans healthier in the next ten years the Presidential Council on Physical Fitness and Sports has initiated this award. This will encourage the community to work towards a goal individually and create family fitness. We will disperse the information in our bimonthly newsletter as well as direct mailings reaching an estimated 50 persons monthly. (See appendix 3)

- 7) *Create an alliance with one corporate outfit monthly and offer its employees an offsite monitored wellness promotion program.*
Employers occupy a prominent and influential position in the health environment, with unparalleled access to working Americans. They are in a unique position to contribute to the health of their employees and their communities at large. Health promotion is an investment in human capital. Employees are more likely to be on the job and performing sufficiently when they are in optimal physical and psychological health. They are more likely to be attractive to, remain with, and value a company that obviously values them. In short, a company's productivity depends on employee's health.
- 8) *Increase the proportion of adolescents who engage in vigorous physical activity that promotes cardiorespiratory fitness 3 or more days per week for 20 or more minutes per occasion.*
- 9) *Increase the number of seniors who engage in physical activity by 10 active participants monthly.*
- 10) *Offer online training programs that suggest exercises for specific body types, nutritional tips, setup daily diet and activities journal. We will analyze the information and generate detailed graphics on everything from caloric intake to exercise and progress in weight loss.*

End of Objectives

In summary, our aging America and their desire to have a quality a lifestyle with quantity of life is the driving force behind our goals and objectives.

Description of Services Features and Benefits

Specialty Services:

- Personal Training
- Nutritional Counseling
- Rehabilitation Therapy
- Sports Performance Training
- Group Training
- Recovery and Beyond Program (Appendix Two)
- Boot Camp Fitness
- Children Fitness
- Cardiac Rehab
- Group Fitness Classes (aerobics, kickboxing, step, funk, body sculpting, etc)
- Mind and Body Classes (Tai Chi, Pilates, Yoga)
- Massage Therapy
- Presidential Fitness Program

Performance Training for high school athletes, organized outdoor activities, specialized programs for at-risk groups including but not limited to obesity, pro-shop, free weights and selectorized equipment, senior and children programming, nutritional counseling and meal planning (Weight Management Academy), (future services lounge and food services) locker rooms, indoor cycling, group exercise classes at all levels and extensive cardio variety.

*Our newsletter, "Your Personal Health" Gazette will include nutrition and health facts, stories of personal triumph from the clientele and a calendar of up and coming events. This will be provided bi monthly to our members and available for the community. The web site for Hollywood Athletic Club is also available for scheduling, personal training appointments, purchases from pro shop, and articles on fitness, the newsletter, and payments.

*The Exclusive Club: 25lbs or More to Lose.... Members who have 25lbs or more to lose or over 30% on the BMI chart. The classes will only be allowed for those in that category. The group exercise class is an hour in length and covers complete body mechanics. (cardiovascular/aerobic conditioning and body sculpting)

*The "Weight Management Institute" is our classes that are offered to members and non-members alike that teach healthy eating habits. The classes are once a week for 1 hour in length. The program is 8 weeks long and is offered 4x a year. A certified nutritionist and/or the owners teach the classes. The subject matter includes topics on grocery shopping, anti-aging, macro/micro nutrients, supplements and vitamins, chronic illness and disease (part 1&2), and gaining and maintaining physical agility.

Our Customers

Our customers are predominately the baby boomers. This includes business professionals, married and unmarried individuals, women ran households (Women make up 52% of the U.S. population. They are responsible for ¾ of the health care decisions in American households. Women account for two of every three dollars spent on health care, which translates into approximately \$500 billion annually. More than 61% of physicians visits are made by women, 59% of prescription drugs are purchased by women and 75% of nursing homes residents over age 75 are women)... our customer happens to be 57% of America's population who does not want to age.

Statistic: 76% million baby boomers account for 40% of income in the country. This is the fastest growing segment of our economy.

Included in our customer base is the senior population, women, the population that is overweight and obese, children and adolescents, the market of adults that are diagnosed with chronic conditions, illness and diseases, as well as the healthy population that want to remain in that category. (APPENDIX One)

Our Customers' Needs

Our targeted customers are looking for customized planning services that will provide them options and avenues to premature aging, chronic illness and diseases, preventable and reversible alternatives to sick care. My customer wants ageless vitality, preventive and controllable measures to the chronic debilitating conditions provided through fun and intoxicating programming. Results are the name of the game and making it attractive, affordable and entertaining the longevity will be imminent. Our customer needs are our desires and whether we are accommodating the novice to the advanced athlete our customer service will ultimately and assuredly meet their Needs.

Why Our Customers Choose Us

Our well-informed up to date staff, combined with extensive knowledge of the industry, our diversity in programming, and our uncanny customer service that cannot be duplicated day for day in the field of health operations makes us the premier choice. Our reputation precedes us as result guaranteed and service ambassadors.

Management and Personnel

All Employees will receive an Employee Handbook. The contents include all policies, rules, and regulations regarding all facets of the business. Included in the handbook are the qualifications and requirements to obtain and maintain their position(s) with Hollywood Athletic Club.

Our personnel will consist of 4 full-time positions, (2 Owners, 2 full-time Sales positions) part time positions (2 front desk operators) and Independent Contractors (i.e. staff doctor(s), rehabilitation specialist (1), personal trainers (3), and instructors (4)

All positions are spoken for and filled with substitutes in place for the inevitable circumstances arising.

The skills and certifications required for all employees are CPR and AED training.

For the specialist: related degree required and current certifications in addition to 5 or more years in the industry are required. Verification of documents, drug testing and experience will be conducted on all applicants. The management will conduct quarterly training and review of our goals and operational standards to insure the vision is never altered or compromised. Records and files are reviewed monthly on the staff of the clients serviced and their status and results. Accountability is the name of the game and this sets us apart.

The only positions that are salaried are the owners. Full time and part-time positions are are paid hourly. All instructors, staff interns/doctors/, rehabilitation/chiropractor, personal trainers are independent contractor positions. Health and Dental and Life Insurance benefits are for the owners and available 90 days on the full time positions After we have been in operation two years.

Doctors, interns, rehabilitation specialists, chiropractors, nutritionists, income is

derived through their own personal payment received in the club. The members pay the respective doctor personally and the medical professional pays a fee predetermined by the facility for the space they occupy. This becomes a win win for the facility as well as the medical profession. This continues to strengthen the population by promoting preventive care as opposed to sick care. The personal trainers are on a fee schedule of 70/30. The facility receives 30% of the profit from the trainer. The trainer is provided the client, state of the art equipment and a facility in which to train our client.

Organizational Chart

Management Management (salary)

Sales Support (salary&Commission)

Front Desk Operations
Kids Klub Employees
Cleaning Staff (hourly pay)

Independent Contractors

Personal Trainers(70/30 Or 50/50), Group Instructors(\$20+ per class), Staff Doctors, Massage Therapists, Nutritionists, Rehab Specialists (their cost to client and they pay for space and time used inside facility)

Operational Plan

Opening: 5am (all members and guest may enter) (Card Swipe)

Front desk Employee 1:.....hours 5-10am

Personal Training in full Operation

Locker Rooms and Pro Shop Open

6am: Group Exercise Class

Manager One and Two on duty: (Mon-Thurs) alternating Fri/ Sat off days Sun-Both

7am: Manager Two:.....Checks to insure Facility is open(does am check) Walk Thru, filling orders, making reports, inspection, Inventory, quality control

8am: Manager One:.....Finances and Banking Done by 10am daily, Scheduling, daily reports, set up petty cash drawer and receive report from Morning Operator

Kids Klub Employee(s): 9-12

9am: Group Exercise Class

9am: Smoothie Bar Open to Members

Sales Persons One and Two: report to Work (Typical day 8-10 hours; 1 hour lunch)

Kids Klub Employee(s): 4-8:30pm

(Front Desk Employee 2:.....hours 4:30-9:30pm)

Group Exercise Schedule begins for PM: 4:00, 5:00, 6:30, 7:30 and (8:30 on Mon and Wed)

Locker Room checks are every two hours.

Sales (part time): 5-8:30pm

ProShop closed 9pm

Smoothie Bar closes 9pm

Front Desk schedule appointments for Massage, Rehab, Nutritional Needs and Personal Training

All employees pick up weights and clean.

Facility Closes 10pm (9pm on Friday and Saturday 7pm)

Personal Trainers assist with closing

Manager Two: off 8pm

Manager One: closes faculty.

All Monies are in locked safe that operates by a vault key and taken with the opening Manager!

Cleaning Staff for locker rooms 9pm-11pm (locks are set before departure by closer, set alarm)

Manager's typical day (10 hours)

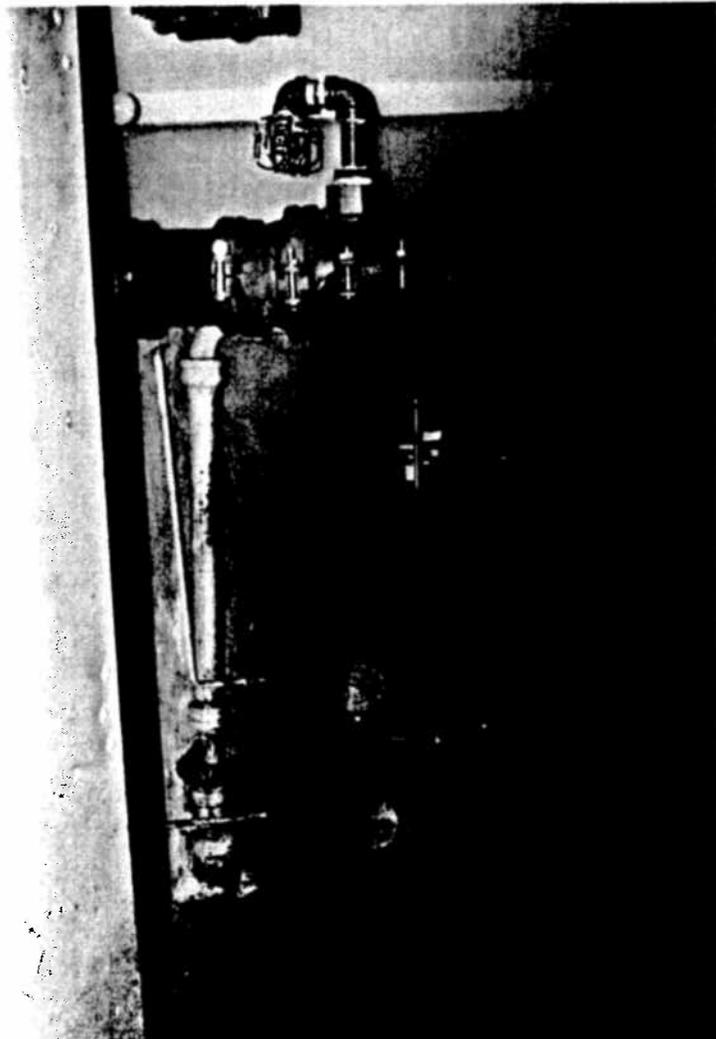
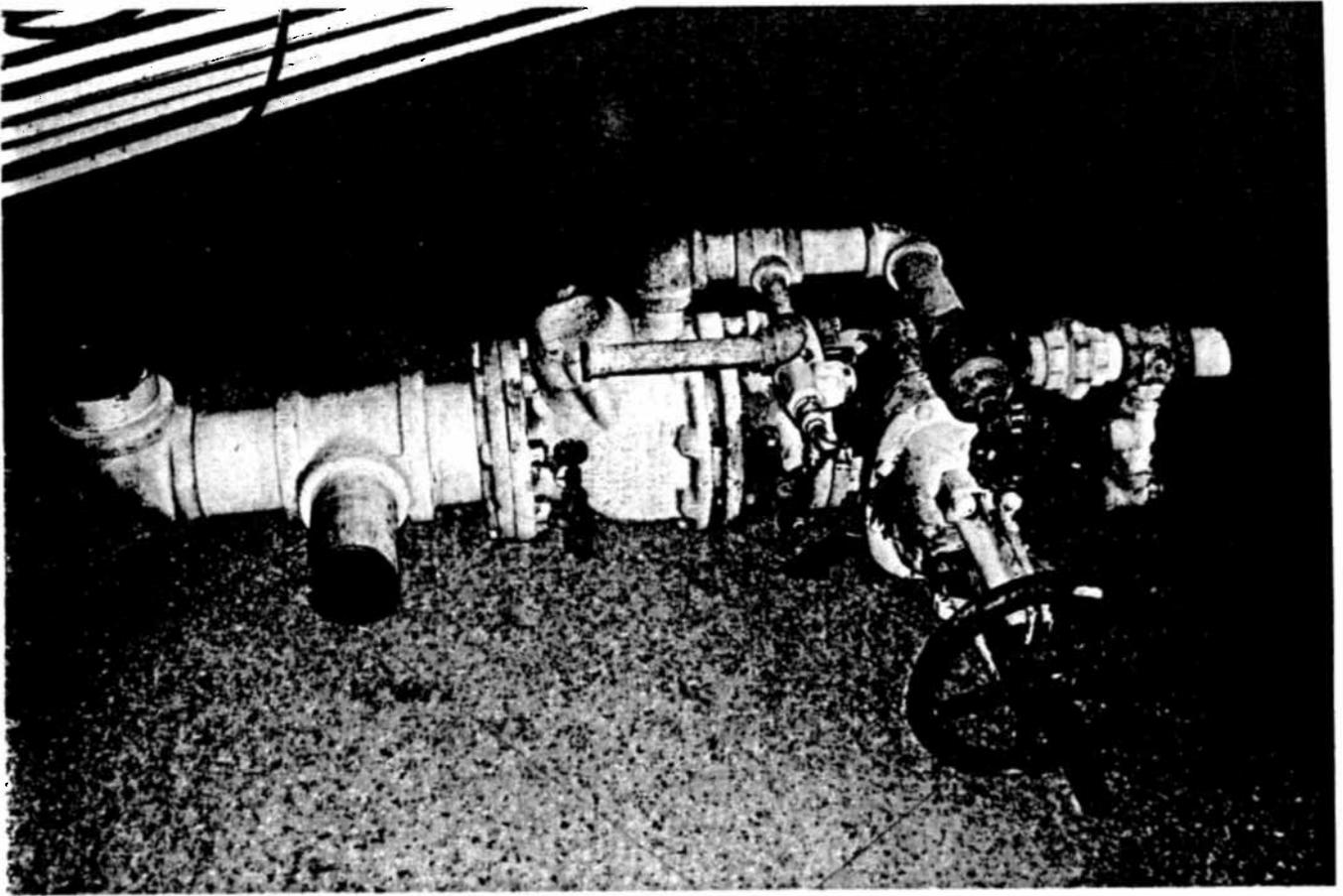
Vision

Hollywood Athletic Club will be thought of as the health and wellness operation that offers highly personalized service. Our goal is not necessarily to be the largest health firm in our market – but instead the health and wellness operation that really cares about the unique, individual needs of each of our clients!

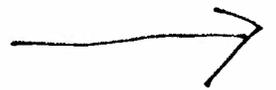
Taking advantage of the small size of our company, our devotion to excellence and the direct attention to service the client's needs and desires will build a reputation for the highest quality, personalized service unparalleled in the marketplace. We will invest in our clients and in turn our clients will have the opportunity to invest in our company as we go public. We will set the standard.

Changes in the laws, health industry, market timing, consumer trends, and strength of the competition each have its impact on the future of your business. To position the company to recognize and take advantage of outside factors, remain focus on the goals and mission set, will accelerate our business acumen.

Ultimately, we can take the risks that propel us to success!



Receipts





CASHIER'S CHECK

100955

NOTICE TO CUSTOMERS - THE PURCHASE OF AN INDEMNITY BOND WILL BE REQUIRED BEFORE THIS CHECK WILL BE REPLACED OR REFUNDED IN THE EVENT IT IS LOST, MISPLACED, OR STOLEN.

06-06-2007

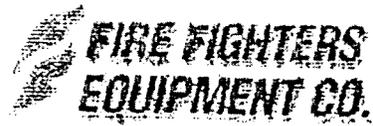
Customer Receipt

For:
REMITTER: Ruth A. Burk
Fire Fighters Co.

\$6,901.50

NOT NEGOTIABLE

*fire dept. 329-0120
329-0120
Mark Leyth 329-0122
cell +*



(904) 388-8542
5638 COMMONWEALTH AVENUE JACKSONVILLE, FLORIDA 32254

QUOTATION FOR FIRE SPRINKLER SERVICE

TO: Ruth Burk
510 Mullholland Park
Palatka, FL 32177

Re: Old McCrory's
211 St John's Avenue
Palatka, FL 32177
Fax: 386-325-1903

FROM: J. R. Hicks
FIRE SPRINKLER DIVISION
DATE: 5-24-07

*Mood? new address
fire 7251 Halberry Rd.*

*Rich took pipe elbow
before job was
done & major leak left
behind 904-562-7000*

Re: Firefighters Equipment Company will provide labor and materials to accomplish the scope of work below:

- Demo the existing obsolete fire riser
- Install (1) new 6" butterfly riser control valve
- Install (1) new riser check valve with associated trim piping
- Provide 2" drain valve for owner's representative to tie the drain piping into
- Install (1) water flow alarm switch
- Provide (1) electric bell for others to install
- Test the existing backflow preventer under ground and provide results to the Palatka Water Dept

Total Dollar Amount	\$6,450.00
Tax @ 7%	\$451.50
Grand Total	\$6,901.50

Not included are the items listed below:

- (A) Replacing ceiling tile
- (B) Any other work other than that listed above.
- (C) Alarm work
- (D) Freeze protection
- (E) Painting or patching
- (F) Permitting or design

work & inspection I've already done & paid for

Work already done & Pd. for in full.



(904) 388-8542

5638 COMMONWEALTH AVENUE JACKSONVILLE, FLORIDA 32254

All work has been performed as described by the scope of work above. Remittance of the total amount due (\$776.80) will satisfy all outstanding obligations by both parties. Fire Fighters Equipment Co. will tag the riser as being inspected with noted discrepancies on the report upon receipt.

Thank you for allowing Fire Fighters Equipment Co. to provide your fire protection needs.

Accepted by: *Ruth A. Burk*

Date: *6-28-07*

J. R. Hicks
FireFighters Equipment Co.
5638 Commonwealth Avenue
Jacksonville, FL 32254
FI Cert# 98514300012002
Office: 904.388.8542 Ext. 211
Fax: 904.384.6763
Cell: 904.591.0741

*requesting immediate
payment & paid in full
all ready completed*

*Note: Bill Does not include \$700.00 Down
Payment to order Pipe alone, that he*

*I Paid this
above Bill.*



P. O. Box 60189

5638 commonwealth avenue Jacksonville, FL 32254

N.F.P.A. 25 INSPECTION REPORT

State Certification # 98514300012002

Information on this report reflects the performance of the inspection, test, and maintenance of the system(s) as per N.F.P.A. 25 minimum requirements. It is designed to provide information only and the company does not assume any responsibility, or liability for the co: design, lay-out ,condition or the hazards protected.

Report To:

Ruth Burk
510 Mulholland Park
Palatka, FL 32177

Contact: Ruth Burk Site phone #: 386-325-1903
Inspector: Rick Hicks Inspector # 75954800012006
Contract I.D.: Route #

Location:

Old McCroys Bldg.
211 St. Johns Avenue
Palatka, FL 23177

Inspection Cycle: Annual
Annual Date: May-07
Date of Inspection: 6/1/2007

Part I: Owners Section

- | | Yes | N/A | NIC | NO |
|---|-------------------------------------|-------------------------------------|--------------------------|--------------------------|
| A Is the building occupied? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| B Occupancy and hazard the same since last inspection? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| C Is occupancy completely protected? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| D All fire protection systems in service? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| E All fire protection systems the same since last inspection? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| F System free of alarms since last inspection? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| G Visible piping in good condition? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| H Visible hangers in good condition? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| I Internal inspections performed as required? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Part II: Inspectors Section:

Section 1. Control Valves

- | | | | | |
|---|-------------------------------------|--------------------------|--------------------------|--------------------------|
| A All valves in normal position? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| B All valves sealed, locked, or supervised? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| C Readily accessible? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Section 2. Alarm Valves

- | | | | | |
|--|-------------------------------------|--------------------------|--------------------------|--------------------------|
| A Free from physical damage? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| B Gauges showing normal pressure? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| C Trim valves in normal condition? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| D Piping and drains not leaking? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Section 3. Fire Department Connections

- | | | | | |
|---|-------------------------------------|--------------------------|--------------------------|--------------------------|
| A Free from physical damage? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| B Couplings and swivels operate normally? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| C Caps and plugs in place? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| D Gaskets in place and in good condition? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| E I. D. plate installed and visible? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| F Check valve not leaking? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

	YES	N/A	NIC	NO
Section 4. Sprinkler System:				
A Hydraulic name plate in place?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B Proper number of spare sprinklers available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C Spare sprinkler wrench available?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D Visible sprinklers free of corrosion and debris?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E Regulating valves in normal position and free from leakage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F All sprinklers less than 50 yrs old?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Section 5. Dry, Pre-action and Deluge valves:				
A Valve enclosures maintaining 40 degrees and above?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B Trim valves in normal position?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C Valve seat and intermediate chamber free from leakage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D Gauges in good condition and showing normal pressure?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 6. Standpipe and Hose Equipment				
A All valves in good condition and free from leakage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B Restricting devices in good condition and free from leakage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C Storage cabinets in good condition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D Hoses in good condition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E Nozzles and gaskets in good condition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 7. Private Fire Service Mains				
A Backflow preventers in good condition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B All hydrants in good condition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C Hose houses in good condition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 8. Fire Pumps				
A All weekly tests performed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B Annual full flow test performed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C Results satisfactory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Section 9. Maintenance				
SYSTEMS				
A Control valves lubricated and operated?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B System free of obstruction?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C Mainline strainers cleaned as required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DRY AND PRE-ACTION SYSTEMS				
A Air leaks of more than 10 psi repaired?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
B Interior of valves cleaned?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
C Low points drained?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
FIRE PUMPS				
A All maintenance items perform as per N.F.P.A. 20?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section 10. Test Results

A WATER FLOW TEST:

City:

Tank:

Fire Pump:

test pipe locations:	size	press. before	flow press.	press. after
Main Drain	2	65	52	65

B DRY and PRE-ACTION TRIP TESTS:

initial air pressure:
tripping air pressure:

initial water pressure:
tripping time:

C FIRE PUMP TESTS:

pump started automatically? recorded starting pressure:
all features of driver and controller operating properly?

COMMENTS

Some Sprinklers exceed age limitation; painted sprinklers replaced June 1, 2007.
Risers re-built on June 1, 2007.



More saving.
More doing.™

417 N HWY 19
PALATKA, FL 32177 (386)3255857

8531 00001 98697 02/04/11 04:03 PM
CASHIER JAMES - JB23SP

CUSTOMER AGREEMENT # 56528
RECALL AMOUNT 1960.00
Total INSTANT VOL SAVINGS -78.40

SUBTOTAL 1,881.60
SALES TAX 131.72
TOTAL \$2,013.32

XXXXXXXXXXXX6117 VISA 2,013.32
AUTH CODE 02456C/0013096 TA

INSTANT VOL SAVINGS \$78.40



8531 01 98697 02/04/2011 1659

THE HOME DEPOT RESERVES THE RIGHT TO
LIMIT / DENY RETURNS. PLEASE SEE THE
RETURN POLICY SIGN IN STORES FOR
DETAILS.

GUARANTEED LOW PRICES
LOOK FOR HUNDREDS OF
LOWER PRICES STOREWIDE

ENTER FOR A CHANCE
TO WIN A \$5,000
HOME DEPOT GIFT
CARD!

Share Your Opinion With Us! Complete
the brief survey about your store visit
and enter for a chance to win at:

www.homedepot.com/opinion

¡PARTICIPE EN UNA
OPORTUNIDAD DE GANAR
UNA TARJETA DE
REGALO DE THD
DE \$5,000!

¡Comparta Su Opinión! Complete la breve
encuesta sobre su visita a la tienda y
tenga la oportunidad de ganar en:

www.homedepot.com/opinion

User ID:
206214 197684

Password:
11104 197683

Entries must be entered by 03/06/2011.
Entrants must be 18 or older to enter.
See complete rules on website. No
purchase necessary.

SPECIAL SERVICES CUSTOMER INVOICE

Store 8531 PALATKA
 417 N HWY 19
 PALATKA, FL 32177

Phone: (386) 325-5857
 Salesperson: JB23SP
 Reviewer:

VALIDATION AREA

8531 00001 98697 02/04/11
 71 JB23SP 04:03 PM

This is only a QUOTE for the merchandise and services printed below. This becomes an Agreement upon payment and an endorsement by a Home Depot register validation.

CUSTOMER AGREEMENT # 56528 1960.00
 RECALL AMOUNT -73.40
 CUSTOMER AGREEMENT DISCOUNT 131.72
 SALES TAX \$2,013.32
 TOTAL 2,013.32
 XXXXXXXXXXXXX6117 VISA
 AUTH CODE 02456C/0013096 TA

BURK RUTH Home Phone (386) 325-1903

Address 510 MULHOLLAND PARK Work Phone

City PALATKA Company Name SILVER DOLLAR

State FL Zip 32177 County PUTNAM

CUSTOMER PICKUP #1 MERCHANDISE AND SERVICE SUMMARY

REF # W02 SKU # 515-664 Customer Pickup / Will Call

REF #	SKU	QTY	UM	DESCRIPTION	TAX PRICE EACH	EXTENSION
R01	339-571	40.00	EA	5GAL SILVERDOLLAR ALUM ROOF COAT /	\$49.00	\$1,960.00
MERCHANDISE TOTAL:						\$1,960.00
END-OF CUSTOMER PICKUP - REF #W02						

TOTAL CHARGES OF ALL MERCHANDISE & SERVICES

ORDER TOTAL	\$1,960.00
SALES TAX	\$137.20
TOTAL	\$2,097.20
BALANCE DUE	\$2,097.20

We reserve the right to limit the quantities of merchandise sold to customers

QUOTE is valid for this date: 02/04/2011

WILL-CALL MERCHANDISE PICK-UP
 Will-Call items will be held in the store for 7 days only.
 Check your current order status online at
www.homedepot.com/orderstatus

FOR WILL CALL
 MERCHANDISE PICK-UP
 PROCEED TO WILL CALL OR
 SERVICE DESK AREA
 (Pro Customers, Proceed To The Pro Desk)

Roof Repair + 400.00 labor.
2,097.20
+ 400.00
2,497.20 Total
Spaid for roof repair.



(9801) 0100072696

Proposal



P.O. BOX 2 CRESCENT CITY, FL 32112
(386) 698-BUGS
(2847)

PROPOSAL SUBMITTED TO <i>Ruth Burke</i>	DATE <i>12/2/11</i>
ADDRESS	PHONE
	DATE OF PLANS
JOB NAME AND LOCATION <i>McCoy's Building</i>	WORK PHONE
<i>54 Johns Ave Palatka</i>	JOB PHONE

We hereby submit specifications and estimates, subject to all terms and conditions as set forth below:

Provide treatment for the control of subterranean termites. Drill and Treat all interior wall @ a cost of \$1000.00 (SE) spot treat front porch area where evidence of subterranean damage. Cost of \$200.00

Treat all interior down stair wall and trim also down stair trim. cost of \$250.00 Drill and treat interior walls, treat areas if infestation not plus area \$50.00 per area.

Note: This Proposal may be withdrawn by us if not accepted within 90 days. Authorized Signature *Kelvin HARRIS*

Accepted: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Signature _____

Date: _____ Signature _____

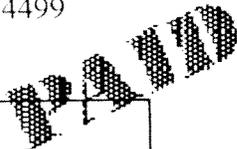
CHAMBER OF COMMERCE MEMBER - FLORIDA PEST CONTROL ASSOCIATION MEMBER
 DRUG FREE WORK FORCE

Invoice

A Color in Time, Inc.

100 South 9th Street
 Palatka, FL 32177
 (386) 325-3361 Fax (386) 328-4499

Date	Invoice #
3/28/2006	2006-936



Bill To
Mrs. Burk St. Johns Avenue (Roy)

Ship To
Roy

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			3/28/2006			

Quantity	Item Code	Description	Price Each	Amount
12	30060	White Lightening 40 Year Pure Acrylic with Silicone Caulk - Super White	1.89	22.68T
3	10-20-44	Rus-Kil Wrought Iron Flat White - Spray	3.95	11.85T
1	10-09-44	RusKil Gray Primer - Spray	3.95	3.95T
1	04421	MH Ready Patch - Gallon	16.45	16.45T
		Sales Tax	7.00%	3.85
			Total	\$58.78

Invoice

A Color in Time, Inc.
 100 South 9th Street
 Palatka, FL 32177
 (386) 325-3361 Fax (386) 328-4499

Date	Invoice #
3/29/2006	2006-955

Bill To

R. Burk
 510 Mulholland Park
 Palatka, FL 32177

Ship To

Roy

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			3/29/2006			

Quantity	Item Code	Description	Price Each	Amount
1	1530-04	USA Xylene Thinner QT	4.25	4.25T
1	1009-04	BLP Ruskil Primer Gray QT	8.95	8.95T
1	04429	MH Ready Patch - 1/2 Pint	2.45	2.45T
1	PMS - 33	Paint Thinner - Gallon	5.00	5.00T
1	171-01	Super Spec FL Latex - White	18.95	18.95T
1	403-A	Signature Series 100% Acrylic Satin - Accent Base	26.95	26.95T
		*** SW2916 Prairie Red		
		Sales Tax	7.00%	4.66
Total				\$71.21

Invoice

A Color in Time, Inc.
 100 South 9th Street
 Palatka, FL 32177
 (386) 325-3361 Fax (386) 328-4499

Date	Invoice #
4/4/2006	2006-1018

PAID

Bill To
R. Burk 510 Mulholland Park Palatka, FL 32177

Ship To
Roy's Painting

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			4/4/2006			

Quantity	Item Code	Description	Price Each	Amount
2	650	Rich Shield Exterior 100% Acrylic Flat House Paint - White Gallon	19.95	39.90T
		Sales Tax	7.00%	2.79

Total			\$42.69
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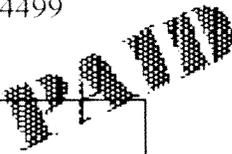
A Color in Time, Inc.

100 South 9th Street
 Palatka, FL 32177
 (386) 325-3361 Fax (386) 328-4499

Invoice

Date	Invoice #
4/5/2006	2006-1031

Bill To
R. Burk 510 Mulholland Park Palatka, FL 32177



Ship To
Roy's Painting

P.O. Number	Terms	Rep	Ship	Via	F.O.B.	Project
			4/5/2006			

Quantity	Item Code	Description	Price Each	Amount
3	171-4B	Super Spec FL Latex HP-Ultra Base	30.95	92.85T
		HC-61 New London Burgandy		
1	402 QT	Signature Series 100% Acrylic Deep Base - QT	10.95	10.95T
		HC-62 Somerville Red		
1	205	Signature Series 100% Acrylic - Scarlet Red	34.95	34.95T
1	105-01 QT	Moorlife Latex House Paint	8.95	8.95T
		Sales Tax	7.00%	10.34

Total \$158.04

Agenda Item

4c

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

City of Palatka
Office of the City Manager

To: CRA Board Members

From: Woody Boynton, City Manager

Date: April 7, 2012

RE: Request to Fund Promotion of Mixed Martial Arts Event on Riverfront – T.J. Smith

Attached you will find a request from T.J. Smith to assist in funding the promotions of a Mixed Martial Arts (MMA) event on the riverfront later this summer. As you can see from the request, it is expected that the total cost to bring the event to Palatka is over \$30,000. Mr. Smith is requesting that the CRA contribute \$13,000 to assist in promoting this event. The remainder of the cost will be borne by Mr. Smith and other local businessmen.

This project has the support of the Main Street Executive Board (minutes attached). I am also in support of this project and the CRA contributing funds to promote this event. As you know, the tax increment fund is set aside to assist in removing slum and blight from the area it serves. It has been validated that promotional events aid in this cause as it brings people to the area in question. These people are exposed to the community and with recurring events such as this, it is hoped that people will take notice of existing stores and the services they offer and visit them more frequently. As important, it also exposed these same people to existing storefront vacancies who might see this additional foot traffic as reason(s) to relocate their business to the downtown area.

We have over the past several years committed money to events similar to this including but not limited to the Blue Crab Festival, Azalea Festival, 4th of July annual fireworks and currently the monthly Cruise-In and Third Friday Street Party. Unlike the other events listed (with the sole exception of the Azalea Festival), I am convinced that the CRA has the very real potential of seeing its investment returned. In talking to the event organizers, they truly expect over 2,000 individuals to attend this event. It is expected, depending on tickets prices that the event could break even at an attendance of 1,000 to 1,500 attendees.

The organizers realize that substantially more information is needed prior to the event taking place. This information includes but is not limited to insurance requirements, riverfront layout, policing, etc. In addition, a Class "A" permit will be required and City Commission approval obtained before the event can be held. However, it is my understanding that without the commitment of CRA funds the organizers of this event are not expected to move forward.

Money for this request is available within the CRA and would be appropriated from the line item entitled "Additional Economic Development Funding Mechanisms". If this project is funded, approximately \$110,000 will remain uncommitted funds for the remainder of the fiscal year in the Central Business District tax increment fund.

Should you have any questions, please call.

04/04/2012

Woody Boynton/ CRA,

We are very excited about the possibility of bringing 2000-3000 people to the riverfront and Main Street. We believe this event will also bring some different people other than regular festival "goers". This may in turn expose them to what we have to offer all year long.

We (John Browning as the backer and myself) would like to put on a mixed martial arts event (MMA). MMA is the fastest growing sport in the U.S. The event will be sanctioned by the state boxing commission and will have insurance. The promoter has done over 35 events since 2005. We have asked him to set up 15 fights with several of them featuring our local athletes. Putnam County has several young MMA athletes that have had success throughout the southeast. We think it would be great to give them a chance to compete in front of friends and family.

We are asking the CRA for \$13,000.00 in seed money. This will help us get started on the event. There is an estimated budget of \$30,000.00. If this is a success we intend to pay back the CRA. Any left over money will be profit. We are working with Main Street on a partnership but have no details yet.

Thank you,
T.J. Smith

A handwritten signature in black ink, appearing to be 'T.J. Smith', with a long horizontal stroke extending to the right.



MINUTES

Main Street Board of Directors

3/21/2012

4:00 pm to 5:00 pm

Prosperity Bank Conference Room, 205 N. 2nd Street

Present: John Browning, Jerry Hafner, Susan Loosberg, Skip Lorenzen, Lavinia Moody, Charles Rudd, Terry Turner

Absent: Robert Taylor

Late: Woody Boynton, Adam Deputy

Others: Jonathan Griffith, T.J. Smith, Coenraad van Rensburg

Departed Early: Woody Boynton, Terry Turner

Call to order: John Browning called meeting to order at 4:00 pm.

John Browning called for approval of minutes of February 15, 2012

Action: Motion by Terry Turner to accept as presented

Seconded by Skip Lorenzen

Motion carried

Financial Report

Charles Rudd substituted for Adam Deputy. Monthly financial report was presented. Some discussion on amount reported for membership/sponsorship. Suggestion was made to have the Organization Committee review length of membership campaign and who is expected to become a member. Jerry Hafner will take to the next committee meeting.

John Browning asked for a full financial report for the events presented by Main Street.

Manager's Report

Charles Rudd is planning to attend the quarterly Main Street Manager meeting in Eustis tomorrow and the National Meeting in April.

Charles made a revised power point presentation on the workings of the Main Street program and what has happened in the six months since he took the position.

Preparations are being made for an annual meeting.

Showed a power point presentation of changes to the board makeup that he is recommending for next year and he will be moving towards implementation July 1. John Browning requests that Woody Boynton be fully in the loop with the proposed changes.

Charles also noted that an executive meeting will soon need to be called to deal with liquor licenses for upcoming 2012 events.



MINUTES

Main Street Board of Directors

3/21/2012

4:00 pm to 5:00 pm

Prosperity Bank Conference Room, 205 N. 2nd Street

Unfinished Business

Charles Rudd presented the branding package which has been prepared by ArnettMuldrow and how Main Street would use it. There was discussion on that. John Browning and Terry Turner would like to discuss this in a separate meeting.

Action: Terry Turner motioned to send the package to the Organization Committee for their recommendation on how to use the branding plan for Main Street.

Seconded by Woody Boynton

Motion carried

Reports

Economic Restructuring Committee

Skip Lorenzen has resigned as chair of the Economic Restructuring Committee. Lavinia Moody has agreed to replace him

Action: Terry motioned to accept Lavinia as the new chairperson

Seconded by Adam Deputy

Motion carried

Design Committee

Robert Taylor has resigned as chair of the Design Committee. Jonathan Griffith has been put forward as his replacement. He is willing to accept the responsibility.

Action: Jerry Hafner motioned to accept Jonathan as the new chairperson.

Seconded by Terry Turner

Motion carried

City Report

None

DPI

Susan Loosberg reported that DPI has had two successful events in the last month. St. Patrick's Day parade was 4 blocks long and the Azalea Festival was well attended. A financial report the Festival will be ready next month and the Azalea Queens will come for a meet and greet.

New Business

T.J. Smith was invited to present a special event idea to the board. It would be an MMA sanctioned event on the riverfront aligned with the Third Friday Street Party in July. He is hoping to partner with Main Street and use their liquor license. Also, T.J. is hoping for some financial support for the expected \$30,000.00 cost and would expect to share profits with Main Street. There was discussion on the viability and usefulness of the event.



MINUTES

Main Street Board of Directors

3/21/2012

4:00 pm to 5:00 pm

Prosperity Bank Conference Room, 205 N. 2nd Street

Action: Terry Turner moved that Main Street support the event and that Woody Boynton talk with CRA about possible financial help.

Seconded by Adam Deputy

Motion Carried

Jerry Hafner presented the Volunteer Manual recommended by the Organization Committee.

Action: Susan Loosberg motioned to approve the manual.

Seconded by Adam Deputy

Motion carried

Coenradd van Rensburg discussed the points that have changed in the Façade Grant as recommended by the Design Committee. Award amount increased to up to \$20,000.00. It will include residential properties up to 25% of the available grant fund and a scoring system. This will eliminate first come first serve awards. Those who contribute more to the project will score higher than those who don't, will include non profits. Skip Lorenzen questioned the payment clause in the application and thought it should be a draw system. John Browning wants to leave the Façade Grant as is and take this recommendation into a third funding vehicle. There was much discussion.

Action: Jerry Hafner motioned to move forward with the grant with the change to a draw payment system.

Seconded by Skip Lorenzen

More discussion and time ran out.

Motion withdrawn

Action: Adam Deputy motioned to table the discussion till the next meeting.

Seconded by Skip Lorenzen

Motion carried

Meeting adjourned 5:50 pm

Respectfully submitted

Susan Loosberg

Secretary

*Agenda
Item*

5



SOUTH HISTORIC NEIGHBORHOOD ASSOCIATION
1000 1/2 NORTH 2ND STREET
PALATKA, FL 32177

April 5, 2012

Woody Boynton
City Manager/CRA Director
201 North 2nd Street
Palatka, FL 32177

The South Historic Neighborhood Association is requesting an allocation of TIF monies for renovations at Hammock Hall. Approval for up to \$5000.00 was sanctioned by the association on March 19, 2012. Minutes are attached.

Sincerely,

Michael Gagnon
SHNA President

SOUTHSIDE HISTORICAL NEIGHBORHOOD ASSOCIATION
Monday, March 19, 2012

Call to Order:

The meeting was called to order at 7:00 pm by President, Michael Gagnon

The minutes for February 2012 were accepted as read.

Lucille Estes, treasurer, presented the February 2012 Treasurer's report which was accepted as read. The current checking account balance is \$8768.98.

Meeting Discussions

1. Motion carried and approved for a \$260.00 allocation to cover fees for Conditional Use permit and Certificate of Appropriateness required for mural to be located on the East side exterior wall of Hammock Hall



2. Hammock Hall projects and repairs: Replace commercial sink with a smaller kitchen sink and possibly install a dishwasher. A quote will be obtained for this project and will be share with all in the future. Other areas in need of repair are doors concealing utilities, stereo system and front door glass replacement. Motion was made and seconded with unanimous approval to request a maximum of \$5000.00 in TIFF monies for this purpose.
3. Metal neighborhood directional signage is ready to install on River Street and short Crill Avenue. \$200.00 in SHNA funds was approved to cover the cost of signage installation.
4. There are zero applications pending for the TIFF/HIP at this time.

Upcoming Events

- A workshop regarding a modification and/or additional amendment to the TIFF/HIP will be on the May agenda.

The meeting adjourned at 8:05PM

once studied our flora and fauna, we too interpret their history and importance at Ravine Gardens and the Waterworks Environmental Education Center. We are also building a network of both green and blueways, so we can continue to sustainably interact with nature, and become the ecological hub of Northeast Florida.

We are Palatka, and our nature is in our history, our environment and our creativity. Most importantly, it is our people, whose nature it is to be a friendly community, in a town that invites newcomers to open a business, restore a home, and join our family. We are black and white, young and old, natives and newcomers. We can live anywhere, but choose Palatka.

Palatka, Florida. It's our nature.

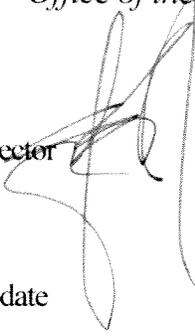
*Agenda
Item*

6

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

City of Palatka
Office of the City Manager

To: CRA Board Members
From: Woody Boynton, CRA Director
Date: April 7, 2012
RE: Tax Increment Funding Update



Attached for your review are spreadsheets of each tax increment fund indicating revenue and expenditures to date for the current fiscal year. All expenditures have been previously approved and are in accordance with the annual plan approved in December 2011.

I have attached for your review, a summary sheet of all Business Improvement Grants and Façade Grants awarded to date and the status of each. All awards are within the budget set asides for each program. The Façade Grant program is ongoing and money remains for future projects. The Business Improvement Grant is currently working through its current funding commitments prior to setting aside additional moneys for this program.

Lastly, I have included a summary of Cruise-In and Third Friday Street Party expenditures to date. A copy of the initial budget proposed in December 2011 is also attached for comparison.

Should you have any questions, please call.

North Historic District**Beginning Balance** \$ 32,010.91**REVENUE**

North Historic-County Share	\$25,338.02	\$57,348.93
North Historic-City Share	\$25,555.17	\$82,904.10

EXPENDITURES**Actual amount spent**

414 Bronson St-AllNu painting, Gooding	\$9,226.00	\$73,678.10
419 Bronson St-Northeast FI Roofing	\$9,850.00	\$63,828.10
412 Madison St-Northeast FI Roofing	\$8,828.00	\$55,000.10
508 N. 2nd St-Neil Strickland Roofing	\$10,250.00	\$44,750.10
		\$44,750.10
		\$44,750.10
Reid Garden Signs	\$884.00	\$43,866.10
		\$43,866.10

Bank Balance**\$43,866.10****Allocated but unspent**

Reid Garden Designs	\$2,836.00	\$41,030.10
Christmas Tour	\$500.00	\$40,530.10
Tour of Homes	\$299.50	\$40,230.60
Street Sign Clean-Reid Garden Designs	\$530.00	\$39,700.60

Balance**\$39,700.60**

South Historic District		
Beginning Balance	\$	92,056.09
REVENUE		
South Historic-County Share	\$ 52,727.29	\$144,783.38
South Historic-City Share	\$ 53,179.16	\$197,962.54
EXPENDITURES		
Actual Amount Spent		
415 Kirby St-Northeast Florida Roofing	\$10,275.00	\$187,687.54
Designs	\$810.00	\$186,877.54
		\$186,877.54
		\$186,877.54
		\$186,877.54
		\$186,877.54
		\$186,877.54
		\$186,877.54
Bank Balance		\$186,877.54
Allocated but unspent		
(Signed Purchase Orders)		
HIP (Allocated but unassigned to any project)	\$40,392.79	\$146,484.75
Live Where You Work	\$20,000.00	\$126,484.75
Tour of Homes	\$299.50	\$126,185.25
Signage	\$4,190.00	\$121,995.25
		\$121,995.25
Balance		\$121,995.25

Building Improvement Grant 2010 First Cycle

Project	Match	Grant	Total Project Cost	Status
216 St. Johns Avenue - Robert and Jana Goodwin	\$59,531.00	\$125,875.00	\$185,406.00	COMPLETED
CRG Architects	\$9,815.00	\$9,815.00	\$19,630.00	COMPLETED
City Café Sign and Roof Repair	\$7,807.00	\$8,350.00	\$16,157.00	COMPLETED
Angela Murtagh	\$1,950.00	\$17,550.00	\$19,500.00	COMPLETED
Thomsa Kavanaugh	\$2,871.60	\$25,844.40	\$28,716.00	COMPLETED
Sue Roskosh	\$1,310.00	\$11,790.00	\$13,100.00	COMPLETED
Nathan & Sara Jo Clifton	\$0.00	\$0.00	\$0.00	No Award
Jennifer Sellars	\$0.00	\$0.00	\$0.00	No Award
John Lyon	\$0.00	\$0.00	\$0.00	No Award
TOTAL	\$83,284.60	\$199,224.40	\$282,509.00	

Building Improvement Grant 2010 Second Cycle

Project	Match	Grant	Total Project Cost	Status
John and Pamela Bass	\$25,000.00	\$25,000.00	\$50,000.00	COMPLETED
Badcock	\$38,240.67	\$59,812.33	\$98,053.00	COMPLETED
Lavinia Moody	\$3,481.20	\$31,330.80	\$34,812.00	COMPLETED
Ralph's House of Flowers	\$1,612.00	\$14,508.00	\$16,120.00	COMPLETED
600 Block of St. Johns Avenue	\$0.00	\$29,755.59	\$29,755.59	COMPLETED
Jeffrey Emerson	\$0.00	\$0.00	\$0.00	APPLICATION WITHDRAWN
Jean Deputy	\$1,390.68	\$12,516.08	\$13,906.76	COMPLETED
Jacquelin Massey	\$2,740.75	\$24,666.75	\$27,407.50	COMPLETED
Palatka Elks Lodge	\$1,168.00	\$10,512.00	\$11,680.00	COMPLETED
Alex Sharp	\$1,280.00	\$11,520.00	\$12,800.00	COMPLETED
Elsie Bell's Antiques	\$1,745.00	\$15,705.00	\$17,450.00	COMPLETED
Hurrell, Harrell, and Harvey	\$0.00	\$0.00	\$0.00	No Award
Susan Loosberg	\$0.00	\$0.00	\$0.00	No Award
Sharp Enterprises	\$0.00	\$0.00	\$0.00	No Award
Bill Seitz and Bill Dillard	\$0.00	\$0.00	\$0.00	No Award
John Lyon	\$0.00	\$0.00	\$0.00	No Award
Riverside Realty	\$0.00	\$0.00	\$0.00	No Award
Thomas Kavanaugh	\$0.00	\$0.00	\$0.00	No Award
Ruth Burk - 301 St. Johns Avenue	\$0.00	\$0.00	\$0.00	No Award
Ruth Burk - 211 St. Johns Avenue	\$0.00	\$0.00	\$0.00	No Award
TOTAL	\$76,658.30	\$235,326.55	\$311,984.85	

Facade Grant 2010

Project	Match	Grant	Total Project Cost	Status
919 St. Johns Avenue - Alex Sharp and Martin Monohan (Pizza Boys & Monohan)	\$1,250.00	\$8,750.00	\$10,000.00	COMPLETED
726 St. Johns Avenue - Angela Murtagh (Angela's)	\$97.00	\$5,290.00	\$5,387.00	COMPLETED
715 St. Johns Avenue - Chris Efstathion (Kiddie Kampus)	\$0.00	\$3,770.00	\$3,770.00	COMPLETED
514 St. Johns Avenue - Chip Laibl (Laibl Tire)	\$743.50	\$7,230.50	\$7,974.00	COMPLETED
714 St. Johns Avenue - Billy Ennis(Downtown Blues Bar)	\$0.00	\$0.00	\$0.00	APPLICATION WITHDRAWN
209 Reid Street - Diane Browning (Angel's Café)	\$4,870.00	\$10,000.00	\$14,870.00	CONTRACT SIGNED

Project	Match	Grant	Total Project Cost	Status
300 St. Johns Avenue - Ruth Burk (Hotel James)	\$1,250.00	\$10,000.00	\$11,250.00	COMPLETED
	\$8,210.50	\$45,040.50	\$53,251.00	
Façade Grant 2011				
627 St. Johns Avenue - David Church	\$0.00	\$0.00	\$0.00	APPLICATION WITHDRAWN
717 St. Johns Avenue - River City Antiques	\$0.00	\$0.00	\$0.00	APPLICATION WITHDRAWN
706 St. Johns Avenue - River City Gun Range	\$2,281.25	\$7,643.75	\$9,925.00	AWARDED
314 St. Johns Avenue - John F. Sproull	\$0.00	\$1,699.51	\$1,699.51	COMPLETED
615 St. Johns Avenue - Susie Massey	\$823.75	\$7,471.25	\$8,295.00	COMPLETED
520 Oak Street - Lavinia Moody	\$13,664.21	\$6,900.79	\$20,565.00	COMPLETED
306 Oak Street - The Pink Door	\$993.75	\$7,981.25	\$8,975.00	COMPLETED
201 North First Street - Beef 'O' Brady's	\$1,250.00	\$10,000.00	\$11,250.00	COMPLETED
701 Reid Street - Speedy Cash	\$1,524.40	\$10,000.00	\$21,524.40	COMPLETED
701-705 St. Johns Avenue - Thomas Kavanaugh	\$1,063.44	\$8,190.31	\$9,253.75	COMPLETED
107 South 9th Street - E. W. Lawson Funeral Home	\$4,275.00	\$10,000.00	\$14,275.00	AWARDED
617 St. Johns Avenue - David Church	\$6,000.00	\$10,000.00	\$16,000.00	COMPLETED
720 St. Johns Avenue - Alex Sharp	\$0.00	\$0.00	\$0.00	APPLICATION WITHDRAWN
608 Main Street - Servpro	\$360.50	\$6,442.00	\$6,802.50	WORK STARTED
TOTAL	\$42,236.30	\$86,328.86	\$128,565.16	
			Original 2011 Allocation	
			8/25/2011 Allocation	
			Total Budget	
			\$33,671.14	Remaining 2011 Façade Grant Dollars

Project	Match	Grant	Total Project Cost	Status
E. W. Lawson Funeral Home	\$26,000.00	\$30,000.00	\$56,000.00	AWARDED
Quality Inn / Beef 'O' Brady's	\$8,033.54	\$24,100.63	\$32,134.17	COMPLETED
Ralph's House of Flowers	\$8,875.00	\$26,625.00	\$35,500.00	WORK STARTED
Alex Sharp & Jeannie Ely / Coffee Shop	\$15,286.00	\$30,000.00	\$45,286.00	AWARDED
St. Johns Super Center	\$0.00	\$0.00	\$0.00	No Award
David Church 627 St. Johns Avenue	\$0.00	\$0.00	\$0.00	No Award
Downtown Blues Bar	\$0.00	\$0.00	\$0.00	No Award
Kiddie Kampus	\$0.00	\$0.00	\$0.00	No Award
TOTAL	\$58,194.54	\$110,725.63	\$168,920.17	

Building Improvement Grant 2011 First Cycle

Woody Boynton

From: Palatka Main Street <palatkamainstreet@gmail.com>
Sent: Friday, March 30, 2012 2:47 PM
To: Woody Boynton
Subject: CRA Promotion expenses report
Attachments: CRA expenses for Promotions.xlsx

Woody,
Here is a summary of the attached CRA Promotions Expenses report:

Street Party:

Budgeted Initial start up costs:	\$4,166.50	Actual expenses to-date:	\$2,785.37
Budgeted Monthly costs to-date:	\$6,810.00	Actual expenses to-date:	\$5,678.08
Total Budgeted	\$10,976.50	Total Actual to-date:	\$8,463.45

Cruise-in:			
Budgeted Initial start up costs:	\$760.50	Actual expenses to-date:	\$1,165.42
Budgeted Monthly costs to date:	\$3,150.00	Actual expenses to-date:	\$2,342.45
Total Budgeted:	\$3,910.50	Total Actual to-date:	\$3,507.87

The report does not include the Billboard. Not all of the P.O.s have been paid and not all the bills received.

--

Charles Rudd, CMSM
Main Street Manager
Palatka Main Street

PROJECT / ACTIVITY: "Third Friday Downtown Street Party"						
Expenditure	Budgeted Expense	Actual Expense				
Start Up Costs						
Sidewalk signs for A-Fram	\$608.00	\$414.00				
"No Parking" signs	\$152.50	\$575.70				
Collapsible tables	\$650.00	\$662.06				
Folding chairs	\$400.00	\$255.31				
Event permit fees	\$550.00	\$0.00				
2 Tents beer/ID booth	\$400.00	\$376.20				
Folding tables for booths	\$160.00	\$142.44				
Beer booth signs	\$100.0	\$92.0				
Information booth signs	\$100.00	\$28.76				
Coolers for ice	\$80.00	future				
Commemorative event cups	\$400.00	future				
Wrist bands for alcohol	\$30.00	\$66.90				
Event banners	\$200.00	future				
"No Alcohol Beyond This	\$336.00	\$172.00				
	\$4,166.50	\$2,785.37				
Monthly Costs	February	Actual	March	Actual		
Thematic items, props, etc.	\$500.00	\$631.22	\$500.00	\$214.86		
Bands	\$1,000.00	\$1,000.00	\$1,000.00	\$850.00		
Stages	\$900.00	\$1,005.00	\$900.00	\$1,005.00		
Ad for PDN	\$300.00	\$286.00	\$300.00	\$286.00		
Print posters (100)	\$135.00	\$80.00	\$135.00	\$80.00		
Port-o-lets	\$110.00	\$120.00	\$110.00	\$120.00		
Police	\$460.00	\$0.00	\$460.00	\$0.00		
	\$3,405.00	\$3,122.22	\$3,405.00	\$2,555.86	\$0.00	

Lowes	Table materials & plastic tables	\$780.76	P.O.#	38152
Lowes	Wood presevative	\$23.74	P.O.#	57156
Lowes	2 Tents	\$376.20	P.O.#	38295
Lowes	Supplies for Float-12 studs, screws	\$39.15	P.O.#	57602
Ace Hardware	velcro stips for tables and signs	\$35.98	P.O.#	57603
GovDeals.com	Chairs	\$255.31	P.O.#	38271
Oriental Trading	Mardi Gras masks	\$59.99	P.O.#	38188
Wristco	Wrist bands for Beer booth	\$66.90	P.O.#	38186
MardiGrasSpot	Mardi Gras Beads, float décor	\$410.96	P.O.#	38187
Designs	"No Parking" signs	\$575.70	P.O.#	38409
Designs	"No Alcohol" signs	\$172.00	P.O.#	38409
Designs	Sidewalk signs	\$414.00	P.O.#	38409
Designs	Price signs	\$46.00	P.O.#	38409
Designs	ID signs	\$46.00	P.O.#	38409
Designs	Restroom signs	\$28.76	P.O.#	38409
James D. Clarke	Band for February	\$400.00	P.O.#	38270
Andrew J. Burr	Band for February	\$600.00	P.O.#	38257
About Faces Entertainment	Stilt Walker for February	\$300.00	P.O.#	38172
City of Jacksonville	February stages	\$1,005.00	P.O.#	38258
PDN	February Ad	\$286.00	P.O.#	
Graphics II	February Poster	\$80.00	P.O.# ?	
A Dire Need	February Port-o-lets	\$120.00	P.O.#	
John Lions	March Band	\$350.00	P.O.#	38478
Quick Draw	March Band	\$500.00	P.O.#	38506

City of Jacksonville	March stages	\$1,005.00	P.O.#	38463
PDN	March Ad	\$286.00	P.O.#	
Graphics II	March Poster	\$80.00	P.O.#	
A Dire Need	March Port-o-lets	\$120.00	P.O.#	
		\$8,463.45		

PROJECT / ACTIVITY: Produce "Downtown Cruise-in"

Expenditure	Budgeted Expense	Actual Expense				
Set up Costs						
Sidewalk signs	\$608.00	\$280.00				
Barracade signs	\$0.00	\$644.00				
"No Parking" signs	\$152.50	\$241.42				
Total	\$760.50	\$1,165.42				
Monthly Costs	Jan.	Actual	Feb.	Actual	March	Actual
Band	\$500.00	\$300.00	\$500.00	\$400.00	\$500.00	\$400.00
ASCAP/BMI	\$50.00	\$0.00	\$50.00	\$0.00	\$50.00	\$0.00
Printing of posters, cards	\$200.00	\$112.50	\$200.00	\$191.95	\$200.00	\$80.00
Ad in PDN	\$300.00	\$286.00	\$300.00	\$286.00	\$300.00	\$286.00
Total	\$1,050.00	\$698.50	\$1,050.00	\$877.95	\$1,050.00	\$766.00

Invoices:

Designs	Sidewalk signs	\$280.00	P.O. #	38151
Designs	"No Parking" signs	\$112.00	P.O. #	38151
Designs	"No Parking" signs	\$129.42	P.O. #	38409
Designs	Cruiser Directional sign	\$402.50	P.O. #	38409
Designs	Barricade signs	\$241.50	P.O.#	38409
Graphics II	Cruise-in Cards	\$111.95	P.O.#	38382
Ron Antonovich	January Band	\$300.00	P.O. #	38215
PDN	January Ad	\$286.00	P.O.#	38361
Graphics II	January posters	\$112.50	P.O. #	38175
William Ennis	February Band	\$400.00	P.O. #	38293
PDN	February Ad	\$286.00	P.O.#	
Graphics II	February Posters	\$80.00	P.O.#	
Eric Olson	March Band	\$400.00	P.O.#	38480
PDN	March Ad	\$286.00	P.O. #	
Graphics II	March Posters	\$80.00	P.O. #	
		\$3,507.87		

Marketing				
Graphics II	Jan-March event poster	\$80.00	P.O.#	38175
Graphics II	Jan-March table tent	\$145.00	P.O.#	
Graphics II	April-June event poster	\$80.00	P.O.#	
Graphics II	April-June table tent	\$217.50	P.O.#	