

**VERNON MYERS**  
MAYOR - COMMISSIONER

**MARY LAWSON BROWN**  
VICE MAYOR - COMMISSIONER

**ILLEGRA 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 January 27, 2011

### CALL TO ORDER:

- a. Invocation – Sister Sheila McCoy, Executive Director, Christian Service Center
- a. Pledge of Allegiance
- b. Roll Call

### APPROVAL OF MINUTES – 01/03/11 Inaugural meeting; 01/13/11 Regular meeting

### 1. PUBLIC RECOGNITION/PRESENTATIONS:

- a. **EMPLOYEE RECOGNITION** – Service Above and Beyond the Call of Duty – Susan Leverette
- b. **PROMOTIONS AND NEW HIRES** – Palatka Fire Department
- c. **PROCLAMATION** – Clean Sweep Month – Greater Palatka Clean-up – February, 2011
- d. **PROCLAMATION** – March of Dimes Fundraising Days – January 12 – April 9, 2011
- e. **PRESENTATION OF AWARDS** – Jan Dunn Keller "Heels for Healing" Children's Calendar Contest
- f. **STUDENT OF THE MONTH** – January, 2011 – Mayor Myers & Commissioner Leary

Omari Smith	Beasley Middle School
Westen Weeks	Browning Pearce Elementary School
Isa Shivers	Children's Reading Center Charter School
Jakyria Collins	E.H. Miller School
Hayley Burkes	James A. Long Elementary School
Stevie Pamplona	Jenkins Middle School
Jacob Burnett	Kelley Smith Elementary School
Gabriel Manzo	Mellon Elementary School
Joanna Rodrigues	Moseley Elementary School
Shanteria Brown	Palatka High School
Brittany Jackson	Peniel Baptist Academy

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

### 3. CONSENT AGENDA:

- \*a. **Appoint Mandy M. Stephenson to the Palatka Code Enforcement Board** as Alternate for the remainder of a three-year term to expire September 30, 2012 (sole applicant)
- \*b. **Reappoint James Vickers to the Palatka Gas Authority Board** for a three-year term to expire January 31, 2014 (incumbent - sole applicant)

- \* 4. **RESOLUTION** authorizing the City to enter into a State Revolving Loan Agreement with FDEP for Project DW5419-010, Water Treatment Plant Upgrades, and pledging Connection Fee revenues for repayment – Adopt

**AGENDA - CITY OF PALATKA**  
**January 27, 2011**  
**Page 2**

- \* 5. **ORDINANCE – 7309 Crill Avenue** - Planning Board Recommendation to rezone from Putnam County AG to City of Palatka C-1A – April Annis, Agent for Daryll Futch, owner – 2<sup>nd</sup> Reading, Adopt
- \* 6. **ORDINANCE** amending the Palatka Code of Ordinances to revise Section 2-250.185(b), Police Officer Benefit Group Pension Amount Formula (upon recommendation of Police Officers' Pension Board) – 2<sup>nd</sup> Reading, Adopt
- 7. **ADMINISTRATIVE REPORTS**
- 8. **COMMISSIONER COMMENTS**
- 9. **ADJOURN**

\*Attachment \*\*Separate Cover

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FS 286.105

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY CLERK'S OFFICE AT 329-0100 AT LEAST 24 HOURS IN ADVANCE TO REQUEST ACCOMMODATIONS.

**Upcoming Events:**

February, 2011 – Black History Month  
February 10, 2011 – CRA Meeting 4:00 p.m.  
February 24, 2011 – Black History Month Recognitions  
March, 2011 – Women's History Month  
March 4 & 5, 2011 – Florida Azalea Festival  
March 17, 2011 – Legislative Action Day, Tallahassee

**Board Openings:**

Code Enforcement Board 1 Vacancy (Sub-Contractor)  
Fire Pension Board 1 Vacancy ("5<sup>th</sup> member")  
Historic Preservation Board: 1 alternate/1 w/ Legal Experience

# CITY OF PALATKA



## Proclamation

**WHEREAS**, it is important to create public awareness of the need to protect the environment and maintain the appearance of our communities, and it is the responsibility of every citizen to strive to keep public and private property clean and free of debris, trash, and garbage; and

**WHEREAS**, Springtime marks the beginning of Festival Season in Palatka and Putnam County, during which hundreds of thousands of people from all over the world will visit Palatka and Putnam County in order to take part in the festivities; and

**WHEREAS**, the City of Palatka proudly partners with Keep Putnam Beautiful to sponsor "Operation Clean-Sweep – Greater Palatka Clean-Up", an environmental clean-up program, during the month of February each year in order to help make our community the prettiest and cleanest it can be; and

**WHEREAS**, as part of that program, more than 30 service organizations routinely maintain the appearances of many miles of roadway in Palatka and Putnam County through the Adopt-A-Highway Program, wherein volunteers pick up litter along the shoulders of city, county and state streets and highways on a regular basis; and

**WHEREAS**, the City of Palatka wishes to encourage all citizens and property owners within the City in this clean-up effort by declaring an amnesty period for yard trash, large item and appliance pick-up during the last two weeks in February of each year, and will offer this service free of charge from February 14 through February 26, 2011.

**NOW, THEREFORE, I, Karl N. Flagg, Mayor of the City of Palatka, Florida, together with the members of the Palatka City Commission, hereby declare February, 2011 as**

### **OPERATION CLEAN-SWEEP – GREATER PALATKA CLEANUP MONTH**

In the City of Palatka, and hereby encourage all residents to clean up weeds and litter around their homes and businesses, participate in individual and group clean-up, paint-up and fix-up programs, volunteer their time to help their neighbors clean up their properties, and help to support organizations, neighborhoods and individuals in their efforts to keep our communities clean and well-maintained throughout the year.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused to be affixed the Seal of the City of Palatka, Florida on this 27<sup>th</sup> day of January, in the Year of Our Lord Two Thousand Eleven.

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

**PALATKA CITY COMMISSION**

\_\_\_\_\_  
By: Vernon Myers, MAYOR

# CITY OF PALATKA



## Proclamation

**WHEREAS**, every day in America 411 babies are born with a birth defect, and 19 babies die as a result of their birth defect. The March of Dimes, a voluntary health organization begun in 1938 when radio announcer and comedian Eddie Cantor urged his listeners to send their spare dimes to the White House to contribute to a fund for finding a cure for polio, is working to assure healthy lives for America's babies; and

**WHEREAS**, For the past 60 years the March of Dimes has been safeguarding America's infant health, and has been a pioneer in preventing birth defects, the nation's number one health problem, through programs of research, community services, education, advocacy and pre-natal care; and

**WHEREAS**, the March of Dimes kicks off its 2011 fundraising season in January, chaired by Rick Mills from Seminol Electric and Joe Pickens from St. John's River State College, which will continue until the official March of Dimes "March for Babies" event, which was initiated in 1970 to raise funds that support critical March of Dimes programs. March for Babies, formerly Walk-America, has been successful for 40 years, providing nearly one billion dollars for the March of Dimes mission to improve the health of babies by preventing birth defects and infant mortality; and

**WHEREAS**, the nation's hope for assuring future generations a healthy start in life depends upon the efforts and commitment of all Americans to participate in fundraising events like Pink & Blue Jeans for Babies, the sale of "footprints" and other government, corporate and individual fundraising events leading up to the March for Babies, which will be held in Palatka on April 9, 2011 at the Riverfront Amphitheater.

**NOW, THEREFORE, I**, Vernon Myers, Mayor of the City of Palatka, Florida do hereby proclaim January 12, 2011 through April 9, 2011 as

### **MARCH OF DIMES FUNDRAISING DAYS**

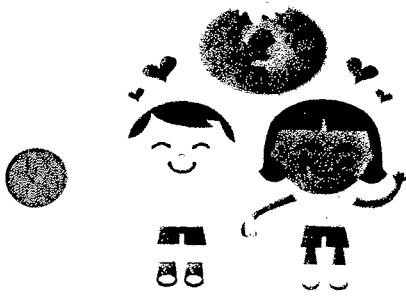
in the City of Palatka, and urge all citizens of our community to support the important efforts of the March of Dimes in helping to give babies a healthier start in life by participating in and contributing to various March for Babies Team fundraisers.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused to be affixed the official seal of the City of Palatka, Florida this 27<sup>th</sup> day of January, in the Year of Our Lord 2011.

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

---

**Vernon Myers, MAYOR**



# 2011 “A Day Without Violence” Calendar Contest Rules

Open to all children and teenagers  
in Putnam County  
ages 6 – 18

*Participation and sponsorship will honor the memories of victims and help us to provide the education, counseling, social services, and development of resources to empower the victims and their children.*

**Sponsored by:**

The organizing committee for the Jan Dunn Keller “Heels for Healing” Walk/Fundraiser to benefit educational programs at the Lee Conlee House Domestic Violence Center.

Creating a less violent community will take all of us and it can start with just one day without domestic violence. That day may then become two... a week... a month... a year... a lifetime. Original artwork reflecting this theme will become part of a countywide awareness campaign.

**Awards—Savings Bonds**

1st Place -- \$50

2nd Place -- \$25

11 honorable mentions will be presented \$10 each!

**All 13 Winning Artists:**

- Have their artwork unveiled in the published Jan Dunn Keller “A Day Without Domestic Violence” 2011 Calendar.
- Become a star supporter of our community non-violence awareness program by the donation of their artwork.

The Top 100 Artists will be exhibited at the Jan Dunn Keller “Heels for Healing” Walk/Fundraiser on February 12, 2011 at Moseley Elementary School track beginning at 9:30 am.

**Rules:**

To be eligible, **artwork must be in color** and able to be reproduced at 10” by 8” and suitable for framing. **(Horizontal format only)** All original 2D media is acceptable. No crafts, please. The theme “A Day Without Violence” must be reflected in the artwork. All entries become the property of the contest organizing committee and will not be returned. **A completed entry form must accompany each piece of art (see back).**

**Entry drop off locations:**

Any Putnam County School Principal Office  
Ralph’s House of Flowers—605 St. Johns Avenue—Palatka  
Harvey Insurance Agency—1023 State Road 20—Interlachen or Highway 17—East Palatka

E-mail requests to: [DayWithoutViolence@gmail.com](mailto:DayWithoutViolence@gmail.com)

**All entries due January 10, 2011**

# 2011 "A Day Without Violence" Calendar Contest Entry Form

## Sponsored by:

The Jan Dunn Keller "Heels for Healing" Walk/Fundraiser  
To benefit the Lee Conlee House Domestic Violence Center

*Open to all Putnam County students ages 6 - 18*

### Please Print Clearly:

Artist's Name \_\_\_\_\_ Grade \_\_\_\_\_ Age \_\_\_\_\_

School Name \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_

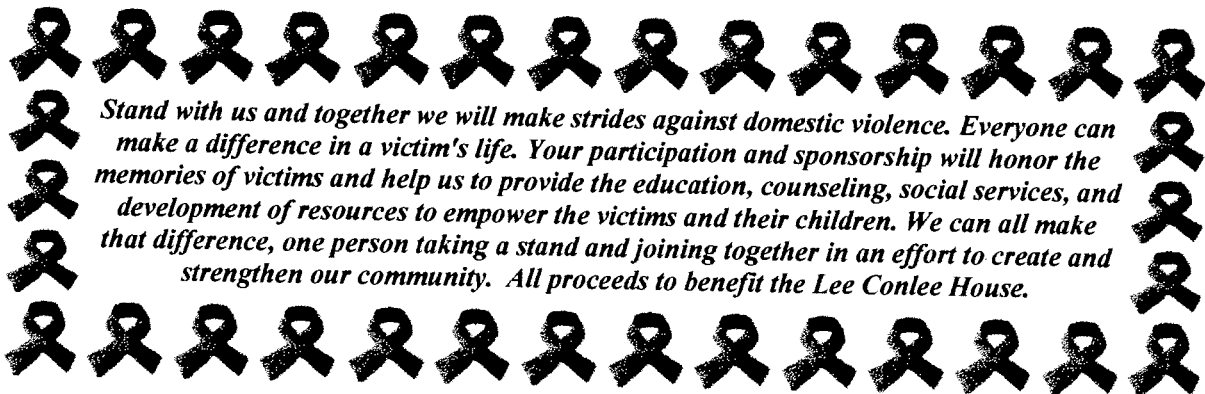
State \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_ E-mail \_\_\_\_\_

*Artist agrees to donate the rights to reproduce the artwork to the Jan Dunn Keller Heels for Healing Walk organizing committee.*

Completed entries should be taken to one of the following locations:

Any Putnam County School Principal Office  
Ralph's House of Flowers—605 St. Johns Avenue—Palatka  
Harvey Insurance Agency—1023 State Road 20—Interlachen or Highway 17—  
East Palatka

**This entry form must be completed and taped to the back of each piece of art submitted. Deadline is January 10, 2011.**





## **Sponsor Domestic Violence Education**

***Education is the key to unlock the golden door of freedom - George Washington Carver***

The late Jan Dunn Keller, a Putnam County native and resident of St. Johns County, was a third-grade teacher at Kelley Smith Elementary School, in Palatka, Florida. Jan was lauded by her co-workers and students as a caring, dedicated and skilled teacher. Following the career paths of her parents to whom were both Putnam County educators, Jan specialized in elementary education, began her 15-year teaching career at Interlachen Elementary School, and taught at Kelley Smith for the last four years.

A loving, caring daughter and mother to two children, Jan was known as a teacher who took the issues of her students to heart and treated children in her care as her own. Jan loved teaching, the beach and was fond of the color green. Sadly, Jan's life was cut short on August 23, 2010, when she became the victim of domestic violence.

In loving memory of Jan, an organizing committee of friends and family are preparing for the inaugural Jan Dunn Keller - Heels for Healing Walk/Fundraiser on February 12, 2011 beginning at 9:30 a.m. at the Moseley Elementary School track in Palatka, Florida. The goal of a series of fundraising events leading up to the walk will focus on the importance of education with the hopes that participation and sponsorship will honor the memories of domestic violence victims and fulfill the need to provide the education, counseling, social services, and development of resources to empower the victims and their children. To help us meet our goal, all proceeds will benefit the Lee Conlee House in Putnam County, and the Betty Griffin House in St. Johns County.

The success of this event will be credited largely to our sponsors, who lend their names and financial support to the event. Our goal is \$5,000 dollars. By participating as a sponsor, you and your organization will benefit from extended exposure through media campaigns and promotional efforts directed toward the supporters of the Jan Dunn Keller - Heels for Healing Campaign.

We have five levels of sponsorship packages, as detailed on the enclosed sponsorship commitment form. You can select the level of participation that best meets your needs, and be secure in the knowledge that your sponsorship fee will be used to help empower domestic violence victims.

We are counting on your support, and will be happy to answer any questions you may have. Phone 325-4447 or email [daywithoutviolence@gmail.com](mailto:daywithoutviolence@gmail.com) for additional information about our events and sponsorship opportunities. Please return your sponsorship commitment form and tax-deductible donation made payable to the Lee Conlee House, P.O. Box 2558, Palatka, FL 32178-2558. The deadline for the various sponsorship opportunities are listed on the committee form.

Thank you in advance for your willingness to support the education efforts of the Jan Dunn Keller Heels for Healing Walk/Fundraiser. Your efforts can make a difference in our communities, and help a victim unlock the golden door of freedom.

Sincerely,

Jan Dunn Keller – Heels for Healing Organizing Committee



## SPONSORSHIP COMMITMENT FORM

Gold Sponsor - \$ 250  
Calendar Sponsor - \$100  
T-Shirt Sponsor - \$50

Silver Sponsor - \$150  
Walk Sponsor - \$100

Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ email: \_\_\_\_\_

Please send check or money order payable to "Lee Conlee House, Inc." (along with completed copy of this form) to: P.O. Box 2558, Palatka, FL 32178-2558. Your sponsorship is tax deductible as the Lee Conlee House, Inc. is a 501.3c non-profit organization.

Gold and Silver Sponsors please send electronic copies of your company logo to the organizing committee's email account: [daywithoutviolence@gmail.com](mailto:daywithoutviolence@gmail.com).

### SPONSORSHIP LEVELS (please select one or more)

**GOLD SPONSOR - \$250:** Ads in all three events – One calendar ad (approximately 10½ x 1½) for month desired (first-come, first serve), T-shirt ad (2" x 3"), and a banner ad (provided by sponsor for placement at the walk.

**SILVER SPONSOR - \$150:**  
Ads in one of two events (calendar or walk):  
One of 12 calendar ads (approximately 10½ x 1½) for month desired (first come, first serve)  
**OR** banner ad (provided by sponsor) for placement at the walk,  
**AND** one T-shirt 2½" x 2" ad

**CALENDAR SPONSOR - \$100:** One of 12 calendar ads (approximately 10½ x 1½) for month desired (first come, first serve)

**WALK SPONSOR - \$100:** Banner ad (provided by sponsor) for placement at the walk

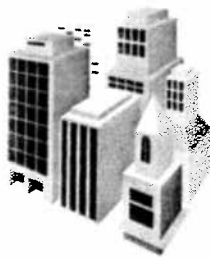
**T-SHIRT SPONSOR - \$50:** one of 16+ ads (2½" x 2")

The goal of these fundraising events is to honor the memories of victims, and to help provide the education, counseling, social services, and development of resources needed to empower the victims and their children. All proceeds will benefit both the Lee Conlee House in Putnam County, and the Betty Griffin House in St. Johns County.

---

*Agenda  
Item*

*3a*



CITY OF PALATKA  
Betsy Jordan Driggers  
City Clerk  
201 N. 2<sup>nd</sup> Street  
Palatka FL 32177  
Phone: 386-329-0100  
Fax: 386-329-0199  
e-mail: [bdriqqers@palatka-fl.gov](mailto:bdriqqers@palatka-fl.gov)

# Memorandum

**To:** City Commission  
**From:** Betsy Driggers, City Clerk  
**Date:** 1/20/2011  
**Re:** Palatka Code Enforcement Board Appointment

---

Per City Commission policy, the City advertised that the Commission was seeking applicants for appointment to the Palatka Code Enforcement Board. This appointment will fill the Alternate position

Mandy Stephenson, a resident of Palatka, has applied for appointment to this position. She is qualified to hold the position of Alternate. She has been interviewed by Debbie Banks, Building & Zoning Administrator. She has been apprised of this Board's function, duties and responsibilities, has been advised of the meeting date, time and attendance requirements, and states she is available to attend as required. Staff is satisfied that she meets all requirements for appointment to this Board.

Policy calls for applicants' interviews at the commission meeting prior to appointments. **Since only one application has been received for this position, it is Staff's recommendation to waive the 2<sup>nd</sup> meeting requirement and appoint Mandy Stephenson to the Palatka Code Enforcement Board as an Alternate Member for a three-year term to expire Sept. 30, 2012.** She has been advised to attend the January 27<sup>th</sup> meeting, should you have any questions.

KARL N. FLAGG  
MAYOR - COMMISSIONER

MARY LAWSON BROWN  
VICE MAYOR - COMMISSIONER

ALLEGRA KITCHENS  
COMMISSIONER

BERNON MYERS  
COMMISSIONER

JAMES NORWOOD, JR.  
COMMISSIONER



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

BETSY JORDAN DRIGGERS  
CITY CLERK

RUBY M. WILLIAMS  
FINANCE DIRECTOR

GARY S. GETCHELL  
CHIEF OF POLICE

MICHAEL LAMBERT  
CHIEF FIRE DEPT.

DONALD E. HOLMES  
CITY ATTORNEY

RECEIVED  
1 - 2010  
BY

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

### CITY OF PALATKA ADVISORY BOARD APPLICATION

I wish to apply for appointment to the Code Enforcement Board.  
I understand that, if appointed, I will serve in a volunteer capacity on this advisory board.

APPLICANT: Mandy N. Stephenson (Must be at least 18 yrs. old)  
Residence 415 Jackson Ave Palatka 32177 Phone: 326-0078  
(911 Address) Fax:

Business Name & Address n/a Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
(City Residents or business/property owners will be given preference when board member residency is not specified by statute or city ordinance)

Preferred Mailing Address: 415 Jackson Ave

E-mail: mr0078@comcast.net Daytime Phone: 326-0078

#### PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet if necessary)

I am a stay at home wife and mother.  
I enjoy helping and organizing difficult  
issues.

#### OTHER COMMENTS OR INFORMATION:

I am interested in helping my community  
any way I can. I help the kids by coaching  
and would like the opportunity to help keep our city  
fun

AGREEMENT: by filing this document, I agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term of appointment.

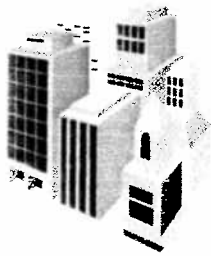
Mandy Stephenson  
SIGNATURE OF APPLICANT DATE 10/13/10

Applicants will be interviewed by the Palatka City Commission during regular public meetings.

with drawn - ce-11

*Agenda  
Item*

*3b*



CITY OF PALATKA  
Betsy Jordan Driggers  
City Clerk  
201 N. 2<sup>nd</sup> Street  
Palatka FL 32177  
Phone: 386-329-0100  
Fax: 386-329-0199  
e-mail: bdriggers@palatka-fl.gov

# Memorandum

**To:** City Commission & Staff  
**From:** Betsy Driggers, City Clerk  
**Date:** 1/20/2011  
**Re:** Palatka Gas Authority Board Appointment

---

James Vickers' term on the Palatka Gas Authority Board expires on January 31, 2011. He has returned his application indicating his desire and willingness to serve another 3-year term in this capacity. There were no other applicants.

His application for reappointment is attached.

Commission Policy calls for applicants' interviews at the commission meeting prior to appointments. **Since only one application was received, and it was from the incumbent member, it is Staff's recommendation to waive the '2<sup>nd</sup> meeting requirement' and reappoint James Vickers to the Palatka Gas Authority Board for three-year terms to expire January 31, 2014.**

KARL N. FLAGG  
MAYOR-COMMISSIONER

MARY LAWSON BROWN  
VICE MAYOR - COMMISSIONER

JAMES NORWOOD, JR.  
COMMISSIONER

ALLEGRA KITCHENS  
COMMISSIONER



ELWIN C. "WOODY" BOYNTON, II  
CITY MANAGER  
BETSY JORDAN DRIGGERS  
CITY CLERK  
RUBY M. WILLIAMS  
FINANCE DIRECTOR  
GARY S. GETCHEL  
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.

### CITY OF PALATKA BOARD REAPPOINTMENT REQUEST

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

MEMBER: James E Vickers # of years' prior service: 15  
Residence (911 Address) 2605 Husson Ave. Phone: 386-546-4147  
Business Name & Address Army Reserve Center Fax: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
(City Residents or business/property owners will be given preference when board member residency is not specified by statute or city ordinance)  
Preferred Mailing Address: \_\_\_\_\_

E-mail: jevickers@bellsouth.net Daytime Phone: 386-546-4147

AGREEMENT: By filing this document, I am indicating my desire to be reappointed to the advisory board upon which I currently serve. I also agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections each year covering my term of appointment.

James E. Vickers Jan 7, 2011  
SIGNATURE OF APPLICANT DATE

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

CHAIRMAN/DIRECTOR'S COMMENTS (if any) 3 absences - for Army Reserve 2008-2010

Chairman's/Director's Signature

Elwin White for  
Jud Neufeld

Updated January 20, 2011

CODE ENFORCEMENT BOARD

7 Members - 3-Yr. Terms

Appt. Date		Term Expires
11/11/99	Terrill L. Hill (Attorney Rep.) 211 N. 6th Street (W)326-0303	Sept. 2011
9/25/08	Douglas E. Webb (Architectural Exp. Sub. Rep.) 6101 1 <sup>st</sup> Manor West (H)328-8281 nova0553@yahoo.com (F)312-5049	Sept. 2011
10/27/05(alt) 10/26/06 10/09/08(alt)	John A. Lyon (Alternate #1) (C)937-4679 417 Kirby Street (W)325-0419 (H)325-6667 steamboatwillies1@yahoo.com	Sept. 2011
	Vacant (Subcontractor Rep.)	Sept. 2012
9/25/03	LaSandra Williams (Business Rep.) 1424 Ocean Street (H)328-1071 (F)329-3857 williamL@dor.state.fl.us (W)329-3867	Sept. 2012
	Vacant (Alternate #2)	Sept. 2012
11/11/04	Pat A. Wilson (Engineering Rep.) 516 River Street (H)325-7736 (F)325-9306 wilson9318@bellsouth.net (W)937-7158	Sept. 2013
7/23/09	Michael Gagnon (General Contractor Rep.) 703 Emmett St. (H)325-9418 captainclub0607@yahoo.com	Sept. 2013
8/26/10 (mailing) (home)	Alex Sharp (Real Estate Rep.) 919 St. Johns Ave. (H)916-0838 822 S. 15 <sup>th</sup> St. (W)385-3416 (F)385-3419 Alex@halerealty.biz	Sept. 2013

Created by Ordinance #87-24 dated 9/10/87;  
Ord. passed 1/9/92 allows for successive terms upon Commission approval  
Ord. 02-01 Passed 1/10/02 adding two alternates  
Ord. 04-24 Passed 9/9/04 amending jurisdiction & powers  
Meets 4th Wednesday, 4 PM at City Hall

*Agenda  
Item*

**4**

201 N. 2<sup>nd</sup> Street  
Palatka, FL 32177  
Tel. (386) 329-0100  
Fax (386) 329-0195

*City of Palatka*  
*Office of the Finance Director*

**To:** Mayor Myers, City Commissioners

**From:** Matt Reynolds, Finance Director



**Date:** January 21, 2011

**RE:** Updated Resolution for Water Plant Grant/Loan

---

In October 2010, the City Commission approved execution of Amendment #11 for the Water Treatment Plant funding project DW5419010 from the Florida Department of Environmental Protection. Included in this amendment was the requirement that the gross revenues from the operations of the Water Fund be pledged for repayment before any additional funding could be received. The attached resolution is identical to Resolution 8-87 which allowed the City of Palatka to receive grant and loan funding from the Florida Department of Environmental Protection for the Water Treatment Plant, however a section has been added which meets the requirements of Amendment #11 and will allow the City of Palatka to receive the approved funding from this amendment.

If you have any questions or concerns, please feel free to contact me.

**RESOLUTION No. 8-87**

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA RELATING TO THE STATE REVOLVING FUND PROGRAM; AUTHORIZING THE APPLICATION; AUTHORIZING THE LOAN AGREEMENT; ESTABLISHING PLEDGED REVENUES; DESIGNATING AUTHORIZED REPRESENTATIVES; PROVIDING ASSURANCE; PROVIDING FOR CONFLICTS, SEVERABILITY AND EFFECTIVE DATE.**

**WHEREAS**, Florida Statutes provide for financial assistance to local government agencies to finance the construction of drinking water facilities; and

**WHEREAS**, Florida Administrative Code rules require authorization to apply for financial assistance, to designate an authorized representative, to establish pledged revenues; to provide assurances of compliance with program requirements, and to enter into a loan agreement, and

**WHEREAS**, the State Revolving Fund priority list designates Project Number DW 5419-010, City of Palatka, as eligible for available funding; and

**WHEREAS**, the City of Palatka, Palatka, Florida, intends to and/or has entered into an agreement with the Department of Environmental Protection under the State Revolving Fund for project financing (the agreement).

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

**SECTION I.** The Mayor of the City of Palatka, Palatka, Florida is authorized to apply for financial assistance to finance the project.

**SECTION II.** The Mayor is hereby designated as the authorized representative to execute the agreement.

**SECTION III.** The revenues pledged for the repayment of the loan are the Gross Revenues, including Connection Fees, derived yearly from the operation of the Water and Sewer Systems after payment of the Operation and Maintenance Expense and the satisfaction of all yearly payment obligations on account of the Senior Revenue Obligations and any senior obligations issued pursuant to Section 7.02 of the agreement.

**SECTION IV.** The Mayor is authorized to represent the City of Palatka in carrying out responsibilities under agreement. The Mayor is authorized to delegate responsibility to appropriate staff to carry out technical, financial, and administrative activities associated with the agreement.

**PASSED AND ADOPTED** by the Palatka City Commission this 27<sup>th</sup> day of January, 2011.

**CITY OF PALATKA**

\_\_\_\_\_  
by: Its **MAYOR**

**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**

*Agenda  
Item*

**5**

**CITY OF PALATKA CITY COMMISSION  
AGENDA ITEM**

*1309 Bill*

**ITEM:** Adoption of an ordinance annexing 7309 Crill Ave. (09-10-26-0000-0340-0000) into the City, adoption of a related ordinance changing the future land use designation from Putnam County Urban Reserve to City of Palatka Commercial, and the first reading of an ordinance changing the zoning from Putnam County AG (Agriculture) to City of Palatka C1-A (Neighborhood Commercial). Case: PB 10-38

**DEPARTMENT:** Building & Zoning

---

**AGENDA SECTION:** Regular agenda requiring Commission action

- ATTACHMENTS:**
1. ~~An Ordinance of the City of Palatka annexing 7309 Crill Avenue.~~
  2. ~~An Ordinance of the City of Palatka amending the future land use designation from Putnam County Urban Reserve to City of Palatka Commercial~~
  3. An Ordinance of the City of Palatka changing the zoning from Putnam County AG to City of Palatka C1-A.
  4. December 7, 2010 Planning Board Minutes.
  5. December 7, 2010, Planning Board Packet.

**DATE:** ~~January 13, 2011 and January 27, 2011 for the 2<sup>nd</sup> reading of the zoning ordinance~~

*2nd Reading*

---

**SUMMARY HIGHLIGHTS:**

Acting as agent the owner (Daryll Futch) April Annis applied for annexation, amendment of the Future Land Use Map and rezoning for the purpose of obtaining City water and sewer service to this a 1.19 acre parcel of land.

A public hearing was held by the Planning Board on December 7, 2010, at the applicant's request for annexation, change of future land use and rezoning. There was no public testimony for or against this request at this hearing. The Planning Board voted to recommend approval of all three requests.

---

**RECOMMENDED ACTION:**

Staff recommends approval of the attached ordinances and conducting the first public hearing on the related zoning ordinance. The second public hearing for the zoning ordinance is scheduled for January 27, 2011.

---

**AGENDA ITEM NUMBER:**

**AGENDA PAGE NUMBER:**

This instrument prepared by:  
Debbie Banks  
205 N. 2<sup>nd</sup> St.  
Palatka, FL 32177

ORDINANCE NO. 10 - \_\_\_\_\_

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED AS TO THAT CERTAIN PROPERTY IN SECTION 09, TOWNSHIP 10 SOUTH, RANGE 26 EAST; FROM COUNTY AG (AGRICULTURE) TO CITY C-1A (NEIGHBORHOOD COMMERCIAL); REPEALING ANY ORDINANCE IN CONFLICT HERewith; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1.

WHEREAS, application has been made by the owner, Daryl Futch to the City for certain amendments to the Official Zoning Map of the City of Palatka, Florida, and

WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on December 7, 2010 and two public hearings before the City Commission of the City of Palatka on January 13, 2011, and January 27, 2011, and

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

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

**DESCRIPTION OF PROPERTY:** SEE EXHIBIT "A" attached

Parcel: 09-10-26-0000-0340-0000

Containing 1.19 acres more or less.

Section 3. All ordinances in conflict with the terms and provisions of this ordinance are hereby specifically repealed.

**Section 4.** This Ordinance shall become effective immediately upon its final passage by the City Commission.

**PASSED AND ADOPTED** by the City Commission of the City of Palatka on this 28<sup>th</sup> day of January, 2011.

**CITY OF PALATKA**

BY: \_\_\_\_\_

Its **MAYOR**

**ATTEST:**

\_\_\_\_\_  
City Clerk

**APPROVED AS TO FORM AND CORRECTNESS:**

\_\_\_\_\_  
City Attorney

# EXHIBIT "A"

## Parcel "D"

A parcel of land lying in and being a part of Section 9, Township 10 South, Range 26 East, Putnam County, Florida said parcel being more particularly described as follows:

COMMENCE at a concrete monument at the Southeast corner of the Southeast 1/4 of said Section 9 and run North 01 degrees, 10 minutes and 15 seconds East, along the Westerly boundary of the right-of-way of ROUND LAKE ROAD, 661.44 feet to an Iron Rod and the POINT OF BEGINNING. From POINT OF BEGINNING thus described continue North 01 degrees, 10 minutes and 15 seconds East, long said Westerly boundary, 11.35 feet to an Iron Rod at the Southeast corner of lands described in Official Records Book 520, Page 1789 of the Public Records of said county; thence North 00 degrees, 50 minutes and 25 seconds East, along Westerly boundary and along the Easterly boundary of said parcel (Official Records Book 520, Page 1789), a distance of 60.31 feet to an Iron Rod at the Southeast corner of a parcel of land described in Official Records Book 568, Page 897 of said Public Records; thence South 82 degrees, 03 minutes and 39 seconds West, along the Southerly boundary thereof and along the Southerly boundary of a parcel of land described in Official Records Book 891, Page 388 of said Public Records, 40.06 feet to an Iron Rod at the Southwest corner of last said parcel (Official Record Book 891, Page 388); thence North 01 degrees, 09 minutes and 00 seconds East along the Westerly boundary thereof 20.00 feet to an Iron Rod on the Southerly boundary of a parcel of land described in Official Record Book 520, Page 1793 of said Public Records; thence South 82 degrees, 03 minutes and 39 seconds West, along last said Southerly boundary (Official Record Book 520, Page 1793), a distance of 110.00 feet to an Iron Rod at the Southwest corner thereof; thence North 19 degrees, 58 minutes and 05 seconds West, along the Westerly boundary thereof, 100.00 feet to an Iron Rod at the Southeast corner of a parcel of land described in Official Record Book 848, Page 1927 of said Public Records; thence South 70 degrees, 20 minutes and 00 seconds West along the Southerly boundary of last said parcel (Official Record book 848, page 1927) a distance of 325.01 feet to an Iron Rod at the Southwest corner thereof said iron being on a Easterly boundary of a parcel of land described in Official Record Book 539, Page 1506 of said Public Records; thence South 16 degrees 20 minutes and 45 seconds East, along last said Easterly boundary (Official record Book 539, Page 1506) a distance of 141.10 feet to an Iron Rod; thence North 70 degrees, 20 minutes and 00 seconds East parallel with last said Southerly boundary (Official Records Book 539, Page 1506) a distance of 243.92 feet to an Iron Rod; thence South 89 degrees, 24 minutes and 53 seconds East 217.78 feet to the POINT OF BEGINNING



TIM SMITH, PUTNAM CO. CLERK OF COURT  
RCD: 12/27/2005 @ 11:43

FILE #: 0000567540

Page 4 of 4

DECEMBER 7, 2010  
PLANNING BOARD MINUTES

7309 Crill Ave. (09-10-26-0000-0340-0000)

ANNEXATION; LAND USE; REZONING

Case: PB 10-38

**Case 10-37** 823 Laurel Street-continued.

Ms. Heneger said she believed she could possibly fit two or three if she were to open up the gate.

Discussion continued.

**(Regular Meeting)**


**Motion** made by Joe Pickens and seconded by Earl Wallace to approve the request pursuant to staff recommendations as stated in the staff report:

1. The applicant must obtain a Business Tax Receipt from the City and the County;
2. That this grant of Conditional Use shall expire twelve (12) months following the discontinuance of the approved use for any reason and may not be recommenced once expired without another grant of Conditional Use.
3. That all conditions shall be met within six (6) months of approval of this Conditional Use.
4. That this Conditional Use approval is contingent upon the applicant using the home as her principal place of residence and;

the additional condition that the business operations only occur between 9:00 a.m. and 5:00 p.m. on weekdays, and that no more than two customer cars be parked there at one time. All members voted affirmative, motion carried.

Mr. Holmes asked Ms. Banks if the right to appeal had been covered.

Ms. Banks replied yes, that it was covered in the beginning.

**Case 10-38**    **Address:**    7309 Crill Avenue  
    **Parcel #:**    (09-10-26-0000-0340-0000)  
                  **Owner:**        Daryll Futch  
                  **Agent:**         April Annis

Request to annex, amend the Future Land Use Map and Future Land Use Element form County Urban Reserve to City Commercial and rezone from County AG (Agriculture) to City C-1A (Neighborhood Commercial).

**(Public Hearing)**

Ms. Banks advised that this case was properly advertised and noticed for all three requests and that no comments were received from those efforts. She advised of the departmental reviews, comments received from the Fire Marshal requested that a fire hydrant be put in place when the water lines are installed, and that the Public Works Director responded that water and sewer is available off of Round Lake Rd. She added that a lift station would be necessary. The Police chief determined that no extra personnel would be needed. She recommended approval of the request.

April Annis, 512 North Tree Garden Dr. St. Augustine, stated that she intends to build a childcare center on this property of about 4,000 sq ft with approximately 90 children and is requesting to annex to get

Planning Board meeting  
Minutes and proceedings  
December 7, 2010

**Case 10-38** 7309 Crill Avenue – continued.

City utilities along with other benefits of being in the City.

Ms. Banks advised that the Handy Way that was annexed in many years ago, at the corner of Round Lake Rd. is incorrectly zoned Residential and that will need to be corrected sometime in the future. She added that there is appropriately zoned residential land directly behind and across the property and that the C-1A is a transitional zoning which would be appropriate for this property and allow this use by a conditional use approval which was discussed with the applicant.

Discussion continued regarding the surrounding zoning.

**(Regular Meeting)**

**Motion** made by Joseph Petrucci and seconded by Sue Roskosh to approve the request for annexation. All present voted affirmative, motion carried.

**Motion** made by Joseph Petrucci and seconded by Sue Roskosh to amend the Future Land Use Map and Future Land Use Element from County Urban Reserve to City Commercial. All present voted affirmative, motion carried.

**Motion** made by Joseph Petrucci and seconded by Sue Roskosh to rezone from County AG (Agriculture) to City C-1A (Neighborhood Commercial). All present voted affirmative, motion carried.

**Motion** made by Joseph Petrucci and seconded by Sue Roskosh to adjourn. All present voted affirmative, motion carried.

PLANNING BOARD PACKET

7309 Crill Ave. (09-10-26-0000-0340-0000)

ANNEXATION; LAND USE; REZONING

Case: PB 10-38



## PLANNING AND ZONING STAFF REPORT

December 7, 2010

CASE: PB 10-38

**LOCATION:** 7309 Crill Avenue **Parcel #:** 09-10-26-0000-0340-0000

**APPLICANT:** Daryll Futch **Agent:** April Annis

**REQUEST:** To annex, amend the Future Land Use Map and Future Land Use Element from County Urban Reserve to City Commercial and rezone from County AG (Agriculture) to City C-1A (Neighborhood Commercial).

**BACKGROUND & ANALYSIS:** The applicant has applied to annex this 1.19 acre parcel into the city limits, amend the future land use map and rezone. This property is contiguous to the City limits along the eastern property line and annexation is a requirement to obtain City services. The property's main access is Crill Avenue with a small segment accessible off Round Lake Rd.

Department Review Requests were sent to the Police, Fire, Public Works, Water/Sewer, and Building departments. The Chief Building Official and Water Superintendent responded with "no comments." The Police Chief provided an analysis of the request indicating no need for extra personnel in the police department. The Fire Marshal requested that a fire hydrant be installed. The Public Works Director responded that water and sewer are available off Round Lake Rd. and that a lift station will be required.

Surrounding properties have future land use designations of County Urban Reserve to the north, south and west with City low density residential to the west of the subject property. The zoning pattern of the site and surrounding area is County AG (Agriculture) to the north, south and west, with City R-2 (Two-family residential) and County C-2 (Commercial) to east. The existing land use pattern in the area is mixed commercial and single-family residential.

### **SURROUNDING LAND USE AND ZONING:**

	<b>Future Land Use Designation</b>	<b>Zoning</b>	<b>Current Land Uses</b>
<b>North</b>	Urban Reserve	AG (Putnam Agriculture)	Residence
<b>South</b>	Urban Reserve	AG (Putnam Agriculture)	Residence
<b>East</b>	Low Density Residential (city) and Urban Reserve	R-2 (City Two Family Residential) and County C-2 (Commercial)	Convenience Store Auto repair/misc.
<b>West</b>	Urban Reserve	AG (Putnam Agriculture)	Mobile home park

### **B. COMPLIANCE WITH CHAPTER 171, FLORIDA STATUTES, ANNEXATIONS**

The request is to annex 1.19 acres into the City. The subject property is located on Crill Avenue with a small portion accessible off Round Lake Rd. Directly north, south, and west of the site is County. It is contiguous to the City along the eastern boundary.

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

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

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

**STAFF RECOMMENDATION:** Approval of the annexation request.

### **C. COMPLIANCE WITH THE CITY OF PALATKA COMPREHENSIVE PLAN**

**The Existing Land Use Designation:** The existing Future Land Use designation is County Urban Reserve which states: The Urban Reserve category on the Future Land Use Map consists of areas in close proximity to municipalities or adjacent to designated Urban Service areas. Many of these areas have not been provided with the full range of urban type infrastructure. Future development in this category is expected to be at a lower Density and Intensity of use than the Urban Service designations.

#### **The Proposed Land Use Designation: Commercial**

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

#### **Future Land Use Element**

##### **Policy A.1.1.3 (9J-5.006(3) (c) 3)**

The City shall as a condition of issuing a building permit or other development order, require proposed developments to hook up to the City central sewer systems in accordance with the revised City zoning code and subdivision regulations based upon Chapter 381, F.S. and Division 64E, FAC.

**STAFF ANALYSIS:** The intended use (childcare facility) of this parcel requires City water and sewer service. In the Traffic Circulation Element and Public Facilities Element sections of this staff report we will evaluate each adopted level of service standard for this site.

#### **Traffic Circulation Element**

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

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

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

The State-wide minimum acceptable operating Level of Service (LOS) standards for the

State Highway System and City Street System shall be the base LOS standards listed herein, except for those conditions provided in Policies 1.1.1.A. and 1.1.1.B.

**STAFF ANALYSIS:** This segment of State Road 20 (Crill Ave.) has an existing level of service "C" which is an acceptable level of service and is classified as a Principal Arterial.

### **Public Facilities Element**

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

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

#### **Policy D.1.1.1 (9J-5.011(2) (c) (2)**

The following level of service standards shall be as the basis for determining the availability of facility capacity against the demand generated by development.

##### 1. Central Water System

Commercial/Industrial: 110 gallons per acre per day (GAD)

D. Drainage Facilities: City of Palatka and Ravine State Gardens Stormwater Quality Master Plan and minimum requirements of the St. Johns River Water Management District.

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

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

**STAFF ANALYSIS:** At the time of plan submittal, this project will be evaluated to ensure it will not exceed the level of service standards.

- Potable Water: 110 gallons per acre per day (GAD). The new water plant has a capacity of 6 million gallons per day. Current peak usage is approximately 3,200,000 gallons per day. Capacity exists for this parcel, however, the project will be evaluated upon plan submittal.

- Central Sanitary Sewer System, Commercial/Institutional/Industrial: 110 gallons per acre per day (GAD). Capacity exists for this parcel, however, the project will be evaluated upon plan submittal.

- Solid Waste – 6.4 lbs per person per day. Capacity exists for this parcel. Please note these figures are for residential not commercial. There are no calculations either on the City or County level for solid waste for commercial.

- Drainage: Drainage will be evaluated by St. Johns River Water Management who must provide the City with a letter indicating their approval of any plan submitted.

**STAFF RECOMMENDATION:** Staff recommends approval to change the Future Land Use designation from County Urban Reserve to City Commercial. It is staff's opinion that the parcel to the east that was annexed in previously should have a Future Land Use designation of commercial. This should be addressed in the future.

### **D. COMPLIANCE WITH THE PALATKA MUNICIPAL CODE, REZONING REQUEST**

#### **Rezoning requirements**

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

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

**STAFF ANALYSIS:** The applicant requests rezoning to City C-1A (Commercial Neighborhood District) from County AG (Agriculture). The proposed change is in conformance with the comprehensive plan as stated in the above comp plan review and is consistent with both the City and County land use designations for commercial neighborhood districts.

This zoning category is consistent with the requested Commercial Future Land Use designation. The current land use designation is Putnam County Urban Reserve.

- b. The existing land use pattern.

**STAFF ANALYSIS:** This rezoning request to City C-1A (Commercial Neighborhood District) is consistent with the existing land use pattern in the area which is mixed commercial and residential development. This request changes the zoning jurisdiction from County to City to accompany the annexation and future land use map amendment request. The contiguous parcel to the east has a convenience store with gas pumps which, in staff's opinion, should have been zoned C-1A at the time it was annexed. The land use and zoning are not compatible with the use and should be corrected in the future.

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

**STAFF ANALYSIS:** This rezoning request will create an isolated district, however, C1-A zoning provides a transitional zoning between residential and commercial zoning districts. Across Round Lake Rd. along a portion of the eastern boundary is C-2 zoning. The other parcel along the larger eastern boundary should be zoned commercial.

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

**STAFF ANALYSIS:** This commercial parcel will not overtax public services. The reports from the department heads do not indicate any issues.

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

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

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

**STAFF ANALYSIS:** In order to obtain water and sewer services, the applicant is required to annex, amend the Future Land Use map and rezone. The proposed amendment is necessary to comply with these requirements.

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

**STAFF ANALYSIS:** This change will provide a transitional zoning for this area. Applicant will have to meet City code for screening and buffering prior to the issuance of a Certificate of Occupancy.

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

**STAFF ANALYSIS:** The applicant must have the Dept. of Transportation's approval and meet their requirements for access which could include a turning lane off Crill Ave. This portion of Crill Avenue is currently operating at a level of service of "C" which is an acceptable level of traffic flow.

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

**STAFF ANALYSIS:** All drainage issues will be reviewed by St. Johns River Water Management at plan submittal.

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

**STAFF ANALYSIS:** It is not anticipated that this site will reduce light and air to adjacent areas but the plans will be reviewed at the time of submittal.

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

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

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

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

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

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

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

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

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

**STAFF ANALYSIS:** This change is not out of scale with the needs of the neighborhood or City.

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

**STAFF ANALYSIS:** Staff is not sure if the applicant owns other parcels in the city that are large enough for the proposed use. There may be other possibilities within the city but the applicant owns this parcel and would like to provide the commercial service at this location.

- q. The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.

**STAFF ANALYSIS:** This parcel is not located in a Historic District.

**STAFF RECOMMENDATION:** Staff recommends approval of the requested zoning change from County AG (Agriculture) to City C-1A (Neighborhood Commercial). The request complies with the rezoning criteria provided in the Palatka Municipal Code.

**Photographs**



**Chevron Station at the corner  
of Crill and Round Lake Rd.**

**Subject parcel**

## Departmental Review Request

Address: 7309 Crill Ave.

Case #: 10-38

Parcel # 09-10-26-0000-0340-0000

Please review the enclosed request and make any comments in writing to Building & Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.

<input checked="" type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review
<input checked="" type="checkbox"/> Annexation	<input checked="" type="checkbox"/> Small Scale Amendment (9.99 acres or less)
<input type="checkbox"/> Large Scale Amendment (10+ acres)	<input type="checkbox"/> Concurrency Review
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance
<input type="checkbox"/> Street Closing/Street Name Change	<input type="checkbox"/> Other

Meeting Date: 12/0<sup>7</sup>/10 Response Deadline: 11/16/10

Date submitted by applicant: 11/4/10 Date forwarded to Departments for review: 11-8-10

Submitted to: <input checked="" type="checkbox"/> Water/Sewer/Streets/Sanitation <input checked="" type="checkbox"/> Police <input checked="" type="checkbox"/> Fire <input checked="" type="checkbox"/> Chief Building Official	<i>Woody Rhett Ed</i> <input checked="" type="checkbox"/> Sewer Plant <input checked="" type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed <input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport
--	---

Current Property Use: Undeveloped Proposed Property Use: Childcare facility

Current Land Use Designation: Cnty UR Requested Land Use Designation: COM

Current Zoning Classification: AG Requested Zoning Classification: C-1A

Acreage: 1.19 # of Units 1

Darryl Futeh Owner/Applicant Name P.O. Box 712 Owner/Applicant Address Palatka, FL 32178 City/State/Zip (904)-669-0138 Phone Number	April Annis Agent Name 512 N Tree Garden Dr. Agent Address Palatka, FL 32177 City/State/Zip (386) 937-2379 Phone Number
--	--

Planning Dept. Comments: Please review - vacant parcel next to convenience store. Applicant wishes to build a childcare center.  
*Thanks,*

No Comments  
 Comments Attached

Reviewed by: *[Signature]*  
 Title: *Chief of Police*

**PALATKA  
POLICE DEPARTMENT**

---

**LAW ENFORCEMENT IMPACT REVIEW**



**DARYLL FUTCH PROPERTY**

**911 ADDRESS: 7309 CRILL AVENUE**

**PARCEL # 09-10-26-0000-0340-0000**

**(ANNEXATION, REZONING & DEVELOPMENT)**

---

**CONCEPTUAL REVIEW 11/15/10**

**DARYLL FUTCH PROPERTY**  
**PARCEL # 09-10-26-0000-0340-0000**

**7309 CRILL AVENUE - INSTITUTIONAL**

---

**PURPOSE**

---

The Police Department's review of the proposed development/annexation is designed to provide City staff, planners, reviewers, elected officials, and citizens with projected impacts to municipal law enforcement services. This review is designed to promote the City's strategic public safety goals, which include crime prevention and reduction, call-for-service management, and timely response to the needs of citizens.

---

**IMPACTS TO POLICE DEPARTMENT STAFFING**

---

❖ **Sworn officer (Police)**

- Police Department (PPD) service standard = 469.20<sup>1</sup> calls-for-service (CFS) per year per officer.
- On average, every citizen generates 1.60<sup>2</sup> CFS per year.
- Every 1,000 new residents generate 1,600 additional CFS per year.
- Every 1,600 additional citizen generated CFS would equate to 3.41 additional police officer positions.
- The owner has proposed annexation, rezoning, and development of property at 7309 Crill Avenue. Currently, this property is vacant and owner plans on developing property as a DAY CARE with 4,000 square feet of floor space.<sup>3</sup>
- Based on the City of Palatka Impact Fee Study, published in March of 2007, the "Annual Law Enforcement Incidents Per Unit of Development" factor is .0028 incidents per square foot for Institutional<sup>4</sup> land use.
- A review conducted by the Police Department, once this project has been completed and functional, the development/annexation has the

---

<sup>1</sup> Source: City of Palatka Police Department Staffing Standards; 2003

<sup>2</sup> Source: City of Palatka Police Department Staffing Average CFS; 2003

<sup>3</sup> Source: City of Palatka Planning Department Case # 10-38

potential of generating 11.2 CFS per year, which would result in 0 (rounded) additional police officers, at a first year cost of \$0.

- **Non-Sworn Personnel (Support)**
- Currently, the Palatka Police Department utilizes a formula of one (1) support position for every five (5) sworn positions.
- With an overall increase of 0 police officers, there will be a need for 0 additional support personnel.

---

#### POLICE DEPARTMENT SPACE NEEDS REQUIREMENTS

---

❖ N/A

---

#### OTHER IMPACTS/ISSUES

---

❖ N/A

---

#### STRATEGIES FOR REDUCING IMPACTS TO LAW ENFORCEMENT

---

Although not required by ordinance, the Police Department does recommend the developer utilize a CPTED (*Crime Prevention Through Environmental Design*) approach to minimizing the impact to City of Palatka Police resources. We suggest the use of *Crime Prevention Through Environmental Design* (CPTED - "sep-ted") as one such tool to minimize the potential for crime and impact to City resources.

CPTED approach involves the use and design of space inside and outside of buildings, the positioning of buildings in relation to one another and the street, lighting, entrances and exits, and landscaping.

CPTED is based on two main assumptions...

- ❖ Offenders commit crime when there are not many people around, where they are unlikely to be seen, and where they can easily and quickly get in and out.
- ❖ Crime is related to daily routines and activities in the area, such flow of traffic and pedestrians (or lack of flow) on nights and weekends.
- ❖ Keeping possible offenders out and away from your business will reduce your likelihood of being victimized.

Usually, we use locks on doors, alarms and bars on windows to prevent burglars from entering, thus controlling their *access*. However, there are different ways of keeping people and offenders out.

Natural Access Control refers to the use of doors, fences and gates to control access to your business or property. The intention is not to necessarily physically stop the offender, but rather make your business look like a riskier crime target.

Monitoring cameras can be used to watch over potential offenders. It's also possible to have customers, neighbors, passers-by, and other people watch over your business while they're going about their daily activities.

Natural Surveillance involves designing windows, lighting and landscaping to improve your ability, and everyone else's ability, to observe what is going on inside and around your business. Through clever design you can not only make your business a less attractive target, you can increase the likelihood of detecting a criminal at work.

## **Design Recommendations**

The objective is to maximize the number of "eyes" watching over the business. So create a visual connection between the street, the sidewalk, and the business. It is always good to have people around -- so make sure your business is not isolated and that the entry is not at the back on the building.

Territorial reinforcement uses design and use of sidewalks, landscaping, and porches to create a border between private and public property. These are not meant to prevent anyone from physically entering, but to create a feeling of territoriality and send a message to offenders that the property belongs to someone and they should stay out.

Use landscaping as a natural barrier between private and public areas. Use low fences to mark your property. Use different color bricks or different materials for driveways, so as to separate them visually from the street. Landscaping and bushes can be also used to mark territory, but you have to make sure that they do not obstruct the view, or provide hiding spots for offenders.

Additional information pertaining to CPTED concepts may be obtained through:

- [http://policechiefmagazine.org/magazine/index.cfm?fuseaction=display\\_arch&article\\_id=1987&issue\\_id=12010](http://policechiefmagazine.org/magazine/index.cfm?fuseaction=display_arch&article_id=1987&issue_id=12010)
- [http://www.cptedsecurity.com/cpted\\_design\\_guidelines.htm](http://www.cptedsecurity.com/cpted_design_guidelines.htm)

**DATA TABLES**

Table 1 PPD Statistics	
PPD CFS per officer per year	469.2
Average CFS per citizen per year	N/A
CFS per year generated by 1,000 new residents	N/A
Proposed sq footage	4,000
Property Category (Based on City of Palatka Impact Fee Study, 2007)	General Commercial
L.E. Incidents per unit of development factor per sq ft	.00028
City of Palatka average household size	N/A
Projected population increase due to development/annexation	N/A
Additional CFS generated by development/annexation per year	11.2
Additional police officers required	0 (rounded)
Additional civilian positions required	0

Table 1 PPD Staffing	Current	Proposed
Sworn Police Officers	37	Same
Non-Sworn Civilian Personnel	8	Same
<b>Total</b>	<b>47</b>	<b>Same</b>

DISTRIBUTION: File

## Debbie Banks

---

**From:** Mark Lynady  
**Sent:** Monday, November 08, 2010 1:30 PM  
**To:** Debbie Banks  
**Subject:** RE: 7309 Crill Ave Annex/FLUM/Rezone request

Look forward to the new business. If they are requesting water and sewer, we need to make sure a hydrant is in the plans.

**From:** Debbie Banks  
**Sent:** Monday, November 08, 2010 11:33 AM  
**To:** Ed Chandler; Gary Getchell; Joff Filion; Mark Lynady; Mike Lambert; Platt Drew; Melvin Register; Rhett McCamey; Woody Boynton  
**Subject:** 7309 Crill Ave Annex/FLUM/Rezone request

The owner of 7309 Crill Ave. is requesting to annex into the City for water and sewer service and plan on constructing a childcare facility if approved. The property will be zoned Neighborhood Commercial with a commercial Future Land Use. Please review and comment or simply respond with "No comment" by Nov. 16, 2010.

Thank you,  
Debbie

*Debbie Banks*  
Director of Building & Zoning  
386.329.0103 (phone)  
386.329.0172 (fax)  
[dbanks@palatka-fl.gov](mailto:dbanks@palatka-fl.gov)

## Debbie Banks

---

**From:** Joff Filion  
**Sent:** Monday, November 08, 2010 12:50 PM  
**To:** Debbie Banks  
**Subject:** RE: 7309 Crill Ave Annex/FLUM/Rezone request

No Comment.

Joff

---

**From:** Debbie Banks  
**Sent:** Monday, November 08, 2010 11:33 AM  
**To:** Ed Chandler; Gary Getchell; Joff Filion; Mark Lynady; Mike Lambert; Platt Drew; Melvin Register; Rhett McCamey; Woody Boynton  
**Subject:** 7309 Crill Ave Annex/FLUM/Rezone request

The owner of 7309 Crill Ave. is requesting to annex into the City for water and sewer service and plan on constructing a childcare facility if approved. The property will be zoned Neighborhood Commercial with a commercial Future Land Use. Please review and comment or simply respond with "No comment" by Nov. 16, 2010.

Thank you,  
Debbie

*Debbie Banks*  
Director of Building & Zoning  
386.329.0103 (phone)  
386.329.0172 (fax)  
[dbanks@palatka-fl.gov](mailto:dbanks@palatka-fl.gov)

## Departmental Review Request

Address: 7309 Crill Ave.

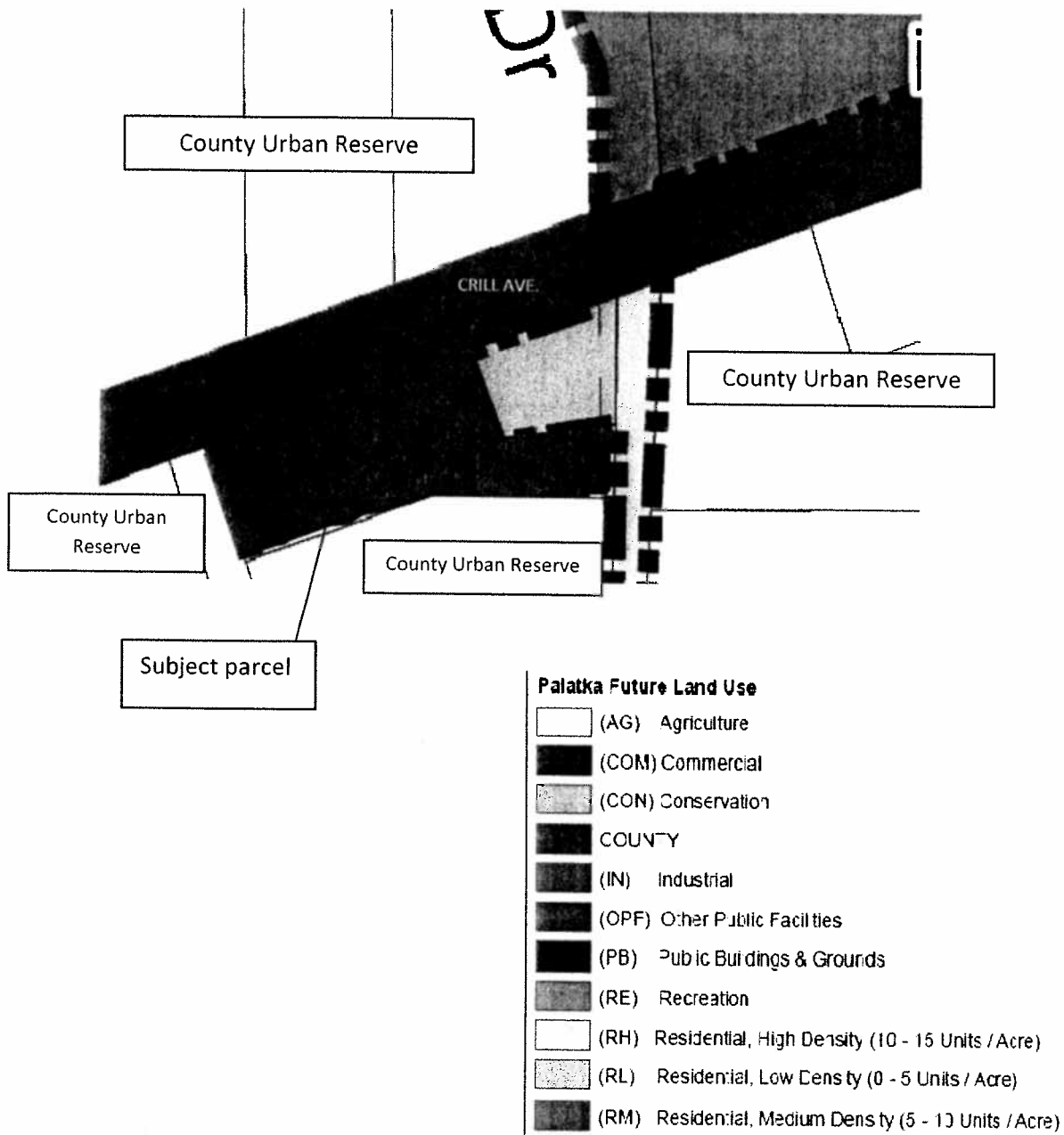
Case #: 10-38

Parcel # 09-10-26-0000-0340-0000

<p><b>Please review the enclosed request and make any comments in writing to Building &amp; Zoning; Fax 329-0172 or put in box. Call 329-0103 with any questions.</b></p>	
<input checked="" type="checkbox"/> Rezoning	<input type="checkbox"/> Site Plan Review
<input checked="" type="checkbox"/> Annexation	<input checked="" type="checkbox"/> Small Scale Amendment (9.99 acres or less)
<input type="checkbox"/> Large Scale Amendment(10+ acres)	<input type="checkbox"/> Concurrency Review
<input type="checkbox"/> Conditional Use Request	<input type="checkbox"/> Variance
<input type="checkbox"/> Street Closing/Street Name Change	<input type="checkbox"/> Other
Meeting Date: 12/0 <sup>7</sup> 8/10	Response Deadline: 11/16/10
Date submitted by applicant: 11/4/10	Date forwarded to Departments for review: 11-8-10
Submitted to:	
<input checked="" type="checkbox"/> Water/Sewer/Streets/Sanitation <input checked="" type="checkbox"/> Police <input checked="" type="checkbox"/> Fire <input checked="" type="checkbox"/> Chief Building Official	<div style="float: right; text-align: center;">                     Woody Rhett Ed                 </div> <input checked="" type="checkbox"/> Sewer Plant <input checked="" type="checkbox"/> Water Plant <input type="checkbox"/> Parks <input type="checkbox"/> Weed & Seed
<input type="checkbox"/> Cemetery <input type="checkbox"/> Golf <input type="checkbox"/> Airport	
Current Property Use: Undeveloped	Proposed Property Use: Childcare facility
Current Land Use Designation: Cnty UR	Requested Land Use Designation: COM
Current Zoning Classification: AG	Requested Zoning Classification: C-1A
Acreage: 1.19	# of Units 1
Daryll Futch Owner/Applicant Name P.O. Box 712 Owner/Applicant Address Palatka, FL 32178 City/State/Zip (904)-669-0138 Phone Number	April Annis Agent Name 512 N Tree Garden Dr. Agent Address Palatka, FL 32177 City/State/Zip (386) 937-2379 Phone Number
Planning Dept. Comments: <i>please review - vacant parcel next to convenience store. Applicant wishes to build a childcare center.</i>	
<input checked="" type="checkbox"/> No Comments <input type="checkbox"/> Comments Attached	Reviewed by: <i>Malcolm L. DePuff</i> Title: <i>WTP Superintendent</i>

**PROPOSED FUTURE LAND USE MAP**

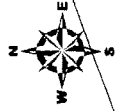
Case: PB 10-38



**REQUEST:** To Amend the Future Land Use Map from County Urban Reserve to City Commercial



**Location:** 7309 Crill Ave. (09-10-26-0000-0340-0000)

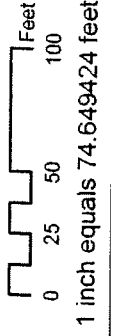
**Owner:** Daryll Futch    **Applicant:** April Annis



### Legend

Streets

-  730 9Crill Ave
-  PA\_PARCELS



VILLA FARMS

ROUND LAKE

CRILL

7309 Crill Avenue

STATE OF FLORIDA

County of Putnam

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

Notice is hereby given that t

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

11/24/2010

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

*Vicki Rafuse*

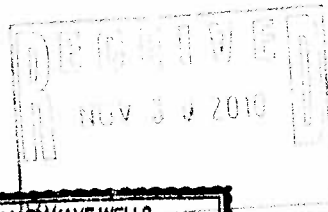
Sworn to and subscribed to before me this 24th day of November, 2010 by Vicki Rafuse, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

*Mary Kaye Wells*

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

Notary Seal  
Seal of Office:

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



PUBLIC NOTICE

Notice is hereby given that the CITY OF PALATKA PLANNING BOARD will hold a public hearing on December 7, 2010 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County AG (Agriculture) to City C1-A (Neighborhood Commercial). Case: PB 10-38

Location: 7309 Crill Avenue (09-10-26-0000-0340-0000)

Owner: Daryll Futch  
Applicant: April Annis

All interested parties are invited to attend this public hearing.

Debbie Banks  
Director of Bldg. & Zoning

ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE PLANNING BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS THAT INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED, AT THE EXPENSE OF THE APPELLANT. F.S. 288.0105

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

Legal No. 05509280  
11/24/2010

# Advertising Receipt

Palatka Daily News  
 P.O. Box 777  
 Palatka, FL 32178-0777  
 Phone: (386) 312-5200  
 Fax: (386) 312-5209

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

Cust#: 04100016-000  
 Ad#: 05509280  
 Phone: (386)329-0103  
 Date: 11/23/10

Ad taker: vic Salesperson: mkw Classification: 0360

Description	Start	Stop	Ins.	Cost/Day	Surcharges	Total
01 Palatka Daily News Affidavit	11/24/10	11/24/10	1	78.06		78.06 2.50

**Payment Reference:**

Total: 80.56  
 Tax: 0.00  
 Net: 80.56  
 Prepaid: 0.00

Notice is hereby given that the CITY OF PALATKA PLANNING BOARD will hold a public hearing on December 7, 2010 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County AG (Agriculture) to City C1-A (Neighborhood Commercial). Case: PB 10-38

Location: 7309 Crill Avenue (09-10-26-0000-0340-0000)

Owner: Daryll Futch

Applicant: April Annis

**Total Due 80.56**



# *City of Palatka*

*Building & Zoning*

*201 N. 2nd Street*

*Palatka, Florida 32177*

*386-329-0103 • Fax 386-329-0172*



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

## **PUBLIC NOTICE**

Notice is hereby given that the **CITY OF PALATKA PLANNING BOARD** will hold a public hearing on December 7, 2010 at 4:00 P.M. at City Hall, 201 N 2nd St. for the purpose of hearing the following matter:

Request to Annex into the Palatka city limits, Amend the Future Land Use Map from County Urban Reserve to City Commercial and Rezone from County AG (Agriculture) to City C1-A (Neighborhood Commercial). **Case: PB 10-38**

**Location:** 7309 Crill Avenue (09-10-26-0000-0340-0000)

**Owner:** Daryll Futch

**Applicant:** April Annis

All interested parties are invited to attend this public hearing.

Debbie Banks  
Director of Building & Zoning

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

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE BUILDING DEPT. AT (386)329-0103 AT LEAST 24 HOURS IN ADVANCE TO REQUEST SUCH ACCOMMODATIONS.

09-10-26-0000-0340-0110  
TRISTAR INVESCO INC  
740 NICKLAUS DR  
MELBOURNE FL 32940

PB 10-38

09-10-26-0000-0760-0020  
HAYES DANA L+JON L REVELS REV TRUST  
8950 COWPEN BRANCH RD  
HASTINGS FL

PB 10-38

09-10-26-0000-0800-0010  
WOODARD JO + JO LEE FRENCH  
106 ROUND LAKE RD  
PALATKA FL 32177

PB 10-38

09-10-26-0000-0340-0040  
WICKS THOMAS A + DORIS A H/W  
105 ROUND LAKE RD  
PALATKA FL 32177

PB 10-38

09-10-26-0000-0340-0100  
GIBSON LLOYD T + LISA H/W  
7321 CRILL AVE  
PALATKA FL 32177

PB 10-38

09-10-26-0000-0330-0000  
CAPLINGER HAROLD D + MARISSA L H/W  
7331 CRILL AVE  
PALATKA FL 32177

PB 10-38

09-10-26-0000-0270-0000  
CLAY ELECTRIC COOPERATIVE INC  
PO BOX 308  
KEYSTONE HEIGHTS FL 32656

PB 10-38

09-10-26-0000-0290-0010 & 0000  
HERRINGTON WM J JR + SHERRY W  
7324 CRILL AVE  
PALATKA FL 32177

PB 10-38

09-10-26-0000-0290-0000  
HERRINGTON W J + EDITH T LIFE EST  
7320 CRILL AVE

09-10-26-0000-0280-0000  
HERRINGTON WILLIAM J JR + SHERRY  
7324 CRILL AVE  
PALATKA FL 32177

PB 10-38



09-10-26-0000-0760-0000  
TILLIS JO LEE+GARY JR+JO F REVELS  
PO BOX 266  
PALATKA FL 32177

PB 10-38

09-10-26-0000-0800-0000  
MILLS MICHAEL M  
3311 CRILL AVE  
PALATKA FL 32177

PB 10-38





# APPLICANT SUBMITTALS

# Application for Annexation

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

Application Number: PB - 10-38

Date Received: 11-4-10

Hearing date: 12/7/10

City of Palatka Planning & Zoning  
201 N 2<sup>nd</sup> Street  
Palatka, FL 32177

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

TO BE COMPLETED BY APPLICANT		
1. Property Address: 7309 Crill Ave	2. Parcel Number: 09-10-26 0000-0340-0000	3. Current Property Use:
4. Current Land Use Designation: Vacant	5. Requested Land Use Designation: childcare center	6. Required Attachments: <input type="checkbox"/> Legal Description <input checked="" type="checkbox"/> Letter of Authorization* <input checked="" type="checkbox"/> Copy of Recorded Deed <input checked="" type="checkbox"/> Fees <input checked="" type="checkbox"/> Project Narrative** <input type="checkbox"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan***** <input type="checkbox"/> Survey
7. Current Zoning Designation: Agriculture	8. Requested Zoning Designation: C-1A	
9. Acreage to be considered for request: 1.19	10. Number, types & square footage of structures on property: 1 childcare center 4,000 sf	
Reason for annexation request: I want to Annex this piece of property into the city in order to use city sewer & water		
Owner Name Darryll Futch	Agent Name April Annis	
Owner Address P.O. Box 712 Palatka, FL 32177	Agent Address 512 N. Tree Garden Dr. St. Augustine, FL 32086	
Phone Number (904) 669-0138	Phone Number (386) 931-2379	

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

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

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

**City of Palatka Planning & Zoning**  
201 N 2<sup>nd</sup> Street  
Palatka, FL 32177

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

Application Number: PB - _____
Date Received: _____
Hearing date: _____

### TO BE COMPLETED BY APPLICANT

<b>1. Property Address:</b> 7309 Crill Ave.	<b>2. Parcel Number:</b>	<b>3. Current Property Use:</b>
<b>4. Current Land Use Designation:</b>	<b>5. Requested Land Use Designation:</b> childcare center	<b>6. Required Attachments:</b> <input checked="" type="checkbox"/> Letter of Authorization* <input checked="" type="checkbox"/> Legal Description <input checked="" type="checkbox"/> Copy of Recorded Deed <input checked="" type="checkbox"/> Fees <input checked="" type="checkbox"/> Project Narrative** <input type="checkbox"/> Supplementary Information*** <input type="checkbox"/> Site Map for display ad**** <input type="checkbox"/> Site Plan*****
<b>7. Current Zoning Designation:</b> Agriculture	<b>8. Requested Zoning Designation:</b>	
<b>9. Lot size/acreage:</b>	<b>10. Number, types &amp; square footage of structures on property:</b> 1 childcare center 4,000 sf	
<b>11. Proposed Number, types &amp; square footage of structures on property: Attach plan</b>		
<b>8. Owner Name:</b> Darryl Futch		
<b>Owner Address:</b> Palatka, FL 32177		
<b>Phone Number:</b> (904) 669-0138		
<b>9. Agent Name:</b> April Annis		
<b>Agent Address:</b> 512 N. Tree Garden Dr. St. Augustine, FL 32086		
<b>Phone Number:</b> (386) 937-2379		

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

Application Number: PB -  
 Hearing date: **RECEIVED**  
 NOV 12 2010

10. This application submitted by:

Signature of owner(s):

*[Handwritten Signature]*

BY: \_\_\_\_\_

Print owner(s) names(s):

Daryll Futch

Signature of Agent(s):

*[Handwritten Signature]*

Print Agent(s) names:

April Annis

STATE OF Florida

County of Putnam

Before me this day personally appeared April Annis who executed the foregoing application and acknowledged to and before me that \_\_\_\_\_ executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 9th day of November A.D. 2010



**DONNA L. TAYLOR**  
 Notary Public, State of Florida  
 My Comm. Expires Feb. 5, 2011  
 Comm. No. DD 636254

*[Handwritten Signature]*  
 Notary Public

My commission expires:

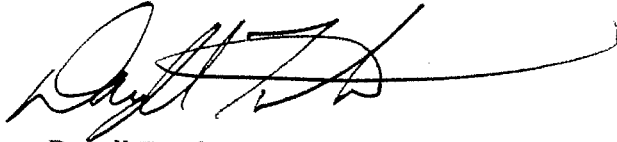
02/11

State of Florida at Large

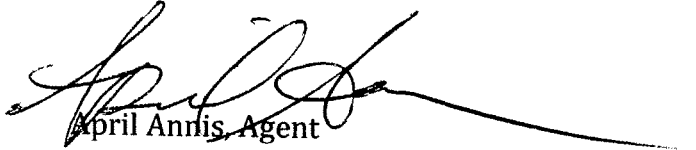
FOR OFFICIAL USE ONLY				
1. Date Submitted	2. Received By:	3. Confirm Zoning:	4. Confirm FLUM	5. Preliminary review by:
7. Sign(s) Posted Date: By:	8. Surrounding property owners notices sent: Date: By:	9. Legal Ad Ran: Date: Date:	10. Attachments Reviewed: <input type="checkbox"/> Letter of Authorization*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

To whom it may concern,

I (Daryll Futch) designate April Annis to be an agent for the 7309 Crill Ave. future land use and annexation process.



Daryll Futch, Property Owner



April Annis, Agent

RECEIVED  
NOV 12 2010  
BY: \_\_\_\_\_

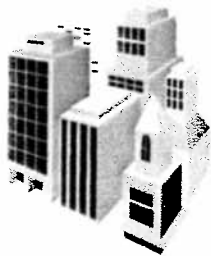


DOMNIA L. TAYLOR  
Notary Public, State of Florida  
My Commission Expires Feb. 5, 2011  
Commission No. 00 836254

Donna L. Taylor  
11/09/10

*Agenda  
Item*

6



CITY OF PALATKA  
Betsy Jordan Driggers  
City Clerk  
201 N. 2<sup>nd</sup> Street  
Palatka FL 32177  
Phone: 386-329-0100  
Fax: 386-329-0199  
e-mail: bdriqqers@palatka-fl.gov

# Memorandum

**To:** Palatka City Commission & Staff  
**From:** Betsy Driggers, City Clerk  
**Date:** 1/6/11  
**Re:** Police Officer Pension Multiplier Adjustment

---

This memorandum accompanies an ordinance amending Section 2-250.185(b) of the Code of Ordinances which revises the extra benefits multiplier for the Police Officer Pension Benefit Group. This decreases the "extra benefit" multiplier from 0.65 to 0.60.

Please see below an excerpt from the minutes of the Palatka Police Officers' Pension Board meeting, held on the 7<sup>th</sup> day of December, 2010:

**OTHER BUSINESS -**

**EXTRA BENEFITS PENSION MULTIPLIER** – Mrs. Williams said the City receives premium money from the State to fund "extra benefits" for police retirees. The money the City receives has gone down, lowering the extra benefits multiplier from .65 to .60. An ordinance will need to be passed by the City Commission to change the multiplier. This money fluctuates from year to year, and went down considerably this year. The City had to contribute more money to this Fund because the State money went down. This means some retirees' pensions will be affected by as much as \$60 per month.

*passed on 1st reading 1-13-11*

This instrument prepared by:  
Betsy J. Driggers  
201 North 2<sup>nd</sup> Street  
Palatka, Florida 32177

**ORDINANCE NO. 11-04**

**Entitled**

**AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, BY REVISING SECTION 2-250.185(b), POLICE OFFICER BENEFIT GROUP PENSION AMOUNT FORMULA; AND PROVIDING AN EFFECTIVE DATE.**

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

**SECTION 1:** That the Code of Ordinances of the City of Palatka, Florida be amended by revising the following Section to read as follows:

**Section 2-250.185(b):** The police officer benefit group pension amount formula is as follows:

- (1) Two and Twenty-Five One-Hundredths Percent (2.25%) of final average compensation multiplied by credited service.
- (2) A F.S. ch. 185 percent of final average compensation multiplied by credited service, if the individual retires pursuant to Section 2-250.175. The F.S. ch. 185 percent shall be the percent which can be actuarially funded by the monies received pursuant to F.S. ch. 185 after deducting the actuarial cost of any earlier retirement opportunity provided in Section 2-250.175 to members of the police officers' retirement plan as compared to members of the general benefit group. The percent shall be redetermined annually following completion of the annual actuarial valuation and the redetermined amount shall become effective the first day of October following the redetermination. The redetermined percent shall be applied prospectively to retired members and beneficiaries of deceased retired members.

The percent effective October 1, 2010 has been redetermined to be sixty and zero-hundredths (0.60) percent.

**SECTION 2:** This ordinance shall become effective immediately upon its final passage by the City Commission of the City of Palatka, Florida.

**SECTION 3:** A copy of this ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

**PASSED AND ADOPTED** by the City Commission of the City of Palatka, Florida, this 27<sup>th</sup> day of January, 2011.

**CITY OF PALATKA**

By: \_\_\_\_\_  
Its **MAYOR**

**ATTEST:**

\_\_\_\_\_  
**CITY CLERK**