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MAYOR - COMMISSIONER

MARY LAWSON BROWN
VICE MAYOR - COMMISSIONER

LEGRA KITCHENS
COMMISSIONER

VERNON MYERS
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
PALATKA COMMUNITY REDEVELOPMENT AGENCY
August 26, 2010; 5:00 p.m.
Called Meeting

1. **CALL TO ORDER :**
- a. Invocation
 - b. Pledge of Allegiance
 - c. Roll Call

2. **APPROVAL OF MINUTES – 6/10/10**

3. **PROGRAM REQUESTS:**

***a. Approve the following CBD TIF Fund Recommendations:**

- 1. Authorize use of CBD-TIF funds in the amount of \$39,489.05 to fund additional appropriation for FY 2010 BIG Program
- 2. Concur on Award of Building Improvement Grants (BIG Program) per BIG Committee Recommendation
- 3. Concur on award of Façade Grants per Main Street Design Committee Recommendation

* 4. **PROGRAM UPDATES**

- a. North Historic District – Elizabeth Van Rensburg, President, PHNNA

5. **REMARKS/COMMENTS**

6. **ADJOURN**

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THIS 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.

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: August 20, 2010

RE: Recommendations from Main Street

Attached are the minutes from the Main Street Advisory Board recommending concurrence with their recommendation to award three additional façade grants and ten building improvement grants.

If all three façade grants are awarded, the total number of façade grants awarded this year will be seven. The total grant award will not exceed \$70,000. This is within the \$100,000 allowance set aside this fiscal year for the façade grant program. This program has stopped taking applications for the year and if the funded for next year will resume taking applications on or about January 1, 2011.

The ten building improvement grants recommended by Main Street totals \$239,489.05. This exceeds the \$200,000 that was allotted for this period. However, as stated above, \$30,000 will not be expended in the façade grant program. It is the recommendation of the Main Street program that an additional \$39,489.05 be allocated to fund all ten grants awarded. I concur with this recommendation and have conferred with Matt Reynolds that this money is available.

With the award of the above ten building improvement grants, a total of 16 grants will have been awarded for a total investment by the CRA of \$438,713.45. As with the façade grant program a third building improvement grant cycle is not being considered; however it is apparent from the success of this program that this program will be recommended for funding in 2011. I would add that the CRA will still have the ability to fund capital improvement projects should they be presented outside the BIG program should that investment deem to have a positive affect on the downtown community. I only add this so that everyone understands that this should be a fluid program and if a project of significant nature presents itself the CRA should have the ability to consider this under separate cover should a defined cycle not be offered. Should you have any questions please call.



MINUTES

MAIN STREET BOARD OF DIRECTORS

8/19/2010

4:00 PM to 5:00 PM

City of Palatka Mayor's Office, 205 N. 2nd St.

Present: Chairman J. Browning, W. Boynton, A. Murtagh, T. Turner, B. Taylor, S. Carr, R. Correa, M. Gagnon, W. McClain, J. Hafner, L. Moody

Absent: L. Myers

Call to Order: Chairman Browning called the meeting to order at 4:08 p.m.

Action: Motion T. Turner, second B. Taylor to approve the minutes from June 17, 2010.

Motion Carried

Reports and Matters Requiring Action

Request to Earmark \$30,000 for two façade grants: B. Taylor presented three applications, however two grants were submitted with incomplete applications and one grant was recommended by the Main Street Design Committee for approval. Mr. Billy Ennis and Mrs. Ruth Burk need to submit additional information to the design committee for final approval. The Design Committee will meet on September 7th to review the additional information requested from Mr. Ennis and Mrs. Burk. Mrs. Murtagh's grant has been approved and will be presented for public comment at the next City Commission meeting. B. Taylor requested that \$30,000 be earmarked for the three grants.

Action: Motion T. Turner, second J. Hafner to earmark \$30,000 for three façade grants projects, with the understanding that they complete their applications and resubmit to the Main Street Design Committee. **Motion Carried**

Second Cycle Building Improvement Grants: S. Carr presented the recommendation of the Evaluation Committee. The committee recommended ten (10) projects for funding totaling \$239,485.05. It was recommended that an additional \$39,485.05 be reallocated to this program from within the CRA funding. It was noted by B. Taylor that a minimum of \$30,000 will not be expended from the Façade Grant Program that could be used for this program. T. Turner suggested that Lavinia Moody provide a 10% match since the rest of the applicants were either doing so or being required to do so. W. Boynton explained that the only application not showing a match percentage was that of a joint application for a sewage trunk line, where all the related applicants were providing a 10% match.

Action: Motion T. Turner, second W. McClain to award all ten (10) grant projects and change the award amount for Lavinia Moody to \$ 31,330.80 and her match percentage to \$3,481.20(10%) **Motion Carried**

Building Improvement Grant 2010 Second Cycle Award Recommendations

Overall Rank	Average Score	Applicant	Total Project Cost	Applicant's Pledged Match %	Funding Request	Recommended Match %	Award Amount
1	90	John and Pamela Bass	\$50,000.00	50%	\$25,000.00	50%	\$25,000.00
2	85	Badcock	\$98,053.00	0%	\$98,053.00	39%	\$59,812.33
3	79.67	Lavinia Moody	\$34,812.00	0%	\$34,812.00	10%	\$31,330.80
4	78.67	Ralph's House of Flowers	\$16,120.00	10%	\$14,508.00	10%	\$14,508.00
5	78	600 Block of St. Johns Avenue	\$29,755.59	0%	\$29,755.59	0%	\$29,755.59
6	76	Jeffrey Emerson	\$4,625.00	10%	\$4,163.00	10%	\$4,162.50
6	76	Jean Deputy	\$13,906.76	10%	\$12,516.16	10%	\$12,516.08
7	74.33	Jacqueline Massey	\$27,407.50	10%	\$24,666.75	10%	\$24,666.75
8	75.33	Palatka Elks Lodge	\$11,680.00	0%	\$11,680.00	10%	\$10,512.00
9	72	Alex Sharp	\$12,800.00	0%	\$12,800.00	10%	\$11,520.00
10	71.67	Elsie Bell's Antiques	\$17,450.00	0%	\$17,450.00	10%	\$15,705.00
11	71.33	Harrell, Harrell, and Harvey	\$147,232.88	0%	\$147,232.88	n/a	\$0.00
12	70	Susan Loosberg	\$26,000.00	0%	\$26,000.00	n/a	\$0.00
13	70	Sharp Enterprises	\$11,500.00	0%	\$11,500.00	n/a	\$0.00
14	69.67	Bill Seitz and Bill Dillard	\$116,210.66	0%	\$116,210.66	n/a	\$0.00
15	68.33	John Lyon	\$46,800.00	0%	\$46,800.00	n/a	\$0.00
16	66.33	Riverside Realty	\$13,585.00	0%	\$13,585.00	n/a	\$0.00
17	64.33	Thomas Kavanaugh	\$12,474.80	0%	\$12,474.80	n/a	\$0.00
18	60.67	Ruth Burk - 301 St. Johns Avenue	\$48,022.44	0%	\$48,022.04	n/a	\$0.00
19	58.33	Ruth Burk - 211 St. Johns Avenue	\$143,881.13	0%	\$143,881.13	n/a	\$0.00

Applications 1-10 have been recommended for funding by Palatka Main Street, final award is contingent on Community Redevelopment Agency approval.

\$239,489.05 TOTAL \$ Recommended Amount of CRA Award for the 2010 Building Improvement Program Second Cycle

\$77,120.80 TOTAL \$ Amount of Private Funds to be Invested in the Central Business District for the 2010 Building Improvement Program Second Cycle

\$316,609.85 TOTAL \$ Amount to be Invested in Central Business District for the 2010 Building Improvement Program Second Cycle

\$438,713.45 TOTAL Projected \$ Amount of CRA Award to Date for 2010 Building Improvement Program

\$160,405.40 TOTAL Projected \$ Amount of Private Funds to be Invested in the Central Business District for the 2010 Building Improvement Program

\$599,118.85 TOTAL Projected \$ Amount of Investment in Central Business District to Date for the 2010 Building Improvement Program