ROBERTA M. CORREA
MAYOR - COMMISSIONER

ANNIE H. DAVIS
COMMISSIONER

JUSTIN R. CAMPBELL, SR.
COMMISSIONER

WILL JONES
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CHIEF, FIRE DEPT

CHANTEL PIERRE, CPA
FINANCE DIRECTOR

AGENDA
CITY COMMISSION MEETING
April 23, 2026 at 6:00 PM

1. CALL TO ORDER

a. Invocation

b. Pledge of Allegiance

c. Roll Call

2. APPROVAL OF MINUTES

a. March 18, 2026, Workshop minutes

b. April 8, 2026, Budget Workshop minutes

c. April 9, 2026, Commission Meeting

3. PUBLIC RECOGNITION/PRESENTATIONS

a. IN THE SPOTLIGHT - Employee of the Month

b. New Hires Presentation

c. Home Rule Hero Award from Florida League of Cities

4. CITY MANAGER AND ADMINISTRATIVE REPORTS

a. Projects - David Bumgarner

b.

Financial Report - March 31, 2026

c. City Manager Report

5. PUBLIC COMMENTS

a. **Public Comments** - (Speakers limited to three minutes - no action taken on items)

b. **Commission and Staff Response**

6. CONSENT AGENDA

a. **ADOPT RESOLUTION 2026-R-61** RATIFYING THE RECOMMENDATION OF THE CRA, AUTHORIZING THE EXECUTION OF A MOU WITH THE FLORIDA SMALL BUSINESS DEVELOPMENT CENTER FOR FISCAL YEAR 2025–2026.

b. **ADOPT RESOLUTION 2026-R-65** A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO BRANTERIA COOPER FOR THE 4th ANNUAL BIRTHDAY BLOCK PARTY WHICH WIL BE HELD ON MAY 9th, 2026, SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES EAGLE 20TH FROM WASHINGTON TO BROSON; AND

PROVIDING FOR SCRIVENER'S ERRORS

c. **ADOPT RESOLUTION 2026-R-66** A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO CHRIST WITNESS CHURCH FOR THEIR ANNUAL MAY DAY CELEBRATION WHICH WIL BE HELD ON MAY 2nd 2026, SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES N. 13TH STREET FROM MADISON STREET TO OLIVE STREET; AND PROVIDING FOR SCRIVENER'S ERRORS

d. **ADOPT RESOLUTION 2026-R-67** A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO THE COMMUNITY AFFAIRS FOR THE ANNUAL 4TH OF JULY CELEBRATION WHICH WILL BE HELD ON FRIDAY, JULY 4TH WITH ROAD CLOSURE OF MEMORIAL PARKWAY FROM LAUREL TO REID AT 10:00 AM AND ST. JOHNS AVE. FROM 1ST TO MEMORIAL PARKWAY: SETTING FORTH THE PROVISIONS OF THE PERMIT; AND PROVIDING FOR SCRIVENER'S ERRORS

e. **ADOPT RESOLUTION 2026-R-68** ADOPT RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING SPECIAL EVENTS PERMIT TO VISIT PALATKA SUMMER NIGHT LIGHTS; SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES, AMPLIFIED SOUND, AND ALCOHOL; AND PROVIDING FOR SCRIVENER'S ERRORS

f. **Adopt Resolution 2026-R-70** A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, APPROVING AN HONORARY STREET NAME DESIGNATING NAPOLEON STREET IN THE CITY OF PALATKA TO ALSO BE KNOWN AS "FRED R BROOKS STREET", PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

g. **Adopt Resolution 2026-R-71** A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A FEDERAL AVIATION ADMINISTRATION (FAA) FY 2026 AIRPORT IMPROVEMENT PROGRAM GRANT APPLICATION IN THE AMOUNT OF $242,538 FOR THE CONSTRUCTION OF THE TRANSIENT AIRCRAFT PARKING APRON; AND PROVIDING FOR SCRIVENER'S ERROR

h. Reappoint Kenneth Sugden to the Firefighters Pension Board

i. **ADOPT RESOLUTION 2026-R-73** Authorizing the City to proceed with accepting the USDA Rural Development Letter of Conditions for grant application for two fire trucks. Grant funded: $1,566,600; city contribution: $522,328.

j. **Adopt Resolution 2026-R-72** A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, APPROVING $29,000.00 FOR THE POLISHING OF CONCRETE FLOORING IN THE FLEET SHOP BY CUSTOM FLOOR COATINGS LLC.

7. DISCUSSION/DIRECTION

a. City of Palatka Policy Governing Boards and Committees

b. Booker Park Playground Equipment Discussion with Joe Verrechio

c. Options for Low Barrier 12 Hour Shelter

d. City of Palatka Policy for Proper Procedure for hiring new employees

e. City of Palatka Job Vacancies Policy

8. REGULAR BUSINESS

a. Recess for 10 minutes at 7:30 PM.

b. Reasignment of the Putnam County CRA Representative

9. PUBLIC HEARINGS

a. Request to Annex, Amend Future Land Use Map and Rezone - 404 Mission Rd.

i) **ORDINANCE NO. 2026-20** AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 02-10-26-0000-0630-0011, PT OF 1/4 OF SE1/4 OR358 P910, 404 MISSION ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

ii) **ORDINANCE NO. 2026-21** AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY URBAN SERVICE (US) TO CITY OF PALATKA RESIDENTIAL MEDIUM (RM) FOR THE FOLLOWING PROPERTY: 404 MISSION ROAD, PALATKA, FLORIDA 32177, PT OF 1/4 OF SE1/4 OR358 P910; PARCEL 02-10-26-0000-0630-0011, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

iii) **ORDINANCE NO. 2026-23** AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY RESIDENTIAL, SINGLE-FAMILY (R-1A) TO CITY OF PALATKA RESIDENTIAL, TWO-FAMILY (R-2), PT OF 1/4 OF SE1/4 OR358 P910, FOR THE PROPERTY LOCATED AT 404 MISSION ROAD, PALATKA, FLORIDA 32177, PARCEL 02-10-26-0000-0630-0011; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

b. **First Reading: Ordinance 2026-27** AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; REVISING SECTION 54-32 OF THE CITY CODE TO REDUCE THE NUMBER OF PLANNING BOARD MEMBERS FROM NINE TO FIVE AND ONE ALTERNATE; ESTABLISHING ATTENDANCE REQUIREMENTS; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

10. COMMISSIONER COMMENTS

11. ADJOURN

Upcoming Events	**Board Vacancies**
Wednesday April 29, Airport Advisory Committee Meeting 12:00 p.m. Wednesday April 29, 2nd Budget Workshop 6:00 p.m. Tuesday: May 5, 2026, Planning Board Meeting 4:00 p.m. Thursday: May 7, 2026, Historic Preservation meeting 4:00 p.m. Wednesday: May 13, 2026, CRA 1st Budget Workshop 6:00 p.m. Thursday: May 14, 2026, Regular Commission Meeting 6:00 p.m. Tuesday: May 19, 2026, Special Magistrate 1:30 p.m. Wednesday: May 20, 2026, 3rd Budget Workshop 6:00 p.m. Tuesday: May 26, 2026, CRA Meeting 5:00 p.m. Thursday: May 28, 2026, Regular Commission Meeting 6:00 p.m.	

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CHANTEL PIERRE, CPA
FINANCE DIRECTOR

CITY COMMISSION WORKSHOP
March 18, 2026, Minutes

Invocation
The invocation was led by Pastor Mulberry.

Pledge of Allegiance
The Pledge of Allegiance was led by Commissioner Campbell.

Roll Call
Commissioner Davis, Commissioner Jones, Commissioner Campbell, and Mayor Correa were present. Commissioner Borom was absent.

Public Comments
There were no public comments.

Discussion/Direction
Develop Board Governance standards
Commissioner Davis clarified the intent to develop comprehensive board governance standards, not just attendance rules. She suggested creating a board/committee handbook covering the roles and responsibilities, appointment processes, meeting procedures, onboarding, governance expectations.
Attorney Jane West stated over a year ago she was tasked with evaluating all boards and committees. The key issues are very few boards have term limits. The Planning Board and Historic Preservation Board are quasi-judicial and crucial to development timelines. Ms. West also stated the Quorum problems have caused delays for applicants. And this workshop originated from concerns raised by Commissioner Davis.

Commissioners agreed the city needs clear and consistent attendance policies.
The current draft referenced “three unexcused absences,” but concerns arose about defining “excused” vs. “unexcused.” General agreement: Use three absences total as the threshold (no distinction). After three absences, have a conversation with the members regarding their ability to continue. A formal follow-up letter at the next absence may be appropriate. The goal is to ensure quorum reliability without discouraging volunteers.

The planning Board currently has nine members, but only about five regularly attend. There are multiple vacancies, making this an ideal time for restructuring. Staff recommended reducing Planning Board membership to improve quorum consistency.
Workshop consensus: Reduce Planning Board to five members and add one alternate member who can sit in when needed.

Commissioners discussed whether members should live inside the city or county, whether some boards require specialized expertise (e.g., Airport Advisory), how multiple board memberships should be handled and ethical and practical concerns when the same individuals serve long-term without rotation.
City Attorney Jane West recommendation: follow Commission's model (no term limits). Some commissioners disagreed, arguing, boards need fresh perspectives, especially after many years of unchanged membership and term limits could prevent stagnation. The commission were in a strong agreement that new members should receive training, which includes the Sunshine law, Ethics, Board responsibilities, and Meeting procedures. The commission also raised concerns on the current application is too generic, limited information for evaluating qualifications and some board rosters contain outdated members (including deceased individuals).
The commission recommendations would be to add; education/qualifications, roles/responsibilities, other boards served on, and the willingness to comply with financial disclosure laws. They also recommended applicants should appear (in person or via Zoom) at the Commission meeting where appointments are considered. Commissioners noted difficulty filling some boards and suggested modern recruitment tools (videos/Reels instead of only flyers), broader outreach via social media and civic partners and promote boards by explaining how residents can help. Commissioners also recommended boards elect leadership annually (or biennially) to prevent over-consolidation of authority, and to build leadership experience on boards.

Develop policy regarding staff and elected-official relations
Human Resource Manager Virginia Jones spoke about the emails between workers and the commission. It was a policy that she put together at the direction of the City Manager Ms. Carty. This policy was also discussed with the tenured employees in the department head meeting. When it was presented for the commission review, it was decided that the commission needed more time to look over and be able to dissect what is in the policy. So, we are here today for recommendations on how this needs to be changed.
Commissioner Davis asked what is the staff trying to accomplish. Ms. Jones stated it was brought to the attention to the city manager that staff was bcc'ing the commission and Ms. Carty didn't know about it.

Public Works building
The concern was noted that Public Works staff were absent during the agenda item.
Initial exploration included: The Brownfield monitoring on the site, a 2017 $750k FDEP grant requires permanent public recreation use of part of the property, past ideas included expanding Booker Park parking. Commissioners requested a site visit before they made any further decisions.

Commissioner Comments

Commissioner Campbell mentioned line-dancing on Monday Nights.

Adjourn
Commissioner Campbell moved to adjourn. Commissioner Jones seconded the motion which passed unanimously.

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FINANCE DIRECTOR

CITY COMMISSION BUDGET WORKSHOP
April 8, 2026, Minutes

Invocation
The invocation was led by Pastor Mulberry.

Pledge of Allegiance
The Pledge of Allegiance was led by Commissioner Davis.

Roll Call
Commissioner Davis, Commissioner Jones, Commissioner Campbell, and Mayor Correa were present. Commissioner Borom was absent.

Public Comments
There were no public comments.

Purpose of Workshop
Launch the FY 2026–2027 budget process: set tone, direction, priorities, and expectations. Ensure the budget reflects Commission directives, departmental needs, and community priorities. Confirm the process is iterative, working document until final adoption.

Finance Overview & Process
Finance Director Ms. Pierre reviewed budget calendar/process, importance of early direction-setting, and using a guiding theme (e.g., stewardship, progress, revitalization). She stated that they should emphasized zero-based budgeting ("give every dollar a job"), clarity of goals, and action plans per department and highlighted core focus areas seen in prior cycles (for discussion, not mandates) like: infrastructure (water/sewer, sidewalks, street signs, potable water facility), service delivery and systems (website, software; GIS), community building (parks, playgrounds, bike paths, engagement, health) and renewal (affordable housing strategies, transportation, blight mitigation)

Commission Discussion & Direction
Deliverables requested (before next workshop). The commission stated they would like to have Excel workbooks for each fund (General, Better Place, CRA/TIF by district, ARPA, Airport, Enterprise, etc.).

Read-only but filterable/sortable; avoid PDFs-only for working review, cash/bank account map which would entail a list all city accounts, which fund they serve (incl. sweep/interest), confirm separate accounts for Airport (interest-bearing), ARPA, each TIF district, and CRA. They would also like an executive summary (not piecemeal) project list by the funding source (Grant, Legislative, City, Loan) and completed. For each project allocation, spent to date, balance, timeline/status (include on-track/at-risk/delayed), and carry-forward plans.

Transfers In/Out analysis:
For each fund, provide rationale behind interfund transfers; be ready to explain lines such as line 2150 (Transfer from TIF to Better Place) and any similar movements.

Budget report usability: Current 70 plus page PDF is not user-friendly. Commission wants searchable Excel formats and fund-by-fund review.

Project Execution and Quality
Strong emphasis on workmanship quality, completion standards, and sign-off protocols before payments.
Accountability: Project Manager is the key point, with Public Works support; City Manager to enforce.
Public communication must improve (what's happening, where, how long, impacts).
Use electronic message boards, informational signage, mailer/utility bill inserts, and consistent social media posts.

Outreach & Transparency (State of the City) Commission expects a concise, visual "State of the City" (bullets, photos, short video acceptable). It is late; ensure this is published promptly and kept current (help residents understand progress).

Priorities for FY 2026–27
Public Safety (Police & Fire): fund needs, be prudent on wants.
Infrastructure: aggressive completion of $25–30M in grant-funded projects over next 12 months; tighten reimbursements and cash flow routines.
Legislative priorities: If not funded by the State, consider self-funding high-impact items in the City budget.
Growth management: Plan resources in planning to keep positive growth aligned with Palatka's character (especially west side).
COPS unit expansion: Explore replication beyond Historic District to address citywide public safety concerns.
Key partnerships: Define and drive **tangible outcomes** with County, Chamber, College, Downtown business association, School District, etc. Avoid "meeting to meet."

Revenue Strategy & Fees
Fire Assessment Fee:

Commission discussed modeling lowering the fee; requested upfront revenue projections under current rate and lower-rate scenarios to set realistic expenditure ceilings. Recognized uncertainty around future ad valorem and State changes; be prudent to avoid creating structural gaps.

Fees: Staff may propose targeted fee increases (with clear, simple explanations), balanced by expense reductions. Commission also wants to identify new revenue and cost recovery opportunities: Market-rate rents for City-owned properties receiving City expenditures. Eliminate under-market arrangements that subsidize non-taxed tenants without community benefit.

County: Upcoming meeting things that should be discussed are impact fees on agenda; Commission asks staff to go in with **Palatka's needs and positions** clearly defined (seek mutual legislative priorities & tangible results).

School District: Future collaboration is important for residents choosing Palatka (health, safety, schools)

Finance (Ms. Pierre) By next workshop: Provide Excel files per fund (read-only, sortable) plus a fund index. Deliver cash/bank account map, noting separate accounts (Airport interest-bearing, ARPA, each TIF district, CRA). Provide Fire Assessment Fee revenue models (current rate, proposed lower rate), with expenditure impact. Prepare transfers in/out memo per fund (rationale, authority, historical pattern). Draft fee options (simple/plain-language explanations), plus expense-reduction opportunities. Coordinate with Project Manager to include project portfolio executive summary (funding source, spend-to-date, remaining, timeline, status).

City Manager and Project Manager
Enforce quality control and final acceptance procedures on projects; no payment without verified standards. Launch communications plan for projects: signage, message boards, social media, mailers; propose budget line if needed.

City Communications Publish State of the City promptly (visual-first: bullets, photos, short video); maintain updates. Standardize project updates (what/where/when/how long/contacts), and post to website and social channels.

Commissioner Comments
Commissioners reaffirmed the need for clarity, quality, accountability, and tangible outcomes visible to residents throughout the budget year.

Adjourn
Commissioner Campbell moved to adjourn. Commissioner Jones seconded the motion which passed unanimously.

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CHIEF, FIRE DEPT.

CHANTEL PIERRE, CPA
FINANCE DIRECTOR

CITY COMMISSION MEETING
April 9, 2026, Minutes

Invocation
The invocation was led by Pastor Mulberry.

Pledge of Allegiance
The Pledge of Allegiance was led by Commissioner Borom.

Roll Call
Commissioner Davis, Commissioner Jones, Commissioner Campbell, Commissioner Borom and Mayor Correa were present.

Approval of Minutes
March 26, 2026
Vote: Commissioner Campbell moved to approve March 26, 2026 minutes. Commissioner Davis seconded the motion which passed unanimously.

Public Recognitions/Presentations
VFW honoring the Firefighter and Police officer of the year.
Gerald Donally, Commander of the Veteran of Foreign War Post 3349, presented Officer of the Year awards. Officer Matthew Keith recognized; Chief Shaw's remarks highlighted Keith's exceptional service, community relationships, leadership, and professionalism. Officer Eric Gentry will receive his award at a later date.
Firefighter of the Year: Ben Stevens honored for heroic rescue on May 12, 2025, structure fire. Chief Taylor stated Mr. Stevens extricated multiple victims under extremely dangerous conditions. Special announcement: Firefighter Stevens received State of Florida VFW Firefighter of the Year.

Proclamation - Earth Day 2026 - Jessica Finch
Mayor Correa read the Earth Day Proclamation. Ms. Finch from St. Johns Riverkeeper spoke briefly.
Vote: Commissioner Campbell moved to approve the Proclamation. Commissioner Borom seconded the motion which passed unanimously.

Heart of Putnam

RISE Initiative Presentation (Homeless Services System) Presented by Pastor Sheila McCoy.

Pastor McCoy explained to the commission the Program Purpose and how it shift from "crisis response" to a unified, long-term coordinated homeless services system.

The Core Services will be to coordinate entry and case management. With focusing on housing navigation and placement. Pastor McCoy also explained the service hub partnerships like, SMA Healthcare, Housing Authority, Catholic Charities, Caring Coalition, Grace Marketplace, Soup Kitchens, etc.

Continuum of Care recommends shifting Phase 1 to create a low-barrier overnight shelter (7 PM–7 AM) before launching the full daytime hub. The estimated cost: $160,000 annually. However, Pastor McCoy requested: A City-owned building for low-barrier shelter operations.

Commission Direction

Staff must return next meeting (May 14) with: Specific building options from the city property inventory, zoning viability, Potential partnership options (including County involvement) and clear recommendations.

City Manager and Administrative Reports

Airport Report

Airport Manager Yul McNair presented an update on operations, projects, compliance, and future development at Palatka Municipal Airport (28J). He explained the operational accomplishments that the annual state (FDOT) and federal (FAA) inspections were completed. The FAA accompanied FDOT this year, making the review more rigorous. Mr. McNair stated only a few minor items were noted; corrective actions are underway. The fuel system inspections were successfully passed and the third-party inspectors noted high standards

City Manager Report

City Manager Ms. Carty provided several positive operational updates:

Fire Department Assessment, A professional assessment of the Palatka Fire Department was completed on March 7. The evaluation reviewed the team structure and information, capital equipment and MRP assets, personnel readiness, training logs, insurance and administrative capacity

Outcome: The Fire Department met all required criteria and is positioned to become a fully capable and responsive Type III Hazmat Team. Assessment confirms Palatka is ready to transition toward a regional hazmat "Tox" program, serving Northeast Florida and surrounding communities.

LED Streetlight Upgrades (FPL Partnership) The City's streetlight modernization is progressing in three phases: **Phase 1:** Completion by April 30, focus: High-crime areas, Upgrading 36 lights

Phase 2: Completion by May 24, Focus: "Hotspot" areas, supporting Police Department initiatives, Upgrading 115 lights

Phase 3: Completion by June 4, Focus: St. Johns Avenue and 5th Avenue area, upgrading 108 light, Total: Nearly 300 new LED streetlights installed citywide to improve public safety and visibility.

Legislative Update, funding totals are not finalized, but current developments are positive. House Budget Support: Approved funding for: Fire Department Ladder Truck, Airport Runway Project Sanitary Lift Station: Not yet funded by either House or Senate. Lobbyists continue to monitor 12 key priority areas, including: Education, Sovereign immunity, Growth management, Firearms legislation, Rural renaissance, Diversity, Affordable housing

Public Comments

Ms. Reyes requested update on a Public Records Request regarding $97,000 ARPA homelessness funding. Staff acknowledged delay; City Manager will ensure fulfillment.
Mr. Joshua Florence spoke in support of the RISE Initiative.

Consent Agenda
The mayor announced the appointment of Ms. Allegra Kitchens to the Tree Committee, effective immediately, as part of the Mayor's authority to appoint individuals who have expressed interest or applied to serve on the committee.

Items B, C, G were pulled for discussion.
Vote: Commissioner Borom moved to approve the consent agenda except for items B, C and G. Commissioner Campbell seconded the motion which passed unanimously.

B. Adopt Resolution 2026-R-42 A RESOLUTION OF THE CITY OF PALATKA, FLORIDA FINDING THE PALATKA HOUSING AUTHORITY RESIDENT INVEST VEHICLE FOR ECONOMIC RESILIENCE PROGRAM CONSISTENT WITH THE COMPREHENSIVE PLAN AND ZONING CODE.
PHA presented the RIVER Program: Resident Investment Vehicle for Economic Resilience. Five-year curriculum: credit, finance, homeownership training, property management. PHA will be investing $8 million to build new units and support long-term owner success. Commissioners praised the program and PHA's community engagement efforts.
Vote: Commissioner Davis moved to approve Resolution 2026-R-42. Commissioner Borom seconded the motion which passed unanimously.

C. Adopt Resolution 2026-R-56 ACCEPTANCE OF AMENDMENT 2 FOR FDOC CONTRACT I0146, HARDENING OF PRICE MARTIN BUILDING, EXTENDING THE DEADLINE
Discussion: It was discussed that the Amendment extends FDOT contract deadline due to: roof/AC unit replacement needs, supply delays and updated work plan.
Vote: Commissioner Campbel moved to approve Resolution 2026-R-56. Commissioner Jones seconded the motion which passed unanimously.

g. Appoint Ms. Audrey Wise to Public Arts Committee
Discussion: There is concern over inconsistent application/appointment process. The workshop policies have not yet finalized, and multiple applicants applied for multiple boards.
Vote: Commissioner Davis moved to table item G until May 28th meeting. Commissioner Jones seconded the motion which passed unanimously.
Discussion: No appointments until the new boards/committees policy is finalized and returned for approval.

Discussion/Direction
Employee Cost Savings Incentive Program
Ms. Jones stated this is a draft program presented to reward employees for significant cost-saving efforts.
Commission requested: Revised version (including missing sections) Final policy returned May 14 for review and adoption

Public Hearings
Second Reading: Adopt Ordinance 2026-26 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, BY PROVIDING FOR AN UPDATE TO THE BENEFITS PAYABLE TO POLICE

PENSION RETIREES; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR PUBLICATION; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING AN EFFECTIVE DATE
Vote: Commissioner Campbell moved to adopt Ordinance 2026-26. Commissioner Jones seconded the motion which passed unanimously.

10. COMMISSIONER COMMENTS
Commissioner Campbell announced, "Saving Our Sons" Meeting on April 20, 6:30 PM at Jenkins Center.
Commissioner Davis emphasized the importance of budget participation, the hard decisions ahead, the city must modernize operations, and she encouraged residents to attend next budget workshop.

Adjourn
Commissioner Jones moved to adjourn the meeting. Commissioner Campbell seconded the motion which passed unanimously.

New Hires Presentation
New Hire Presentation

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Introduce new hires of the City of Palatka

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	New Hires - 4-23-26

CRA COORDINATOR

Nicole Auth

SENIOR PLANNER

Michael Hill

PROJECT GRANTS/MGR

David Bumgarner

GRANT ADMINISTRO R/WRITER

Christopher Glymph

FINANCE SPECIALIST II

Sarah Porath

WATER PLANT OPERATOR TRAINEE

Erik Johnson



RECLAMATION PLANT OPERATOR TRAINEE

Ayden Martin



W & S UTILITY MAINTENACE TRAINEE

Aron Sanchez



REFUSE COLLETOR

Dakota Nicholson



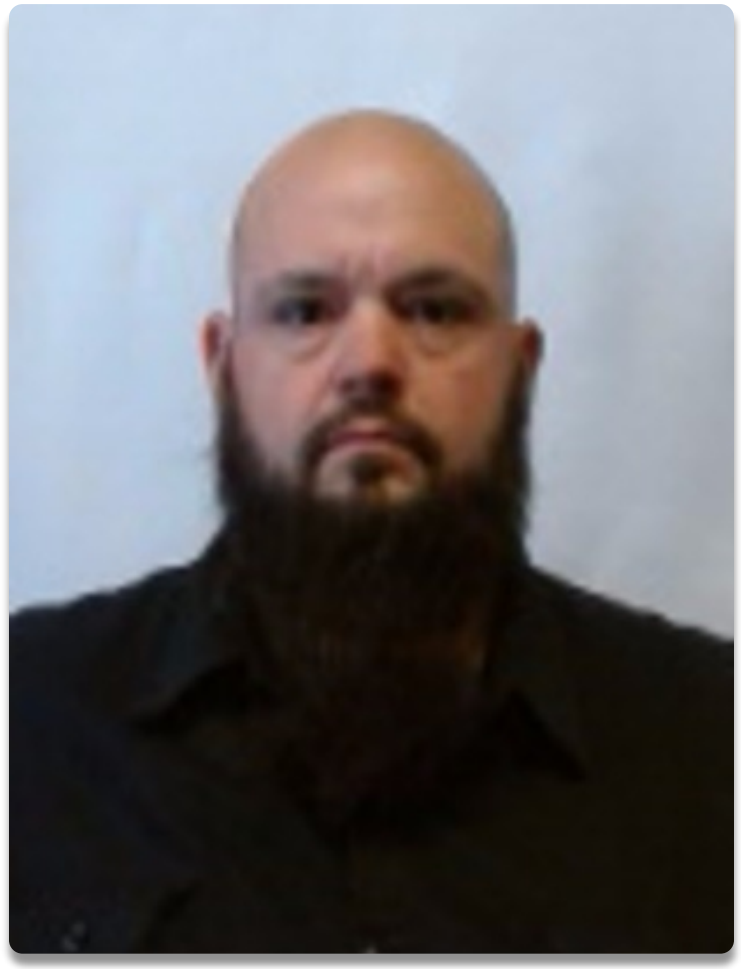
REFUSE COLLECTION

Bjorn Soyland



STREETS LABORER

Josh Hewett



ENGINEER

Caitlyn Wernisch

POLICE OFFICER

Stefanos Tzirakis



POLICE OFFICER

K’Darious Poole



POLICE VICTIMS ADVOCATE

Kathy Wright



FLORIDA LEAGUE OF CITIES

301 S. Bronough St., Suite 300 ● Post Office Box 1757 ● Tallahassee, FL 32302-1757
850.222.9684 ● Fax: 850.222.3806 ● Website: flcities.com

Commissioner Rufus Borom is Honored with 2026 Home Rule Hero Award

City of Palatka officially recognizes for advocacy efforts during the 2026 Legislative Session

FOR IMMEDIATE RELEASE: 05/14/2026
CONTACT: Rufus Borom

City of Palatka, FL – The **Florida League of Cities** (FLC), the united voice for Florida's municipal governments, recently recognized Palatka Commissioner Borom with a 2026 Home Rule Hero Award for their hard work and advocacy efforts during the 2026 Legislative Session. Commissioner Borom worked tirelessly throughout session to promote local voices making local choices by sharing insights, local data, and real-world examples that helped inform state lawmakers and elevate the voice of Florida's cities.

"Local voices matter, and during the 2026 Legislative Session, these leaders made sure those voices were heard," said **FLC Chief of Legislative Affairs Casey Cook**. "By engaging early, often, and thoughtfully, they helped elevate the municipal perspective and reinforce the importance of local decision-making. We sincerely appreciate their dedication and are proud to recognize their advocacy on behalf of Florida's cities."

Home Rule is the ability for a city to address local problems with local solutions with minimal state interference. Home Rule Hero Award recipients are local government officials, both elected and nonelected, who consistently responded to the League's request to reach out to members of the Legislature and help give a local perspective on an issue.

Founded in 1922, the Florida League of Cities is the united voice for Florida's municipal governments. Its goals are to promote local self-government and serve the needs of Florida's cities, which are formed and governed by their citizens. The League believes in "Local Voices Making Local Choices," which focuses on the impact citizens and city leaders have in improving Florida's communities.

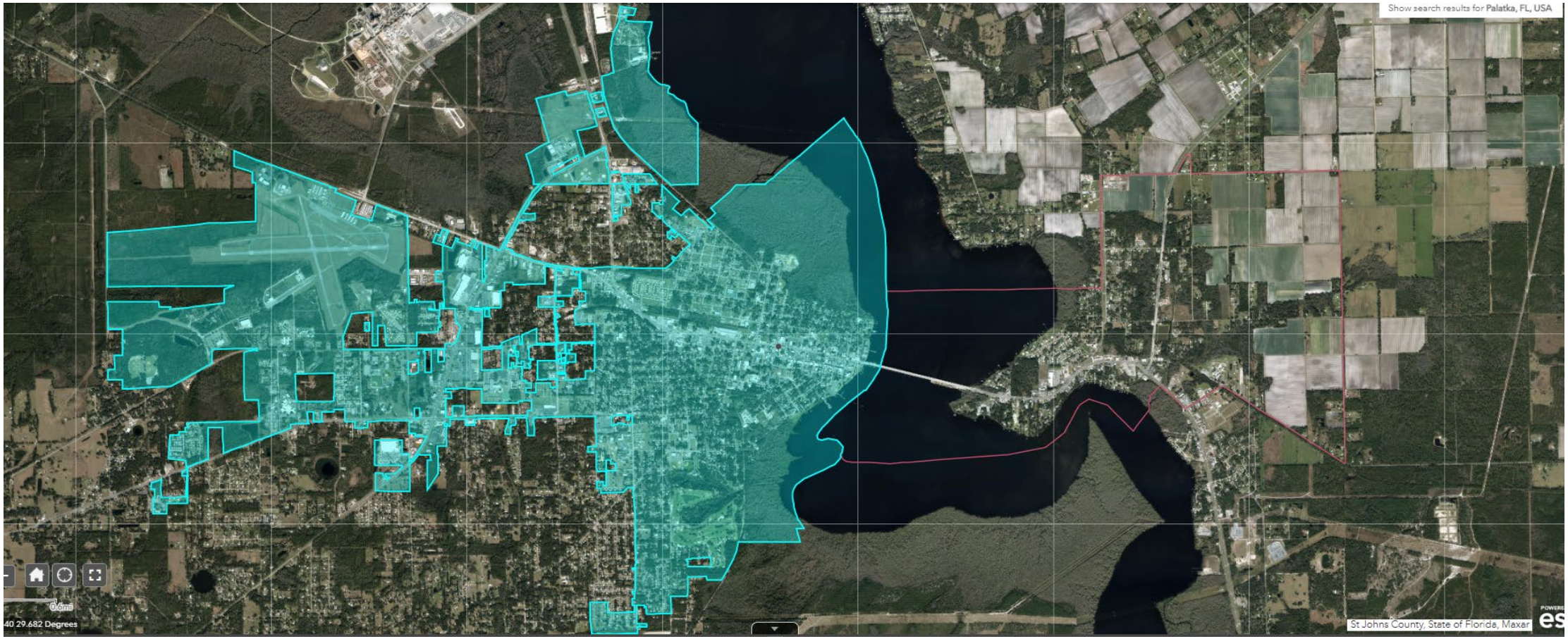


City Projects

Projects Team

- David Bumgarner: Project Manager
- Christopher Glymph: Grant Writer/Administrator
- Peggy Boughman: Grants Accountant
- Caitlyn Wernisch: City Engineer
- Joe Verrachio: Public Works Director
- Marcia Carty: City Manager

Palatka Projects



Water, Wastewater, & Sewer Pipes





Underground Pipe Work

- 12,640 feet of water lines replaced
- FY 2026: 3,168’ sewer main lined
- 42 manholes lined

River Street Wall





Price-Martin Center



Bronson-Mullholland House 2023



Bronson-Mulholland House



Bronson House April 1, 2026



Tilghman House Before



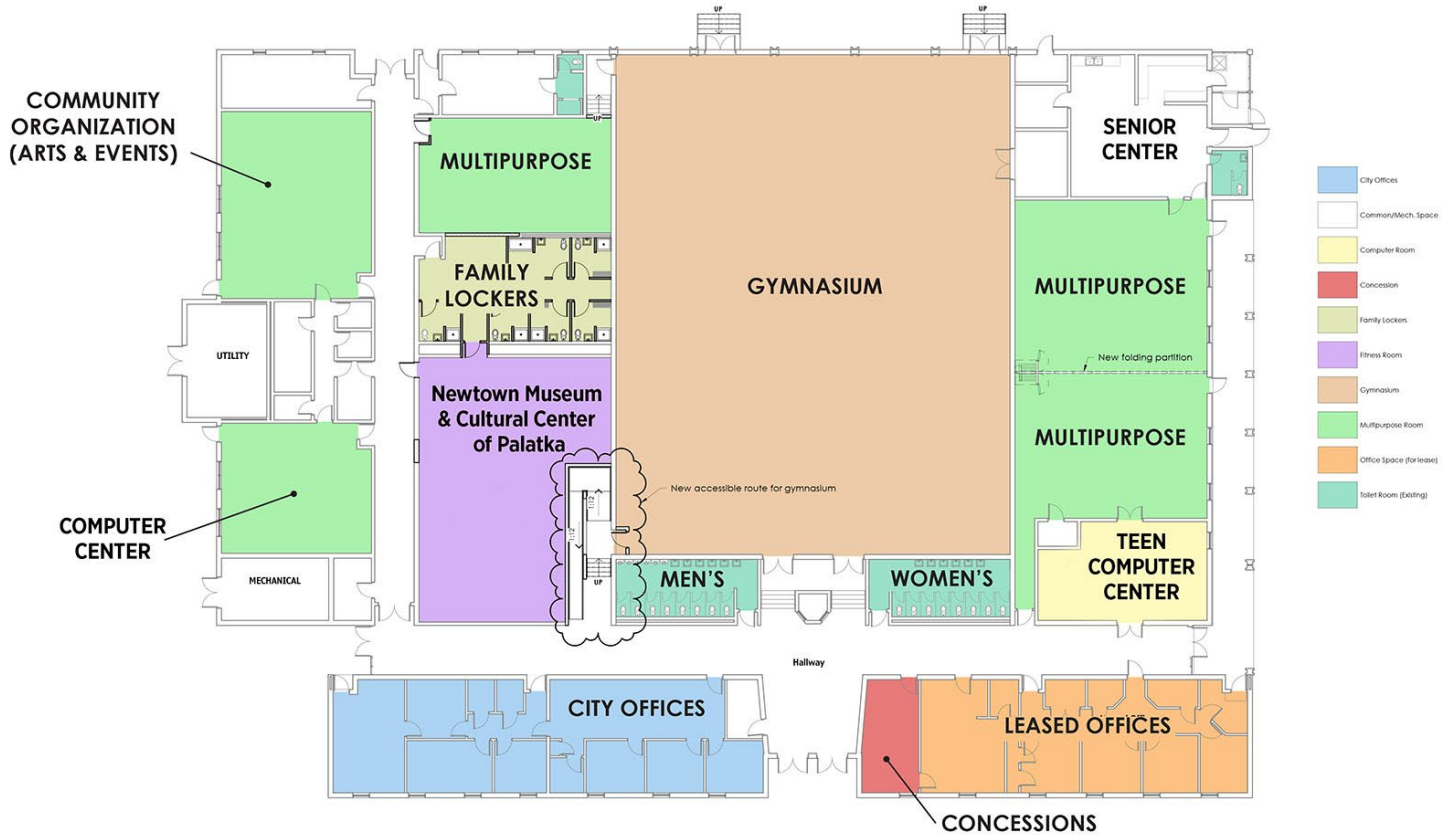
Tilghman House After



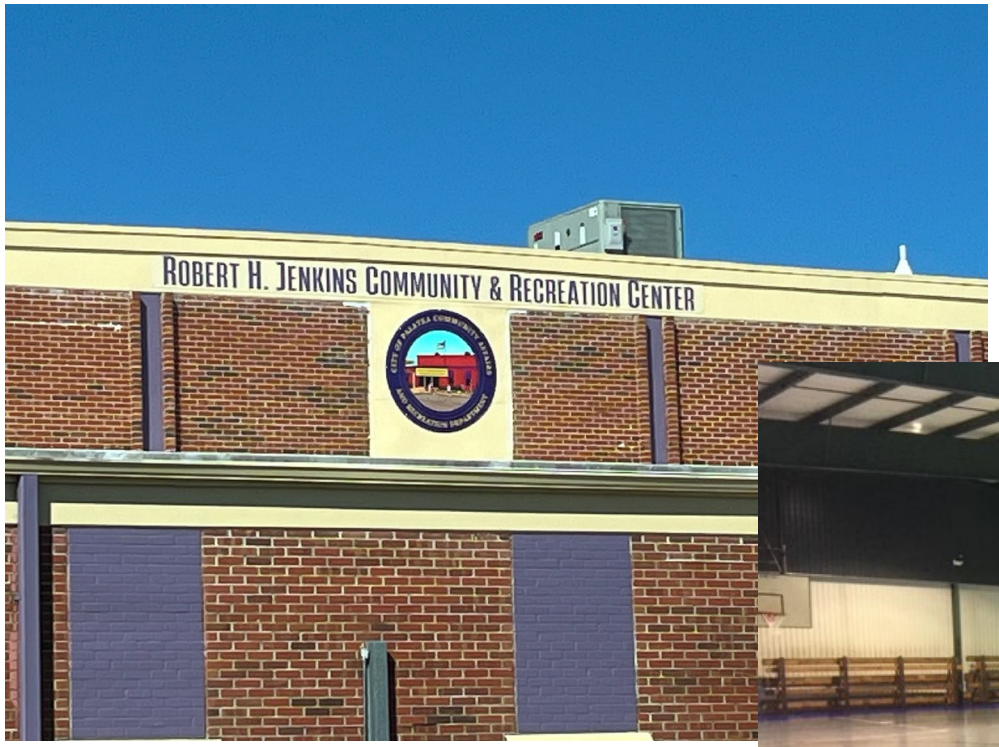
Jenkins: Middle School to Community Center

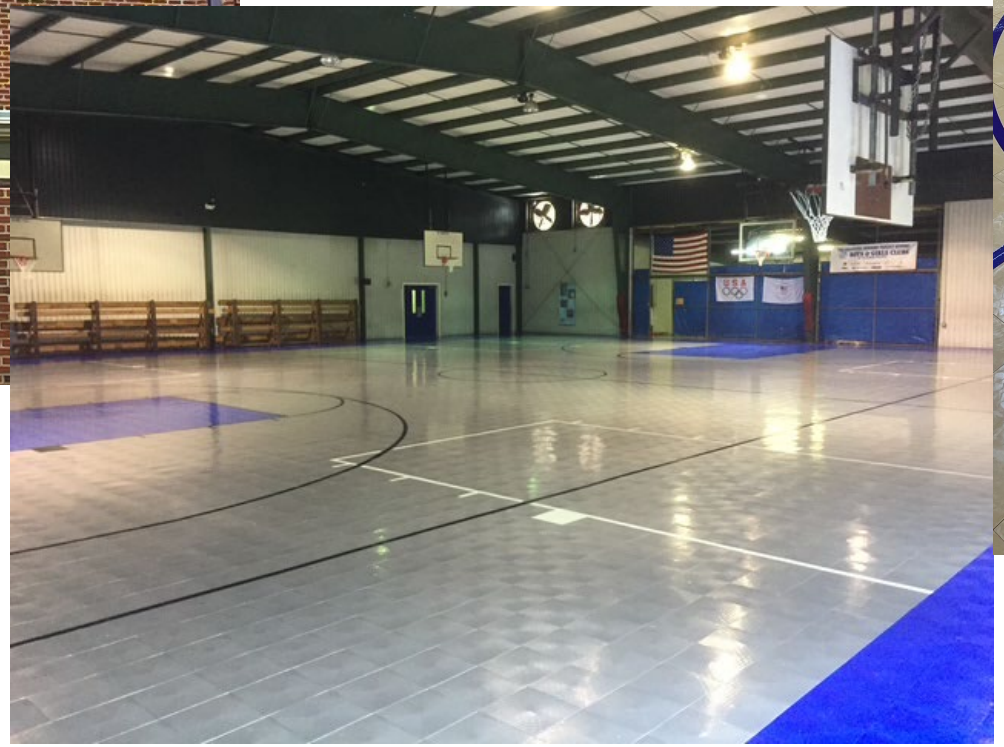


Jenkins: Current and Future Plans



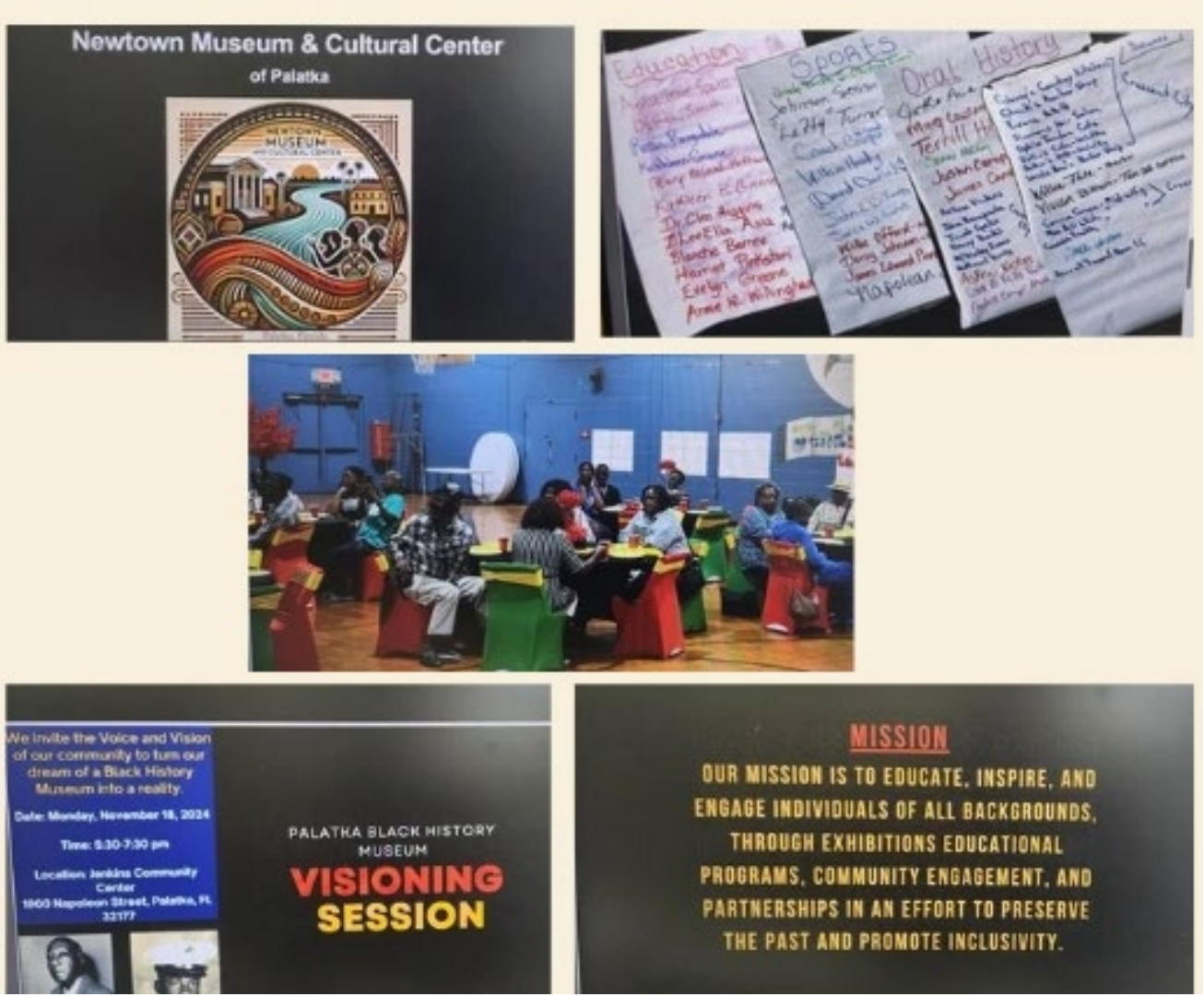
Jenkins


ROBERT H. JENKINS COMMUNITY & RECREATION CENTER




Robert H. Jenkins Northside Community
RECREATION CENTER

Jenkins Future: Newtown Museum and Cultural Center



Affordable Housing Projects

- Home Repair Program: 16 homes repaired (up to $40,000 worth of repairs each)
- Homeowner Downpayment Assistance: 14 residents purchased homes with $20,000 of program funds to help them get into their homes
- New Affordable Housing Construction: 3 homes are already under construction with 2 more in the pipeline

CITY of Palatka FLORIDA

New Affordable Housing Being Built in Palatka







St Johns Streetscape

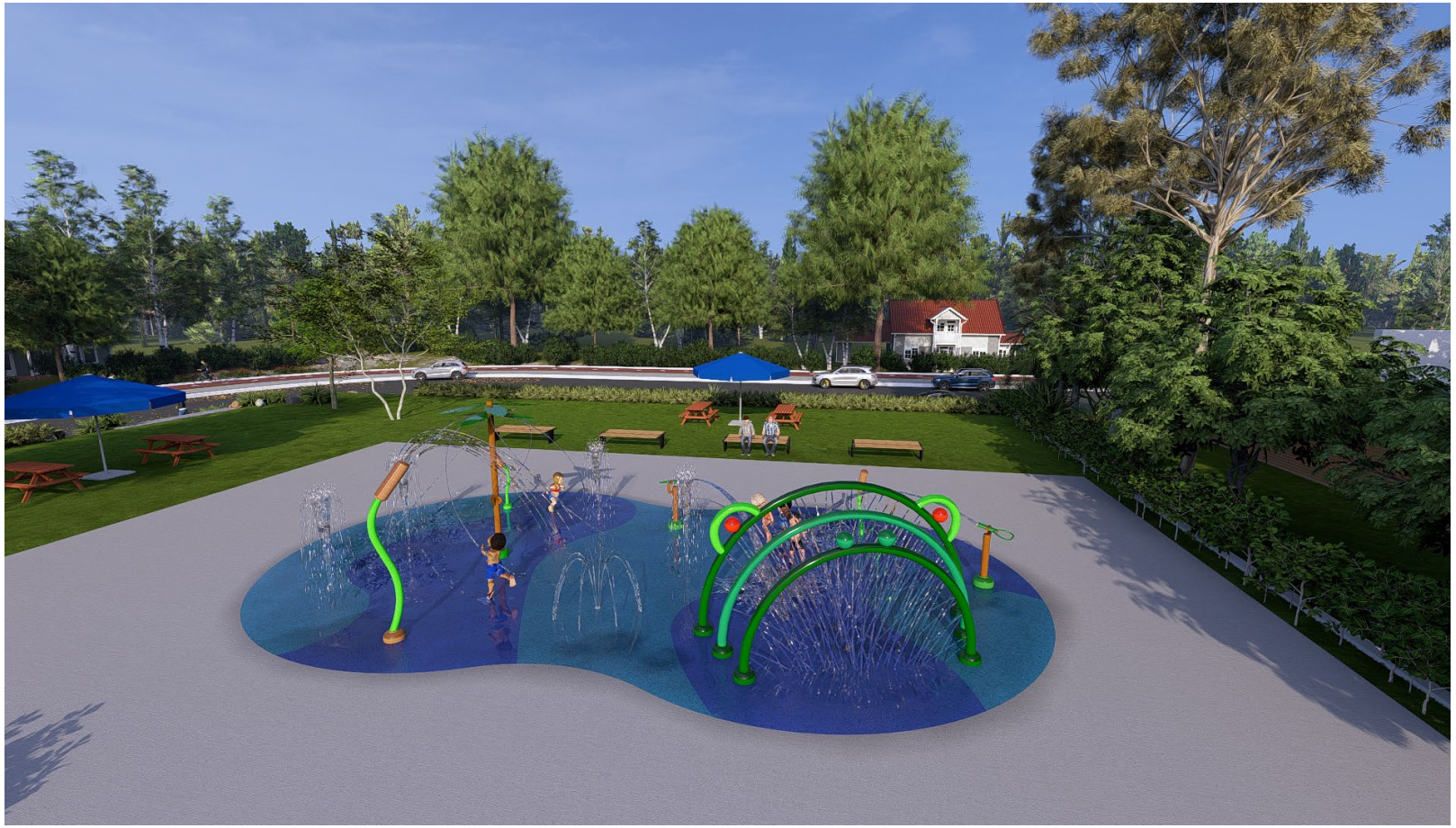


Other Projects

- Headworks upgrade
- Asset mapping
- Redevelopment plans
- Traffic accident analysis and planning
- Water treatment pump upgrades
- Activated carbon filter upgrades and replacement
- Lift station upgrades
- Emergency generators
- Playground equipment
- Survey maps
- Sidewalk Replacement
- Memorial bridge pedestrian pier repair
- Multimodal Transportation Hub planning

CITY of Palatka FLORIDA

Upcoming Projects



Financial Report - March 2026

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The Mayor and Commissioners are being asked to review the Financial Reports.

BACKGROUND

On a monthly basis, the Finance Department prepares the Statements of Revenue and Expenditures/Expenses for both General and Enterprise funds. Attached are the reports for the fiscal period that ended on March 31, 2026 (for the Sixth month of fiscal year 2025-2026). The Finance Department is presenting FY2025-2026 Monthly Financial review of the City's financials. The purpose of the monthly financial review is to help us know how healthy the City's cash flow is and help evaluate department performance to see if the executive office needs to reallocate resources to achieve the financial goals for the City.

PROJECT ANALYSIS

Please note the annual budget has been divided equally into twelve periods for the purposes of this presentation. Actual cash flows may not follow this linear pattern of receipt or expenditure. Certain special revenue funds that are not part of the budget process are excluded from this report. The report also includes a comparison with the previous fiscal years' results through the same period. This feature will provide the reader with additional insight into all the funds operations. This report represents the completion of 50% of the 2026 fiscal year

Staff Recommendation

Review the Financial Reports and approve for acceptance.

ATTACHMENTS

1.	Financial Dashboard March FY2026
2.	City of Palatka Summary Financial Report March 2026
3.	City of Palatka Individual Fund Reports March 2026
4.	City of Palatka Monthly Financials March 2026

City of Palatka FY 2026 Financial Dashboard
March 2026

Overall Financial Condition: Stable

Citywide revenues exceed expenditures early in FY2026.

Fund	Budget 25 (For Reference Only)	Budget 26	Actual Exp. YTD	Actual Rev YTD
Total Citywide	**$78,295,092**	**87,219,609**	22,875,488.77	26,046,847.58
General Fund	$23,916,861	$27,299,698	9,284,044.00	10,638,653.72
Better Place Fund	$15,258,788	$19,351,008	2,860,753.00	3,391,006.88
ARPA Fund	$1,546,461	$1,283,471	11,361.77	11,361.77
Airport Fund	$5,170,276	$4,379,941	1,044,127.00	1,076,756.27
Utility Fund	$26,032,356	$27,623,291	7,490,869.00	7,856,943.51
Golf Course Fund	$174,578	$185,679	104,455.00	78,483.69
Sanitation Fund	$4,006,922	$4,135,597	1,550,484.00	1,932,927.30
Tax Increment Fund	$2,188,830	$2,814,774	529,395.00	1,060,714.44

Stable
Monitoring Closely
Undertaking Corrective Action

FY2026 General Fund Expenditure Dashboard
March 2026 (SIXTH MONTH YTD)

Departments	Budget	Actuals	% of Budget	Indicator
City Commission	$563,464	$178,378	31.66%	
City Manager	$809,762	$197,035	24.33%	
City Clerk's Office	$167,458	$79,845	47.68%	
Finance Department	$687,768	$353,142	51.35%	
Human Resources	$460,222	$122,981	26.72%	
Facilities Maintenance	$553,538	$269,102	48.61%	
Information Technology	$408,000	$164,410	40.30%	
General Administration - City Hall	$255,795	$102,847	40.21%	
Legal Counsel	$269,564	$120,910	44.85%	
Other Government Services	$1,100,900	$692,125	62.87%	
Building & Zoning	$730,660	$193,937	26.54%	
Police Department	$5,794,531	$2,745,650	47.38%	
Code Enforcement	$331,346	$143,260	43.24%	
Fire Department	$6,490,474	$2,329,826	35.90%	
Streets	$1,957,235	$673,233	34.40%	
Cemetery	$148,960	$34,775	23.35%	
Cultural Services	$212,692	$104,865	49.30%	
Recreation	$523,434	$182,780	34.92%	
Parks	$1,637,392	$154,752	9.45%	
Price Martin Center	$58,400	$7,827	13.40%	
Water Taxis	$97,600	$54,841	56.19%	
Jenkins Gymnasium	$179,076	$106,490	59.47%	
Transfers	$390,000	$271,036	69.50%	
Contingencies	$0	$0	0.00%	
Fund Balance/Reserves - PY	$3,471,427	$0	0.00%	

Color Indicators: GREEN (<58%), YELLOW (59-69%) , RED (>70%)

FY2026 Fund Reserves & Outlook
March 2026 (Sixth Month YTD)

Overall Outlook: Stable

Targeted improvements recommended for low reserve (buffer) funds.

Fund	Budget 26	%	Reserve	Indicator
General Fund	$27,262,698.00	20.46%	$5.6 million	
Airport Fund	$ 4,379,941.00	3.93%	$172K	
Utilities	$27,623,291.00	23.25%	$6.4 million	
Sanitation	$ 4,135,597.00	8.71%	$360K	

Stable
Monitoring Closely
Undertaking Corrective Action

Grant funds, capital funds, and tax increment funds typically don't need a reserve because they are allocated for specific projects or purposes and are spent according to predefined budgets rather than being used for ongoing operational contingencies.

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE SIXTH MONTH ENDED MARCH 31, 2026

Sixth Month YTD 03/31/2026 Total Citywide Budget and Actual

Revenues	Budget	Actuals
Total Citywide	87,219,609.00	26,046,847.58

Expenditures	Budget	Actuals
Total Citywide	$ (87,219,609)	$ (22,875,489)

Net Results	Budget	Actuals
Total Citywide	$ -	$ 3,171,359

General Fund Revenues

Sources	Budget	Actuals
Property Taxes	$4,628,086	$3,444,217
Local Option Taxes	$565,503	$272,896
Utility Service Taxes	$1,501,083	$826,051
Communication Service Tax	$400,852	$196,410
Licenses/Permits	$120,454	$68,819
Franchise/Impact Fees	$1,231,880	$684,985
Special Assessments	$2,292,138	$1,926,005
State/Federal Grants	$662,620	$18,994
State Shared Revenues	$1,136,764	$547,454
Impact Fees	$850,000	$97,691
Charges for Service	$221,456	$155,216
Fines and Forfeits	$211,503	$61,155
Miscellaneous Revenues	$1,685,888	$378,321
Transfers In	$1,658,567	$850,394
Contributions/Reimbursements	$2,169,468	$1,110,046
Debt Proceeds	$2,386,671	$0
Fund Balance/Reserves - PY	$5,576,765	$0
Total Revenues	**$27,299,698**	**$10,638,654**

Airport Fund

	Budget	Actuals
REVENUES		
Federal & State Grants	$2,572,157	$281,711
Operating Revenues	$1,539,108	$598,600
Other Revenues	$31,232	$28,798
Transfers	$200,000	$100,002
Cash Balance Forward	$172,020	$67,646
Total Revenues	**$ 4,514,517**	**$ 1,076,756**
Personnel Expenses	$483,697	$211,733
Operating Expenses	$1,020,648	$374,865
Capital Outlay	$2,691,132	$349,015
Debt Service	$50,000	$0
Reimbursements	$217,037	$108,516
Transfer, Contngencies, Reservs	$52,003	$0
Total Expenditures	**$ 4,514,517**	**$ 1,044,127**
Net Results	**$0**	**$ 32,629**

ARPA Fund

	Budget	Actuals
REVENUES	$1,283,471	$11,362
Revenues		
Total Revenues	**$1,283,471**	**$11,362**
EXPENSES		
Operating Expenses	$778,885	$0
Capital Outlay	$504,586	$11,362
Fund Balance/Reserves - PY		
Total Expenses	**$1,283,471**	**$11,362**
Net Results	**$ -**	**$ -**

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE SIXTH MONTH ENDED MARCH 31, 2026

General Fund Expenditures

Departments	Budget	Actuals
City Commission	$563,464	$178,378
City Manager	$809,762	$197,035
City Clerk's Office	$167,458	$79,845

General Fund Expenditures Continued

Finance Department	$687,768	$353,142
Human Resources	$460,222	$122,981
Facilities Maintenance	$553,538	$269,102
Information Technology	$408,000	$164,410
General Administration - City Hall	$255,795	$102,847
Legal Counsel	$269,564	$120,910
Other Government Services	$1,100,900	$692,125
Building & Zoning	$730,660	$193,937
Police Department	$5,794,531	$2,745,650
Code Enforcement	$331,346	$143,260
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Streets	$1,957,235	$673,233
Cemetery	$148,960	$34,775
Cultural Services	$212,692	$104,865
Recreation	$523,434	$182,780
Parks	$1,637,392	$154,752
Price Martin Center	$58,400	$7,827
Water Taxis	$97,600	$54,841
Jenkins Gymnasium	$179,076	$106,490
Transfers	$390,000	$271,036
Contingencies	$0	$0
Fund Balance/Reserves - PY	$3,471,427	$0
Total Expenditures	**$27,299,698**	**$9,284,044**
General Fund Net	**$0**	**$1,354,610**

Golf Course Fund

	Budget	Actuals
REVENUES		
Restaurant Lease	$58,837	$26,940
Reimbursements	$33,829	$10,430
Profit Sharing Agreement	$52,416	$21,116
Other Revenues	$597	$0
Transfers In	$40,000	$19,998
Fund Balance/Reserves - PY	$0	$0
Total Revenues	**$185,679**	**$78,484**
EXPENSES		
Maintenance Expenditures	$129,490	$99,368
Maintenance Capital Exp	$20,000	$0
Club House Operating Exp	$36,000	$4,998
Club House Capital	$0	$0
Transfers	$189	$90
Debt Service	$0	$0
Fund Balance/Reserves - PY	$0	$0
Total Expenditures	**$ 185,679**	**$ 104,455**
Net Results	**$ -**	**$ (25,971)**

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE SIXTH MONTH ENDED MARCH 31, 2026

Better Place Plan Fund

	Budget	Actuals
REVENUES		
Discretionary Infrastructure Surtax	$1,465,659	$718,139
State/Federal Grants	$13,479,808	$1,061,748
Transfers In	$1,561,079	$306,705
Loan Proceeds	$1,387,948	$0
Fund Balance/Reserves - PY	$1,456,514	$1,304,415
Total Revenues	**$ 19,351,008**	**$ 3,391,007**
EXPENSES		
Operating Expenses	$105,428	$0
Capital Outlay	$5,419,159	$1,370,006
Debt Service	$185,185	$81,205
Grant Matches	$13,022,669	$1,100,260
Transfers Out	$618,567	$309,282
Fund Balance/Reserves - PY	$0	$0
Total Expenses	**$ 19,351,008**	**$ 2,860,753**
Net Results	$ -	**$ 530,254**

Sanitation Fund

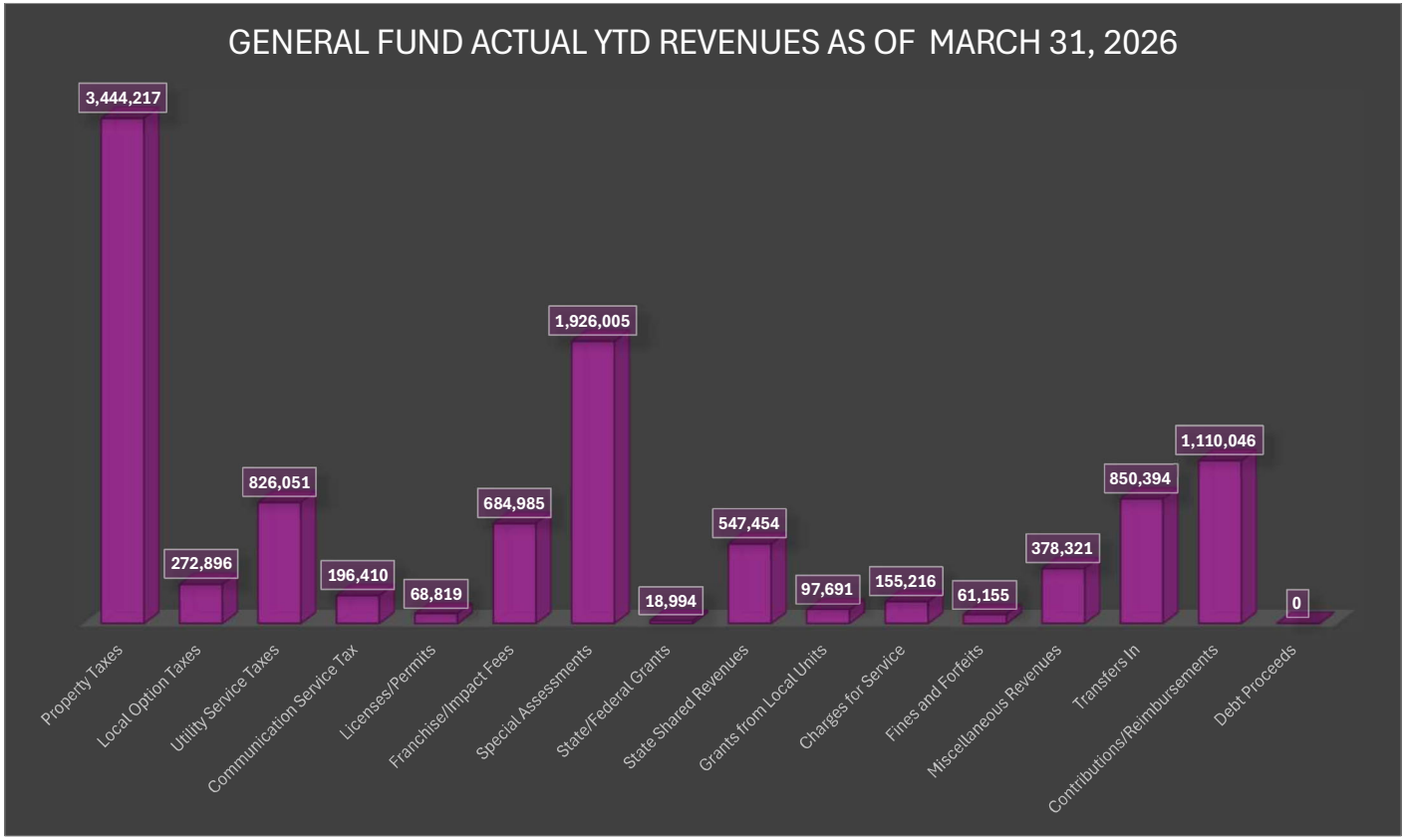
	Budget	Actuals
REVENUES		
Charges for Services	$3,624,973	$1,834,797
Contributions	$134,109	$86,369
Other Revenue	$27,732	$11,762
Debt Service	$0	$0
Fund Balance/Reserves - PY	$360,357	$0
Total Revenues	**$ 4,147,171**	**$ 1,932,927**
EXPENSES		
Garage Maintenance	$327,096	$131,923
Sanitation Department	$2,744,644	$1,155,271
Capital Outlay	$20,000	$0
Debt Service	$177,739	$77,128
Transfers Out	$372,320	$186,162
Fund Balance/Reserves - PY	$505,373	$0
Total Expenditures	**$ 4,147,171**	**$ 1,550,484**
Net Results	**$ -**	**$ 382,443**

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE SIXTH MONTH ENDED MARCH 31, 2026

Utility Fund	Budget	Actuals
REVENUES		
Federal & State Grants	$10,282,287	$1,578,118
Water & Waste/Sewer Charges	$9,393,684	$4,519,043
Other Revenues	$1,394,706	$686,481
Transfers	$130,000	$25,016
Fund Balance/Reserves - PY	$6,422,614	$1,048,286
Total Revenues	**$27,623,291**	**$7,856,944**
EXPENSES		
Water Plant	$3,198,953	$1,439,395
Sewer/Wastewater Plant	$4,971,045	$1,267,618
Water & Sewer Distribution	$11,403,019	$2,452,905
Utility Administration	$810,931	$375,760
Debt	$1,444,061	$485,186
Transfers	$3,866,615	$1,470,007
Fund Balance/Reserves - PY	$1,928,668	$0
Total Expenditures	**$ 27,623,291**	**$ 7,490,869**
Net Results	$ -	**$ 366,075**

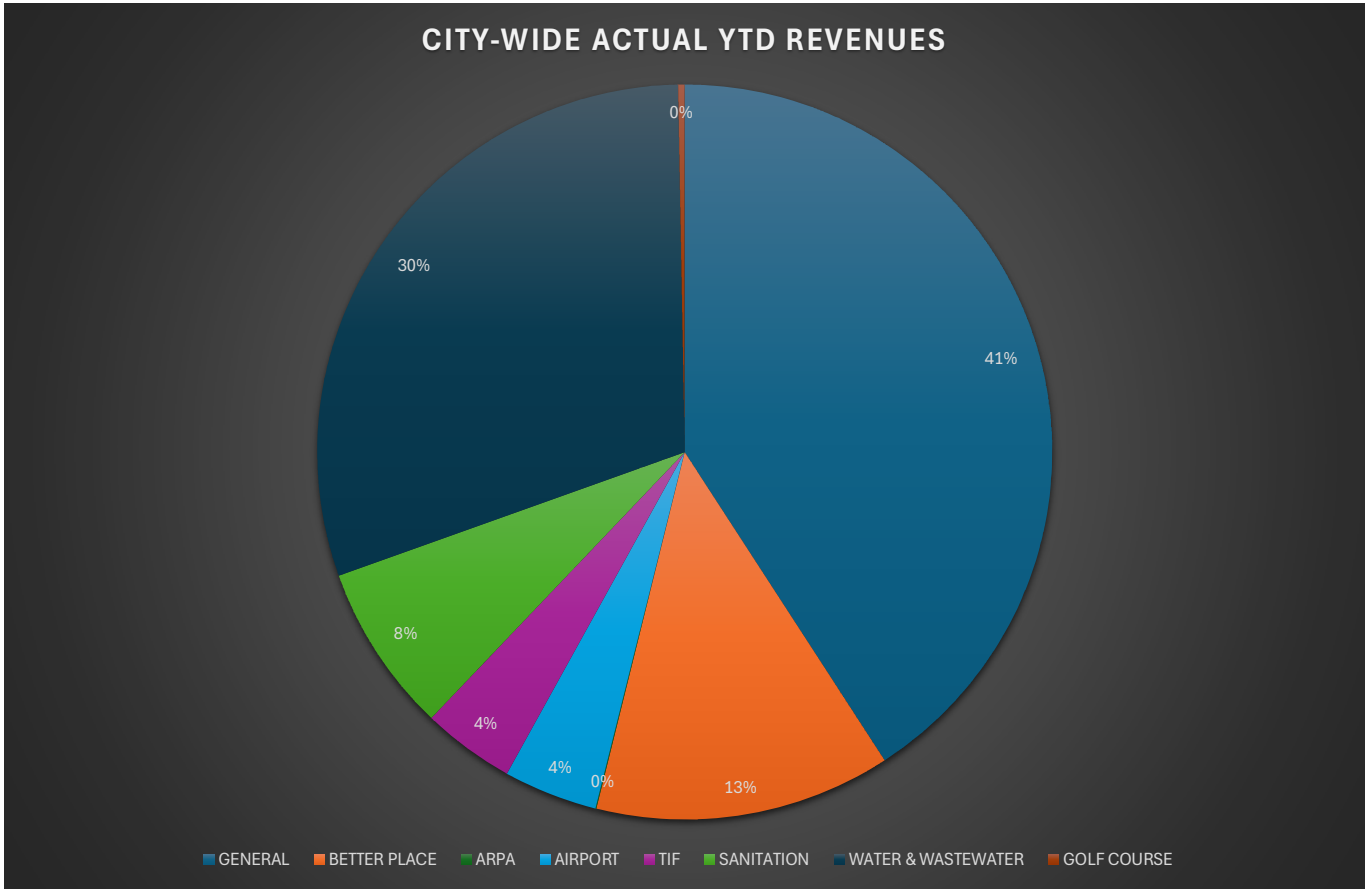
Tax Increment Fund	Budget	Actuals
REVENUES		
Property Tax	$1,115,081	$1,060,714
Other Revenues	$0	$0
Fund Balance/Reserves - PY	$1,699,693	$0
Total Revenues	**$ 2,814,774**	**$ 1,060,714**
EXPENSES		
Downtown Historic	$663,938	$139,806
South Historic	$569,991	$181,969
North Historic	$99,971	$2,110
Transfers	$1,120,458	$0
Reimbursements	$360,416	$205,510
Fund Balance/Reserves - PY		
Total Expenses	**$2,814,774**	**$529,395**
Net Results	**$ -**	**$ 531,319**

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE SIXTH MONTH ENDED MARCH 31, 2026

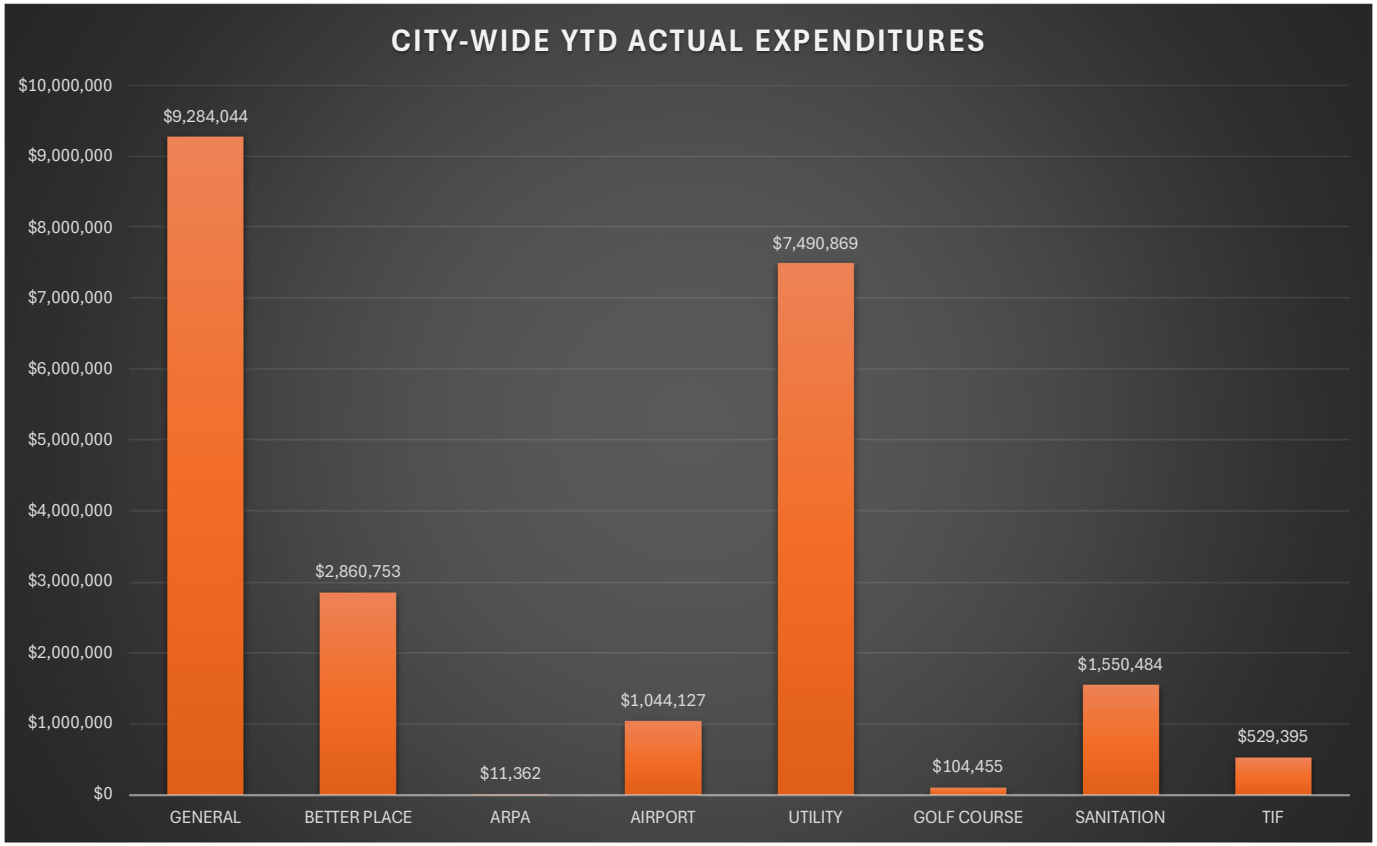


ACTUAL YTD GENERAL FUND REVENUES

Property Taxes	3,444,217
Local Option Taxes	272,896
Utility Service Taxes	826,051
Communication Service Tax	196,410
Licenses/Permits	68,819
Franchise/Impact Fees	684,985
Special Assessments	1,926,005
State/Federal Grants	18,994
State Shared Revenues	547,454
Grants from Local Units	97,691
Charges for Service	155,216
Fines and Forfeits	61,155
Miscellaneous Revenues	378,321
Transfers In	850,394
Contributions/Reimbursemer	1,110,046
Debt Proceeds	0
	10,638,654



ACTUAL YTD CITY WIDE REVENUES	
$10,638,654	GENERAL
$3,391,007	BETTER PLACE
$11,362	ARPA
$1,076,756	AIRPORT
$1,060,714	TIF
$1,932,927	SANITATION
$7,856,944	WATER & WASTEWATE
$78,484	GOLF COURSE
$26,046,848	TOTAL



ACTUAL YTD CITY WIDE EXPENDITURES	
$9,284,044	GENERAL
$2,860,753	BETTER PLACE
$11,362	ARPA
$1,044,127	AIRPORT
$7,490,869	UTILITY
$104,455	GOLF COURSE
$1,550,484	SANITATION
$529,395	TIF
$22,875,489	TOTAL

REVENUE RESERVES' BUDGET BALANCE

FUND DESCRIPTION	FUND NUMBER	FUND BUDGET BALANCE	RESERVE BUDGET BALANCE	PERCENTAGE
General Fund	001	$27,299,698	$5,576,765	20.4%
Airport Fund	005	$4,514,517	$172,020	3.8%
TIF Fund	030	$2,814,774	$1,699,693	60.4%
Utiltities	041	$27,623,291	$6,422,614	23.3%
Sanitation	043	$4,147,171	$360,357	8.7%
Golf Course	042	$185,679	$0	0.0%
Better Place	101	$19,351,008	$1,456,514	7.5%
ARPA	300	$1,283,471	$0	0.0%
TOTAL RESERVES - CITYWIDE		**$87,219,609**	**$15,687,963**	**0.179867385**

Best Practices for General Fund Reserves

The Government Finance Officers Association (GFOA) recently updated its best practice on unreserved general fund balances to recommend that general purpose governments maintain **at a minimum** an unrestricted general fund balance of no less than 2 months of regular general fund operating revenues or regular general fund operating expenditures. This amounts to 16.7% of either general fund operating revenues or regular general fund operating expenditures. The GFOA cautions that some governments may require much larger reserves based on their particular financial situation. Conversely, a lower level of reserves may be appropriate for governments such as states, cities and counties because they are better able to predict and plan

CONCLUSION - Patlatka's reserved general fund balance is budgeted at 20.4%, which exceeds best practice guidance by 3.7%. The enterprise funds does not have a requirement, but is still budgeted.

	A	B	C	D
1	**Sixth Month YTD 03/31/2026 Total Utility Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Utility Fund**	**$ 27,623,291**		**$ 7,856,944**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Utility Fund**	**$ 27,623,291**		**$ 7,490,869**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Utility Fund**	**$ -**		**$ 366,075**
10				
11	**Utility Fund**			
12		**Budget**		**Actuals**
13		**REVENUES**		
14	Federal & State Grants	$10,282,287		$1,578,118
15	Water & Waste/Sewer Charges	$9,393,684		$4,519,043
16	Other Revenues	$1,394,706		$686,481
17	Transfers	$130,000		$25,016
18	Fund Balance/Reserves - PY	$6,422,614		$1,048,286
19	**Total Revenues**	**$27,623,291**		**$7,856,944**
20				
21		**EXPENSES**		
22	Water Plant	$3,198,953		$1,439,395
23	Sewer/Wastewater Plant	$4,971,045		$1,267,618
24	Water & Sewer Distribution	$11,403,019		$2,452,905
25	Utility Administration	$810,931		$375,760
26	Debt	$1,444,061		$485,186
27	Transfers	$3,866,615		$1,470,007
28	Fund Balance/Reserves - PY	$1,928,668		$0
29	**Total Expenditures**	**$ 27,623,291**		**$ 7,490,869**
30				
31	**Net Results**	$ -		**$ 366,075**

	A	B	C	D
1	**Sixth Month YTD 03/31/2026 Total Better Place Plan Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Better Place Plan Fund**	**$ 19,351,008**		**$ 3,391,007**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Better Place Plan Fund**	**$ 19,351,008**		**$ 2,860,753**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Better Place Plan Fund**	**$ -**		**$ 530,254**
10				
11	**Better Place Plan Fund**			
12		**Budget**		**Actuals**
13		**REVENUES**		
14	Discretionary Infrastructure Surtax	$1,465,659		$718,139
15	State/Federal Grants	$13,479,808		$1,061,748
16	Transfers In	$1,561,079		$306,705
17	Loan Proceeds	$1,387,948		$0
18	Fund Balance/Reserves - PY	$1,456,514		$1,304,415
19	**Total Revenues**	**$ 19,351,008**		**$ 3,391,007**
20				
21		**EXPENSES**		
22	Operating Expenses	$105,428		$0
23	Capital Outlay	$5,419,159		$1,370,006
24	Debt Service	$185,185		$81,205
25	Grant Matches	$13,022,669		$1,100,260
26	Transfers Out	$618,567		$309,282
27	Fund Balance/Reserves - PY	$0		$0
28	**Total Expenses**	**$ 19,351,008**		**$ 2,860,753**
29				
30	**Net Results**	$ -		**$ 530,254**
31				

	A	B	C	D
1	**Sixth Month YTD 03/31/2026 Total TIF FUND Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total TIF Fund**	**$ 2,814,774**		**$ 1,060,714**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total TIF Fund**	**$ 2,814,774**		**$ 529,395**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total TIF Fund**	**$ -**		**$ 531,319**
10				
11	**Tax Increment Fund**			
12		**Budget**		**Actuals**
13		**REVENUES**		
14	Property Tax	$1,115,081		$1,060,714
15	Other Revenues	$0		$0
16		$0		$0
17	Fund Balance/Reserves PY	$1,699,693		$0
18	**Total Revenues**	**$ 2,814,774**		**$ 1,060,714**
19				
20	**EXPENSES**			
21	Downtown Historic	$663,938		$139,806
22	South Historic	$569,991		$181,969
23	North Historic	$99,971		$2,110
24	Transfers	$1,120,458		$0
25	Reimbursements	$360,416		$205,510
26				
27				
28	Fund Balance/Reserves - PY			
29	**Total Expenses**	**$2,814,774**		**$529,395**
30				
31	**Net Results**	**$ -**		**$ 531,319**

	A	B	C	D
1	**Sixth Month YTD 03/31/2026 Total Sanitation Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Sanitation**	**$ 4,147,171**		**$ 1,932,927**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Sanitation**	**$ 4,147,171**		**$ 1,550,484**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Sanitation**	**$ -**		**$ 382,443**
10				
11	**Sanitation Fund**			
12		**Budget**		**Actuals**
13		**REVENUES**		
14	Charges for Services	$3,624,973		$1,834,797
15	Contributions	$134,109		$86,369
16	Other Revenue	$27,732		$11,762
17	Debt Service	$0		$0
18	Fund Balance/Reserves - PY	$360,357		$0
19	**Total Revenues**	**$ 4,147,171**		**$ 1,932,927**
20				
21	**EXPENSES**			
22	Garage Maintenance	$327,096		$131,923
23	Sanitation Department	$2,744,644		$1,155,271
24	Capital Outlay	$20,000		$0
25	Debt Service	$177,739		$77,128
26	Transfers Out	$372,320		$186,162
27	Fund Balance/Reserves - PY	$505,373		$0
28	**Total Expenditures**	**$ 4,147,171**		**$ 1,550,484**
29				
30	**Net Results**	**$ -**		**$ 382,443**

	A	B	C	D
1	**Sixth Month YTD 03/31/2026 Total Golf Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Golf Fund**	**$ 185,679**		**$ 78,484**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Golf Fund**	**$ 185,678**		**$ 104,455**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Golf Fund**	**$ 1**		**$ (25,971)**
10				
11	**Golf Course Fund**			
12		**Budget**		**Actuals**
13	**REVENUES**			
14	Restaurant Lease	$58,837		$26,940
15	Reimbursements	$33,829		$10,430
16	Profit Sharing Agreement	$52,416		$21,116
17	Other Revenues	$597		$0
18	Transfers In	$40,000		$19,998
19	Fund Balance/Reserves - PY	$0		$0
20	**Total Revenues**	**$185,679**		**$78,484**
21				
22				
23	**EXPENSES**			
24	Maintenance Expenditures	$129,490		$99,368
25	Maintenance Capital Exp	$20,000		$0
26	Club House Operating Exp	$36,000		$4,998
27	Club House Capital	$0		$0
28	Transfers	$189		$90
29	Debt Service	$0		$0
30	Fund Balance/Reserves - PY	$0		$0
31	**Total Expenditures**	**$ 185,678**		**$ 104,455**
32				
33	**Net Results**	**$ 1**		**$ (25,971)**

	A	B	C	D
1	**Sixth Month YTD 03/31/2026 Total ARPA Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total ARPA Fund**	**$ 1,283,471**		**$ 11,362**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total ARPA Fund**	**$ 1,283,471**		**$ 11,362**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total ARPA Fund**	**$ -**		**$ -**
10				
11	**ARPA Fund**			
12		**Budget**		**Actuals**
13	**REVENUES**	$1,283,471		$11,362
14	Revenues			
15	**Total Revenues**	**$1,283,471**		**$11,362**
16	**EXPENSES**			
17	Operating Expenses	$778,885		$0
18	Capital Outlay	$504,586		$11,362
19	Fund Balance/Reserves - PY			
20	**Total Expenses**	**$1,283,470**		**$11,362**
21				
22	**Net Results**	**$ -**		**$ -**

	A	B	C	D
1	**Sixth Month YTD 03/31/2026 Total Airport Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Airport Fund**	**$ 4,514,517**	**#**	**$ 1,076,756**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Airport Fund**	**$ 4,514,517**	**#**	**$ 1,044,127**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Airport Fund**	**$ -**		**$ 32,629**
10				
11	**Airport Fund**			
12		**Budget**		**Actuals**
13	**REVENUES**			
14	Federal & State Grants	$2,572,157		$281,711
15	Operating Revenues	$1,539,108		$598,600
16	Other Revenues	$31,232		$28,798
17	Transfers	$200,000		$100,002
18	Cash Balance Forward	$172,020		$67,646
19	**Total Revenues**	**$ 4,514,517**		**$ 1,076,756**
20				
21	**EXPENSES**			
22	Personnel Expenses	$483,698		$211,733
23	Operating Expenses	$1,020,648		$374,865
24	Capital Outlay	$2,691,132		$349,015
25	Debt Service	$50,000		$0
26	Reimbursements	$217,037		$108,516
27	Transfer, Contngencies, Reservs	$52,003		$0
28	**Total Expenditures**	**$ 4,514,517**		**$ 1,044,127**
29	**Net Results**	**$0**		**$ 32,629**

	A	B	C	D
2	**General Fund Revenues**			
3	**Sixth Month YTD 03/31/2026**			
4	**Sources**	**Budget**		**Actuals**
5	Property Taxes	$4,628,086		$3,444,217
6	Local Option Taxes	$565,503		$272,896
7	Utility Service Taxes	$1,501,083		$826,051
8	Communication Service Tax	$400,852		$196,410
9	Licenses/Permits	$120,454		$68,819
10	Franchise/Impact Fees	$1,231,880		$684,985
11	Special Assessments	$2,292,138		$1,926,005
12	State/Federal Grants	$662,620		$18,994
13	State Shared Revenues	$1,136,764		$547,454
14	Impact Fees	$850,000		$97,691
15	Charges for Service	$221,456		$155,216
16	Fines and Forfeits	$211,503		$61,155
17	Miscellaneous Revenues	$1,685,888		$378,321
18	Transfers In	$1,658,567		$850,394
19	Contributions/Reimbursements	$2,169,468		$1,110,046
20	Debt Proceeds	$2,386,671		$0
21	Fund Balance/Reserves - PY	$5,576,765		$0
22	**Total Revenues**	**$27,299,698**		**$10,638,654**
23				
24				
25	**General Fund Expenditures**			
26	**Departments**	**Budget**		**Actuals**
27	City Commission	$563,464		$178,378
28	City Manager	$809,762		$197,035
29	City Clerk's Office	$167,458		$79,845
30				
31	**General Fund Expenditures Continued**			
32	Finance Department	$687,768		$353,142
33	Human Resources	$460,222		$122,981
34	Facilities Maintenance	$553,538		$269,102
35	Information Technology	$408,000		$164,410
36	General Administration - City Hall	$255,795		$102,847
37	Legal Counsel	$269,564		$120,910
38	Other Government Services	$1,100,900		$692,125
39	Building & Zoning	$730,660		$193,937
40	Police Department	$5,794,531		$2,745,650
41	Code Enforcement	$331,346		$143,260
42	Fire Department	$6,490,474		$2,329,826
43	Streets	$1,957,235		$673,233
44	Cemetery	$148,960		$34,775
45	Cultural Services	$212,692		$104,865
46	Recreation	$523,434		$182,780
47	Parks	$1,637,392		$154,752
48	Price Martin Center	$58,400		$7,827
49	Water Taxis	$97,600		$54,841
50	Jenkins Gymnasium	$179,076		$106,490
51	Transfers	$390,000		$271,036
52	Contingencies	$0		$0
53	Fund Balance/Reserves - PY	$3,471,427		$0
54	**Total Expenditures**	**$27,299,698**		**$9,284,044**
55				
56	**General Fund Net**	**$0**		**$1,354,610**

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2										
3	GENERAL FUND									
4										
5	GENERAL FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03									
6		311 PROPERTY TAXES								
7	001-00-311-0-0100	CURRENT AD VALOREM TAXES	4,562,899.00	3,456,510.76	4,615,232.00	192,138.43	3,433,148.10		1,182,083.90	74.39%
8	001-00-311-0-0200	DELINQUENT AD VALOREM TAXES	12,480.00	12,937.96	12,854.00	0.00	11,068.69		1,785.31	86.11%
9			---	---	---	---	---		---	---
10		TOTAL	4,575,379.00	3,469,448.72	4,628,086.00	192,138.43	3,444,216.79		1,183,869.21	75.00%
11										
12		LOCAL OPTION, USE & FUEL TAXES								
13	001-00-312-4-1000	LOCAL OPTION GAS TAX	325,945.00	165,807.79	335,723.00	22,918.80	163,455.07		172,267.93	48.69%
14	001-00-312-4-2000	2010 LOCAL GAS TAX	223,087.00	113,786.00	229,780.00	17,322.87	109,441.11		120,338.89	47.63%
15			---	---	---	---	---		---	---
16		TOTAL	549,032.00	279,593.79	565,503.00	40,241.67	272,896.18		292,606.82	49.00%
17										
18		UTILITY SERVICES TAXES								
19	001-00-314-1-0000	UTILITY TAX ELECTRIC	1,055,536.00	520,260.32	1,087,202.00	99,272.55	580,342.88		506,859.12	53.38%
20	001-00-314-3-0000	UTILITY TAX WATER	291,384.00	102,593.14	300,126.00	26,164.62	158,975.47		141,150.53	52.97%
21	001-00-314-4-0000	UTILITY TAX GAS	109,442.00	44,919.00	112,725.00	11,660.99	47,275.05		65,449.95	41.94%
22	001-00-314-8-0000	UTILITY TAX PROPANE	1,000.00	2,938.61	1,030.00	942.68	39,457.90		-38,427.90	3830.86%
23			---	---	---	---	---		---	---
24		TOTAL	1,457,362.00	670,711.07	1,501,083.00	138,040.84	826,051.30		675,031.70	56.00%
25										
26		COMMUNICATION SERVICE TAXES								
27	001-00-315-0-1000	TELE COMMUNICATION SERVICE TAX	386,723.00	199,945.62	400,852.00	32,336.84	196,409.86		204,442.14	49.00%
28			---	---	---	---	---		---	---
29		TOTAL	386,723.00	199,945.62	400,852.00	32,336.84	196,409.86		204,442.14	49.00%
30										
31		LICENSES/PERMITS								
32	001-00-316-0-1000	OCCUPATIONAL BUSINESS TAX	46,914.00	40,288.95	48,321.00	1,975.00	22,465.00		25,856.00	46.49%
33	001-00-322-0-2000	BUILDING PERMITS	20,800.00	0.00	21,424.00	0.00	50.00		21,374.00	0.23%
34	001-00-322-0-2100	BUILDING & ZONING REVENUES	49,232.00	28,511.50	50,709.00	7,406.00	46,304.00		4,405.00	91.31%
35			---	---	---	---	---		---	---
36		TOTAL	116,946.00	68,800.45	120,454.00	9,381.00	68,819.00		51,635.00	58.00%
37										
38		FRANCHISE FEES								
39	001-00-323-1-0000	FRANCHISE FEES ELECTRIC	936,000.00	513,809.55	964,080.00	49,701.12	569,896.35		394,183.65	59.11%
40	001-00-323-4-1000	FRANCHISE FEE - GAS AUTHORITY	260,000.00	123,698.58	267,800.00	28,513.34	115,089.12		152,710.88	42.98%
41			---	---	---	---	---		---	---
42										
43		IMPACT FEES								
44	001-00-324-1-1010	IMPACT FEES-POLICE	88,819.00	9,052.40	101,357.00	951.00	4,257.55		97,099.45	4.20%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
45	001-00-324-1-2010	IMPACT FEES-FIRE	151,861.00	15,495.20	173,297.00	1,626.00	7,356.91		165,940.09	4.25%
46	001-00-324-3-1010	IMPACT FEES-TRANSPORTATION	185,049.00	17,718.00	211,169.00	6,444.00	74,686.81		136,482.19	35.37%
47	001-00-324-6-1010	IMPACT FEES-PARKS & RECREATION	319,131.00	31,892.00	364,177.00	3,417.00	11,390.00		352,787.00	3.13%
48			---	---	---	---	---		---	---
49		TOTAL	1,940,860.00	711,665.73	2,081,880.00	90,652.46	782,676.74		1,299,203.26	38.00%
50										
51		**SPECIAL ASSESSMENTS**								
52	001-00-325-2-1000	FIRE ASSESSMENT FEES	2,048,871.00	1,764,853.08	2,292,138.00	116,117.30	1,926,004.68		366,133.32	84.03%
53			---	---	---	---	---		---	---
54		TOTAL	2,048,871.00	1,764,853.08	2,292,138.00	116,117.30	1,926,004.68		366,133.32	85.00%
55										
56		**OTHER PERMITS & FEES**								
57			---	---	---	---	---		---	---
58		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
59										
60		**STATE/FEDERAL GRANTS & PILOTS**								
61	001-00-331-2-2500	BULLET PROOF VEST GRT-POLICE	8,774.00	0.00	9,037.00	0.00	0.00		9,037.00	0.00%
62	001-00-331-2-3601	COPS GRANT 2014-2015	194,624.00	0.00	162,187.00	0.00	0.00		162,187.00	0.00%
63	001-00-331-2-4900	FDOT PED PIER MEMORIAL BRIDGE	0.00	0.00	6,000.00	0.00	0.00		6,000.00	0.00%
64	001-00-331-2-5503	FDLE POLICE VEHICLES	250,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
65	001-00-331-2-5900	VOCA GRANT V13045	36,266.00	21,894.16	0.00	0.00	11,656.03		-11,656.03	0.00%
66	001-00-331-2-6319	2023 JAG C 8C107 Laptop Comput	21,000.00	20,597.28	22,740.00	0.00	0.00		22,740.00	0.00%
67	001-00-331-2-6321	2023 JAGC	10,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
68	001-00-331-2-6322	Fed DEM HMGP 4486-106-R wind r	287,655.00	0.00	287,656.00	0.00	0.00		287,656.00	0.00%
69	001-00-331-2-6323	2024 JAG D 6N045 Street Crimes	28,681.00	0.00	0.00	0.00	0.00		0.00	0.00%
70	001-00-333-0-1000	PAYMENTS IN LIEU OF TAX (PHA)	0.00	28,153.46	30,000.00	0.00	5,000.00		25,000.00	16.67%
71	001-00-334-2-0102	SAFE GRANT	70,000.00	100,736.41	70,000.00	0.00	2,337.93		67,662.07	3.34%
72	001-00-334-5-5002	DEO COMMUNITY PLANNING TECH AS	75,000.00	0.00	75,000.00	0.00	0.00		75,000.00	0.00%
73	001-00-334-5-5003	DEO STRATEGIC REVITALIZATION G	40,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
74			---	---	---	---	---		---	---
75		TOTAL	1,022,000.00	171,381.31	662,620.00	0.00	18,993.96		643,626.04	3.00%
76										
77		**STATE SHARED REVENUES**								
78	001-00-335-1-2000	STATE REVENUE SHARING	484,680.00	219,645.60	501,105.00	37,688.97	232,738.15		268,366.85	46.44%
79	001-00-335-1-4000	MOBILE HOME LICENSE TAX	5,200.00	3,272.98	5,356.00	113.75	3,397.07		1,958.93	63.43%
80	001-00-335-1-5000	ALCOHOLIC BEVERAGE TAX	14,560.00	18,899.83	14,997.00	0.00	17,144.51		-2,147.51	114.32%
81	001-00-335-1-6000	SALES TAX 1/2 cent REVENUE (95	629,258.00	283,925.43	594,140.00	46,695.98	285,893.32		308,246.68	48.12%
82	001-00-335-2-1000	FIREFIGHTERS SUPPLEMENTAL COMP	4,160.00	0.00	4,285.00	0.00	3,912.26		372.74	91.30%
83	001-00-335-4-9000	FUEL TAX REBATE QTRLY	10,400.00	6,632.38	16,881.00	0.00	4,368.54		12,512.46	25.88%
84			---	---	---	---	---		---	---
85		TOTAL	1,148,258.00	532,376.22	1,136,764.00	84,498.70	547,453.85		589,310.15	49.00%
86										
87		**GRANTS/LOCAL UNITS**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
88			----------	----------	----------	----------	----------		----------	----------
89		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
90										
91		**SHARED REV OTHER LOCAL UNITS**								
92			----------	----------	----------	----------	----------		----------	----------
93		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
94										
95		**CHARGES FOR SERVICES**								
96	001-00-341-0-3001	CODE ENFORCEMENT-ADMIN FEES	20,000.00	0.00	20,600.00	0.00	250.00		20,350.00	1.21%
97	001-00-341-0-3002	CODE ENFORCEMENT-VACANT PROPER	2,600.00	2,600.00	2,678.00	600.00	2,800.00		-122.00	104.56%
98	001-00-341-0-9001	CODE ENFORCEMENT-MISC FEES	12,480.00	7,020.00	12,854.00	1,430.00	8,320.00		4,534.00	64.73%
99	001-00-341-9-2000	ZONING CONVENIENCE FEE	1,040.00	792.00	1,071.00	138.00	744.00		327.00	69.47%
100	001-00-342-1-1002	POLICE DEPT-ADMIN TOW FEES	11,440.00	4,419.60	11,783.00	1,050.00	6,300.00		5,483.00	53.47%
101	001-00-342-1-1003	POLICE DEPT-INVESTIGATIVE COST	12,480.00	4,992.95	12,854.00	1,011.50	4,772.97		8,081.03	37.13%
102	001-00-342-1-1004	POLICE DEPT-RECORDS REQUESTS	4,160.00	2,439.70	4,285.00	965.72	4,225.66		59.34	98.62%
103	001-00-342-1-1005	POLICE DEPT-ADMIN FEES	3,120.00	0.00	3,214.00	0.00	0.00		3,214.00	0.00%
104	001-00-342-1-1006	POLICE DEPT-OFFENDER PAYMENTS	1,560.00	750.00	1,607.00	150.00	646.00		961.00	40.20%
105	001-00-342-1-1007	MARSHALLS PD-OT REIMBURSEMENTS	20,800.00	15,723.00	21,424.00	0.00	12,548.61		8,875.39	58.57%
106	001-00-342-1-1009	POLICE DEPT-MISCELLANEOUS	-	-	0.00	0.00	416.66		-416.66	0.00%
107	001-00-342-2-1000	FIRE SERVICES	62,400.00	2,295.00	64,272.00	0.00	82,000.00		-17,728.00	127.58%
108	001-00-342-5-1000	FIRE INSPECTION FEES	41,600.00	8,738.27	30,000.00	400.00	1,800.00		28,200.00	6.00%
109	001-00-343-8-1000	CEMETERY SERVICES	13,000.00	16,735.00	13,390.00	8,390.00	14,125.00		-735.00	105.49%
110	001-00-347-2-1001	SPECIAL EVENT FEES	1,560.00	650.00	1,607.00	0.00	1,693.49		-86.49	105.38%
111	001-00-347-2-2500	SPONSORSHIP-RECREATION	5,616.00	10,434.22	5,784.00	2,551.00	4,551.00		1,233.00	78.68%
112	001-00-347-2-3000	BOOKER/LEFTY TURNER FIELD	624.00	0.00	643.00	327.11	990.69		-347.69	154.07%
113	001-00-347-3-1000	BRONSON HOUSE	520.00	0.00	0.00	0.00	0.00		0.00	0.00%
114	001-00-347-3-1001	ST JOHNS RIVER CENTER-RENTALS-	10,400.00	0.00	0.00	0.00	0.00		0.00	0.00%
115	001-00-347-3-1003	RENTAL-JENKINS COMM CENTER	0.00	0.00	0.00	1,831.74	7,464.80		-7,464.80	0.00%
116	001-00-347-4-1004	Parks Dept OT reimbursement	9,880.00	3,600.00	10,176.00	0.00	1,025.00		9,151.00	10.07%
117	001-00-347-4-1005	Cultural OT reimbursement	2,080.00	0.00	0.00	0.00	0.00		0.00	0.00%
118	001-00-347-5-1000	PRICE MARTIN CENTER	3,120.00	3,100.00	3,214.00	0.00	429.91		2,784.09	13.38%
119	001-00-347-2-3500	HANK BRYAN PARK RENTAL	$ -	$ -	0.00	56.08	112.16		-112.16	0.00%
120			----------	----------	----------	----------	----------		----------	----------
121		TOTAL	240,480.00	84,289.74	221,456.00	18,901.15	155,215.95		66,240.05	71.00%
122										
123		**FINES/FORFEITS**								
124	001-00-351-1-1000	COURT FINES	31,200.00	16,761.40	32,136.00	4,456.81	14,354.37		17,781.63	44.67%
125	001-00-351-3-1000	POLICE EDUCATION	2,080.00	1,355.38	2,142.00	241.78	1,363.00		779.00	63.63%
126	001-00-354-0-1000	CODE ENFORCEMENT-LIEN FINES	63,440.00	27,596.00	65,343.00	0.00	16,160.15		49,182.85	24.73%
127	001-00-354-0-1001	CODE ENFORCEMENT - LEGAL LIEN	20,000.00	3,670.00	20,600.00	0.00	3,720.05		16,879.95	18.06%
128	001-00-359-0-0500	EVIDENCE FUND	24,172.00	31,508.52	24,897.00	0.00	0.00		24,897.00	0.00%
129	001-00-359-0-1100	FALSE ALARM FINES	17,160.00	3,720.47	17,675.00	300.40	4,546.40		13,128.60	25.72%
130	001-00-359-0-2000	SPECIAL POLICE TRUST REV	0.00	29,256.10	46,160.00	19,536.27	19,536.27		26,623.73	42.32%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
131	001-00-359-0-3000	ABATEMENT FINES	0.00	1,700.00	2,550.00	0.00	0.00		2,550.00	0.00%
132	001-00-359-0-4000	POLICE ORDINANCE CITATIONS	0.00	0.00	0.00	1,475.00	1,475.00		-1,475.00	0.00%
133			---	---	---	---	---		---	---
134		TOTAL	158,052.00	115,567.87	211,503.00	26,010.26	61,155.24		150,347.76	29.00%
135										
136		**MISCELLANEOUS REVENUES**								
137	001-00-361-1-1000	INTEREST EARNINGS	182,000.00	311,272.44	595,334.00	100,670.92	172,558.76		422,775.24	28.99%
138	001-00-361-1-1001	INTEREST-MONEY MARKET	1,040.00	13,594.90	33,020.00	3,176.36	17,727.76		15,292.24	53.69%
139	001-00-361-1-1002	INTEREST FROM GAS AUTHORITY	0.00	17,947.04	31,291.00	731.67	5,359.57		25,931.43	17.13%
140	001-00-362-0-1000	MISC RENTS	43,680.00	1,650.00	37,615.00	2,250.00	12,300.00		25,315.00	32.70%
141	001-00-362-0-2000	LAND RENT/LEASE	0.00	4,000.00	6,000.00	0.00	0.00		6,000.00	0.00%
142	001-00-362-0-3000	AMTRAK RENT	2,080.00	1,020.00	2,142.00	170.00	1,020.00		1,122.00	47.62%
143	001-00-362-0-5000	RENTAL OF RIVERFRONT PARK OPS	0.00	0.00	0.00	1,000.00	3,000.00		-3,000.00	0.00%
144	001-00-362-0-5001	PBM PROFIT SHARE- DOCK RENTALS	0.00	0.00	280.00	65.49	201.78		78.22	72.06%
145	001-00-362-0-5002	PBM PROFIT SHARE- SHIP STORE S	0.00	0.00	5,356.00	795.69	2,351.71		3,004.29	43.91%
146	001-00-362-0-5003	PBM PROFIT SHARE- CONCESSION S	0.00	0.00	50.00	0.00	0.00		50.00	0.00%
147	001-00-362-0-5004	PBM PROFIT SHARE- PBM OWNED IT	0.00	0.00	30.00	0.00	386.86		-356.86	1289.53%
148	001-00-362-0-5005	PBM PROFIT SHARE- WATER TAXI N	0.00	0.00	0.00	342.35	579.14		-579.14	0.00%
149	001-00-364-0-1000	CEMETERY LOTS	57,200.00	33,000.00	48,000.00	15,375.00	24,875.00		23,125.00	51.82%
150	001-00-364-0-1010	CEMETERY LOTS RESTRICTED	11,440.00	17,150.00	24,900.00	7,500.00	12,250.00		12,650.00	49.20%
151	001-00-364-0-4900	SURPLUS EQUIPMENT-GENERAL	23,296.00	0.00	0.00	0.00	0.00		0.00	0.00%
152	001-00-364-0-4902	SURPLUS HAMMOCK HALL 429 KIRBY	7,833.00	0.00	0.00	0.00	0.00		0.00	0.00%
153	001-00-366-0-1100	CONTRIBUTION - RECREATION	2,080.00	3,900.00	9,367.00	0.00	8,225.00		1,142.00	87.81%
154	001-00-366-0-1150	Libra Philanthropies Foundatio	4,250.00	0.00	0.00	0.00	0.00		0.00	0.00%
155	001-00-366-0-1300	RECREATION - REGISTRATION	2,080.00	1,800.00	2,142.00	1,185.00	3,240.00		-1,098.00	151.26%
156	001-00-366-0-1400	RECREATION FIELD RENTALS	624.00	0.00	643.00	0.00	0.00		643.00	0.00%
157	001-00-366-0-1700	WELLNESS GRANT - FL BLUE	10,000.00	0.00	10,000.00	4,672.06	17,383.96		-7,383.96	173.84%
158	001-00-366-0-2510	FIRE DECONTAMINATION GRANT	13,012.00	0.00	565,500.00	0.00	0.00		565,500.00	0.00%
159	001-00-366-0-2550	FIRE GRANT GLOBAL - IPADS	0.00	0.00	5,000.00	0.00	5,000.00		0.00	100.00%
160	001-00-366-0-6000	CONTRIBUTION - ANTIQUE FIRE TR	0.00	0.00	0.00	38.10	38.10		-38.10	0.00%
161	001-00-366-0-7601	CONTRIBUTIONS - SP EVENT JONES	2,002.00	0.00	2,062.00	0.00	0.00		2,062.00	0.00%
162	001-00-366-0-8000	CONTRIBUTION - FIREWORKS	5,200.00	0.00	5,356.00	0.00	0.00		5,356.00	0.00%
163	001-00-366-0-8001	CONTRIBUTION - MAYOR'S RECEPTI	7,280.00	0.00	9,498.00	2,000.00	2,000.00		7,498.00	21.06%
164	001-00-366-0-8002	CONTRIBUTION - SPECIAL EVENTS	520.00	0.00	536.00	0.00	0.00		536.00	0.00%
165	001-00-366-0-8500	CONTRIBUTION - FIRE PUBLIC EDU	520.00	2,000.00	535.00	0.00	250.00		285.00	46.73%
166	001-0-366-0-8501	CONTRIBUTION - FIRE MATERIALS EQUIPMENT	0.00	0.00	30,000.00	0.00	0.00		30,000.00	0.00%
167	001-00-369-3-1000	REFUNDS & REIMBURSEMENTS	5,200.00	267.38	5,356.00	0.00	676.42		4,679.58	12.63%
168	001-00-369-3-2000	FEMA REIMBURSEMENT	50,000.00	31,655.37	40,000.00	0.00	14,661.72		25,338.28	36.65%
169	001-00-369-3-3500	OPIOD SETTLEMENT TRUST FUND RE	0.00	13,838.09	0.00	0.00	13,477.07		-13,477.07	0.00%
170	001-00-369-9-0500	MISC REVENUE	36,400.00	-234,713.79	37,492.00	194.86	13,310.49		24,181.51	35.50%
171	001-00-369-9-1000	FDOT ISLAND RIGHT OF WAY MAINT	53,721.00	12,913.75	55,333.00	0.00	26,000.00		29,333.00	46.99%
172	001-00-369-9-1001	E-PAYABLES REVENUE SHARE	1,560.00	992.15	1,610.00	85.57	668.55		941.45	41.52%
173	001-00-369-9-2000	INSURANCE CLAIMS - GENERAL	0.00	202,042.72	0.00	1,961.93	20,778.83		-20,778.83	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
174	001-00-369-9-3000	FDOT LIGHTING MAINTENANCE	41,661.00	0.00	42,911.00	0.00	0.00		42,911.00	0.00%
175	001-00-369-9-3001	FDOT TRAFFIC SIGNAL MAINTENANC	76,242.00	0.00	78,529.00	0.00	0.00		78,529.00	0.00%
176										
177		TOTAL	640,921.00	434,330.05	1,685,888.00	142,215.00	378,320.72		1,307,567.28	23.00%
178										
179		**TRANSFERS IN**								
180	001-00-381-0-1400	TRANSFER FROM UTILITY FUND-FRA	526,466.00	263,233.02	700,000.00	58,333.00	349,998.00		350,002.00	50.00%
181	001-00-381-0-1500	TRANSFER FROM SANITATION FUND-	160,110.00	80,055.00	165,000.00	13,750.00	82,500.00		82,500.00	50.00%
182	001-00-381-0-1800	TRANSFER PROFIT SHARING FROM GOLF	0.00	0.00	0.00	0.00	21,115.52		-$21,115.52	0.00%
183	001-00-381-0-1900	TRANSFER FROM BETTER PLACE	166,122.00	33,540.00	618,567.00	51,547.00	309,282.00		309,285.00	50.00%
184	001-00-381-0-2100	TRANSFER FROM UTILITY-STREETS	0.00	0.00	175,000.00	14,583.00	87,498.00		87,502.00	50.00%
185										
186		TOTAL	852,698.00	376,828.02	1,658,567.00	138,213.00	850,393.52		808,173.48	52.00%
187										
188		**REIMBURSEMENTS**								
189	001-00-382-0-1000	CONTRIB FROM UTILITIES	1,482,666.00	741,333.00	1,384,506.00	115,376.00	692,256.00		692,250.00	50.00%
190	001-00-382-0-2000	CONTRIB FROM GOLF	191.00	95.52	189.00	16.00	96.00		93.00	50.79%
191	001-00-382-0-3000	CONTRIB FROM SANITATION	212,474.00	106,237.02	207,320.00	17,277.00	103,662.00		103,658.00	50.00%
192	001-00-382-0-5001	ADMIN EXP REIMB-AIRPORT GRANTS	177,268.00	88,633.98	217,037.00	18,086.00	108,516.00		108,521.00	50.00%
193	001-00-382-0-6000	CONTRIB FROM TAX INCREMENT	110,604.00	55,302.00	141,098.00	11,758.00	70,548.00		70,550.00	50.00%
194	001-00-382-0-6001	REIMBURSEMENT FROM TAX INCREME	219,318.00	0.00	219,318.00	18,277.00	134,967.93		84,350.07	61.54%
195										
196		TOTAL	2,202,521.00	991,601.52	2,169,468.00	180,790.00	1,110,045.93		1,059,422.07	52.00%
197										
198		**DEBT PROCEEDS**								
199	001-00-384-0-1000	LOAN PROCEEDS	1,000,000.00	0.00	2,386,671.00	0.00	0.00		2,386,671.00	0.00%
200										
201		TOTAL	1,000,000.00	0.00	2,386,671.00	0.00	0.00		2,386,671.00	0.00%
202										
203										
204		TOTAL OPERATING & OTHER REV	18,340,103.00	9,871,393.19	21,722,933.00	1,209,536.65	10,638,653.72		11,084,279.28	49.00%
205										
206										
207		**CASH BALANCE FORWARD**								
208	001-00-301-0-1000	OPERATING CASH BALANCE FORWARD	4,066,386.00	0.00	4,480,772.00	0.00	0.00		4,480,772.00	0.00%
209	001-00-301-0-1001	EVIDENCE FUND BALANCE FORWARD	7,282.00	0.00	7,282.00	0.00	0.00		7,282.00	0.00%
210	001-00-301-0-1002	LOT DEMOLITION/CLEANUP BALANCE	22,075.00	0.00	22,075.00	0.00	0.00		22,075.00	0.00%
211	001-00-301-0-1003	IMPACT FEES-POLICE BALANCE FOR	27,051.00	0.00	0.00	0.00	0.00		0.00	0.00%
212	001-00-301-0-1004	IMPACT FEES-FIRE BALANCE FORWA	48,350.00	0.00	0.00	0.00	0.00		0.00	0.00%
213	001-00-301-0-1006	INSURANCE CONTINGENCY BALANCE	624,444.00	0.00	624,444.00	0.00	0.00		624,444.00	0.00%
214	001-00-301-0-1009	SPECIAL CEMETERY BALANCE FORWA	118,889.00	0.00	118,889.00	0.00	0.00		118,889.00	0.00%
215	001-00-301-0-1010	SPECIAL POLICE BALANCE FORWARD	61,271.00	0.00	61,271.00	0.00	0.00		61,271.00	0.00%
216	001-00-301-0-1012	HAND GUN CLASSES BALANCE FORWA	7,637.00	0.00	7,637.00	0.00	0.00		7,637.00	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
217	001-00-301-0-1013	FIRE PUBLIC EDUCATION BALANCE	24,937.00	0.00	24,937.00	0.00	0.00		24,937.00	0.00%
218	001-00-301-0-1019	RED LIGHT CAMERA BALANCE FORWA	49,988.00	0.00	49,988.00	0.00	0.00		49,988.00	0.00%
219	001-00-301-0-1021	LANDSCAPING CODE FEE BALANCE F	61,663.00	0.00	61,663.00	0.00	0.00		61,663.00	0.00%
220	001-00-301-0-1022	I&E EVIDENCE BALANCE FORWARD	7,523.00	0.00	7,523.00	0.00	0.00		7,523.00	0.00%
221	001-00-301-0-1023	PARKS BANK -DONATIONS	284.00	0.00	284.00	0.00	0.00		284.00	0.00%
222	001-00-301-0-1024	FIRE CAPITAL REPLACEMENT BALAN	110,000.00	0.00	110,000.00	0.00	0.00		110,000.00	0.00%
223	001-00-301-0-1025	IMPACT FEES-TRANSPORTATION BAL	247,744.00	0.00	0.00	0.00	0.00		0.00	0.00%
224	001-00-301-0-1026	IMPACT FEES-PARKS & REC BALANC	91,240.00	0.00	0.00	0.00	0.00		0.00	0.00%
225			---	---	---	---	---		---	---
226		TOTAL	5,576,764.00	0.00	5,576,765.00	0.00	0.00		5,576,765.00	0.00%
227			---	---	---	---	---		---	---
228	**GENERAL FUND**	**TOTAL REV, TRANFERS & CASH BAL**	**23,916,867.00**	**9,871,393.19**	**27,299,698.00**	**1,209,536.65**	**10,638,653.72**		**16,661,044.28**	**39.00%**
229			---	---	---	---	---		---	---
230	**GENERAL FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03**									
231		**CITY COMMISSION**								
232										
233		**PERSONNEL SERVICES**								
234	001-01-511-1-1110	COMMISSIONERS SALARIES	119,711.00	56,702.92	121,316.00	8,737.62	55,651.52	0.00	65,664.48	45.87%
235	001-01-511-1-1200	LEGISLATIVE ASST SALARIES	0.00	0.00	50,505.00	0.00	0.00	0.00	50,505.00	0.00%
236	001-01-511-1-2100	FICA TAX EXPENSE	9,192.00	4,250.34	13,144.00	656.84	4,183.69	0.00	8,960.31	31.83%
237	001-01-511-1-2200	RETIREMENT EXPENSE	36,889.00	17,370.87	47,423.00	2,545.27	15,858.41	4,500.66	27,063.93	33.44%
238	001-01-511-1-2300	HEALTH AND LIFE INSURANCE	17,376.00	3,926.81	15,893.00	1,168.16	7,286.20	0.00	8,606.80	45.85%
239			---	---	---	---	---	---	---	---
240		TOTAL	183,168.00	82,250.94	248,281.00	13,107.89	82,979.82	4,500.66	160,800.52	34.00%
241										
242		**OPERATING EXPENSES**								
243	001-01-511-3-3100	PROFESSIONAL SERVICES	92,646.00	54,119.06	90,000.00	480.00	29,289.90	0.00	60,710.10	32.54%
244	001-01-511-3-4022	SCHOOLING/CONF-MAYOR	10,000.00	170.00	7,500.00	0.00	0.00	0.00	7,500.00	0.00%
245	001-01-511-3-4023	SCHOOLING/CONF-Commissioner W	10,000.00	1,178.06	7,500.00	619.22	2,197.40	3,326.12	1,976.48	29.30%
246	001-01-511-3-4024	SCHOOLING/CONF-COMM CAMPBELL	10,000.00	3,350.37	7,500.00	275.00	795.38	3,784.10	2,920.52	10.61%
247	001-01-511-3-4025	SCHOOLING/CONF-COMM DAVIS	10,000.00	1,826.41	7,500.00	1,197.97	3,406.52	1,712.71	2,380.77	45.42%
248	001-01-511-3-4026	SCHOOLING/CONF-COMM BOROM	10,000.00	2,238.53	7,500.00	853.69	1,673.12	2,896.82	2,930.06	22.31%
249	001-01-511-3-4100	COMMUNICATIONS SERVICES	6,240.00	3,590.38	5,000.00	304.78	1,762.70	0.00	3,237.30	35.25%
250	001-01-511-3-4800	ADVERTISING	14,000.00	5,443.67	16,000.00	607.30	2,721.22	9,069.54	4,209.24	17.01%
251	001-01-511-3-4901	SPECIAL EVENTS & PROJECTS - Ma	11,202.00	2,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
252	001-01-511-3-4903	SPECIAL EVENTS & PROJECTS - Co	11,965.00	4,591.93	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
253	001-01-511-3-4904	SPECIAL EVENTS & PROJECTS - Co	8,700.00	1,500.00	5,000.00	0.00	1,000.00	0.00	4,000.00	20.00%
254	001-01-511-3-4905	SPECIAL EVENTS & PROJECTS - Co	10,000.00	4,238.02	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
255	001-01-511-3-4906	SPECIAL EVENTS & PROJECTS - Co	13,997.00	4,288.51	5,000.00	1,000.00	1,250.00	0.00	3,750.00	25.00%
256	001-01-511-3-4907	MAYOR'S RECEPTION	10,000.00	1,059.00	8,000.00	958.75	4,864.75	355.18	2,780.07	60.81%
257	001-01-511-3-4910	NEFLC	5,000.00	205.00	5,000.00	150.00	150.00	0.00	4,850.00	3.00%
258	001-01-511-3-4930	CITIZENS TRANSPORTATION	25,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
259	001-01-511-3-5100	OFFICE SUPPLIES	520.00	243.70	520.00	0.00	40.87	0.00	479.13	7.86%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
260	001-01-511-3-5260	UNIFORMS	520.00	269.15	520.00	0.00	89.00	102.00	329.00	17.12%
261	001-01-511-3-5280	OPERATING SUPPLIES	3,213.00	1,043.62	3,213.00	165.16	836.26	661.87	1,714.87	26.03%
262	001-01-511-3-5283	SBDC	8,099.00	0.00	10,000.00	0.00	2,500.00	7,500.00	0.00	25.00%
263	001-01-511-3-5284	AWARDS/RECONGNITION	5,000.00	451.40	5,000.00	0.00	906.85	0.00	4,093.15	18.14%
264	001-01-511-3-5286	YOUTH AMBASSADOR PROGRAM	520.00	147.00	520.00	0.00	0.00	0.00	520.00	0.00%
265	001-01-511-3-5287	NON-PROFIT ORGANIZATION ASSIST	0.00	0.00	50,000.00	0.00	30,000.00	0.00	20,000.00	60.00%
266	001-01-511-3-5400	MEMBR,SUBSCRIPT,DUES	5,000.00	3,055.00	5,000.00	300.00	2,636.00	300.00	2,064.00	52.72%
267			---	---	---	---	---	---	---	---
268		TOTAL	281,622.00	95,008.81	261,273.00	6,911.87	86,119.97	29,708.34	145,444.69	33.00%
269										
270		**CAPITAL OUTLAY**								
271	001-01-511-6-6400	CAPITAL OUTLAY	47,980.00	2,267.44	20,000.00	0.00	9,278.64	3,825.00	6,896.36	46.39%
272			---	---	---	---	---	---	---	---
273		TOTAL	47,980.00	2,267.44	20,000.00	0.00	9,278.64	3,825.00	6,896.36	47.00%
274			---	---	---	---	---	---	---	---
275										
276		**COMMISSIONER INTERNS**								
277	001-01-512-1-1200	REGULAR SALARIES	31,960.00	0.00	31,500.00	0.00	0.00	0.00	31,500.00	0.00%
278	001-01-512-1-2100	FICA TAX EXPENSE	2,509.00	0.00	2,410.00	0.00	0.00	0.00	2,410.00	0.00%
279			---	---	---	---	---	---	---	---
280		TOTAL	34,469.00	0.00	33,910.00	0.00	0.00	0.00	33,910.00	0.00%
281		**DEPARTMENT TOTAL**	**547,239.00**	**179,527.19**	**563,464.00**	**20,019.76**	**178,378.43**	**38,034.00**	**347,051.57**	**32.00%**
282			---	---	---	---	---	---	---	---
283		**CITY MANAGER'S OFFICE**								
284										
285		**PERSONNEL SERVICES**								
286	001-20-512-1-1100	EXECUTIVE SALARIES	248,203.00	10,731.86	313,485.00	13,076.94	81,839.15	0.00	231,645.85	26.11%
287	001-20-512-1-1200	REGULAR SALARIES	76,680.00	31,539.87	175,565.00	8,156.00	53,647.36	0.00	121,917.64	30.56%
288	001-20-512-1-1400	OVERTIME	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
289	001-20-512-1-2100	FICA TAX EXPENSE	13,601.00	3,233.79	37,412.00	1,575.18	10,130.17	0.00	27,281.83	27.08%
290	001-20-512-1-2200	RETIREMENT EXPENSE	51,448.00	10,700.83	134,978.00	5,860.30	37,304.70	0.00	97,673.30	27.64%
291	001-20-512-1-2300	HEALTH AND LIFE INSURANCE	6,928.00	20.29	90,474.00	1,256.38	7,649.87	0.00	82,824.13	8.46%
292			---	---	---	---	---	---	---	---
293		TOTAL	396,960.00	56,226.64	751,914.00	29,924.80	190,571.25	0.00	561,342.75	26.00%
294										
295		**OPERATING EXPENSES**								
296	001-20-512-3-3100	PROFESSIONAL SERVICES	200.00	100.00	15,000.00	0.00	12.65	0.00	14,987.35	0.08%
297	001-20-512-3-3120	PRE-EMPLOYMENT EXPENSE	399.00	84.26	200.00	0.00	489.06	0.00	-289.06	244.53%
298	001-20-512-3-4021	SCHOOLING/CONF-CITY MANAGER	8,500.00	2,338.02	15,000.00	469.74	1,523.25	1,869.65	11,607.10	10.16%
299	001-20-512-3-4100	COMMUNICATIONS SERVICES	1,496.00	803.21	2,296.00	112.35	674.10	0.00	1,621.90	29.36%
300	001-20-512-3-4200	POSTAGE AND FREIGHT	132.00	2.07	832.00	0.00	84.36	0.00	747.64	10.14%
301	001-20-512-3-4400	RENTALS AND LEASES	486.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
302	001-20-512-3-4630	VEHICLE MAINTENANCE	340.00	125.00	1,040.00	25.00	125.00	0.00	915.00	12.02%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
303	001-20-512-3-4700	PRINTING AND BINDING	300.00	0.00	600.00	67.96	154.20	0.00	445.80	25.70%
304	001-20-512-3-5000	FINES & FEES	400.00	146.27	0.00	56.33	152.74	0.00	-152.74	0.00%
305	001-20-512-3-5100	OFFICE SUPPLIES	1,200.00	0.00	1,200.00	156.58	810.45	26.74	362.81	67.54%
306	001-20-512-3-5210	GAS AND LUBRICANTS	80.00	26.46	2,080.00	0.00	0.00	34.69	2,045.31	0.00%
307	001-20-512-3-5260	UNIFORMS	300.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00%
308	001-20-512-3-5280	OPERATING SUPPLIES	8,000.00	117.43	3,000.00	67.15	1,753.38	491.71	754.91	58.45%
309	001-20-512-3-5400	MEMBR,SUBSCRIPT,DUES	1,400.00	0.00	6,000.00	456.00	684.06	215.00	5,100.94	11.40%
310										
311		TOTAL	23,233.00	3,742.72	47,848.00	1,411.11	6,463.25	2,637.79	38,746.96	14.00%
312										
313		**CAPITAL OUTLAY**								
314	001-20-512-6-6400	CAPITAL OUTLAY	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
315										
316		TOTAL	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
317										
318		**DEPARTMENT TOTAL**	**420,193.00**	**59,969.36**	**809,762.00**	**31,335.91**	**197,034.50**	**2,637.79**	**610,089.71**	**24.00%**
319										
320		**CITY CLERK'S OFFICE**								
321										
322		**PERSONNEL SERVICES**								
323	001-21-512-1-1100	EXECUTIVE SALARIES	72,455.00	37,273.42	71,253.00	5,304.00	33,234.28	0.00	38,018.72	46.64%
324	001-21-512-1-1200	REGULAR SALARIES	35,074.00	21,048.95	0.00	0.00	0.00	0.00	0.00	0.00%
325	001-21-512-1-1400	OVERTIME	1,300.00	1,226.40	0.00	0.00	0.00	0.00	0.00	0.00%
326	001-21-512-1-2100	FICA TAX EXPENSE	8,156.00	4,525.47	5,451.00	365.34	2,289.80	0.00	3,161.20	42.01%
327	001-21-512-1-2200	RETIREMENT EXPENSE	30,270.00	15,216.21	19,666.00	1,463.90	9,142.75	0.00	10,523.25	46.49%
328	001-21-512-1-2300	HEALTH AND LIFE INSURANCE	7,685.00	2,023.34	13,182.00	577.14	3,607.10	0.00	9,574.90	27.36%
329										
330		TOTAL	154,940.00	81,313.79	109,552.00	7,710.38	48,273.93	0.00	61,278.07	44.00%
331										
332		**OPERATING EXPENSES**								
333	001-21-512-3-3100	PROFESSIONAL SERVICES	13,271.00	13,173.96	22,300.00	0.00	16,457.67	0.00	5,842.33	73.80%
334	001-21-512-3-3120	PRE-EMPLOYMENT EXPENSE	376.00	299.06	0.00	0.00	0.00	0.00	0.00	0.00%
335	001-21-512-3-3400	CONTRACTUAL SERVICES	9,633.00	9,541.51	10,006.00	0.00	5,287.59	0.00	4,718.41	52.84%
336	001-21-512-3-3499	FEES-RECORDING/FILING	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
337	001-21-512-3-4027	SCHOOLING/CONF-CITY CLERK	4,375.00	1,241.59	5,000.00	467.92	833.56	1,969.97	2,196.47	16.67%
338	001-21-512-3-4100	COMMUNICATIONS SERVICES	720.00	204.75	520.00	74.90	449.40	0.00	70.60	86.42%
339	001-21-512-3-4200	POSTAGE AND FREIGHT	108.00	34.24	300.00	0.00	0.00	0.00	300.00	0.00%
340	001-21-512-3-4400	RENTALS AND LEASES	3,110.00	1,385.34	2,880.00	283.27	1,686.10	1,084.58	109.32	58.55%
341	001-21-512-3-4700	PRINTING AND BINDING	304.00	127.15	2,500.00	29.82	98.86	0.00	2,401.14	3.95%
342	001-21-512-3-4810	LEGAL ADVERTISING	4,709.00	1,141.28	7,000.00	1,170.48	5,056.56	1,909.68	33.76	72.24%
343	001-21-512-3-5000	FINES & FEES	260.00	6.01	300.00	9.91	139.28	0.00	160.72	46.43%
344	001-21-512-3-5100	OFFICE SUPPLIES	520.00	434.39	600.00	27.35	106.75	0.00	493.25	17.79%
345	001-21-512-3-5260	UNIFORMS	108.00	90.90	400.00	0.00	0.00	301.00	99.00	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
346	001-21-512-3-5280	OPERATING SUPPLIES	815.00	70.12	5,000.00	33.00	832.67	542.00	3,625.33	16.65%
347	001-21-512-3-5400	MEMBR,SUBSCRIPT,DUES	620.00	272.50	1,100.00	0.00	623.00	456.00	21.00	56.64%
348			---	---	---	---	---	---	---	---
349		TOTAL	39,029.00	28,022.80	57,906.00	2,096.65	31,571.44	6,263.23	20,071.33	55.00%
350										
351		**CAPITAL OUTLAY**								
352			---	---	---	---	---	---	---	---
353		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
354			---	---	---	---	---	---	---	---
355		**DEPARTMENT TOTAL**	**193,969.00**	**109,336.59**	**167,458.00**	**9,807.03**	**79,845.37**	**6,263.23**	**81,349.40**	**48.00%**
356			---	---	---	---	---	---	---	---
357		**FINANCE**								
358										
359		**PERSONNEL SERVICES**								
360	001-22-513-1-1100	EXECUTIVE SALARIES	106,537.00	81,940.77	121,758.00	9,366.00	58,645.78	0.00	63,112.22	48.17%
361	001-22-513-1-1200	REGULAR SALARIES	249,115.00	123,482.37	252,663.00	37,848.64	168,793.68	0.00	83,869.32	66.81%
362	001-22-513-1-1400	OVERTIME	8,652.00	8,017.52	7,000.00	768.34	2,967.48	0.00	4,032.52	42.39%
363	001-22-513-1-2100	FICA TAX EXPENSE	27,296.00	15,955.90	29,179.00	3,558.46	17,081.25	0.00	12,097.75	58.54%
364	001-22-513-1-2200	RETIREMENT EXPENSE	108,558.00	63,491.28	105,272.00	13,243.30	62,738.89	0.00	42,533.11	59.60%
365	001-22-513-1-2300	HEALTH AND LIFE INSURANCE	40,524.00	18,363.85	70,563.00	5,425.88	22,960.06	0.00	47,602.94	32.54%
366			---	---	---	---	---	---	---	---
367		TOTAL	540,682.00	311,251.69	586,435.00	70,210.62	333,187.14	0.00	253,247.86	57.00%
368										
369		**OPERATING EXPENSES**								
370	001-22-513-3-3100	PROFESSIONAL SERVICES	300.00	297.95	30,000.00	359.76	359.76	0.00	29,640.24	1.20%
371	001-22-513-3-3120	PRE-EMPLOYMENT EXPENSE	856.00	299.06	300.00	0.00	306.94	0.00	-6.94	102.31%
372	001-22-513-3-3200	ACCOUNTING AND AUDITING	16,817.00	0.00	43,709.00	0.00	1,724.66	4,190.78	37,793.56	3.95%
373	001-22-513-3-4020	SCHOOLING, CONFERENCE, ETC	3,380.00	499.00	7,644.00	0.00	3,357.11	0.00	4,286.89	43.92%
374	001-22-513-3-4100	COMMUNICATIONS SERVICES	524.00	167.32	655.00	37.45	224.70	0.00	430.30	34.31%
375	001-22-513-3-4200	POSTAGE AND FREIGHT	2,180.00	914.02	825.00	124.00	1,584.27	30.54	-789.81	192.03%
376	001-22-513-3-4400	RENTALS AND LEASES	1,132.00	551.16	1,800.00	212.77	1,276.62	38.47	484.91	70.92%
377	001-22-513-3-4700	PRINTING AND BINDING	2,344.00	929.58	1,500.00	452.18	1,405.32	0.00	94.68	93.69%
378	001-22-513-3-5000	FINES & FEES	4,000.00	3,808.40	5,000.00	4,361.28	7,586.56	0.00	-2,586.56	151.73%
379	001-22-513-3-5100	OFFICE SUPPLIES	1,620.00	497.33	1,900.00	0.00	1,465.56	25.12	409.32	77.13%
380	001-22-513-3-5260	UNIFORMS	20.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00%
381	001-22-513-3-5280	OPERATING SUPPLIES	1,680.00	544.98	1,900.00	286.39	371.67	50.94	1,477.39	19.56%
382	001-22-513-3-5400	MEMBR,SUBSCRIPT,DUES	320.00	100.00	500.00	0.00	292.00	60.00	148.00	58.40%
383			---	---	---	---	---	---	---	---
384		TOTAL	35,173.00	8,608.80	96,333.00	5,833.83	19,955.17	4,395.85	71,981.98	21.00%
385										
386		**CAPITAL OUTLAY**								
387	001-22-513-6-6400	CAPITAL OUTLAY	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
388			---	---	---	---	---	---	---	---

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
389		TOTAL	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
390										
391		**DEPARTMENT TOTAL**	**575,855.00**	**319,860.49**	**687,768.00**	**76,044.45**	**353,142.31**	**4,395.85**	**330,229.84**	**51.00%**
392										
393		**HUMAN RESOURCES**								
394										
395		**PERSONNEL SERVICES**								
396	001-25-513-1-1100	EXECUTIVE SALARIES	80,773.00	39,257.58	105,000.00	7,148.48	40,772.76	0.00	64,227.24	38.83%
397	001-25-513-1-1200	SALARY	48,025.00	21,968.35	130,494.00	4,200.00	26,358.28	0.00	104,135.72	20.20%
398	001-25-513-1-1400	OVERTIME	800.00	339.02	600.00	0.00	0.00	0.00	600.00	0.00%
399	001-25-513-1-2100	FICA TAX EXPENSE	9,639.00	4,562.20	18,061.00	844.37	4,986.81	0.00	13,074.19	27.61%
400	001-25-513-1-2200	RETIREMENT EXPENSE	39,582.00	18,813.20	65,162.00	3,132.18	18,468.37	0.00	46,693.63	28.34%
401	001-25-513-1-2300	HEALTH AND LIFE INSURANCE	17,813.00	7,706.68	43,677.00	1,154.24	7,214.00	0.00	36,463.00	16.52%
402										
403		TOTAL	196,632.00	92,647.03	362,994.00	16,479.27	97,800.22	0.00	265,193.78	27.00%
404										
405		**OPERATING EXPENSES**								
406	001-25-513-3-3100	PROFESSIONAL SERVICES	19,600.00	18,131.14	35,500.00	0.00	13,820.80	40.00	21,639.20	38.93%
407	001-25-513-3-3120	PRE-EMPLOYMENT EXPENSE	358.00	159.53	300.00	0.00	0.00	0.00	300.00	0.00%
408	001-25-513-3-4020	SCHOOLING, CONFERENCE, ETC	1,010.00	947.76	4,576.00	77.14	1,142.20	0.00	3,433.80	24.96%
409	001-25-513-3-4100	COMMUNICATIONS SERVICES	987.00	468.09	563.00	97.92	549.50	0.00	13.50	97.60%
410	001-25-513-3-4200	POSTAGE AND FREIGHT	308.00	196.61	228.00	2.22	111.84	0.00	116.16	49.05%
411	001-25-513-3-4400	RENTALS AND LEASES	624.00	213.30	686.00	35.50	213.00	213.00	260.00	31.05%
412	001-25-513-3-4700	PRINTING AND BINDING	1,112.00	464.51	563.00	94.06	371.74	0.00	191.26	66.03%
413	001-25-513-3-4800	ADVERTISING	8,300.00	6,346.89	8,500.00	0.00	642.17	0.00	7,857.83	7.55%
414	001-25-513-3-5000	FEES & FINES	380.00	208.06	420.00	5.30	17.02	0.00	402.98	4.05%
415	001-25-513-3-5100	OFFICE SUPPLIES	1,040.00	309.96	1,144.00	0.00	0.00	111.12	1,032.88	0.00%
416	001-25-513-3-5260	UNIFORMS	104.00	0.00	300.00	0.00	0.00	0.00	300.00	0.00%
417	001-25-513-3-5280	OPERATING SUPPLIES	6,835.00	827.74	4,576.00	60.72	549.19	3,173.24	853.57	12.00%
418	001-25-513-3-5288	EMPLOYEE RECOGNITION SUPPLIES	520.00	252.35	572.00	0.00	91.02	0.00	480.98	15.91%
419	001-25-513-3-5400	MEMBR,SUBSCRIPT,DUES	420.00	0.00	572.00	0.00	0.00	0.00	572.00	0.00%
420	001-25-513-3-5401	SOFTWARE SUBSCRIPT,LICENSES	$ -	$ -	25,000.00	0.00	0.00	0.00	25,000.00	0.00%
421	001-25-513-3-5500	WELLNESS PROGRAM	12,380.00	4,575.78	13,728.00	1,000.00	7,672.06	0.00	6,055.94	55.89%
422										
423		TOTAL	53,978.00	33,101.72	97,228.00	1,372.86	25,180.54	3,537.36	68,510.10	26.00%
424										
425		**CAPITAL OUTLAY**								
426	001-25-513-6-6400	CAPITAL OUTLAY	101.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
427										
428		TOTAL	101.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
429										
430		**DEPARTMENT TOTAL**	**250,711.00**	**125,748.75**	**460,222.00**	**17,852.13**	**122,980.76**	**3,537.36**	**333,703.88**	**27.00%**
431										

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
432		**FACILITIES MAINTENANCE**								
433										
434		**PERSONNEL SERVICES**								
435	001-23-519-1-1100	EXECUTIVE SALARIES	142,382.00	50,620.98	134,180.00	10,414.74	75,791.58	0.00	58,388.42	56.49%
436	001-23-519-1-1200	REGULAR SALARIES	110,177.00	52,922.30	122,031.00	9,310.31	58,083.30	0.00	63,947.70	47.60%
437	001-23-519-1-1400	OVERTIME	11,252.00	5,125.13	7,000.00	2,011.00	7,356.75	0.00	-356.75	105.10%
438	001-23-519-1-2100	FICA TAX EXPENSE	19,600.00	7,843.61	20,136.00	1,470.73	9,592.84	0.00	10,543.16	47.64%
439	001-23-519-1-2200	RETIREMENT EXPENSE	80,657.00	33,230.33	72,646.00	5,999.14	38,830.45	0.00	33,815.55	53.45%
440	001-23-519-1-2300	HEALTH AND LIFE INSURANCE	62,314.00	21,299.75	48,694.00	4,639.26	29,933.22	0.00	18,760.78	61.47%
441	001-23-519-1-2500	UNEMPLOYMENT COMP	300.00	237.81	0.00	0.00	0.00	0.00	0.00	0.00%
442			---	---	---	---	---	---	---	---
443		TOTAL	426,682.00	171,279.91	404,687.00	33,845.18	219,588.14	0.00	185,098.86	55.00%
444										
445		**OPERATING EXPENSES**								
446	001-23-519-3-3100	PROFESSIONAL SERVICES	1,435.00	1,422.40	10,000.00	0.00	265.44	0.00	9,734.56	2.65%
447	001-23-519-3-3120	PRE-EMPLOYMENT EXPENSE	340.00	149.53	300.00	0.00	0.00	0.00	300.00	0.00%
448	001-23-519-3-4020	SCHOOLING, CONFERENCE, ETC	2,700.00	2,545.00	5,000.00	0.00	453.00	95.40	4,451.60	9.06%
449	001-23-519-3-4100	COMMUNICATIONS SERVICES	1,908.00	902.85	1,800.00	149.80	898.80	0.00	901.20	49.93%
450	001-23-519-3-4315	WATER, SEWER, TRASH	0.00	0.00	0.00	40.55	40.55	0.00	-40.55	0.00%
451	001-23-519-3-4400	RENTALS AND LEASES	560.00	240.78	1,600.00	40.13	240.78	240.78	1,118.44	15.05%
452	001-23-519-3-4610	BUILDING MAINTENANCE	26,120.00	5,183.87	25,000.00	7,858.65	13,941.09	425.56	10,633.35	55.76%
453	001-23-519-3-4620	EQUIPMENT MAINTENANCE	400.00	44.27	1,500.00	0.00	295.97	27.75	1,176.28	19.73%
454	001-23-519-3-4630	VEHICLE MAINTENANCE	3,400.00	3,169.10	5,500.00	0.00	1,192.32	0.00	4,307.68	21.68%
455	001-23-519-3-5100	OFFICE SUPPLIES	40.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
456	001-23-519-3-5210	GAS AND LUBRICANTS	4,360.00	1,673.55	4,500.00	517.96	2,732.74	0.00	1,767.26	60.73%
457	001-23-519-3-5250	SMALL TOOLS	4,340.00	1,046.51	3,500.00	48.34	3,151.52	0.00	348.48	90.04%
458	001-23-519-3-5260	UNIFORMS	1,780.00	876.02	2,500.00	156.92	972.04	0.00	1,527.96	38.88%
459	001-23-519-3-5280	OPERATING SUPPLIES	7,140.00	1,691.33	3,500.00	331.57	3,313.25	169.25	17.50	94.66%
460	001-23-519-3-5400	MEMBR,SUBSCRIPT,DUES	80.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00%
461			---	---	---	---	---	---	---	---
462		TOTAL	54,603.00	18,945.21	66,200.00	9,143.92	27,497.50	958.74	37,743.76	42.00%
463										
464		**CAPITAL OUTLAY**								
465	001-23-519-6-6400	CAPITAL OUTLAY	45,000.00	44,999.56	25,000.00	0.00	0.00	0.00	25,000.00	0.00%
466			---	---	---	---	---	---	---	---
467		TOTAL	45,000.00	44,999.56	25,000.00	0.00	0.00	0.00	25,000.00	0.00%
468										
469		**DEBT SERVICE**								
470	001-23-517-7-7101	PRINCIPAL PUBLIC WORKS BLDG	88.00	0.00	12,788.00	0.00	0.00	0.00	12,788.00	0.00%
471	001-23-517-7-7201	INTEREST PUBLIC WORKS BLDG	23,166.00	11,533.29	21,966.00	10,567.89	10,567.89	0.00	11,398.11	48.11%
472			---	---	---	---	---	---	---	---
473		TOTAL	23,254.00	11,533.29	34,754.00	10,567.89	10,567.89	0.00	24,186.11	31.00%
474										

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
475		**TRANSFERS ADMINISTRATIVE**								
476	001-23-519-9-9104	REIMB FLEET MAINTENANCE	18,990.00	9,495.00	22,897.00	1,908.00	11,448.00	0.00	11,449.00	50.00%
477			---	---	---	---	---	---	---	---
478		TOTAL	18,990.00	9,495.00	22,897.00	1,908.00	11,448.00	0.00	11,449.00	50.00%
479			---	---	---	---	---	---	---	---
480		**DEPARTMENT TOTAL**	**568,529.00**	**256,252.97**	**553,538.00**	**55,464.99**	**269,101.53**	**958.74**	**283,477.73**	**49.00%**
481			---	---	---	---	---	---	---	---
482		**INFORMATION TECHNOLOGY DEPT**								
483										
484		**PERSONNEL SERVICES**								
485	001-17-516-1-1100	EXECUTIVE SALARIES	1,651.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
486	001-17-516-1-2100	FICA TAX EXPENSE	126.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
487	001-17-516-1-2200	RETIREMENT EXPENSE	507.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
488			---	---	---	---	---	---	---	---
489		TOTAL	2,284.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
490										
491		**OPERATING EXPENSES**								
492	001-17-516-3-3100	PROFESSIONAL SERVICES	166,540.00	65,292.50	195,000.00	14,800.00	74,157.50	93,710.00	27,132.50	38.03%
493	001-17-516-3-4100	COMMUNICATIONS SERVICES	600.00	50.00	1,000.00	50.00	300.00	0.00	700.00	30.00%
494	001-17-516-3-5241	SOFTWARE	22,025.00	4,865.40	55,000.00	4,670.94	12,718.74	17,940.00	24,341.26	23.12%
495	001-17-516-3-5242	HARDWARE	37,404.00	15,910.40	24,000.00	1,649.19	2,692.06	2,939.59	18,368.35	11.22%
496	001-17-516-3-5401	SOFTWARE SUBSCRIPT, LICENSES	127,382.00	50,911.52	133,000.00	8,854.02	74,541.46	64,126.54	-5,668.00	56.05%
497			---	---	---	---	---	---	---	---
498		TOTAL	353,951.00	137,029.82	408,000.00	30,024.15	164,409.76	178,716.13	64,874.11	40.00%
499										
500		**CAPITAL OUTLAY**								
501			---	---	---	---	---	---	---	---
502		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
503										
504		**DEBT SERVICE**								
505			---	---	---	---	---	---	---	---
506		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
507			---	---	---	---	---	---	---	---
508		**DEPARTMENT TOTAL**	**356,235.00**	**137,029.82**	**408,000.00**	**30,024.15**	**164,409.76**	**178,716.13**	**64,874.11**	**40.00%**
509			---	---	---	---	---	---	---	---
510		**GENERAL ADMIN - CITY HALL**								
511										
512		**PERSONNEL**								
513			---	---	---	---	---	---	---	---
514		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
515										
516		**OPERATING EXPENSES**								
517	001-04-513-3-3100	PROFESSIONAL SERVICES	3,000.00	588.90	55,000.00	550.00	550.00	300.00	54,150.00	1.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
518	001-04-513-3-4100	COMMUNICATIONS SERVICES	6,100.00	1,619.61	5,200.00	1,000.04	5,557.74	0.00	-357.74	106.88%
519	001-04-513-3-4200	POSTAGE AND FREIGHT	2,600.00	671.57	2,600.00	0.74	42.52	0.00	2,557.48	1.64%
520	001-04-513-3-4320	ELECTRICITY	9,360.00	4,020.91	9,360.00	720.12	7,062.05	0.00	2,297.95	75.45%
521	001-04-513-3-4400	RENTALS AND LEASES	2,915.00	299.75	2,915.00	0.00	359.70	0.00	2,555.30	12.34%
522	001-04-513-3-4610	CITY HALL BUILDING MAINTENANCE	25,000.00	17,729.31	25,000.00	1,227.14	13,653.85	144.31	11,201.84	54.62%
523	001-04-513-3-4615	ANNEX BUILDING EXP	25,000.00	10,675.41	15,000.00	2,589.58	6,269.06	6,487.00	2,243.94	41.79%
524	001-04-513-3-4620	EQUIPMENT MAINTENANCE	4,160.00	500.00	4,160.00	0.00	0.00	800.00	3,360.00	0.00%
525	001-04-513-3-4700	PRINTING AND BINDING	7,340.00	3,118.51	6,000.00	424.52	1,967.08	130.00	3,902.92	32.78%
526	001-04-513-3-5100	OFFICE SUPPLIES	5,200.00	2,153.89	6,000.00	162.84	2,465.18	1,664.68	1,870.14	41.09%
527	001-04-513-3-5230	JANITORIAL SUPPLIES	2,560.00	255.88	4,560.00	750.90	3,150.06	377.14	1,032.80	69.08%
528			---	---	---	---	---	---	---	---
529		TOTAL	93,235.00	41,633.74	135,795.00	7,425.88	41,077.24	9,903.13	84,814.63	30.00%
530			---	---	---	---	---	---	---	---
531										
532		**CAPITAL OUTLAY**								
533	001-04-513-6-6445	CITY HALL BUILDING IMPROVEMENT	98,662.00	30,301.93	70,000.00	0.00	33,894.45	0.00	36,105.55	48.42%
534	001-04-513-6-6450	ANNEX HALL BUILDING IMPROVEMEN	47,123.00	17,504.38	50,000.00	12,728.52	27,875.58	14,332.59	7,791.83	55.75%
535			---	---	---	---	---	---	---	---
536		TOTAL	145,785.00	47,806.31	120,000.00	12,728.52	61,770.03	14,332.59	43,897.38	51.00%
537			---	---	---	---	---	---	---	---
538		**GENERAL ADMIN - CITY HALL**								
539										
540		**LEGAL COUNSEL**								
541										
542		**PERSONNEL SERVICES**								
543	001-04-514-1-1000	EXECUTIVE SALARIES	164,085.00	79,505.79	162,785.00	12,521.60	78,368.28	0.00	84,416.72	48.14%
544	001-04-514-1-1200	SALARIES	2,300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
545	001-04-514-1-2100	FICA TAXES	12,453.00	5,940.28	12,453.00	932.42	5,835.89	0.00	6,617.11	46.86%
546	001-04-514-1-2200	RETIREMENT-GENERAL	50,275.00	24,364.68	44,929.00	3,455.96	21,599.75	0.00	23,329.25	48.08%
547	001-04-514-1-2300	HEALTH AND LIFE INSURANCE	9,051.00	3,853.34	8,139.00	577.12	3,607.00	0.00	4,532.00	44.32%
548			---	---	---	---	---	---	---	---
549		TOTAL	238,164.00	113,664.09	228,306.00	17,487.10	109,410.92	0.00	118,895.08	48.00%
550										
551		**OPERATING EXPENSES**								
552	001-04-514-3-3100	PROFESSIONAL SERVICES	7,660.00	3,525.45	14,160.00	0.00	6,683.34	0.00	7,476.66	47.20%
553	001-04-514-3-3110	FL BAR INTERN EXP	0.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00%
554	001-04-514-3-4020	SCHOOLING/CONF-CITY ATTORNEY	2,400.00	1,354.92	5,200.00	0.00	1,687.13	953.90	2,558.97	32.44%
555	001-04-514-3-4200	POSTAGE & FREIGHT OUTGOING	4.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
556	001-04-514-3-5000	FINES & FEES	700.00	115.90	0.00	5.98	195.98	0.00	-195.98	0.00%
557	001-04-514-3-5260	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
558	001-04-514-3-5280	OPERATING SUPPLIES	1,240.00	333.13	1,040.00	37.45	248.23	0.00	791.77	23.87%
559	001-04-514-3-5400	Membership, subscription, dues	6,120.00	3,060.86	6,300.00	447.34	2,684.04	2,527.68	1,088.28	42.60%
560			---	---	---	---	---	---	---	---

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
561		TOTAL	18,124.00	8,390.26	29,700.00	490.77	11,498.72	3,481.58	14,719.70	39.00%
562										
563										
564		**CAPITAL OUTLAY**								
565										
566		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
567										
568										
569		**DEBT SERVICE**								
570	001-04-517-7-7101	PRINCIPAL-2020 ADMIN VEHICLE T	5,727.00	5,726.77	11,454.00	0.00	0.00	0.00	11,454.00	0.00%
571	001-04-517-7-7201	INTEREST-2020 ADMIN VEHICLE TD	53.00	52.12	104.00	0.00	0.00	0.00	104.00	0.00%
572										
573		TOTAL	5,780.00	5,778.89	11,558.00	0.00	0.00	0.00	11,558.00	0.00%
574										
575		**OTHER GOVERNMENT SERVICES**								
576										
577		**OPERATING EXPENSES**								
578	001-04-519-3-3100	PROFESSIONAL SERVIES	28,395.00	1,600.00	20,000.00	6,181.00	7,781.00	1,920.00	10,299.00	38.91%
579	001-04-519-3-3420	FIREWORKS - SPECIAL EVENTS	50,000.00	2,500.00	52,000.00	0.00	33,000.00	19,000.00	0.00	63.46%
580	001-04-519-3-4500	LIABILITY INSURANCE	584,830.00	798,486.13	605,000.00	138,753.09	416,259.27	138,753.09	49,987.64	68.80%
581	001-04-519-3-4510	INSURANCE CLAIMS REIMBURSABLE	700.00	0.00	17,500.00	0.00	1,582.29	-1,582.29	17,500.00	0.00%
582	001-04-519-3-4810	LEGAL ADVERTISING	40.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00%
583	001-04-519-3-4920	PROPERTY TAX	9,900.00	1,727.85	10,000.00	0.00	6,847.61	0.00	3,152.39	68.48%
584	001-04-519-3-4930	SPECIAL EVENTS	24,000.00	24,000.00	26,400.00	0.00	0.00	0.00	26,400.00	0.00%
585	001-04-519-3-4940	SPECIAL EVENTS - FESTIVALS	0.00	0.00	75,000.00	0.00	3,000.00	0.00	72,000.00	4.00%
586	001-04-519-3-4951	BLUE CRAB EVENT	52,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
587										
588		TOTAL	750,465.00	828,317.98	805,900.00	144,934.09	468,470.17	158,090.80	179,339.03	58.00%
589										
590		**CAPITAL OUTLAY**								
591	001-04-519-6-6120	LAND PURCHASE	94,182.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
592										
593		TOTAL	94,182.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
594										
595		**GRANTS & AIDS**								
596	001-04-519-1-2400	WORKERS COMP	254,846.00	269,485.12	285,000.00	71,218.16	213,654.48	71,218.16	127.36	74.97%
597										
598		TOTAL	254,846.00	269,485.12	285,000.00	71,218.16	213,654.48	71,218.16	127.36	75.00%
599										
600		**CAPITAL GRANTS**								
601	001-04-519-8-8210	CHAMBER OF COMMERCE	5,000.00	5,000.00	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00%
602	001-04-519-8-8220	DEO STRATEGIC REVITALIZATION G	40,000.00	15,500.00	0.00	0.00	0.00	0.00	0.00	0.00%
603										

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
604		TOTAL	45,000.00	20,500.00	10,000.00	10,000.00	10,000.00	0.00	0.00	100.00%
605										
606		DEPARTMENT	1,645,581.00	1,335,576.39	1,626,259.00	264,284.52	915,881.56	257,026.26	453,351.18	14.00%
607										
608		**PLANNING & ZONING DEPARTMENT**								
609										
610		**PERSONNEL SERVICES**								
611	001-02-524-1-1100	EXECUTIVE SALARIES	106,605.00	50,174.08	110,838.00	8,276.80	52,381.08	0.00	58,456.92	47.26%
612	001-02-524-1-1200	REGULAR SALARIES	137,639.00	59,907.59	209,230.00	10,437.92	65,843.49	0.00	143,386.51	31.47%
613	001-02-524-1-1400	OVERTIME	1,092.00	422.60	1,200.00	0.00	0.00	0.00	1,200.00	0.00%
614	001-02-524-1-2100	FICA TAX EXPENSE	18,768.00	8,250.25	24,577.00	1,391.90	8,795.56	0.00	15,781.44	35.79%
615	001-02-524-1-2200	RETIREMENT EXPENSE	75,318.00	33,750.20	88,670.00	5,165.26	32,510.43	0.00	56,159.57	36.66%
616	001-02-524-1-2300	HEALTH AND LIFE INSURANCE	40,994.00	14,688.80	59,435.00	2,464.96	15,407.45	0.00	44,027.55	25.92%
617										
618		TOTAL	380,416.00	167,193.52	493,950.00	27,736.84	174,938.01	0.00	319,011.99	35.00%
619										
620		**OPERATING EXPENSES**								
621	001-02-524-3-3100	PROFESSIONAL SERVICES	9,750.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00%
622	001-02-524-3-3120	PRE-EMPLOYMENT EXPENSE	374.00	223.35	450.00	0.00	0.00	0.00	450.00	0.00%
623	001-02-524-3-4020	SCHOOLING, CONFERENCE, ETC	8,156.00	1,178.59	9,500.00	398.00	3,533.74	35.00	5,931.26	37.20%
624	001-02-524-3-4100	COMMUNICATIONS SERVICES	854.00	342.26	650.00	37.45	260.77	0.00	389.23	40.12%
625	001-02-524-3-4200	POSTAGE AND FREIGHT	1,660.00	947.07	1,700.00	39.96	310.81	78.00	1,311.19	18.28%
626	001-02-524-3-4310	NATURAL GAS	1,600.00	34.28	1,500.00	40.26	437.19	0.00	1,062.81	29.15%
627	001-02-524-3-4330	CREDIT CARD FEES	2,020.00	1,115.84	2,000.00	141.36	659.60	0.00	1,340.40	32.98%
628	001-02-524-3-4400	RENTALS AND LEASES	5,480.00	2,702.70	5,500.00	637.17	3,823.02	1,582.38	94.60	69.51%
629	001-02-524-3-4620	EQUIPMENT MAINTENANCE	1,560.00	0.00	1,600.00	0.00	0.00	0.00	1,600.00	0.00%
630	001-02-524-3-4630	VEHICLE MAINTENANCE	780.00	0.00	900.00	0.00	32.03	0.00	867.97	3.56%
631	001-02-524-3-4700	PRINTING AND BINDING	1,752.00	1,019.75	2,300.00	0.00	841.50	0.00	1,458.50	36.59%
632	001-02-524-3-4810	LEGAL ADVERTISING	15,060.00	5,374.49	14,000.00	1,378.40	4,152.30	9,552.08	295.62	29.66%
633	001-02-524-3-5000	FEES & FINES	252.00	70.62	150.00	3.05	17.77	0.00	132.23	11.85%
634	001-02-524-3-5100	OFFICE SUPPLIES	1,560.00	130.39	1,560.00	175.83	821.02	0.00	738.98	52.63%
635	001-02-524-3-5210	GAS AND LUBRICANTS	780.00	292.14	800.00	0.00	152.30	0.00	647.70	19.04%
636	001-02-524-3-5260	UNIFORMS	312.00	0.00	900.00	0.00	265.70	392.70	241.60	29.52%
637	001-02-524-3-5280	OPERATING SUPPLIES	7,320.00	3,340.22	6,000.00	723.26	3,594.06	0.00	2,405.94	59.90%
638	001-02-524-3-5400	MEMBR,SUBSCRIPT,DUES	2,288.00	325.00	12,200.00	97.00	97.00	83.00	12,020.00	0.80%
639										
640		TOTAL	61,558.00	17,096.70	161,710.00	3,671.74	18,998.81	11,723.16	130,988.03	12.00%
641										
642		**CAPITAL OUTLAY**								
643										
644		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
645										
646		**GRANT**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
647	001-02-524-8-6402	DEO COMMUNITY PLANNING TECH AS	75,000.00	1,500.00	75,000.00	0.00	0.00	0.00	75,000.00	0.00%
648										
649		TOTAL	75,000.00	1,500.00	75,000.00	0.00	0.00	0.00	75,000.00	0.00%
650										
651		**DEPARTMENT TOTAL**	**516,974.00**	**185,790.22**	**730,660.00**	**31,408.58**	**193,936.82**	**11,723.16**	**525,000.02**	**27.00%**
652										
653		**POLICE DEPARTMENT**								
654										
655		**PERSONNEL SERVICES**								
656	001-07-521-1-1100	EXECUTIVE SALARIES	446,847.00	218,357.30	442,533.00	40,619.00	230,159.86	0.00	212,373.14	52.01%
657	001-07-521-1-1200	REGULAR SALARIES	1,873,889.00	834,028.89	1,982,075.00	153,220.84	980,202.01	0.00	1,001,872.99	49.45%
658	001-07-521-1-1220	CLERICAL SALARIES	270,039.00	147,873.72	277,641.00	16,966.08	105,718.21	0.00	171,922.79	38.08%
659	001-07-521-1-1221	VOCA SALARIES	0.00	0.00	46,137.00	0.00	0.00	0.00	46,137.00	0.00%
660	001-07-521-1-1300	OTHER SALARIES & WAGES	0.00	0.00	38,850.00	0.00	0.00	0.00	38,850.00	0.00%
661	001-07-521-1-1400	OVERTIME	235,700.00	149,224.54	200,000.00	22,087.58	124,405.45	0.00	75,594.55	62.20%
662	001-07-521-1-2100	FICA TAX EXPENSE	209,896.00	100,441.63	224,994.00	17,156.76	105,925.15	0.00	119,068.85	47.08%
663	001-07-521-1-2101	FICA TAX VOCA EXPENSE	0.00	0.00	3,529.00	0.00	0.00	0.00	3,529.00	0.00%
664	001-07-521-1-2200	RETIREMENT-CLERICAL BENEFIT	82,475.00	42,829.87	100,085.00	5,110.22	31,672.54	0.00	68,412.46	31.65%
665	001-07-521-1-2201	PENSION-POLICE BENEFIT	435,542.00	208,276.11	544,321.00	42,530.07	260,914.93	0.00	283,406.07	47.93%
666	001-07-521-1-2500	UNEMPLOYMENT COMP	30.00	29.71	0.00	0.00	0.00	0.00	0.00	0.00%
667	001-07-521-1-2300	HEALTH AND LIFE INSURANCE	682,855.00	281,333.88	552,639.00	43,302.00	274,428.70	0.00	278,210.30	49.66%
668										
669		TOTAL	4,237,273.00	1,982,395.65	4,412,804.00	340,992.55	2,113,426.85	0.00	2,299,377.15	48.00%
670										
671		**OPERATING EXPENSES**								
672	001-07-521-3-3100	PROFESSIONAL SERVICES	121,440.00	90,492.38	135,000.00	4,096.73	63,944.03	33,049.65	38,006.32	47.37%
673	001-07-521-3-3120	PRE-EMPLOYMENT EXPENSE	4,000.00	2,615.44	4,000.00	218.79	2,456.29	177.58	1,366.13	61.41%
674	001-07-521-3-3500	CONFIDENTIAL INFORMANTS - I&E	800.00	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00%
675	001-07-521-3-4020	SCHOOLING, CONFERENCE, ETC	16,000.00	10,909.60	22,000.00	3,556.25	18,325.44	3,133.00	541.56	83.30%
676	001-07-521-3-4100	COMMUNICATIONS SERVICES	34,220.00	14,529.76	36,520.00	3,839.61	23,471.21	0.00	13,048.79	64.27%
677	001-07-521-3-4200	OUTGOING POSTAGE/FREIGHT	750.00	385.44	1,450.00	22.28	447.86	0.00	1,002.14	30.89%
678	001-07-521-3-4320	ELECTRICITY	12,330.00	4,856.57	11,500.00	868.61	5,680.46	0.00	5,819.54	49.40%
679	001-07-521-3-4330	CREDIT CARD FEES	50.00	0.00	500.00	0.00	98.52	0.00	401.48	19.70%
680	001-07-521-3-4380	ANIMAL CONTROL	10,000.00	10,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
681	001-07-521-3-4390	K-9 CARE	4,400.00	2,171.45	5,400.00	1,057.76	2,008.13	140.00	3,251.87	37.19%
682	001-07-521-3-4400	RENTALS AND LEASES	5,109.00	3,275.60	6,200.00	290.45	3,274.60	1,806.40	1,119.00	52.82%
683	001-07-521-3-4500	LIABILITY, AUTO, PROPERTY INSU	2,800.00	2,731.00	0.00	0.00	2,708.00	0.00	-2,708.00	0.00%
684	001-07-521-3-4510	INSURANCE CLAIMS REIMBURSABLE	34,500.00	24,501.39	35,000.00	5,123.52	5,123.52	0.00	29,876.48	14.64%
685	001-07-521-3-4610	BUILDING MAINTENANCE	29,200.00	18,795.40	30,000.00	708.55	2,234.42	242.59	27,522.99	7.45%
686	001-07-521-3-4620	EQUIPMENT MAINTENANCE	8,730.00	4,934.48	8,500.00	0.00	4,381.33	140.70	3,977.97	51.55%
687	001-07-521-3-4630	VEHICLE MAINTENANCE	61,000.00	31,013.58	59,000.00	5,859.63	19,624.73	2,623.55	36,751.72	33.26%
688	001-07-521-3-4650	RANGE MAINTENANCE	1,031.00	158.56	1,000.00	79.28	554.96	396.40	48.64	55.50%
689	001-07-521-3-4680	STORM CLEANUP/REPAIR	1,400.00	1,318.54	0.00	0.00	0.00	0.00	0.00	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
690	001-07-521-3-4700	PRINTING AND BINDING	2,800.00	1,116.65	2,165.00	351.76	1,222.40	0.00	942.60	56.46%
691	001-07-521-3-4950	POLICE ATHLETIC LEAGUE	15,000.00	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00%
692	001-07-521-3-5000	FINES & FEES	400.00	241.86	200.00	68.70	167.18	0.00	32.82	83.59%
693	001-07-521-3-5100	OFFICE SUPPLIES	1,500.00	407.84	1,500.00	138.92	298.83	0.00	1,201.17	19.92%
694	001-07-521-3-5210	GAS AND LUBRICANTS	136,600.00	56,459.69	140,000.00	11,958.17	63,134.98	0.00	76,865.02	45.10%
695	001-07-521-3-5230	JANITORIAL SUPPLIES	2,000.00	918.45	2,000.00	283.52	1,081.66	0.00	918.34	54.08%
696	001-07-521-3-5260	UNIFORMS	18,490.00	5,825.72	19,050.00	3,259.53	7,888.24	2,542.24	8,619.52	41.41%
697	001-07-521-3-5270	PUBLIC SAFETY SCHOLARSHIP POLI	0.00	0.00	20,000.00	1,019.23	1,835.22	0.00	18,164.78	9.18%
698	001-07-521-3-5280	OPERATING SUPPLIES	69,647.00	22,757.54	40,400.00	855.43	15,294.05	769.47	24,336.48	37.86%
699	001-07-521-3-5281	SPECIAL POLICE TRUST EXPENSE	9,000.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
700	001-07-521-3-5282	EVIDENCE FUND EXPENSE	21,672.00	3,823.73	0.00	0.00	0.00	0.00	0.00	0.00%
701	001-07-521-3-5400	MEMBR,SUBSCRIPT,DUES	1,725.00	1,335.00	1,725.00	310.00	1,060.00	500.00	165.00	61.45%
702			---	---	---	---	---	---	---	---
703		TOTAL	626,594.00	315,575.67	621,110.00	43,966.72	246,316.06	45,521.58	329,272.36	40.00%
704										
705		**CAPITAL OUTLAY**								
706	001-07-521-6-6400	CAPITAL OUTLAY	119,500.00	0.00	346,696.00	0.00	224,576.13	30,394.40	91,725.47	64.78%
707	001-07-521-6-6401	VEHICLE PURCHASES	350,285.00	0.00	100,000.00	0.00	0.00	100,000.00	0.00	0.00%
708			---	---	---	---	---	---	---	---
709		TOTAL	469,785.00	0.00	446,696.00	0.00	224,576.13	130,394.40	91,725.47	51.00%
710										
711		**GRANTS & AIDS**								
712	001-07-521-8-8320	BULLET PROOF GRANT-50% CITY	4,388.00	682.56	4,388.00	0.00	0.00	341.28	4,046.72	0.00%
713	001-07-521-8-8370	BULLET PROOF GRANT	4,388.00	682.56	4,388.00	0.00	0.00	341.28	4,046.72	0.00%
714	001-07-521-8-8531	2023 JAGC	21,000.00	0.00	22,740.00	0.00	22,197.86	0.00	542.14	97.62%
715	001-07-521-8-8532	FDLE GRANT POLICE CARS	250,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
716	001-07-521-8-8540	2024 JAG D 6N045 Street Crimes	6,275.00	5,926.00	0.00	0.00	0.00	0.00	0.00	0.00%
717	001-07-521-8-8541	2024 JAG C 6N204	22,406.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
718			---	---	---	---	---	---	---	---
719		TOTAL	308,457.00	7,291.12	31,516.00	0.00	22,197.86	682.56	8,635.58	71.00%
720										
721		**DEBT SERVICE**								
722	001-07-517-7-7106	PRINCIPAL-2020 POLICE CARS TD	105,654.00	105,653.02	0.00	0.00	0.00	0.00	0.00	0.00%
723	001-07-517-7-7107	LEASE-POLICE CARS	84,000.00	84,000.00	85,000.00	0.00	85,000.00	0.00	0.00	100.00%
724	001-07-517-7-7108	PRINCIPAL- AMERIS LOAN #281 20	96,867.00	42,003.80	89,970.00	0.00	44,351.82	0.00	45,618.18	49.30%
725	001-07-517-7-7109	PRINCIPAL-2025 BANK LOAN POL V	0.00	0.00	64,480.00	0.00	0.00	0.00	64,480.00	0.00%
726	001-07-517-7-7206	INTEREST-2020 POLICE CARS TD e	962.00	961.44	0.00	0.00	0.00	0.00	0.00	0.00%
727	001-07-517-7-7207	INTEREST-BB&T POL VEH 2021	2,448.00	963.31	485.00	0.00	484.51	0.00	0.49	99.90%
728	001-07-517-7-7208	INTEREST - AMERIS LOAN #281 20	21,941.00	11,644.46	17,327.00	0.00	9,296.45	0.00	8,030.55	53.65%
729	001-07-517-7-7209	INTEREST-2025 BANK LOAN POL VE	0.00	0.00	25,143.00	0.00	0.00	0.00	25,143.00	0.00%
730			---	---	---	---	---	---	---	---
731		TOTAL	311,872.00	245,226.03	282,405.00	0.00	139,132.78	0.00	143,272.22	50.00%
732			---	---	---	---	---	---	---	---

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
733		**DEPARTMENT TOTAL**	**5,953,981.00**	**2,550,488.47**	**5,794,531.00**	**384,959.27**	**2,745,649.68**	**176,598.54**	**2,872,282.78**	**47.00%**
734			---	---	---	---	---	---	---	---
735		**CODE ENFORCEMENT**								
736										
737		**PERSONNEL SERVICES**								
738	001-19-521-1-1200	REGULAR SALARIES	163,551.00	69,930.89	145,782.00	11,212.80	72,024.84	0.00	73,757.16	49.41%
739	001-19-521-1-1400	OVERTIME	1,210.00	214.20	1,500.00	0.00	288.60	0.00	1,211.40	19.24%
740	001-19-521-1-2100	FICA TAX EXPENSE	12,257.00	5,227.59	11,267.00	823.36	5,288.51	0.00	5,978.49	46.94%
741	001-19-521-1-2200	RETIREMENT EXPENSE	48,984.00	20,024.62	40,650.00	3,094.76	19,868.81	0.00	20,781.19	48.88%
742	001-19-521-1-2300	HEALTH AND LIFE INSURANCE	36,863.00	17,117.14	27,247.00	1,731.88	11,568.42	0.00	15,678.58	42.46%
743			---	---	---	---	---	---	---	---
744		TOTAL	262,865.00	112,514.44	226,446.00	16,862.80	109,039.18	0.00	117,406.82	49.00%
745										
746		**OPERATING EXPENSES**								
747	001-19-521-3-3100	PROFESSIONAL SERVICES	12,808.00	2,400.00	17,000.00	600.00	2,400.00	5,133.34	9,466.66	14.12%
748	001-19-521-3-3110	Professional Services Orange D	6,500.00	2,920.00	6,000.00	630.00	3,320.00	0.00	2,680.00	55.33%
749	001-19-521-3-3120	PRE-EMPLOYMENT EXPENSE	408.00	384.06	600.00	0.00	0.00	0.00	600.00	0.00%
750	001-19-521-3-4020	SCHOOLING, CONFERENCE, ETC.	6,800.00	230.00	4,000.00	0.00	315.00	0.00	3,685.00	7.88%
751	001-19-521-3-4100	COMMUNICATIONS SERVICES	1,200.00	409.50	1,100.00	112.35	674.10	0.00	425.90	61.28%
752	001-19-521-3-4200	POSTAGE AND FREIGHT	2,300.00	729.21	1,700.00	108.84	1,270.22	0.00	429.78	74.72%
753	001-19-521-3-4400	RENTALS AND LEASES	240.00	71.10	1,000.00	11.85	71.10	71.10	857.80	7.11%
754	001-19-521-3-4630	VEHICLE MAINTENANCE	580.00	80.00	2,500.00	129.05	129.05	0.00	2,370.95	5.16%
755	001-19-521-3-4700	PRINTING AND BINDING	1,104.00	322.57	1,400.00	132.14	484.90	0.00	915.10	34.64%
756	001-19-521-3-4810	LEGAL ADS	800.00	389.60	2,200.00	77.92	150.00	1,194.16	855.84	6.82%
757	001-19-521-3-5000	FINES & FEES	162.00	0.00	100.00	0.00	58.55	0.00	41.45	58.55%
758	001-19-521-3-5100	OFFICE SUPPLIES	316.00	39.49	500.00	0.00	143.31	0.00	356.69	28.66%
759	001-19-521-3-5120	ABATEMENT, LOT CLEANUP, DEMO	35.00	0.00	26,000.00	0.00	0.00	212.24	25,787.76	0.00%
760	001-19-521-3-5210	GAS AND LUBRICANTS	136.00	44.65	1,100.00	0.00	0.00	0.00	1,100.00	0.00%
761	001-19-521-3-5230	FILINGS AND MISC LEGAL FEES	2,248.00	1,137.90	13,500.00	10.35	10.35	0.00	13,489.65	0.08%
762	001-19-521-3-5260	UNIFORMS	200.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00%
763	001-19-521-3-5280	OPERATING SUPPLIES	620.00	0.00	600.00	7.39	219.66	0.00	380.34	36.61%
764			---	---	---	---	---	---	---	---
765		TOTAL	36,457.00	9,158.08	79,900.00	1,819.89	9,246.24	6,610.84	64,042.92	12.00%
766										
767		**CAPITAL OUTLAY**								
768	001-19-521-6-6450	CAPITAL IMPROVEMENT	0.00	0.00	25,000.00	0.00	24,974.37	0.00	25.63	99.90%
769			---	---	---	---	---	---	---	---
770		TOTAL	0.00	0.00	25,000.00	0.00	24,974.37	0.00	25.63	100.00%
771			---	---	---	---	---	---	---	---
772		**DEPARTMENT TOTAL**	**299,322.00**	**121,672.52**	**331,346.00**	**18,682.69**	**143,259.79**	**6,610.84**	**181,475.37**	**43.00%**
773			---	---	---	---	---	---	---	---
774		**FIRE DEPARTMENT**								
775										

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
776		**PERSONNEL SERVICES**								
777	001-08-522-1-1100	EXECUTIVE SALARIES	317,252.00	105,429.54	226,863.00	18,552.80	113,635.76	0.00	113,227.24	50.09%
778	001-08-522-1-1200	REGULAR SALARIES	1,552,664.00	743,087.91	2,092,436.00	134,596.39	898,472.52	0.00	1,193,963.48	42.94%
779	001-08-522-1-1220	CLERICAL SALARIES	76,575.00	27,135.01	81,900.00	6,300.80	38,835.70	0.00	43,064.30	47.42%
780	001-08-522-1-1300	OTHER SALARIES & WAGES	300.00	288.00	0.00	0.00	0.00	0.00	0.00	0.00%
781	001-08-522-1-1400	OVERTIME	150,000.00	69,117.07	150,000.00	18,816.98	49,376.24	0.00	100,623.76	32.92%
782	001-08-522-1-2100	FICA TAX EXPENSE	144,220.00	69,688.32	195,167.00	12,948.20	79,901.93	0.00	115,265.07	40.94%
783	001-08-522-1-2200	CLERICAL RETIREMENT	23,509.00	8,375.23	22,604.00	1,739.02	10,658.92	0.00	11,945.08	47.16%
784	001-08-522-1-2201	FIRE PENSION	599,681.00	292,074.38	757,303.00	56,548.75	348,042.20	0.00	409,260.80	45.96%
785	001-08-522-1-2300	HEALTH AND LIFE INSURANCE	412,882.00	175,924.32	508,078.00	28,657.30	175,392.02	0.00	332,685.98	34.52%
786			---	---	---	---	---	---	---	---
787		TOTAL	3,277,083.00	1,491,119.78	4,034,351.00	278,160.24	1,714,315.29	0.00	2,320,035.71	42.00%
788										
789		**OPERATING EXPENSES**								
790	001-08-522-3-3100	PROFESSIONAL SERVICES	30,000.00	1,030.00	30,000.00	0.00	150.00	0.00	29,850.00	0.50%
791	001-08-522-3-3120	PRE-EMPLOYMENT EXPENSE	20,200.00	204.05	10,000.00	0.00	1,898.00	0.00	8,102.00	18.98%
792	001-08-522-3-3410	CONTRACTUAL SERVICES	16,500.00	8,042.46	16,500.00	11,928.38	15,649.85	0.00	850.15	94.85%
793	001-08-522-3-4020	SCHOOLING, CONFERENCE, ETC	25,000.00	8,855.39	30,000.00	430.20	22,451.40	2,527.58	5,021.02	74.84%
794	001-08-522-3-4100	COMMUNICATION SERVICES	15,000.00	4,801.86	15,000.00	1,237.38	6,484.77	0.00	8,515.23	43.23%
795	001-08-522-3-4200	POSTAGE AND FREIGHT	500.00	126.50	500.00	0.00	0.00	150.00	350.00	0.00%
796	001-08-522-3-4310	NATURAL GAS	2,800.00	1,621.88	2,800.00	1,013.33	2,173.29	0.00	626.71	77.62%
797	001-08-522-3-4320	ELECTRICITY	18,000.00	6,257.77	15,000.00	1,123.68	7,432.64	0.00	7,567.36	49.55%
798	001-08-522-3-4330	CREDIT CARD FEES	100.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00%
799	001-08-522-3-4400	RENTALS AND LEASES	2,500.00	551.16	2,500.00	221.81	1,188.86	550.86	760.28	47.55%
800	001-08-522-3-4500	LIABILITY INSURANCE	2,800.00	2,731.00	10,865.00	2,039.33	8,825.99	2,039.33	-0.32	81.23%
801	001-08-522-3-4510	INSURANCE CLAIMS REIMBURSABLE	112,600.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00%
802	001-08-522-3-4610	BUILDING MAINTENANCE	30,000.00	7,682.33	30,000.00	2,438.55	23,278.63	550.00	6,171.37	77.60%
803	001-08-522-3-4620	EQUIPMENT MAINTENANCE	22,590.00	8,850.03	18,229.00	106.14	15,377.99	103.81	2,747.20	84.36%
804	001-08-522-3-4630	VEHICLE MAINTENANCE	86,839.00	46,784.44	80,000.00	10,814.46	66,741.70	4,807.84	8,450.46	83.43%
805	001-08-522-3-4640	RADIO MAINTENANCE	2,300.00	1,750.00	2,000.00	0.00	136.40	0.00	1,863.60	6.82%
806	001-08-522-3-4680	STORM CLEANUP/REPAIR	1,000.00	652.54	200.00	0.00	0.00	0.00	200.00	0.00%
807	001-08-522-3-4700	PRINTING AND BINDING	1,265.00	346.78	550.00	158.71	523.51	0.00	26.49	95.18%
808	001-08-522-3-5000	FINES & FEES	564.00	159.07	600.00	34.38	517.51	0.00	82.49	86.25%
809	001-08-522-3-5100	OFFICE SUPPLIES	3,000.00	1,993.87	2,000.00	103.27	933.78	299.99	766.23	46.69%
810	001-08-522-3-5140	FIRE CODE ENFORCEMENT	8,000.00	2,755.99	13,000.00	0.00	582.61	0.00	12,417.39	4.48%
811	001-08-522-3-5210	GAS AND LUBRICANTS	33,100.00	14,976.35	42,000.00	3,158.51	14,902.98	0.00	27,097.02	35.48%
812	001-08-522-3-5230	JANITORIAL SUPPLIES	3,861.00	1,982.96	3,027.00	0.00	0.00	2,528.44	498.56	0.00%
813	001-08-522-3-5250	SMALL TOOLS	8,500.00	2,694.68	15,700.00	0.00	4,200.67	3,238.89	8,260.44	26.76%
814	001-08-522-3-5260	UNIFORMS	54,400.00	11,873.30	59,300.00	4,546.88	36,168.94	7,383.99	15,747.07	60.99%
815	001-08-522-3-5270	PUBLIC SAFETY SCHOLARSHIP FIRE	4,084.00	3,933.82	14,560.00	0.00	0.00	0.00	14,560.00	0.00%
816	001-08-522-3-5280	OPERATING SUPPLIES	34,536.00	18,619.98	27,721.00	8,118.11	22,614.16	350.89	4,755.95	81.58%
817	001-08-522-3-5282	USAR	0.00	0.00	10,000.00	0.00	6,145.15	0.00	3,854.85	61.45%
818	001-08-522-3-5283	HAZARDOUS MATERIALS	0.00	0.00	28,000.00	186.01	7,638.39	2,342.80	18,018.81	35.65%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
819	001-08-522-3-5284	SCBA MAINTENANCE	0.00	0.00	5,000.00	0.00	123.24	0.00	4,876.76	2.46%
820	001-08-522-3-5290	FIRE PUB ED EXPENSE	3,000.00	1,079.21	1,500.00	0.00	1,395.00	0.00	105.00	93.00%
821	001-08-522-3-5400	MEMBR, SUBSCRIPT, DUES	3,000.00	1,697.81	3,000.00	0.00	792.40	95.00	2,112.60	26.41%
822			---	---	---	---	---	---	---	---
823		TOTAL	546,039.00	162,055.23	589,652.00	47,659.13	268,327.86	26,969.42	294,354.72	46.00%
824										
825		**CAPITAL OUTLAY**								
826	001-08-522-6-6400	CAPITAL OUTLAY	315,901.00	81,215.57	1,661,196.00	-8,500.00	141,908.94	95,948.37	1,423,338.69	8.54%
827	001-08-522-6-6401	VEHICLE PURCHASE	51,861.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
828	001-08-522-6-6480	City Match DEM HMGP 4486-106-R	31,962.00	5,098.06	0.00	0.00	0.00	0.00	0.00	0.00%
829	001-08-522-8-2400	Fed DEM HMGP 4486-106-R wind r	287,655.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
830			---	---	---	---	---	---	---	---
831		TOTAL	687,379.00	86,313.63	1,661,196.00	-8,500.00	141,908.94	95,948.37	1,423,338.69	9.00%
832										
833		**DEBT SERVICE**								
834	001-08-517-7-7107	PRINCIPAL-FIRE LADDER TRUCK LO	0.00	0.00	178,863.00	178,862.45	178,862.45	0.00	0.55	100.00%
835	001-08-517-7-7207	INTEREST-FIRE LADDER TRUCK LOA	0.00	0.00	26,412.00	26,411.21	26,411.21	0.00	0.79	100.00%
836			---	---	---	---	---	---	---	---
837		TOTAL	0.00	0.00	205,275.00	205,273.66	205,273.66	0.00	1.34	100.00%
838			---	---	---	---	---	---	---	---
839		**DEPARTMENT TOTAL**	**4,510,501.00**	**1,739,488.64**	**6,490,474.00**	**522,593.03**	**2,329,825.75**	**122,917.79**	**4,037,730.46**	**36.00%**
840			---	---	---	---	---	---	---	---
841		**STREETS**								
842										
843		**PERSONNEL SERVICES**								
844	001-09-541-1-1100	EXECUTIVE SALARIES	63,752.00	31,297.70	67,704.00	4,956.80	30,892.28	0.00	36,811.72	45.63%
845	001-09-541-1-1200	REGULAR SALARIES	255,919.00	110,863.06	222,768.00	19,831.63	112,176.16	0.00	110,591.84	50.36%
846	001-09-541-1-1400	OVERTIME	21,840.00	9,934.55	20,000.00	1,531.70	6,272.75	0.00	13,727.25	31.36%
847	001-09-541-1-2100	FICA TAX EXPENSE	25,927.00	11,421.79	23,751.00	1,927.93	10,895.83	0.00	12,855.17	45.88%
848	001-09-541-1-2200	RETIREMENT EXPENSE	104,046.00	46,085.80	85,690.00	7,264.36	41,009.00	0.00	44,681.00	47.86%
849	001-09-541-1-2300	HEALTH AND LIFE INSURANCE	61,916.00	24,367.81	57,437.00	4,115.54	25,722.05	0.00	31,714.95	44.78%
850			---	---	---	---	---	---	---	---
851		TOTAL	533,400.00	233,970.71	477,350.00	39,627.96	226,968.07	0.00	250,381.93	48.00%
852										
853		**OPERATING EXPENSES**								
854	001-09-541-3-3100	PROFESSIONAL SERVICES	26,000.00	14,157.94	17,210.00	533.17	5,576.94	7,706.44	3,926.62	32.41%
855	001-09-541-3-3120	PRE-EMPLOYMENT EXPENSE	1,040.00	194.53	1,455.00	149.53	356.94	0.00	1,098.06	24.53%
856	001-09-541-3-3430	TREE MAINTENANCE & PLANTING	1,200.00	0.00	5,200.00	0.00	0.00	0.00	5,200.00	0.00%
857	001-09-541-3-3440	TREE REMOVAL	34,000.00	13,500.00	35,145.00	0.00	12,050.00	-1,600.00	24,695.00	34.29%
858	001-09-541-3-3460	RAILROAD SIGNAL MAINTENANCE	11,880.00	4,940.00	9,880.00	0.00	0.00	2,470.00	7,410.00	0.00%
859	001-09-541-3-4020	SCHOOLING, CONFERENCE, ETC	6,240.00	848.00	6,240.00	879.00	2,141.00	0.00	4,099.00	34.31%
860	001-09-541-3-4100	COMMUNICATIONS SERVICES	3,744.00	1,371.92	3,744.00	378.28	1,796.33	0.00	1,947.67	47.98%
861	001-09-541-3-4315	WATER, SEWER, TRASH	0.00	0.00	0.00	40.55	40.55	0.00	-40.55	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
862	001-09-541-3-4320	ELECTRICITY	223,861.00	97,064.99	200,000.00	22,736.22	132,789.14	0.00	67,210.86	66.39%
863	001-09-541-3-4400	RENTALS & LEASES	8,800.00	240.78	8,000.00	40.13	516.28	240.78	7,242.94	6.45%
864	001-09-541-3-4510	INSURANCE CLAIMS REIMBURSABLE	12,100.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
865	001-09-541-3-4610	BUILDING MAINTENANCE	4,160.00	1,974.07	3,384.00	0.00	188.50	0.00	3,195.50	5.57%
866	001-09-541-3-4620	EQUIPMENT MAINTENANCE	26,200.00	16,584.43	40,000.00	6,002.40	9,854.44	3,233.28	26,912.28	24.64%
867	001-09-541-3-4630	VEHICLE MAINTENANCE	42,000.00	8,054.27	35,000.00	1,350.00	5,798.37	613.45	28,588.18	16.57%
868	001-09-541-3-4660	TRAFFIC LIGHT REPAIR	78,242.00	23,280.42	61,567.00	47,967.25	50,641.99	1,445.11	9,479.90	82.26%
869	001-09-541-3-4661	STREET LIGHT REPAIR	12,596.00	0.00	15,000.00	480.00	743.79	0.00	14,256.21	4.96%
870	001-09-541-3-4662	STREET SIGNS	38,800.00	14,245.09	40,000.00	63.64	23,142.55	1,285.51	15,571.94	57.86%
871	001-09-541-3-4670	STORMWATER MAINTENANCE	61,200.00	20,451.23	57,200.00	8,740.00	23,759.74	15,156.96	18,283.30	41.54%
872	001-09-541-3-5000	FINES & FEES	800.00	796.77	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
873	001-09-541-3-5100	OFFICE SUPPLIES	1,040.00	601.87	1,500.00	169.40	375.99	131.99	992.02	25.07%
874	001-09-541-3-5210	GAS AND LUBRICANTS	41,600.00	11,176.35	30,000.00	2,224.26	11,088.58	0.00	18,911.42	36.96%
875	001-09-541-3-5230	JANITORIAL SUPPLIES	1,240.00	822.10	1,500.00	35.30	866.09	159.46	474.45	57.74%
876	001-09-541-3-5250	SMALL TOOLS	10,400.00	965.38	8,000.00	84.90	1,648.74	0.00	6,351.26	20.61%
877	001-09-541-3-5260	UNIFORMS	5,240.00	1,837.20	3,640.00	219.48	1,382.38	0.00	2,257.62	37.98%
878	001-09-541-3-5270	CHEMICALS AND FERTILIZERS	3,200.00	45.69	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
879	001-09-541-3-5280	OPERATING SUPPLIES	22,000.00	6,982.51	20,000.00	649.10	14,644.84	1,284.71	4,070.45	73.22%
880	001-09-541-3-5283	INMATE OPERATING SUPPLIES	10,400.00	893.69	15,000.00	2,897.00	7,284.17	1,013.16	6,702.67	48.56%
881	001-09-541-3-5330	PAVING ROAD REPAIRS	57,954.00	15,742.00	80,000.00	0.00	14,402.00	11,373.00	54,225.00	18.00%
882	001-09-541-3-5340	SIDEWALK REPAIRS	71,240.00	3,640.00	30,000.00	0.00	8,751.00	0.00	21,249.00	29.17%
883	001-09-541-3-5450	MISCELLANEOUS	12,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
884	001-09-541-3-5400	Memberships, Subscriptions, Du	1,560.00	417.67	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
885			---	---	---	---	---	---	---	---
886		TOTAL	831,237.00	260,828.90	751,665.00	95,639.61	329,840.35	44,513.85	377,310.80	44.00%
887										
888		**CAPITAL OUTLAY**								
889	001-09-541-6-6400	CAPITAL OUTLAY	50,000.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
890	001-09-541-6-6401	Vehicle purchase	0.00	0.00	45,000.00	0.00	44,993.32	0.00	6.68	99.99%
891	001-09-541-6-6431	PAVING ROAD RENOVATIONS	885,525.00	0.00	575,525.00	0.00	11,800.00	-11,800.00	575,525.00	2.05%
892	001-09-541-6-6453	RIVER ST RETAINING WALL	128,338.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
893	001-09-541-8-6300	FDOT PED PIER MEMORIAL BRIDGE	0.00	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0.00%
894			---	---	---	---	---	---	---	---
895		TOTAL	1,063,863.00	0.00	641,525.00	0.00	56,793.32	-11,800.00	596,531.68	9.00%
896										
897		**DEBT SERVICE**								
898	001-09-517-7-7132	PRINCIPAL-N TIF ROAD RECONSTR	12,352.00	12,133.23	12,802.00	0.00	12,801.70	0.00	0.30	100.00%
899	001-09-517-7-7133	PRINCIPAL- AMERIS LOAN #281 LI	38,742.00	16,799.39	35,983.00	0.00	17,738.55	0.00	18,244.45	49.30%
900	001-09-517-7-7134	PRINCIPAL PUBLIC WORKS BLDG	12,788.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
901	001-09-517-7-7135	PRNCIPAL - ROAD PAVING LOAN	37,636.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
902	001-09-517-7-7232	INTEREST-N TIF ROAD RECONSTR	7,041.00	3,800.26	8,083.00	0.00	3,356.69	0.00	4,726.31	41.53%
903	001-09-517-7-7233	INTEREST - AMERIS LOAN #281 LI	8,775.00	4,657.21	6,930.00	0.00	3,718.12	0.00	3,211.88	53.65%
904	001-09-517-7-7234	INTEREST PUBLIC WORKS BLDG	23,102.00	11,533.29	0.00	10,567.89	10,567.89	0.00	-10,567.89	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
905	001-09-517-7-7235	INTEREST - ROAD PAVING LOAN	28,976.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
906										
907		TOTAL	169,412.00	48,923.38	63,798.00	10,567.89	48,182.95	0.00	15,615.05	76.00%
908										
909										
910		**TRANSFERS**								
911	001-09-541-9-9104	REIMB FLEET MAINTENANCE	18,990.00	9,495.00	22,897.00	1,908.00	11,448.00	0.00	11,449.00	50.00%
912										
913		TOTAL	18,990.00	9,495.00	22,897.00	1,908.00	11,448.00	0.00	11,449.00	50.00%
914		**DEPARTMENT TOTAL**	**2,616,902.00**	**553,217.99**	**1,957,235.00**	**147,743.46**	**673,232.69**	**32,713.85**	**1,251,288.46**	**34.00%**
915										
916		**CEMETERY**								
917										
918		**PERSONNEL SERVICES**								
919										
920		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
921										
922		**OPERATING EXPENSES**								
923	001-14-569-3-3100	PROFESSIONAL SERVICES	10,972.00	3,604.44	6,500.00	65.36	2,757.52	257.52	3,484.96	42.42%
924	001-14-569-3-3440	TREE REMOVAL	11,200.00	2,700.00	20,000.00	0.00	650.00	0.00	19,350.00	3.25%
925	001-14-569-3-4100	COMMUNICATIONS SERVICES	2,485.00	1,069.06	2,300.00	371.80	1,624.89	0.00	675.11	70.65%
926	001-14-569-3-4320	ELECTRICITY	4,860.00	2,073.56	4,160.00	365.31	2,358.00	0.00	1,802.00	56.68%
927	001-14-569-3-4330	CREDIT CARD FEES	1,040.00	0.00	500.00	3.10	319.87	0.00	180.13	63.97%
928	001-14-569-3-4610	BUILDING MAINTENANCE	10,400.00	187.16	15,000.00	36.60	514.42	0.00	14,485.58	3.43%
929	001-14-569-3-4650	GROUNDS MAINTENANCE	84,250.00	29,900.00	65,000.00	3,750.00	26,250.00	38,750.00	0.00	40.38%
930	001-14-569-3-5100	OFFICE SUPPLIES	1,040.00	30.58	500.00	147.44	261.56	41.84	196.60	52.31%
931	001-14-569-3-5230	JANITORIAL SUPPLIES	520.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00%
932	001-14-569-3-5250	SMALL TOOLS	1,040.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00%
933	001-14-569-3-5270	CHEMICALS & FERTILIZER	5,200.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
934	001-14-569-3-5280	OPERATING SUPPLIES	3,120.00	607.03	18,000.00	0.99	39.23	5,544.14	12,416.63	0.22%
935										
936		TOTAL	136,127.00	40,171.83	133,960.00	4,740.60	34,775.49	44,593.50	54,591.01	26.00%
937										
938										
939		**CAPITAL OUTLAY**								
940	001-14-569-6-6450	CAPITAL IMPROVEMENTS	0.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
941										
942		TOTAL	0.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
943										
944		**DEPARTMENT TOTAL**	**136,127.00**	**40,171.83**	**148,960.00**	**4,740.60**	**34,775.49**	**44,593.50**	**69,591.01**	**23.00%**
945										
946		**CULTURAL SERVICES**								
947										

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
948		**PERSONNEL SERVICES**								
949	001-03-573-1-1200	REGULAR SALARIES	56,043.00	17,750.07	55,198.00	7,333.54	44,876.49	0.00	10,321.51	81.30%
950	001-03-573-1-1400	OVERTIME	2,238.00	1,096.08	2,500.00	100.59	965.77	0.00	1,534.23	38.63%
951	001-03-573-1-2100	FICA TAX EXPENSE	4,413.00	1,391.90	4,414.00	553.11	3,420.45	0.00	993.55	77.49%
952	001-03-573-1-2200	RETIREMENT EXPENSE	16,508.00	5,742.14	15,925.00	1,575.13	10,100.36	0.00	5,824.64	63.42%
953	001-03-573-1-2300	HEALTH AND LIFE INSURANCE	16,132.00	7,719.90	10,674.00	1,159.58	7,247.35	0.00	3,426.65	67.90%
954			---	---	---	---	---	---	---	---
955		TOTAL	95,334.00	33,700.09	88,711.00	10,721.95	66,610.42	0.00	22,100.58	75.00%
956										
957		**OPERATING EXPENSES**								
958	001-03-573-3-3100	PROFESSIONAL SERVICES	960.00	0.00	2,300.00	0.00	836.84	0.00	1,463.16	36.38%
959	001-03-573-3-3120	PRE-EMPLOYMENT EXPENSE	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
960	001-03-573-3-4020	SCHOOLING CONFERENCES	500.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
961	001-03-573-3-4100	COMMUNICATION SERVICES	3,210.00	458.24	1,500.00	74.90	450.79	0.00	1,049.21	30.05%
962	001-03-573-3-4400	RENTALS AND LEASES	936.00	199.74	736.00	33.29	199.74	199.74	336.52	27.14%
963	001-03-573-3-4610	MAINTENANCE-BRONSON HOUSE	4,000.00	-803.80	7,400.00	47.80	1,292.36	0.00	6,107.64	17.46%
964	001-03-573-3-4611	MAINTENANCE-PUTNAM CO HIST SOC	2,600.00	0.00	2,600.00	240.32	828.32	588.00	1,183.68	31.86%
965	001-03-573-3-4612	MAINTENANCE-ST JOHNS RIVER CEN	240.00	95.20	0.00	0.00	0.00	0.00	0.00	0.00%
966	001-03-573-3-4613	MAINTENANCE-LARIMER ARTS CENTE	5,200.00	2,224.80	5,000.00	1,420.93	3,298.96	0.00	1,701.04	65.98%
967	001-03-573-3-4614	MAINTENANCE-TILGHMAN HOUSE	416.00	96.98	1,000.00	0.77	31.19	185.99	782.82	3.12%
968	001-03-573-3-4615	MAINTENANCE-TRAIN DEPOT	9,800.00	0.00	5,200.00	88.50	88.50	268.43	4,843.07	1.70%
969	001-03-573-3-4616	MAINTENANCE-WATERWORKS	1,200.00	0.00	4,000.00	0.00	230.00	135.98	3,634.02	5.75%
970	001-03-573-3-4618	MAINTENANCE-WILLARD COOPER BUI	25,000.00	0.00	5,000.00	58.50	1,083.12	0.00	3,916.88	21.66%
971	001-03-573-3-4619	MAINTENANCE TERMINAL BUILDING	1,100.00	80.00	1,000.00	0.00	305.50	557.00	137.50	30.55%
972	001-03-573-3-4800	ADVERTISING	520.00	0.00	520.00	0.00	0.00	0.00	520.00	0.00%
973	001-03-573-3-4910	SPECIAL EVENT- RIVERFRONT	28,800.00	13,535.93	35,000.00	214.00	5,254.15	0.00	29,745.85	15.01%
974	001-03-573-3-4911	FIELD TRIPS-ST JOHNS RIVER CEN	520.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
975	001-03-573-3-5000	FINES & FEES	104.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00%
976	001-03-573-3-5222	MERCHANDISE-ST JOHNS RIVER CEN	60.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
977	001-03-573-3-5230	JANITORIAL SUPPLIES	1,040.00	375.72	2,000.00	0.00	0.00	209.91	1,790.09	0.00%
978	001-03-573-3-5260	UNIFORMS	208.00	0.00	200.00	0.00	0.00	0.00	200.00	0.00%
979	001-03-573-3-5280	OPERATING-BRONSON HOUSE	10,060.00	5,683.74	12,000.00	951.78	5,371.35	0.00	6,628.65	44.76%
980	001-03-573-3-5281	OPERATING-PUTNAM CO HIST SOCIE	520.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
981	001-03-573-3-5282	OPERATING-ST JOHNS RIVER CENTE	8,560.00	3,051.75	0.00	901.07	4,917.00	249.90	-5,166.90	0.00%
982	001-03-573-3-5283	OPERATING-LARIMER ARTS CENTER	520.00	200.00	1,000.00	0.00	628.28	0.00	371.72	62.83%
983	001-03-573-3-5286	OPERATING-WATERWORKS	7,100.00	3,083.94	5,600.00	642.42	3,795.52	203.70	1,600.78	67.78%
984	001-03-573-3-5289	OPERATING-TERMINAL BUILDING	2,080.00	1,016.89	2,100.00	179.48	1,093.00	0.00	1,007.00	52.05%
985	001-03-573-3-5290	HOLIDAY EVENT - Jingle Jam	-	-	7,225.00	0.00	0.00	0.00	7,225.00	0.00%
986			---	---	---	---	---	---	---	---
987		TOTAL	115,454.00	29,299.13	103,981.00	4,853.76	29,704.62	2,598.65	71,677.73	29.00%
988										
989		**CAPITAL OUTLAY**								
990	001-03-573-6-6400	CAPITAL OUTLAY	74,000.00	0.00	20,000.00	0.00	8,550.00	0.00	11,450.00	42.75%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
991			----------	----------	----------	----------	----------	----------	----------	---------
992		TOTAL	74,000.00	0.00	20,000.00	0.00	8,550.00	0.00	11,450.00	43.00%
993			----------	----------	----------	----------	----------	----------	----------	---------
994		**DEPARTMENT TOTAL**	**284,788.00**	**62,999.22**	**212,692.00**	**15,575.71**	**104,865.04**	**2,598.65**	**105,228.31**	**49.00%**
995			----------	----------	----------	----------	----------	----------	----------	---------
996		**RECREATION**								
997										
998		**PERSONNEL SERVICES**								
999	001-06-572-1-1100	EXECUTIVE SALARIES	74,018.00	33,859.84	81,900.00	5,942.40	37,248.28	0.00	44,651.72	45.48%
1000	001-06-572-1-1200	REGULAR SALARIES	63,123.00	30,983.03	135,135.00	7,068.80	42,036.89	0.00	93,098.11	31.11%
1001	001-06-572-1-1400	OVERTIME	2,338.00	288.24	2,000.00	101.01	1,532.70	0.00	467.30	76.64%
1002	001-06-572-1-2100	FICA EXPENSE	10,023.00	4,677.44	16,756.00	931.63	5,730.90	0.00	11,025.10	34.20%
1003	001-06-572-1-2200	RETIREMENT EXPENSE	40,288.00	17,863.66	60,454.00	3,618.98	22,041.17	0.00	38,412.83	36.46%
1004	001-06-572-1-2300	HEALTH AND LIFE INSURANCE	59,213.00	24,333.50	40,521.00	3,905.72	25,170.49	0.00	15,350.51	62.12%
1005			----------	----------	----------	----------	----------	----------	----------	---------
1006		TOTAL	249,003.00	112,005.71	336,766.00	21,568.54	133,760.43	0.00	203,005.57	40.00%
1007										
1008		**OPERATING EXPENSES**								
1009	001-06-572-3-3100	PROFESSIONAL SERVICES	760.00	200.00	3,500.00	0.00	375.00	0.00	3,125.00	10.71%
1010	001-06-572-3-3120	PRE-EMPLOYMENT EXPENSE	500.00	0.00	400.00	0.00	136.88	0.00	263.12	34.22%
1011	001-06-572-3-4020	SCHOOLING/CONFERENCES	900.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
1012	001-06-572-3-4100	COMMUNICATIONS SERVICES	1,008.00	450.38	2,508.00	74.90	449.40	0.00	2,058.60	17.92%
1013	001-06-572-3-4310	NATURAL GAS	68.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
1014	001-06-572-3-4320	ELECTRICITY	20.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
1015	001-06-572-3-4322	ELECTRICITY-FRED GREEN PARK	1,580.00	693.50	1,400.00	134.91	846.56	0.00	553.44	60.47%
1016	001-06-572-3-4325	ELECTRICITY-FORRESTER FIELD	520.00	203.46	400.00	46.02	245.29	0.00	154.71	61.32%
1017	001-06-572-3-4326	ELECTRICITY-SHAW BUCK RECREATI	520.00	145.61	400.00	37.34	214.04	0.00	185.96	53.51%
1018	001-06-572-3-4329	ELECTRICITY-BOOKER PARK	1,248.00	350.67	800.00	72.12	501.92	0.00	298.08	62.74%
1019	001-06-572-3-4330	CREDIT CARD FEES-REC	372.00	119.13	250.00	77.72	236.92	0.00	13.08	94.77%
1020	001-06-572-3-4400	RENTALS AND LEASES	832.00	199.80	500.00	33.30	199.80	199.80	100.40	39.96%
1021	001-06-572-3-4610	BUILDING MAINTENANCE	2,500.00	1,471.56	2,500.00	0.00	35.00	0.00	2,465.00	1.40%
1022	001-06-572-3-4620	EQUIPMENT MAINTENANCE	40.00	0.00	1,000.00	0.00	563.92	0.00	436.08	56.39%
1023	001-06-572-3-4630	VEHICLE MAINTENANCE	2,080.00	755.51	1,500.00	55.33	1,356.01	0.00	143.99	90.40%
1024	001-06-572-3-4651	MAINTENANCE-FRED GREEN PARK	12,694.00	6,274.50	13,860.00	1,045.75	6,274.50	6,274.50	1,311.00	45.27%
1025	001-06-572-3-4653	MAINTENANCE-BOOKER PARK	13,294.00	6,553.50	13,860.00	1,045.75	6,556.50	6,274.50	1,029.00	47.31%
1026	001-06-572-3-4654	MAINTENANCE-FORRESTER FIELD	12,560.00	6,274.50	13,860.00	1,045.75	6,274.50	5,862.75	1,722.75	45.27%
1027	001-06-572-3-4655	MAINTENANCE-SHAW BUCK RECREATI	12,594.00	6,274.50	13,860.00	1,045.75	6,274.50	5,862.75	1,722.75	45.27%
1028	001-06-572-3-4700	PRINTING AND BINDING	500.00	0.00	1,500.00	106.95	359.54	0.00	1,140.46	23.97%
1029	001-06-572-3-5000	FEES & FINES	304.00	164.77	300.00	1.75	99.39	0.00	200.61	33.13%
1030	001-06-572-3-5100	OFFICE SUPPLIES	520.00	0.00	520.00	0.00	0.00	0.00	520.00	0.00%
1031	001-06-572-3-5210	GAS AND LUBRICANTS	2,640.00	902.83	2,500.00	285.17	1,351.30	0.00	1,148.70	54.05%
1032	001-06-572-3-5230	JANITORIAL SUPPLIES	624.00	446.85	800.00	0.00	0.00	0.00	800.00	0.00%
1033	001-06-572-3-5260	UNIFORMS	520.00	0.00	450.00	0.00	335.00	0.00	115.00	74.44%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1034	001-06-572-3-5270	CHEMICALS & FERTILIZER	1,040.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
1035	001-06-572-3-5280	OPERATING SUPPLIES	10,838.00	1,165.03	5,000.00	0.00	2,121.34	250.21	2,628.45	42.43%
1036	001-06-572-3-5281	PROGRAMS	5,400.00	485.50	20,000.00	0.00	4,308.58	0.00	15,691.42	21.54%
1037			---	---	---	---	---	---	---	---
1038		TOTAL	86,476.00	33,131.60	111,668.00	5,108.51	39,115.89	24,724.51	47,827.60	36.00%
1039										
1040		**CAPITAL OUTLAY**								
1041	001-06-572-6-6400	CAPITAL OUTLAY	0.00	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00%
1042	001-06-572-6-6450	CAPITAL IMPROVEMENT	45,800.00	0.00	50,000.00	0.00	9,903.20	0.00	40,096.80	19.81%
1043	001-06-572-8-5200	Libra Philanthropies Foundatio	1,350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1044			---	---	---	---	---	---	---	---
1045		TOTAL	47,150.00	0.00	75,000.00	0.00	9,903.20	0.00	65,096.80	13.00%
1046			---	---	---	---	---	---	---	---
1047		DEPARMENT	382,629.00	145,137.31	523,434.00	26,677.05	182,779.52	24,724.51	315,929.97	35.00%
1048			---	---	---	---	---	---	---	---
1049		**PARKS**								
1050										
1051		**PERSONNEL SERVICES**								
1052	001-15-572-1-1200	REGULAR SALARIES	97,105.00	29,758.59	110,838.00	5,073.04	31,941.55	0.00	78,896.45	28.82%
1053	001-15-572-1-1400	OVERTIME	6,552.00	2,043.03	7,000.00	74.45	631.37	0.00	6,368.63	9.02%
1054	001-15-572-1-2100	FICA TAX EXPENSE	8,542.00	2,417.60	9,015.00	380.44	2,408.44	0.00	6,606.56	26.72%
1055	001-15-572-1-2200	RETIREMENT EXPENSE	34,279.00	9,560.31	32,523.00	1,420.71	8,930.31	0.00	23,592.69	27.46%
1056	001-15-572-1-2300	HEALTH AND LIFE INSURANCE	12,895.00	2,647.84	21,800.00	1,154.24	7,214.00	0.00	14,586.00	33.09%
1057			---	---	---	---	---	---	---	---
1058		TOTAL	159,373.00	46,427.37	181,176.00	8,102.88	51,125.67	0.00	130,050.33	29.00%
1059										
1060		**OPERATING EXPENSES**								
1061	001-15-572-3-3100	PROFESSIONAL SERVICES	9,440.00	1,966.95	1,435.00	32.18	275.21	225.26	934.53	19.18%
1062	001-15-572-3-3120	PRE-EMPLOYMENT EXPENSE	1,040.00	0.00	1,123.00	0.00	0.00	0.00	1,123.00	0.00%
1063	001-15-572-3-3440	TREE REMOVAL	8,600.00	8,415.00	16,380.00	0.00	0.00	0.00	16,380.00	0.00%
1064	001-15-572-3-4020	TRAINING, SCHOOLING, ETC	3,120.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00%
1065	001-15-572-3-4100	COMMUNICATIONS SERVICES	1,956.00	616.91	1,529.00	340.83	1,571.61	0.00	-42.61	102.79%
1066	001-15-572-3-4310	NATURAL GAS	208.00	94.47	200.00	21.06	92.63	0.00	107.37	46.32%
1067	001-15-572-3-4315	WATER, SEWER, TRASH	1,900.00	0.00	0.00	301.83	1,843.88	0.00	-1,843.88	0.00%
1068	001-15-572-3-4321	DOWNTOWN/RIVERFRONT ELECTRICIT	11,900.00	4,974.03	11,000.00	1,080.62	6,317.41	0.00	4,682.59	57.43%
1069	001-15-572-3-4323	ELECTRICITY-HANK BRYAN PARK	5,200.00	145.46	5,000.00	503.55	1,404.55	0.00	3,595.45	28.09%
1070	001-15-572-3-4400	RENTALS AND LEASES	3,120.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0.00%
1071	001-15-572-3-4610	BUILDING MAINTENANCE	1,560.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
1072	001-15-572-3-4620	EQUIPMENT MAINTENANCE	10,400.00	843.90	8,500.00	0.00	529.33	0.00	7,970.67	6.23%
1073	001-15-572-3-4630	VEHICLE MAINTENANCE	5,200.00	0.00	3,000.00	436.62	1,130.02	0.00	1,869.98	37.67%
1074	001-15-572-3-4651	MAINTENANCE-FRED GREEN PARK	200.00	42.72	10,000.00	9,425.00	9,425.00	113.92	461.08	94.25%
1075	001-15-572-3-4652	MAINTENANCE-HANK BRYAN PARK	99,000.00	17.04	8,500.00	6,744.00	6,767.88	58.64	1,673.48	79.62%
1076	001-15-572-3-4653	MAINTENANCE-BOOKER PARK	400.00	0.00	10,000.00	0.00	1,050.51	2,757.00	6,192.49	10.51%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1077	001-15-572-3-4654	MAINTENANCE-FORRESTER FIELD	140.00	0.00	6,500.00	0.00	600.00	0.00	5,900.00	9.23%
1078	001-15-572-3-4655	MAINTENANCE-SHAW BUCK RECREATI	4,600.00	12.68	20,000.00	6,870.00	10,755.36	0.00	9,244.64	53.78%
1079	001-15-572-3-4656	MAINTENANCE-WESTOVER PARK	40.00	0.00	6,240.00	0.00	0.00	0.00	6,240.00	0.00%
1080	001-15-572-3-4657	MAINTENANCE-PLAYGROUND 12TH &	1,940.00	0.00	6,500.00	0.00	0.00	0.00	6,500.00	0.00%
1081	001-15-572-3-4658	MAINTENANCE - RIVERFRONT	50,499.00	22,664.81	96,000.00	12,646.46	33,590.63	36,888.71	25,520.66	34.99%
1082	001-15-572-3-4659	MAINTENANCE-EDGEMOORE & HUSSON	40.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00%
1083	001-15-572-3-4660	MAINTENANCE BOOKER PARK MOBILE	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
1084	001-15-572-3-4662	DOWNTOWN MAINTENANCE & LIGHTIN	100.00	0.00	10,400.00	0.00	0.00	0.00	10,400.00	0.00%
1085	001-15-572-3-4663	MAINTENANCE-BIKE TRAIL	520.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00%
1086	001-15-572-3-4680	STORM CLEANUP/REPAIR	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
1087	001-15-572-3-5100	OFFICE SUPPLIES	1,040.00	113.61	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
1088	001-15-572-3-5210	GAS AND LUBRICANTS	120.00	0.00	3,120.00	0.00	0.00	0.00	3,120.00	0.00%
1089	001-15-572-3-5230	JANITORIAL SUPPLIES	1,040.00	253.89	1,000.00	0.00	328.49	0.00	671.51	32.85%
1090	001-15-572-3-5250	SMALL TOOLS	4,218.00	3,762.89	10,218.00	154.43	154.43	0.00	10,063.57	1.51%
1091	001-15-572-3-5260	UNIFORMS	280.00	0.00	1,400.00	646.70	646.70	0.00	753.30	46.19%
1092	001-15-572-3-5270	CHEMICALS & FERTILIZER	200.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00%
1093	001-15-572-3-5280	OPERATING SUPPLIES	23,800.00	676.50	10,400.00	0.00	1,032.40	2,883.88	6,483.72	9.93%
1094	001-15-572-3-5283	INMATE OPERATING SUPPLIES	3,120.00	785.80	9,120.00	2,777.00	4,094.23	0.00	5,025.77	44.89%
1095	001-15-572-3-5400	MEMBR,SUBSCRIPT,DUES	1,040.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
1096			---	---	---	---	---	---	---	---
1097		TOTAL	255,981.00	45,386.66	288,565.00	41,980.28	81,610.27	42,927.41	164,027.32	28.00%
1098										
1099		**CAPITAL OUTLAY**								
1100	001-15-572-6-6310	PARK IMPROVEMENT EXPENSE	198,400.00	0.00	495,000.00	0.00	0.00	254,957.37	240,042.63	0.00%
1101	001-15-572-6-6400	CAPITAL OUTLAY	48,200.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00%
1102	001-15-572-6-6403	SPLASH PAD	53,371.00	0.00	485,000.00	0.00	0.00	0.00	485,000.00	0.00%
1103	001-15-572-6-6450	CAPITAL IMPROVEMENTS	12,960.00	7,714.04	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
1104			---	---	---	---	---	---	---	---
1105		TOTAL	312,931.00	7,714.04	1,110,000.00	0.00	0.00	254,957.37	855,042.63	0.00%
1106										
1107		**DEBT SERVICE**								
1108	001-15-517-7-7101	PRINCIPAL PUBLIC WORKS BLDG	12,788.00	0.00	12,788.00	0.00	0.00	0.00	12,788.00	0.00%
1109	001-15-517-7-7201	INTEREST PUBLIC WORKS BLDG	23,166.00	11,533.29	21,966.00	10,567.89	10,567.89	0.00	11,398.11	48.11%
1110			---	---	---	---	---	---	---	---
1111		TOTAL	35,954.00	11,533.29	34,754.00	10,567.89	10,567.89	0.00	24,186.11	31.00%
1112										
1113		**TRANSFERS**								
1114	001-15-572-9-9104	REIMB FLEET MAINTENCE	18,990.00	9,495.00	22,897.00	1,908.00	11,448.00	0.00	11,449.00	50.00%
1115			---	---	---	---	---	---	---	---
1116		TOTAL	18,990.00	9,495.00	22,897.00	1,908.00	11,448.00	0.00	11,449.00	50.00%
1117			---	---	---	---	---	---	---	---
1118		**DEPARTMENT TOTAL**	**783,229.00**	**120,556.36**	**1,637,392.00**	**62,559.05**	**154,751.83**	**297,884.78**	**1,184,755.39**	**10.00%**
1119			---	---	---	---	---	---	---	---

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1120		**PRICE MARTIN CENTER**								
1121										
1122		**OPERATING EXPENSES**								
1123	001-26-579-3-4100	COMMUNICATIONS SERVICES	1,232.00	559.96	1,400.00	105.87	502.68	0.00	897.32	35.91%
1124	001-26-579-3-4310	NATURAL GAS	832.00	351.40	1,000.00	30.00	198.50	0.00	801.50	19.85%
1125	001-26-579-3-4320	ELECTRICITY	15,880.00	7,288.99	10,000.00	825.28	5,625.14	0.00	4,374.86	56.25%
1126	001-26-579-3-4610	BUILDING MAINTENANCE	3,600.00	2,325.15	10,000.00	79.61	978.29	0.00	9,021.71	9.78%
1127	001-26-579-3-4620	EQUIPMENT MAINTENANCE	1,520.00	997.00	3,300.00	0.00	522.08	0.00	2,777.92	15.82%
1128	001-26-579-3-4650	GROUNDS MAINTENANCE	20.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
1129	001-26-579-3-4680	STORM CLEANUP	20.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00%
1130	001-26-579-3-5230	JANITORIAL SUPPLIES	20.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00%
1131	001-26-579-3-5280	OPERATING SUPPLIES	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1132			---	---	---	---	---	---	---	---
1133		TOTAL	23,144.00	11,522.50	28,400.00	1,040.76	7,826.69	0.00	20,573.31	28.00%
1134										
1135		**CAPITAL OUTLAY**								
1136	001-26-579-6-6400	CAPITAL OUTLAY	2,500.00	2,500.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
1137			---	---	---	---	---	---	---	---
1138		TOTAL	2,500.00	2,500.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
1139			---	---	---	---	---	---	---	---
1140		**DEPARTMENT TOTAL**	**25,644.00**	**14,022.50**	**58,400.00**	**1,040.76**	**7,826.69**	**0.00**	**50,573.31**	**13.00%**
1141			---	---	---	---	---	---	---	---
1142		**WATER TAXIS**								
1143										
1144		**OPERATING EXPENSES**								
1145	001-27-549-3-4500	LIABILITY INSURANCE	43,010.00	19,474.00	56,500.00	28,647.76	46,995.28	9,173.76	330.96	83.18%
1146	001-27-549-3-4610	TAXI TERMINAL BUILDING EXPENSE	17,266.00	4,024.38	5,000.00	0.00	910.00	557.00	3,533.00	18.20%
1147	001-27-549-3-4630	RIVERBOAT MAINTENANCE	30,980.00	15,531.93	28,500.00	0.00	6,935.46	772.49	20,792.05	24.33%
1148	001-27-549-3-4680	STORM CLEANUP/REPAIR	1,400.00	1,392.11	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
1149	001-27-549-3-5000	FINES & FEES	20.00	0.00	600.00	0.00	0.00	0.00	600.00	0.00%
1150			---	---	---	---	---	---	---	---
1151		TOTAL	92,676.00	40,422.42	92,600.00	28,647.76	54,840.74	10,503.25	27,256.01	60.00%
1152										
1153		**CAPITAL OUTLAY**								
1154	001-27-549-6-6400	CAPITAL OUTLAY	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
1155			---	---	---	---	---	---	---	---
1156		TOTAL	0.00	0.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00%
1157			---	---	---	---	---	---	---	---
1158		**DEPARTMENT TOTAL**	**92,676.00**	**40,422.42**	**97,600.00**	**28,647.76**	**54,840.74**	**10,503.25**	**32,256.01**	**56.00%**
1159			---	---	---	---	---	---	---	---
1160		**JENKINS GYMNASIUM**								
1161										
1162		**PERSONNEL SERVICES**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1163										
1164		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1165										
1166		**OPERATING EXPENSES**								
1167	001-40-572-3-3100	PROFESSIONAL SERVICES	7,892.00	6,013.68	10,000.00	71.00	497.00	497.00	9,006.00	4.97%
1168	001-40-572-3-4020	SCHOOLING, CONFERENCE, ETC	0.00	0.00	2,500.00	0.00	875.25	0.00	1,624.75	35.01%
1169	001-40-572-3-4100	COMMUNICATION SERVICES	4,150.00	0.00	618.00	914.17	5,133.35	0.00	-4,515.35	830.64%
1170	001-40-572-3-4320	ELECTRICITY	22,800.00	8,970.93	20,800.00	4,493.78	12,286.07	0.00	8,513.93	59.07%
1171	001-40-572-3-4500	LIABILITY INSURANCE	11,747.00	0.00	14,758.00	3,384.66	10,153.98	3,384.66	1,219.36	68.80%
1172	001-40-572-3-4610	BUILDING MAINTENANCE	12,500.00	9,174.90	35,000.00	2,913.20	25,659.23	471.06	8,869.71	73.31%
1173	001-40-572-3-4620	EQUIPMENT MAINTENANCE	0.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
1174	001-40-572-3-4630	VEHICLE MAINTENANCE	0.00	0.00	2,500.00	0.00	1,463.69	0.00	1,036.31	58.55%
1175	001-40-572-3-4650	GROUNDS MAINTENANCE	3,100.00	0.00	5,200.00	0.00	2,659.50	0.00	2,540.50	51.14%
1176	001-40-572-3-5230	JANITORIAL SUPPLIES	2,292.00	809.52	2,200.00	218.24	1,023.79	70.27	1,105.94	46.54%
1177	001-40-572-3-5280	OPERATING SUPPLIES	5,000.00	2,144.55	5,500.00	0.00	4,392.23	194.00	913.77	79.86%
1178										
1179		TOTAL	69,481.00	27,113.58	109,076.00	11,995.05	64,144.09	4,616.99	40,314.92	59.00%
1180										
1181		**CAPITAL OUTLAY**								
1182	001-40-572-6-6400	CAPITAL OUTLAY	2,100.00	0.00	70,000.00	0.00	42,345.77	0.00	27,654.23	60.49%
1183										
1184		TOTAL	2,100.00	0.00	70,000.00	0.00	42,345.77	0.00	27,654.23	61.00%
1185										
1186		DEPARTMENT	71,581.00	27,113.58	179,076.00	11,995.05	106,489.86	4,616.99	67,969.15	59.00%
1187										
1188		**TRANSFERS**								
1189										
1190	001-81-581-9-9140	TRANSFER TO GOLF FUND	38,647.00	19,323.48	40,000.00	3,333.00	19,998.00	0.00	20,002.00	50.00%
1191	001-81-581-9-9150	TRANSFER TO BETTER PLACE FUND	186,202.00	46,550.49	150,000.00	44,206.85	106,706.85	0.00	43,293.15	71.14%
1192	001-81-581-9-9170	TRANSFER TO UTILITY FUND	0.00	0.00	0.00	44,328.76	44,328.76	0.00	-44,328.76	0.00%
1193	001-81-581-9-9160	TRANSFER TO AIRPORT FUND	284,340.00	142,170.00	200,000.00	16,667.00	100,002.00	0.00	99,998.00	50.00%
1194										
1195		**DEPARTMENT TOTAL**	**509,189.00**	**208,043.97**	**390,000.00**	**108,535.61**	**271,035.61**	**0.00**	**118,964.39**	**70.00%**
1196										
1197		**CONTINGENCIES**								
1198										
1199										
1200		**DEPARTMENT TOTAL**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
1201										
1202										
1203		TOTAL EXPENDITURES	20,741,855.00	8,332,426.59	23,828,271.00	1,869,991.56	9,284,043.73	1,227,055.22	13,317,172.05	39.00%
1204										
1205		**RESERVES**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1206										
1207	001-83-581-9-9900	OPERATING CASH RESERVE	2,151,003.00	0.00	2,359,422.00	0.00	0.00	0.00	2,359,422.00	0.00%
1208	001-83-581-9-9901	EVIDENCE FUND RESERVE	7,282.00	0.00	7,282.00	0.00	0.00	0.00	7,282.00	0.00%
1209	001-83-581-9-9902	LOT DEMOLITION/CLEANUP RESERVE	22,075.00	0.00	22,075.00	0.00	0.00	0.00	22,075.00	0.00%
1210	001-83-581-9-9909	SPECIAL CEMETERY RESERVE	118,889.00	0.00	118,889.00	0.00	0.00	0.00	118,889.00	0.00%
1211	001-83-581-9-9910	SPECIAL POLICE RESERVE	61,271.00	0.00	61,271.00	0.00	0.00	0.00	61,271.00	0.00%
1212	001-83-581-9-9912	HAND GUN CLASSES RESERVE	7,637.00	0.00	7,637.00	0.00	0.00	0.00	7,637.00	0.00%
1213	001-83-581-9-9913	FIRE PUBLIC EDUCATION RESERVE	24,937.00	0.00	24,937.00	0.00	0.00	0.00	24,937.00	0.00%
1214	001-83-581-9-9921	LANDSCAPING CODE FEE RESERVE	61,663.00	0.00	61,663.00	0.00	0.00	0.00	61,663.00	0.00%
1215	001-83-581-9-9922	INSURANCE RESERVE BUDGET ACCOU	624,444.00	0.00	624,444.00	0.00	0.00	0.00	624,444.00	0.00%
1216	001-83-581-9-9923	PARKS BANK ACCT- DONATIONS	284.00	0.00	284.00	0.00	0.00	0.00	284.00	0.00%
1217	001-83-581-9-9924	POLICE I&E ACCOUNT	7,523.00	0.00	7,523.00	0.00	0.00	0.00	7,523.00	0.00%
1218	001-83-581-9-9925	FIRE CAPITAL REPLACEMENT RESER	88,000.00	0.00	176,000.00	0.00	0.00	0.00	176,000.00	0.00%
1219			---	---	---	---	---	---	---	---
1220		**DEPARTMENT TOTAL**	**3,175,008.00**	**0.00**	**3,471,427.00**	**0.00**	**0.00**	**0.00**	**3,471,427.00**	**0.00%**
1221										
1222			---	---	---	---	---	---	---	---
1223		**TOTAL EXPENDITURES, TRANSFERS,**								
1224	**GENERAL FUND**	**CONTINGENCIES & RESERVES**	**23,916,863.00**	**8,332,426.59**	**27,299,698.00**	**1,869,991.56**	**9,284,043.73**	**1,227,055.22**	**16,788,599.05**	**35.00%**
1225										
1226	**AIRPORT FUND**									
1227										
1228			---	---	---	---	---	---	---	---
1229	**AIRPORT REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03**									
1230		**FEDERAL GRANTS**								
1231	005-00-389-2-8109	FAA West Taxilanes & Apron Fed	17,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
1232	005-00-389-2-8110	Fed FAA Taxiway "E"cho	227,234.00	67,024.13	95,309.00	0.00	16,350.19		78,958.81	17.15%
1233	005-00-389-2-8932	FAA AIRPORT AGIS SURVEY & MAPP	137,025.00	2,025.00	31,118.00	0.00	14,656.50		16,461.50	47.10%
1234	005-00-389-2-8933	FAA Airport Aircraft Transient	0.00	0.00	67,760.00	18,852.75	52,920.75		14,839.25	78.10%
1235			---	---	---	---	---		---	---
1236		TOTAL	381,259.00	69,049.13	194,187.00	18,852.75	83,927.44		110,259.56	44.00%
1237										
1238		**STATE GRANTS**								
1239	005-00-389-3-7500	FDOT MASTER PLAN APD49	285,000.00	16,401.36	115,000.00	0.00	89,250.00		25,750.00	77.61%
1240	005-00-389-3-8000	RCO LEASE (BEACON GRANT)	0.00	342.00	0.00	342.00	342.00		-342.00	0.00%
1241	005-00-389-3-8906	FDOT GRANT OBSTRUCTION/TREE RE	0.00	25,314.03	0.00	0.00	0.00		0.00	0.00%
1242	005-00-389-3-8922	FDOT West Taxilanes & Apron st	15,621.00	82,643.42	0.00	0.00	0.00		0.00	0.00%
1243	005-00-389-3-8923	FDOT RWY 9 Obstruction Tree Re	539,479.00	170,014.26	71,066.00	0.00	49,461.93		21,604.07	69.60%
1244	005-00-389-3-8924	FDOT Wildlife Hazard Assessmen	8,600.00	0.00	0.00	0.00	0.00		0.00	0.00%
1245	005-00-389-3-8925	FDOT Bulk Hangar (W1-3) Apron	99,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
1246	005-00-389-3-8926	FDOT RWY 9/27 EXT feasibility	100,000.00	0.00	100,000.00	0.00	0.00		100,000.00	0.00%
1247	005-00-389-3-8927	FDOT Access Control & Gate Imp	104,846.00	51,872.50	0.00	0.00	0.00		0.00	0.00%
1248	005-00-389-3-8928	FDOT CORPORATE	262,500.00	0.00	900,000.00	0.00	55,705.00		844,295.00	6.19%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1249	005-00-389-3-8929	FDOT Emergency Generators	248,000.00	59,995.00	179,863.00	0.00	0.00		179,863.00	0.00%
1250	005-00-389-3-8930	FDOT TAXIWAY 'E'CHO	19,676.00	7,447.12	5,017.00	0.00	403.56		4,613.44	8.04%
1251	005-00-389-3-8931	FDOT AIRPORT AGIS SURVEY & MAP	15,225.00	225.00	3,458.00	0.00	1,628.50		1,829.50	47.09%
1252	005-00-389-3-8932	FDOT Airport RW 9/27 E END APP	500,000.00	0.00	500,000.00	0.00	0.00		500,000.00	0.00%
1253	005-00-389-3-8933	FDOT WILDLIFE HAZARD TRENCH F	600,000.00	0.00	300,000.00	0.00	0.00		300,000.00	0.00%
1254	005-00-389-3-8934	FDOT AIRPORT AIRCRAFT TRANSIEN	0.00	0.00	3,566.00	992.25	992.25		2,573.75	27.83%
1255	005-00-389-3-8935	AIRPORT RUNWAY MARKING REHAB 9	0.00	0.00	200,000.00	0.00	0.00		200,000.00	0.00%
1256										
1257		TOTAL	2,797,947.00	414,254.69	2,377,970.00	1,334.25	197,783.24		2,180,186.76	9.00%
1258										
1259										
1260		TOTAL GRANTS	3,179,206.00	483,303.82	2,572,157.00	20,187.00	281,710.68	0.00	2,290,446.32	11.00%
1261										
1262										
1263		**OPERATING REVENUES**								
1264	005-00-344-1-1010	100 LL AVIATION FUEL	630,000.00	180,258.40	648,900.00	55,993.69	237,502.30		411,397.70	36.60%
1265	005-00-344-1-1020	JET A AVIATION FUEL	400,000.00	137,083.63	412,000.00	37,710.20	120,653.28		291,346.72	29.28%
1266	005-00-344-1-1030	DONATIONS-FLY-IN EVENT	20,000.00	0.00	20,600.00	0.00	0.00		20,600.00	0.00%
1267	005-00-344-1-1200	TIE DOWN FEES/VEHICLE PARKING	4,000.00	2,718.00	4,120.00	1,278.00	6,371.75		-2,251.75	154.65%
1268	005-00-344-1-1400	VENDING	800.00	0.00	824.00	0.00	0.00		824.00	0.00%
1269	005-00-344-1-1700	AVIATION LUBRICANTS	2,000.00	725.14	2,060.00	589.01	1,828.92		231.08	88.78%
1270	005-00-344-1-1800	MERCHANDISE SALES	1,000.00	434.17	1,808.00	140.00	930.00		878.00	51.44%
1271	005-00-362-0-1000	HANGAR RENTALS	392,524.00	169,957.11	404,300.00	55,703.31	204,117.97		200,182.03	50.49%
1272	005-00-362-0-1100	HANGAR MAINT FEE	19,200.00	10,814.99	19,776.00	3,250.00	12,020.53		7,755.47	60.78%
1273	005-00-362-0-2000	LAND LEASE	4,000.00	2,125.00	4,120.00	425.00	2,550.00		1,570.00	61.89%
1274	005-00-362-0-3000	BUILDING RENTAL	20,000.00	7,050.00	20,600.00	2,950.00	12,625.00		7,975.00	61.29%
1275										
1276		TOTAL	1,493,524.00	511,166.44	1,539,108.00	158,039.21	598,599.75		940,508.25	39.00%
1277										
1278		**OTHER REVENUES**								
1279	005-00-364-0-1001	LOSS ON SALE/DISPOSAL OF ASSET	0.00	60,825.00	0.00	0.00	0.00		0.00	0.00%
1280	005-00-365-0-0000	SURPLUS EQUIPMENT-AIRPORT	2,250.00	0.00	2,318.00	0.00	0.00		2,318.00	0.00%
1281	005-00-369-9-1000	MISCELLANEOUS REVENUES	3,500.00	3,796.00	3,605.00	1,506.59	3,613.16		-8.16	100.23%
1282	005-00-369-9-1001	E-PAYABLES REVENUE SHARE	300.00	273.75	309.00	23.61	184.48		124.52	59.70%
1283	005-00-369-9-2000	REFUNDS/REIMBURSEMENTS	0.00	872.74	0.00	0.00	0.00		0.00	0.00%
1284	005-00-369-9-4000	INSURANCE CLAIMS - AIRPORT	0.00	4,235.00	25,000.00	0.00	25,000.00		0.00	100.00%
1285										
1286		TOTAL	6,050.00	70,002.49	31,232.00	1,530.20	28,797.64		2,434.36	92.00%
1287										
1288		**TRANSFERS**								
1289	005-00-381-0-0000	TRANSFER FROM GENERAL	284,340.00	142,170.00	200,000.00	16,667.00	100,002.00		99,998.00	50.00%
1290										
1291		TOTAL	284,340.00	142,170.00	200,000.00	16,667.00	100,002.00		99,998.00	51.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1292										
1293		**LOAN PROCEEDS**								
1294			---	---	---	---	---		---	---
1295		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
1296										
1297			---	---	---	---	---		---	---
1298		TOTAL REVENUES	4,963,120.00	1,206,642.75	4,342,497.00	196,423.41	1,009,110.07		3,333,386.93	24.00%
1299			---	---	---	---	---		---	---
1300										
1301		**CASH BALANCE FORWARD**								
1302	005-00-301-0-0000	OPERATING CASH BALANCE FORWARD	38,155.00	0.00	38,155.00	0.00	0.00		38,155.00	0.00%
1303	005-00-302-0-0000	SURPLUS LAND BALANCE FORWARD	169,000.00	0.00	133,865.00	0.00	67,646.20		66,218.80	50.53%
1304			---	---	---	---	---		---	---
1305		TOTAL	207,155.00	0.00	172,020.00	0.00	67,646.20		104,373.80	40.00%
1306			---	---	---	---	---		---	---
1307		**TOTAL REV, TRFS & CASH BALANCE**	**5,170,275.00**	**1,206,642.75**	**4,514,517.00**	**196,423.41**	**1,076,756.27**		**3,437,760.73**	**24.00%**
1308			---	---	---	---	---		---	---
1309	**AIRPORT EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03**									
1310		**PERSONNEL SERVICES**								
1311	005-05-542-1-1100	EXECUTIVE SALARIES	101,010.00	46,978.04	106,197.00	7,769.60	48,668.28	0.00	57,528.72	45.83%
1312	005-05-542-1-1200	REGULAR SALARIES	173,750.00	89,578.00	204,204.00	14,240.19	89,432.39	0.00	114,771.61	43.80%
1313	005-05-542-1-1400	OVERTIME	7,644.00	5,784.41	6,500.00	2,160.17	10,183.98	0.00	-3,683.98	156.68%
1314	005-05-542-1-2100	FICA TAX EXPENSE	21,604.00	10,611.45	24,243.00	1,794.36	11,002.18	0.00	13,240.82	45.38%
1315	005-05-542-1-2200	RETIREMENT EXPENSE	86,698.00	34,009.87	75,753.00	5,527.46	34,214.26	0.00	41,538.74	45.17%
1316	005-05-542-1-2300	HEALTH AND LIFE INSURANCE	18,463.00	12,737.63	58,627.00	1,936.72	12,104.52	0.00	46,522.48	20.65%
1317	005-05-542-1-2400	WORKERS COMP	7,784.00	2,026.75	8,173.00	2,042.34	6,127.02	2,042.34	3.64	74.97%
1318			---	---	---	---	---	---	---	---
1319		TOTAL	416,953.00	201,726.15	483,697.00	35,470.84	211,732.63	2,042.34	269,922.03	44.00%
1320										
1321		**OPERATING EXPENSES**								
1322	005-05-542-3-3100	PROFESSIONAL SERVICES	29,500.00	8,792.86	19,996.00	1,840.00	5,257.00	620.00	14,119.00	26.29%
1323	005-05-542-3-3120	PRE-EMPLOYMENT EXPENSE	1,000.00	149.52	1,050.00	0.00	0.00	0.00	1,050.00	0.00%
1324	005-05-542-3-3200	ACCOUNTING AND AUDITING	5,287.00	0.00	9,387.00	0.00	0.00	951.96	8,435.04	0.00%
1325	005-05-542-3-4020	SCHOOLING, CONFERENCE, ETC	5,000.00	0.00	5,250.00	519.44	554.44	0.00	4,695.56	10.56%
1326	005-05-542-3-4100	COMMUNICATIONS SERVICES	16,000.00	1,348.50	16,800.00	1,012.56	7,120.18	0.00	9,679.82	42.38%
1327	005-05-542-3-4200	POSTAGE AND FREIGHT	300.00	0.00	315.00	0.00	0.00	0.00	315.00	0.00%
1328	005-05-542-3-4310	NATURAL GAS	1,000.00	578.50	1,050.00	446.89	812.71	0.00	237.29	77.40%
1329	005-05-542-3-4315	UTILITIES-WATER	8,000.00	3,444.63	8,400.00	579.36	3,569.24	0.00	4,830.76	42.49%
1330	005-05-542-3-4320	ELECTRICITY	20,000.00	12,543.85	21,000.00	2,928.90	17,633.45	0.00	3,366.55	83.97%
1331	005-05-542-3-4330	CREDIT CARD FEES	30,000.00	15,029.22	31,500.00	4,033.64	16,646.03	0.00	14,853.97	52.84%
1332	005-05-542-3-4400	RENTALS AND LEASES	11,700.00	213.30	12,285.00	35.50	213.00	213.00	11,859.00	1.73%
1333	005-05-542-3-4500	LIABILITY INSURANCE	84,083.00	7,141.00	88,287.00	20,248.09	60,744.27	20,248.09	7,294.64	68.80%
1334	005-05-542-3-4510	INSURANCE CLAIMS REIMBURSABLE	0.00	4,735.00	0.00	0.00	0.00	0.00	0.00	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1335	005-05-542-3-4610	BUILDING MAINTENANCE	36,717.00	7,271.94	27,500.00	441.19	6,569.48	35.91	20,894.61	23.89%
1336	005-05-542-3-4615	HANGAR MAINTENANCE	30,000.00	7,761.00	33,000.00	3,100.00	12,751.98	0.00	20,248.02	38.64%
1337	005-05-542-3-4620	EQUIPMENT/FIELD MAINTENANCE	48,958.00	10,928.06	31,350.00	797.55	4,249.84	4,310.00	22,790.16	13.56%
1338	005-05-542-3-4630	VEHICLE MAINTENANCE	5,000.00	413.22	5,250.00	11.50	990.90	0.00	4,259.10	18.87%
1339	005-05-542-3-4650	GROUNDS LANDSCAPING	57,750.00	20,850.67	53,800.00	4,295.67	23,028.35	0.00	30,771.65	42.80%
1340	005-05-542-3-4800	ADVERTISING	5,000.00	0.00	5,250.00	0.00	0.00	0.00	5,250.00	0.00%
1341	005-05-542-3-4810	LEGAL ADVERTISING	1,000.00	210.40	1,050.00	0.00	0.00	600.00	450.00	0.00%
1342	005-05-542-3-4900	FLY-IN EVENT-EXPENSES	20,000.00	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0.00%
1343	005-05-542-3-5000	FEES & FINES	0.00	90.21	0.00	2.87	105.69	0.00	-105.69	0.00%
1344	005-05-542-3-5100	OFFICE SUPPLIES	2,082.00	700.77	1,575.00	0.00	791.24	0.00	783.76	50.24%
1345	005-05-542-3-5170	100LL FUEL	491,684.00	149,089.78	402,588.00	32,483.76	176,502.98	85,932.20	140,152.82	43.84%
1346	005-05-542-3-5180	JET A FUEL	264,000.00	87,792.77	198,000.00	993.89	29,502.43	50,431.03	118,066.54	14.90%
1347	005-05-542-3-5210	GAS AND LUBRICANTS	2,500.00	667.18	2,625.00	172.70	1,616.98	564.77	443.25	61.60%
1348	005-05-542-3-5220	GENERAL MERCHANDISE	5,000.00	215.71	5,250.00	0.00	1,772.07	396.00	3,081.93	33.75%
1349	005-05-542-3-5230	JANITORIAL SUPPLIES	2,500.00	1,221.40	2,625.00	268.66	1,191.30	7.98	1,425.72	45.38%
1350	005-05-542-3-5260	UNIFORMS	500.00	0.00	525.00	0.00	430.50	0.00	94.50	82.00%
1351	005-05-542-3-5280	OPERATING SUPPLIES	9,013.00	1,468.31	6,300.00	902.85	2,559.57	210.08	3,530.35	40.63%
1352	005-05-542-3-5400	MEMBR,SUBSCRIPT,DUES	6,800.00	866.00	7,140.00	216.00	251.00	0.00	6,889.00	3.52%
1353	005-05-542-3-6000	AIRPORT SURPLUS LAND SPEND PLA	0.00	0.00	10,500.00	0.00	0.00	0.00	10,500.00	0.00%
1354			---	---	---	---	---	---	---	---
1355		TOTAL	1,200,374.00	343,523.80	1,020,648.00	75,331.02	374,864.63	164,521.02	481,262.35	37.00%
1356										
1357		**CAPITAL OUTLAY**								
1358	005-05-542-6-6309	FDOT WEST TAXILANES & APRON ST	15,621.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1359	005-05-542-6-6400	CAPITAL OUTLAY	0.00	0.00	6,976.00	0.00	0.00	0.00	0.00	0.00%
1360	005-05-542-6-6450	CAPITAL IMPROVEMENTS	14,953.00	0.00	112,000.00	0.00	67,646.20	0.00	44,353.80	60.40%
1361	005-05-542-8-6303	FDOT Taxiway "E"CHO	19,676.00	7,447.12	5,016.00	0.00	403.56	4,130.94	481.50	8.05%
1362	005-05-542-8-6308	FAA West Taxilanes & Apron Fed	17,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1363	005-05-542-8-6310	Fed FAA Taxiway "E"cho	227,234.00	67,024.13	95,309.00	0.00	16,350.19	69,805.31	9,153.50	17.15%
1364	005-05-542-8-6311	FDOT RWY 9 Obstruction Tree Re	539,479.00	170,014.26	71,066.00	0.00	49,461.93	0.73	21,603.34	69.60%
1365	005-05-542-8-6312	FDOT Wildlife Hazard Assessmen	8,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1366	005-05-542-8-6314	FDOT Bulk Hangar (W1-3) Apron	99,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1367	005-05-542-8-6315	FDOT RWY 9/27 EXT feasibility	100,000.00	0.00	100,000.00	0.00	0.00	11,800.00	88,200.00	0.00%
1368	005-05-542-8-6316	FDOT Access Control & Gate Imp	104,846.00	51,872.50	0.00	0.00	0.00	0.00	0.00	0.00%
1369	005-05-542-8-6317	AIRPORT FDOT CORPORATE HANGAR	262,500.00	0.00	900,000.00	0.00	55,705.00	8,906.25	835,388.75	6.19%
1370	005-05-542-8-6318	FDOT Emergency Generators	248,000.00	59,995.00	179,863.00	0.00	0.00	0.00	179,863.00	0.00%
1371	005-05-542-8-6319	FAA AIRPORT AGIS SURVEY & MAPP	137,025.00	2,025.00	31,118.00	0.00	14,656.50	16,461.00	0.50	47.10%
1372	005-05-542-8-6320	FDOT AIRPORT AGIS SURVEY & MAP	15,225.00	225.00	3,458.00	0.00	1,628.50	1,829.00	0.50	47.09%
1373	005-05-542-8-6321	FDOT AIRPORT MASTER PLAN	285,000.00	16,401.36	115,000.00	0.00	89,250.00	570.00	25,180.00	77.61%
1374	005-05-542-8-6322	FDOT Airport RW 9/27 E END APP	500,000.00	0.00	500,000.00	0.00	0.00	0.00	500,000.00	0.00%
1375	005-05-542-8-6323	FDOT WILDLIFE HAZARD TRENCH F	600,000.00	0.00	300,000.00	0.00	0.00	0.00	300,000.00	0.00%
1376	005-05-542-8-6324	FAA AIRPORT AIRCRAFT TRANSIENT	0.00	0.00	67,760.00	18,852.75	52,920.75	14,839.25	0.00	100.00%
1377	005-05-542-8-6325	FDOT AIRPORT AIRCRAFT TRANSIEN	0.00	0.00	3,566.00	992.25	992.25	2,573.75	0.00	100.00%

	A	B	C	D	E	F	G	H	I	J
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2025 BUDGET**	**2025 REV_YTD**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**
1378	005-05-542-8-6326	FDOT AIRWAY RUNWAY MARKING REH	0.00	0.00	200,000.00	0.00	0.00	0.00	200,000.00	0.00%
1379										
1380		TOTAL	3,194,159.00	375,004.37	2,691,132.00	19,845.00	349,014.88	130,916.23	2,204,224.89	13.00%
1381										
1382		**DEBT SERVICE**								
1383	005-05-517-7-7140	PRINCIPAL-AIRPORT VEHICLE	5,493.00	5,493.01	0.00	0.00	0.00	0.00	0.00	0.00%
1384	005-05-517-7-7141	PRINCIPAL - GENERAL FUND LOAN	50,000.00	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00%
1385	005-05-517-7-7240	INTEREST-AIRPORT VEHICLE	50.00	49.98	0.00	0.00	0.00	0.00	0.00	0.00%
1386										
1387		TOTAL	55,543.00	5,542.99	50,000.00	0.00	0.00	0.00	50,000.00	0.00%
1388										
1389										
1390		TOTAL EXPENDITURES	4,867,029.00	925,797.31	4,245,477.00	130,646.86	935,612.14	297,479.59	3,005,409.27	22.00%
1391										
1392										
1393		**TRANSFERS, CONT, RESERVES**								
1394	005-05-542-9-9100	REIMB GENERAL FUND-ADMIN EXP	177,268.00	88,633.98	217,037.00	18,086.00	108,516.00	0.00	108,521.00	50.00%
1395	005-05-542-9-9900	CONTINGENCY/RESERVE	125,979.00	0.00	52,003.00	0.00	0.00	0.00	58,979.03	0.00%
1396										
1397		TOTAL	303,247.00	88,633.98	269,040.00	18,086.00	108,516.00	0.00	167,500.03	40.00%
1398										
1399		**TOTAL EXPENDITURES, TRANSFERS,**								
1400	**AIRPORT FUND**	**CONTINGENCIES & RESERVES**	**5,170,276.00**	**1,014,431.29**	**4,514,517.00**	**148,732.86**	**1,044,128.14**	**297,479.59**	**3,172,909.30**	**23.00%**
1401										
1402										
1403	**WATER FUND**									
1404	WATER FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03									
1405		**GRANTS**								
1406	041-00-389-2-8107	FEMA HMGP 4283-66 LIFT STATION	334,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
1407	041-00-389-3-5010	CDBG MIT SANITARY WASTEWATER R	382,000.00	49,692.99	198,859.00	0.00	55,002.00		143,857.00	27.66%
1408	041-00-389-5-2000	Fed CDBG DEO Madison to 11th	748,674.00	0.00	714,000.00	0.00	0.00		714,000.00	0.00%
1409	041-00-389-5-2100	SANITARY SEWE SMART SENSOR	0.00	0.00	103,000.00	0.00	0.00		103,000.00	0.00%
1410	041-00-389-5-3920	Fed DEO RIF St. Johns Ave Mose	0.00	322,715.69	0.00	0.00	0.00		0.00	0.00%
1411	041-00-389-6-3000	FDEP LPA0354 Sewer Main and Ma	1,625,000.00	205,647.71	2,000,000.00	103,844.73	617,249.57		1,382,750.43	30.86%
1412	041-00-389-6-3100	FDEP Potable Water state North	2,100,000.00	0.00	5,000,000.00	9,225.15	822,547.46		4,177,452.54	16.45%
1413	041-00-389-6-3200	FDEP Sewer Lining state	1,000,000.00	0.00	1,000,000.00	0.00	0.00		1,000,000.00	0.00%
1414	041-00-389-7-1008	WWTP Biosolids LPR0004 FDEP	1,324,600.00	629,450.43	242,985.00	0.00	10,012.55		232,972.45	4.12%
1415	041-00-389-7-1009	SJRWMD #35891 Madison to 11th	500,000.00	241,971.86	694,000.00	0.00	0.00		694,000.00	0.00%
1416	041-00-334-3-5000	DEO Lift Station 16 Expansion	340,196.00	2,544.55	329,443.00	0.00	73,306.44		256,136.56	22.25%
1417										
1418		TOTAL	8,354,470.00	1,452,023.23	10,282,287.00	113,069.88	1,578,118.02		8,704,168.98	16.00%
1419										
1420		**CHARGES FOR SERVICES**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1421	041-00-343-6-1000	WATER SALES	4,350,557.00	2,156,400.61	4,481,074.00	363,774.39	2,269,142.57		2,211,931.43	50.64%
1422	041-00-343-6-1010	WATER TAPS & RENEWALS	51,676.00	11,500.00	53,226.00	5,000.00	20,500.00		32,726.00	38.52%
1423	041-00-343-6-1040	PENALTIES	76,929.00	34,945.68	79,237.00	5,859.75	38,324.09		40,912.91	48.37%
1424	041-00-343-6-2000	BROKEN METERS/LOCKS	2,612.00	420.00	2,690.00	45.00	335.00		2,355.00	12.45%
1425	041-00-343-6-3000	WASTEWATER SERVICE REVENUE	3,854,971.00	1,952,719.57	3,970,620.00	335,034.87	2,032,722.54		1,937,897.46	51.19%
1426	041-00-343-6-3010	WASTEWATER TAPS/RENEWALS	50,965.00	15,000.00	52,494.00	10,000.00	17,500.00		34,994.00	33.34%
1427	041-00-343-6-3020	SEPTIC DUMPING (WWTP)	216,550.00	108,225.00	223,047.00	22,710.00	102,657.50		120,389.50	46.03%
1428	041-00-343-6-4000	WATER IMPACT FEES	251,326.00	52,734.00	258,866.00	5,834.00	21,530.00		237,336.00	8.32%
1429	041-00-343-6-5000	WASTEWATER IMPACT FEES-NEW CON	264,495.00	54,264.00	272,430.00	6,136.00	16,331.00		256,099.00	5.99%
1430			---	---	---	---	---		---	---
1431		TOTAL	9,120,081.00	4,386,208.86	9,393,684.00	754,394.01	4,519,042.70		4,874,641.30	49.00%
1432										
1433		**OTHER REVENUES**								
1434	041-00-361-1-1000	INTEREST-SERIES 98 SINKING FD	843.00	1,231.50	868.00	350.88	1,284.08		-416.08	147.94%
1435	041-00-361-1-1100	INTEREST DW 540250	103.00	1.41	106.00	197.30	977.32		-871.32	922.00%
1436	041-00-362-0-1000	COMMUNICATION TOWER LEASE	28,942.00	24,602.77	29,810.00	23,683.04	23,683.04		6,126.96	79.45%
1437	041-00-362-0-1005	TATER FARMS LAND LEASE	33,050.00	24,750.00	34,042.00	0.00	24,750.00		9,292.00	72.70%
1438	041-00-364-0-4900	SURPLUS EQUIPMENT-WATER	8,012.00	0.00	8,252.00	0.00	0.00		8,252.00	0.00%
1439	041-00-369-9-1000	OTHER REVENUE	8,122.00	62.54	8,365.00	0.00	0.00		8,365.00	0.00%
1440	041-00-369-9-1001	E-PAYABLES REVENUE SHARE	869.00	522.52	895.00	45.06	352.09		542.91	39.34%
1441	041-00-369-9-2000	REFUNDS/REIMBURSEMENTS	0.00	0.00	0.00	0.00	1,496.50		-1,496.50	0.00%
1442	041-00-384-0-1002	SRF 2019 MATCHING PROCEEDS DW5	593,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
1443	041-00-384-0-1004	SRF DW54025 PROCEEDS Carbon Fi	1,317,802.00	0.00	1,312,368.00	-1.13	633,937.92		678,430.08	48.30%
1444	041-00-384-0-1005	SRF 54022 DOWNTOWN POTABLE	23,219.00	0.00	0.00	0.00	0.00		0.00	0.00%
1445			---	---	---	---	---		---	---
1446		TOTAL	2,013,962.00	51,170.74	1,394,706.00	24,275.15	686,480.95		708,225.05	50.00%
1447			---	---	---	---	---		---	---
1448										
1449			---	---	---	---	---		---	---
1450		TOTAL OPERATING REVENUES	19,488,513.00	5,889,402.83	21,070,677.00	891,739.04	6,783,641.67		14,287,035.33	32.00%
1451			---	---	---	---	---		---	---
1452										
1453		**TRANSFERS IN**								
1454	041-00-381-0-1000	TRANSFER FROM GENERAL	0.00	0.00	0.00	25,015.71	25,015.71		-25,015.71	
1455	041-00-381-0-3000	TRANSFER FROM CENTRAL TIF POTA	93,148.00	0.00	100,000.00	0.00	0.00		100,000.00	0.00%
1456	041-00-381-0-3100	TRANSFER FROM SOUTH TIF-POTABL	28,080.00	0.00	30,000.00	0.00	0.00		30,000.00	0.00%
1457			---	---	---	---	---		---	---
1458		TOTAL	121,228.00	0.00	130,000.00	25,015.71	25,015.71		104,984.29	20.00%
1459										
1460		**CASH BALANCE FOWARD**								
1461	041-00-301-0-0100	CASH BALANCE FOWARD	4,022,639.00	0.00	4,022,639.00	268,613.75	1,048,286.13		2,974,352.87	26.06%
1462	041-00-301-0-0101	WATER IMPACT FEES BALANCE FORW	77,223.00	0.00	77,223.00	0.00	0.00		77,223.00	0.00%
1463	041-00-301-0-0102	WASTEWATER IMPACT FEES BALANCE	156,217.00	0.00	156,217.00	0.00	0.00		156,217.00	0.00%

	A	B	C	D	E	F	G	H	I	J
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2025 BUDGET**	**2025 REV_YTD**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**
1464	041-00-301-1-0000	UTILITY CAPITAL REPLACEMENT BA	2,158,440.00	0.00	2,158,440.00	0.00	0.00		2,158,440.00	0.00%
1465	041-00-301-1-7000	FRUFC REBATE-CAP PROJECTS ONLY	8,095.00	0.00	8,095.00	0.00	0.00		8,095.00	0.00%
1466										
1467		TOTAL	6,422,614.00	0.00	6,422,614.00	268,613.75	1,048,286.13		5,374,327.87	17.00%
1468										
1469	**WATER FUND**	**TOTAL REV, TRF & CASH BALANCES**	**26,032,355.00**	**5,889,402.83**	**27,623,291.00**	**1,185,368.50**	**7,856,943.51**		**19,766,347.49**	**29.00%**
1470										
1471	WATER FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03									
1472		**WATER PLANT**								
1473										
1474		**PERSONNEL SERVICES**								
1475	041-11-533-1-1100	EXECUTIVE SALARIES	121,486.00	0.00	121,485.00	6,051.48	49,692.60	0.00	71,792.40	40.90%
1476	041-11-533-1-1200	REGULAR SALARIES	279,553.00	156,548.27	271,635.00	19,279.32	106,429.01	0.00	165,205.99	39.18%
1477	041-11-533-1-1400	OVERTIME	49,140.00	12,172.70	50,000.00	363.29	6,778.17	0.00	43,221.83	13.56%
1478	041-11-533-1-2100	FICA TAX EXPENSE	34,439.00	12,698.10	33,899.00	1,901.12	12,044.39	0.00	21,854.61	35.53%
1479	041-11-533-1-2200	RETIREMENT EXPENSE	138,205.00	39,063.82	122,301.00	6,821.21	41,016.38	0.00	81,284.62	33.54%
1480	041-11-533-1-2300	HEALTH AND LIFE INSURANCE	135,777.00	28,492.34	81,977.00	3,867.75	21,124.69	0.00	60,852.31	25.77%
1481										
1482		TOTAL	758,600.00	248,975.23	681,297.00	38,284.17	237,085.24	0.00	444,211.76	35.00%
1483										
1484		**OPERATING EXPENSES**								
1485	041-11-533-3-3100	PROFESSIONAL SERVICES	62,400.00	27,434.29	50,000.00	30,552.96	34,252.66	0.00	15,747.34	68.51%
1486	041-11-533-3-3110	LAB/TESTING	30,000.00	4,455.10	30,000.00	1,507.09	11,387.45	1,190.00	17,422.55	37.96%
1487	041-11-533-3-3120	PRE-EMPLOYMENT EXPENSE	912.00	159.53	712.00	159.53	530.47	0.00	181.53	74.50%
1488	041-11-533-3-4020	SCHOOLING, CONFERENCE, ETC	8,000.00	1,328.99	7,700.00	100.00	808.00	110.00	6,782.00	10.49%
1489	041-11-533-3-4100	COMMUNICATIONS SERVICES	5,200.00	1,520.26	200.00	588.48	3,578.53	0.00	-3,378.53	1789.27%
1490	041-11-533-3-4200	POSTAGE AND FREIGHT	208.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00%
1491	041-11-533-3-4320	ELECTRICITY	170,000.00	67,142.37	149,900.00	16,057.17	95,684.40	0.00	54,215.60	63.83%
1492	041-11-533-3-4400	RENTALS AND LEASES	1,040.00	213.30	1,500.00	35.55	213.30	213.30	1,073.40	14.22%
1493	041-11-533-3-4500	LIABILITY INSURANCE	1,307.00	0.00	1,500.00	344.01	1,032.03	344.01	123.96	68.80%
1494	041-11-533-3-4610	BUILDING MAINTENANCE	25,000.00	6,409.54	15,000.00	1,150.18	5,069.62	470.96	9,459.42	33.80%
1495	041-11-533-3-4620	EQUIPMENT MAINTENANCE	75,000.00	19,565.27	75,000.00	11,069.62	31,339.77	11,417.02	32,243.21	41.79%
1496	041-11-533-3-4630	VEHICLE MAINTENANCE	1,040.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00%
1497	041-11-533-3-4680	STORM REPAIR/CLEANUP	0.00	137.08	0.00	0.00	0.00	0.00	0.00	0.00%
1498	041-11-533-3-5000	FINES & FEES	520.00	123.20	520.00	0.00	114.72	0.00	405.28	22.06%
1499	041-11-533-3-5100	OFFICE SUPPLIES	1,500.00	743.32	1,500.00	0.00	80.49	0.00	1,419.51	5.37%
1500	041-11-533-3-5210	GAS AND LUBRICANTS	2,500.00	1,346.06	3,000.00	334.14	1,825.36	0.00	1,174.64	60.85%
1501	041-11-533-3-5230	JANITORIAL SUPPLIES	1,560.00	339.87	1,500.00	54.00	270.00	0.00	1,230.00	18.00%
1502	041-11-533-3-5250	SMALL TOOLS	4,000.00	1,358.05	4,000.00	182.95	1,829.94	123.01	2,047.05	45.75%
1503	041-11-533-3-5260	UNIFORMS	5,500.00	2,668.99	6,000.00	409.00	2,343.60	0.00	3,656.40	39.06%
1504	041-11-533-3-5270	CHEMICALS AND FERTILIZERS	249,400.00	57,811.82	150,000.00	5,900.45	51,772.22	7,425.53	90,802.25	34.51%
1505	041-11-533-3-5280	OPERATING SUPPLIES	15,600.00	7,333.19	15,600.00	64.89	8,807.90	429.65	6,362.45	56.46%
1506	041-11-533-3-5400	MEMBR,SUBSCRIPT,DUES	1,040.00	456.33	1,000.00	0.00	0.00	0.00	1,000.00	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1507										
1508		TOTAL	661,727.00	200,546.56	515,732.00	68,510.02	250,940.46	21,723.48	243,068.06	49.00%
1509										
1510		**CAPITAL OUTLAY**								
1511	041-11-533-6-6330	SRF DW54025 Carbon Filters	1,317,802.00	0.00	1,312,368.00	-1.13	633,936.79	179,321.40	499,109.81	48.30%
1512	041-11-533-6-6380	WELL UPGRADES	55,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1513	041-11-533-6-6400	CAPITAL OUTLAY	500,000.00	86,760.96	689,556.00	164,250.00	317,432.05	340,750.00	31,373.95	46.03%
1514										
1515		TOTAL	1,872,802.00	86,760.96	2,001,924.00	164,248.87	951,368.84	520,071.40	530,483.76	48.00%
1516										
1517		**DEPARTMENT TOTAL**	**3,293,129.00**	**536,282.75**	**3,198,953.00**	**271,043.06**	**1,439,394.54**	**541,794.88**	**1,217,763.58**	**45.00%**
1518										
1519		**SEWER/WASTEWATER PLANT**								
1520										
1521		**PERSONNEL SERVICES**								
1522	041-12-535-1-1100	EXECUTIVE SALARIES	161,796.00	55,526.25	165,346.00	6,943.84	46,171.32	0.00	119,174.68	27.92%
1523	041-12-535-1-1200	REGULAR SALARIES	432,368.00	239,946.00	409,500.00	37,546.42	239,739.65	0.00	169,760.35	58.54%
1524	041-12-535-1-1220	CLERICAL SALARY	49,467.00	24,005.02	50,232.00	4,057.60	29,876.20	0.00	20,355.80	59.48%
1525	041-12-535-1-1400	OVERTIME	54,600.00	14,733.69	55,000.00	6,833.12	24,807.57	0.00	30,192.43	45.10%
1526	041-12-535-1-2100	FICA TAX EXPENSE	53,415.00	24,899.11	52,026.00	4,068.50	24,985.04	0.00	27,040.96	48.02%
1527	041-12-535-1-2200	RETIREMENT EXPENSE	197,594.00	77,750.26	187,702.00	12,248.77	72,513.04	0.00	115,188.96	38.63%
1528	041-12-535-1-2300	HEALTH AND LIFE INSURANCE	139,594.00	87,214.71	125,814.00	12,024.27	78,304.90	0.00	47,509.10	62.24%
1529										
1530		TOTAL	1,088,834.00	524,075.04	1,045,620.00	83,722.52	516,397.72	0.00	529,222.28	50.00%
1531										
1532		**OPERATING EXPENSES**								
1533	041-12-535-3-3100	PROFESSIONAL SERVICES	9,600.00	1,575.00	9,800.00	0.00	2,370.00	0.00	7,430.00	24.18%
1534	041-12-535-3-3110	LAB/TESTING	61,000.00	26,736.66	59,000.00	5,552.40	29,205.10	9,853.87	19,941.03	49.50%
1535	041-12-535-3-3120	PRE-EMPLOYMENT EXPENSE	1,560.00	0.00	1,500.00	54.53	54.53	0.00	1,445.47	3.64%
1536	041-12-535-3-3440	TREE REMOVAL	1,560.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00%
1537	041-12-535-3-3460	RAILROAD CROSSING MAINTENANCE	676.00	0.00	350.00	0.00	0.00	0.00	350.00	0.00%
1538	041-12-535-3-4000	TRAVEL	1,248.00	0.00	1,600.00	0.00	0.00	0.00	1,600.00	0.00%
1539	041-12-535-3-4020	SCHOOLING, CONFERENCE, ETC	6,760.00	40.00	4,000.00	0.00	422.00	220.00	3,358.00	10.55%
1540	041-12-535-3-4100	COMMUNICATIONS SERVICES	10,296.00	4,698.32	10,300.00	1,041.09	6,118.27	0.00	4,181.73	59.40%
1541	041-12-535-3-4200	POSTAGE AND FREIGHT	1,144.00	176.55	1,000.00	41.00	610.25	0.00	389.75	61.03%
1542	041-12-535-3-4310	NATURAL GAS	6,240.00	2,545.93	6,000.00	489.51	2,859.22	0.00	3,140.78	47.65%
1543	041-12-535-3-4320	ELECTRICITY	250,000.00	119,680.10	280,000.00	19,144.96	114,116.83	0.00	165,883.17	40.76%
1544	041-12-535-3-4330	CREDIT CARD FEES	1,040.00	227.86	500.00	0.00	0.00	0.00	500.00	0.00%
1545	041-12-535-3-4400	RENTALS AND LEASES	46,800.00	13,207.92	43,000.00	4,377.32	16,897.63	213.00	25,889.37	39.30%
1546	041-12-535-3-4500	LIABILITY INSURANCE	1,438.00	0.00	1,200.00	275.20	825.60	275.20	99.20	68.80%
1547	041-12-535-3-4610	BUILDING MAINTENANCE	4,160.00	200.00	9,500.00	43.00	215.00	0.00	9,285.00	2.26%
1548	041-12-535-3-4620	EQUIPMENT MAINTENANCE	165,000.00	55,480.11	165,000.00	9,714.11	84,272.29	25,842.90	54,884.81	51.07%
1549	041-12-535-3-4630	VEHICLE MAINTENANCE	3,328.00	1,281.37	3,200.00	169.28	2,279.10	511.42	409.48	71.22%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1550	041-12-535-3-4680	STORM CLEANUP/REPAIR	0.00	236.38	700.00	0.00	0.00	0.00	700.00	0.00%
1551	041-12-535-3-4700	PRINTING AND BINDING	234.00	73.55	250.00	28.41	136.26	0.00	113.74	54.50%
1552	041-12-535-3-5000	FINES & FEES	0.00	52.70	100.00	3.32	95.34	0.00	4.66	95.34%
1553	041-12-535-3-5100	OFFICE SUPPLIES	5,144.00	3,546.91	4,500.00	134.37	289.45	0.00	4,210.55	6.43%
1554	041-12-535-3-5210	GAS AND LUBRICANTS	16,640.00	5,929.16	24,000.00	1,727.21	11,332.45	0.00	2,667.55	47.22%
1555	041-12-535-3-5230	JANITORIAL SUPPLIES	624.00	227.58	500.00	16.00	203.52	196.20	100.28	40.70%
1556	041-12-535-3-5250	SMALL TOOLS	6,760.00	3,517.71	6,800.00	260.16	642.79	200.00	5,957.21	9.45%
1557	041-12-535-3-5260	UNIFORMS	9,568.00	4,488.23	9,700.00	555.40	4,518.66	156.00	5,025.34	46.58%
1558	041-12-535-3-5270	CHEMICALS	90,480.00	35,647.50	90,000.00	9,540.00	26,107.50	0.00	63,892.50	29.01%
1559	041-12-535-3-5280	OPERATING SUPPLIES	15,600.00	7,466.76	18,000.00	915.13	3,124.27	1,657.33	13,218.40	17.36%
1560	041-12-535-3-5290	BIOSOLIDS DISPOSAL	56,160.00	26,164.36	86,000.00	9,142.76	50,344.36	0.00	5,655.64	58.54%
1561	041-12-535-3-5400	MEMBR,SUBSCRIPT,DUES	572.00	208.83	400.00	0.00	0.00	0.00	400.00	0.00%
1562			---	---	---	---	---	---	---	---
1563		TOTAL	773,632.00	313,409.49	838,900.00	63,225.16	357,040.42	39,125.92	402,733.66	43.00%
1564										
1565		**CAPITAL OUTLAY**								
1566	041-12-535-6-6301	DEO Lift Station 16 Expansion	1,784,804.00	3,816.83	1,752,098.00	0.00	0.00	0.00	1,752,098.00	0.00%
1567	041-12-535-6-6359	WWTP Biosolids LPR0004 FDEP	1,324,600.00	629,450.43	242,984.00	0.00	6,842.55	120,779.62	115,361.83	2.82%
1568	041-12-535-6-6450	CAPITAL IMPROVEMENTS	1,155,000.00	85,615.72	762,000.00	82,477.00	311,485.85	217,092.00	273,422.15	40.88%
1569			---	---	---	---	---	---	---	---
1570		TOTAL	4,264,404.00	718,882.98	2,757,082.00	82,477.00	318,328.40	337,871.62	2,140,881.98	12.00%
1571			---	---	---	---	---	---	---	---
1572		**GRANTS**								
1573	041-12-535-8-6401	DEO Lift Station 16 Expansion	340,196.00	2,544.55	329,443.00	2,544.56	75,851.00	41,985.07	211,606.93	23.02%
1574			---	---	---	---	---	---	---	---
1575		TOTAL	340,196.00	2,544.55	329,443.00	2,544.56	75,851.00	41,985.07	211,606.93	24.00%
1576			---	---	---	---	---	---	---	---
1577		**DEPARTMENT TOTAL**	**6,467,066.00**	**1,558,912.06**	**4,971,045.00**	**231,969.24**	**1,267,617.54**	**418,982.61**	**3,284,444.85**	**26.00%**
1578			---	---	---	---	---	---	---	---
1579		**WATER/SEWER DISTRIBUTION**								
1580										
1581		**PERSONNEL SERVICES**								
1582	041-13-536-1-1100	EXECUTIVE SALARIES	93,713.00	38,081.18	118,850.00	5,998.60	34,013.78	0.00	84,836.22	28.62%
1583	041-13-536-1-1200	REGULAR SALARIES	394,254.00	199,911.77	280,679.00	28,482.90	179,132.34	0.00	101,546.66	63.82%
1584	041-13-536-1-1220	CLERICAL SALARY	36,966.00	16,040.00	38,220.00	3,595.59	19,652.58	0.00	18,567.42	51.42%
1585	041-13-536-1-1400	OVERTIME	54,600.00	26,685.88	55,000.00	7,008.01	30,251.61	0.00	24,748.39	55.00%
1586	041-13-536-1-2100	FICA TAX EXPENSE	44,334.00	20,443.98	37,695.00	3,215.87	18,654.07	0.00	19,040.93	49.49%
1587	041-13-536-1-2200	RETIREMENT EXPENSE	177,916.00	68,684.61	135,999.00	10,197.61	63,400.07	0.00	72,598.93	46.62%
1588	041-13-536-1-2300	HEALTH AND LIFE INSURANCE	161,318.00	71,601.24	91,159.00	9,869.34	61,440.65	0.00	29,718.35	67.40%
1589			---	---	---	---	---	---	---	---
1590		TOTAL	963,101.00	441,448.66	757,602.00	68,367.92	406,545.10	0.00	351,056.90	54.00%
1591										
1592		**OPERATING EXPENSES**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1593	041-13-536-3-3100	PROFESSIONAL SERVICES	33,965.00	30,367.74	19,000.00	146.81	5,957.67	11,695.67	1,346.66	31.36%
1594	041-13-536-3-3120	PRE-EMPLOYMENT EXPENSE	1,040.00	0.00	1,000.00	62.41	62.41	0.00	937.59	6.24%
1595	041-13-536-3-4020	SCHOOLING, CONFERENCE, ETC	10,400.00	3,785.25	9,000.00	410.00	1,010.00	0.00	7,990.00	11.22%
1596	041-13-536-3-4100	COMMUNICATIONS SERVICES	7,904.00	2,631.54	5,500.00	639.12	3,228.86	0.00	2,271.14	58.71%
1597	041-13-536-3-4200	POSTAGE AND FREIGHT	104.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1598	041-13-536-3-4310	NATURAL GAS	520.00	565.11	1,500.00	21.60	448.60	0.00	1,051.40	29.91%
1599	041-13-536-3-4315	WATER, SEWER, TRASH	0.00	0.00	0.00	40.55	40.55	0.00	-40.55	0.00%
1600	041-13-536-3-4320	ELECTRICITY	2,704.00	951.14	1,700.00	180.75	1,311.80	0.00	388.20	77.16%
1601	041-13-536-3-4400	RENTALS AND LEASES	2,080.00	240.78	500.00	40.13	240.78	240.78	18.44	48.16%
1602	041-13-536-3-4610	BUILDING MAINTENANCE	5,200.00	1,966.87	10,000.00	660.00	4,252.90	0.00	5,747.10	42.53%
1603	041-13-536-3-4620	EQUIPMENT MAINTENANCE	20,800.00	11,046.91	20,000.00	466.14	3,822.09	-100.00	16,277.91	19.11%
1604	041-13-536-3-4630	VEHICLE MAINTENANCE	20,800.00	5,702.24	15,000.00	1,191.87	6,233.47	2,032.42	6,734.11	41.56%
1605	041-13-536-3-4700	PRINTING AND BINDING	1,040.00	71.86	500.00	21.41	86.28	0.00	413.72	17.26%
1606	041-13-536-3-4900	LEGAL ADVERTISING	520.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1607	041-13-536-3-5100	OFFICE SUPPLIES	1,040.00	936.96	1,445.00	539.72	1,407.24	12.89	24.87	97.39%
1608	041-13-536-3-5210	GAS AND LUBRICANTS	41,600.00	10,787.51	25,000.00	3,011.53	13,083.72	0.00	11,916.28	52.33%
1609	041-13-536-3-5230	JANITORIAL SUPPLIES	2,080.00	633.83	1,000.00	22.00	773.59	0.00	226.41	77.36%
1610	041-13-536-3-5250	SMALL TOOLS	5,200.00	1,014.74	5,000.00	1,437.50	1,853.27	0.00	3,146.73	37.07%
1611	041-13-536-3-5260	UNIFORMS	4,160.00	1,545.52	4,500.00	273.44	1,669.86	0.00	2,830.14	37.11%
1612	041-13-536-3-5280	OPERATING SUPPLIES	30,800.00	4,051.93	10,000.00	377.00	8,307.62	-3,864.79	5,557.17	83.08%
1613	041-13-536-3-5330	ROAD REPAIRS	60,000.00	26,200.00	470,000.00	24,598.00	52,545.80	30,591.00	386,863.20	11.18%
1614			---	---	---	---	---	---	---	---
1615		TOTAL	251,957.00	102,499.93	600,645.00	34,139.98	106,336.51	40,607.97	453,700.52	18.00%
1616										
1617		**CAPITAL OUTLAY**								
1618	041-13-536-6-6300	METERS AND METER REPAIR	31,236.00	5,500.00	34,000.00	17,348.47	22,266.47	3,299.76	8,433.77	65.49%
1619	041-13-536-6-6320	WASTEWATER MATERIALS	18,220.00	4,956.49	18,000.00	4,506.24	7,392.24	0.00	10,607.76	41.07%
1620	041-13-536-6-6330	PIPE AND FITTINGS	89,655.00	6,546.45	100,000.00	32.04	93,178.12	696.46	6,125.42	93.18%
1621	041-13-536-6-6340	CONCRETE, FILL	15,600.00	4,270.00	30,000.00	0.00	22,620.00	5,840.00	1,540.00	75.40%
1622	041-13-536-6-6372	CDBG MIT SANITARY WASTEWATER R	382,000.00	49,692.99	198,859.00	0.00	55,002.00	66,390.00	77,467.00	27.66%
1623	041-13-536-6-6400	CAPITAL OUTLAY	62,800.00	22,008.30	370,000.00	0.00	49,246.40	60,110.45	260,643.15	13.31%
1624	041-13-536-6-6450	CAPITAL IMPROVEMENTS	326,246.00	116,880.00	225,000.00	0.00	224,665.00	0.00	335.00	99.85%
1625	041-13-536-6-6458	SRF 2019 DW54022 PALATKA HEIGH	593,000.00	313,926.69	0.00	0.00	0.00	0.00	0.00	0.00%
1626	041-13-536-6-6464	SRF DW54022 Downtown Potable	23,219.00	23,219.40	0.00	0.00	0.00	0.00	0.00	0.00%
1627	041-13-536-6-6467	CITY MATCH DEO MADISON 5TH TO	146,400.00	33,305.00	64,217.00	0.00	6,543.00	24,076.80	33,597.20	10.19%
1628	041-13-536-6-6473	SRF DEO RIF St. Johns Ave Mose	213,620.00	88,821.36	0.00	0.00	0.00	0.00	0.00	0.00%
1629	041-13-536-6-6474	PUBLIC WORKS BUILDING	0.00	0.00	0.00	0.00	19,313.04	0.00	-19,313.04	0.00%
1630	041-13-536-6-6475	CITY MATCH SANITARY SEWER SMAR	0.00	0.00	136,270.00	0.00	0.00	0.00	136,270.00	0.00%
1631	041-13-536-6-6476	SANITARY SEWER SMART SENSORS	0.00	0.00	154,426.00	0.00	0.00	0.00	154,426.00	0.00%
1632	041-13-536-8-6465	DEO RIF MOSELY TO RR	0.00	-0.10	0.00	0.00	0.00	0.00	0.00	0.00%
1633	041-13-536-8-6466	FDEP LPA0354 Sewer Main and Ma	1,625,000.00	205,707.61	2,000,000.00	103,844.73	617,249.57	914,713.15	468,037.28	30.86%
1634	041-13-536-8-6467	Fed CDBG DEO Madison 5th to 11	748,674.00	0.00	714,000.00	0.00	0.00	344,230.00	369,770.00	0.00%
1635	041-13-536-8-6468	FDEP Potable Water state North	2,100,000.00	0.00	5,000,000.00	9,225.15	822,547.46	127,235.50	4,050,217.04	16.45%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1636	041-13-536-8-6469	FDEP Sewer Lining state	1,000,000.00	0.00	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00%
1637	041-13-536-8-6471	SJRWMD 35891 MADISON TO 11TH S	500,000.00	241,971.86	0.00	0.00	0.00	0.00	0.00	0.00%
1638										
1639		TOTAL	7,875,670.00	1,116,806.05	10,044,772.00	134,956.63	1,940,023.30	1,546,592.12	6,558,156.58	20.00%
1640										
1641		**DEPARTMENT TOTAL**	**9,090,728.00**	**1,660,754.64**	**11,403,019.00**	**237,464.53**	**2,452,904.91**	**1,587,200.09**	**7,362,914.00**	**22.00%**
1642										
1643		**WATER ADMINISTRATION**								
1644										
1645		**PERSONNEL SERVICES**								
1646	041-29-536-1-1200	REGULAR SALARIES	173,744.00	27,823.10	185,914.00	0.00	0.00	0.00	185,914.00	0.00%
1647	041-29-536-1-1220	SALARIES CLERICAL	0.00	26,338.10	0.00	6,944.28	42,970.16	0.00	-42,970.16	0.00%
1648	041-29-536-1-1300	OTHER SALARIES	0.00	31,113.18	0.00	0.00	19,789.27	0.00	-19,789.27	0.00%
1649	041-29-536-1-1400	OVERTIME-WATER ADMIN	0.00	1,562.35	0.00	69.54	521.56	0.00	-521.56	0.00%
1650	041-29-536-1-2100	FICA TAX EXPENSE	13,291.00	6,566.60	14,222.00	514.78	4,692.77	0.00	9,529.23	33.00%
1651	041-29-536-1-2200	RETIREMENT EXPENSE	53,339.00	26,528.04	51,312.00	1,935.81	16,995.80	0.00	34,316.20	33.12%
1652	041-29-536-1-2300	HEALTH AND LIFE INSURANCE	35,787.00	20,266.64	34,394.00	2,420.06	19,582.53	0.00	14,811.47	56.94%
1653	041-29-536-1-2400	WORKERS COMP	36,612.00	9,533.26	39,541.00	9,880.83	29,642.49	9,880.83	17.68	74.97%
1654										
1655		TOTAL	312,773.00	149,731.27	325,383.00	21,765.30	134,194.58	9,880.83	181,307.59	41.00%
1656										
1657		**OPERATING EXPENSES**								
1658	041-29-536-3-3100	PROFESSIONAL SERVICES	47,631.00	9,835.00	45,249.00	110.00	8,686.26	660.00	35,902.74	19.20%
1659	041-29-536-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	299.04	0.00	0.00	0.00	0.00	0.00	0.00%
1660	041-29-536-3-3200	ACCOUNTING AND AUDITING	30,738.00	0.00	54,578.00	0.00	0.00	5,303.61	49,274.39	0.00%
1661	041-29-536-3-4020	SCHOOLING, CONFERENCE, ETC	6,240.00	0.00	5,928.00	0.00	0.00	0.00	5,928.00	0.00%
1662	041-29-536-3-4100	COMMUNICATIONS SERVICES	1,040.00	596.61	988.00	112.35	674.10	0.00	313.90	68.23%
1663	041-29-536-3-4200	POSTAGE AND FREIGHT	104.00	0.69	100.00	0.00	0.00	0.00	100.00	0.00%
1664	041-29-536-3-4330	CREDIT CARD FEES	104.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00%
1665	041-29-536-3-4400	RENTALS AND LEASES	520.00	136.44	494.00	22.74	136.44	136.44	221.12	27.62%
1666	041-29-536-3-4500	LIABILITY INSURANCE	346,321.00	0.00	329,005.00	75,455.31	226,365.93	75,455.31	27,183.76	68.80%
1667	041-29-536-3-4620	EQUIPMENT MAINTENANCE	46,800.00	0.00	44,460.00	0.00	0.00	0.00	44,460.00	0.00%
1668	041-29-536-3-5100	OFFICE SUPPLIES	208.00	197.23	200.00	0.00	0.00	0.00	200.00	0.00%
1669	041-29-536-3-5280	OPERATING SUPPLIES	4,680.00	69.99	4,446.00	0.00	0.00	0.00	4,446.00	0.00%
1670										
1671		TOTAL	484,386.00	11,135.00	485,548.00	75,700.40	235,862.73	81,555.36	168,129.91	49.00%
1672										
1673		**CAPITAL OUTLAY**								
1674	041-29-536-6-6474	PUBLIC WORKS BUILDING	0.00	0.00	0.00	0.00	5,702.67	0.00	-5,702.67	0.00%
1675										
1676		TOTAL	0.00	0.00	0.00	0.00	5,702.67	0.00	-5,702.67	0.00%
1677										
1678		**DEBT SERVICE**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1679	041-13-517-7-7100	PRINCIPAL PUBLIC WORKS BUILDIN	23,375.00	0.00	24,892.00	0.00	0.00	0.00	24,892.00	0.00%
1680	041-13-517-7-7200	INTEREST PUBLIC WORKS BLDG	40,151.00	21,075.23	37,213.00	19,311.10	19,311.10	0.00	17,901.90	51.89%
1681	041-29-517-7-7120	PRINCIPAL DW541901	284,953.00	124,994.30	258,310.00	0.00	128,309.88	0.00	130,000.12	49.67%
1682	041-29-517-7-7130	PRINCIPAL SERIES 2010A	233,113.00	233,113.36	240,669.00	0.00	240,669.00	0.00	0.00	100.00%
1683	041-29-517-7-7140	PRINCIPAL SRF 2108 DW54022	517,904.00	0.00	512,592.00	0.00	0.00	0.00	512,592.00	0.00%
1684	041-29-517-7-7160	PRINCIPAL WW 540230 SRF 2019	24,772.00	12,386.10	24,772.00	0.00	12,386.10	0.00	12,385.90	50.00%
1685	041-29-517-7-7180	PRINCIPAL DW54025 SRF Carbon F	174,634.00	0.00	174,634.00	0.00	0.00	0.00	174,634.00	0.00%
1686	041-29-517-7-7190	PRINCIPAL PUBLIC WORKS BLDG	6,887.00	0.00	7,350.00	0.00	0.00	0.00	7,350.00	0.00%
1687	041-29-517-7-7220	INTEREST-DW541901	11,850.00	17,482.20	26,643.00	0.00	14,166.62	0.00	12,476.38	53.17%
1688	041-29-517-7-7230	INTEREST-SERIES 2010A	132,465.00	67,823.52	125,998.00	0.00	64,641.51	0.00	61,356.49	51.30%
1689	041-29-517-7-7290	INTEREST PUBLIC WORKS BLDG	10,292.00	6,223.00	10,988.00	5,702.10	5,702.10	0.00	5,285.90	51.89%
1690			---	---	---	---	---	---	---	---
1691		TOTAL	1,460,396.00	483,097.71	1,444,061.00	25,013.20	485,186.31	0.00	958,874.69	34.00%
1692			---	---	---	---	---	---	---	---
1693		**DEPARTMENT TOTAL**	**2,257,555.00**	**643,963.98**	**2,254,992.00**	**122,478.90**	**860,946.29**	**91,436.19**	**1,302,609.52**	**39.00%**
1694			---	---	---	---	---	---	---	---
1695										
1696			---	---	---	---	---	---	---	---
1697		TOTAL EXPENDITURES	21,108,478.00	4,399,913.43	21,828,009.00	862,955.73	6,020,863.28	2,639,413.77	13,167,731.95	28.00%
1698			---	---	---	---	---	---	---	---
1699										
1700		**TRANSFERS**								
1701	041-13-536-9-9104	REIMB FLEET MAINTENCE	54,258.00	27,128.94	65,419.00	5,452.00	32,712.00	0.00	32,707.00	50.00%
1702	041-29-536-9-9100	UTILITY CAPITAL REPLACEMENT CO	895,798.00	0.00	900,000.00	0.00	0.00	0.00	900,000.00	0.00%
1703	041-29-536-9-9101	REIMB GENERAL FUND-ADMIN EXP	1,482,666.00	741,333.00	1,384,506.00	115,376.00	692,256.00	0.00	692,250.00	50.00%
1704	041-29-536-9-9103	REIMB GAS AUTHORITY	241,690.00	103,931.29	241,690.00	21,769.39	107,544.79	0.00	134,145.21	44.50%
1705	041-29-536-9-9110	TRANSFER TO GENERAL FUND-FRANC	526,466.00	263,233.02	700,000.00	58,333.00	349,998.00	0.00	350,002.00	50.00%
1706	041-29-536-9-9123	TRANSFER TO BETTER PLACE FUND	0.00	0.00	400,000.00	33,333.00	199,998.00	0.00	200,002.00	50.00%
1707	041-29-536-9-9124	TRANSFER TO GENERAL FUND - STR	0.00	0.00	175,000.00	14,583.00	87,498.00	0.00	87,502.00	50.00%
1708			---	---	---	---	---	---	---	---
1709		TOTAL	3,200,878.00	1,135,626.25	3,866,615.00	248,846.39	1,470,006.79	0.00	2,396,608.21	39.00%
1710										
1711		**CONTINGENCIES & RESERVES**								
1712	041-29-536-9-9901	CONTINGENCY/RESERVE	1,723,000.00	0.00	1,928,667.00	0.00	0.00	0.00	1,928,667.00	0.00%
1713			---	---	---	---	---	---	---	---
1714		TOTAL	1,723,000.00	0.00	1,928,667.00	0.00	0.00	0.00	1,928,667.00	0.00%
1715			---	---	---	---	---	---	---	---
1716		**TOTAL EXPENDITURES, TRANSFERS,**								
1717	**WATER FUND**	**CONTINGENCIES & RESERVES**	**26,032,356.00**	**5,535,539.68**	**27,623,291.00**	**1,111,802.12**	**7,490,870.07**	**2,639,413.77**	**17,493,007.16**	**28.00%**
1718			---	---	---	---	---	---	---	---
1719										
1720	**GOLF COURSE**									
1721	**GOLF COURSE REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03**									

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1722		**OPERATING REVENUES**								
1723	042-00-347-2-2510	MISC REVENUE/SERVICE CHARGES	569.00	0.00	597.00	0.00	0.00		597.00	0.00%
1724			---	---	---	---	---		---	
1725		TOTAL	569.00	0.00	597.00	0.00	0.00		597.00	0.00%
1726										
1727		**GRANTS**								
1728			---	---	---	---	---		---	
1729		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00%	0.00%
1730										
1731										
1732		**OTHER REVENUES**								
1733	042-00-369-9-1000	REFUNDS/REIMBURSEMENTS	1,950.00	43.74	5,000.00	0.00	0.00		5,000.00	0.00%
1734	042-00-369-9-1002	RESTAURANT LEASE	56,035.00	31,430.00	58,837.00	4,490.00	26,940.00		31,897.00	45.79%
1735	042-00-369-9-1003	UTILITY REIMBURSEMENT-RESTAURA	27,456.00	14,850.69	28,829.00	1,763.07	10,430.17		18,398.83	36.18%
1736	042-00-369-9-1004	PROFIT SHARING FRANCHISE AGREE	49,920.00	0.00	52,416.00	0.00	21,115.52		31,300.48	40.28%
1737			---	---	---	---	---		---	---
1738		TOTAL	135,361.00	46,324.43	145,082.00	6,253.07	58,485.69		86,596.31	41.00%
1739										
1740		**TRANSFERS IN**								
1741	042-00-389-9-0001	TRANSFER FROM GENERAL FUND	38,647.00	19,323.54	40,000.00	3,333.00	19,998.00		20,002.00	50.00%
1742			---	---	---	---	---		---	---
1743		TOTAL	38,647.00	19,323.54	40,000.00	3,333.00	19,998.00		20,002.00	50.00%
1744										
1745		**LOAN PROCEEDS**								
1746			---	---	---	---	---		---	---
1747		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
1748										
1749			---	---	---	---	---		---	---
1750		TOTAL OPERATING & OTHER REV	174,577.00	9,916.72	185,679.00	9,586.07	78,483.69		107,195.31	43.00%
1751			---	---	---	---	---		---	---
1752										
1753		**CASH BALANCE FORWARD**								
1754			---	---	---	---	---		---	---
1755		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
1756			---	---	---	---	---		---	---
1757	**GOLF**	**TOTAL REV, TRF & CASH BALANCES**	**174,577.00**	**65,647.97**	**185,679.00**	**9,586.07**	**78,483.69**		**107,195.31**	**43.00%**
1758			---	---	---	---	---		---	---
1759	GOLF COURSE EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03									
1760		**MAINTENANCE**								
1761		**PERSONNEL SERVICES**								
1762			---	---	---	---	---		---	---
1763		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
1764										

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1765		**OPERATING EXPENSES**								
1766	042-16-572-3-3440	TREE REMOVAL	7,800.00	4,600.00	8,000.00	0.00	0.00	0.00	8,000.00	0.00%
1767	042-16-572-3-4400	RENTAL AND LEASES	0.00	2,513.24	3,000.00	0.00	0.00	0.00	3,000.00	0.00%
1768	042-16-572-3-4410	OPERATING LEASES	13,000.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
1769	042-16-572-3-4650	IRRIGATION SUPPLIES	7,800.00	4,999.00	15,000.00	0.00	4,998.40	0.00	10,001.60	33.32%
1770			---	---	---	---	---	---	---	---
1771		TOTAL	28,600.00	12,112.24	36,000.00	0.00	4,998.40	0.00	31,001.60	14.00%
1772										
1773		**CAPITAL OUTLAY**								
1774			---	---	---	---	---	---	---	---
1775		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1776			---	---	---	---	---	---	---	---
1777		**DEPARTMENT TOTAL**	**28,600.00**	**12,112.24**	**36,000.00**	**0.00**	**4,998.40**	**0.00**	**31,001.60**	**14.00%**
1778			---	---	---	---	---	---	---	---
1779		**CLUB HOUSE**								
1780		**PERSONNEL SERVICES**								
1781			---	---	---	---	---	---	---	---
1782		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1783										
1784		**OPERATING EXPENSES**								
1785	042-24-572-3-3200	ACCOUNTING AND AUDITING	7,500.00	0.00	8,500.00	0.00	0.00	1,543.36	6,956.64	0.00%
1786	042-24-572-3-4100	COMMUNICATIONS SERVICES	3,640.00	576.19	3,822.00	128.55	615.45	0.00	3,206.55	16.10%
1787	042-24-572-3-4310	NATURAL GAS	3,120.00	0.00	3,028.00	0.00	0.00	0.00	3,028.00	0.00%
1788	042-24-572-3-4320	ELECTRICITY	26,000.00	8,355.17	18,000.00	1,634.52	9,702.77	0.00	8,297.23	53.90%
1789	042-24-572-3-4400	RENTALS AND LEASES	63,300.00	19,512.00	78,048.00	12,537.19	81,968.47	68,477.81	-72,398.28	105.02%
1790	042-24-572-3-4500	LIABILITY INSURANCE	9,802.00	0.00	10,292.00	2,360.41	7,081.23	2,360.41	850.36	68.80%
1791	042-24-572-3-4610	BUILDING MAINTENANCE	1,040.00	0.00	1,092.00	0.00	0.00	0.00	1,092.00	0.00%
1792	042-24-572-3-4630	CART MAINTENANCE	5,200.00	0.00	5,460.00	0.00	0.00	0.00	5,460.00	0.00%
1793	042-24-572-3-5280	OPERATING SUPPLIES	520.00	0.00	550.00	0.00	0.00	0.00	550.00	0.00%
1794	042-24-572-3-5400	MEMBR,SUBSCRIPT,DUES	665.00	0.00	698.00	0.00	0.00	0.00	698.00	0.00%
1795			---	---	---	---	---	---	---	---
1796		TOTAL	120,787.00	28,443.36	129,490.00	16,660.67	99,367.92	72,381.58	-42,259.50	77.00%
1797										
1798		**CAPITAL OUTLAY**								
1799	042-24-572-6-6450	CONTRACT CAPITAL IMPROVEMENTS	25,000.00	7,382.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00%
1800	042-24-572-8-6452	CAPITAL IMPROVEMENTS GOLF GARA	0.00	0.00	0.00	23,460.00	23,460.00	0.00	-23,460.00	0.00%
1801			---	---	---	---	---	---	---	---
1802		TOTAL	25,000.00	7,382.00	20,000.00	23,460.00	23,460.00	0.00	-3,460.00	118.00%
1803										
1804		**DEBT SERVICE**								
1805			---	---	---	---	---	---	---	---
1806		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1807			---	---	---	---	---	---	---	---

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1808										
1809		**TRANSFERS**								
1810	042-24-572-9-9100	REIMB GENERAL FUND-ADMIN EXP	191.00	95.52	189.00	15.00	90.00	0.00	99.00	47.62%
1811			---	---	---	---	---	---	---	---
1812		TOTAL	191.00	95.52	189.00	15.00	90.00	0.00	99.00	48.00%
1813			---	---	---	---	---	---	---	---
1814		**DEPARTMENT TOTAL**	**174,578.00**	**48,033.12**	**185,679.00**	**40,135.67**	**127,916.32**	**72,381.58**	**-45,620.50**	**69.00%**
1815			---	---	---	---	---	---	---	---
1816										
1817			---	---	---	---	---	---	---	---
1818		TOTAL EXPENDITURES	174,578.00	48,033.12	185,679.00	40,135.67	127,916.32	72,381.58	-14,618.90	69.00%
1819			---	---	---	---	---	---	---	---
1820										
1821		**TRFS, CONTINGENCIES, RESERVES**								
1822			---	---	---	---	---	---	---	---
1823		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1824			---	---	---	---	---	---	---	---
1825		**TOTAL EXPENDITURES, TRANSFERS,**								
1826	**GOLF**	**CONTINGENCIES & RESERVES**	**174,578.00**	**48,033.12**	**185,679.00**	**40,135.67**	**127,916.32**	**72,381.58**	**-14,618.90**	**69.00%**
1827			---	---	---	---	---	---	---	---
1828										
1829	**SANITATION FUND**									
1830	SANITATION FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03									
1831		**CHARGES FOR SERVICES**								
1832	043-00-343-4-1000	GARBAGE FEES-RESIDENTIAL	3,467,684.00	1,725,921.97	3,571,715.00	302,970.28	1,806,211.86		1,765,503.14	50.57%
1833	043-00-343-4-1040	PENALTIES-SANITATION	19,864.00	8,284.59	20,460.00	1,301.08	9,551.84		10,908.16	46.69%
1834	043-00-343-4-1500	CONTAINER USAGE FEES	3,680.00	3,265.00	3,790.00	180.00	2,215.00		1,575.00	58.44%
1835	043-00-343-4-2500	DUMPSTER DROP OFF FEE	16,203.00	8,660.00	16,689.00	2,315.00	11,996.25		4,692.75	71.88%
1836	043-00-343-4-4150	EXTRA GARBAGE	11,960.00	7,021.14	12,319.00	2,176.53	4,821.73		7,497.27	39.14%
1837			---	---	---	---	---		---	---
1838		TOTAL	3,519,391.00	1,753,152.70	3,624,973.00	308,942.89	1,834,796.68		1,790,176.32	51.00%
1839										
1840		**OTHER REVENUES**								
1841	043-00-364-0-4900	SURPLUS EQUIPMENT-SANITATION	9,095.00	0.00	9,368.00	0.00	0.00		9,368.00	0.00%
1842	043-00-369-9-1000	MISC REVENUE	6,240.00	0.00	6,163.00	0.00	0.00		6,163.00	0.00%
1843	043-00-369-9-1001	E-PAYABLES REVENUE SHARE	609.00	277.71	627.00	23.95	187.13		439.87	29.85%
1844	043-00-369-9-3000	INSURANCE CLAIMS - SANITATION	0.00	0.00	11,574.00	0.00	11,574.44		-0.44	0.00%
1845	043-00-382-0-1000	CONTRIBUTION FROM GENERAL FUND	56,971.00	28,485.48	68,690.00	25,037.05	53,657.05		15,032.95	78.11%
1846	043-00-382-0-2000	CONTRIBUTIONS FROM UTILITIES	54,258.00	27,129.00	65,419.00	5,452.00	32,712.00		32,707.00	50.00%
1847			---	---	---	---	---		---	---
1848		TOTAL	127,173.00	55,892.19	161,841.00	30,513.00	98,130.62		63,710.38	61.00%
1849			---	---	---	---	---		---	---
1850		**DEBT PROCEEDS**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1851										
1852		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
1853										
1854										
1855										
1856		TOTAL REVENUES	3,646,564.00	303,606.67	3,786,814.00	339,455.89	1,932,927.30		1,853,886.70	52.00%
1857										
1858										
1859		**CASH BALANCE FORWARD**								
1860	043-00-302-0-0000	CASH BALANCE FORWARD	360,357.00	0.00	360,357.00	0.00	0.00		360,357.00	0.00%
1861										
1862		TOTAL	360,357.00	360,357.00	360,357.00	0.00	0.00		360,357.00	0.00%
1863										
1864	**SANITATION FUND**	**TOTAL REV, TRF & CASH BALANCES**	**4,006,921.00**	**1,809,044.89**	**4,147,171.00**	**339,455.89**	**1,932,927.30**		**2,214,243.70**	**47.00%**
1865										
1866	**SANITATION FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03**									
1867		**MAINTENANCE**								
1868										
1869		**PERSONNEL SERVICES**								
1870	043-28-534-1-1200	REGULAR SALARIES	153,534.00	82,156.37	158,467.00	12,272.45	66,932.30	0.00	91,534.70	42.24%
1871	043-28-534-1-1400	OVERTIME	7,800.00	5,114.38	8,000.00	376.87	3,161.73	0.00	4,838.27	39.52%
1872	043-28-534-1-2100	FICA TAX EXPENSE	12,342.00	6,539.49	12,735.00	924.94	5,095.03	0.00	7,639.97	40.01%
1873	043-28-534-1-2200	RETIREMENT EXPENSE	49,530.00	26,661.22	45,945.00	2,992.16	18,218.41	0.00	27,726.59	39.65%
1874	043-28-534-1-2300	HEALTH AND LIFE INSURANCE	14,877.00	11,539.96	30,796.00	1,733.44	10,834.00	0.00	19,962.00	35.18%
1875										
1876		TOTAL	238,083.00	132,011.42	255,943.00	18,299.86	104,241.47	0.00	151,701.53	41.00%
1877										
1878		**OPERATING EXPENSES**								
1879	043-28-534-3-3100	PROFESSIONAL SERVICES	228.00	162.24	1,000.00	16.80	117.60	117.60	764.80	11.76%
1880	043-28-534-3-3120	PRE-EMPLOYMENT EXPENSE	187.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1881	043-28-534-3-3200	ACCOUNTING AND AUDITING	6,000.00	0.00	10,653.00	0.00	0.00	1,074.73	9,578.27	0.00%
1882	043-28-534-3-4020	SCHOOLING, CONFERENCE, ETC	0.00	0.00	6,500.00	0.00	125.00	0.00	6,375.00	1.92%
1883	043-28-534-3-4100	COMMUNICATIONS SERVICES	1,040.00	204.75	500.00	37.45	224.70	0.00	275.30	44.94%
1884	043-28-534-3-4315	WATER, SEWER, TRASH	0.00	0.00	0.00	40.57	40.57	0.00	-40.57	0.00%
1885	043-28-534-3-4320	ELECTRICITY	0.00	701.50	0.00	181.95	1,128.21	0.00	-1,128.21	0.00%
1886	043-28-534-3-4610	BUILDING MAINTENANCE	7,326.00	7,318.72	25,000.00	4,150.00	23,564.29	389.77	1,045.94	94.26%
1887	043-28-534-3-4620	EQUIPMENT MAINTENANCE	3,500.00	120.56	500.00	0.00	0.00	0.00	500.00	0.00%
1888	043-28-534-3-4630	VEHICLE MAINTENANCE	2,080.00	150.00	500.00	0.00	159.42	0.00	340.58	31.88%
1889	043-28-534-3-5100	OFFICE SUPPLIES	1,040.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00%
1890	043-28-534-3-5230	JANITORIAL SUPPLIES	2,080.00	503.00	1,000.00	91.24	575.52	0.00	424.48	57.55%
1891	043-28-534-3-5250	SMALL TOOLS	7,646.00	31.34	3,000.00	506.92	893.67	255.27	1,851.06	29.79%
1892	043-28-534-3-5260	UNIFORMS	2,080.00	869.56	2,000.00	177.22	852.38	0.00	1,147.62	42.62%
1893										

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1894		TOTAL	33,207.00	10,061.67	51,153.00	5,202.15	27,681.36	1,837.37	21,634.27	55.00%
1895										
1896		**CAPITAL OUTLAY**								
1897	043-28-534-6-6400	CAPITAL OUTLAY	0.00	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00%
1898										
1899		TOTAL	0.00	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00%
1900										
1901		**DEPARTMENT TOTAL**	**271,290.00**	**142,073.09**	**327,096.00**	**23,502.01**	**131,922.83**	**1,837.37**	**193,335.80**	**41.00%**
1902										
1903		**SANITATION**								
1904										
1905		**PERSONNEL SERVICES**								
1906	043-10-534-1-1100	EXECUTIVE SALARIES	116,361.00	42,983.80	122,083.00	7,365.12	46,052.60	0.00	76,030.40	37.72%
1907	043-10-534-1-1200	REGULAR SALARIES	625,911.00	264,775.24	666,573.00	41,773.87	240,375.74	0.00	426,197.26	36.06%
1908	043-10-534-1-1400	OVERTIME	65,520.00	49,404.33	55,000.00	6,336.92	28,557.47	0.00	26,442.53	51.92%
1909	043-10-534-1-2100	FICA TAX EXPENSE	61,796.00	26,931.12	64,540.00	4,113.07	23,299.58	0.00	41,240.42	36.10%
1910	043-10-534-1-2200	RETIREMENT EXPENSE	247,992.00	95,628.04	232,849.00	13,278.59	80,508.18	0.00	152,340.82	34.58%
1911	043-10-534-1-2300	HEALTH AND LIFE INSURANCE	129,297.00	53,638.94	156,076.00	9,350.64	55,886.24	0.00	100,189.76	35.81%
1912	043-10-534-1-2400	WORKERS COMP	42,094.00	10,959.49	45,462.00	11,360.42	34,081.26	11,360.42	20.32	74.97%
1913										
1914		TOTAL	1,288,971.00	544,320.96	1,342,583.00	93,578.63	508,761.07	11,360.42	822,461.51	38.00%
1915										
1916		**OPERATING EXPENSES**								
1917	043-10-534-3-3100	PROFESSIONAL SERVICES	29,975.00	17,127.40	68,000.00	9,378.02	44,430.85	10,075.02	13,494.13	65.34%
1918	043-10-534-3-3120	PRE-EMPLOYMENT EXPENSE	1,585.00	976.16	1,500.00	95.00	324.82	0.00	1,175.18	21.65%
1919	043-10-534-3-3200	ACCOUNTING AND AUDITING	4,884.00	0.00	8,672.00	0.00	0.00	825.84	7,846.16	0.00%
1920	043-10-534-3-3470	PUTNAM COUNTY TIPPING FEE	260,000.00	101,941.90	215,000.00	22,360.54	111,974.44	0.00	103,025.56	52.08%
1921	043-10-534-3-4020	SCHOOLING, CONFERENCE, ETC	4,240.00	3,974.60	6,000.00	0.00	329.00	0.00	5,671.00	5.48%
1922	043-10-534-3-4100	COMMUNICATIONS SERVICES	7,280.00	1,153.77	2,500.00	545.83	2,705.44	0.00	-205.44	108.22%
1923	043-10-534-3-4200	POSTAGE AND FREIGHT	26.00	0.00	100.00	0.00	0.00	0.00	100.00	0.00%
1924	043-10-534-3-4310	NATURAL GAS	1,040.00	630.92	1,200.00	38.10	1,141.15	0.00	58.85	95.10%
1925	043-10-534-3-4315	WATER, SEWER, TRASH	$0.00	$0.00	0.00	40.55	247.64	0.00	-247.64	0.00%
1926	043-10-534-3-4320	ELECTRICITY	6,240.00	2,314.49	4,000.00	423.43	3,208.83	0.00	791.17	80.22%
1927	043-10-534-3-4400	RENTALS AND LEASES	18,681.00	1,262.35	26,000.00	256.62	1,401.32	1,836.24	22,762.44	5.39%
1928	043-10-534-3-4500	LIABILITY INSURANCE	91,798.00	0.00	92,000.00	21,099.64	63,298.92	21,099.64	7,601.44	68.80%
1929	043-10-534-3-4610	BUILDING MAINTENANCE	48,600.00	7,483.75	15,000.00	102.94	6,489.35	0.00	8,510.65	43.26%
1930	043-10-534-3-4620	EQUIPMENT MAINTENANCE	1,060.00	-1,663.44	3,000.00	42.98	1,875.74	0.00	1,124.26	62.52%
1931	043-10-534-3-4630	VEHICLE MAINTENANCE	271,257.00	88,283.75	245,000.00	21,575.80	107,787.31	12,202.19	125,010.50	43.99%
1932	043-10-534-3-4700	PRINTING AND BINDING	3,640.00	71.85	250.00	21.41	86.28	0.00	163.72	34.51%
1933	043-10-534-3-4800	ADVERTISEMENTS	2,400.00	0.00	11,000.00	0.00	0.00	0.00	11,000.00	0.00%
1934	043-10-534-3-5000	FEES & FINES	2,080.00	771.83	1,500.00	139.51	489.91	0.00	1,010.09	32.66%
1935	043-10-534-3-5100	OFFICE SUPPLIES	1,040.00	1,021.40	2,000.00	50.05	92.73	83.99	1,823.28	4.64%
1936	043-10-534-3-5210	GAS AND LUBRICANTS	156,000.00	69,433.90	150,000.00	15,208.31	67,457.95	0.00	82,542.05	44.97%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1937	043-10-534-3-5230	JANITORIAL SUPPLIES	1,040.00	877.16	2,000.00	441.47	1,059.12	324.80	616.08	52.96%
1938	043-10-534-3-5250	SMALL TOOLS	2,000.00	426.45	8,000.00	916.48	1,384.13	997.06	5,618.81	17.30%
1939	043-10-534-3-5260	UNIFORMS	9,360.00	3,772.06	10,000.00	583.92	5,273.23	0.00	4,726.77	52.73%
1940	043-10-534-3-5280	OPERATING SUPPLIES	90,299.00	6,684.60	15,000.00	446.31	11,033.02	4,508.18	-541.20	73.55%
1941	043-10-534-3-5285	CUSTOMER REPAIRS	4,160.00	0.00	4,500.00	0.00	148.00	0.00	4,352.00	3.29%
1942	043-10-534-3-5290	GARBAGE CONTAINERS/DUMPSTERS	74,000.00	11,748.00	42,000.00	0.00	11,710.00	0.00	30,290.00	27.88%
1943			---	---	---	---	---	---	---	---
1944		TOTAL	1,092,685.00	318,292.90	934,222.00	93,766.91	443,949.18	51,952.96	438,319.86	48.00%
1945										
1946		**CAPITAL OUTLAY**								
1947	043-10-534-6-6400	CAPITAL OUTLAY	5,000.00	0.00	187,832.00	138,253.95	183,247.27	0.00	4,584.73	97.56%
1948	043-10-534-6-6401	VEHICLE PURCHASE	85,000.00	83,679.35	300,007.00	0.00	0.00	0.00	300,007.00	0.00%
1949	043-10-534-6-6474	PUBLIC WORKS BUILDING	0.00	0.00	0.00	0.00	19,313.05	0.00	-19,313.05	0.00%
1950			---	---	---	---	---	---	---	---
1951		TOTAL	90,000.00	83,679.35	487,839.00	138,253.95	202,560.32	0.00	285,278.68	42.00%
1952										
1953		**DEBT SERVICE**								
1954	043-10-517-7-7100	PRINCIPAL- AMERIS LOAN #281 SA	104,394.00	45,267.83	96,961.00	0.00	47,798.25	0.00	49,162.75	49.30%
1955	043-10-517-7-7112	PRINCIPAL-2016 USBANCORP LEASE	36,296.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1956	043-10-517-7-7113	PRINCIPAL-BB&T CLAMSHELL-SERVI	37,884.00	11,407.00	0.00	0.00	0.00	0.00	0.00	0.00%
1957	043-10-517-7-7114	PRINCIPAL-FRONT LOADER	49,886.00	48,839.67	0.00	0.00	0.00	0.00	0.00	0.00%
1958	043-10-517-7-7115	PRINCIPAL PUBLIC WORKS BLDG	23,375.00	0.00	24,892.00	0.00	0.00	0.00	24,892.00	0.00%
1959	043-10-517-7-7200	INTEREST- AMERIS LOAN #281 SAN	23,646.00	12,549.34	18,673.00	0.00	10,018.84	0.00	8,654.16	53.65%
1960	043-10-517-7-7212	INTEREST-2016 USBANCORP LEASE	936.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
1961	043-10-517-7-7213	INTEREST-BB&T CLAMSHELL-SERVIC	1,014.00	187.07	0.00	0.00	0.00	0.00	0.00	0.00%
1962	043-10-517-7-7214	INTEREST-FRONT LOADER	1,378.00	444.44	0.00	0.00	0.00	0.00	0.00	0.00%
1963	043-10-517-7-7215	INTEREST PUBLIC WORKS BLDG	40,151.00	21,075.23	37,213.00	19,311.10	19,311.10	0.00	17,901.90	51.89%
1964			---	---	---	---	---	---	---	---
1965		TOTAL	318,960.00	139,770.58	177,739.00	19,311.10	77,128.19	0.00	100,610.81	44.00%
1966			---	---	---	---	---	---	---	---
1967		**DEPARTMENT TOTAL**	**2,790,616.00**	**1,086,063.79**	**2,942,383.00**	**344,910.59**	**1,232,398.76**	**63,313.38**	**1,646,670.86**	**42.00%**
1968			---	---	---	---	---	---	---	---
1969										
1970			---	---	---	---	---	---	---	---
1971		TOTAL EXPENDITURES	3,061,906.00	1,228,136.88	3,269,479.00	368,412.60	1,364,321.59	65,150.75	1,840,006.66	42.00%
1972			---	---	---	---	---	---	---	---
1973										
1974		**TRANSFERS**								
1975	043-10-534-9-9101	REIMB GENERAL FUND-ADMIN EXP	212,474.00	106,237.02	207,320.00	17,277.00	103,662.00	0.00	103,658.00	50.00%
1976	043-10-534-9-9110	TRANSFER TO GENERAL FUND-FRANC	160,110.00	80,055.00	165,000.00	13,750.00	82,500.00	0.00	82,500.00	50.00%
1977			---	---	---	---	---	---	---	---
1978		TOTAL	372,584.00	186,292.02	372,320.00	31,027.00	186,162.00	0.00	186,158.00	51.00%
1979										

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
1980		**CONTINGENCIES & RESERVES**								
1981	043-10-534-9-9900	CONTINGENCY/RESERVE	124,437.00	0.00	124,437.00	0.00	0.00	0.00	124,437.00	0.00%
1982	043-10-534-9-9901	CAPITAL REPLACEMENT CONTINGENC	447,995.00	0.00	380,935.00	0.00	0.00	272,512.00	108,423.00	0.00%
1983			---	---	---	---	---	---	---	---
1984		TOTAL	572,432.00	0.00	505,372.00	0.00	0.00	272,512.00	232,860.00	0.00%
1985			---	---	---	---	---	---	---	---
1986		**TOTAL EXPENDITURES, TRANSFERS,**								
1987	**SANITATION FUND**	**CONTINGENCIES & RESERVES**	**4,006,922.00**	**1,414,428.90**	**4,147,171.00**	**399,439.60**	**1,550,483.59**	**337,662.75**	**2,259,024.66**	**38.00%**
1988			---	---	---	---	---	---	---	---
1989										
1990	**TIF**									
1991	TIF REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03									
1992		**PROPERTY TAXES**								
1993	030-00-311-0-3100	DOWNTOWN REDEV COUNTY SHARE	402,603.00	377,907.85	477,105.00	0.00	439,498.27		37,606.73	92.12%
1994	030-00-311-0-3110	DOWNTOWN REDEV CITY SHARE	276,766.00	276,763.83	323,447.00	0.00	321,763.13		1,683.87	99.48%
1995	030-00-311-0-3200	SOUTH HISTORIC COUNTY SHARE	129,505.00	122,470.08	141,394.00	0.00	130,271.14		11,122.86	92.13%
1996	030-00-311-0-3220	SOUTH HISTORIC CITY SHARE	89,027.00	89,027.03	95,856.00	0.00	95,373.41		482.59	99.50%
1997	030-00-311-0-3300	NORTH HISTORIC COUNTY SHARE	39,657.00	37,673.01	46,056.00	0.00	42,611.78		3,444.22	92.52%
1998	030-00-311-0-3330	NORTH HISTORIC CITY SHARE	27,262.00	27,261.93	31,223.00	0.00	31,196.71		26.29	99.92%
1999			---	---	---	---	---		---	---
2000		TOTAL	964,820.00	931,103.73	1,115,081.00	0.00	1,060,714.44		54,366.56	96.00%
2001										
2002		**OTHER REVENUES**								
2003			---	---	---	---	---		---	---
2004		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
2005										
2006			---	---	---	---	---		---	---
2007		TOTAL REVENUES	964,820.00	931,103.73	1,115,081.00	0.00	1,060,714.44		54,366.56	96.00%
2008			---	---	---	---	---		---	---
2009										
2010		**CASH BALANCE FORWARD**								
2011	030-00-301-0-0001	DOWNTOWN REDEVELOPMENT FORWARD	839,383.00	0.00	1,125,121.00	0.00	0.00		1,125,121.00	0.00%
2012	030-00-301-0-0002	SOUTH HISTORIC BALANCE FORWARD	299,314.00	0.00	445,200.00	0.00	0.00		445,200.00	0.00%
2013	030-00-301-0-0003	NORTH HISTORIC BALANCE FORWARD	85,311.00	0.00	129,372.00	0.00	0.00		129,372.00	0.00%
2014			---	---	---	---	---		---	---
2015		TOTAL	1,224,008.00	0.00	1,699,693.00	0.00	0.00		1,699,693.00	0.00%
2016			---	---	---	---	---		---	---
2017	**TIF**	**TOTAL REV, TRF & CASH BALANCES**	**2,188,828.00**	**931,103.73**	**2,814,774.00**	**0.00**	**1,060,714.44**		**1,754,059.56**	38.00%
2018			---	---	---	---	---		---	---
2019	TIF EXPENDITURES / 50 % Yr Complete For Fiscal Year: 2026 / 03									
2020		**DOWNTOWN**								
2021	030-30-580-1-1100	EXEC SALARIES TIFDT	38,500.00	9,025.44	49,000.00	3,542.36	11,543.59	0.00	37,456.41	23.56%
2022	030-30-580-1-2100	FICA TAX EXP TIF DT	2,945.00	653.00	3,749.00	268.82	880.90	0.00	2,868.10	23.50%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2023	030-30-580-1-2200	RETIREMENT EXP TIF DT	11,820.00	2,770.82	13,524.00	977.72	3,034.33	0.00	10,489.67	22.44%
2024	030-30-580-1-2300	HEALTH AND LIFE INSUR TIF DT	8,140.00	968.90	9,065.00	402.64	402.64	0.00	8,662.36	4.44%
2025	030-30-580-3-3100	PROFESSIONAL SERVICES	75,000.00	980.00	110,000.00	0.00	2,875.00	1,000.00	106,125.00	2.61%
2026	030-30-580-3-3105	SMALL BUSINESS DEVELOPMENT CEN	25,000.00	6,250.00	15,000.00	0.00	3,750.00	11,250.00	0.00	25.00%
2027	030-30-580-3-3109	MAINTENANCE CONTRACT	35,000.00	2,250.00	20,000.00	2,200.00	7,675.00	7,400.00	4,925.00	38.38%
2028	030-30-580-3-3200	AUDIT EXPENSE	10,775.00	0.00	11,900.00	0.00	1,848.28	2,092.80	7,958.92	15.53%
2029	030-30-580-3-4020	DOWNTOWN-SCHOOL,CONF,TRAVEL	1,120.00	0.00	3,500.00	0.00	0.00	0.00	3,500.00	0.00%
2030	030-30-580-3-5000	FINES & FEES	0.00	0.00	0.00	0.00	13.53	0.00	-13.53	0.00%
2031	030-30-580-3-5280	MISC EXPENSES	840.00	8.97	1,500.00	0.00	0.00	0.00	1,500.00	0.00%
2032	030-30-580-3-5281	DOWNTOWN OPS SUPPLIES	140.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2033	030-30-580-3-5401	FRA ANNUAL DUES, TRAINING & CO	5,000.00	611.06	1,500.00	356.40	356.40	35.01	1,108.59	23.76%
2034	030-30-580-3-5402	DEO ANNUAL DUES	175.00	148.00	200.00	0.00	105.45	0.00	94.55	52.73%
2035	030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHTS	30,000.00	29,133.56	33,483.00	0.00	33,483.07	0.00	-0.07	100.00%
2036	030-30-580-6-6316	WAYFINDING	3,000.00	0.00	15,000.00	0.00	0.00	679.00	14,321.00	0.00%
2037	030-30-580-6-6319	BUILDING IMPROVEMENT GRANT	160,000.00	30,000.00	135,000.00	0.00	57,387.50	0.00	77,612.50	42.51%
2038	030-30-580-6-6320	LANDSCAPING	10,000.00	0.00	25,000.00	0.00	16,450.00	0.00	8,550.00	65.80%
2039	030-30-580-6-6321	SITE AMENITIES	10,000.00	6,900.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
2040	030-30-580-6-6328	PUBLIC ART	23,000.00	967.80	40,000.00	0.00	0.00	0.00	40,000.00	0.00%
2041	030-30-580-6-6329	PROPERTY AQUISITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2042	030-30-580-6-6332	ECONOMIC DEVELOPMENT	0.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
2043	030-30-580-6-6334	SPECIAL EVENTS GRANTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2044	030-30-580-6-6336	LARIMER RENOVATIONS	0.00	0.00	150,000.00	0.00	0.00	0.00	150,000.00	0.00%
2045	030-30-580-6-6400	CAPITAL OUTLAY	73,403.00	0.00	1,517.00	0.00	0.00	0.00	1,517.00	0.00%
2046			---	---	---	---	---	---	---	---
2047		TOTAL	523,858.00	90,667.55	663,938.00	7,747.94	139,805.69	22,456.81	501,675.50	22.00%
2048										
2049		**TRANSFERS**								
2050	030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	76,744.00	38,371.98	96,529.00	8,044.00	48,264.00	0.00	48,265.00	50.00%
2051	030-30-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	128,246.00	0.00	128,246.00	10,687.00	78,919.62	0.00	49,326.38	61.54%
2052	030-30-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	25,276.00	0.00	25,276.00	2,106.00	15,552.45	0.00	9,723.55	61.53%
2053	030-30-580-9-9132	TRANSFER TO UTILITY FUND-POTAB	93,148.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00%
2054	030-30-580-9-9134	TRANSFER TO BETTER PLACE - STR	671,482.00	0.00	911,684.00	0.00	0.00	0.00	911,684.00	0.00%
2055			---	---	---	---	---	---	---	---
2056		TOTAL	994,896.00	38,371.98	1,261,735.00	20,837.00	142,736.07	0.00	1,118,998.93	12.00%
2057										
2058			---	---	---	---	---	---	---	---
2059		**DEPARTMENT TOTAL**	**1,518,754.00**	**129,039.53**	**1,925,673.00**	**28,584.94**	**282,541.76**	**22,456.81**	**1,620,674.43**	**15.00%**
2060			---	---	---	---	---	---	---	---
2061										
2062		**SOUTH HISTORIC**								
2063	030-31-580-1-1100	EXEC SALARIES TIFSouth	12,100.00	2,879.91	16,100.00	1,049.82	3,454.46	0.00	12,645.54	21.46%
2064	030-31-580-1-2100	FICA TAX EXP TIFSouth	926.00	208.56	1,232.00	79.66	263.59	0.00	968.41	21.40%
2065	030-31-580-1-2200	RETIREMENT EXP TIFSouth	3,715.00	884.15	4,444.00	289.74	936.10	0.00	3,507.90	21.06%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2066	030-31-580-1-2300	HEALTH AND LIFE INSUR TIFSouth	2,558.00	304.50	2,979.00	119.32	119.32	0.00	2,859.68	4.01%
2067	030-31-580-3-3100	PROFESSIONAL SERVICES	7,700.00	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00%
2068	030-31-580-3-3200	AUDIT EXPENSE	3,355.00	0.00	3,740.00	0.00	575.87	657.74	2,506.39	15.40%
2069	030-31-580-3-4020	SOUTH- SCHOOL,CONF,TRAVEL	347.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2070	030-31-580-3-5000	FINES & FEES	0.00	0.00	0.00	0.00	13.53	0.00	-13.53	0.00%
2071	030-31-580-3-5280	MISC EXPENSES	259.00	0.00	650.00	75.00	75.00	0.00	575.00	11.54%
2072	030-31-580-3-5281	SOUTH OPS SUPPLIES	43.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2073	030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	1,500.00	198.03	1,500.00	103.95	103.95	11.51	1,384.54	6.93%
2074	030-31-580-3-5402	DEO ANNUAL DUES	110.00	36.00	110.00	0.00	57.95	0.00	52.05	52.68%
2075	030-31-580-6-6329	BUILDING IMPROVEMENT GRANT	160,734.00	0.00	60,000.00	0.00	0.00	0.00	60,000.00	0.00%
2076	030-31-580-6-6333	SIGNAGE	1,000.00	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00%
2077	030-31-580-6-6337	SITE AMENITIES	1,000.00	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0.00%
2078	030-31-580-6-6341	LANDSCAPING	3,000.00	0.00	20,000.00	0.00	0.00	2,000.00	18,000.00	0.00%
2079	030-31-580-6-6343	CAPITAL OUTLAY	61,615.00	0.00	40,615.00	0.00	0.00	0.00	40,615.00	0.00%
2080	030-31-580-6-6344	324 RIVER ST REPAIRS TILGHMAN	155,378.00	0.00	300,000.00	0.00	176,369.25	48,530.75	75,100.00	58.79%
2081	030-31-580-6-6347	CODE COMPLIANCE	0.00	0.00	70,000.00	0.00	0.00	0.00	70,000.00	0.00%
2082	030-31-580-6-9134	TRANSFER TO BETTER STREET	0.00	0.00	20,621.00	0.00	0.00	0.00	20,621.00	0.00%
2083			---	---	---	---	---	---	---	---
2084		TOTAL	415,340.00	4,511.15	569,991.00	1,717.49	181,969.02	51,200.00	336,821.98	32.00%
2085										
2086		**TRANSFERS**								
2087	030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH POT	28,080.00	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
2088	030-31-580-9-9105	REIMB GENERAL	26,167.00	13,083.48	34,210.00	2,851.00	17,106.00	0.00	17,104.00	50.00%
2089	030-31-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	40,306.00	0.00	40,306.00	3,359.00	24,804.69	0.00	15,501.31	61.54%
2090	030-31-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	7,944.00	0.00	7,944.00	662.00	4,888.62	0.00	3,055.38	61.54%
2091			---	---	---	---	---	---	---	---
2092		TOTAL	102,497.00	13,083.48	112,460.00	6,872.00	46,799.31	0.00	65,660.69	42.00%
2093										
2094			---	---	---	---	---	---	---	---
2095		**DEPARTMENT TOTAL**	**517,837.00**	**17,594.63**	**682,451.00**	**8,589.49**	**228,768.33**	**51,200.00**	**402,482.67**	**34.00%**
2096										
2097		**NORTH HISTORIC**								
2098	030-32-580-1-1100	EXEC SALARIES TIFNorth	4,400.00	988.15	4,900.00	343.52	1,367.97	0.00	3,532.03	27.92%
2099	030-32-580-1-2100	FICA TAX EXP TIFNorth	337.00	71.31	375.00	26.06	104.42	0.00	270.58	27.85%
2100	030-32-580-1-2200	RETIREMENT EXP TIFNorth	1,351.00	303.33	1,352.00	94.82	329.85	0.00	1,022.15	24.40%
2101	030-32-580-1-2300	HEALTH LIFE INSURA TIFNorth	930.00	110.74	907.00	39.04	39.04	0.00	867.96	4.30%
2102	030-32-580-3-3100	PROFESSIONAL SERVICES	2,600.00	0.00	4,300.00	0.00	0.00	0.00	4,300.00	0.00%
2103	030-32-580-3-3200	AUDIT EXPENSE	1,220.00	0.00	1,360.00	0.00	208.85	239.18	911.97	15.36%
2104	030-32-580-3-4020	NORTH- SCHOOL,CONF,TRAVEL	133.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2105	030-32-580-3-5000	FINES & FEES	0.00	0.00	0.00	0.00	13.53	0.00	-13.53	0.00%
2106	030-32-580-3-5280	MISC EXPENSES	101.00	0.00	250.00	0.00	0.00	0.00	250.00	0.00%
2107	030-32-580-3-5281	NORTH OPS SUPPLIES	17.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2108	030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	500.00	60.91	500.00	34.65	34.65	3.50	461.85	6.93%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2109	030-32-580-3-5402	DEO ANNUAL DUES	16.00	16.00	22.00	0.00	11.60	0.00	10.40	52.73%
2110	030-32-580-6-6319	BUILDING IMPROVEMENT GRANT	83,661.00	0.00	40,000.00	0.00	0.00	0.00	40,000.00	0.00%
2111	030-32-580-6-6322	GENERAL CAPITAL IMPROVEMENTS	31,734.00	0.00	16,005.00	0.00	0.00	0.00	16,005.00	0.00%
2112	030-32-580-6-6328	CODE COMPLIANCE	0.00	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
2113										
2114		TOTAL	127,000.00	1,550.44	99,971.00	538.09	2,109.91	242.68	97,618.41	3.00%
2115										
2116		**TRANSFERS**								
2117	030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	7,693.00	3,846.48	10,359.00	863.00	5,178.00	0.00	5,181.00	49.99%
2118	030-32-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	14,657.00	0.00	14,657.00	1,221.00	9,017.19	0.00	5,639.81	61.52%
2119	030-32-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	2,889.00	0.00	2,889.00	241.00	1,779.36	0.00	1,109.64	61.59%
2120	030-32-580-9-9134	TRANSFER TO BETTER PLACE	0.00	0.00	78,774.00	0.00	0.00	0.00	78,774.00	0.00%
2121										
2122		TOTAL	25,239.00	3,846.48	106,679.00	2,325.00	15,974.55	0.00	90,704.45	15.00%
2123										
2124										
2125		**DEPARTMENT TOTAL**	**152,239.00**	**5,396.92**	**206,650.00**	**2,863.09**	**18,084.46**	**242.68**	**188,322.86**	**9.00%**
2126										
2127										
2128		TOTAL EXPENDITURES	2,188,830.00	152,031.08	2,814,774.00	40,037.52	529,394.55	73,899.49	2,211,479.96	19.00%
2129										
2130										
2131		**CONTINGENCIES & RESERVES**								
2132										
2133		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2134										
2135		**TOTAL EXPENDITURES, TRANSFERS,**								
2136	**TIF**	**CONTINGENCIES & RESERVES**	**2,188,830.00**	**152,031.08**	**2,814,774.00**	**40,037.52**	**529,394.55**	**73,899.49**	**2,211,479.96**	**19.00%**
2137										
2138										
2139	**BETTER PLACE PLAN**									
2140	**BETTER PLACE PLAN REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03**									
2141		**LOCAL OPTION, USE & FUEL TAXES**								
2142	101-00-312-6-0000	DISCRETIONARY SALES SURTAX	1,315,996.00	689,051.88	1,465,659.00	84,891.24	718,139.27		747,519.73	49.00%
2143										
2144		TOTAL	1,315,996.00	689,051.88	1,465,659.00	84,891.24	718,139.27		747,519.73	49.00%
2145										
2146		**STATE/FEDERAL GRANTS & PILOTS**								
2147	101-00-331-2-5508	USDA RBDG SIDEWALK IMPRVMNT	100,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
2148	101-00-331-2-5509	USDA PATROL CARS APPROPRIATION	250,000.00	0.00	0.00	0.00	0.00		0.00	0.00%
2149	101-00-331-3-9006	CDBG MIT IRMA IR042	994,048.00	13,094.75	1,377,000.00	0.00	8,600.41		1,368,399.59	0.62%
2150	101-00-331-3-9007	HMGP Kay Larkin FD	287,655.00	0.00	306,011.00	0.00	267,326.74		38,684.26	87.36%
2151	101-00-331-3-9008	Fed RAISE	1,500,000.00	0.00	3,000,000.00	0.00	0.00		3,000,000.00	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2152	101-00-331-4-1000	Fed DOT SS4A	480,000.00	0.00	500,000.00	0.00	95,000.00		405,000.00	19.00%
2153	101-00-331-7-7004	CDBG CARES COVID SIDEWALKS	2,000,000.00	-1,142.40	3,000,000.00	0.00	0.00		3,000,000.00	0.00%
2154	101-00-334-2-3000	PRICE MARTIN RETROFIT SHELTER	1,050,000.00	13,467.77	989,760.00	128,217.70	196,404.29		793,355.71	19.84%
2155	101-00-334-6-1000	AFFORDABLE HOUSING APPROPRIATI	950,000.00	13,050.00	1,900,000.00	20,268.75	301,533.15		1,598,466.85	15.87%
2156	101-00-334-7-7009	DOS AACH JENKINS GRANT	517,500.00	137,837.35	78,803.00	0.00	48,757.68		30,045.32	61.87%
2157	101-00-334-7-7010	DHR BRONSON HOUSE	367,900.00	0.00	367,900.00	53,549.99	143,792.80		224,107.20	39.08%
2158	101-00-334-7-7011	DOT SAFE STREETS 4 ALL	0.00	0.00	500,000.00	0.00	0.00		500,000.00	0.00%
2159	101-00-334-9-1100	FDOT Downtown Streetscapes Pha	1,200,000.00	20,108.34	1,060,334.00	0.00	0.00		1,060,334.00	0.00%
2160	101-00-334-9-1101	FDOT Downtown Streetscapes Pha	0.00	0.00	400,000.00	0.00	0.00		400,000.00	0.00%
2161	101-00-337-7-0002	SHAW BUCK PARK IMPROVEMENTS	50,000.00	2,000.00	0.00	0.00	0.00		0.00	0.00%
2162	101-00-337-7-0003	PALM BOWL PARK IMPROVEMENTS	50,000.00	2,000.00	0.00	0.00	332.89		-332.89	0.00%
2163			---	---	---	---	---		---	---
2164		TOTAL	9,797,103.00	200,415.81	13,479,808.00	202,036.44	1,061,747.96		12,418,060.04	8.00%
2165										
2166										
2167		**DISPOSITION OF FIXED ASSETS**								
2168			---	---	---	---	---		---	---
2169		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
2170										
2171		**TRANSFERS IN**								
2172	101-00-381-0-1004	TRANSFER FROM TAX INCREMENT -	825,004.00	0.03	1,011,079.00	0.00	0.00		1,011,079.00	0.00%
2173	101-00-381-0-1200	TRANSFER FROM GENERAL	186,202.00	46,550.49	150,000.00	44,206.85	106,706.85		43,293.15	71.14%
2174	101-00-381-0-1300	TRANSFER FROM UTILTIY FUND	0.00	0.00	400,000.00	33,333.00	199,998.00		200,002.00	50.00%
2175			---	---	---	---	---		---	---
2176		TOTAL	1,011,206.00	46,550.52	1,561,079.00	77,539.85	306,704.85		1,254,374.15	20.00%
2177										
2178										
2179		**DEBT PROCEEDS**								
2180	101-00-384-0-1000	LOAN/LEASE PROCEEDS	1,398,941.00	0.00	1,387,948.00	0.00	0.00		1,387,948.00	0.00%
2181			---	---	---	---	---		---	---
2182		TOTAL	1,398,941.00	0.00	1,387,948.00	0.00	0.00		1,387,948.00	0.00%
2183										
2184			---	---	---	---	---		---	---
2185		TOTAL OPERATING & OTHER REV	13,523,246.00	936,018.21	17,894,494.00	364,467.53	2,086,592.08		15,807,901.92	12.00%
2186			---	---	---	---	---		---	---
2187										
2188		**CASH BALANCE FORWARD**								
2189	101-00-301-0-1007	BETTER PLACE BALANCE FORWARD	1,735,542.00	0.00	1,456,514.00	0.00	1,304,414.80		152,099.20	89.56%
2190			---	---	---	---	---		---	---
2191		TOTAL	1,735,542.00	0.00	1,456,514.00	0.00	1,304,414.80		1,456,514.00	90.00%
2192			---	---	---	---	---		---	---
2193	**BETTER PLACE**	**TOTAL REV, TRF & CASH BALANCES**	**15,258,788.00**	**936,018.21**	**19,351,008.00**	**364,467.53**	**3,391,006.88**		**17,264,415.92**	**18.00%**
2194			---	---	---	---	---		---	---

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2195	BETTER PLACE PLAN EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03									
2196		**BETTER PLACE PLAN**								
2197										
2198		**OPERATING EXPENSES**								
2199	101-18-519-3-3100	PROFESSIONAL SERVICES	0.00	0.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00%
2200	101-18-519-3-3103	GRANT APPLICATION FEES	0.00	0.00	4,928.00	0.00	0.00	0.00	4,928.00	0.00%
2201	101-18-519-3-5000	FINES & FEES	77.00	73.96	500.00	0.00	0.00	0.00	500.00	0.00%
2202			---	---	---	---	---	---	---	---
2203		TOTAL	77.00	73.96	105,428.00	0.00	0.00	0.00	105,428.00	0.00%
2204										
2205		**CAPITAL OUTLAY**								
2206	101-18-519-6-6310	SIDEWALKS	5,691.00	0.00	110,000.00	0.00	9,400.00	0.00	100,600.00	8.55%
2207	101-18-519-6-6330	PUBLIC WORKS BUILDING	1,398,941.00	7,180.00	1,374,348.00	15.81	578,354.63	529,555.88	266,437.49	42.08%
2208	101-18-519-6-6400	STORMWATER	90,000.00	0.00	75,520.00	0.00	15,285.30	0.00	60,234.70	20.24%
2209	101-18-519-6-6455	RESURFACING & STRIPING	1,823,394.00	423,394.18	500,000.00	0.00	315,111.62	0.00	184,888.38	63.02%
2210	101-18-519-6-6457	HANK BRYAN PARK RESTROOM	135,270.00	110,580.00	0.00	0.00	0.00	0.00	0.00	0.00%
2211	101-18-519-6-6459	PRICE MARTIN IMPROVEMENTS	25,000.00	0.00	100,000.00	0.00	0.00	55,542.70	44,457.30	0.00%
2212	101-18-519-6-6467	CITY SHARE DOWNTOWN STREETSCAP	486,323.00	6,600.00	1,011,079.00	0.00	6,970.00	0.00	1,004,109.00	0.69%
2213	101-18-519-6-6472	HMGP Kay Larkin FD CITY MATCH	31,962.00	0.00	34,001.00	0.00	0.00	0.00	34,001.00	0.00%
2214	101-18-519-6-6473	DOS AACH JENKINS CITY MATCH	482,000.00	356,850.00	78,300.00	0.00	0.00	0.00	78,300.00	0.00%
2215	101-18-519-6-6475	City Match Fed DOT SS4A	241,000.00	0.00	216,000.00	0.00	5,000.00	0.00	211,000.00	2.31%
2216	101-18-519-6-6476	City Match CDBG MIT IRMA IR042	30,000.00	0.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00%
2217	101-18-519-6-6477	CITY MATCH BRONSON HOUSE	137,634.00	0.00	134,634.00	11,518.66	53,605.35	60,904.09	20,124.56	39.82%
2218	101-18-519-6-6478	FPL REID STREET MEDIAN 1 BRIDG	400,277.00	0.00	400,277.00	0.00	203,757.56	0.00	196,519.44	50.90%
2219	101-18-519-6-6480	RODDY ROAD FORCE MAIN RELOCATI	230,000.00	0.00	235,000.00	0.00	123,737.50	0.00	111,262.50	52.65%
2220	101-18-519-6-6481	RIVER ST RETAINING WALL	0.00	0.00	370,000.00	0.00	0.00	0.00	370,000.00	0.00%
2221	101-18-519-6-6482	FLOATING DOCK	0.00	0.00	295,000.00	0.00	44,000.00	119,741.00	131,259.00	55.51%
2222	101-18-519-6-6483	ROLLING HILL STORMWATER	0.00	0.00	455,000.00	0.00	14,784.00	0.00	440,216.00	3.25%
2223			---	---	---	---	---	---	---	---
2224		TOTAL	5,517,492.00	904,604.18	5,419,159.00	11,534.47	1,370,005.96	765,743.67	3,283,409.37	26.00%
2225										
2226		**DEBT SERVICE**								
2227	101-18-517-7-7106	PRINCIPAL PUBLIC WORKS BUILDIN	0.00	0.00	40,866.00	0.00	0.00	0.00	40,866.00	0.00%
2228	101-18-517-7-7108	PRINCIPAL-PUMPER FIRE TRUCKS	79,833.00	72,080.22	74,517.00	0.00	74,516.53	0.00	0.47	100.00%
2229	101-18-517-7-7206	INTEREST - PUBLIC WORKS BUILDI	$ -	$ -	61,094.00	0.00	0.00	0.00	61,094.00	0.00%
2230	101-18-517-7-7208	INTEREST-PUMPER FIRE TRUCKS	14,167.00	8,556.85	8,708.00	2,019.59	6,688.44	0.00	2,019.56	76.81%
2231			---	---	---	---	---	---	---	---
2232		TOTAL	94,000.00	80,637.07	185,185.00	2,019.59	81,204.97	0.00	103,980.03	44.00%
2233										
2234		**GRANT MATCHES**								
2235	101-18-519-8-6210	PRICE MARTIN RETROFIT SHELTER	1,026,315.00	13,467.77	989,760.00	128,217.70	196,404.29	766,421.37	26,934.34	19.84%
2236	101-18-519-8-6327	CDBG MIT IRMA IR042	994,048.00	13,094.75	1,377,000.00	0.00	8,600.41	0.00	1,368,399.59	0.62%
2237	101-18-519-8-6364	DOS AACH JENKINS GRANT	468,866.00	137,837.35	78,803.00	0.00	48,757.68	16,265.00	13,780.32	61.87%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2238	101-18-519-8-8909	CDBG CARES COVID SIDEWALKS	2,000,000.00	760.00	3,000,000.00	0.00	2,257.20	302,982.05	2,694,760.75	0.08%
2239	101-18-519-8-8934	HMGP Kay Larkin FD	287,655.00	0.00	306,011.00	0.00	267,326.74	0.00	38,684.26	87.36%
2240	101-18-519-8-8937	DOT SAFE STREETS 4 ALL	480,000.00	0.00	500,000.00	0.00	95,000.00	0.00	405,000.00	19.00%
2241	101-18-519-8-8938	Fed RAISE GRANT	1,500,000.00	0.00	3,000,000.00	0.00	0.00	0.00	3,000,000.00	0.00%
2242	101-18-519-8-8940	DEO Affordable Housing state	950,000.00	13,050.00	1,900,000.00	20,268.75	301,533.15	251,706.25	1,346,760.60	15.87%
2243	101-18-519-8-8941	FDOT Downtown Streetscapes Pha	1,056,313.00	20,108.34	1,060,334.00	0.00	0.00	300,000.00	760,334.00	0.00%
2244	101-18-519-8-8942	USDA PATROL CARS APPROPRIATION	250,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2245	101-18-519-8-8943	DHR BRONSON HOUSE	367,900.00	0.00	367,900.00	53,549.99	143,792.80	52,930.90	171,176.30	39.08%
2246	101-18-519-8-8944	SHAW BUCK PARK IMPROVEMENTS	50,000.00	2,000.00	26,233.00	255.19	255.19	8,316.00	17,661.81	0.97%
2247	101-18-519-8-8945	PALM BOWL PARK IMPROVEMENTS	50,000.00	2,000.00	16,628.00	0.00	332.89	0.00	16,295.11	2.00%
2248	101-18-519-8-8946	VULNERABILITY ASSESSMENT	0.00	0.00	400,000.00	0.00	36,000.00	0.00	364,000.00	9.00%
2249			---	---	---	---	---	---	---	---
2250		TOTAL	9,481,097.00	202,318.21	13,022,669.00	202,291.63	1,100,260.35	1,698,621.57	10,223,787.08	9.00%
2251										
2252		**TRANSFERS**								
2253	101-18-519-9-9100	TRANSFER TO GENERAL FUND	166,122.00	33,540.00	618,567.00	51,547.00	309,282.00	0.00	309,285.00	50.00%
2254			---	---	---	---	---	---	---	---
2255		TOTAL	166,122.00	33,540.00	618,567.00	51,547.00	309,282.00	0.00	309,285.00	50.00%
2256										
2257			---	---	---	---	---	---	---	---
2258		**DEPARTMENT TOTAL**	**15,258,788.00**	**1,221,173.42**	**19,351,008.00**	**267,392.69**	**2,860,753.28**	**2,464,365.24**	**14,025,889.48**	**15.00%**
2259			---	---	---	---	---	---	---	---
2260										
2261			---	---	---	---	---	---	---	---
2262		TOTAL EXPENDITURES	15,258,788.00	1,221,173.42	19,351,008.00	267,392.69	2,860,753.28	2,464,365.24	14,025,889.48	15.00%
2263			---	---	---	---	---	---	---	---
2264										
2265		**RESERVES**								
2266			---	---	---	---	---	---	---	---
2267		**DEPARTMENT TOTAL**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
2268										
2269			---	---	---	---	---	---	---	---
2270		**TOTAL EXPENDITURES, TRANSFERS,**								
2271	**BETTER PLACE**	**CONTINGENCIES & RESERVES**	**15,258,788.00**	**1,221,173.42**	**19,351,008.00**	**267,392.69**	**2,860,753.28**	**2,464,365.24**	**14,025,889.48**	**1.00%**
2272			---	---	---	---	---	---	---	---
2273										
2274	**MERICAN RESCUE PLAN ACT**									
2275	**AMERICAN RESCUE PLAN ACT / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50 % Yr Complete For Fiscal Year: 2026 / 03**									
2276		**LOCAL OPTION, USE & FUEL TAXES**								
2277			---	---	---	---	---		---	---
2278		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
2279										
2280		**STATE/FEDERAL GRANTS & PILOTS**								

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2281	300-00-331-5-1000	ARPA REVENUE	1,546,460.00	193,738.34	1,283,471.00	0.00	11,361.77		1,283,471.00	0.89%
2282			---	---	---	---	---		---	---
2283		TOTAL	1,546,460.00	193,738.34	1,283,471.00	0.00	11,361.77		1,283,471.00	1.00%
2284										
2285										
2286		**DISPOSITION OF FIXED ASSETS**								
2287			---	---	---	---	---		---	---
2288		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
2289										
2290		**TRANSFERS IN**								
2291			---	---	---	---	---		---	---
2292		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
2293										
2294										
2295		**DEBT PROCEEDS**								
2296			---	---	---	---	---		---	---
2297		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
2298										
2299			---	---	---	---	---		---	---
2300		TOTAL OPERATING & OTHER REV	1,546,460.00	193,738.34	1,283,471.00	0.00	11,361.77		1,283,471.00	1.00%
2301			---	---	---	---	---		---	---
2302										
2303		**CASH BALANCE FORWARD**								
2304			---	---	---	---	---		---	---
2305		TOTAL	0.00	0.00	0.00	0.00	0.00		0.00	0.00%
2306			---	---	---	---	---		---	---
2307	**ARPA FUND**	**TOTAL REV, TRF & CASH BALANCES**	**1,546,460.00**	**193,738.34**	**1,283,471.00**	**0.00**	**11,361.77**		**1,283,471.00**	**1.00%**
2308			---	---	---	---	---		---	---
2309		**AMERICAN RESCUE PLAN ACT**								
2310										
2311										
2312		**CAPITAL OUTLAY**								
2313	300-61-559-8-1200	OTHER PUBLIC HEALTH SERVICES	10,000.00	0.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00%
2314	300-63-559-8-3110	HOUSING SUPPORT SERVICES FOR U	80,000.00	55,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00%
2315	300-63-559-8-3120	HOUSING SUPPORT OTHER HOUSING	490,115.00	0.00	490,115.00	0.00	0.00	0.00	490,115.00	0.00%
2316	300-63-559-8-3130	Housing Support - Homelessness	99,770.00	0.00	99,770.00	0.00	0.00	0.00	99,770.00	0.00%
2317	300-63-559-8-3400	EDUCATION ASSIST SOCIAL EMOT M	70,000.00	0.00	70,000.00	0.00	0.00	0.00	70,000.00	0.00%
2318	300-63-559-8-3500	EDUCATION ASSISTANCE OTHER	24,000.00	0.00	24,000.00	0.00	0.00	0.00	24,000.00	0.00%
2319	300-65-559-8-5100	DW TREATMENT GAC Filters	256,967.00	4,018.29	167,882.00	0.00	792.80	0.00	167,089.20	0.47%
2320	300-65-559-8-5110	DW TRANSMISS/DISTRIBUT Palm to	-1.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2321	300-65-559-8-5130	GIS CDBG N32 Palatka Heights	3,597.00	3,597.30	0.00	0.00	0.00	0.00	0.00	0.00%
2322	300-65-559-8-5140	LEAD AND COPPER RULE	100,230.00	100,230.25	0.00	0.00	0.00	0.00	0.00	0.00%
2323	300-66-559-8-6100	PROVISION OF GOVT SERVICES	25,000.00	0.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00%

	A	B	C	D	E	F	G	H	I	J
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2025 BUDGET	2025 REV_YTD	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED
2324	300-66-559-8-6101	RADIOS 800 MHZ - ARPA	5,310.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2325	300-66-559-8-6102	VACANT PROPERTY PURCHASES/ABAT	216,009.00	11,580.00	193,129.00	0.00	0.00	0.00	193,129.00	0.00%
2326	300-66-559-8-6103	ROAD MAINTENANCE	165,463.00	19,312.50	143,575.00	0.00	10,568.97	127,913.00	5,093.03	7.36%
2327			---	---	---	---	---	---	---	---
2328										
2329			---	---	---	---	---	---	---	---
2330		TOTAL	1,546,460.00	193,738.34	1,283,471.00	0.00	11,361.77	127,913.00	1,144,196.23	1.00%
2331										
2332		**GRANT MATCHES**								
2333										
2334			---	---	---	---	---	---	---	---
2335		**DEPARTMENT TOTAL**	**1,546,460.00**	**193,738.34**	**1,283,471.00**	**0.00**	**11,361.77**	**127,913.00**	**1,283,471.00**	**1.00%**
2336			---	---	---	---	---	---	---	---
2337										
2338			---	---	---	---	---	---	---	---
2339		TOTAL EXPENDITURES	1,546,460.00	193,738.34	1,283,471.00	0.00	11,361.77	127,913.00	1,283,471.00	1.00%
2340			---	---	---	---	---	---	---	---
2341										
2342		**RESERVES**								
2343			---	---	---	---	---	---	---	---
2344		**DEPARTMENT TOTAL**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**
2345										
2346			---	---	---	---	---	---	---	---
2347		**TOTAL EXPENDITURES, TRANSFERS,**								
2348	**ARPA FUND**	**CONTINGENCIES & RESERVES**	**1,546,460.00**	**193,738.34**	**1,283,471.00**	**0.00**	**11,361.77**	**127,913.00**	**1,283,471.00**	**0.00%**
2349			---	---	---	---	---	---	---	---

PORT CONSOLIDATED - REID ST.

100 REID STREET
PALATKA, PUTNAM COUNTY, FLORIDA 32177

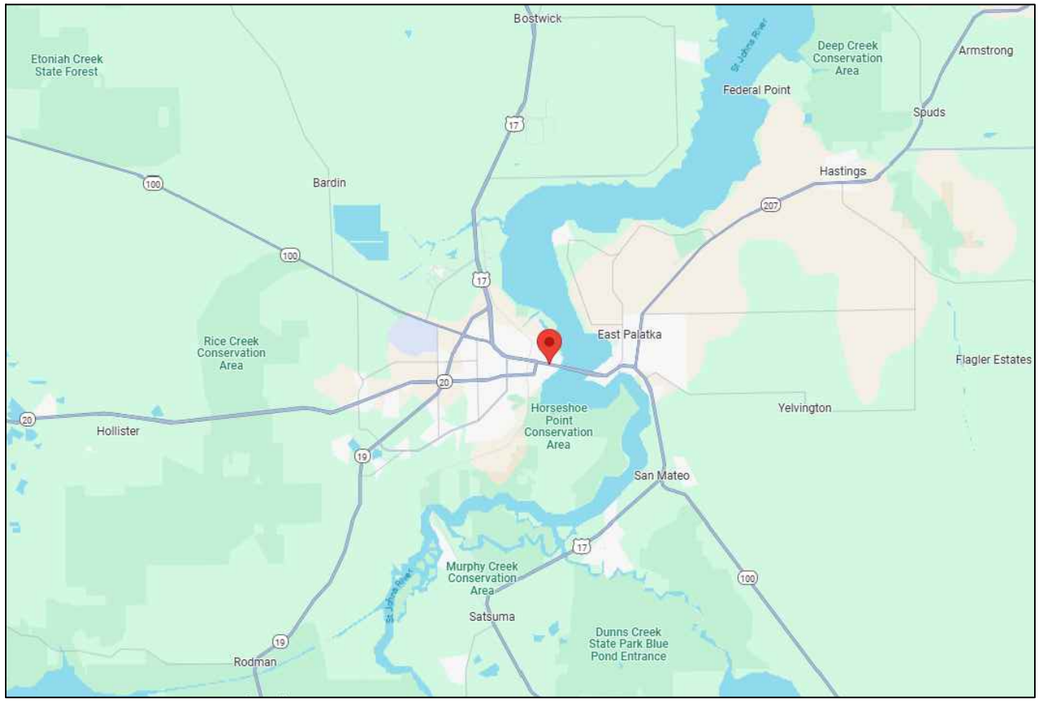
CONSTRUCTION DRAWINGS FOR SOIL AND GROUNDWATER REMEDIATION SYSTEM

FDEP FAC NO. 54/8515805

PROPERTY ID #42-10-27-6850-0030-0010

DRAWING INDEX

1 COVER SHEET
2 GENERAL NOTES
3 EXISTING SITE PLAN
4 PROPOSED SITE PLAN AND TRENCH DETAILS
5 TREATMENT SYSTEM LAYOUT AND TIE-DOWN DETAIL
6 AIR SPARGE WELL SOIL VAPOR EXTRACTION WELL CONSTRUCTION DETAILS
7 FENCE AND INFILTRATION GALLERY CONSTRUCTION DETAILS
8 SEDIMENTATION CONTROL & TREE BARRICADE DETAILS
9 PROCESS AND INSTRUMENTATION DIAGRAM
10 EQUIPMENT LIST AND ELECTRICAL DETAILS



VICINITY MAP

PROPERTY OWNER
CITY OF PALATKA
201 N 2nd ST.
PALATKA, FL 32177

COLOR CODES FOR MARKING UNDERGROUND UTILITY LINES

RED	ELECTRIC POWER LINES, CABLES, CONDUIT AND LIGHTING CABLES
YELLOW	GAS, OIL, STEAM, PETROLEUM OR GASEOUS MATERIALS
ORANGE	COMMUNICATION, ALARM OR SIGNAL LINES, CABLES OR CONDUIT
BLUE	POTABLE WATER
GREEN	SEWERS AND DRAIN LINES
PURPLE	RECLAIMED WATER, IRRIGATION AND SLURRY LINES
PINK	TEMPORARY SURVEY MARKINGS
WHITE	PROPOSED EXCAVATION

UTILITY ABBREVIATIONS FOR UNDERGROUND UTILITY LINES

CH	CHEMICALS
E	ELECTRICAL POWER
FA	FIRE ALARM
FOC	FIBER OPTICS
G	GAS
PP	PETROLEUM PRODUCTS
RW	RECLAIMED WATER
S	SEWER
SS	STORM SEWER
ST	STEAM
TC	TRAFFIC CONTROL
TE	TELEPHONE
TV	CABLE TV
W	WATER

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1-800-432-4770

CHAD RUSSO LICENSE No 98104 PROFESSIONAL ENGINEER STATE OF FLORIDA

Chad Russo
Digitally signed by Chad Russo
Date: 2025.12.01 16:20:22 -05'00'

This item has been digitally signed and sealed by Chad Russo on the date adjacent to the seal.

Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies.

CONSTRUCTION DRAWINGS

SCALE VERIFICATION
THIS BAR REPRESENTS ONE INCH ON THE ORIGINAL DRAWING
0 1"
USE TO VERIFY FIGURE

ENGINEER OF RECORD
CHAD RUSSO, P.E.
FLORIDA LICENSE # 98104
DATE SIGNED: 12/1/2025

CAD FILE: 1-COVER	SCALE: 1" = 2 mile
DRAWN BY: SDB	FOLDER: 10-22
CHECKED BY: CR	
APPROVED BY: CR	

MONTROSE ENVIRONMENTAL
5911 BRECKENRIDGE PKWY.
SUITES A-C
TAMPA, FLORIDA 33610
(813) 623-1557 FAX (813) 623-6320

PORT CONSOLIDATED - REID ST.

COVER SHEET

PROJECT No. PROJ-047979

SHEET 1 of 10

GENERAL NOTES

TRENCHING

A. PROTECT EXCAVATIONS BY SHORING, BRACING, SHEET PILING, OR OTHER METHODS REQUIRED TO PREVENT CAVE–IN OR LOOSE SOIL FROM FALLING INTO EXCAVATION. COMPLY FULLY WITH THE STATE OF FLORIDA TRENCH LAW.
B. NOTIFY ENGINEER OF UNEXPECTED SUBSURFACE CONDITIONS AND DISCONTINUE WORK IN AFFECTED AREA UNTIL NOTIFICATION TO RESUME WORK.
C. GRADE EXCAVATION TOP PERIMETER TO PREVENT SURFACE WATER RUN–OFF INTO EXCAVATION.
D. MINIMIZE TRENCH WIDTH TO MINIMIZE EXCESS SOIL QUANTITY.
E. SEPARATE LINES OF SAME TYPE BY (1) PIPE DIAMETER MINIMUM.
F. INSTALL LINES SIDE BY SIDE. LAY ELECTRICAL CONDUIT TO OPPOSITE SIDE OF TRENCH. SEPARATE HORIZONTALLY BY 6" MINIMUM.
G. FOR PAVED AREAS, MINIMUM COVER OVER PVC PIPE AND ELECTRICAL CONDUIT SHALL BE 24 INCHES.

CONCRETE

A. CAST–IN–PLACE CONCRETE SLABS

1. ALL CAST–IN–PLACE CONCRETE SLABS TO BE CLASS I REINFORCED CONCRETE
2. PROVIDE COMMERCIAL FIBER MESH CONCRETE.
3. FINISH: BROOM FINISH SURFACES AS SCHEDULED.
4. PROVIDE CONCRETE TO THE FOLLOWING CRITERIA:
   COMPRESSIVE STRENGTH (28 DAY) 3000 PSI
   WATER/CEMENT RATIO (MAXIMUM) 0.6 BY WEIGHT
   AGGREGATE SIZE (MAXIMUM) 3/4–INCH
5. FINE AND COARSE AGGREGATES: ASTM C33
6. WATER: CLEAN AND NOT DETRIMENTAL TO CONCRETE.
7. NON–SHRINK GROUT: PRE–MIXED COMPOUND CONSISTING OF NON–METALLIC AGGREGATE, CEMENT, WATER REDUCING AND PLASTICIZING AGENTS; CAPABLE OF DEVELOPING MINIMUM COMPRESSIVE STRENGTH OF 3,000 PSI IN 48 HOURS AND 7,000 PSI IN 28 DAYS. TYPE GROUT 1 PART CEMENT, .75 PART SAND, .75 PART WATER BY VOLUME.
8. CHEMICAL: ASTM C494 TYPE A – WATER REDUCING OR TYPE D – WATER REDUCING AND RETARDING.

B. CONCRETE PAVEMENT

1. SAME AS CAST IN PLACE WITH THE FOLLOWING EXCEPTION:

   a. AGGREGATE: USE GRADE A357 AGGREGATE.

POLYVINYL CHLORIDE (PVC) PIPE

A. ALL PVC PIPING IN ACCORDANCE WITH ASTM D1785, SCHEDULE 40 & 80.

B. FITTINGS: PVC PLASTIC PIPE FITTINGS, SCHEDULE 40 & 80.

C. JOINTS: SOLVENT–WELDED SCHEDULE 40 & 80 PVC PER ASTM D1785, TYPE 1, GRADE 1. SOLVENT CEMENT JOINTS PER ASTM D2564.

ELECTRICAL

A. VISIT SITE TO VERIFY EXISTING CONDITIONS. DO NOT SCALE THE DRAWINGS. CONTRACTOR SHALL FIELD VERIFY DISTANCES. CONTRACTOR SHALL VERIFY ALL EQUIPMENT LOCATIONS.

B. VERIFY ALL MOTOR SIZES AND STARTING REQUIREMENTS PRIOR TO ROUGH–IN.

C. EXPOSED CONDUIT SHALL BE RIGID GALVANIZED STEEL. CONDUIT UNDERGROUND SHALL BE PVC SCHEDULE 40 WITH RIGID STEEL RISERS TO ABOVE GROUND BOXES. ALL EQUIPMENT SHALL BE CONNECTED WITH AN 18" MINIMUM LENGTH OF LIQUIDTIGHT FLEXIBLE CONDUIT.

D. HAZARDOUS LOCATIONS: PROVIDE ALL REQUIRED EXPLOSION PROOF SEALS AND HAZARDOUS LOCATION WIRING METHODS IN ACCORDANCE WITH THE NATIONAL ELECTRICAL CODE WHERE REQUIRED.

E. ALL CIRCUITS SHALL CONTAIN A SEPARATE GREEN, COPPER GROUNDING CONDUCTOR.

F. ALL WORK SHALL BE IN COMPLIANCE WITH THE NATIONAL ELECTRICAL CODE, LOCAL CODES AND ORDINANCES IN EFFECT AT THE TIME OF PERMITTING.

G. ALL CONDUCTORS SHALL BE STRANDED COPPER, THHN/THWN, MINIMUM #12 AWG. ALL CONDUCTORS SHALL BE IN CONDUIT. FLEXIBLE CONDUIT SHALL BE LIMITED TO A MAXIMUM OF 6 FEET IN LENGTH.

H. CONTACT THE LOCAL UTILITY COMPANY AND COORDINATE ALL REQUIREMENTS FOR SERVICE.

I. SIZE AND PROVIDE THE APPROPRIATE ELECTRIC SERVICE FOR ALL MOTORS AND CONTROLS.

CHAD RUSSO — No 98104 — STATE OF FLORIDA — PROFESSIONAL ENGINEER

GENERAL NOTES

1) SITE MAP PROVIDED BY "ENGINEER" WITHOUT SURVEYED PROPERTY BOUNDARIES.

2) VERIFY ALL UTILITIES ONSITE AND WITHIN THE PROPOSED AREA OF WORK PRIOR TO THE START OF ANY CONSTRUCTION ACTIVITIES.

3) RESTORE OR REPLACE PAVING, STABILIZED EARTH, DRIVEWAYS, SIDEWALKS, LANDSCAPED AREAS, ETC., WITH THE SAME TYPE OF MATERIAL THAT DISTURBED OR REMOVED DURING CONSTRUCTION OF ANY AND ALL IMPROVEMENTS SHOWN ON THESE DRAWINGS. EXCEPTOIN: IN ASPHALT AREAS, WHERE PERMISSABLE CONCRETE REPLACEMENT RATHER THAN ASPHALT IS ACCEPTABLE

4) SET–UP A PRE–CONSTRUCTION MEETING WITH THE ENGINEER PRIOR TO ANY CONSTRUCTION.

5) CONTACT THE ENGINEER'S OFFICE IMMEDIATELY ON ANY CONFLICTS DURING CONSTRUCTION OF ANY AND ALL IMPROVEMENTS SHOWN ON THESE DRAWINGS.

6) ALL CONSTRUCTION SHALL CONFORM TO THE LOCAL MUNICIPALITY'S STANDARDS INDEXES AND CONSTRUCTION REGULATIONS.

7) VERIFY EXISTING SITE GRADES TO BE SUBSTANTIALLY CONSISTENT WITH GRADES SHOWN ON THE DRAWINGS BEFORE COMMENCING WORK. REPORT ANY SIGNIFICANT CONFLICT IN GRADES TO THE ENGINEER BEFORE PROCEEDING.

8) DO NOT INTERRUPT EXISTING UTILITIES SERVING FACILITIES OCCUPIED AND USED BY OWNER OR OTHERS, EXCEPT WHEN PERMITTED IN WRITING BY THE ENGINEER AND THEN ONLY AFTER ACCEPTABLE TEMPORARY UTILITY SERVICES HAVE BEEN PROVIDED.

9) MINIMIZE THE IMPACT OF THE WORK ON THE FACILITY'S OPERATIONS.

10) WORK MAY INVOLVE EXPOSURE TO PETROLEUM CONTAMINATION. CONSTUCTION PERSONNEL SHALL BE RESPONSIBLE FOR:

A. APPROPRIATE HEALTH AND SAFETY TRAINING FOR CONTRACTORS WORKERS AND SUBCONTRACTED WORKERS.

B. MEETING ALL OSHA REGULATIONS PERTAINING TO THIS TYPE OF WORK.

11) ENGINEER WILL PROVIDE AND IMPLEMENT A SITE SPECIFIC HEALTH AND SAFETY PLAN.

12) DISCUSS DAILY WORK ACTIVITIES WITH FACILITY MANAGER BEFORE THE WORK ACTIVITIES ARE INITIATED.

13) DEFINITIONS

A. SEDIMENT: SOIL WHICH HAS ERODED AND TRANSPORTED BY RUNOFF WATER OR WIND.

B. SOLID WASTE: LIQUID OR SOLID FORMS OF RUBBISH, DEBRIS, GARBAGE, AND OTHER DISCARDED SOLID MATERIALS, EXCEPT SOLID HAZARDOUS WASTE RESULTING FROM INDUSTRIAL, COMMERCIAL, AND AGRICULTURAL OPERATIONS AND FROM COMMUNITY ACTIVITIES.

C. RUBBISH: COMBUSTIBLE AND NONCOMBUSTIBLE WASTES SUCH AS PAPER, BOXES, GLASS, CROCKERY, METAL, CANS FROM ANY SOURCE.

D. DEBRIS: COMBUSTIBLE AND NONCOMBUSTIBLE WASTES AND WASTE MATERIALS RESULTING FROM CONSTRUCTION OR MAINTENANCE AND REPAIR WORK, LEAVES, AND TREE TRIMMINGS.

E. CHEMICAL WASTE: WASTE GENERATED BY CHEMICAL PROCESS OPERATIONS SUCH AS ALKALIES, HERBICIDES, PESTICIDES, AND ORGANIC AND INORGANIC CHEMICALS.

F. SANITARY WASTE: WASTE CHARACTERIZED AS DOMESTIC SANITARY SEWAGE.

G. GARBAGE: REFUSE AND SCRAPS OR BY–PRODUCTS RESULTING FROM PREPARATION, COOKING, DISPENSING, AND CONSUMPTION OF FOOD.

H. HAZARDOUS WASTE: SOLID WASTE CONTAINING OR EXPOSED TO HAZARDOUS SUBSTANCES AS DEFINED IN 40 CFR 261 AND AS MORE STRINGENTLY DEFINED BY STATE OR LOCAL REGULATIONS.

I. OILY WASTE: NON–HAZARDOUS PETROLEUM PRODUCTS AND BITUMINOUS MATERIALS.

THE FOLLOWING ARE SPECIFIC ITEMS OF ENVIRONMENTAL CONCERN AND GUIDANCE THAT MUST BE CONSIDERED IN ALL PROJECTS.

14) PROVIDE AND MAINTAIN, DURING THE LIFE OF THE CONTRACT, ENVIRONMENTAL PROTECTION. PLAN FOR AND PROVIDE ENVIRONMENTAL PROTECTIVE MEASURES TO CONTROL POLLUTION THAT DEVELOPS DURING CONSTRUCTION PRACTICE. PLAN FOR AND PROVIDE ENVIRONMENTAL PROTECTIVE MEASURES REQUIRED TO CORRECT CONDITIONS THAT DEVELOP DURING THE CONSTRUCTION OF PERMANENT OR TEMPORARY STRUCTURES OR ENVIRONMENTAL SYSTEMS ASSOCIATED WITH THE PROJECT. COMPLY WITH CURRENT FEDERAL, STATE AND LOCAL REGULATIONS PERTAINING TO PROTECTION OF THE ENVIRONMENT, INCLUDING BUT NOT LIMITED TO WATER, AIR, AND HAZARDOUS WASTE POLLUTION.

15) LAND RESOURCES: EXCEPT IN AREAS TO BE CLEARED, DO NOT REMOVE, CUT , DEFACE, INJURE, OR DESTROY TREES OR SHRUBS WITHOUT ENGINEER'S PERMISSION. DO NOT FASTEN OR ATTACH ROPES, CABLE, OR GUYS TO EXISTING NEARBY TREES FOR ANCHORAGES, UNLESS AUTHORIZED BY THE ENGINEER. WHERE SUCH USE OF ATTACH ROPES, CABLES, OR GUYS IS AUTHORIZED, THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY RESULTANT DAMAGE. PROTECT EXISTING TREES THAT ARE TO REMAIN AND THAT MAY BE INJURED, BRUISED, DEFACED, OR OTHERWISE DAMAGED BY CONSTRUCTION OPERATIONS.

16) EROSION AND SEDIMENT CONTROL MEASURES

A. PROTECTION OF ERODIBLE SOILS: IMMEDIATELY FINISH THE EARTHWORK BROUGHT TO A FINAL GRADE, AS INDICATED OR SPECIFIED. IMMEDIATELY PROTECT THE SIDE SLOPES AND BACK SLOPES UPON COMPLETION OF ROUGH GRADING. PLAN AND CONDUCT EARTHWORK TO MINIMIZE THE DURATION OF EXPOSURE OF UNPROTECTED SOILS.

B. TEMPORARY PROTECTION OF ERODIBLE SOILS; USE THE FOLLOWING METHODS TO PREVENT EROSION AND CONTROL SEDIMENTATION:

1. MECHANICAL RETARDATION AND CONTROL OF RUNOFF: MECHANICALLY RETARD AND CONTROL THE RATE OF RUNOFF FROM THE CONSTRUCTION SITE. THIS INCLUDES CONSTRUCTION OF DIVERSION DITCHES, BENCHES, AND BERMS TO RETARD AND DIVERT RUNOFF TO PROTECTED DRAINAGE COURSES.

17) PICK UP SOLID WASTES, AND PLACE IN CONTAINERS THAT ARE REGULARLY EMPTIED. DO NOT PREPARE, COOK, OR DISPOSE OF FOOD ON THE PROJECT SITE. PREVENT CONTAMINATION OF THE SITE AND OTHER AREAS WHEN HANDLING AND DISPOSING ALL WASTES. ON COMPLETION, LEAVE THE AREAS CLEAN. CONTROL AND DISPOSE OF ALL SOLID AND SANITARY WASTE.

A. DISPOSAL OF GARBAGE, RUBBISH AND DEBRIS: DISPOSE OF RUBBISH AND DEBRIS IN ACCORDANCE WITH THE REQUIREMENTS SPECIFIED BY THE LOCAL REGULATORY AUTHORITY.

B. RUBBISH AND DEBRIS REMOVAL: REMOVE AND DISPOSE RUBBISH AND DEBRIS FROM PROJECT SITE SEPARATELY FROM OTHER WASTE.

C. GARBAGE REMOVAL: PLACE GARBAGE IN APPROVED CONTAINERS, AND DISPOSE VIA AN APPROVED MEANS.

D. SOILS: EXCAVATED SOILS THAT ARE TO BE REMOVED FROM A PROJECT SITE MUST FIRST BE TESTED BY OWNER'S AGENT BEFORE REMOVAL. DISPOSE OF ALL SOIL IN A MANNER APPROVED BY THE GOVERNING REGULATORY AUTHORITY AND STATE REGULATION.

18) HANDLE GENERATED HAZARDOUS WASTE IN ACCORDANCE WITH 40 CFR 262. SEPARATE ANY CONTRACTOR–GENERATED HAZARDOUS WASTE AND IDENTIFY SAME AS SUCH.

19) DISPOSE OF ANY CONTRACTOR–GENERATED HAZARDOUS WASTE IN ACCORDANCE WITH 40 CFR 263 AND 40 CFR 264.

20) CONTRACTOR SHALL PIPE AND ELECTRICALLY WIRE PER DRAWINGS AND SPECIFICATIONS TO OBTAIN A COMPLETE SYSTEM; TESTED, ADJUSTED AND READY FOR OPERATION.

21) INFORMATION GIVEN HEREIN AND ON DRAWINGS IS AS EXACT AS COULD BE SECURED, BUT IS NOT GUARANTEED. DO NOT SCALE DRAWINGS FOR EXACT DIMENSIONS.

22) SUPPLY ALL EQUIPMENT, PIPING, APPURTENANCES, MATERIALS, LABOR, PERMITS ETC. TO OBTAIN A COMPLETE WORKING SYSTEM. ITEMS TO BE SUPPLIED BY OTHERS ARE NOTED IN DRAWINGS.

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CONSTRUCTION DRAWINGS

SCALE VERIFICATION
THIS BAR REPRESENTS ONE INCH ON THE ORIGINAL DRAWING
0 1"
USE TO VERIFY FIGURE

ENGINEER OF RECORD
STATE OF FLORIDA
CHAD RUSSO, P.E. FLORIDA LICENSE #: 98104
DATE SIGNED: 12/1/2025

CAD FILE: 2–NOTES	SCALE: NA
DRAWN BY: SDB	FOLDER: 10–22
CHECKED BY: CR	
APPROVED BY: CR	

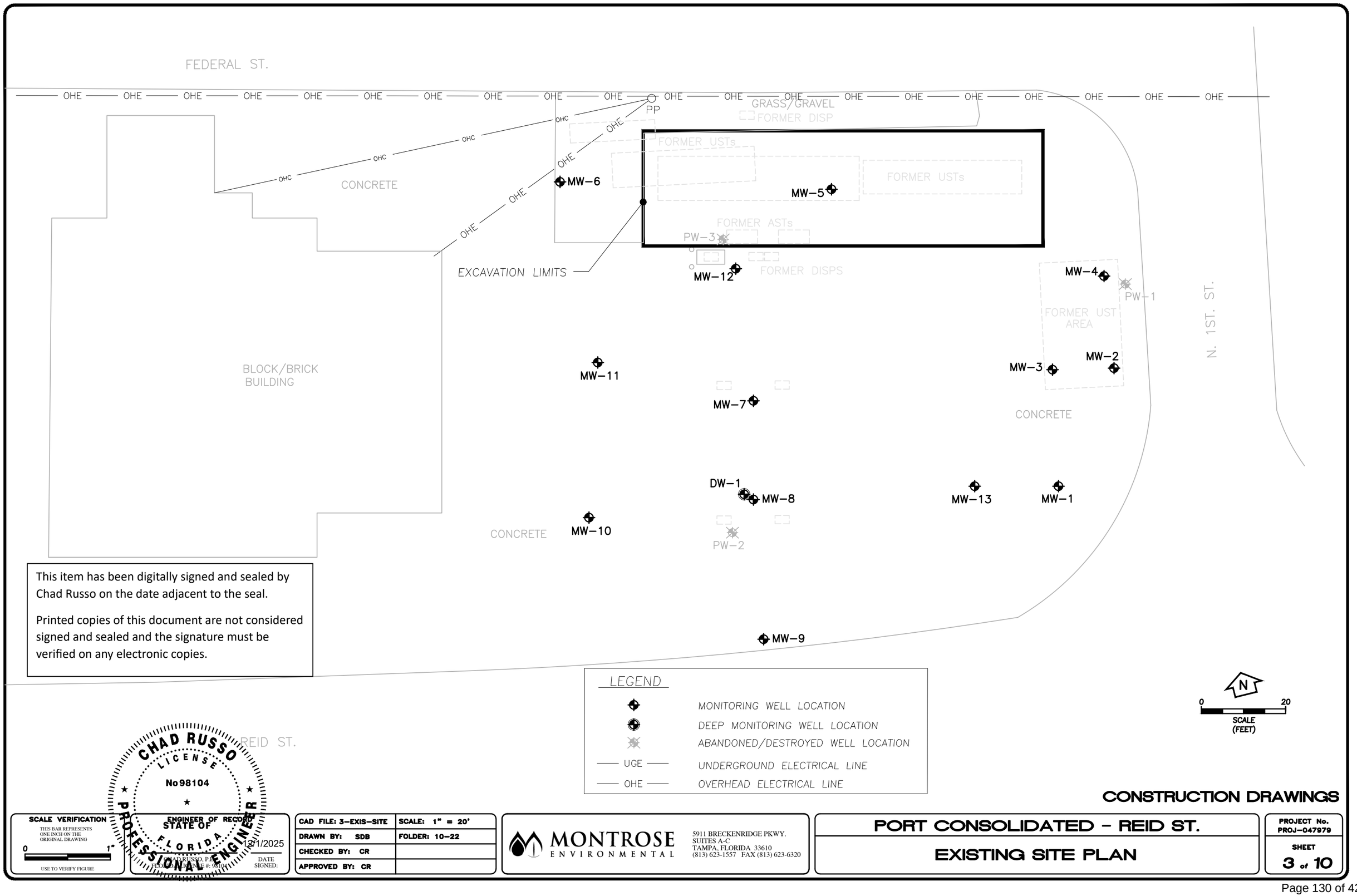
MONTROSE ENVIRONMENTAL
5911 BRECKENRIDGE PKWY.
SUITES A-C
TAMPA, FLORIDA 33610
(813) 623-1557 FAX (813) 623-6320

PORT CONSOLIDATED – REID ST.

GENERAL NOTES

PROJECT No. PROJ–047979

SHEET 2 of 10



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LEGEND

- MONITORING WELL LOCATION
- DEEP MONITORING WELL LOCATION
- ABANDONED/DESTROYED WELL LOCATION
- UGE — UNDERGROUND ELECTRICAL LINE
- OHE — OVERHEAD ELECTRICAL LINE

N

0 20

SCALE (FEET)

CHAD RUSSO LICENSE No 98104 PROFESSIONAL ENGINEER STATE OF FLORIDA

SCALE VERIFICATION
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0 1"
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ENGINEER OF RECORD
CHAD RUSSO, P.E.
FLORIDA LICENSE #: 98104
DATE SIGNED: 3/1/2025

CAD FILE: 3-EXIS-SITE	SCALE: 1" = 20'
DRAWN BY: SDB	FOLDER: 10-22
CHECKED BY: CR	
APPROVED BY: CR	

MONTROSE ENVIRONMENTAL
5911 BRECKENRIDGE PKWY.
SUITES A-C
TAMPA, FLORIDA 33610
(813) 623-1557 FAX (813) 623-6320

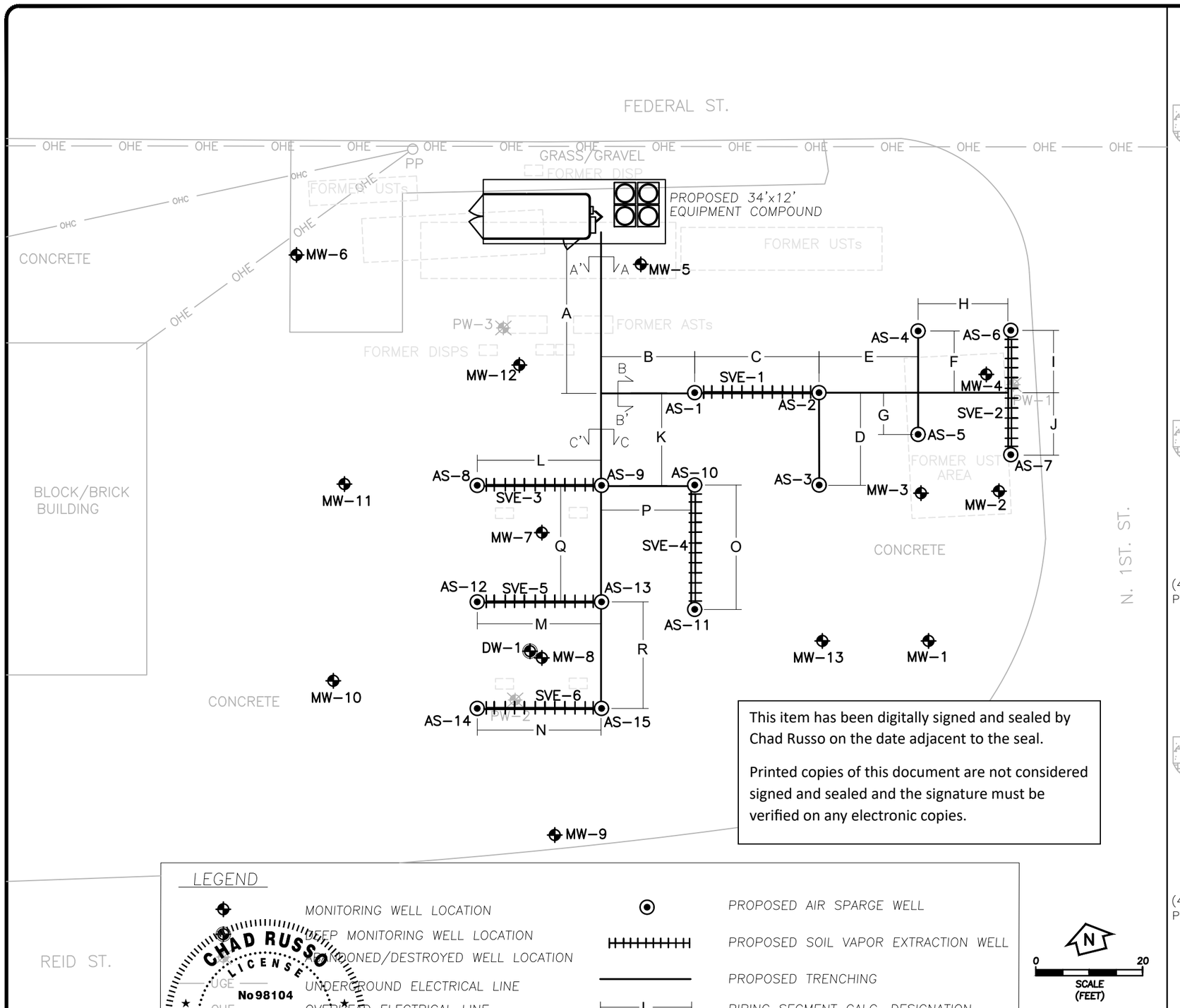
CONSTRUCTION DRAWINGS

PORT CONSOLIDATED - REID ST.

EXISTING SITE PLAN

PROJECT No. PROJ-047979

SHEET 3 of 10



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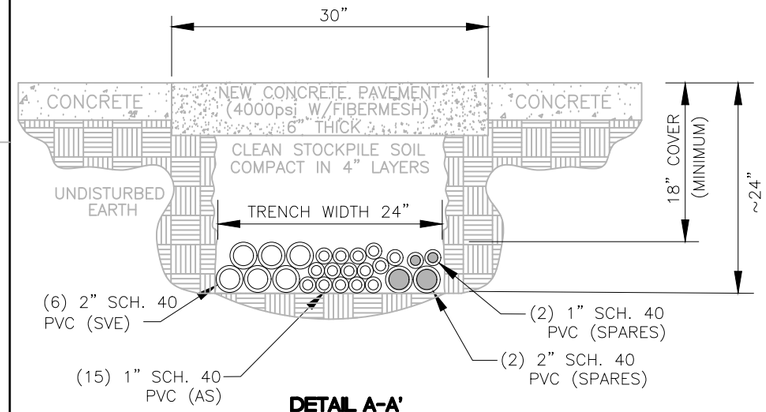
LEGEND

- MONITORING WELL LOCATION
- DEEP MONITORING WELL LOCATION
- ABANDONED/DESTROYED WELL LOCATION
- UGE — UNDERGROUND ELECTRICAL LINE
- OHE — OVERHEAD ELECTRICAL LINE
- PROPOSED AIR SPARGE WELL
- PROPOSED SOIL VAPOR EXTRACTION WELL
- PROPOSED TRENCHING
- L — PIPING SEGMENT CALC. DESIGNATION

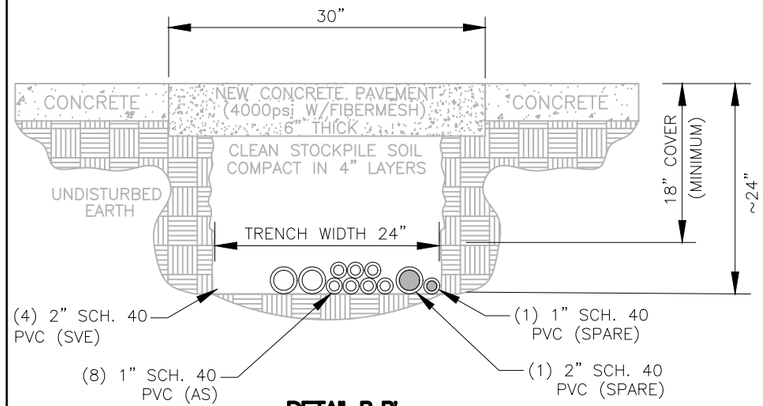
N

0 20

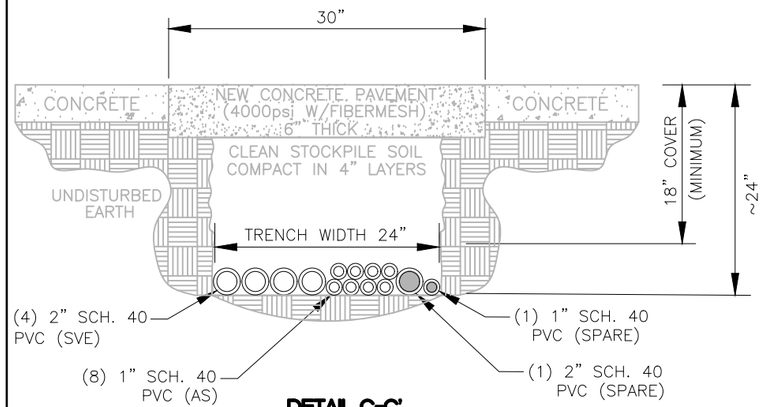
SCALE (FEET)



DETAIL A-A'
N.T.S.



DETAIL B-B'
N.T.S.



DETAIL C-C'
N.T.S.

NOTE: SPARES TERMINATE (CAPPED) AT AS-15 & SVE-2

CONSTRUCTION DRAWINGS

SCALE VERIFICATION
THIS BAR REPRESENTS ONE INCH ON THE ORIGINAL DRAWING
0 1"
USE TO VERIFY FIGURE

CHAD RUSSO LICENSE No 98104 PROFESSIONAL ENGINEER STATE OF FLORIDA

ENGINEER OF RECORD
CHAD RUSSO, P.E.
FLORIDA LICENSE NO. 98104
DATE SIGNED: 12/1/2025

CAD FILE: 4-PROP-SITE	SCALE: 1" = 30'
DRAWN BY: SDB	FOLDER: 10-22
CHECKED BY: CR	
APPROVED BY: CR	

MONTROSE ENVIRONMENTAL
5911 BRECKENRIDGE PKWY. SUITES A-C
TAMPA, FLORIDA 33610
(813) 623-1557 FAX (813) 623-6320

PORT CONSOLIDATED - REID ST.

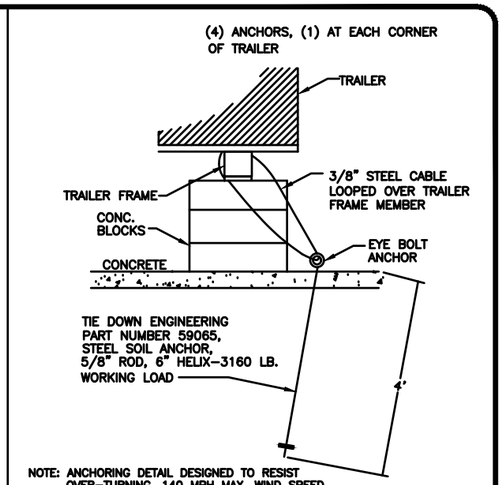
PROPOSED SITE PLAN AND TRENCHING DETAILS

PROJECT No. PROJ-047979

SHEET 4 of 10

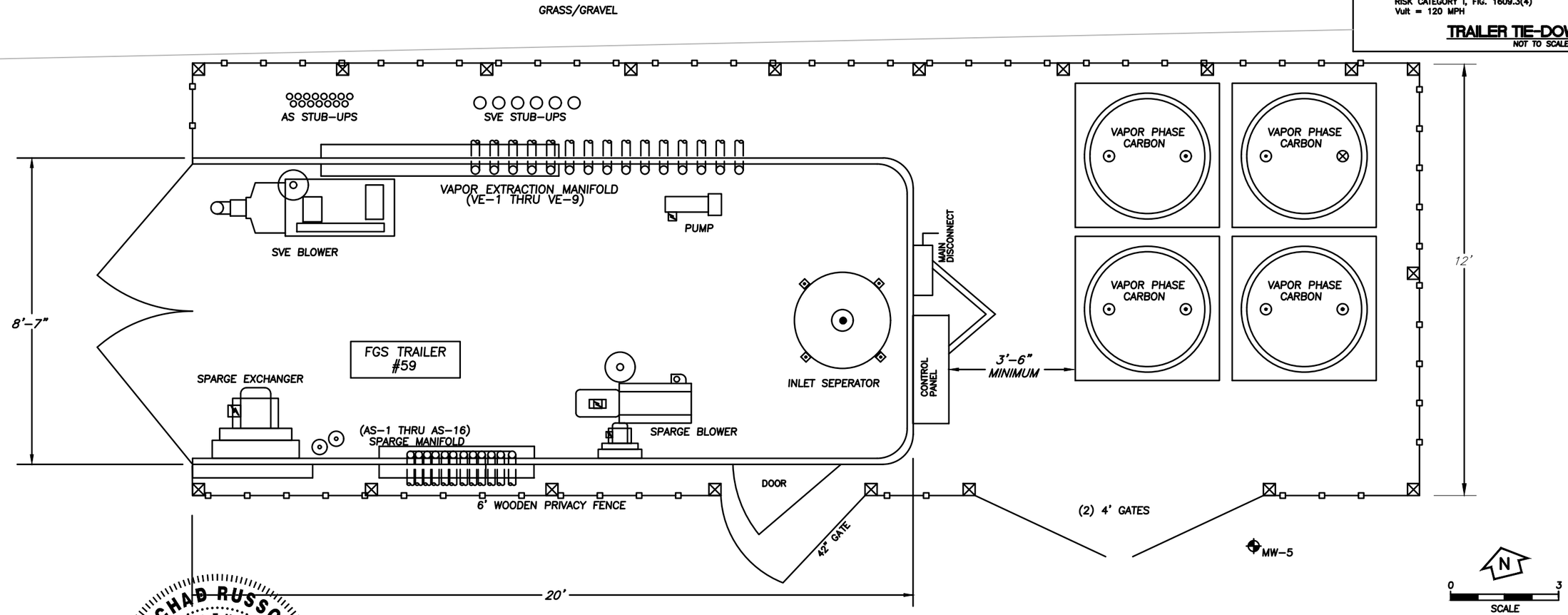
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TRAILER TIE–DOWN DETAIL

NOT TO SCALE



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SCALE VERIFICATION	THIS BAR REPRESENTS ONE INCH ON THE ORRIGINAL DRAWING (0 — 1") USE TO VERIFY FIGURE
ENGINEER OF RECORD	STATE OF FLORIDA — CHAD RUSSO, P.E. FLORIDA LICENSE #: 98104 — DATE SIGNED: 12/1/2025
CAD FILE: 5–TREAT–SYST	SCALE: 1" = 3'
DRAWN BY: SDB	FOLDER: 10–22
CHECKED BY: CR	
APPROVED BY: CR	

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TAMPA, FLORIDA 33610
(813) 623-1557 FAX (813) 623-6320

CONSTRUCTION DRAWINGS

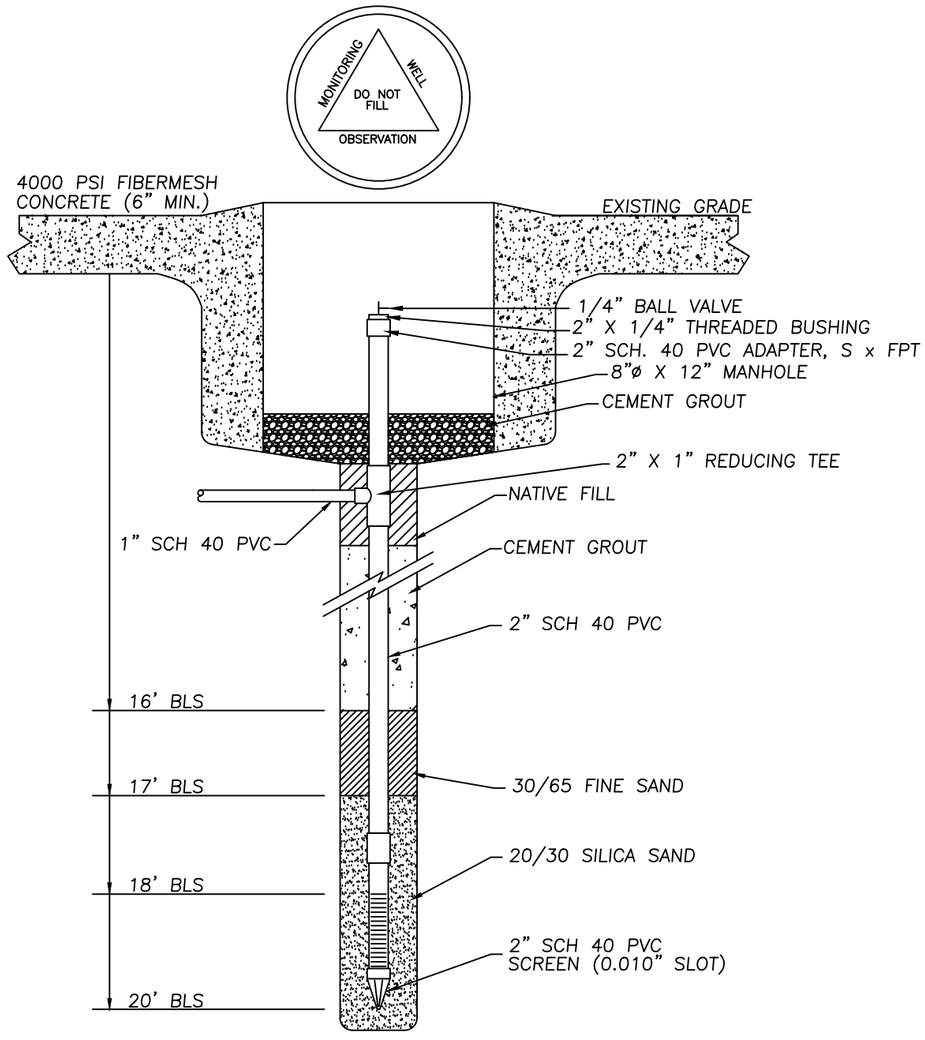
PORT CONSOLIDATED – REID ST.

TREATMENT SYSTEM LAYOUT AND TIE–DOWN DETAIL

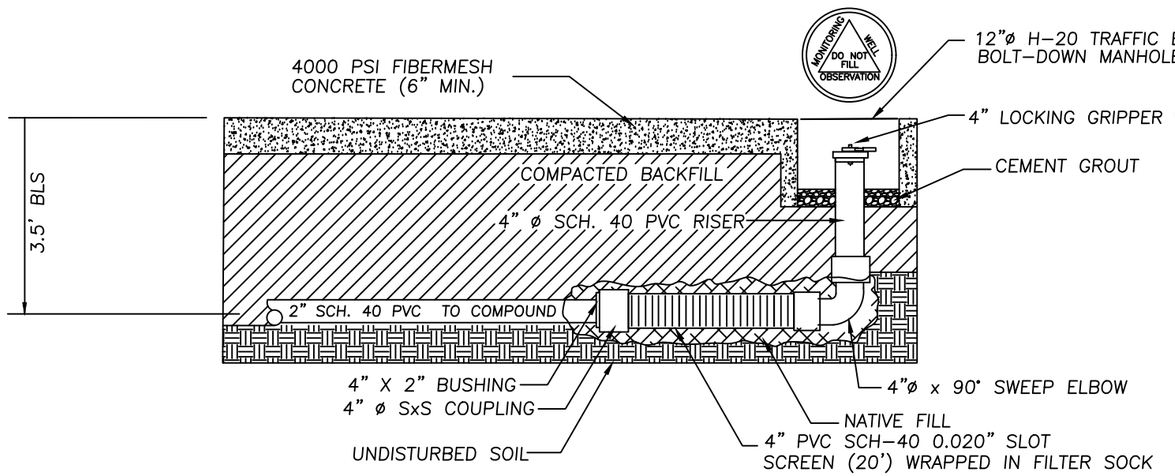
PROJECT No. PROJ–047979

SHEET 5 of 10

8"ø H–20 BOLT–DOWN TRAFFIC BEARING MANHOLE



(AS-1 THROUGH AS-15)
NOT TO SCALE



(SVE-1 THROUGH SVE-6)
NOT TO SCALE

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CHAD RUSSO LICENSE No98104 ENGINEER OF RECORD STATE OF FLORIDA PROFESSIONAL ENGINEER

CHAD RUSSO, P.E.
FLORIDA LICENSE #: 98104

12/1/2025
DATE SIGNED:

CONSTRUCTION DRAWINGS

SCALE VERIFICATION			
THIS BAR REPRESENTS ONE INCH ON THE ORIGINAL DRAWING	CAD FILE:6–SYST–WELLS	SCALE: NA	
0 1"	DRAWN BY: SDB	FOLDER: 10–22	
USE TO VERIFY FIGURE	CHECKED BY: CR		
	APPROVED BY: CR		

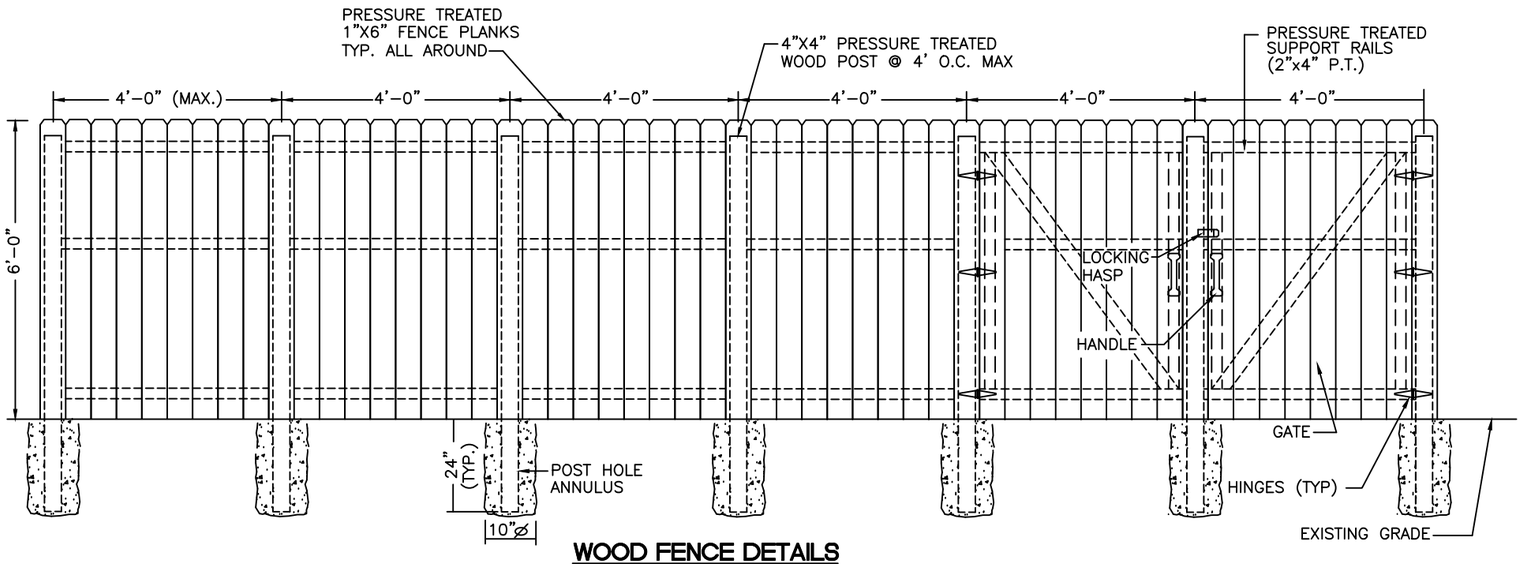
MONTROSE ENVIRONMENTAL
5911 BRECKENRIDGE PKWY.
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(813) 623-1557 FAX (813) 623-6320

PORT CONSOLIDATED – REID ST.

AIR SPARGE AND SOIL VAPOR EXTRACTION WELL CONSTRUCTION DETAILS

PROJECT No. PROJ–047979

SHEET 6 of 10



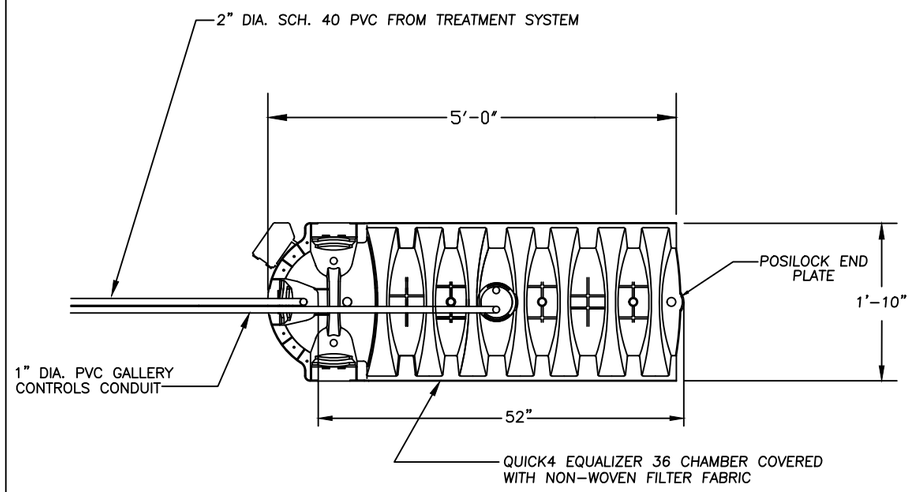
WOOD FENCE DETAILS

NOT TO SCALE

HIGH VELOCITY HURRICANE ZONE WOOD FENCE DETAIL

Wood fences not exceeding 6'-0" in height may be constructed to meet the following minimum requirements:

(1) Vertical post of nominal 4x4 spaced a maximum of 4' o/c for 6' high fences.
(2) Post shall be embedded 2'0" into concrete footing 10" in diameter and 2'0" deep.
(3) 2x4 material shall be fastened with (2) #16D galvanized nails at each attachment.
(4) All lumber shall be a minimum of #2 grade or better.
(5) All fasteners shall be corrosion resistant.
(6) Fence boards less than 8" wide shall be fastened with (2) #8 D galvanized nails at each connection point.



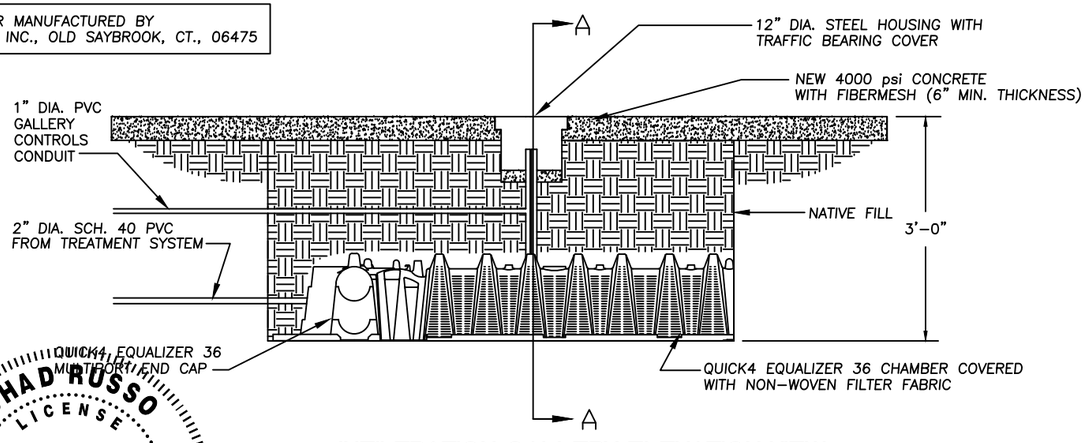
INFILTRATION GALLERY PLAN VIEW

NOT TO SCALE

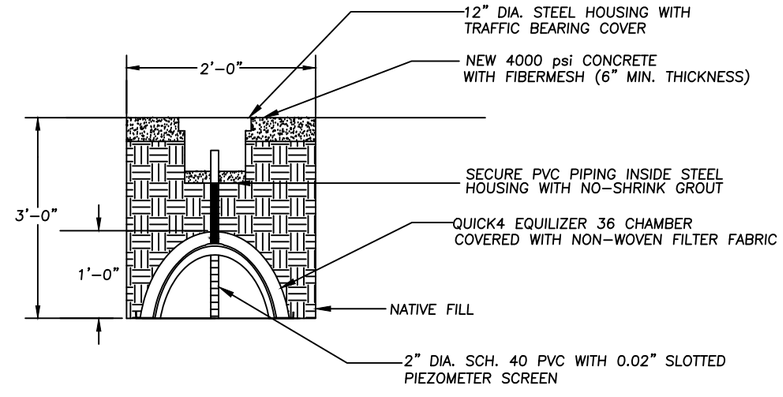
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NOTE: INFILTRATION CHAMBER MANUFACTURED BY INFILTRATOR SYSTEMS INC., OLD SAYBROOK, CT., 06475



INFILTRATION GALLERY ELEVATION VIEW



INFILTRATION GALLERY CROSS-SECTION A-A

NOT TO SCALE

CHAD RUSSO LICENSE No98104 PROFESSIONAL ENGINEER

SCALE VERIFICATION	ENGINEER OF RECORD		
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CAD FILE: 7-GALLERY	SCALE: NA
DRAWN BY: SDB	FOLDER: 10-22
CHECKED BY: CR	
APPROVED BY: CR	

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SUITES A-C
TAMPA, FLORIDA 33610
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CONSTRUCTION DRAWINGS

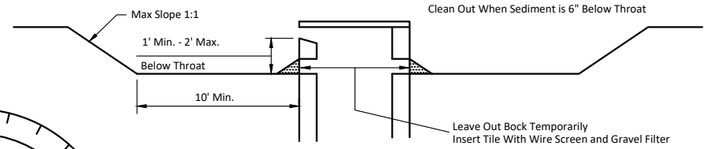
PORT CONSOLIDATED - REID ST.

FENCE AND INFILTRATION GALLERY CONSTRUCTION DETAILS

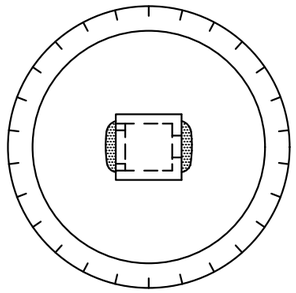
PROJECT No. PROJ-047979

SHEET 7 of 10

CONTRACTOR'S RESPONSIBILITY
- Erosion and Sedimentation Controls are Performance Based Criteria
- If the BMPs Provided do not Prevent Soils From Leaving a Construction Site, then the Contractor is Required to Employ Additional Procedures to Provide Clean Runoff From a Site



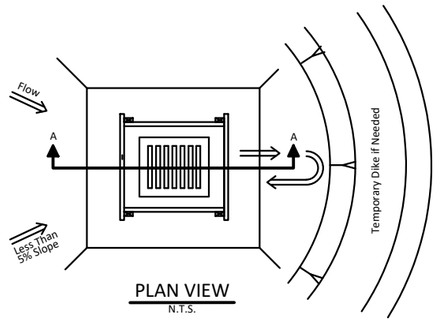
CROSS SECTION
N.T.S.



PLAN VIEW
N.T.S.

- Circular Shape is not Essential - Vary Shape to Fit Drainage Area and Terrain
- Observe to Check Trap Efficiency and Modify as Necessary to Insure Satisfactory Trapping of Sediment.

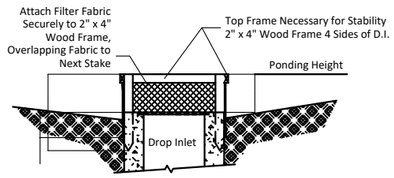
TEMPORARY SEDIMENT TRAP @ STORM DRAIN INLET



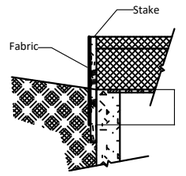
PLAN VIEW
N.T.S.

CONTRACTOR'S RESPONSIBILITY
- Erosion and Sedimentation Controls are Performance Based Criteria
- If the BMPs Provided do not Prevent Soils From Leaving a Construction Site, then the Contractor is Required to Employ Additional Procedures to Provide Clean Runoff From a Site

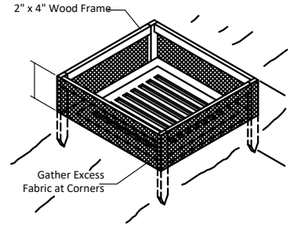
NOTES:
1. Drop Inlet Sediment Barriers are to be Used for Small, Nearly Level Drainage Areas. (Less Than 5%)
2. Use 2" x 4" Wood or Equivalent Metal Stakes (3' Min. Length).
3. Install 2" x 4" Wood Top Frame to Insure Stability
4. The Top of the Frame (Ponding Height) Must be Well Below the Ground Elevation Downslope to Prevent Runoff From Bypassing the Inlet - A Temporary Dike May be Necessary on the Downslope Side of the Structure
5. Mirafi or Approved Erosion Control Fabric Shall be Wrapped Around Grate
6. The Method Shall not Apply to Inlets Receiving Concentrated Flows, Such as in Street or Highway Medians.



SECTION A-A
N.T.S.



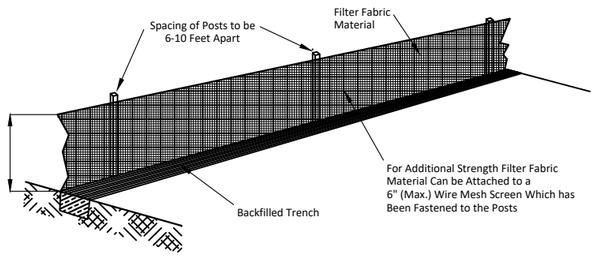
DETAIL OF STAKE & FABRIC ORIENTATION
N.T.S.



ISOMETRIC VIEW
N.T.S.

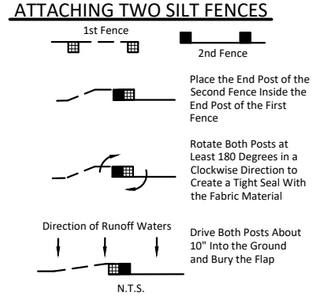
TEMPORARY SEDIMENT TRAP @ DROP INLET

CONTRACTOR'S RESPONSIBILITY
- Erosion and Sedimentation Controls are Performance Based Criteria
- If the BMPs Provided do not Prevent Soils From Leaving a Construction Site, then the Contractor is Required to Employ Additional Procedures to Provide Clean Runoff From a Site

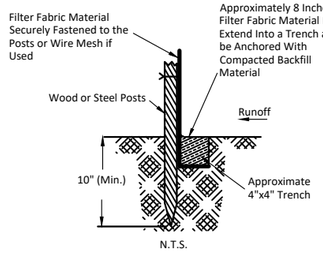


N.T.S.

ATTACHING TWO SILT FENCES



N.T.S.

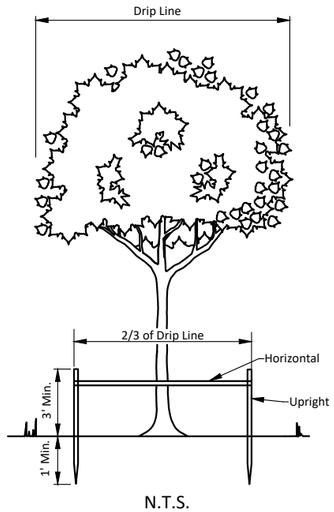


N.T.S.

CHAD RUSSO LICENSE No 98104 PROFESSIONAL ENGINEER STATE OF FLORIDA

FILTER FABRIC SILT FENCE INSTALLATION

HARDWOODS



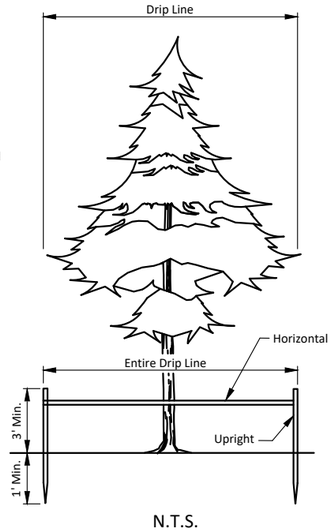
N.T.S.

SPECIFICATIONS - WOOD BARRIER

1. Minimum radius to be protected:
   A. Hardwoods - 2/3 drip line
   B. Conifers & Sabal Palms - Entire drip line.
2. Uprights - No less than 2" X 2" lumber.
3. Horizontals - No less than 1" X 4" lumber.
4. Barriers shall be erected around all protected trees and palms, and inspected by city representative before construction begins.
5. Upright posts are to be at least 4 feet in length with a minimum of 1 foot anchored in ground and 3 feet above ground.
6. Barriers to remain in place until all paving, construction and heavy equipment is out of area.

Further information may be obtained from the Land Resource Specialists at 562-4575 and 562-4558.

PINES



N.T.S.

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TREE BARRICADES

CONSTRUCTION DRAWINGS

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CAD FILE: 8—SEDI	SCALE: NA
DRAWN BY: SDB	FOLDER: 10—22
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5911 BRECKENRIDGE PKWY.
SUITES A-C
TAMPA, FLORIDA 33610
(813) 623-1557 FAX (813) 623-6320

PORT CONSOLIDATED – REID ST.

SEDIMENTATION CONTROL AND TREE BARRACADE DETAILS

PROJECT No. PROJ–047979

SHEET 8 of 10

INSTRUMENT TYPE/DESIGNATION

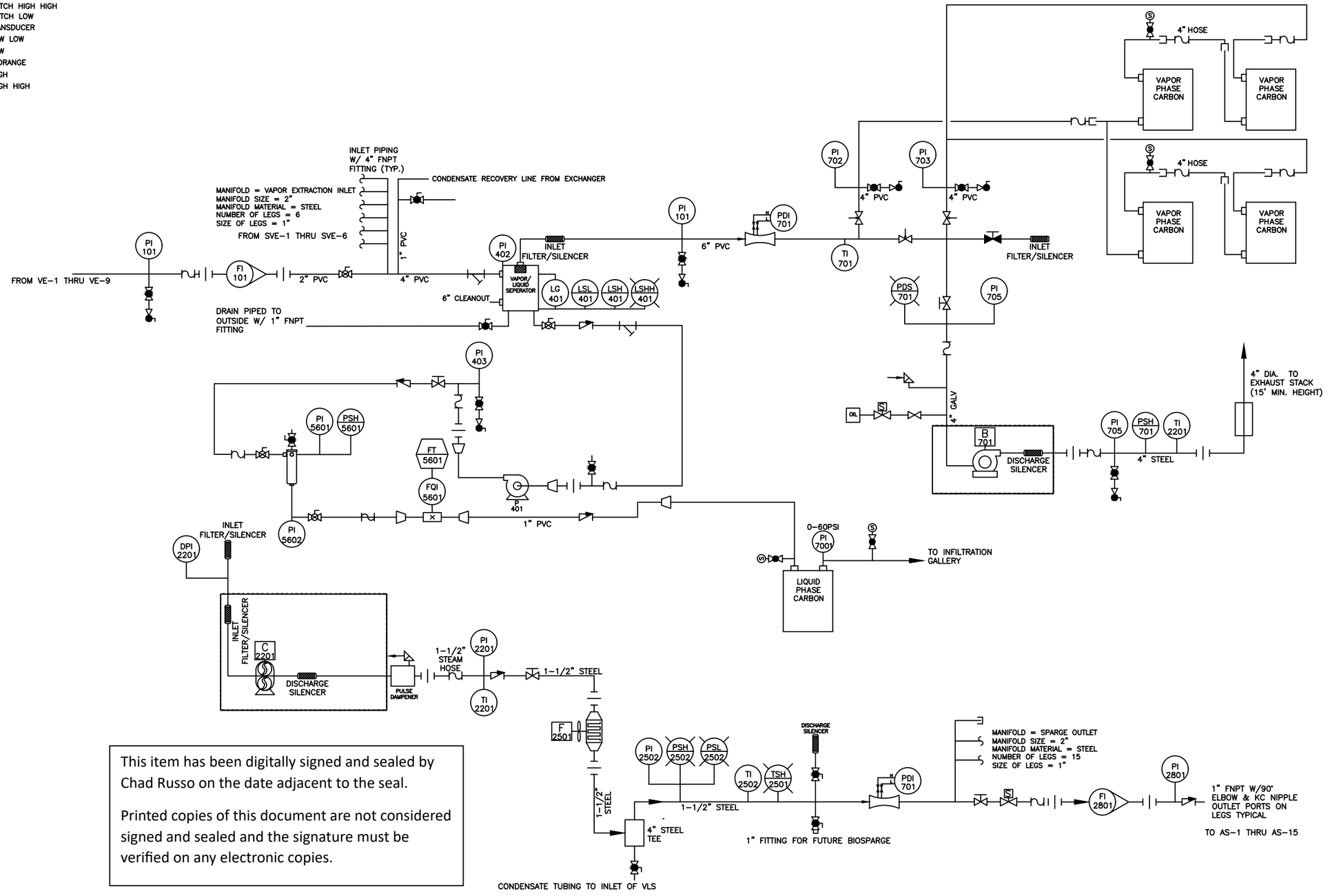
PI	PRESSURE INDICATOR
PSHH	PRESSURE SWITCH HIGH HIGH
PSH	PRESSURE SWITCH HIGH
PSL	PRESSURE SWITCH LOW
DPS	DIFFERENTIAL PRESSURE SWITCH
DPI	DIFFERENTIAL PRESSURE INDICATOR
VI	VACUUM INDICATOR
VSLL	VACUUM SWITCH LOW LOW
FI	FLOW INDICATOR
FM	FLOW METER
FQ/FT	FLOW METER (TOTALIZING)
FS	FLOW SWITCH
TI	TEMPERATURE INDICATOR
TSHH	TEMPERATURE SWITCH HIGH HIGH
TSL	TEMPERATURE SWITCH LOW
TT	TEMPERATURE TRANSDUCER
LSLL	LEVEL SWITCH LOW LOW
LSL	LEVEL SWITCH LOW
LSM	LEVEL SWITCH MIDRANGE
LSH	LEVEL SWITCH HIGH
LSHH	LEVEL SWITCH HIGH HIGH

INSTRUMENTATION

INSTRUMENT TYPE — PI 203 — POSITION NUMBER

SYMBOL SPECIFICATIONS

- REDUCING COUPLER
- CHECK VALVE
- BALL VALVE
- SLIDE VALVE
- GLOBE VALVE
- BUTTERFLY VALVE
- VACUUM RELIEF VALVE
- PRESSURE RELIEF VALVE
- FLEXIBLE CONNECTION
- SWING CHECK VALVE
- AIR COMPRESSOR (ROTARY CLAW)
- FLANGED CONNECTION
- WYE STRAINER
- VAPOR-PHASE CARBON VESSEL
- BLOWER (REGENERATIVE)
- SAMPLE PORT
- CAMLOCK CONNECTION
- UNION
- PUMP (CENTRIFUGAL)
- BAG FILTER
- WATER FLOW METER
- ANALOG INPUT TO CONTROL PANEL



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ENGINEER OF RECORD
CHAD RUSSO, P.E.
FLORIDA LICENSE #: 98104
DATE SIGNED: 3/21/2025

CAD FILE: 9-PID	SCALE: NA
DRAWN BY: SDB	FOLDER: 10-22
CHECKED BY: CR	
APPROVED BY: CR	

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(813) 623-1557 FAX (813) 623-6320

CONSTRUCTION DRAWINGS

PORT CONSOLIDATED - REID ST.

PROCESS AND INSTRUMENTATION DIAGRAM

PROJECT No. PROJ-047979

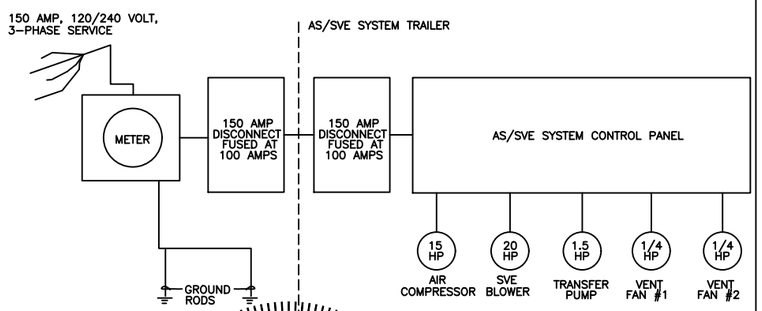
SHEET 9 of 10

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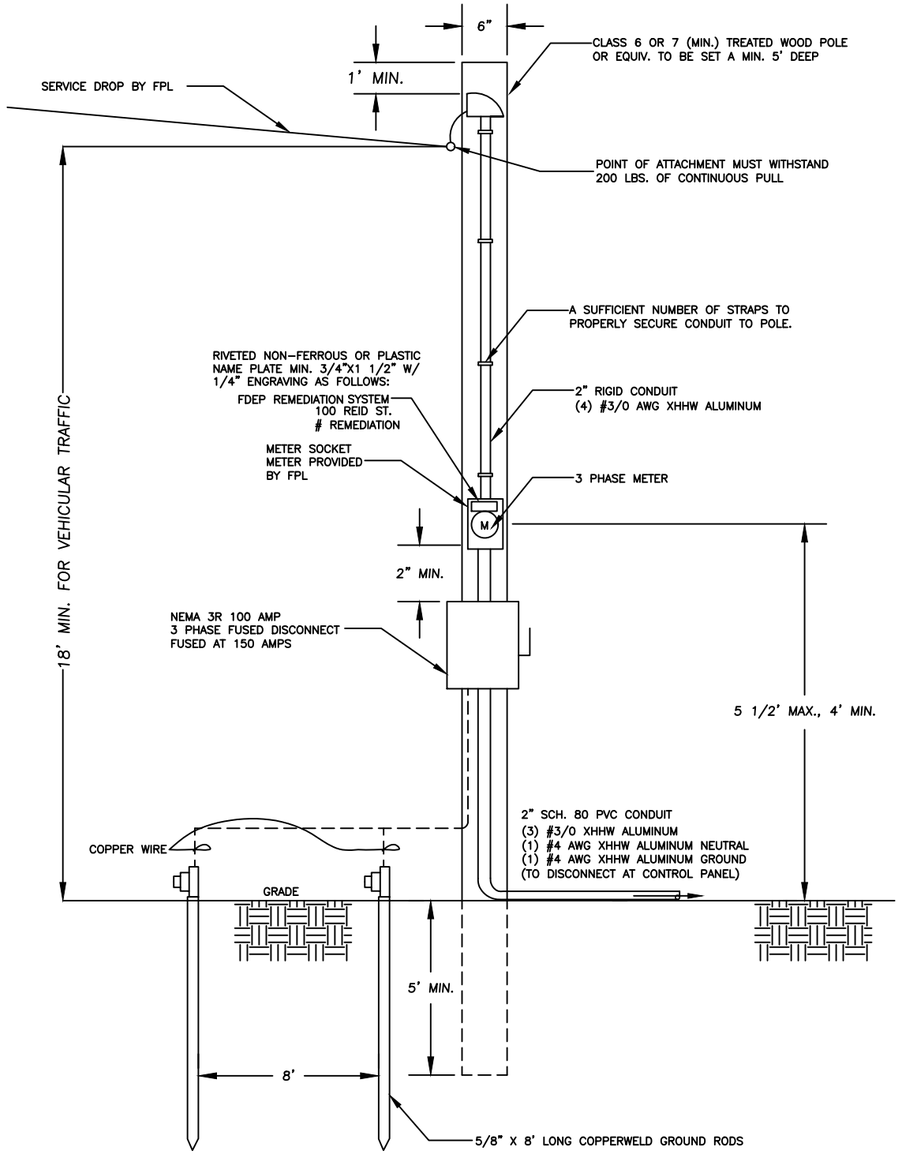
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Port Consolidated - Reid St.					
Powered Device - AS/SVE System Control Panel					
Over-current Protection - 150 amp fused (Type R) disconnect					
Load Description	**Motor Horsepower**	**Voltage**	**Full Load Amps**	**Phase**	**Branch Circuit Protection**
Rietschle DLR 150 Rotary Claw Compressor	15	230	33.4	3	CB 70 A
Sutorbuilt 4L Lobe Blower	20	230	44.5	3	CB 90 A
Transfer Pump	1.5	230	5.2	3	CB 15 A
Heat Exchanger	1/3	230	1.8	3	CB 15 A
Vent Fan # 1		230	3.3	1	CB 15 A
Vent Fan # 2		230	3.3	1	CB 15 A
Controls	-	230	2.0	1	F 30 A
Lights	-	115	1.4	1	CB 15 A
Receptacle (GFCI)	-	115	15.0	1	CB 15 A
total	-	120/240	124.9		
		25% of Largest Load =	11.1		
		Total Load =	136.0		
		Feeder Capacity =	150		

* ESTIMATED SERVICE REQUIREMENTS–ELECTRICIAN TO PERFORM INDEPENDENT SIZING CALCULATION.
* APPLY FOR 150 AMP MINIMUM SERVICE



SINGLE LINE DIAGRAM
N.T.S.



EXISTING OVERHEAD METERED SERVICE POLE
N.T.S.

EQUIPMENT LIST

AIR SPARGING SYSTEM

AIR SPARGE WELLS
- QUANTITY: 15
- DEPTH: 20 FEET
- DIAMETER: 2 INCH
- CONSTRUCTION: SCH 40 PVC
- SCREEN LENGTH: 2 FT
- SLOT SIZE 0.010 INCH

SPARGE COMPRESSOR
- TYPE: ROTARY CLAW
- MODEL: RIETSCHLE DLR 150
- MOTOR HP: 15
- POWER: 230 V, 3-PHASE
- CAPACITY: 100 CFM MAX, 29 PSI MAX

FLOW METER
- QUANTITY: 15
- MODEL DWYER RMC-121
- RANGE: 1 - 10 SCFM

PRESSURE GAGE
- QUANTITY: 15
- TYPE: STAINLESS STEEL, LIQUID FILLED
- RANGE: 0 - 30 PSI

SOIL VAPOR EXTRACTION SYSTEM

SVE WELLS (HORIZONTAL)
- QUANTITY: 6
- DEPTH: 3.5 FEET
- DIAMETER: 4 INCHES
- CONSTRUCTION: SCH 40 PVC
- SCREEN LENGTH: 20 FEET
- SLOT SIZE 0.020 INCH

BLOWER
- TYPE: POSITIVE DISPLACEMENT
- MODEL: SUTORBILT 4L
- MOTOR HP: 20
- POWER: 230 V, 3-PHASE
- CAPACITY: 650 CFM, 180 INCHES H2O

VAPOR CARBON TREATMENT
- QUANTITY: 4
- MODEL: TETRASOLV MODEL VR-170
- CAPACITY: 170 LBS GAC

CONTROL PANEL
- ENCLOSURE: NEMA 4
- TYPE: PLC BASED
- CONTROLS: 1 AIR SPARGE SYSTEM
  1 SVE SYSTEM
  4 MOTOR STARTERS
  4 H-O-A SWITCHES
  5 ALARM LIGHTS
  3 HOUR METERS
  SURGE & PHASE-LOSS PROTECTION
- TELEMETRY: PHONETICS SENSAPHONE WEB 600

CHAD RUSSO LICENSE No 98... STATE OF FLORIDA PROFESSIONAL ENGINEER

SCALE VERIFICATION: THIS BAR REPRESENTS ONE INCH ON THE ORIGINAL DRAWING. 0 1. USE TO VERIFY FIGURE	ENGINEER OF RECORD: CHAD RUSSO, FLORIDA LICENSE 98...	12/1/2025 DATE SIGNED:	
CAD FILE: 10–ELEC	SCALE: NA		
DRAWN BY: SDB	FOLDER: 10–22		
CHECKED BY: CR			
APPROVED BY: CR			

MONTROSE ENVIRONMENTAL
5911 BRECKENRIDGE PKWY.
SUITES A-C
TAMPA, FLORIDA 33610
(813) 623-1557 FAX (813) 623-6320

CONSTRUCTION DRAWINGS

PORT CONSOLIDATED – REID ST.

EQUIPMENT LIST AND ELECTRICAL DETAIL

PROJECT No. PROJ–047979

SHEET 10 of 10

CITY MANAGER REPORT

APRIL 23, 2026

TABLE OF CONTENTS

- I. Port Consolidated Environmental Update
- II. Lead Assessment at Palatka Water Treatment Plant
- III. Employee Community Cleanup Day

PORT CONSOLIDATED ENVIRONMENTAL UPDATE

Per Chad Russon, P.E., Engineering Operations Manager, Montrose Environment Solutions, and the attached construction drawings, reflects that the remediation system shouldn't impact the building. The footprint is far away from it. There won't be any safety concerns posed to the building by our system.

Based upon Chad's experience with FDEP, they should start breaking ground some time this summer, and in summary, whatever modifications needed to be completed with the building, the remediation system should not pose a safety risk.

LEAD ASSESSMENT – PALATKA WATER TREATMENT PLANT

Montrose completed a limited soil quality evaluation at the Palatka Water Treatment Plant to determine if lead shot from the adjoining Palatka Skeet Club is having an adverse effect on site soils. The scope of work included the completion of one soil boring (MES-1) along the western property boundary and was completed to a total depth of 6 feet below land surface (ft bls), in accordance with the site assessment guidelines established in Chapter 62-780 Florida Administrative Code (F.A.C.).

As indicated, the lead concentration in the surficial soil sample (0-0.5 ft) was 11,000 mg/kg which grossly exceeds the applicable SCTLs, this level was in the first 6 inches of the soil. Lead concentrations in the remaining samples were below the applicable SCTLs.

LEAD ASSESSMENT – PALATKA WATER TREATMENT PLANT

The source of the elevated lead in the surficial sample is lead shot originating from the adjoining Palatka Skeet Club as observed at the time of sample collection. Given that the shooting activities at the Palatka Skeet Club are legal, we do not feel this condition represents an illicit discharge that is subject to FDEP cleanup enforcement, especially while the Palatka Skeet Club is still active.

Per a recent meeting held, the Skeet Club is paying for all cleanup and remediation services.

EMPLOYEE COMMUNITY CLEANUP DAY

JOIN US FOR CITY of Palatka FLORIDA

Employee Community Cleanup Day

"ONE TEAM. ONE CITY. ONE PURPOSE."

April 29, 2026

Come out for a day of team building across all departments and help make a difference in the City of Palatka.

Meet at 1900 Napoleon Street
Palatka, FL 32177
Event time: 9:00 am-12:00 pm

Follow the link below to register (press Ctrl and click the link):
https://forms.cloud.microsoft/g/8uzP8KuBs1



ADOPT RESOLUTION 2026-R-61 RATIFYING THE RECOMMENDATION OF THE CRA, AUTHORIZING THE EXECUTION OF A MOU WITH THE FLORIDA SMALL BUSINESS DEVELOPMENT CENTER FOR FISCAL YEAR 2025–2026.

A Resolution of the City Commission of the City of Palatka, Florida, ratifying the recommendation of the Community Redevelopment Agency and authorizing the execution of a Memorandum of Understanding (MOU) with the Florida Small Business Development Center at the University of North Florida (FSBDC) for Fiscal Year 2025–2026.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The Community Redevelopment Agency (CRA) of the City of Palatka has evaluated the ongoing need for small business development services within the CRA district. These services support economic growth, entrepreneurship, and the sustainability of local businesses.

The Florida Small Business Development Center at the University of North Florida (FSBDC) has a long-standing partnership with the City, providing services such as individualized business consulting, group training sessions, and economic development outreach. These services have historically contributed to business retention, expansion, and job creation within the community.

The CRA has reviewed the proposed Memorandum of Understanding (MOU) with the FSBDC for Fiscal Year 2025–2026 and has recommended approval of the agreement. The proposed MOU outlines the continuation of these services with funding in the amount of Twenty-Five Thousand Dollars ($25,000.00), to be paid in quarterly installments. This funding level is consistent with prior agreements between the parties.

The City Commission has determined that continued collaboration with the FSBDC supports the City's goals of economic development, revitalization, and strengthening the business environment within the CRA district.

PROJECT ANALYSIS

The purpose of this resolution is to ratify the CRA's recommendation and authorize the execution of the MOU with the FSBDC for Fiscal Year 2025–2026, enabling the continued provision of business development services.

FUNDING:

The agreement provides for funding in the amount of $25,000.00, payable in quarterly installments,

and budgeted in accordance with the City's adopted Fiscal Year 2025–2026 budget. This funding is allocated between two General Ledger Account numbers 030-30-580-3-3105, and 001-01-511-3-5283.

Staff Recommendation

Staff recommends approval of Resolution No. 2026-R-61.

ATTACHMENTS

1.	MOU - Small Busines Development Center
2.	61. Resolution 2026-R-61 Small Business Development

MEMORANDUM OF UNDERSTANDING
October 1, 2025 – September 30, 2026

PARTIES

This Memorandum of Understanding ("Agreement") is entered into by and between the City of Palatka, Florida, a municipal corporation ("City"), and the University of North Florida Board of Trustees, for and on behalf of the Florida Small Business Development Center at the University of North Florida (FSBDC) ("SBDC").

PURPOSE

The purpose of this Agreement is to set forth the services to be provided by the SBDC to support small business development, economic growth, and entrepreneurial activity within the City of Palatka, in exchange for funding provided by the City.

TERM

This Agreement shall commence on October 1, 2025, and shall terminate on September 30, 2026, unless earlier terminated as provided herein. This Agreement may be renewed upon mutual written agreement of the parties.

FUNDING AND PAYMENT

1. Total Compensation.
   The City agrees to pay the SBDC a total amount not to exceed Twenty-Five Thousand Dollars ($25,000.00) for services performed under this Agreement.
2. Payment Schedule.
   Payment shall be made in four (4) quarterly installments of $6,250.00, payable upon receipt of invoice and supporting documentation, due on or about:
   - October 15, 2025
   - January 15, 2026
   - April 15, 2026
   - July 15, 2026
3. Invoice Requirements.
   Each invoice shall be accompanied by a Quarterly Report detailing services provided during the preceding quarter.
4. Funding Source.
   Funding shall be provided consistent with the City's adopted Fiscal Year 2025–2026 budget and applicable CRA funding allocations, if applicable.

SERVICES

The SBDC shall provide professional consulting, training, and outreach services to small businesses and prospective entrepreneurs located within the City of Palatka.

A. Consulting Services

- Provide one-on-one confidential consulting to existing and prospective small business owners;
- Offer specialized consulting services, including access to subject matter experts where available.

B. Training and Education

- Conduct group training workshops, seminars, and educational programs tailored to the needs of local businesses;

- Provide technical assistance in areas such as business planning, financial management, marketing, and access to capital.

C. Outreach and Economic Development Support

- Participate in community events, trade shows, and economic development initiatives;
- Collaborate with City staff, the CRA, and other stakeholders to support business retention and expansion efforts.

D. Reporting and Performance Tracking

- Maintain accurate records of all services delivered;
- Utilize SBDC's CRM system to track client interactions and outcomes;
- Provide quarterly reports including, at a minimum:
    - Number of clients served
    - Number of training sessions conducted
    - Jobs created/retained (if available)
    - Capital accessed or leveraged (if available)

TERMINATION

1. **Termination for Convenience.**
   Either party may terminate this Agreement without cause upon thirty (30) days' written notice.
2. **Termination for Cause.**
   Either party may terminate this Agreement immediately upon written notice for material breach, provided the breaching party fails to cure such breach within a reasonable period.
3. **Payment Upon Termination.**
   The SBDC shall be compensated for services satisfactorily performed through the effective date of termination.

INDEPENDENT CONTRACTOR

The SBDC is an independent contractor and not an employee or agent of the City. Nothing contained herein shall be construed to create a partnership or joint venture.

COMPLIANCE WITH LAWS

The SBDC shall comply with all applicable federal, state, and local laws, regulations, and ordinances in the performance of this Agreement.

INDEMNIFICATION

To the extent permitted by Florida law, each party shall be responsible for the acts and omissions of its own officers, employees, and agents. Nothing herein shall be deemed a waiver of sovereign immunity.

NOTICE

All notices required under this Agreement shall be in writing and delivered to the respective parties at their official addresses.

ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the parties and supersedes all prior agreements or understandings, whether written or oral, relating to the subject matter herein.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates set forth below.

CITY OF PALATKA, FLORIDA
By: _____
Marcia Carty, City Manager
Date: _____

ATTEST:_____
Karen Hayes, City Clerk

UNIVERSITY OF NORTH FLORIDA BOARD OF TRUSTEES
on behalf of the Florida Small Business Development Center

By: _____
Authorized Representative
Date: _____

RESOLUTION NO. 2026-R-61

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, RATIFYING THE RECOMMENDATION OF THE COMMUNITY REDEVELOPMENT AGENCY, AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH THE FLORIDA SMALL BUSINESS DEVELOPMENT CENTER AT THE UNIVERSITY OF NORTH FLORIDA FOR FISCAL YEAR 2025–2026; PROVIDING FOR FUNDING; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Community Redevelopment Agency (CRA) of the City of Palatka has considered the continued provision of small business development services within the CRA district; and

WHEREAS, the Florida Small Business Development Center at the University of North Florida (FSBDC) has historically provided professional consulting, training, and outreach services to small businesses and entrepreneurs within the City of Palatka; and

WHEREAS, such services include individual business consulting, group training programs, and economic development outreach activities that support the growth and sustainability of local businesses; and

WHEREAS, the City Commission finds that continued partnership with the FSBDC promotes economic development, job creation, and revitalization within the City and the CRA district; and
WHEREAS, the CRA has recommended approval of a Memorandum of Understanding (MOU) for Fiscal Year 2025–2026 for these services; and

WHEREAS, the proposed MOU provides for funding in the amount of Twenty-Five Thousand Dollars ($25,000.00), $15,000 from the CRA GL 030-30-580-3-3105 and $10,000 from the City GL 001-01-511-3-5283 payable in quarterly installments, consistent with prior agreements; and

WHEREAS, the City Commission finds that entering into said MOU is in the best interests of the City of Palatka.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA:

SECTION 1. Ratification of CRA Recommendation.
The City Commission hereby ratifies and approves the recommendation of the Community Redevelopment Agency to enter into a Memorandum of Understanding with the Florida Small Business Development Center at the University of North Florida for Fiscal Year 2025–2026.

SECTION 2. Authorization of Execution.
The Mayor and the City Clerk are hereby authorized to execute and attest the Memorandum of Understanding with the Florida Small Business Development Center, in substantially the form attached hereto, for the provision of services in the amount of $25,000.00, payable in quarterly installments, on behalf of the City of Palatka.

SECTION 3. Funding Authorization.
Funding for this agreement is hereby approved and shall be allocated in accordance with the City's adopted Fiscal Year 2025–2026 budget.

SECTION 4. Scrivener's Errors.
The City Manager or designee is hereby authorized to correct typographical, scrivener's, or clerical errors in this Resolution and any attachments thereto, without further action by the City Commission, provided that such corrections do not affect the intent of this Resolution. A corrected copy shall be maintained in the public record by the City Clerk.

SECTION 5. Effective Date.
This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 23rd day of April 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West, Esq.

ADOPT RESOLUTION 2026-R-65 A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO BRANTERIA COOPER FOR THE 4th ANNUAL BIRTHDAY BLOCK PARTY WHICH WIL BE HELD ON MAY 9th, 2026, SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES EAGLE 20TH FROM WASHINGTON TO BROSON; AND PROVIDING FOR SCRIVENER'S ERRORS
Event Date or Dates– May 9th

Agenda Item Number – 2026-511

Title of Item / Subject – Branteria Cooper 4th Annual Block Party

Department / Division –

Prepared By – Branteria Cooper

Reviewed By – Special Events Team

Recommended Motion / Action – The Staff Recommendation is that the application be approved, and the resolution be adopted.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Granting permission to exceed allowable noise levels, and setting permits and other fees. Community Affairs is requesting road closures of Martin Lurther st from Eagle st and Washington st from 20th st

BACKGROUND
4th annual Block Party

PROJECT ANALYSIS

Staff Recommendation

Event Overview:Branteria Cooper 4th Annual Block Party
Background: 4th annual Block Party
Action requested is for Commissioner approval.

ATTACHMENTS

1.	65. Resolution 2026-R-65 4th annual Birthday block party 2025
2.	Application Special Events Block Party

RESOLUTION NO 2026-R-65

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO BRANTERIA COOPER FOR THE 4th ANNUAL BIRTHDAY BLOCK PARTY WHICH WIL BE HELD ON MAY 9th, 2026, SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES EAGLE 20TH FROM WASHINGTON TO BROSON; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS Branteria Cooper has made an event application for the 4th annual Birthday Block Party which is scheduled from 1pm until 9pm.

WHEREAS, the City of Palatka's Special Events Committee has met to review the submitted application to assess any additional services necessary for the Special event to provide public safety and/or assistance for the function; and

WHEREAS, the Palatka City Commission finds that the approval of the Special Events Permit, as stipulated and described herein, is in the best interest of the event organizers, the City of Palatka and its citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF PALATKA, FLORIDA:

Section 1: That Special Events Permit for the 3rd Annual Birthday Block Party is hereby granted to Community Affairs with the following provisions and stipulations:

- **a.** A Class "B" Special Events Permit is hereby granted for the event to be held on May 9th, 2026, during the hours provided in the application
- **b.** Road closures of Eagle 20th from Washington to Bronson on the date and time as noted on the Permit Application.

Section 2: The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this resolution. A corrected copy shall be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 23rd day of April 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West ESQ.

CITY of Palatka FLORIDA

Date Received: 3/23/26

Permit Classification: B

(1) Last year - Foot Print

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: ~~Clarence A Hall~~

   Address: ~~600 N 20th St~~ Email: CooperHall569@gmail.com

   Phone: 386-916-6587

2. Secondary Contact: Clarence Hall

   Address: Same Email:

   Phone: 386 916 6587

3. Event Sponsor/Organization:

   Attach a certificate of Tax Exemption if applicable.

4. Name of Event: Block Party

5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):

   Just food, dancing, and Music

Noise problem

Food Truck ?

6. Event Location (911 Address):

   800 N. 20th St, Palatka, Fl 32177 7.

   Road Closures: ex. **St. Johns Avenue** from **First Street** to **Second Street**

   Martin Luther King from Eagle St to

   Washington Ext from 20th St to

3 - Officers same Foot

5 - If changes

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

8. Onsite representatives during the event:

Name: _____ Cell Phone: _____

Name: Brantuna Cooper Cell Phone: _____

9. Please fill in below for each day within the event.

Date(s) of Event:	Hours:	Amplified Sound:	Alcohol:	Attendance
Setup: 5/9/2024	1pm-3pm to __:__	4pm to 9pm	N/A	200
Event: 5/9/24	4pm to 9pm	4pm to 9pm	N/A	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
_____ __/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
5/9/24 to __:__				
Breakdown: 9pm - 10pm				

__/__/__ __:__ to __:__ __:__ to __:__ __:__ to __:__

10. Basis of estimated peak attendance (i.e. tickets sold, historical attendance, etc.)

N/A

11. Number and type of auxiliary vehicles/ equipment: N/A

_____ Watercraft _____ Aircraft _____ Utility Vehicles/Golf Carts _____Other: _____

12. Any special effects or pyrotechnics (i.e. explosives, hazardous materials, discharging weapons, incendiary devices)? If yes, please describe and list contractor contact information.

N/A

Include date and time:

__/__/__ __:__ to __:__ __:__ to __:__

13. Will transport vehicles be utilized? If so, please describe.

N/A

14. Number of staff/ volunteer: 10 Uniform identification: Black shirts

REQUIRED ATTACHMENTS

☑ Site Plan (see checklist) Same as last year.

- Parking
- Number and location of food vendors
- Number and location of arts and craft vendors, concessions and/or sponsor/promoter(s) stands
- Street Closures/Barricades/Detours
- Garbage Containers
- Parade/Marching Route
- Event Headquarters
- Number and location of temporary signs/banners
- Sound system(s) location
- Location of temporary structures, fences, grandstands, bandstands, judges stands, bleachers, hospitality tents, booths, etc.
- Main emergency vehicle access to site
- Location of security and emergency vehicle parking on site
- Carnival location (if any)
- Number/location of portable toilets

☐ Tentative Schedule of Events

☐ 501(C) (3) Certificate of Exemption # _____

☐ Nonprofit articles of incorporation, charter and mission statement

☐ Consent letter (event property): property owners on which special event location is held if not city owned

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

☐ Example of special event vendor permits provided

☐ Special event certificate of insurance- city as "additional insured" (if carnival, aircraft or watercraft rides are planned,

need certificates from those vendors)

List certificates required:

_____

☐ Alcohol liability certificate of insurance- city as "additional insured"

☐ Alcohol license (copy)

☐ Signed Conditions and Agreement Form

SPECIAL EVENTS FEES

All Special Event Application submittals must include deposit fee before dates can be secured. Submission of a Special Event
Application **does not** guarantee authorization for the event in question. Each application will require review by the Special Event Review Committee, where specific requirements, conditions and/or modifications, and additional fees (security, waste, etc.) may be applied.

15. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES

Any private entity/ business(es) who are holding a function that impacts neighboring businesses/residents within the City limits and/or requires city services.

☐ **CLASS A**: $300.00 per day (attendance: 1,001 and up per day) **Permit Filing Deadline: 60 days prior to event**

☑ **CLASS B**: $100.00 per day (attendance: 101 - 1,000 per day) **Permit Filing Deadline: 60 days prior to event**

☐ **CLASS C**: $50.00 per day (attendance: 1- 100 per day with limited impact on traffic and parking- events such as Weddings,

Fishing tournaments with less than 40 boats, etc.) **Permit Filing Deadline: 30 days prior to event**

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

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY
COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT **DOES NOT** INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. **Organizers are required** to contact the City of Palatka Cultural Resources Department office at 386-326-2704 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE
NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.

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

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

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

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

Sec. 50-222. Indemnification/insurance; liquor liability insurance.

(a) Prior to the issuance of a special event permit the applicant(s) shall execute an indemnification form which provides that the applicant(s) agrees to hold harmless and indemnify the city, its officers, agents and employees against any loss, damage, or expense (including all costs and reasonable attorney's fees) suffered by the city for:
   (1)Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the city as an inducement to the granting of the permit.
   (2)Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant on public property by applicant's agents, employees, invitee and/or any other persons.

(b) At least seven days prior to the first day of any special event, the applicant shall furnish to the special events coordinator proof of liability insurance protection, in an amount of not less than $1,000,000.00 per person for bodily injury or death, $2,000,000.00 per occurrence for bodily injury or death and $500,000.00 per occurrence for property damage, naming the city as "additional insured".

(c) If alcoholic beverages are to be dispensed, served, sold or distributed at an outdoor event, the applicant(s) shall in addition provide liquor liability insurance in the amount of $500,000.00 which shall name the city as additional insured.

(d) Nothing in this section shall be construed to effect in any way the city's rights, privileges and immunities as set forth in F.S. § 768.28.

(Ord No. 10-34, I(Exh. 1), 12-9-2010)

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

1.) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the City of Palatka as an inducement to the granting of the permit.

2.) Any claims, suits, actions, damages, or cause of actions for any personal injury, loss of life, or damages to personal or real property sustained by reason of, result of, or by presence of the applicant(s) on public property by applicant's agents, employees, invitee, and/or any other persons.

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

X Clarence C Hall II

Signature of Applicant

X 3/23/2026

Date

State of Florida County of Putnam

The foregoing application is acknowledged before me this 23rd day of March, 2026, by Clarence Hall, who is personally known to me, or who has/have produced driverslicense as identification.

NOTARY SEAL

Notary Public State of Florida
Jessica Cruz
My Commission HH 660529
Expires 4/3/2029

Signature of Notary Public, State of FL

APPLICATION APPROVED

Special Events Coordinator **Date**

Chief of Police **Date**

Special Events Vendor Requirements

1. A 12 foot clear area must be maintained in front of each vendor site. This clear area will allow for the passage of emergency response vehicles. Assure there is at least a 12 foot clearance for emergency vehicles to be able to pass. All streets must remain open at all times. Make sure an apparatus can have a straight path and not have to zig zag around tents. Barricades can be used to close traffic, but no permanent blockages such as tents, vehicles, concession trailers, pools, etc.

2. Temporary vendor tents and/or canopies of 200 square feet or less and without food preparation are exempt from fire retardant requirements. Tent stakes, guide ropes, etc. will be clearly marked with a visible warning, i.e. flag, barricade tape, or protective cap. Protect from injuries by making sure there is some highly visible tape or protection cover over tent stakes.

3. Temporary electrical cords and hoses will not cross any street and where crossing sidewalks, will be protected and pose no trip hazard. All electric will be GFIC protected. NFPA 70. Make sure all cord connections are off the ground and protected by GFCI. If they have a cord or hose crossing a sidewalk, they need to tape it down or cover with a carpet to prevent trip hazards. If possible, run the cord overhead.

4. A 44" accessible clear path maintained on all city sidewalks. FBC Ch.11. Sometimes vendors pile boxes behind their tent. Make sure the public has at least a 44" clear path on the sidewalks.

5. Generators will be located to the rear of a vendor space, have a fire extinguisher, and be sound deadened. Make sure the generator has a muffler and well away from public and combustibles. Must have extinguisher. Make sure the gas can is stored in a safe place away from an ignition source.

Food Vendors

1. All food vendors must have a minimum of a 2A-10BC fire extinguisher currently certified and tagged by a licensed extinguisher company (Tag showing inspection within 1 year of event date). Same as a regular inspection tag check.
2. Vendors deep frying, in addition to the ABC extinguisher, must also have a K-Class extinguisher currently certified and tagged by a licensed extinguisher company. In addition to the ABC, they must have a K class. No K, no frying.
3. Temporary vendor tents or canopies used for cooking or assembly must be fire retardant certified in accordance with NFPA 101, Sec. 10.3.1. Check fire retardant label on the tent and on the side curtains.
4. Concession trailers that are cooking food that produces grease laden vapors will also be required to have a hood and suppression system installed in accordance with NAPA 96. If they want to cook meats inside a concession trailer, they must have a hood and suppression system. No exceptions.
5. The Department of Business and Professional Regulation will inspect all vendors prior to opening for business. Event staff will coordinate the overall inspection time. Exceptions:
    a. Non-profit organizations. The vendor must have a State of Florida Tax Exemptions Certificate, issued in the name of the vendor on site.
    b. Vendors selling food items not prepared on site, i.e. pre-packaged. The exceptions a. and b. are only for state inspectors. All vendors must comply with the city's special event requirements.

Vendor RV Camping

1. Temporary camping with motor homes, 5th wheels, and travel trailers is permitted in coordination with the event staff. No tent camping is allowed.

2. Under NO circumstances will any gray or black water be dumped, except into a proper disposal facility (At this time, the City of Palatka does not have a disposal facility within the city). Unauthorized dumping will be met with stiff penalties and expulsion from the event.
3. Parking of RV campers will insure that no driveway, street, or parking lot is blocked or obstructing traffic.
4. Campers will be locked when not occupied.
5. Permission to connect to utilities will only be authorized by event staff.
6. A placard issued by the event staff will identify vender RVs.

City of Palatka Indemnification & Hold Harmless Agreement

The BUSINESS and/or INDIVIDAUL agrees to indemnify and hold the City and its officers, agents, and employees harmless from any and all liability, damages, actions, claims, demands, expenses, judgments, fees and costs of whatever kind or character, arising from, by reason of in connection with the use of the facilities described herein. It is the intention of the BUSINESS and/or INDIVIDUAL that the CITY and its officers, agents, and employees shall not be liable or in any way responsible for injury, damage, liability, loss or expense resulting to the user and those it brings onto the premises due to accidents, mishaps, misconduct, negligence or injuries either in person or property.

The BUSINESS and/or INDIVIDUAL expressly assume full responsibility for any and all damages or injuries which may result to any person or property by reason of or in connection with the use of facilities pursuant to this agreement, and agrees to pay the CITY for all damages caused to the facilities resulting from the user's activities hereunder.

The BUSINESS and/or INDIVIDUAL represents that its activities pursuant to this agreement will be supervised by adequately trained personnel, and that user will observe, and cause the participants in the activity to observe, all safety rules for the facility and the activity. The BUSINESS and/or INDIVIDUAL acknowledge that the CITY has no duty to and will not provide supervision during the activity.

_____ Signature of Applicant Name of Facility being used

Clarence Hall 3/23/24

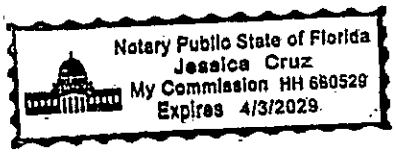
Print Name of Applicant Date of Use

State of Florida County of Putnam

The foregoing application is acknowledged before me this 23rd day of March, 2024, by Mr. Hall, who is

personally known to me, or who has/have produced _____as identification.

NOTARY SEAL



Signature of Notary Public, State of FL

ADOPT RESOLUTION 2026-R-66 A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO CHRIST WITNESS CHURCH FOR THEIR ANNUAL MAY DAY CELEBRATION WHICH WIL BE HELD ON MAY 2nd 2026, SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES N. 13TH STREET FROM MADISON STREET TO OLIVE STREET; AND PROVIDING FOR SCRIVENER'S ERRORS
Event Date or Dates– May 2nd

Agenda Item Number – 2026-512

Title of Item / Subject –May Day

Department / Division – Christ Witness Church

Prepared By – Danny Crumpton

Reviewed By – Special Events Team

Recommended Motion / Action – The Staff Recommendation is that the application be approved, and the resolution be adopted.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Granting permission to exceed allowable noise levels, and setting permits and other fees. Community Affairs is requesting road closures of N. 13th st. from Madison

BACKGROUND
Church Picnic Event

PROJECT ANALYSIS

Staff Recommendation

Event Overview: Christ Witness Church May Day Event
Background: New or recurring; Key activities, departments/partners,
Action requested is for Commissioner approval.

ATTACHMENTS

1.	66. Resolution 2026-R-66 May Day Celebration
2.	May Map 2

RESOLUTION NO 2026-R-66

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO CHRIST WITNESS CHURCH FOR THEIR ANNUAL MAY DAY CELEBRATION WHICH WIL BE HELD ON MAY 2nd, 2026, SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES N. 13TH STREET FROM MADISON STREET TO OLIVE STREET; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS Althea Crumpton has made an event application for their annual May Day celebration which will be from 10:00 am until 2:00 pm on May 2nd, 2026.

WHEREAS, the City of Palatka's Special Events Committee has met to review the submitted application to assess any additional services necessary for the Special event to provide public safety and/or assistance for the function; and

WHEREAS, the Palatka City Commission finds that the approval of the Special Events Permit, as stipulated and described herein, is in the best interest of the event organizers, the City of Palatka and its citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF PALATKA, FLORIDA:

Section 1: That Special Events Permit for the Annual May Day celebration is hereby granted to Christ witness Church with the following provisions and stipulations:

- **a.** A Class "B" Special Events Permit is hereby granted for the event to be held on May 2nd, 2026, during the hours provided in the application
- **b.** Road closures North 13th Street from Madison Street to Olive Street on the date and time as noted on the Permit Application.

Section 2: The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this resolution. A corrected copy shall be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 23rd day of April 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West ESQ.



CITY of Palatka FLORIDA

Date Received: 4/01/2026

Permit Classification: C

APPLICATION FOR SPECIAL EVENT

1 Officer 9am Entire Event

1. Primary Contact: Danny Crumpton
   Address: 451 Summit Drive
   Orange Park, FL 32073
   Email: dcrumptonjr@gmail.com
   Phone: 912-467-9333
2. Secondary Contact: Althea Crumpton
   Address: 451 Summit Drive
   Email: altheacrump@gmail.com
   Phone: 912-464-9790
3. Event Sponsor/Organization: CHRIST WITNESS CHURCH

   Attach a certificate of Tax Exemption if applicable.
4. Name of Event: MAY DAY
5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):

   ANNUAL CHURCH PICNIC AND EVENT HELD ON THE FIRST SATURDAY OF MAY FOR THE FAMILIES AND MEMBERS OF CHRIST WITNESS CHURCH. IT IS A CARNIVAL-STYLE EVENT WITH GAMES AND FOOD THAT ENDS WITH THE KICKBALL AND FLAG FOOTBALL GAME

6. Event Location (911 Address): 1322 MADISON STREET/ 1302 MADISON STREET
7. Road Closure: ex. **St. Johns Avenue** from **First Street** to **Second Street**

N. 13TH STREET	from	MADISON STREET	to	OLIVE STREET
	from		to	
	from		to	
	from		to	
	from		to	
	from		to	
	from		to	
	from		to	
	from		to	

Crews (8)

Weather Alert

8. Onsite representatives during the event:

Name: DANNY CRUMPTON Cell Phone: 912-467-9333

Name: ALTHEA CRUMPTON Cell Phone: 912-464-9790

9. Please fill in below for each day within the event.

Date(s) of Event:	Hours:	Amplified Sound:	Alcohol:	Attendance
Setup:				
05/02/2026	08:30 to 10:00	__:__ to __:__	__:__ to __:__	
Event:				
05/02/26	10:00 to 14:00	__:__ to __:__	__:__ to __:__	60
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
Breakdown:				
05/02/26	15:00 to 15:00	__:__ to __:__	__:__ to __:__	

10. Basis of estimated peak attendance (i.e. tickets sold, historical attendance, etc.)

<60 PARTICIPANTS AND VOLUNTEERS

11. Number and type of auxiliary vehicles/ equipment:

_____ Watercraft _____ Aircraft X Utility Vehicles/Golf Carts _____ Other: _____

12. Any special effects or pyrotechnics (i.e. explosives, hazardous materials, discharging weapons, incendiary devices)? If yes, please describe and list contractor contact information.

NONE

Include date and time:

__/__/__ __:__ to _____ __:__ to __:__

13. Will transport vehicles be utilized? If so, please describe.

GOLF CARTS WILL BE USED TO TRANSPORT THE ELDERLY AND DISABLED GUEST

14. Number of staff/ volunteer: 15 Uniform identification: T-SHIRT COLOR (TBD)

REQUIRED ATTACHMENTS

☑ Site Plan (see checklist)

Parking
Number and location of food vendors
Number and location of arts and craft vendors, concessions and/or sponsor/promoter(s) stands
Street Closures/Barricades/Detours
Garbage Containers
Parade/Marching Route
Event Headquarters
Number and location of temporary signs/banners
Sound system(s) location
Location of temporary structures, fences, grandstands, bandstands, judges stands, bleachers, hospitality tents, booths, etc
Main emergency vehicle access to site
Location of security and emergency vehicle parking on site
Carnival location (if any)
Number/location of portable toilets

☐ Tentative Schedule of Events

☑ 501(C) (3) Certificate of Exemption # _____

☐ Nonprofit articles of incorporation, charter and mission statement

☐ Consent letter (event property): property owners on which special event location is held if not city owned

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

☐ Example of special event vendor permits provided

☐ Special event certificate of insurance- city as "additional insured" (if carnival, aircraft or watercraft rides are planned, need certificates from those vendors)

List certificates required: _____ _____

☐ Alcohol liability certificate of insurance- city as "additional insured"

☐ Alcohol license (copy)

☐ Signed Conditions and Agreement Form

SPECIAL EVENTS FEES

All Special Event Application submittals must include deposit fee before dates can be secured. Submission of a Special Event Application **does not** guarantee authorization for the event in question. Each application will require review by the Special Event Review Committee, where specific requirements, conditions and/or modifications, and additional fees (security, waste, etc.) may be applied.

15 ARTICLE IV SPECIAL EVENT ORDINANCE: FEES
Any private entity/ business(es) who are holding a function that impacts neighboring businesses/residents within the City limits and/or requires city services.

☐ **CLASS A**: $300.00 per day (attendance: 1,001 and up per day) **Permit Filing Deadline: 60 days prior to event**

☐ **CLASS B**: $100.00 per day (attendance: 101 - 1,000 per day) **Permit Filing Deadline: 60 days prior to event**

☑ **CLASS C**: $50.00 per day (attendance: 1- 100 per day with limited impact on traffic and parking- events such as Weddings, Fishing tournaments with less than 40 boats, etc.) **Permit Filing Deadline: 30 days prior to event**

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

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT **DOES NOT** INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. **Organizers are required** to contact the City of Palatka Cultural Resources Department office at 386-326-2704 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.

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

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

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

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

Sec. 50-222. Indemnification/insurance; liquor liability insurance.

(a) Prior to the issuance of a special event permit the applicant(s) shall execute an indemnification form which provides that the applicant(s) agrees to hold harmless and indemnify the city, its officers, agents and employees against any loss, damage, or expense (including all costs and reasonable attorney's fees) suffered by the city for:
   (1) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the city as an inducement to the granting of the permit.
   (2) Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant on public property by applicant's agents, employees, invitee and/or any other persons.

(b) At least seven days prior to the first day of any special event, the applicant shall furnish to the special events coordinator proof of liability insurance protection, in an amount of not less than $1,000,000.00 per person for bodily injury or death, $2,000,000.00 per occurrence for bodily injury or death and $500,000.00 per occurrence for property damage, naming the city as "additional insured".

(c) If alcoholic beverages are to be dispensed, served, sold or distributed at an outdoor event, the applicant(s) shall in addition provide liquor liability insurance in the amount of $500,000.00 which shall name the city as additional insured.

d) Nothing in this section shall be construed to effect in any way the city's rights, privileges and immunities as set forth in F.S. § 768.28.

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

1.) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the City of Palatka as an inducement to the granting of the permit.

2.) Any claims, suits, actions, damages, or cause of actions for any personal injury, loss of life, or damages to personal or real property sustained by reason of, result of, or by presence of the applicant(s) on public property by applicant's agents, employees, invitee, and/or any other persons.

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

Signature of Applicant

4/1/2026
Date

State of FLORIDA County of CLAY

The foregoing application is acknowledged before me this 1ST day of APRIL, 20 26, by ALTHEA CRUMPTON who is personally known to me, or who has/have produced DRIVER'S LICENSE as identification.

NOTARY SEAL

DANNY CRUMPTON
Notary Public
State of Florida
Comm# HH413288
Expires 6/21/2027

Signature of Notary Public, State of FLORIDA

APPLICATION APPROVED

Special Events Coordinator — Date

Chief of Police — Date

Special Events Vendor Requirements

1. A 12 foot clear area must be maintained in front of each vendor site. This clear area will allow for the passage of emergency response vehicles. Assure there is at least a 12 foot clearance for emergency vehicles to be able to pass. All streets must remain open at all times. Make sure an apparatus can have a straight path and not have to zig zag around tents. Barricades can be used to close traffic, but no permanent blockages such as tents, vehicles, concession trailers, pools, etc.

2. Temporary vendor tents and/or canopies of 200 square feet or less and without food preparation are exempt from fire retardant requirements. Tent stakes, guide ropes, etc. will be clearly marked with a visible warning, i.e. flag, barricade tape, or protective cap. Protect from injuries by making sure there is some highly visible tape or protection cover over tent stakes.

3. Temporary electrical cords and hoses will not cross any street and where crossing sidewalks, will be protected and pose no trip hazard. All electric will be GFIC protected. NFPA 70. Make sure all cord connections are off the ground and protected by GFCI. If they have a cord or hose crossing a sidewalk, they need to tape it down or cover with a carpet to prevent trip hazards. If possible, run the cord overhead.

4. A 44" accessible clear path maintained on all city sidewalks. FBC Ch.11. Sometimes vendors pile boxes behind their tent. Make sure the public has at least a 44" clear path on the sidewalks.

5. Generators will be located to the rear of a vendor space, have a fire extinguisher, and be sound deadened. Make sure the generator has a muffler and well away from public and combustibles. Must have extinguisher. Make sure the gas can is stored in a safe place away from an ignition source.

Food Vendors

1. All food vendors must have a minimum of a 2A-10BC fire extinguisher currently certified and tagged by a licensed extinguisher company (Tag showing inspection within 1 year of event date). Same as a regular inspection tag check.
2. Vendors deep frying, in addition to the ABC extinguisher, must also have a K-Class extinguisher currently certified and tagged by a licensed extinguisher company. In addition to the ABC, they must have a K class. No K, no frying.
3. Temporary vendor tents or canopies used for cooking or assembly must be fire retardant certified in accordance with NFPA 101, Sec. 10.3.1. Check fire retardant label on the tent and on the side curtains.
4. Concession trailers that are cooking food that produces grease laden vapors will also be required to have a hood and suppression system installed in accordance with NAPA 96. If they want to cook meats inside a concession trailer, they must have a hood and suppression system. No exceptions.
5. The Department of Business and Professional Regulation will inspect all vendors prior to opening for business. Event staff will coordinate the overall inspection time.

Exceptions:

a. Non-profit organizations. The vendor must have a State of Florida Tax Exemptions Certificate, issued in the name of the vendor on site.
b. Vendors selling food items not prepared on site, i.e. pre-packaged. The exceptions a. and b. are only for state inspectors. All vendors must comply with the city's special event requirements.

Vendor RV Camping

1. Temporary camping with motor homes, 5th wheels, and travel trailers is permitted in coordination with the event staff. No tent camping is allowed.
2. Under NO circumstances will any gray or black water be dumped, except into a proper disposal facility (At this time, the City of Palatka does not have a disposal facility within the city). Unauthorized dumping will be met with stiff penalties and expulsion from the event.
3. Parking of RV campers will insure that no driveway, street, or parking lot is blocked or obstructing traffic.
4. Campers will be locked when not occupied.
5. Permission to connect to utilities will only be authorized by event staff.
6. A placard issued by the event staff will identify vender RVs.

City of Palatka
Indemnification & Hold Harmless Agreement

The BUSINESS and/or NDIVIDAUL agrees to indemnify and hold the City and its officers, agents, and employees harmless from any and all liability, damages, actions, claims, demands, expenses, judgments, fees and costs of whatever kind or character, arising from, by reason of in connection with the use of the facilities described herein. It is the intention of the BUSINESS and/or INDIVIDUAL that the CITY and its officers, agents, and employees shall not be liable or in any way responsible for injury, damage, liability, loss or expense resulting to the user and those it brings onto the premises due to accidents, mishaps, misconduct, negligence or injuries either in person or property.

The BUSINESS and/or NDIVIDUAL expressly assume full responsibility for any and all damages or injuries which may result to any person or property by reason of or in connection with the use of facilities pursuant to this agreement, and agrees to pay the CITY for all damages caused to the facilities resulting from the user's activities hereunder.

The BUSINESS and/or NDIVIDUAL represents that its activities pursuant to this agreement will be supervised by adequately trained personnel, and that user will observe, and cause the participants in the activity to observe, all safety rules for the facility and the activity. The BUSINESS and/or INDIVIDUAL acknowledge that the CITY has no duty to and will not provide supervision during the activity.

Signature of Applicant _____ Name of Facility being used

Althea V. Crumpton _____ 4/1/2026

Print Name of Applicant Date of Use

State of FLORIDA County of CLAY

The foregoing application is acknowledged before me this 1ST day of APRIL, 20 26, by ALTHEA CRUMPTON, who is personally known to me, or who has/have produced DRIVER'S LICENSE as identification.

NOTARY SEAL

DANNY CRUMPTON
Notary Public
State of Florida
Comm# HH413288
Expires 6/21/2027

Signature of Notary Public, State of FLORIDA

MADISON ST.
GEORGE WILSON YOUTH CENTER
CHRIST WITNESS CHURCH
PARKING
FOOTBALL FIELD
KICKBALL FLAG FOOTBALL
HAYDAL: ROUTE
13th ST.
PAVILION
DUNKING BOOTH
WATER
BOUNCEY HOUSES
PAVILION
VOLLEY BALL COURT
GARDEN
OLIVE ST.

0000033 06/27/24

DR-14
R. 01/18

FLORIDA

Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

Certificate Number	Effective Date	Expiration Date	Exemption Category
85-8012693357C-1	08/31/2024	08/31/2029	RELIGIOUS-PHYSICAL PLACE

This certifies that

CHRIST WITNESS CHURCH OF THE
ALMIGHTY GOD INC
1302 MADISON ST
PALATKA FL 32177-3220

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.

DR-14
R. 01/18

FLORIDA

Important Information for Exempt Organizations

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).

2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.

3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.

4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).

5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.

6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

EIN# 59-2879410

ADOPT RESOLUTION 2026-R-67 A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO THE COMMUNITY AFFAIRS FOR THE ANNUAL 4TH OF JULY CELEBRATION WHICH WILL BE HELD ON FRIDAY, JULY 4TH WITH ROAD CLOSURE OF MEMORIAL PARKWAY FROM LAUREL TO REID AT 10:00 AM AND ST. JOHNS AVE. FROM 1ST TO MEMORIAL PARKWAY: SETTING FORTH THE PROVISIONS OF THE PERMIT; AND PROVIDING FOR SCRIVENER'S ERRORS
Event Date or Dates– 4th of July

Agenda Item Number – 2026-514

Title of Item / Subject – City Of Palatka 4th of July Celebration

Department / Division – City of Palatka

Prepared By – Jessica Cruz

Reviewed By – Special Events Team

Recommended Motion / Action – The Staff Recommendation is that the application be approved, and the resolution be adopted.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Granting permission to exceed allowable noise levels, and setting permits and other fees. Community Affairs is requesting road closures of Memorial from Laurel to Reid St. and of St. Johns from 1st to Memorial St.

BACKGROUND

Music, fireworks,kids zone, vendors, food trucks

PROJECT ANALYSIS

Staff Recommendation

Event Overview:City Of Palatka 4th of July Celebration
Background: City Of Palatka 4th of July Celebration
Action requested is for Commissioner approval.

ATTACHMENTS

1.	4th of July Application
2.	67. Resolution 2026-R-67 4th of July 2025

Event Application

Primary Contact: Jessica Cruz

Address: 1900 Napoleon st Email: JCruz@palatka-fl.gov
Palatka, Fl 32177 Phone: 386-213-0948

Secondary Contact: Eddie Cutwright

Address: Email: Ecutwright@palatka-fl.gov.
Phone: 386-983-1254

Event Sponsor/Organization: City of Palatka

Name of Event: 4th of July Celebration

Description of Event (event activities, such as concerts, street dances, races, contests/competi
regattas, arts/crafts displays still motion picture production, etc.):
Music - fireworks - Kids Zone - Vendors - food trucks

Event Location (911 Address):
Riverfront

wit

Date(s) of Event:	Hours:	Amplified Sound:	Alcohol:	Attendance
Setup: 7/4/26	12:00 to 3:00			
Event: if your event is apart of a series please include all dates.				
7/4/26	4 to 8:30 9pm	4 to 8:30 9pm		800+
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
Breakdown:				
7/4/26	8:30 to __:__	__:__ to __:__	__:__ to __:__	

CITY of Palatka
FLORIDA

Dated Received 4-6-
Permit Classification A
Date vetted 4-10-
ZU

7. Closures: ex. **St. Johns Avenue** from **First Street** to **Second Street**

Memorial from laurel to Reid
St. Johns from 2nd to Memorial
_____ from _____ to _____

8. Amplified Sound ✓ yes ___ no 3pm-8:30 pm times
9. Alcohol ___ yes ✓ no _____ times

10. Basis of estimated peak attendance (i.e. tickets sold, historical attendance, etc.) 800+

11. Police 4 Fire ϕ EMT ϕ

12. Public Works Garbage Cans 10 Cones _____ Barricades _____ MISC _____

13. Number and type of auxiliary vehicles/ equipment: (i.e. Watercraft, Aircraft, Utility Vehicles/Golf Carts)
Details here: (4) 2 community Affairs 2 PW, 6 PD

14. Any special effects or pyrotechnics (i.e. explosives, hazardous materials, discharging weapons, incendiary devices)? If yes, please describe and list contractor contact information.
___ Fireworks @ 8:30 pm
Include date and time: 8:30pm
7/4/26 8: to __:__ __:__ to __:__

NO

umber of staff/ volunteers: 10 Uniform/identification: Shirts
nsite representative: Jessica Phone Number 380-213-0948

Parking

—stands——

—tainers—Rout——

etter (ev
d

Special

'ENTS FEES

eposit fee before dates can be secured. Submission of

vent in question. Each application will require review
c requirements, conditions and/or modifications, and

;

unction that impacts neighboring businesses/residents

+ and up per day) **Permit Filing Deadline: 120 days**

5000 per day) **Permit Filing Deadline: 90 days prior**

000 per day) with limited impact on traffic and parking-
h less than 40 boats, etc.) **Permit Filing Deadline: 60**

)0 per day) with limited impact on traffic and parking.

or fishing tournaments with 70 boats or more. Fishing
required to arrange for auxiliary vehicle/trailer parking

PURPOSES ONLY AND DOES NOT CONSTITUTE
ER PALATKA'S MUNICIPAL CODE. PERMISSION

R AREAS WITHIN THE CITY LIMITS. IT **DOES NOT**
EETS OR HINDER PRIVATE PROPERTY. **Organizers**
Resources Department office at 386-329-0100 Ext 2112
ANTS WILL BE
S THEY MAY HAVE PERTAINING TO THIS EVENT'S

ANTICIPATED IMPACT WITHIN THE CITY LIMITS.

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

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

Sec. 50-146. The person or persons to whom permission for use of city property is issued shall be liable for any loss, damage or injury sustained by any person whatsoever by reason of the negligence of the person or persons to whom such permission shall have been issued. Event liability insurance, naming the City of

:or to public events. Event liability insurance naming the
ired if a private event is taking place that will impact the

and the use of City

109: Permission for use of city property does not grant
'able noise levels. Complaints of adverse effects upon
esult in revoking permission for use of City property for

ty insurance.

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cause of actions for any personal injury, loss of life or
ustained by reason of, result of, or by presence of the
s agents, employees, invitee and/or any other persons.

f any special event, the applicant shall furnish to the
insurance protection, in an amount of not less than
r death, $2,000,000.00 per occurrence for bodily injury
for property damage, naming the city as "additional

l, served, sold or distributed at an outdoor event, the
liability insurance in the amount of $500,000.00 which

to effect in any way the city's rights, privileges and

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e (including all costs and reasonable attorney's

accuracy in or breach of any representation, warranty,
Palatka as an inducement to the granting of the permit.
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and/or any other persons.

Palatka as an add
of Palatka as an a

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

Signature of Applicant _____

Date: 04-06-26

State of FL County of Putnam

The foregoing application is acknowledged before me this 6 day of April, 2026, by Jessica Cruz, who is personally known to me, or who has/have produced ID as identification.

NOTARY SEAL

Notary Public State of Florida
Courtney James
My Commission HH 660537
Expires 4/3/2029

_____

Signature of Notary Public, State of FL

APPLICATION APPROVED

Events Coordinator: _____

Date: _____

Chief of Police _____

Date: _____

Special Events Vendor Requirements

1. A 12 foot clear area must be maintained in front of each vendor site. This clear area will allow for the passage of emergency response vehicles. Assure there is at least a 12 foot clearance for emergency vehicles to be able to pass. All streets must remain open at all times. Make sure an apparatus can have a straight path and not have to zig zag around tents. Barricades can be used to close traffic, but no permanent blockages such as tents, vehicles, concession trailers, pools, etc.

2. Temporary vendor tents and/or canopies of 200 square feet or less and without food preparation are exempt from fire retardant requirements. Tent stakes, guide ropes, etc. will be clearly marked with a visible warning, i.e. flag, barricade tape, or protective cap. Protect from injuries by making sure there is some highly visible tape or protection cover over tent stakes.

3. Temporary electrical cords and hoses will not cross any street and where crossing sidewalks, will be protected and pose no trip hazard. All electric will be GFIC protected. NFPA 70. Make sure all cord connections are off the ground and protected by GFCI. If they have a cord or hose crossing a sidewalk, they need to tape it down or cover with a carpet to prevent trip hazards. If possible, run the cord overhead.

4. A 44" accessible clear path maintained on all city sidewalks. FBC Ch.11. Sometimes vendors pile boxes behind their tent. Make sure the public has at least a 44" clear path on the sidewalks.

5. Generators will be located to the rear of a vendor space, have a fire extinguisher, and be sound deadened. Make sure the generator has a muffler and well away from public and combustibles. Must have extinguisher. Make sure the gas can is stored in a safe place away from an ignition source.

Food Vendors

1. All food vendors must have a minimum of a 2A-10BC fire extinguisher currently certified and tagged by a licensed extinguisher company (Tag showing inspection within 1 year of event date). Same as a regular inspection tag check.
2. Vendors deep frying, in addition to the ABC extinguisher, must also have a K-Class extinguisher currently certified and tagged by a licensed extinguisher company. In addition to the ABC, they must have a K class. No K, no frying.
3. Temporary vendor tents or canopies used for cooking or assembly must be fire retardant certified in accordance with NFPA 101, Sec. 10.3.1. Check fire retardant label on the tent and on the side curtains.
4. Concession trailers that are cooking food that produces grease laden vapors will also be required to have a hood and suppression system installed in accordance with NAPA 96. If they want to cook meats inside a concession trailer, they must have a hood and suppression system. No exceptions.
5. The Department of Business and Professional Regulation will inspect all vendors prior to opening for business. Event staff will coordinate the overall inspection time. Exceptions:
    a. Non-profit organizations. The vendor must have a State of Florida Tax Exemptions Certificate, issued in the name of the vendor on site.
    b. Vendors selling food items not prepared on site, i.e. pre-packaged. The exceptions a. and b. are only for state inspectors. All vendors must comply with the city's special event requirements.

Vendor RV Camping

1. Temporary camping with motor homes, 5th wheels, and travel trailers is permitted in coordination with the event staff. No tent camping is allowed.
2. Under NO circumstances will any gray or black water be dumped, except into a proper disposal facility (At this time, the City of Palatka does not have a disposal facility within the city). Unauthorized dumping will be met with stiff penalties and expulsion from the event.
3. Parking of RV campers will insure that no driveway, street, or parking lot is blocked or obstructing traffic.
4. Campers will be locked when not occupied.
5. Permission to connect to utilities will only be authorized by event staff.
6. A placard issued by the event staff will identify vender RVs.

City of Palatka Indemnification & Hold Harmless Agreement

The BUSINESS and/or INDIVIDAUL agrees to indemnify and hold the City and its officers, agents, and employees harmless from any and all liabil ty, damages, actions, claims, demands, expenses, judgments, fees and costs of whatever kind or character, arising from, by reason of in connection with the use of the facilities described herein. It is the intention of the BUSINESS and/or INDIVIDUAL that the CITY and its officers, agents, and employees shall not be liable or in any way responsible for injury, damage, liability, loss or expense resulting to the user and those it brings onto the premises due to accidents, mishaps, misconduct, negligence or injuries either in person or property.

The BUSINESS and/or INDIVIDJAL expressly assume full responsibility for any and all damages or injuries which may result to any person or property by reason of or in connection with the use of facilities pursuant to this agreement, and agrees to pay the CITY for all damages caused to the facilities resulting from the user's activities hereunder.

The BUSINESS and/or INDIVIDUAL represents that its activities pursuant to this agreement will be supervised by adequately trained personnel, and that user will observe, and cause the participants in the activity to observe, all safety rules for the facility and the activity. The BUSINESS and/or INDIVIDUAL acknowledge that the CITY has no duty to and will not provide supervision during the activity.

Riverfront _____ Name of Facility being used

_____ Signature of Applicant

Jessica Cruz _____ 4-4-26

Print Name of Applicant — Date of Use

State of Fl County of Putnam

The foregoing application is acknowledged before me this 6 day of April, 2026, by Jessica Cruz, who is personally known to me, or who has/have produced ID as identification.

NOTARY SEAL

Notary Public State of Florida
Courtney James
My Commission HH 660537
Expires 4/3/2029

_____

Signature of Notary Public, State of FL

4th of July 2026



Community Affairs

Porta Potties

non food vendors

Round about for staff & handicap parking only.









RESOLUTION NO. 2026-R-67

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO THE COMMUNITY AFFAIRS FOR THE ANNUAL 4TH OF JULY CELEBRATION WHICH WILL BE HELD ON FRIDAY JULY 4TH WITH ROAD CLOSURE OF MEMORIAL PARKWAY FROM LAUREL TO REID AT 10:00 AM AND ST. JOHNS AVE. FROM 1ST TO MEMORIAL PARKWAY: SETTING FORTH THE PROVISIONS OF THE PERMIT; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS Community Affairs is requesting permits for the annual 4th of July celebration, which will be held on July 4th from 4:00 pm until 9:00 pm and the setup will be from 2:00 pm until 4:00 pm. soft road closures of Memorial will begin at 10:00 am.

WHEREAS, the City of Palatka's Special Events Committee has met to review the submitted application to assess any additional services necessary for the Special event to provide public safety and/or assistance for the function; and

WHEREAS, the Palatka City Commission finds that the approval of the Special Events Permit, as stipulated and described herein, is in the best interest of the event organizers, the City of Palatka and its citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF PALATKA, FLORIDA:

Section 1: That Special Events Permit for the Annual 4th of July celebration is hereby granted to City of Palatka Community Affairs with the following provisions and stipulations:

a. A Class "A" Special Events Permit is hereby granted for the event to be held on 07/04/2026, during the hours provided in the application

Section 2: The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this resolution. A corrected copy shall be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 23rd day of April 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West ESQ.

ADOPT RESOLUTION 2026-R-68 ADOPT RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING SPECIAL EVENTS PERMIT TO VISIT PALATKA SUMMER NIGHT LIGHTS; SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES, AMPLIFIED SOUND, AND ALCOHOL; AND PROVIDING FOR SCRIVENER'S ERRORS
Event Date or Dates– June 5th, 19th, July 3rd, 17th, August 7th, 21st

Agenda Item Number – 2026-519

Title of Item / Subject – Summer Night Lights

Department / Division – Visit Palatka
Prepared By –Gabrielle Gunn

Reviewed By – Special Events Team

Recommended Motion / Action – The Staff Recommendation is that the application be approved, and the resolution be adopted.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Granting permission to exceed allowable noise levels, and setting permits and other fees road closures, and alcohol permits.

BACKGROUND
Market booth vendors include arts and farmers, music, food trucks, and beer & wine.

PROJECT ANALYSIS

Staff Recommendation
Event Overview: Summer Night Lights

Background: Market booth vendors include arts and farmers, music, food trucks, and beer & wine.
Action requested is for Commissioner approval.

ATTACHMENTS

1.	Summer Night Lights
2.	68. Resolution 2026-R-68 Night Lights

Bathroom times

CITY of Palatka FLORIDA

Date Received: 03/31/26

Permit Classification:

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: Gabrielle Gunn

   Address: 2000 Reid Street
   Palatka FL 32177

   Email: gabrielle@visitpalatka.com

   Phone: 386-385-5511

2. Secondary Contact: Alyssa Boston

   Address: 2000 Reid Street
   Palatka FL 32177

   Email: alyssa@visitpalatka.com

   Phone: 386-385-5511

3. Event Sponsor/Organization: Visit Palatka

Attach a certificate of Tax Exemption if applicable.

4. Name of Event: Summer Night Lights

5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):

   Market booth vendors to include arts and farmers, music, food trucks, and beer & wine

Total Event
4 Officers
1 CA Staff
2 Hours

6. Event Location (911 Address): 100 Memorial Pkwy, Palatka, FL 32177

7. Road Closures: ex. **St. Johns Avenue** from **First Street** to **Second Street**

_____	from	_____	to	_____
_____	from	_____	to	_____
_____	from	_____	to	_____
_____	from	_____	to	_____
_____	from	_____	to	_____
_____	from	_____	to	_____
_____	from	_____	to	_____
_____	from	_____	to	_____
_____	from	_____	to	_____

8. Onsite representatives during the event:

Name: Gabrielle Gunn Cell Phone: 904-327-7332

Name: Alyssa Boston Cell Phone: 904-501-7787

9. Please fill in below for each day within the event.

Date(s) of Event:	Hours:	Amplified Sound:	Alcohol:	Attendance
Setup:				
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
Event:				
06/05/26	1500 to 2200	1700 to 2100	1700 to 2100	500
06/19/26	1500 to 2200	1700 to 2100	1700 to 2100	500
07/03/26	1500 to 2200	1700 to 2100	1700 to 2100	500
07/17/26	1500 to 2200	1700 to 2100	1700 to 2100	500
08/07/26	1500 to 2200	1700 to 2100	1700 to 2100	500
08/21/26	1500 to 2200	1700 to 2100	1700 to 2100	500
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
Breakdown:				
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	

10. Basis of estimated peak attendance (i.e. tickets sold, historical attendance, etc.)

This is a start-up event, this estimate is only a projection.

11. Number and type of auxiliary vehicles/ equipment:

_____ Watercraft _____ Aircraft _____ Utility Vehicles/Golf Carts _____ Other: _____

12. Any special effects or pyrotechnics (i.e. explosives, hazardous materials, discharging weapons, incendiary devices)? If yes, please describe and list contractor contact information.

N/A

Include date and time:

__/__/__ __:__ to __:__ __:__ to __:__

13. Will transport vehicles be utilized? If so, please describe.

N/A

14. Number of staff/ volunteer: 15 Uniform identification: Visit Palatka T-Shirts

REQUIRED ATTACHMENTS

☑ Site Plan (see checklist)

- ✓ Parking
- ✓ Number and location of food vendors
- ✓ Number and location of arts and craft vendors, concessions and/or sponsor/promoter(s) stands
- ✓ Street Closures/Barricades/Detours
- ✓ Garbage Containers
- Parade/Marching Route
- ✓ Event Headquarters
- Number and location of temporary signs/banners
- Sound system(s) location
- ✓ Location of temporary structures, fences, grandstands, bandstands, judges stands, bleachers, hospitality tents, booths, etc.
- ✓ Main emergency vehicle access to site
- ✓ Location of security and emergency vehicle parking on site
- Carnival location (if any)
- Number/location of portable toilets

☑ Tentative Schedule of Events

☐ 501(C) (3) Certificate of Exemption # _____

☐ Nonprofit articles of incorporation, charter and mission statement

☑ Consent letter (event property): property owners on which special event location is held if not city owned

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

☐ Example of special event vendor permits provided

☑ Special event certificate of insurance- city as "additional insured" (if carnival, aircraft or watercraft rides are planned, need certificates from those vendors)

List certificates required: _____

☑ Alcohol liability certificate of insurance- city as "additional insured"

☑ Alcohol license (copy)

☑ Signed Conditions and Agreement Form

SPECIAL EVENTS FEES

All Special Event Application submittals must include deposit fee before dates can be secured. Submission of a Special Event Application **does not** guarantee authorization for the event in question. Each application will require review by the Special Event Review Committee, where specific requirements, conditions and/or modifications, and additional fees (security, waste, etc.) may be applied.

15. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES
Any private entity/ business(es) who are holding a function that impacts neighboring businesses/residents within the City limits and/or requires city services.

☐ **CLASS A**: $300.00 per day (attendance: 1,001 and up per day) **Permit Filing Deadline: 60 days prior to event**

☑ **CLASS B**: $100.00 per day (attendance: 101 - 1,000 per day) **Permit Filing Deadline: 60 days prior to event**

☐ **CLASS C**: $50.00 per day (attendance: 1- 100 per day with limited impact on traffic and parking- events such as Weddings, Fishing tournaments with less than 40 boats, etc.) **Permit Filing Deadline: 30 days prior to event**

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

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY COVERS MUNICIPAL PARK AREAS AND OTHER AREAS WITHIN THE CITY LIMITS. IT **DOES NOT** INCLUDE PERMISSION TO CLOSE PUBLIC STREETS OR HINDER PRIVATE PROPERTY. **Organizers are required** to contact the City of Palatka Cultural Resources Department office at 386-326-2704 for pre-planning purposes. ORGANIZERS/APPLICANTS WILL BE NOTIFIED WITHIN 30 DAYS OF ANY COMMENTS THEY MAY HAVE PERTAINING TO THIS EVENT'S ANTICIPATED IMPACT WITHIN THE CITY LIMITS.

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

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

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

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

Sec. 50-222. Indemnification/insurance; liquor liability insurance.

(a) Prior to the issuance of a special event permit the applicant(s) shall execute an indemnification form which provides that the applicant(s) agrees to hold harmless and indemnify the city, its officers, agents and employees against any loss, damage, or expense (including all costs and reasonable attorney's fees) suffered by the city for:
   (1) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the city as an inducement to the granting of the permit.
   (2) Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant on public property by applicant's agents, employees, invitee and/or any other persons.

(b) At least seven days prior to the first day of any special event, the applicant shall furnish to the special events coordinator proof of liability insurance protection, in an amount of not less than $1,000,000.00 per person for bodily injury or death, $2,000,000.00 per occurrence for bodily injury or death and $500,000.00 per occurrence for property damage, naming the city as "additional insured".

(c) If alcoholic beverages are to be dispensed, served, sold or distributed at an outdoor event, the applicant(s) shall in addition provide liquor liability insurance in the amount of $500,000.00 which shall name the city as additional insured.

(d) Nothing in this section shall be construed to effect in any way the city's rights, privileges and immunities as set forth in F.S. § 768.28.

(Ord. No. 10-34, I(Exh. 1), 12-9-2010)

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

1.) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the City of Palatka as an inducement to the granting of the permit.

2.) Any claims, suits, actions, damages, or cause of actions for any personal injury, loss of life, or damages to personal or real property sustained by reason of, result of, or by presence of the applicant(s) on public property by applicant's agents, employees, invitee, and/or any other persons.

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

Gabrielle Gunn
Signature of Applicant

3/24/26
Date

State of Florida County of Putnam

The foregoing application is acknowledged before me this 24th day of March, 2026, by Gabrielle Gunn, who is personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

JOAN LANEY
Notary Public
State of Florida
Comm# HH686414
Expires 7/22/2029

Joan Laney
Signature of Notary Public, State of Florida

APPLICATION APPROVED

Special Events Coordinator — Date

Chief of Police — Date

Special Events Vendor Requirements

1. A 12 foot clear area must be maintained in front of each vendor site. This clear area will allow for the passage of emergency response vehicles. Assure there is at least a 12 foot clearance for emergency vehicles to be able to pass. All streets must remain open at all times. Make sure an apparatus can have a straight path and not have to zig zag around tents. Barricades can be used to close traffic, but no permanent blockages such as tents, vehicles, concession trailers, pools, etc.

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Exceptions:

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City of Palatka
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Gabrielle Gunn — Signature of Applicant

Boathouse Riverfront — Name of Facility being used

Gabrielle Gunn — Print Name of Applicant

Multiple Dates: 6/5, 6/19, 7/3, 7/17, 8/7, 8/21 — Date of Use

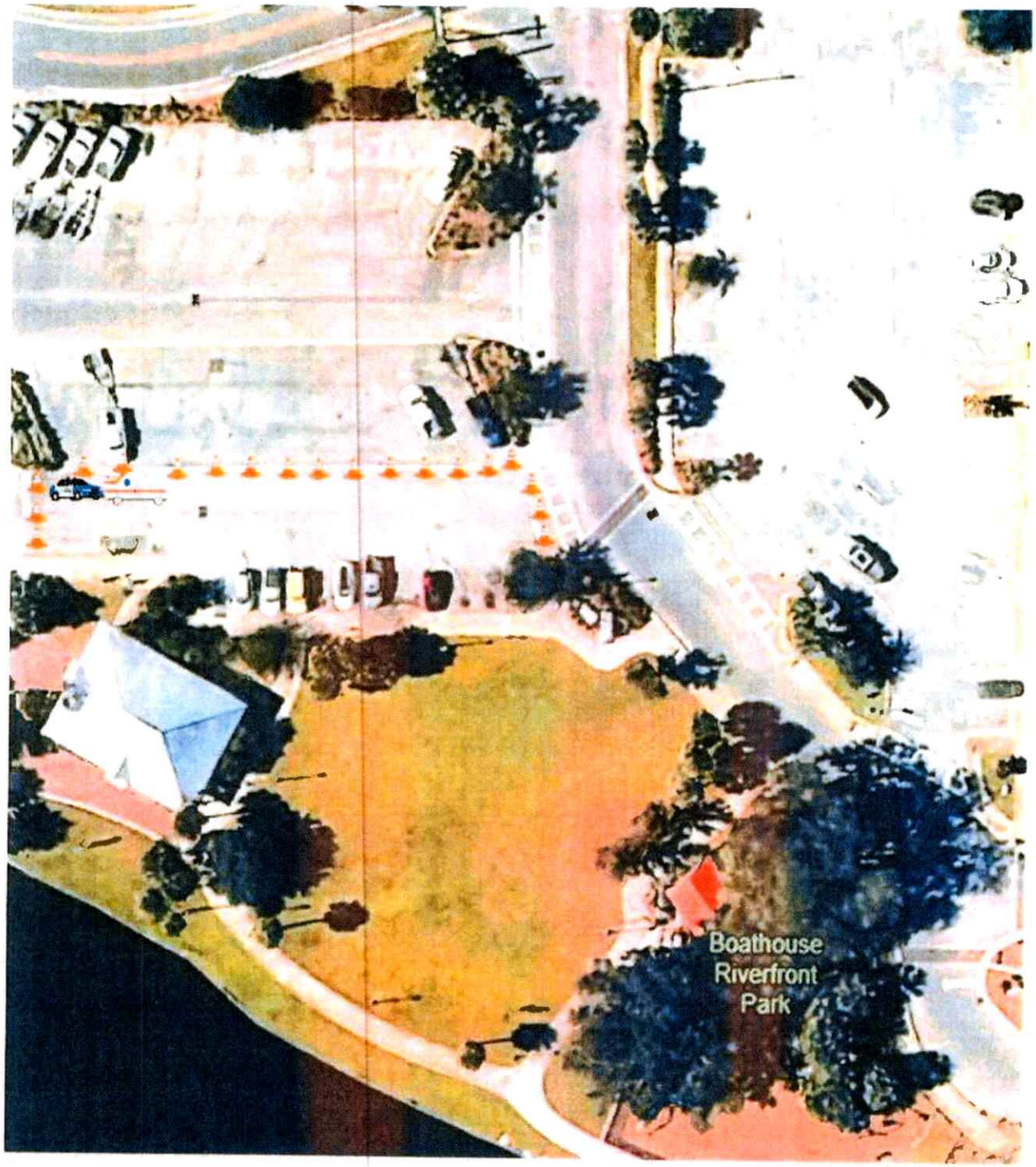
State of Florida County of Putnam

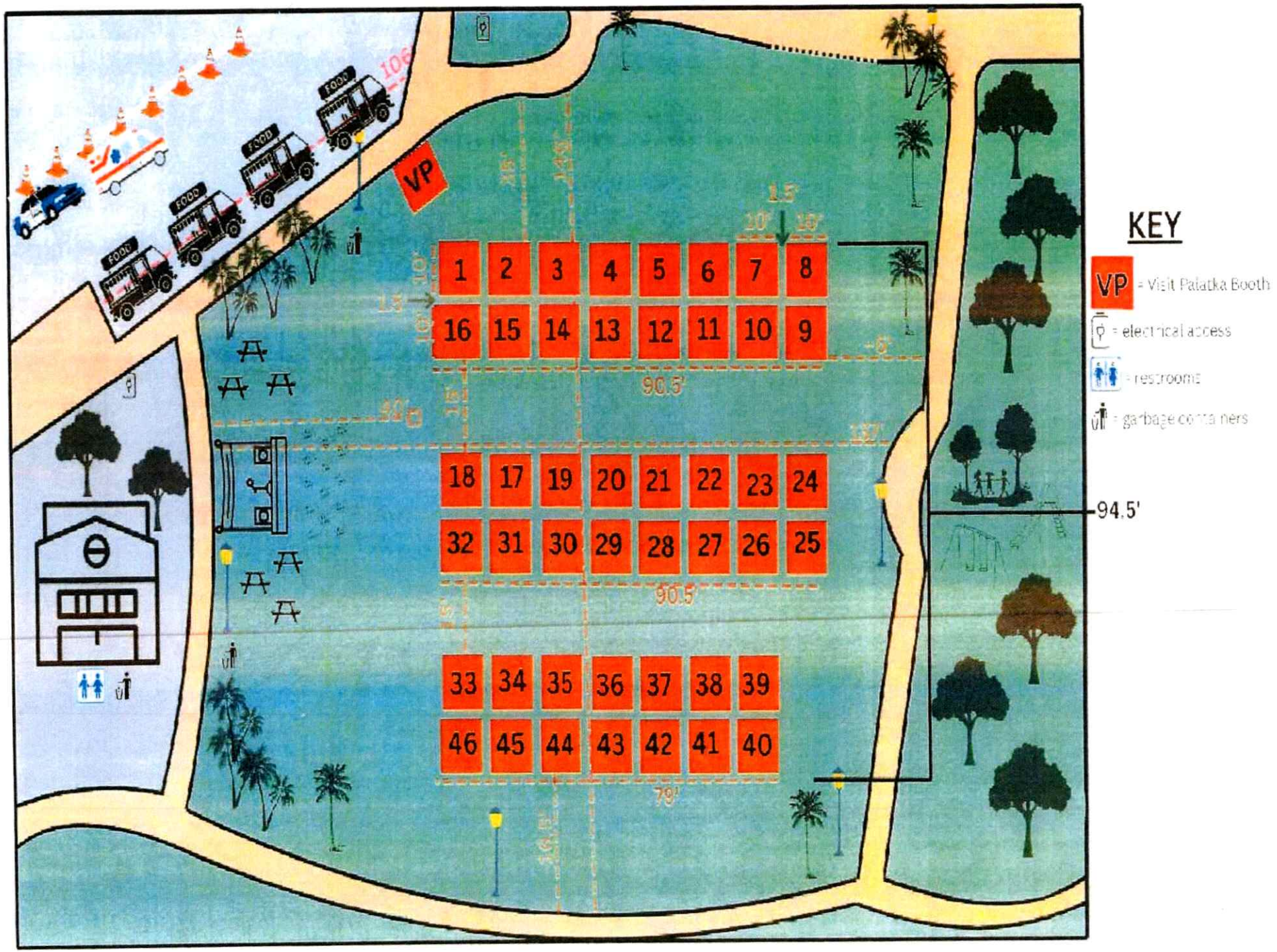
The foregoing application is acknowledged before me this 24th day of March, 2026, by Gabrielle Gunn, who is personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

JOAN LANEY
Notary Public
State of Florida
Comm# HH686414
Expires 7/22/2029

Joan Laney
Signature of Notary Public, State of Florida


Boathouse
Riverfront
Park


VP
1 2 3 4 5 6 7 8
16 15 14 13 12 11 10 9
18 17 19 20 21 22 23 24
32 31 30 29 28 27 26 25
33 34 35 36 37 38 39
46 45 44 43 42 41 40
90.5'
79'
94.5'
KEY
VP = Visit Palatka Booth
= electrical access
= restrooms
= garbage containers

Visit Palatka | Summer Night Lights| Schedule of Events
June 2026 - August 2026

Dates:

Friday, June 5th, 2026
Friday, June 19th, 2026

Friday, July 3rd, 2026
Friday, July 17th, 2026

Friday, August 7th, 2026
Friday, August 21st, 2026

Time Schedule:

Operating Hours: 5pm – 9pm
Visit Palatka staff arrival/setup: 2pm
Vendor setup: begins at 3pm, must be set up by 4:45pm
Vendor teardown: begins at 9pm, must be done by 10pm

Summer Night Lights Vendor Space Logistics

- Stage, Picnic Tables, and Lawn Seating
  - Extends ~ 40' out from sidewalk nearest marina sidewalk

- Vendor Area (46) 10x10 Vendor booths
  - Starts 35' from sidewalk nearest parking lot, ~40' from sidewalk nearest marina store, ~6' from sidewalk nearest playground
    - Top Section: 90.5' x 21.5' (16 booths)
      - 2 rows of 8 booths - roughly 1.5' in between each booth
      - 15' walkway to middle section
    - Middle Section: 90.5' x 21.5' (16 booths)
      - 2 rows of 8 booths - roughly 1.5' in between each booth
      - 15' walkway to bottom section
    - Bottom Section: 79' x 21.5' (14 booths)
      - 2 rows of 7 booths - roughly 1.5' in between each booth
      - Roughly 16' space to sidewalk nearest the riverfront

- Food Truck Alley
  - 106' – (4) standard food trucks
    - Allow roughly 26.5' per truck

Scott Lagasse
329 River Street
Palatka, Fl 32177

904-669-9436

Date: March 18, 2026

Visit Palatka
2000 Reid Street
Palatka, Florida

Subject: Authorization to Utilize Riverfront Green Space

To Whom It May Concern,

I, Scott Lagasse, hereby grant permission to Visit Palatka to utilize the green space located at the riverfront for the purpose of hosting events, activities, and community programming that promote tourism, recreation, and public engagement in the Palatka area.

This authorization allows Visit Palatka to organize and manage activities within the designated green space, provided that all events and uses comply with applicable local regulations, safety standards, insurance requirements and environmental considerations. Visit Palatka will be responsible for maintaining the cleanliness and general condition of the area during and after any scheduled use.

This permission is granted in good faith to support community initiatives and enhance the use of the riverfront as a gathering space for residents and visitors. Unless otherwise amended in writing, this authorization will remain in effect for events and activities scheduled June thru August of 2026 coordinated by Visit Palatka.

Please feel free to contact me should any additional information or clarification be required.

Sincerely,

Scott Lagasse

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3-10-2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Brightline Dealer Advisors 15301 Dallas Pkwy Suite 400 Addison TX 75001	CONTACT NAME: Wendy McCullough PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: wmccullough@brightlinedealer.com
INSURED Visit Palatka LLC 2000 Reid St. Palatka FL 32177	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: Continental Casualty Company — 20443 INSURER B: Continental Insurance Company — 35289 INSURER C: Columbia Casualty Company — 31127 INSURER D: INSURER E: INSURER F:

COVERAGES — CERTIFICATE NUMBER: — REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR X Garage Liability GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY ☐ PRO-JECT ☐ LOC OTHER:	Y		AYA737205374	6/1/2025	6/1/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG Garage Liability	$ 1,000,000 $ $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $ 1,000,000
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY HIRED AUTOS ONLY SCHEDULED AUTOS NON-OWNED AUTOS ONLY	Y		AYA737205374	6/1/2025	6/1/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
B	X UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED X RETENTION $ 10,000	Y		AYU737205259	6/1/2025	6/1/2026	EACH OCCURRENCE AGGREGATE	$ 10,000,000 $ 20,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N ☐ N/A If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE / OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ $ $

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is included as an Additional Insured per written contract or agreement.

CERTIFICATE HOLDER

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

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Wendy McCu

FL 32177

ACORD 25 (2016/03)

ACORD

1821 HOSPI KWEAVER

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 3/5/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER	CONTACT NAME: Khrystal Weaver	
Bates Hewett & Floyd Insurance Agency 3400 Crill Ave, Suite 2 Palatka, FL 32177	PHONE (A/C, No, Ext): (386) 328-1100	FAX (A/C, No): (386) 329-1100
	E-MAIL ADDRESS: Khrystal@bates-hewett.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : Southern Owners Ins.	10190
INSURED	INSURER B :	
1821 Hospitality Group, LLC 801 Saint Johns Ave Palatka, FL 32177-4647	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY							
	[ ] CLAIMS-MADE [X] OCCUR	X		78322014	12/11/2025	12/11/2026	EACH OCCURRENCE	$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 300,000
							MED EXP (Any one person)	$ 10,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	$ 2,000,000
	X POLICY [ ] PRO-JECT [ ] LOC						GENERAL AGGREGATE	$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	$ 2,000,000
	AUTOMOBILE LIABILITY							$
	[ ] ANY AUTO						COMBINED SINGLE LIMIT (Ea accident)	$
	[ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS						BODILY INJURY (Per person)	$
	[ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	[ ] UMBRELLA LIAB [ ] OCCUR						EACH OCCURRENCE	$
	[ ] EXCESS LIAB [ ] CLAIMS-MADE						AGGREGATE	$
	[ ] DED [ ] RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						[ ] PER STATUTE [ ] OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N [ ]	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
A	Liquor Liability			78322014	12/11/2025	12/11/2026	E.L. DISEASE - POLICY LIMIT	$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Palatka is additional insured to general liability.

CERTIFICATE HOLDER

City of Palatka
2000 Reid Street
Palatka, FL 32177

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Khrystal Weaver

ACORD 25 (2016/03)

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STATE OF FLORIDA

DIVISION OF ALCOHOLIC BEVERAGES & TOBACCO

THE CATERER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 565, FLORIDA STATUTES
SERIES: 13CT
CONSUMPTION ON PREMISES ONLY

PALATKA BURGER LLC

PALATKA BURGER LLC
801 ST JOHNS AVENUE
PALATKA FL 32177

LICENSE NUMBER: BEV6401232

RESOLUTION NO. 2026-R-68

ADOPT RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO VISIT PALATKA SUMMER NIGHT LIGHTS; SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES, AMPLIFIED SOUND, AND ALCOHOL; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS, Visit Palatka has made an application to the City of Palatka for a special event permit for Summer Night Lights.

WHEREAS, the City of Palatka's Special Events Committee has met to review the submitted application to assess any additional services necessary for the Special event to provide public safety and/or assistance for the function; and

WHEREAS, the Palatka City Commission finds that the approval of the Special Events Permit, as stipulated and described herein, is in the best interest of the event organizers, the City of Palatka and its citizens.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF PALATKA, FLORIDA:

Section 1: That Special Events Permit for Summer Night Lights is hereby granted to The Visit Palatka with the following provisions and stipulations:

- **a.** A Class "B" Special Events Permit is hereby granted for the event to be held on the following date: 06-05-26 during the hours provided on the application.
- **b.** Road closures Memorial from Reid St to St Johns Ave on the date and time as noted on the Permit Application.

Section 2: The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this resolution. A corrected copy shall be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 23rd day of April 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West ESQ.

Adopt Resolution 2026-R-70 A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, APPROVING AN HONORARY STREET NAME DESIGNATING NAPOLEON STREET IN THE CITY OF PALATKA TO ALSO BE KNOWN AS "FRED R BROOKS STREET", PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

A Resolution of the City of Palatka, Florida, approving an honorary street name designating Napoleon Street to also be known as "Fred R. Brooks Street."

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

Central Academy High School, located on the Northside of Palatka in Putnam County, holds significant historical importance as the first fully accredited African American high school in the State of Florida. The school served as a foundation of educational excellence for generations, supported by committed teachers and administrators who worked diligently to ensure high-quality education for the youth of Palatka.

Principal Fred R. Brooks served as a dedicated and compassionate leader during challenging times in the school's history. His leadership and support for educators contributed greatly to the success and legacy of Central Academy High School. Principal Brooks demonstrated deep commitment to the community, further represented by his decision to build his family home at the corner of Napoleon Street.

The current street name, "Napoleon Street," references a historical figure unrelated to the identity or heritage of the surrounding neighborhood. The Class of 1969, the final graduating class of Central Academy High School, has expressed strong support for honoring Principal Brooks by establishing an honorary street name recognizing his leadership, compassion, and lasting impact on the community.

Notable educators from the same era, including Mrs. Rosa K. Ragsdale and Mr. Willard Cooper, have previously been honored through the naming of buildings. Honoring Principal Brooks with an honorary street designation further preserves the legacy of individuals who shaped the history of the community.

PROJECT ANALYSIS

This resolution approves the designation of Napoleon Street to also be known as "Fred R. Brooks Street" as an honorary street name, recognizing the distinguished service of Principal Fred R. Brooks

to Central Academy High School and the broader Palatka community.

Staff Recommendation

Staff recommends approval of Resolution No. 2026-R-70.

ATTACHMENTS

1.	70. Resolution 2026-R-70 Renaming Napolean Street

RESOLUTION NO. 2026-R-70

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, APPROVING AN HONORARY STREET NAME DESIGNATING NAPOLEAN STREET IN THE CITY OF PALATKA TO ALSO BE KNOWN AS "FRED R BROOKS STREET", PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Northside of Palatka in Putnam County was historically supported and shaped by Central Academy High School, the first fully accredited African American high school in the State of Florida; and

WHEREAS, Central Academy High School served as a cornerstone of educational excellence, where dedicated teachers and administrators worked tirelessly to ensure that the children of Palatka received a high-quality education; and

WHEREAS, Principal Fred R. Brooks served as a steadfast and compassionate leader during challenging times, recruiting and supporting committed educators who played a vital role in the success of Central Academy High School; and

WHEREAS, Principal Brooks demonstrated exceptional devotion to the school and community, further evidenced by his decision to build his family home in the neighborhood at the corner of Napoleon Street; and

WHEREAS, the current name, "Napoleon Street," references a historical figure not connected to the cultural heritage, identity, or legacy of the surrounding community; and

WHEREAS, the Class of 1969—the final graduating class of Central Academy High School—expresses strong support for honoring Principal Brooks by renaming the street in recognition of his leadership, compassion, and positive impact on generations of residents; and

WHEREAS, notable educators from the same era, including Mrs. Rosa K. Ragsdale and Mr. Willard Cooper, have already been honored with buildings bearing their names, and it is fitting that Principal Brooks likewise be recognized for his extraordinary and lasting contributions; and

WHEREAS, renaming Napoleon Street to "Fred R. Brooks Street" will inspire pride, preserve community history, and honor a leader who remains cherished in the memories of former students, residents, and the community he served; and

WHEREAS, the Class of 1969 has requested, via formal petition if required, that the City of Palatka take action to rename Napoleon Street in memory of Principal Fred R. Brooks.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA:

Section 1. The City Commission hereby approves the renaming of "Napoleon Street" to "Fred R. Brooks Street" in honor of Principal Fred R. Brooks and his distinguished service to Central Academy High School and the Palatka community.

Section 2. The City Manager, or designee, is directed at taking all necessary steps to implement this honorary change. Honorary street designation signs shall be placed at appropriate intersections to honor Fred B. Brooks' legacy.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. If any portion of this Resolution is determined to be invalid or unenforceable, such determination shall not affect the remaining provisions, which shall remain in full force and effect.

Section 5. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 23RD day of April 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West ESQ.

Adopt Resolution 2026-R-71 A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A FEDERAL AVIATION ADMINISTRATION (FAA) FY 2026 AIRPORT IMPROVEMENT PROGRAM GRANT APPLICATION IN THE AMOUNT OF $242,538 FOR THE CONSTRUCTION OF THE TRANSIENT AIRCRAFT PARKING APRON; AND PROVIDING FOR SCRIVENER'S ERROR

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The City of Palatka respectfully submits an application for a Federal Aviation Administration (FAA) FY 2026 Airport Improvement Program (AIP) grant in the amount of $242,538.00 to fund the construction phase for the Transient Aircraft Parking Apron at the Palatka Municipal Airport.

BACKGROUND

In previous phases, the City of Palatka completed the planning, design, and environmental services. This grant will fully fund the design and bidding process, ensuring the City does not incur any costs associated with this project. The City's application to the FAA is a critical step in securing the necessary funding to proceed. If the grant is awarded to the City, the grant revenues will be recorded under General Ledger Account 005-00-389-2-8933, and the related expenditures will be recorded under General Ledger Account 005-05-542-8-6324.

PROJECT ANALYSIS

Staff Recommendation

City staff recommends the approval of Resolution 2026-R-71, authorizing the submission of the FAA grant application for $242,538.00 in funding for the construction of the Transient Aircraft Parking Apron at the Palatka Municipal Airport. The City Manager is further authorized to execute all necessary documents related to the grant application, including requests for contract time extensions and certifications, and to make any required corrections to the resolution for typographical errors.

Approval of this grant application is a key step in moving the project forward, ensuring that the

City secures the funding needed to proceed with the Transient Aircraft Parking Apron project.

ATTACHMENTS

1.	FY 26 Apron Grant Application_Construction
2.	71. Resolution 2026-R-71 (FAA) FY 2026 AIRPORT IMPROVEMENT PROGRAM

Airport Improvement Program
Orlando Airports District Office

Federal Assistance Request Checklist

Airport:	Palatka Municipal Airport (28J)
Sponsor:	City of Palatka
City, State:	Palatka, Florida
Date of Application:	April 9, 2026
Type of Application:	FY 2026 Application – Construct

Cover Letter:

- ☒ 1. Letter of Credit method of payment requested.
- ☐ 2. Project(s) identified. (Any changes from previous meetings/discussions should be discussed prior to submission.)
- ☐ 3. If pre-application, proposed application date identified.
- ☐ 4. If application, any changes to requested amount are identified and reasons provided.
- ☐ 5. If application, identify if any changes have taken place on Exhibit "A" Property Map since last grant.
- ☐ 6. If application, identify if any changes have taken place on Exhibit "C" Title Opinion since last grant.

Pre Application:

- ☐ 7. Standard Form 424; Form 5100-100 (Part II and Part III)
- ☐ 8. Detailed Project Information Sheet
- ☐ 9. Project Cost Estimates – One for each project and a summary
- ☐ 10. Project Sketch – One for each or one drawing with all projects
- ☐ 11. Environmental Determination Documentation for each project (CATEX Checklist, Copy of FONSI or ROD Signature Page)
- ☐ 12. Individual Project Schedules
- ☐ 13. Airport Sponsor AIP Certifications
- ☐ 14. Exhibit "A" (Airport Property Inventory Map)
- ☐ 15. Exhibit "C" (Title Opinion)

Application:

- ☒ 13. Standard Form 424; Form 5100-101 (Part II); Form 5100-101 (Part III)
- ☒ 14. Detailed Project Information Sheet
- ☒ 15. Individual Project Cost Breakdowns and Total Cost Summary
- ☒ 16. Bid Tabulations and Recommendation for Award Letter or:
  - ☒ 16.1 Construction Agreement
  - ☐ 16.2 Consultant-Inspection Agreement
  - ☐ 16.3 Consultant – Design Agreement
  - ☐ 16.4 Consultant – Planning Agreement
- ☒ 17. Project Sketch – One for each or one drawing with all projects
- ☒ 18. Environmental Determination Documentation for each project
- ☒ 19. Individual Project Schedules
- ☐ 20. Appraisals (Land Acquisition Projects)
- ☐ 21. Independent Cost Estimates (Design-Only Projects or Construction Phase Services)
- ☒ 22. Airport Sponsor AIP Certifications
- ☒ 23. Exhibit "A" (Airport Property Inventory Map)
- ☒ 24. Exhibit "C" (Title Opinion)

Standard Form 424

Application for Federal Assistance SF-424

*1. Type of Submission:	*2. Type of Application	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify)
☐ Changed/Corrected Application	☐ Revision	

*3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier: 28J

*5b. Federal Award Identifier:

State Use Only:

6. Date Received by **State**:

7. **State** Application Identifier:

8. APPLICANT INFORMATION:

*a. Legal Name: City of Palatka

*b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000401

*c. UEI: MHECM2CHHAD1

d. Address:

*Street 1: 201 N. 2 Street

Street 2:

*City: Palatka

County/Parish:

*State: Province: FL

*Country: USA

*Zip / Postal Code 32177-3217

e. Organizational Unit:

Department Name: Airport

Division Name: N/A

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

*First Name: Marcia

Middle Name:

*Last Name: Carty

Suffix:

Title: City Manager

Organizational Affiliation:

*Telephone Number: 386-329-0100

Fax Number:

*Email: mcarty@palatka-fl.gov

Application for Federal Assistance SF-424

***9. Type of Applicant 1: Select Applicant Type:**

Pick an applicant type

Type of Applicant 2: Select Applicant Type:

Pick an applicant type

Type of Applicant 3: Select Applicant Type:

Pick an applicant type

*Other (Specify)

***10. Name of Federal Agency:**

Federal Aviation Administration

***11. Catalog of Federal Domestic Assistance Number**:

CFDA No: CFDA Title:

20.116 Airport Improvement Program (AIP)

***12. Funding Opportunity Number**:

N/A

*Title:

N/A

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

***15. Descriptive Title of Applicant's Project**:

Transient Aircraft Parking Apron (Construct)

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

*a. Applicant: 7 *b. Program/Project: 7

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: 07/01/2026 *b. End Date: 06/30/2027

18. Estimated Funding ($):

*a. Federal	$ 242,538
*b. Applicant	$ 0
*c. State	$ 10,212
*d. Local	$ 2,553
*e. Other	$ 0
*f. Program Income	$ 0
*g. TOTAL	$ 255,303

***19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on _____ .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

***20. Is the Applicant Delinquent On Any Federal Debt?**

☐ Yes ☒ No

If "Yes", explain:

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U. S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: _____ *First Name: Marcia

Middle Name: _____

*Last Name: Carty

Suffix: _____

*Title: City Manager

*Telephone Number: 386-329-0100 Fax Number:

* Email: mcarty@palatka-fl.gov

*Signature of Authorized Representative: *Date Signed:

Standard Form 5100-101
(Part II & Part III)

Application for Federal Assistance (Development and Equipment Projects)

PART II – PROJECT APPROVAL INFORMATION

Part II - SECTION A

The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

Item 1.
Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?
☒ Yes ☐ No

Item 2.
Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?
☒ Yes ☐ No ☐ N/A

Item 3.
Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.
☐ Yes ☒ No ☐ N/A

Item 4.
Will the project(s) covered by this request have impacts or effects on the environment that require mitigating measures? If yes, attach a summary listing of mitigating measures to this application and identify the name and date of the environmental document(s).
☐ Yes ☒ No ☐ N/A

Item 5.
Is the project covered by this request included in an approved Passenger Facility Charge (PFC) application or other Federal assistance program? If yes, please identify other funding sources by checking all applicable boxes.
☐ Yes ☒ No ☐ N/A

☐ The project is included in an *approved* PFC application.
If included in an approved PFC application,
does the application *only* address AIP matching share? ☐ Yes ☐ No

☐ The project is included in another Federal Assistance program. Its CFDA number is below.

Item 6.
Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals?
☐ Yes ☒ No ☐ N/A

If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply:

☐ De Minimis rate of 10% as permitted by 2 CFR § 200.414.

☐ Negotiated Rate equal to ____ % as approved by ____ (the Cognizant Agency) on ____ (Date) (2 CFR part 200, appendix VII).

Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.

PART II – SECTION C

The Sponsor hereby represents and certifies as follows:

1. Compatible Land Use – The Sponsor has taken the following actions to assure compatible usage of land adjacent to or in the vicinity of the airport:

Yes

2. Defaults – The Sponsor is not in default on any obligation to the United States or any agency of the United States Government relative to the development, operation, or maintenance of any airport, except as stated herewith:

True

3. Possible Disabilities – There are no facts or circumstances (including the existence of effective or proposed leases, use agreements or other legal instruments affecting use of the Airport or the existence of pending litigation or other legal proceedings) which in reasonable probability might make it impossible for the Sponsor to carry out and complete the Project or carry out the provisions of the Grant Assurances, either by limiting its legal or financial ability or otherwise, except as follows:

True

4. Consistency with Local Plans – The project is reasonably consistent with plans existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

True

5. Consideration of Local Interest – It has given fair consideration to the interest of communities in or near where the project may be located.

Yes

6. Consultation with Users – In making a decision to undertake an airport development project under Title 49, United States Code, it has consulted with airport users that will potentially be affected by the project (§ 47105(a)(2)).

True

7. Public Hearings – In projects involving the location of an airport, an airport runway or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

True

8. Air and Water Quality Standards – In projects involving airport location, a major runway extension, or runway location it will provide for the Governor of the state in which the project is located to certify in writing to the Secretary that the project will be located, designed, constructed, and operated so as to comply with applicable and air and water quality standards. In any case where such standards have not been approved and where applicable air and water quality standards have been promulgated by the Administrator of the Environmental Protection Agency, certification shall be obtained from such Administrator. Notice of certification or refusal to certify shall be provided within sixty days after the project application has been received by the Secretary.

N/A

PART II – SECTION C (Continued)

9. **Exclusive Rights** – There is no grant of an exclusive right for the conduct of any aeronautical activity at any airport owned or controlled by the Sponsor except as follows:

True

10. **Land** – (a) The sponsor holds the following property interest in the following areas of land, which are to be developed or used as part of or in connection with the Airport subject to the following exceptions, encumbrances, and adverse interests, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

True

The Sponsor further certifies that the above is based on a title examination by a qualified attorney or title company and that such attorney or title company has determined that the Sponsor holds the above property interests.

(b) The Sponsor will acquire within a reasonable time, but in any event prior to the start of any construction work under the Project, the following property interest in the following areas of land on which such construction work is to be performed, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

True

(c) The Sponsor will acquire within a reasonable time, and if feasible prior to the completion of all construction work under the Project, the following property interest in the following areas of land which are to be developed or used as part of or in connection with the Airport as it will be upon completion of the Project, all of which areas are identified on the aforementioned property map designated as Exhibit “A”. [1]

True

[1] State the character of property interest in each area and list and identify for each all exceptions, encumbrances, and adverse interests of every kind and nature, including liens, easements, leases, etc. The separate areas of land need only be identified here by the area numbers shown on the property map.

PART III – BUDGET INFORMATION – CONSTRUCTION

SECTION A – GENERAL
1. Assistance Listing Number:
2. Functional or Other Breakout:

SECTION B – CALCULATION OF FEDERAL GRANT			
Cost Classification	**Latest Approved Amount (Use only for revisions)**	**Adjustment + or (-) Amount (Use only for revisions)**	**Total Amount Required**
1. Administration expense			
2. Preliminary expense			
3. Land, structures, right-of-way			
4. Architectural engineering basic fees			
5. Other Architectural engineering fees			
6. Project inspection fees			
7. Land development			
8. Relocation Expenses			
9. Relocation payments to Individuals and Businesses			
10. Demolition and removal			
11. Construction and project improvement			255,303
12. Equipment			
13. Miscellaneous			
14. **Subtotal** (Lines 1 through 13)			$ 255,303
15. Estimated Income (if applicable)			
16. Net Project Amount (Line 14 minus 15)			
17. **Less**: Ineligible Exclusions (Section C, line 23 g.)			0
18. **Subtotal** (Lines 16 through 17)			$ 255,303
19. Federal Share requested of Line 18			242,538
20. Grantee share			2,553
21. Other shares			10,212
22. **TOTAL PROJECT** (Lines 19, 20 & 21)			$ 255,303

SECTION C – EXCLUSIONS	
23. Classification (Description of non-participating work)	**Amount Ineligible for Participation**
a.	
b.	
c.	
d.	
e.	
f.	
g. **Total**	$ 0

SECTION D – PROPOSED METHOD OF FINANCING NON-FEDERAL SHARE	
24. Grantee Share – Fund Categories	**Amount**
a. Securities	
b. Mortgages	
c. Appropriations (by Applicant)	
d. Bonds	
e. Tax Levies	
f. Non-Cash	
g. Other (Explain):	
h. **TOTAL** - Grantee share	$ 0
25. Other Shares	**Amount**
a. State	10,212
b. Other	
c. **TOTAL** - Other Shares	$ 10,212
26. TOTAL NON-FEDERAL FINANCING	

SECTION E – REMARKS (Attach sheets if additional space is required)

PART IV – PROGRAM NARRATIVE

(Suggested Format)

PROJECT: AGIS Survey and Exhibit A Airport Property Map (Planning)

AIRPORT: Paltaka Municipal Airport

1. Objective:

Expand the transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements.

2. Benefits Anticipated:

Additional transient aircraft parking apron space will meet the current demand, and to support City-owned/operated FBO aircraft storage hangar

3. Approach: (See approved Scope of Work in Final Application)

Expand the transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements.

4. Geographic Location:

Airport

5. If Applicable, Provide Additional Information:

6. Sponsor's Representative: (include address & telephone number)

City of Palatka, Marcia Carty, City Manager
201 N. 2nd Street, Palakta, FL 32177
386-329-0100

Detailed Project Information Sheet

Palatka Municipal Airport (28J)
Airport Improvement Program
FY 2026 Grant Application

Detailed Project Information

Airport: Palatka Municipal Airport (28J)

City, State: Palatka, Florida

Project Title: Transient Aircraft Parking Apron (Construct)

Project Description: This project includes the expansion of transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements. The overall project (non-FAA funded) also includes a new City-owned/operated aircraft storage hangar.

Project Justification: The existing terminal apron has limited capacity to service transient aircraft that arrive and depart from 28J; when one large corporate jet or two small to medium corporate jets are present at the Terminal apron, there is little to no space to accommodate any other aircraft. Additional transient aircraft parking apron space is needed to meet the current demand, and to support City-owned/operated FBO aircraft storage hangar. See Apron utilization plans.

Special Circumstances: None.

Project Cost Information:

Total Cost (100%)	FAA Share (95%)	State (4%)	Local (1%)
$255,303	$242,538	$10,212	$2,553

Type of Funding Proposed (FAA Share Only)			
Fund Type	Funds Available	Funds to be Used	Funds Remaining
FY-25 NP Entitlement	$95,215	$95,215	$0
FY-26 NP Entitlement	$150,000	$147,323	$2,677
Total	$245,215	$242,538	$2,677

Alternate Funding Plan: None.

Individual Project Cost Breakdown

and

Total Cost Summary

Palatka Municipal Airport (28J)
Airport Improvement Program
FY 2026 Grant Application

Estimated Project Costs

Project Title: Transient Aircraft Parking Apron (Construct)

	Cost (100%)	FAA (95%)
Construction Phase Services	$255,303	$242,538
Total Amount	$255,303	$242,538

Total Estimated Project Cost (100%) $255,303
Total FAA Share Cost (95%) $242,538

Recommendation of Award

Bid Tabulation

Construction Contract Agreement

Consultant Agreements:

Work Order 26-75R

Work Order 26-76R

PASSERO

335 S. Legacy Trail, B-102
St. Augustine, FL 32092
(904) 757-6106 | passero.com

April 14, 2026

Ms. Marcia Carty, City Manager
City of Palatka
201 North 2nd Street
Palatka, FL 32177

Re: Recommendation of Award
Corporate Jet Center & North Terminal Apron
Palatka Municipal Airport
PA Project Numbers 24000010.0075 / 0076

Dear Ms. Carty:

Passero Associates has reviewed the seven (7) bids that were received on Tuesday, March 31, 2026, at 3:30PM, for the Corporate Jet Center Hangar & North Terminal Apron project at the Palatka Municipal Airport (28J). The bids were publicly opened and read at City Hall. This letter serves as Passero Associates recommendation to award the construction contract to Ahrens Companies of Lake Park, Florida.

Passero Associates performed a review of Ahrens Companies' responsibility by researching the following:

- Ahrens Companies is a licensed Certified Building Contractor (CBC006515) in the State of Florida. (Expires 8/31/2026)
- Ahrens Companies did not appear on the U.S. System for Award Management's (SAM) List of Debarred, Suspended, or Voluntarily Excluded Firms Ineligible for Federal Aid.
- Ahrens Companies did not appear on the U.S. Department of Labor's H-1B Debarred/Disqualified List of Employers or on the Willful Violators List.
- Ahrens Companies does not have a history of violations or current (open) violations with the U.S. Department of Labor, Office of Safety and Health Administration (OSHA) for safety violations.
- Ahrens Companies has been a licensed business with the State of Florida since August of 1992.
- Ahrens Companies has successfully completed similar airport projects.

A Bid Tabulation showing a summary of the bids received alongside the Engineer's Estimate of Probable Construction Cost is enclosed for your review.

This project is receiving construction phase funding from both the FAA and FDOT through multiple grants. The FAA's participation is pertaining only to the proposed aircraft parking North Terminal Apron. For this reason, the Bid Schedule is organized so that the Base Bid is separated into two separate schedules, Base Bid (FDOT) and Base Bid (FAA). The Base Bid (FAA) covers the work associated with the Phase 1 North Terminal Apron. The total project funding available for the FAA Base Bid is $258,121. The total project funding currently allocated and available for the remainder of the construction phase of the project is $2,108,153.

Aherns Companies is the low bidder for the Base Bid (FDOT) plus Base Bid (FAA) in the total amount of $2,335,930.00. Aherns total amount bid for the Base Bid (FDOT) is $2,048,374.56. Aherns total amount bid for the Base Bid (FAA) is $275,823.00, which exceeds the total funding available for the FAA apron portion of the project.

For this reason, we propose moving the airfield pavement marking items included in the Base Bid (FAA) to the Base Bid (FDOT); this adjustment brings the total amount bid for Base Bid (FAA) to $255,303.00, which is within the available budget for the FAA apron portion of the project. This adjustment brings the Base Bid (FDOT) to a total amount of $2,068,894.56. These adjusted values are listed in the attached Bid Tabulation.

Passero Associates recommends that the City of Palatka award the Base Bid (FAA) in the amount of $255,303.00 (two hundred fifty-five thousand three hundred three dollars and zero cents) and the Base Bid (FDOT) in the amount of $2,068,894.56 (two million sixty-eighty thousand eight hundred ninety-four thousand dollars and fifty-six cents) to Ahrens Companies. The total amount of the recommended bid award (FDOT plus FAA Base Bids) is $2,324,197.56 (two million three hundred twenty-four thousand one hundred ninety-seven thousand dollars and fifty-six cents).

We have also enclosed for your consideration Passero Associates Work Order 26-75R (Corporate Jet Center Hangar) and 26-76R (North Terminal Apron) for Construction Phase Services in the amounts of 175,000.00 (one hundred seventy-five thousand dollars and zero cents) and $25,000.00 (twenty-five thousand dollars and zero cents) respectively.

A copy of the updated Ahrens Companies Contract Agreement and Notice of Award are enclosed for your use and review.

If you have any questions or require additional information, please contact me.

Sincerely,

Matt Singletary
Project Manager
msingletary@passero.com • 904.224.7078

attach: Bid Tabulation
Aherns Contract Agreement & Notice of Award
Passero WO 26-75R and WO 26-76R

cc: Yul McNair, Airport Manager
Brad Wente, Passero Associates
Andrew Holesko, Passero Associates

BID TABULATION - BID OPENING MARCH 31, 2026 3:30PM, CITY OF PALATKA ITB 2026-01

CORPORATE JET CENTER & NORTH TERMINAL APRON
City of Palatka
PA PN 24010.0075 AND .0076

PASSERO ASSOCIATES
engineering architecture

BASE BID (FDOT): PHASE 1 JET CENTER HANAGR & SITEWORK				ENGINEER'S ESTIMATE OF PROBABLE CONSTRUCTION		Ahren's (LOW BIDDER)		Blackwater Construction Services		Scherer	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
C-100-14.1	CONTRACTOR QUALITY CONTROL PROGRAM	1	LS	$15,000.00	**$15,000.00**	$16,498.08	**$16,498.08**	$7,987.50	**$7,987.50**	$18,393.00	**$18,393.00**
C-102-5.1	TEMPORARY AIR AND WATER POLLUTION, SOIL EROSION, AND SILTATION CONTROL	1	LS	$0.80	**$0.80**	$5,700.00	**$5,700.00**	$11,182.50	**$11,182.50**	$5,475.00	**$5,475.00**
C-103-8.1	PROJECT SURVEY, STAKEOUT, AND RECORD DRAWINGS	1	LS	$20,000.00	**$20,000.00**	$32,379.42	**$32,379.42**	$42,600.00	**$42,600.00**	$19,536.00	**$19,536.00**
C-105-6.1	MOBILIZATION	1	LS	$36,592.58	**$36,592.58**	$19,385.70	**$19,385.70**	$224,715.00	**$224,715.00**	$174,055.00	**$174,055.00**
C-107-4.1	MAINTENANCE & PROTECTION OF TRAFFIC	1	LS	$20,000.00	**$20,000.00**	$17,100.00	**$17,100.00**	$26,625.00	**$26,625.00**	$15,725.00	**$15,725.00**
P-101-5.1	SAWCUTTING PAVEMENT	400	LF	$5.00	**$2,000.00**	$7.98	**$3,192.00**	$5.32	**$2,128.00**	$1.11	**$444.00**
P-151-4.1	CLEARING AND GRUBBING (MISCELLANEOUS DEMOLITION)	1	LS	$15,000.00	**$15,000.00**	$2,720.04	**$2,720.04**	$37,275.00	**$37,275.00**	$10,297.00	**$10,297.00**
P-152-4.1	UNCLASSIFIED EXCAVATION	2,200	CY	$10.00	**$22,000.00**	$45.60	**$100,320.00**	$8.52	**$18,744.00**	$19.25	**$42,350.00**
P-152-4.2	EMBANKMENT IN PLACE	3,450	CY	$12.00	**$41,400.00**	$20.52	**$70,794.00**	$24.28	**$83,766.00**	$26.74	**$92,253.00**
P-160-6.1	12-INCH SUBGRADE STABILIZATION	325	SY	$10.00	**$3,250.00**	$17.10	**$5,557.50**	$27.85	**$9,051.25**	$15.75	**$5,118.75**
P-211-5.2	8-INCH LIMEROCK BASE COURSE	325	SY	$20.00	**$6,500.00**	$26.22	**$8,521.50**	$33.12	**$10,764.00**	$30.20	**$9,815.00**
P-401-8.1	2-INCH ASPHALT SURFACE COURSE (ROAD)	40	TON	$165.00	**$6,600.00**	$233.70	**$9,348.00**	$266.25	**$10,650.00**	$382.94	**$15,317.60**
P-602-5.1	BITUMINOUS PRIME COAT	125	GAL	$5.00	**$625.00**	$22.80	**$2,850.00**	$21.30	**$2,662.50**	$15.00	**$1,875.00**
P-620-5.3	THERMOPLASTIC PARKING LOT MARKING	165	SF	$10.00	**$1,650.00**	$22.80	**$3,762.00**	$26.63	**$4,393.95**	$32.15	**$5,304.75**
P-620-5.4	PAVEMENT MARKING ERADICATION	15	SF	$10.00	**$150.00**	$22.80	**$342.00**	$15.98	**$239.70**	$49.95	**$749.25**
F-162-5.1	DECORATIVE SECURITY FENCE	170	LF	$17.50	**$2,975.00**	$181.86	**$30,916.20**	$206.61	**$35,123.70**	$270.00	**$45,900.00**
F-162-5.2	DECORATIVE ROLLING SECURITY GATE 24' WIDE CLEAR OPENING (EXCLUDING EQUPT. & CONNECTIONS)	1	EA	$5,000.00	**$5,000.00**	$17,784.00	**$17,784.00**	$29,553.75	**$29,553.75**	$12,488.00	**$12,488.00**
F-162-5.4	CHAINLINK SECURITY FENCE	30	LF	$17.50	**$525.00**	$74.10	**$2,223.00**	$96.92	**$2,907.60**	$84.00	**$2,520.00**
D-701-5.1	15" STORM SEWER, RCP CLASS V	122	LF	$150.00	**$18,300.00**	$69.89	**$8,526.58**	$63.90	**$7,795.80**	$134.92	**$16,460.24**
D-701-5.2	18" STORM SEWER, RCP CLASS V	68	LF	$150.00	**$10,200.00**	$189.58	**$12,891.44**	$79.88	**$5,431.84**	$149.73	**$10,181.64**
D-701-5.3	24"x38" STORM SEWER, HDPE	221	LF	$150.00	**$33,150.00**	$273.93	**$60,538.53**	$213.00	**$47,073.00**	$226.67	**$50,094.07**
D-701-5.4	12" STORM SEWER, HDPE	19	LF	$150.00	**$2,850.00**	$99.18	**$1,884.42**	$31.95	**$607.05**	$112.44	**$2,136.36**
D-701-5.5	8" STORM SEWER, HDPE	175	LF	$150.00	**$26,250.00**	$91.03	**$15,930.25**	$31.95	**$5,591.25**	$75.84	**$13,272.00**
D-751-5.1	STORM SEWER CLEANOUT	3	EA	$6,500.00	**$19,500.00**	$1,595.24	**$4,785.72**	$372.75	**$1,118.25**	$1,705.14	**$5,115.42**
D-751-5.2	FDOT TYPE J BOTTOM INLET (A2)	1	EA	$6,500.00	**$6,500.00**	$21,176.64	**$21,176.64**	$16,933.50	**$16,933.50**	$10,962.00	**$10,962.00**
D-751-5.3	FDOT TYPE H INLET (A3 & A4)	2	EA	$6,500.00	**$13,000.00**	$11,171.43	**$22,342.86**	$6,549.75	**$13,099.50**	$9,871.00	**$19,742.00**
D-751-5.4	AIRCRAFT RATED INLET (A5 & A6)	2	EA	$6,500.00	**$13,000.00**	$17,562.84	**$35,125.68**	$13,312.50	**$26,625.00**	$19,808.00	**$39,616.00**
D-751-5.5	FDOT U-TYPE ENDWALL WITH BAFFLES, MOD FOR 24"x38" ERCP, 4:1 SLOPE (A1)	1	EA	$5,000.00	**$5,000.00**	$5,946.24	**$5,946.24**	$4,260.00	**$4,260.00**	$10,975.00	**$10,975.00**
T-901-5.1	SEEDING (HYDROSEEDING)	0.5	AC	$2,000.00	**$1,000.00**	$3,648.00	**$1,824.00**	$30,885.00	**$15,442.50**	$16,439.00	**$8,219.50**
T-904-5.1	SODDING	1,800	SY	$5.00	**$9,000.00**	$4.28	**$7,704.00**	$6.23	**$11,214.00**	$7.00	**$12,600.00**
T-905-5.1	TOPSOILING	450	CY	$30.00	**$13,500.00**	$17.10	**$7,695.00**	$15.98	**$7,191.00**	$8.90	**$4,005.00**
428	POTABLE WATER SERVICE, COMPLETE, INCLUDING ALL ITEMS/APPURTENANCES EXTERIOR TO BUILDINGS	1	LS	$10,000.00	**$10,000.00**	$21,572.22	**$21,572.22**	$18,637.50	**$18,637.50**	$12,448.00	**$12,448.00**
429	SANITARY SEWER SERVICE, COMPLETE, INCLUDING ALL ITEMS/APPURTENANCES EXTERIOR TO BUILDINGS	1	LS	$10,000.00	**$10,000.00**	$77,003.58	**$77,003.58**	$74,550.00	**$74,550.00**	$64,414.00	**$64,414.00**
450	SITE ELECTRICAL SERVICE, COMPLETE, INCLUDING ALL ITEMS ASSOCIATED PRIMARY SERVICE FEEDERS EXTERIOR TO BUILDING	1	LS	$10,000.00	**$10,000.00**	$28,366.62	**$28,366.62**	$319,500.00	**$319,500.00**	$45,785.00	**$45,785.00**
452	(2) 2" SCH. 40 PVC SPARE CONDUITS INSTALLED IN TRENCH	110	LF	$7.50	**$825.00**	$31.52	**$3,467.20**	$79.88	**$8,786.80**	$30.68	**$3,374.80**
453	UTILITY PULL BOX	4	EA	$1,500.00	**$6,000.00**	$3,797.91	**$15,191.64**	$6,922.50	**$27,690.00**	$3,697.00	**$14,788.00**
520	FDOT TYPE D CURB	10	LF	$100.00	**$1,000.00**	$68.40	**$684.00**	$53.25	**$532.50**	$60.00	**$600.00**
522	4" THICK CONCRETE SIDEWALK, COMPLETE, INCLUDING CURB RAMPS, SIDEWALK CURB, & DETECABLE WARNING MATS	80	SY	$60.00	**$4,800.00**	$66.12	**$5,289.60**	$86.27	**$6,901.60**	$124.00	**$9,920.00**
901	4-INCH THICK GRAVEL BED WITH GEOTEXTILE FABRIC	125	SY	$75.00	**$9,375.00**	$74.10	**$9,262.50**	$55.38	**$6,922.50**	$88.18	**$11,022.50**
	SITEWORK SUBTOTAL				***$422,518.38***		***$716,602.16***		***$1,186,273.04***		***$843,347.88***
B-01	JET CENTER HANGAR PHASE 1 FOUNDATION COMPLETE	1	LS	$300,000.00	**$300,000.00**	$223,908.54	**$223,908.54**	$263,268.00	**$263,268.00**	$311,105.00	**$311,105.00**
B-02	JET CENTER HANGAR PHASE PEMB COMPLETE	1	LS	$800,000.00	**$800,000.00**	$1,107,863.86	**$1,107,863.86**	$622,138.92	**$622,138.92**	$1,027,257.00	**$1,027,257.00**
	BUILDING SUBTOTAL				***$1,100,000.00***		***$1,331,772.40***		***$885,406.92***		***$1,338,362.00***
	SUBTOTAL - BASE BID(FDOT)				**$1,522,518.38**		**$2,048,374.56**		**$2,071,679.96**		**$2,181,709.88**
	SUBTOTAL ADJUSTED TO ADD BASE BID FAA PAVEMENT MARKINGS - BASE BID(FDOT)				**$1,525,518.38**		**$2,068,894.56**		**$2,083,805.71**		**$2,187,772.88**

BASE BID (FAA):PHASE 1 NORTH TERMINAL APRON				ENGINEER'S ESTIMATE		Ahren's		Blackwater Construction Services		Scherer	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
P-152-4.3	12-INCH SUBGRADE STABILIZATION	2,400	SY	$10.00	**$24,000.00**	$17.10	**$41,040.00**	$25.56	**$61,344.00**	$9.45	**$22,680.00**
P-211-5.2	8-INCH LIMEROCK BASE COURSE	2,300	SY	$20.00	**$46,000.00**	$26.22	**$60,306.00**	$33.54	**$77,142.00**	$19.64	**$45,172.00**
P-401-8.1	2-INCH ASPHALT SURFACE COURSE (APRON)	280	TON	$200.00	**$56,000.00**	$233.70	**$65,436.00**	$266.25	**$74,550.00**	$382.94	**$107,223.20**
P-401-8.2	2-INCH ASPHALT BASE COURSE (APRON)	280	TON	$200.00	**$56,000.00**	$233.70	**$65,436.00**	$266.25	**$74,550.00**	$382.94	**$107,223.20**
P-602-5.1	BITUMINOUS PRIME COAT	700	GAL	$5.00	**$3,500.00**	$22.80	**$15,960.00**	$21.30	**$14,910.00**	$15.00	**$10,500.00**
P-603-5.1	BITUMINOUS TACK COAT	250	GAL	$5.00	**$1,250.00**	$28.50	**$7,125.00**	$21.30	**$5,325.00**	$15.00	**$3,750.00**
P-620-5.1	YELLOW AIRFIELD MARKING (FULL APPLICATION)	725	SF	$2.00	**$1,450.00**	$13.68	**$9,918.00**	$5.33	**$3,864.25**	$1.50	**$ 1,087.50**
P-620-5.2	BLACK OUTLINE AIRFIELD MARKING (FULL APPLICATION)	1,550	SF	$1.00	**$1,550.00**	$6.84	**$10,602.00**	$5.33	**$8,261.50**	$3.21	**$4,975.50**
			SUBTOTAL - BASE BID(FAA)	$	**189,750.00**		**$275,823.00**		**$319,946.75**		**$302,611.40**
			SUBTOTAL ADJ. TO REMOVE PAVEMENT MARKING BID ITEMS - BASE BID(FAA)	$	**186,750.00**		**$255,303.00**		**$307,821.00**		**$296,548.40**

BID ADDITIVE 1 ALTERNATE A: OFFICE BUILDING BROWN SHELL AND PARKING				ENGINEER'S ESTIMATE		Ahren's		Blackwater Construction Services		Scherer	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
P-152-4.2	UNCLASSIFIED EXCAVATION	30	CY	$10.00	**$5,700.00**	$45.60	**$1,368.00**	$25.56	**$766.80**	$19.25	**$577.50**
P-160-6.1	12-INCH SUBGRADE STABILIZATION	130	SY	$10.00	**$1,300.00**	$17.10	**$2,223.00**	$33.54	**$4,360.20**	$15.75	**$2,047.50**
P-211-5.2	8-INCH LIMEROCK BASE COURSE	130	SY	$20.00	**$2,600.00**	$26.22	**$3,408.60**	$266.25	**$34,612.50**	$30.20	**$3,926.00**
P-401-8.1	2-INCH ASPHAL SURFACE COURSE (PARKING/ROAD)	15	TON	$165.00	**$2,475.00**	$233.70	**$3,505.50**	$266.25	**$3,993.75**	$382.94	**$5,744.10**
P-602-5.1	BITUMINOUS PRIME COAT	40	GAL	$5.00	**$200.00**	$22.80	**$912.00**	$21.30	**$852.00**	$15.00	**$600.00**
P-620-5.3	THERMOPLASTIC PARKING LOT MARKINGS	125	SF	$10.00	**$1,250.00**	$22.80	**$2,850.00**	$21.30	**$2,662.50**	$32.15	**$4,018.75**
T-904-5.1	SODDING	50	SY	$5.00	**$250.00**	$4.29	**$214.50**	$8.63	**$431.50**	$7.00	**$350.00**
T-905-5.1	TOPSOILING	25	CY	$30.00	**$750.00**	$17.10	**$427.50**	$16.25	**$406.25**	$8.90	**$222.50**
522	4" THICK CONCRETE SIDEWALK, COMPLETE, INCLUDING CURB RAMPS, SIDEWALK CURB, & DETECTABLE WARNING MATS	40	SY	$60.00	**$2,400.00**	$66.12	**$2,644.80**	$87.07	**$3,482.80**	$0.00	**$0.00**
B-03	OFFICE BUILDING PHASE 1 FOUNDATION COMPLETE	1	LS	$100,000.00	**$100,000.00**	$36,295.32	**$36,295.32**	$25,789.25	**$25,789.25**	$35,929.00	**$35,929.00**
B-04	OFFICE BUILDING PHASE 1 BROWN SHELL PEMB	1	LS	$300,000.00	**$300,000.00**	$214,624.21	**$214,624.21**	$146,630.00	**$146,630.00**	$168,765.00	**$168,765.00**
			SUBTOTAL - BASE BID(FAA)	$	**416,925.00**		**$268,473.43**		**$223,987.55**		**$222,180.35**

BID ADDITIVE 1 ALTERNATE B: OFFICE BUILDING VANILLA BOX AND PARKING				ENGINEER'S ESTIMATE		Ahren's		Blackwater Construction Services		Scherer	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
P-152-4.2	UNCLASSIFIED EXCAVATION	30	CY	$10.00	**$5,700.00**	$45.60	**$1,368.00**	$26.88	**$806.40**	$19.25	**$577.50**
P-152-6.1	12-INCH SUBGRADE STABILIZATION	130	SY	$10.00	**$1,300.00**	$17.10	**$2,223.00**	$28.11	**$3,654.30**	$15.75	**$2,047.50**
P-211-5.2	8-INCH LIMEROCK BASE COURSE	130	SY	$20.00	**$2,600.00**	$26.22	**$3,408.60**	$33.43	**$4,345.90**	$30.20	**$3,926.00**
P-401-8.1	2-INCH ASPHALT SURFACE COURSE (PARKING/ROAD)	15	TON	$165.00	**$2,475.00**	$233.70	**$3,505.50**	$376.25	**$5,643.75**	$382.94	**$5,744.10**
P-602-5.1	BITUMINOUS PRIME COAT	40	GAL	$5.00	**$200.00**	$22.80	**$912.00**	$26.88	**$1,075.20**	$15.00	**$600.00**
P-620-5.3	THERMOPLASTIC PARKING LOT MARKINGS	125	SF	$10.00	**$1,250.00**	$22.80	**$2,850.00**	$26.88	**$3,360.00**	$32.15	**$4,018.75**
T-904-5.1	SODDING	50	SY	$5.00	**$250.00**	$4.29	**$214.50**	$8.06	**$403.00**	$7.00	**$350.00**
T-905-5.1	TOPSOILING	25	CY	$30.00	**$750.00**	$17.10	**$427.50**	$16.13	**$403.25**	$8.90	**$222.50**
522	4" THICK CONCRETE SIDEWALK, COMPLETE, INCLUDING CURB RAMPS, SIDEWALK CURB, & DETECTABLE WARNING MATS	40	SY	$60.00	**$2,400.00**	$66.12	**$2,644.80**	$87.07	**$3,482.80**	$0.00	**$0.00**
B-03	OFFICE BUILDING PHASE 1 FOUNDATION COMPLETE	1	LS	$100,000.00	**$100,000.00**	$36,295.32	**$36,295.32**	$25,789.25	**$25,789.25**	$35,929.00	**$35,929.00**
B-05	OFFICE BUILDING PHASE 1 VANILLA BOX PEMB COMPLETE	1	LS	$400,000.00	**$400,000.00**	$357,737.19	**$357,737.19**	$255,312.50	**$255,312.50**	$337,243.00	**$337,243.00**
			SUBTOTAL - BASE BID(FAA)	$	**516,925.00**		**$411,586.41**		**$304,276.35**		**$390,658.35**

BID ADDITIVE 2 - PHASE 2 NORTH TERMINAL APRON				ENGINEER'S ESTIMATE		Ahren's		Blackwater Construction Services		Scherer	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
P-101-5.1	SAWCUTTING PAVEMENT	125	LF	$5.00	**$625.00**	$7.98	**$997.50**	$10.75	**$1,343.75**	$1.11	**$138.75**
P-152-4.2	UNCLASSIFIED EXCAVATION	450	CY	$10.00	**$4,500.00**	$2.22	**$999.00**	$26.88	**$12,096.00**	$19.25	**$8,662.50**
P-160-6.1	12-INCH SUBGRADE STABILIZATION	1,400	SY	$10.00	**$14,000.00**	$14.66	**$20,524.00**	$25.80	**$36,120.00**	$9.45	**$13,230.00**
P-211-5.2	8-INCH LIMEROCK BASE COURSE	1,350	SY	$20.00	**$27,000.00**	$17.73	**$23,935.50**	$33.86	**$45,711.00**	$19.64	**$26,514.00**
P-401-8.1	2-INCH ASPHALT SURFACE COURSE (APRON)	175	TON	$200.00	**$35,000.00**	$202.27	**$35,397.25**	$268.76	**$47,033.00**	$382.94	**$67,014.50**
P-401-8.2	2-INCH ASPHALT BASE COURSE (APRON)	175	TON	$200.00	**$35,000.00**	$256.50	**$44,887.50**	$268.76	**$47,033.00**	$382.94	**$67,014.50**
P-602-5.1	BITUMINOUS PRIME COAT	425	GAL	$5.00	**$2,125.00**	$22.80	**$9,690.00**	$21.50	**$9,137.50**	$15.00	**$6,375.00**
P-603-5.1	BITUMINOUS TACK COAT	150	GAL	$5.00	**$750.00**	$28.50	**$4,275.00**	$21.50	**$3,225.00**	$15.00	**$2,250.00**
T-901-5.1	SEEDING	0.25	AC	$2,000.00	**$500.00**	$6,384.00	**$1,596.00**	$31,175.00	**$7,793.75**	$16,439.00	**$4,109.75**
SUBTOTAL - BASE BID(FAA)					**$ 119,500.00**		**$142,301.75**		**$209,493.00**		**$195,309.00**

BID ADDITIVE 3 - MISCELLANEOUS JET CENTER HANGAR AND SITE ITEMS				ENGINEER'S ESTIMATE		Ahren's		Blackwater Construction Services		Scherer	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT COST	TOTAL COST		TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
B-06	INSTALL BIG ASS FAN COMPLETE	1	EA	$5,000.00	**$5,000.00**	$17,886.60	**$17,886.60**	$7,525.00	**$7,525.00**	$29,182.00	**$29,182.00**
B-07	HANGAR DOOR MOTORIZATION COMPLETE	1	LS	$30,000.00	**$30,000.00**	$9,514.44	**$9,514.44**	$7,525.00	**$7,525.00**	$25,300.00	**$25,300.00**
F-162-5.3	DECORATIVE GATE MOTORIZATION & ACCESS CONTROL, COMPLETE, INCLUDING GATE DRIVER, LIGHTING, CAMERA, ACCESS CONTROL, LOOP DETECTORS, WIRING, & ELECTRICAL CONNECTIONS	1	LS	$20,000.00	**$20,000.00**	$77,786.76	**$77,786.76**	$30,100.00	**$30,100.00**	$22,645.00	**$22,645.00**
SUBTOTAL - BASE BID(FAA)					**$ 55,000.00**		**$105,187.80**		**$45,150.00**		**$77,127.00**

		Engineer Estimate	Ahren's (Low Bidder)	Blackwater	Scherer
BASE BID(FDOT) + BASE BID(FAA)	USD	**$1,712,268.38**	**$2,324,197.56**	**$2,391,626.71**	**$2,484,321.28**
BASE BID(FDOT) + BASE BID(FAA)+ADDITIVE 1 ALT B	USD	**$2,229,193.38**	**$2,735,783.97**	**$2,695,903.06**	**$2,874,979.63**
BASE BID(FDOT) + BASE BID(FAA)+ADDITIVE 1 ALT B+BID ADDITIVE 3	USD	**$2,284,193.38**	**$2,840,971.77**	**$2,741,053.06**	**$2,952,106.63**
BASE BID(FDOT) + BASE BID(FAA)+ADDITIVE 1 ALT A+BID ADDITIVE 3	USD	**$2,184,193.38**	**$2,697,858.79**	**$2,660,764.26**	**$3,174,286.98**
BASE BID(FDOT) + BASE BID(FAA)+ADDITIVE 1 ALT B+BID ADDITIVE 2+BID ADDITIVE 3	USD	**$2,403,693.38**	**$2,983,273.52**	**$2,950,546.06**	**$3,147,415.63**

NOTICE OF AWARD

STATE OF FLORIDA
COUNTY OF PUTNAM

THIS CONTRACT AWARD made this _____ day of _____ 20____ by the **City of Palatka, Florida**, hereinafter called the OWNER, to **Ahrens Companies**; hereinafter called the CONTRACTOR, is for the completion of a certain project described as: **Corporate Jet Center & North Terminal Apron (Base Bid):** for the use and benefit of the Owner as shown on the plans and described in the specifications as prepared by:

Passero Associates, LLC
335 S. Legacy Trail, B-102
St. Augustine, FL 32092

Commencement of work under this contract shall begin not less than five (5) nor more than ten (10) days after Contractor's receipt of a Notice to Proceed issued by the Owner and the project is to be fully completed on or before **two hundred seventy (270)** calendar days after that specified date unless otherwise subsequently agreed.

OWNER: **City of Palatka, Florida**

By: Marica Carty
Printed Name

_____
Signature

City Manager
Title

Acknowledgement of Receipt of Contract Award by **Ahrens Companies**, Contractor,

Richard C. Ahrens
Printed Name

_____
Signature

President / CEO
Title

_____
Date

CONTRACT AGREEMENT
City of Palatka

THIS AGREEMENT, made as of _____ is **BY AND BETWEEN**

The OWNER: ***City of Palatka***
201 N. 2nd Street
Palatka, FL 32177

And the CONTRACTOR:

(Name) ***Ahrens Companies***

(Address) ***1461 Kinetic Road***

(City, State, Zip Code) ***Lake Park, FL 33403***

WITNESSETH:

WHEREAS it is the intent of the Owner to make improvements at **Palatka Municipal Airport** generally described as follows;

Corporate Jet Center & North Terminal Apron (Base Bid) hereinafter referred to as the Project.

NOW THEREFORE in consideration of the mutual covenants hereinafter set forth, OWNER and CONTRACTOR agree as follows:

Article 1 - Work

It is hereby mutually agreed that for and in consideration of the payments as provided for herein to the CONTRACTOR by the OWNER, CONTRACTOR shall faithfully furnish all necessary labor, equipment, and material and shall fully perform all necessary work to complete the Project in strict accordance with this Contract Agreement and the Contract Documents.

Article 2 – Contract Documents

CONTRACTOR agrees that the Contract Documents consist of the following: this Agreement, General Provisions, Supplementary Provisions, Specifications, Drawings, all issued addenda, Notice-to-Bidders, Instructions-to-Bidders, Bid and associated attachments, Performance Bond, Payment Bond, Wage Rate Determination, Insurance certificates, documents incorporated by reference, documents incorporated by attachment, and all OWNER authorized change orders issued subsequent to the date of this agreement. All documents comprising the Contract Documents are complementary to one another and together establish the complete terms, conditions and obligations of the CONTRACTOR. All said Contract Documents are incorporated by reference into the Contract Agreement as if fully rewritten herein or attached thereto.

Article 3 – Contract Price
In consideration of the faithful performance and completion of the Work by the CONTRACTOR in accordance with the Contract Documents, OWNER shall pay the CONTRACTOR an amount equal to:
Total Contract Amount

$ two million three hundred twenty-four one hundred ninety-seven dollars and fifty-six cents

(Amount in Written Words)

$ 2,324,197.56

(Amount in Numerals)

Subject to the following:

a. Said amount is based on the schedule of prices and estimated quantities stated in CONTRACTOR'S Bid, which is attached to and made a part of this Agreement;
b. Said amount is the aggregate sum of the result of the CONTRACTOR'S stated unit prices multiplied by the associated estimated quantities;
c. CONTRACTOR and OWNER agree that said estimated quantities are not guaranteed and that the determination of actual quantities is to be made by the OWNER'S ENGINEER;
d. Said amount is subject to modification for additions and deductions as provided for within the Contract General Provisions.

Article 4 – Payment

Upon the completion of the work and its acceptance by the OWNER, all sums due the CONTRACTOR by reason of faithful performance of the work, taking into consideration additions to or deductions from the Contract price by reason of alterations or modifications of the original Contract or by reason of "Extra Work" authorized under this Contract, will be paid to the CONTRACTOR by the OWNER after said completion and acceptance.

The acceptance of final payment by the CONTRACTOR shall be considered as a release in full of all claims against the OWNER, arising out of, or by reason of, the work completed, and materials furnished under this Contract.

OWNER shall make progress payments to the CONTRACTOR in accordance with the terms set forth in the General Provisions. Progress payments shall be based on estimates prepared by the ENGINEER for the value of work performed and materials completed in place in accordance with the Contract Drawings and Specifications.

Progress payments are subject to retainage requirements as set forth in the General Provisions.

Article 5 – Contract Time

The CONTRACTOR agrees to commence work within ten (10) calendar days of the date specified in the OWNER'S Notice-to-Proceed. CONTRACTOR further agrees to complete said work within **two hundred seventy (270)** calendar days of the commencement date stated within the Notice-to-Proceed.

It is expressly understood and agreed that the stated Contract Time is reasonable for the completion of the Work, taking all factors into consideration. Furthermore, extensions of the Contract Time may only be permitted by execution of a formal modification to this Contract Agreement in accordance with the General Provisions and as approved by the OWNER.

Article 6 – Liquidated Damages

The CONTRACTOR and OWNER understand and agree that time is of essence for completion of the Work and that the OWNER will suffer additional expense and financial loss if said Work is not completed within the authorized Contract Time. Furthermore, the CONTRACTOR and OWNER recognize and understand the difficulty, delay, and expense in establishing the exact amount of actual financial loss and additional expense. Accordingly, in place of requiring such proof, the CONTRACTOR expressly agrees to pay the OWNER as liquidated damages the non-penal sum of **$1,000.00** per calendar day for each calendar day required in excess of the authorized Contract Time.

Furthermore, the CONTRACTOR understands and agrees that;

a. the OWNER has the right to deduct from any moneys due the CONTRACTOR, the amount of said liquidated damages;
b. the OWNER has the right to recover the amount of said liquidated damages from the CONTRACTOR, SURETY or both.

Article 7 – CONTRACTOR'S Representations

The CONTRACTOR understands and agrees that all representations made by the CONTRACTOR within the Bid shall apply under this Agreement as if fully rewritten herein.

Article 8 – CONTRACTOR'S Certifications

The CONTRACTOR understands and agrees that all certifications made by the CONTRACTOR within the Bid shall apply under this Agreement as if fully rewritten herein. The CONTRACTOR further certifies the following;

a. Certification of Eligibility (29 CFR Part 5.5)
   i. By Entering into this agreement the CONTRACTOR certifies that neither he or she nor any person or firm who has an interest in the CONTRACTOR'S firm is a person or firm ineligible to be awarded Government contracts by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1);
   ii. No part of this agreement shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of Section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1);
   iii. The penalty for making false statements is prescribed in the U.S. Criminal Code 18 U.S.C.

Article 9 – Miscellaneous

Contractor shall indemnify and hold harmless City and all of City's elected officials, officers, and employees from and against all claims, liability, loss and expense, including reasonable costs, collection expenses, attorneys' fees, and court costs to the extent caused by the negligence (whether active or passive), misconduct, or other fault, in hole or in part (whether joint, concurrent or contributing), of Contractor or its officers, agents or employees in performance or non-performance of its obligations under this Agreement. Contractor recognizes this indemnification and hold harmless clause, and voluntarily makes this covenant and expressly acknowledges the receipt of such good and valuable consideration provided by City in support of these indemnification and hold harmless contractual obligations in accordance with the laws of the State of Florida. This clause shall survive the termination of this Agreement. Compliance with any insurance requirements required elsewhere within this Agreement shall not relieve Contractor of its liability and obligation to hold harmless and indemnify City as set forth in this provision.

Nothing herein shall be construed to extend City's liability beyond that provided in section 768.28, Fla. Statue.

Article 10 – Section 119.0701 Florida Statues

Contractor shall comply with the public records laws of the State of Florida contained in Chapter 119, Florida Statutes, as the same may be amended. Failure to comply with the provisions of this subsection shall constitute a substantial failure to perform on the part of Contractor in accordance with the terms of this Agreement. Specifically, but not by way of limitation, Contractor shall:

i Keep and maintain public records required by City to perform the service;

ii Upon request by City's custodian of public records, provide City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law;

iii Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of the services to be provided by Contractor under this Agreement if Contractor does not transfer the records to City; and

iv Upon completion of the services to be provided under this Agreement, transfer, at no cost, to City all public records in possession of Contractor or keep and maintain public records required by City to perform the services. If Contractor transfers all public records to City upon completion of the services, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion

of the services, Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to City, upon request from City's custodian of public records, in a format that is compatible with the information technology systems of City.

The definitions contained in Chapter 119, Florida Statutes, apply to terms used in this section, unless alternate or more specific definitions for any such terms are provided in this Agreement.

For purposes of this Agreement, the term "custodian of public records" shall mean the City Clerk, or his/her designee.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:
TELEPHONE: (352) 386-329-0100 E-MAIL: khayes@Palatkafl.org
MAILING ADDRESS: 201 N. Second Street, Palatka, FL 32177

Article 11 – Miscellaneous

a. CONTRACTOR understands that it shall be solely responsible for the means, methods, techniques, sequences and procedures of construction in connection with completion of the Work;

b. CONTRACTOR understands and agrees that it shall not accomplish any work or furnish any materials that are not covered or authorized by the Contract Documents unless authorized in writing by the OWNER or ENGINEER;

c. The rights of each party under this Agreement shall not be assigned or transferred to any other person, entity, firm or corporation without prior written consent of both parties;

d. OWNER and CONTRACTOR each bind itself, their partners, successors, assigns and legal representatives to the other party in respect to all covenants, agreements, and obligations contained in the Contract Documents.

Article 12 – OWNER'S Representative

The OWNER'S Representative, herein referred to as ENGINEER, is defined as follows:

Passero Associates, LLC
355 S. Legacy Trail, B-102
St. Augustine, FL 32092

Said ENGINEER will act as the OWNER'S representative and shall assume all rights and authority assigned to the ENGINEER as stated within the Contract Documents in connection with the completion of the Project Work.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have executed three (3) copies of this Agreement on the day and year first noted herein.

SIGNATURES ON NEXT PAGE

OWNER

Name: City of Palatka

Address: 201 N. 2nd Street

Palatka, FL 32177

By: _____
Signature

City Manager
Title of Representative

ATTEST

By: _____
Signature

City Clerk
Title

CONTRACTOR

Name: Ahrens Companies

Address: 1461 Kinetic Road

Lake Park, FL 33403

By: _____
Signature

President/CEO
Title of Representative

ATTEST

By: _____
Signature

Client Relations
Title

ATTACHMENT "A"

FEDERAL CONTRACT PROVISIONS

(Note: The term 'Contractor and/or Subcontractor' is understood to mean a 'Consultant and/or Subconsultant', and means one who participates, through a contract of subcontract (at any tier)).

ACCESS TO RECORDS AND REPORTS

The Contractor must maintain an acceptable cost accounting system. The Contractor agrees to provide the Owner, the Federal Aviation Administration, and the Comptroller General of the United States or any of their duly authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts, and transcriptions. The Contractor agrees to maintain all books, records and reports required under this contract for a period of not less than three years after final payment is made and all pending matters are closed.

GENERAL CIVIL RIGHTS PROVISIONS

In all its activities within the scope of its airport program, the Contractor agrees to comply with pertinent statutes, Executive Orders, and such rules as identified in Title VI List of Pertinent Nondiscrimination Acts and Authorities to ensure that no person shall, on the grounds of race, color, national origin, creed, sex, age, or disability be excluded from participating in any activity conducted with or benefiting from Federal assistance.

The above provision binds the Contractors and Subcontractors from the bid solicitation period through the completion of the contract. This provision is in addition to that required by Title VI of the Civil Rights Act of 1964.

CIVIL RIGHTS – TITLE VI ASSURANCES

Compliance with Nondiscrimination Requirements**:**

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

1. **Compliance with Regulations:** The Contractor (hereinafter includes Consultants) will comply with the Title VI List of Pertinent Nondiscrimination Acts and Authorities, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin, creed, sex, age, or disability in the selection and retention of Subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Nondiscrimination Acts and Authorities, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21 including amendments thereto.
3. **Solicitations for Subcontracts, including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential Subcontractor or supplier will be notified by the Contractor of the Contractor's obligations under this contract and the Nondiscrimination Acts and Authorities on the grounds of race, color, or national origin.
4. **Information and Reports:** The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Sponsor or the Federal Aviation Administration to be pertinent to ascertain compliance with such Nondiscrimination Acts and Authorities and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Sponsor or the Federal Aviation Administration, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a Contractor's noncompliance with the non-discrimination provisions

of this contract, the Sponsor will impose such contract sanctions as it or the Federal Aviation Administration may determine to beappropriate, including, but not limited to:

a. Withholding payments to the Contractor under the contract until theContractor complies; and/or
b. Cancelling, terminating, or suspending a contract, in whole or inpart.

6. **Incorporation of Provisions:** The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Sponsor or the Federal Aviation Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a Subcontractor, or supplier because of such direction, the Contractor may request the Sponsor to enter into any litigation to protect the interests of the Sponsor. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the UnitedStates.

Title VI List of Pertinent Nondiscrimination Acts and Authorities

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 USC § 2000d *et seq*., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- 49 CFR Part 21 (Non-discrimination in Federally-Assisted programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of1964) including amendments thereto;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 USC § 4601) (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs andprojects);
- Section 504 of the Rehabilitation Act of 1973 (29 USC § 794 *et seq*.), asamended (prohibits discrimination on the basis of disability); and 49 CFR part27 (Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance);
- The Age Discrimination Act of 1975, as amended (42 USC § 6101 *et seq*.)(prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 47123), as amended (prohibits discrimination based on race, creed, color, national origin, orsex);
- The Civil Rights Restoration Act of 1987 (PL 100-259) (broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and Contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act of 1990, (42 USC § 12101, et seq) (prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certaintesting entities) as implemented by U.S. Department of Transportation regulations at 49 CFR parts 37 and 38;
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 USC 1681 *et seq*).

DISADVANTAGED BUSINESS ENTERPRISES

Contract Assurance (49 CFR § 26.13) - The Contractor, Subrecipient or Subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26, including ant amendments thereto, in the award and administration of Department of Transportation-assisted contracts. Failure by the Contractor to carry out these requirements is a material breach of this

contract, which may result in the termination of this contract or such other remedy as the Owner deems appropriate, which may include, but is not limited to: (1) Withholding monthly progress payments; (2) Assessing sanctions; (3) Liquidated damages; and/or (4) Disqualifying the Contractor from future bidding as non-responsible.

Prompt Payment (49 CFR § 26.29) - The Prime Contractor agrees to pay each Subcontractor under this prime contract for satisfactory performance of its contract no later than 30 days from the receipt of each payment the Prime Contractor receives from the Sponsor. The Prime Contractor agrees further to return retainage payments to each Subcontractor within 30 days after the Subcontractor's work is satisfactorily completed. Any delay or postponement of payment from the above referenced time frame may occur only for good cause following written approval of the Sponsor. This clause applies to both DBE and non-DBE Subcontractors.

FEDERAL FAIR LABOR STANDARDS ACT (FEDERAL MINIMUM WAGE)

This contract incorporates by reference the provisions of 29 CFR part 201, et seq. the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers. Consultant has full responsibility to monitor its compliance to the referenced statute or regulation. Consultant must address any claims or dispute that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

All subcontracts that the Consultant enters into as a result of this contract incorporates by reference the provisions of 29 CFR part 201, et seq. the Federal Fair Labor Standards Act (FLSA), with the same force and effect as if given in full text. The FLSA sets minimum wage, overtime pay, recordkeeping, and child labor standards for full and part-time workers. Each Subconsultant has full responsibility to monitor its compliance to the referenced statute or regulation. Each Subconsultant must address any claims or dispute that arise from this requirement directly with the U.S. Department of Labor – Wage and Hour Division.

OCCUPATIONAL SAFETY AND HEALTH ACT OF 1970

This contract and all subcontracts that result from this contract incorporate by reference the requirements of 29 CFR Part 1910 with the same force and effect as if given in full text. Each employer must provide a work environment that is free from recognized hazards that may cause death or serious physical harm to the employee. Each employer retains full responsibility to monitor its compliance with the applicable requirements of the Occupational Safety and Health Act of 1970 (20 CFR Part 1910). Each employer must address any claims or disputes that pertain to a referenced requirement directly with the U.S. Department of Labor – Occupational Safety and Health Administration.

SEISMIC SAFETY

In the performance of design services, the Consultant agrees to furnish a building design and associated construction specification that conform to a building code standard that provides a level of seismic safety substantially equivalent to standards as established by the National Earthquake Hazards Reduction Program (NEHRP). Local building codes that model their building code after the current version of the International Building Code (IBC) meet the NEHRP equivalency level for seismic safety. At the conclusion of the design services, the Consultant agrees to furnish the Owner a "certification of compliance" that attests conformance of the building design and the construction specifications with the seismic standards of NEHRP or an equivalent building code.

CERTIFICATION REGARDING TAX DELINQUENCY & FELONY CONVICTIONS

Note: If Subconsultant cannot affirm both of the following certification statements, the Subconsultant shall be ineligible to enter into this agreement with the Consultant.

1) The Subconsultant, by signing this Agreement, certifies that it is not a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or

have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

2) The Subconsultant, by signing this Agreement, certifies that it is not a corporation that was convicted of a criminal violation under any Federal law within the preceding 24 months.

Term Definitions:

Felony conviction: Felony conviction means a conviction within the preceding twenty-four (24) months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the U.S. Code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 USC § 3559.

Tax Delinquency: A tax delinquency is any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

Note: If a Consultant or Subconsultant responds in the affirmative to either of the above representations, the applicant is ineligible to receive an award unless the Sponsor has received notification from the agency suspension and debarment official (SDO) that the SDO has considered suspension or debarment and determined that further action is not required to protect the Government's interests. The applicant therefore must provide information to the Owner about its tax liability or conviction to the Owner, who will then notify the FAA Airports District Office, which will then notify the agency's SDO to facilitate completion of the required considerations before award decisions are made.

TRADE RESTRICTION CERTIFICATION

By signing this Agreement, the Offeror/Contractor certifies that with respect to this solicitation and any resultant contract, the Offeror/Contractor –

1) is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (USTR);

2) has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the USTR; and

3) has not entered into any subcontract for any product to be used on the Federal project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18 USC § 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a Subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require Subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR § 30.17, no contract shall be awarded to a Offeror/Contractor or Subcontractor:

1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the USTR; or
2) whose Subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such USTR list; or
3) who incorporates in the public works project any product of a foreign country on such USTR list.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a Contractor is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror/Contractor agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in all lower tier subcontracts. The Contractor may rely on the certification of a prospective Subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by USTR, unless the Offeror/Contractor has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or Subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration (FAA) may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

VETERAN'S PREFERENCE

In the employment of labor (excluding executive, administrative, and supervisory positions), the Contractor and all sub-tier Contractors must give preference to covered veterans as defined within Title 49 United States Code Section 47112. Covered veterans include Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns (as defined by 15 USC § 632) owned and controlled by disabled veterans. This preference only applies when there are covered veterans readily available and qualified to perform the work to which the employment relates.

PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT

Contractor and Subcontractor agree to comply with mandatory standards and policies relating to use and procurement of certain telecommunications and video surveillance services or equipment in compliance with the National Defense Authorization Act [Public Law 115-232 § 889(f)(1)].

CERTIFICATION REGARDING DOMESTIC PREFERENCES FOR PROCUREMENTS

The Bidder or Offeror certifies by signing and submitting this bid or proposal that, to the greatest extent practicable, the Bidder or Offeror has provided a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including, but not limited to, iron, aluminum, steel, cement, and other manufactured products) in compliance with 2 CFR § 200.322.

PROHIBITION OF COVERED UNMANNED AIRCRAFT SYSTEMS (UAS)

The Bidder or Offeror certifies that they are aware of and comply with relevant Federal statutes and regulations, including those from the Federal Aviation Administration (FAA), for operating unmanned aircraft systems (UAS) in accordance, and in compliance with all related requirements in the FAA Reauthorization Act of 2024 (Public Law 118-63), section 936 (49 U.S.C. § 44801 note).

Contractor warrants that all UAS operations will be conducted in full compliance with all applicable Federal Aviation Administration (FAA) regulations, including but not limited to 14 CFR Part 107, and any other applicable local, state, or Federal laws and regulations. Sponsors and subgrant recipients cannot use AIP grant funds to enter into, extend, or renew a contract related to covered unmanned aircraft systems (UAS). This includes both procurement and operational contracts, as well as contracts with entities that operate such systems.

TEXTING WHEN DRIVING

In accordance with Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving", (10/1/2009) and DOT Order 3902.10, "Text Messaging While Driving", (12/30/2009), the Federal Aviation Administration encourages recipients of Federal grant funds to adopt and enforce safety policies that decrease crashes by distracted drivers, including policies to ban text messaging while driving when performing work related to a grant or sub-grant.

The Contractor must promote policies and initiatives for employees and other work personnel that decrease crashes by distracted drivers, including policies to ban text messaging while driving. The Contractor must include these policies in each third-party subcontract involved on this project.

DEBARMENT AND SUSPENSION (NON-PROCUREMENT)

By signing this contract agreement, the Consultant certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

Certification Regarding Debarment and Suspension Regarding Subconsultants:

The Consultant, by administering each lower tier subcontract that exceeds $25,000 as a "covered transaction", must confirm each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally-assisted project. The Consultant will accomplish this by:

1. Checking the System for Award Management at website: http://www.sam.gov.
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tiercontract.

If the Federal Aviation Administration later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

CONTRACT WORKHOURS AND SAFETY STANDARDS ACT REQUIREMENTS

1. Overtime Requirements.

   No Contractor or Subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic, including watchmen and guards, in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

2. Violation; Liability for Unpaid Wages; Liquidated Damages.

   In the event of any violation of the clause set forth in paragraph (1) of this clause, the Contractor and any Subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Contractor and Subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this clause, in the sum of $29 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this clause.

3. Withholding for Unpaid Wages and Liquidated Damages.

   The Federal Aviation Administration (FAA) or the Owner shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or Subcontractor under any such contract or any other Federal contract with the same Prime Contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same Prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or Subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this clause.

4. Subcontractors.

   The Contractor or Subcontractor shall insert in any subcontracts the clauses set forth in paragraphs (1) through (4) and also a clause requiring the Subcontractor to include these clauses in any lower tier subcontracts. The Prime

Contractor shall be responsible for compliance by any Subcontractor or lower tier Subcontractor with the clauses set forth in paragraphs (1) through (4) of this clause.

LOBBYING AND INFLUENCING FEDERAL EMPLOYEES

The Consultant certifies by signing this agreement, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Consultant, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

CLEAN AIR AND WATER POLLUTION CONTROL

Consultant agrees to comply with all applicable standards, orders, and regulations issued pursuant to the Clean Air Act (42 USC §§ 7401-7671q) and the Federal Water Pollution Control Act as amended (33 USC §§ 1251-1387). The Consultant agrees to report any violation to the Owner immediately upon discovery. The Owner assumes responsibility for notifying the Environmental Protection Agency (EPA) and the Federal Aviation Administration.

BREACH OF CONTRACT TERMS N/A

Any violation or breach of terms of this contract on the part of the Consultant or its Subcontractors and or Subconsultants may result in the suspension or termination of this contract or such other action that may be necessary to enforce the rights of the parties of this agreement.

Owner will provide Consultant written notice that describes the nature of the breach and corrective actions the Consultant must undertake in order to avoid termination of the contract. Owner reserves the right to withhold payments to Consultant until such time the Consultant corrects the breach or the Owner elects to terminate the contract. The Owner's notice will identify a specific date by which the Consultant must correct the breach. Owner may proceed with termination of the contract if the Consultant fails to correct the breach by the deadline indicated in the Owner's notice.

The duties and obligations imposed by this contract and the rights and remedies available thereunder are in addition to, and not a limitation of, any duties, obligations, rights, and remedies otherwise imposed or available by law.

[End of Schedule "C" – Federal Contract Provisions]

CERTIFICATE OF OWNER'S ATTORNEY

I, the undersigned, _____, the duly authorized and acting legal representative of the City of Palatka do hereby certify as follows:

I have examined the attached contract (s) and surety bonds and the manner of execution thereof, and I am of the opinion that each of the aforesaid agreements has been duly authorized; that said representatives have full power and authority to execute said agreements on behalf of the respective parties named thereon; and that the foregoing agreements constitute valid and legally binding obligations upon the parties executing the same in accordance with terms, conditions and provisions thereof.

Date: _____ _____

PERFORMANCE BOND

Bond Number

PRINCIPAL *(Legal Name and Business Address)* STATE OF INCORPORATION

SURETY *(Legal Name and Business Address)*	CONTRACT NO.	CONTRACT DATE

PENAL SUM OF BOND *(Expressed in words and numerals)*

OBLIGATION

KNOW ALL PERSONS BY THESE PRESENTS, that the above named PRINCIPAL, hereinafter referred to and called CONTRACTOR, and the above named SURETY hereby bind themselves unto ***City of Palatka, 201 N. 2nd Street, Palatka, FL 32177***, as OBLIGEE, hereinafter referred to and called OWNER, in the penal sum stated above, in lawful money of the United States of America to be paid to OWNER. For payment of the penal sum, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS,

CONTRACTOR has entered into the written contract agreement identified hereinabove with the OWNER for the following project:

Project Name: **Corporate Jet Center & North Terminal Apron**

Project Location: **Palatka Municipal Airport, Palatka, FL**

which said contract and associated contract documents, including any present or future amendment thereto, is incorporated herein by reference and is hereinafter referred to as the Contract.

CONDITION

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if CONTRACTOR shall promptly and faithfully perform all undertakings, covenants, terms, conditions and agreements of the Contract during the original term of the Contract and any extensions thereof that are granted by the OWNER, with or without notice to the SURETY, and during the period of any guarantee or warranties required under the Contract, and if CONTRACTOR shall perform and fulfill all undertakings, covenants, terms, conditions and agreements of any and all duly authorized modifications of the Contract that hereafter are made, then this obligation shall be void; otherwise it shall remain in full force and effect subject to the following additional conditions:

1. SURETY, for value received, hereby stipulates and agrees that no change, extension of time, modification, omission, addition or change in or to the Contract, or the work performed thereunder or the specifications accompanying the same, shall in any way affect the SURETY'S obligation on this bond; and SURETY hereby agrees to waive notice of any and all such extensions, modifications, omissions, alterations, and additions to the terms of the Contract, work or specifications.

2. Whenever CONTRACTOR shall be and declared by the OWNER to be in default under the Contract, the Surety shall promptly and at the SURETY'S expense remedy the default by implementing one or more of the following actions:

   a. Arrange for the CONTRACTOR, with consent of the OWNER, to perform and complete the Contract; or

   b. Undertake to perform and complete the Contract itself, through its agents or through independent contractors; or

   c. Obtain bids or negotiated bids from qualified contractors acceptable to the OWNER for a contract for performance and completion of the Contract; arrange for a contract to be prepared for execution by the OWNER and the contractor selected with the OWNER'S concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the Bonds issued on the Contract; and make available as work progresses (even though there should be a default or a succession of defaults under the contract or contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the balance of the contract price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the penal sum of the bond. The term "balance of the contract price", as used in this paragraph, shall mean the total amount payable by OWNER to CONTRACTOR under the Contract and any amendments thereto, disbursed at the rate provided in the original contract, less the amount properly paid by OWNER to CONTRACTOR.

   d. With written consent of the OWNER, SURETY may waive its right to perform and complete, arrange for completion or obtain a new contractor and with reasonable promptness, investigate and determine the amount the SURETY is liable to the OWNER and tender payment therefor to the OWNER.

3. CONTRACTOR and SURETY agree that if in connection with the enforcement of this Bond, the OWNER is required to engage the services of an attorney, that reasonable attorney fees incurred by the OWNER, with or without suit, are in addition to the balance of the contract price.

4. No right of action shall accrue on this bond to or for the use of any person or corporation other than the OWNER named herein or the successors or assigns of the OWNER.

Signatures on next page

WITNESS

In witness whereof, this instrument is executed this the _____ day of _____, 20___.

INDIVIDUAL PRINCIPAL:

Company Name: _____

Signature: _____

Name and Title: _____

CORPORATE PRINCIPAL:

ATTEST**:**

Corporate Name: _____

Signature: _____ Signature:_____

Name and Title: _____ Name and Title: _____

(Affix Corporate Seal)

SURETY:

ATTEST**:**

Surety Name: _____

Signature: _____ Signature: _____

Name and Title:_____ Name and Title: _____

(Affix Seal) (Attach Power of Attorney)

OWNER ACCEPTANCE

The OWNER approves the form of this Performance Bond.

Date: _____ Signature: _____

Name and Title: _____

ATTEST:

Signature: _____

Name and Title: _____

PAYMENT BOND

Bond Number

PRINCIPAL *(Legal Name and Business Address)* STATE OF INCORPORATION

SURETY *(Legal Name and Business Address)*	CONTRACT NO.	CONTRACT DATE

PENAL SUM OF BOND *(Expressed in words and numerals)*

OBLIGATION

KNOW ALL PERSONS BY THESE PRESENTS, that the above named PRINCIPAL, hereinafter referred to and called CONTRACTOR, and the above named SURETY hereby bind themselves unto ***City of Palatka, 201 N. 2nd Street, Palatka, FL 32177***, as OBLIGEE, hereinafter referred to and called OWNER, in the penal sum stated above, in lawful money of the United States of America to be paid to OWNER. For payment of the penal sum, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS,

CONTRACTOR has entered into the written contract agreement identified hereinabove with the OWNER for the following project:

Project Name: **Corporate Jet Center & North Terminal Apron**

Project Location: **Palatka Municipal Airport, Palatka, FL**

which said contract and associated contract documents, including any present or future amendment thereto, is incorporated herein by reference and is hereinafter referred to as the Contract.

CONDITION

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that, if CONTRACTOR shall promptly make payment to all employees, persons, firms or corporations for all incurred indebtedness and just claims for labor, supplies, materials and services furnished for or used in connection with the performance of the Contract, then this obligation shall be void; otherwise it shall remain in full force and effect subject to the following additional conditions:

1. CONTRACTOR and SURETY indemnify and hold harmless the OWNER for all claims, demands, liens or suits that arise from performance of the Contract
2. SURETY, for value received, hereby stipulates and agrees that no change, extension of time, modification, omission, addition or change in or to the Contract, or the work performed thereunder or the specifications accompanying the same, shall in any way affect the SURETY'S obligation on this bond; and SURETY hereby agrees to waive notice of any and all such extensions, modifications, omissions, alterations, and additions to the terms of the Contract, work or specifications.

3. No final settlement between the OWNER and the CONTRACTOR shall abridge the right of any beneficiary hereunder, whose claim may be unsatisfied.

4. The amount of this bond shall be reduced by and to the extent of any payments made in good faith hereunder.

5. Amounts owed by the OWNER to the CONTRACTOR under the Contract shall be used for the performance of the Contract and to satisfy claims, if any, under any Performance Bond. By the CONTRACTOR furnishing and the OWNER accepting this Bond, they agree that all funds earned by the CONTRACTOR in the performance of the Contract are dedicated to satisfy obligations of the CONTRACTOR and the SURETY under this Bond, subject to the OWNER'S priority to use the funds for the completion of the project.

Signatures on next page

WITNESS

In witness whereof, this instrument is executed this the _____ day of _____, 20___.

INDIVIDUAL PRINCIPAL:

Company Name:_____

Signature:_____

Name and Title: _____

CORPORATE PRINCIPAL:

ATTEST**:**

Corporate Name: _____

Signature:_____ Signature:_____

Name and Title: _____ Name and Title: _____

(Affix Corporate Seal)

SURETY:

ATTEST**:**

Surety Name: _____

Signature: _____ Signature: _____

Name and Title:_____ Name and Title: _____

(Affix Seal) (Attach Power of Attorney)

OWNER ACCEPTANCE

The OWNER approves the form of this Performance Bond.

Date: _____ Signature: _____

Name and Title: _____

ATTEST:

Signature: _____

Name and Title: _____

(Affix Seal)

Palatka Municipal Airport

Corporate Jet Center Hangar

Construction Administration, Periodic Construction Monitoring & Observation, QA Material Testing, & Grant Administration Assistance

by
Passero Associates, LLC
(Passero Project No. 24000010.075R)

Work Order 26-75R

Work Order 26-75R

Palatka Municipal Airport, Palatka, Florida
Construction Administration, Periodic Construction Monitoring & Observation, and Q-A Material Testing

PASSERO ASSOCIATES (PA) agrees to perform the following services, in accordance with the terms and conditions of this Work Order and the Master Consulting Services Agreement with the City of Palatka, dated May 24, 2024, of which all terms and conditions are incorporated herein by reference.

Project Location: Palatka Municipal Airport, Palatka, Florida.

Project Description: This project includes construction of an 11,995 SF hangar building and associated 1,600 SF office space and site improvements. See the attached Schedule A Scope of Work for further information.

Scope of Basic Services: Construction Administration, Periodic Construction Monitoring & Observation (See Schedule A: Scope of Work).

Scope of Special Services: Quality Assurance Material Testing

Client Manager: Yul McNair, Airport Manager.

PA Program Manager: Bradley Wente, P.E.

PA Project Manager: Matt Singletary, P.E.

Basic Services Compensation & Method of Payment:	Lump Sum (Not-to-Exceed)	$ 155,000.00
Special Services Compensation & Method of Payment:	Lump Sum (Not-to-Exceed)	$ 20,000.00
Total Project Cost:	Lump Sum (Not-to-Exceed)	$ 175,000.00

Schedule: As presented and assigned by the City.

Meetings: Final Inspection Meeting, and as requested and assigned by the City.

Deliverables:
1. Construction-phase, project administration services.
2. Periodic observation and on-site monitoring of contractor progress.

"Consultant"
Passero Associates, LLC

BY: _____

Bradley J. Wente, P.E.
Typed Name

Title: Vice President

ATTEST:

BY: _____

Angela Witt, Contracts/Grants Administrator
Name, Title

Date: _____

"Client"
City of Palatka, Florida

BY: _____

Marcia G. Carty
Typed Name

Title: City Manager

ATTEST:

BY: _____

_____
Name, Title

Date: _____

Schedule A: Scope of Work

Work Order 26-75R

Palatka Municipal Airport, Palatka, Florida
Construction Administration, Periodic Construction Monitoring & Observation, Q-A Material Testing and Grant Administration Assistance

I. Project Description

Corporate Jet Center (Phase 1): The Base Bid includes an 11,995 (112' x 107' SF pre-engineered metal building aircraft hangar with 100' wide x 28' tall 6-leaf sliding door and single toilet restroom. Associated site improvements include asphalt pavement access road, concrete sidewalk, fencing & gates, storm sewer, and utilities. Bid Additive work includes a 1,600 SF pre-engineered metal building office with restrooms and associated asphalt pavement parking stalls and concrete sidewalk.

II. Basic Services

Passero Associates, LLC (Consultant) will provide the following Basic Services to the City of Palatka ('City' or 'Client'):

A. Construction Administration

Passero will provide the following basic services: construction administration for construction duration (270 calendar days), plus pre-construction services (30+ calendar days) and closeout services (30+ calendar days)) to assist the Client with the construction administration phase of the project.

The Consultant shall provide construction administration support by an engineer/architect, inspector and supporting professional staff that will:

1. Assist the Client in managing the technical and administrative components of the project.
2. Provide periodic updates to the Client, as requested throughout the life of the project.
3. Provide consultation and advice to the Client during construction, including attending a pre-construction conference, attendance at construction coordination meetings and other meetings required during the course of construction. Prepare, review, and distribute minutes of these meetings, if applicable.
4. Review contractor submittals, such as construction schedules and phasing schedules, shop drawings, product data, catalog cuts, and samples, for conformance with the construction contract requirements.
5. Review, with the Client, alternative construction methods proposed by the contractor.
6. Review and process supplemental drawings and change orders necessary to properly execute the work within the intended scope and to accommodate changed field conditions.
7. Interpret the requirements of the contract documents for the Client.
8. Review and furnish the Client one reproducible set of the record drawings (to be completed by the contractor) for the completed project.
9. Participate in the pre-final and final inspections of the completed project with Client and the contractor.

B. Construction Observation Phase

This Phase is field based. The Consultant will be providing periodic monitoring and observation services on the construction site. Periodic observation services include one (1) to two (2) 8-hour days per week over the 270-day project duration (58 days total). Please note that exact time spent per week may fluctuate based on the criticality of the work activities being performed at that time. The Consultant shall assist the Client by providing the following services:

In the construction observation phase, the Consultant shall provide on-site monitoring of construction procedures by a part-time Resident Inspector and supporting staff who will:

1. Conduct on-site observations and monitor the construction activities to assess compliance with the intent of the design.
2. Report regularly to the Client pertaining to the construction progress and, based on on-site observations, its compliance to the project plans and specifications.

3. Review the construction schedule prepared by the contractor for compliance with the contract and give written advice to the Client concerning its acceptability.
4. Attend, conduct, and prepare meeting minutes for pre-construction conference, pre-paving conference, bi-weekly construction progress meetings, and any other special meetings as needed or required.
5. Review the Contractor's Quality Control Plan for conformance with Contract requirements. Verify that material testing required by the Contract Documents is performed and documented. Coordinate Quality Assurance (Owner's) material testing.
6. Provide a written field report with photographs for all site visits performed and maintain a project record documenting construction activities observed.
7. Measure, compute or check quantities of work performed and quantities of materials in-place for use in the preparation of the Contractor's progress and final payment applications.
8. Prepare, review and approve monthly and final payments to the contractor.
9. Develop and confirm final punch list completion.
10. Compile all testing results, reports and records required for project closeout.
11. Assist Client with Project Closeout.

C. Grants Administration Assistance

1. Assist in the preparation of reimbursement request package, coordination of execution by City, and submissions to the FDOT.
2. Assist City in compiling and submitting necessary Joint Automated Capital Improvement Program documentation and closeout documents required by the FDOT.
3. Serve as liaison for the City with FDOT, as needed.

D. Meetings and Deliverables

1. Passero Associates will prepare for and attend the following meetings:

   - Pre-Construction Meeting
   - Periodic Construction Progress Meetings
   - Pre-Final and Final Construction Inspection Walk-Through Meetings

2. Passero Associates will provide the following deliverables to the Client:

   - Periodic Progress Reports
   - As-Built/Record Drawings
   - Project Closeout Documents

D. Clarification of Responsibility

The Client acknowledges that the Contractor, in accordance with the Contract Documents, is solely responsible for the completion of the Project in a quality and timely manner. Passero Associates' (Consultant's) construction-phase work tasks for the Project are limited to those specified in this Scope of Work.

The Client acknowledges that at no time will Passero Associates' responsibilities include supervision or direction of the actual work by the Contractor or its employees, subcontractors or suppliers.

The Client acknowledges that the Contractor is aware that neither the approval of contractor shop drawings nor the presence of Passero field representatives nor the observation of the work by Passero representatives shall excuse the Contractor in any way from defects discovered in the Work.

The Client acknowledges that the Contractor is responsible for project site safety. Passero staff will not control, direct or be responsible for construction means, methods, techniques, sequences (other than specified in the Construction Phasing Plan) or procedures in connection with the Contractor's work.

If construction extends the anticipated completion date, a supplemental Work Order to extend Passero Associates' services may be required.

III. Special Services

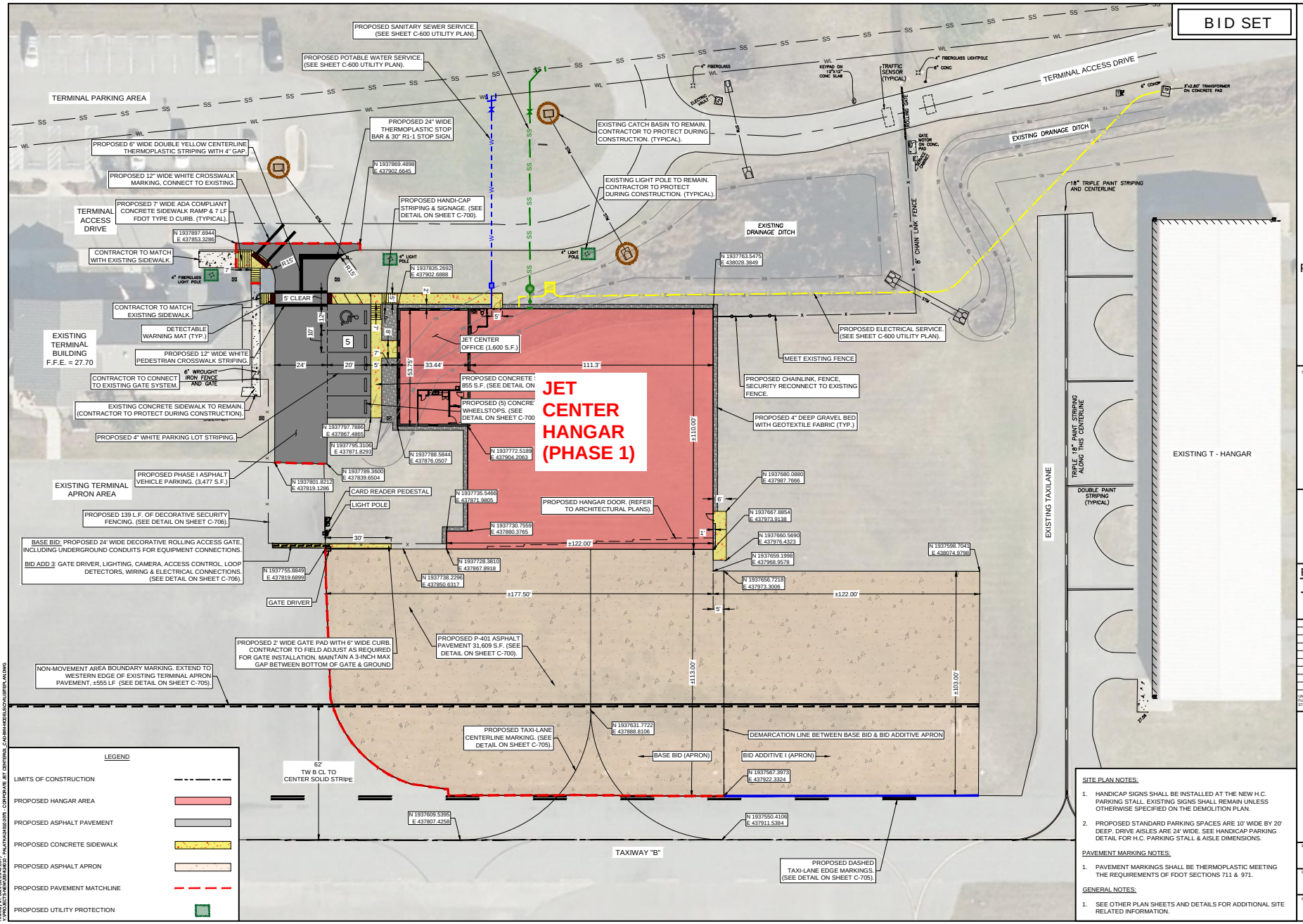
A. The Consultant will conduct Quality Assurance (Q/A) testing of materials, subcontracting for outside field, laboratory and/or shop tests of construction materials, as required by the plans and specifications. Please note: this scope of work shall also include the QA material testing for the associated North Terminal Apron construction.

IV. Other Considerations

A. Additional Services that may be required during the project, shall be performed, as agreed upon by the City and Consultant, and as approved, in writing, by the City, with concurrence from FDOT, prior to such services being rendered or performed.

B. The City is responsible for providing complete and thorough data in a timely fashion as requested by Passero, including all necessary data from City archives. Passero shall have the right to rely on this data and Passero is not responsible for data that is not provided for in the course of this Agreement.

END OF SCOPE OF WORK


BID SET
PASSERO engineering architecture
CITY of Palatka FLORIDA
PROPOSED SANITARY SEWER SERVICE. (SEE SHEET C-600 UTILITY PLAN).
PROPOSED POTABLE WATER SERVICE. (SEE SHEET C-600 UTILITY PLAN).
TERMINAL PARKING AREA
TERMINAL ACCESS DRIVE
EXISTING DRAINAGE DITCH
PROPOSED 24" WIDE THERMOPLASTIC STOP BAR & 30" R1-1 STOP SIGN.
EXISTING CATCH BASIN TO REMAIN. CONTRACTOR TO PROTECT DURING CONSTRUCTION. (TYPICAL).
PROPOSED 6" WIDE DOUBLE YELLOW CENTERLINE THERMOPLASTIC STRIPING WITH 4" GAP.
PROPOSED 12" WIDE WHITE CROSSWALK MARKING, CONNECT TO EXISTING.
EXISTING LIGHT POLE TO REMAIN. CONTRACTOR TO PROTECT DURING CONSTRUCTION. (TYPICAL)
PROPOSED 7' WIDE ADA COMPLIANT CONCRETE SIDEWALK RAMP & 7 LF FDOT TYPE D CURB. (TYPICAL).
PROPOSED HANDI-CAP STRIPING & SIGNAGE. (SEE DETAIL ON SHEET C-700).
TERMINAL ACCESS DRIVE
CONTRACTOR TO MATCH WITH EXISTING SIDEWALK
CONTRACTOR TO MATCH EXISTING SIDEWALK.
DETECTABLE WARNING MAT (TYP.)
EXISTING TERMINAL BUILDING F.F.E. = 27.70
PROPOSED 12" WIDE WHITE PEDESTRIAN CROSSWALK STRIPING.
CONTRACTOR TO CONNECT TO EXISTING GATE SYSTEM.
EXISTING CONCRETE SIDEWALK TO REMAIN. (CONTRACTOR TO PROTECT DURING CONSTRUCTION).
PROPOSED 4" WHITE PARKING LOT STRIPING.
EXISTING TERMINAL APRON AREA
PROPOSED PHASE I ASPHALT VEHICLE PARKING. (3,477 S.F.)
PROPOSED 139 L.F. OF DECORATIVE SECURITY FENCING. (SEE DETAIL ON SHEET C-706).
BASE BID: PROPOSED 24' WIDE DECORATIVE ROLLING ACCESS GATE, INCLUDING UNDERGROUND CONDUITS FOR EQUIPMENT CONNECTIONS.
BID ADD 3: GATE DRIVER, LIGHTING, CAMERA, ACCESS CONTROL, LOOP DETECTORS, WIRING & ELECTRICAL CONNECTIONS. (SEE DETAIL ON SHEET C-706).
CARD READER PEDESTAL
LIGHT POLE
GATE DRIVER
PROPOSED 2' WIDE GATE PAD WITH 6" WIDE CURB. CONTRACTOR TO FIELD ADJUST AS REQUIRED FOR GATE INSTALLATION. MAINTAIN A 3-INCH MAX GAP BETWEEN BOTTOM OF GATE & GROUND
NON-MOVEMENT AREA BOUNDARY MARKING. EXTEND TO WESTERN EDGE OF EXISTING TERMINAL APRON PAVEMENT, ±555 LF. (SEE DETAIL ON SHEET C-705).
JET CENTER OFFICE (1,600 S.F.)
PROPOSED CONCRETE 855 S.F. (SEE DETAIL ON
PROPOSED (5) CONCRE WHEELSTOPS. (SEE DETAIL ON SHEET C-700
JET CENTER HANGAR (PHASE 1)
PROPOSED HANGAR DOOR. (REFER TO ARCHITECTURAL PLANS).
PROPOSED P-401 ASPHALT PAVEMENT 31,609 S.F. (SEE DETAIL ON SHEET C-700).
PROPOSED TAXI-LANE CENTERLINE MARKING. (SEE DETAIL ON SHEET C-705).
62' TW B CL TO CENTER SOLID STRIPE
TAXIWAY "B"
PROPOSED ELECTRICAL SERVICE (SEE SHEET C-600 UTILITY PLAN).
MEET EXISTING FENCE
PROPOSED CHAINLINK, FENCE, SECURITY RECONNECT TO EXISTING FENCE.
PROPOSED 4" DEEP GRAVEL BED WITH GEOTEXTILE FABRIC (TYP.)
EXISTING T - HANGAR
EXISTING TAXILANE
TRIPLE 18" PAINT STRIPING ALONG THIS CENTERLINE
DOUBLE PAINT STRIPING (TYPICAL)
DEMARCATION LINE BETWEEN BASE BID & BID ADDITIVE APRON
BASE BID (APRON)
BID ADDITIVE I (APRON)
PROPOSED DASHED TAXI-LANE EDGE MARKINGS. (SEE DETAIL ON SHEET C-705).
LEGEND
LIMITS OF CONSTRUCTION
PROPOSED HANGAR AREA
PROPOSED ASPHALT PAVEMENT
PROPOSED CONCRETE SIDEWALK
PROPOSED ASPHALT APRON
PROPOSED PAVEMENT MATCHLINE
PROPOSED UTILITY PROTECTION
SITE PLAN NOTES:
1. HANDICAP SIGNS SHALL BE INSTALLED AT THE NEW H.C. PARKING STALL. EXISTING SIGNS SHALL REMAIN UNLESS OTHERWISE SPECIFIED ON THE DEMOLITION PLAN.
2. PROPOSED STANDARD PARKING SPACES ARE 10' WIDE BY 20' DEEP. DRIVE AISLES ARE 24' WIDE. SEE HANDICAP PARKING DETAIL FOR H.C. PARKING STALL & AISLE DIMENSIONS.
PAVEMENT MARKING NOTES:
1. PAVEMENT MARKINGS SHALL BE THERMOPLASTIC MEETING THE REQUIREMENTS OF FDOT SECTIONS 711 & 971.
GENERAL NOTES:
1. SEE OTHER PLAN SHEETS AND DETAILS FOR ADDITIONAL SITE RELATED INFORMATION.
SCALE: 1" = 20'
PALATKA MUNICIPAL AIRPORT (28J)
CITY OF PALATKA
PUTNAM COUNTY, FLORIDA
STAMP: NOT APPROVED UNLESS ACCOMPANIED WITH A VALID SIGNATURE
No. 71535
STATE OF FLORIDA
PROFESSIONAL ENGINEER
M. SINGLETARY, P.E.
ENGINEER OF RECORD LICENSE #71535
CLIENT:
PALATKA MUNICIPAL AIRPORT
4015 REID STREET
PALATKA, FLORIDA 32177
Passero Associates
335 S. LEGACY TRAIL, SUITE B-102 ST. AUGUSTINE, FL 32092 (904) 757-6106
Principal-in-Charge B. WENTE
Project Manager M. SINGLETARY
Civil Engineer W. MASTERS
Designed by J. LUEZ/ J. HEAD
DATE BY DESCRIPTION
UNAUTHORIZED USE OF THESE DRAWINGS IS A VIOLATION OF FLORIDA ADMINISTRATIVE CODE 61-G15-23 (5) AND FLORIDA STATUTE 471.033(1). THESE PLANS ARE COPYRIGHT PROTECTED.
SITE GEOMETRY, STRIPING & SIGNAGE PLAN
JET CENTER HANGAR & APRON IMPROVEMENTS
CITY OF PALATKA
PUTNAM COUNTY, FLORIDA
PROJECT NO.: 24000010.0076
DRAWING NO.: C-401
DATE: MARCH 2, 2026

Palatka Municipal Airport

North Terminal Apron

Construction Administration, Periodic Construction Monitoring & Observation, & Grant Administration Assistance

by

Passero Associates, LLC

(Passero Project No. 24000010.076R)

Work Order 26-76R

Work Order 26-76R

Palatka Municipal Airport, Palatka, Florida
Construction Administration, Periodic Construction Monitoring & Observation

PASSERO ASSOCIATES (PA) agrees to perform the following services, in accordance with the terms and conditions of this Work Order and the Master Consulting Services Agreement with the City of Palatka, dated May 24, 2024, of which all terms and conditions are incorporated herein by reference.

Project Location: Palatka Municipal Airport, Palatka, Florida.

Project Description: This project includes construction of an 19,640 SF asphalt pavement aircraft parking apron. See the attached Schedule A Scope of Work for further information.

Scope of Basic Services: Construction Administration, Periodic Construction Monitoring & Observation (See Schedule A: Scope of Work).

Scope of Special Services: Not applicable (please note Quality Assurance Material testing is included under WO 26-75R)

Client Manager: Yul McNair, Airport Manager.

PA Program Manager: Bradley Wente, P.E.

PA Project Manager: Matt Singletary, P.E.

Basic Services Compensation & Method of Payment:	Lump Sum (Not-to-Exceed)	$ 25,000.00
Special Services Compensation & Method of Payment:	NA	
Total Project Cost:	Lump Sum (Not-to-Exceed)	$ 25,000.00

Schedule: As presented and assigned by the City.

Meetings: Final Inspection Meeting, and as requested and assigned by the City.

Deliverables:
1. Construction-phase, project administration services.
2. Periodic observation and on-site monitoring of contractor progress.

"Consultant"
Passero Associates, LLC

BY: _____

Bradley J. Wente, P.E.
Typed Name

Title: Vice President

ATTEST:

BY: _____

Angela Witt, Contracts/Grants Administrator
Name, Title

Date: _____

"Client"
City of Palatka, Florida

BY: _____

Marcia G. Carty
Typed Name

Title: City Manager

ATTEST:

BY: _____

_____
Name, Title

Date: _____

Schedule A: Scope of Work

Work Order 26-76R

Palatka Municipal Airport, Palatka, Florida
Construction Administration, Periodic Construction Monitoring & Observation, Q-A Material Testing and Grant Administration Assistance

I. Project Description

North Terminal Apron: The Base Bid includes a 19,640 SF asphalt pavement aircraft parking apron.

Please Note - this project will be constructed together with the Corporate Jet Center Hangar project.

II. Basic Services

Passero Associates, LLC (Consultant) will provide the following Basic Services to the City of Palatka ('City' or 'Client'):
(Please Note: This project will be constructed together with the Corporate Jet Center Hangar project. The scope of work described here shall supplement the scope of work required for the Corporate Jet Center Hangar Project.)

A. Construction Administration

Passero will provide the following basic services: construction administration for construction duration plus pre-construction services and closeout services to assist the Client with the construction administration phase of the project.

The Consultant shall provide construction administration support by an engineer/architect, inspector and supporting professional staff that will:

1. Assist the Client in managing the technical and administrative components of the project.
2. Provide periodic updates to the Client, as requested throughout the life of the project.
3. Provide consultation and advice to the Client during construction, including attending a pre-construction conference, attendance at construction coordination meetings and other meetings required during the course of construction. Prepare, review, and distribute minutes of these meetings, if applicable.
4. Review contractor submittals, such as construction schedules and phasing schedules, shop drawings, product data, catalog cuts, and samples, for conformance with the construction contract requirements.
5. Review, with the Client, alternative construction methods proposed by the contractor.
6. Review and process supplemental drawings and change orders necessary to properly execute the work within the intended scope and to accommodate changed field conditions.
7. Interpret the requirements of the contract documents for the Client.
8. Review and furnish the Client one reproducible set of the record drawings (to be completed by the contractor) for the completed project.
9. Participate in the pre-final and final inspections of the completed project with Client and the contractor.

B. Construction Observation Phase

This Phase is field based. The Consultant will be providing periodic monitoring and observation services on the construction site. The Consultant shall assist the Client by providing the following services:

In the construction observation phase, the Consultant shall provide on-site monitoring of construction procedures by a part-time Resident Inspector and supporting staff who will:

1. Conduct on-site observations and monitor the construction activities to assess compliance with the intent of the design.
2. Report regularly to the Client pertaining to the construction progress and, based on on-site observations, its compliance to the project plans and specifications.

3. Review the construction schedule prepared by the contractor for compliance with the contract and give written advice to the Client concerning its acceptability.
4. Attend, conduct, and prepare meeting minutes for pre-construction conference, pre-paving conference, bi-weekly construction progress meetings, and any other special meetings as needed or required.
5. Review the Contractor's Quality Control Plan for conformance with Contract requirements. Verify that material testing required by the Contract Documents is performed and documented. Coordinate Quality Assurance (Owner's) material testing.
6. Provide a written field report with photographs for all site visits performed and maintain a project record documenting construction activities observed.
7. Measure, compute or check quantities of work performed and quantities of materials in-place for use in the preparation of the Contractor's progress and final payment applications.
8. Prepare, review and approve monthly and final payments to the contractor.
9. Develop and confirm final punch list completion.
10. Compile all testing results, reports and records required for project closeout.
11. Assist Client with Project Closeout.

C. Grants Administration Assistance

1. Assist in the preparation of reimbursement request package, coordination of execution by City, and submissions to the FDOT & FAA.
2. Assist City in compiling and submitting necessary Joint Automated Capital Improvement Program documentation and closeout documents required by the FDOT & FAA.
3. Serve as liaison for the City with FDOT & FAA, as needed.

D. Meetings and Deliverables

1. Passero Associates will prepare for and attend the following meetings:

   - Pre-Construction Meeting
   - Periodic Construction Progress Meetings
   - Pre-Final and Final Construction Inspection Walk-Through Meetings

2. Passero Associates will provide the following deliverables to the Client:

   - Periodic Progress Reports
   - As-Built/Record Drawings
   - Project Closeout Documents

D. Clarification of Responsibility

The Client acknowledges that the Contractor, in accordance with the Contract Documents, is solely responsible for the completion of the Project in a quality and timely manner. Passero Associates' (Consultant's) construction-phase work tasks for the Project are limited to those specified in this Scope of Work.

The Client acknowledges that at no time will Passero Associates' responsibilities include supervision or direction of the actual work by the Contractor or its employees, subcontractors or suppliers.

The Client acknowledges that the Contractor is aware that neither the approval of contractor shop drawings nor the presence of Passero field representatives nor the observation of the work by Passero representatives shall excuse the Contractor in any way from defects discovered in the Work.

The Client acknowledges that the Contractor is responsible for project site safety. Passero staff will not control, direct or be responsible for construction means, methods, techniques, sequences (other than specified in the Construction Phasing Plan) or procedures in connection with the Contractor's work.

If construction extends the anticipated completion date, a supplemental Work Order to extend Passero Associates' services may be required.

III. Special Services

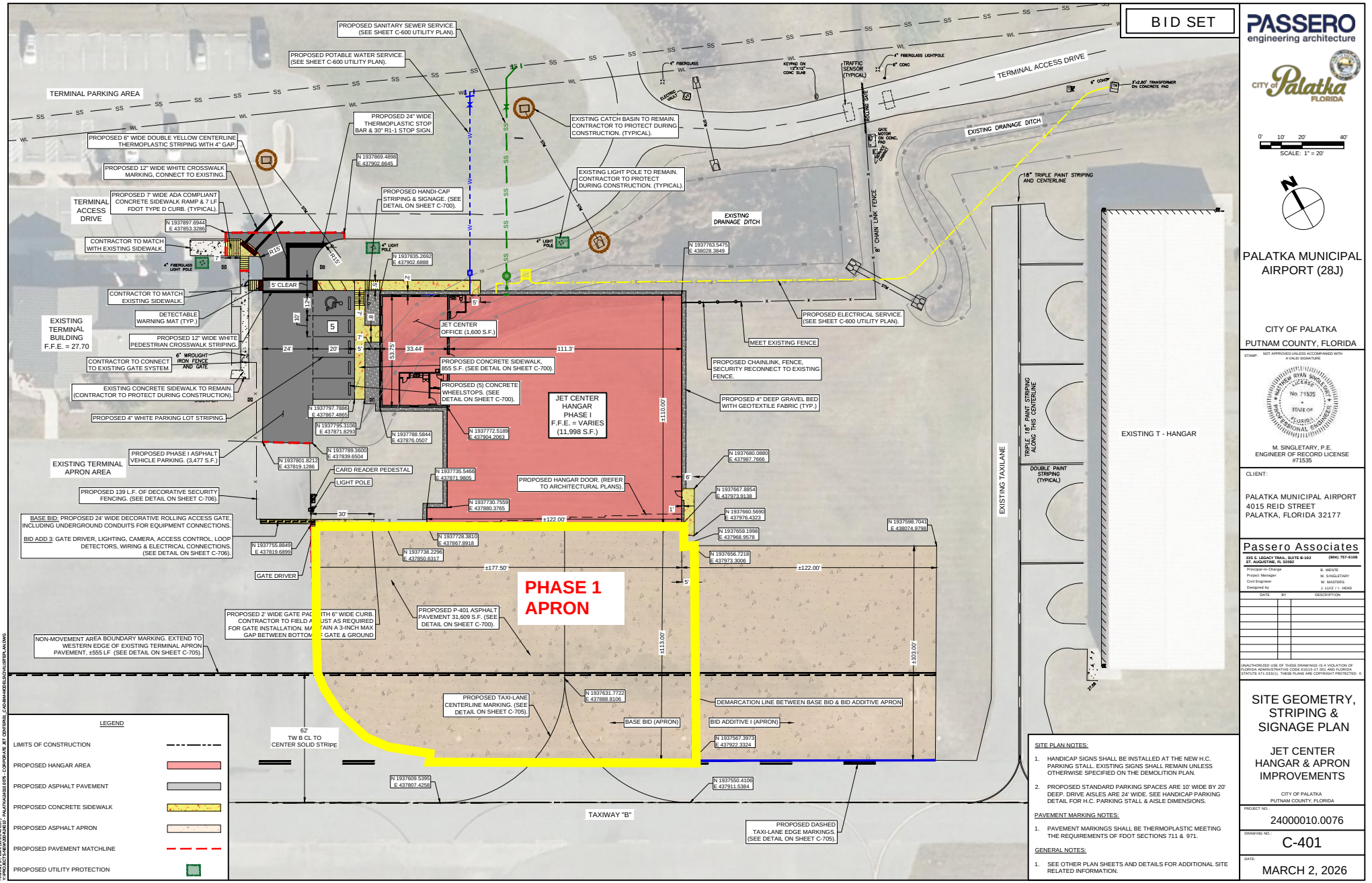
A. Not Included.
(Please Note: Quality Assurance Material Testing for the North Terminal Apron is included under WO 26-75R Jet Center Hangar.)

IV. Other Considerations

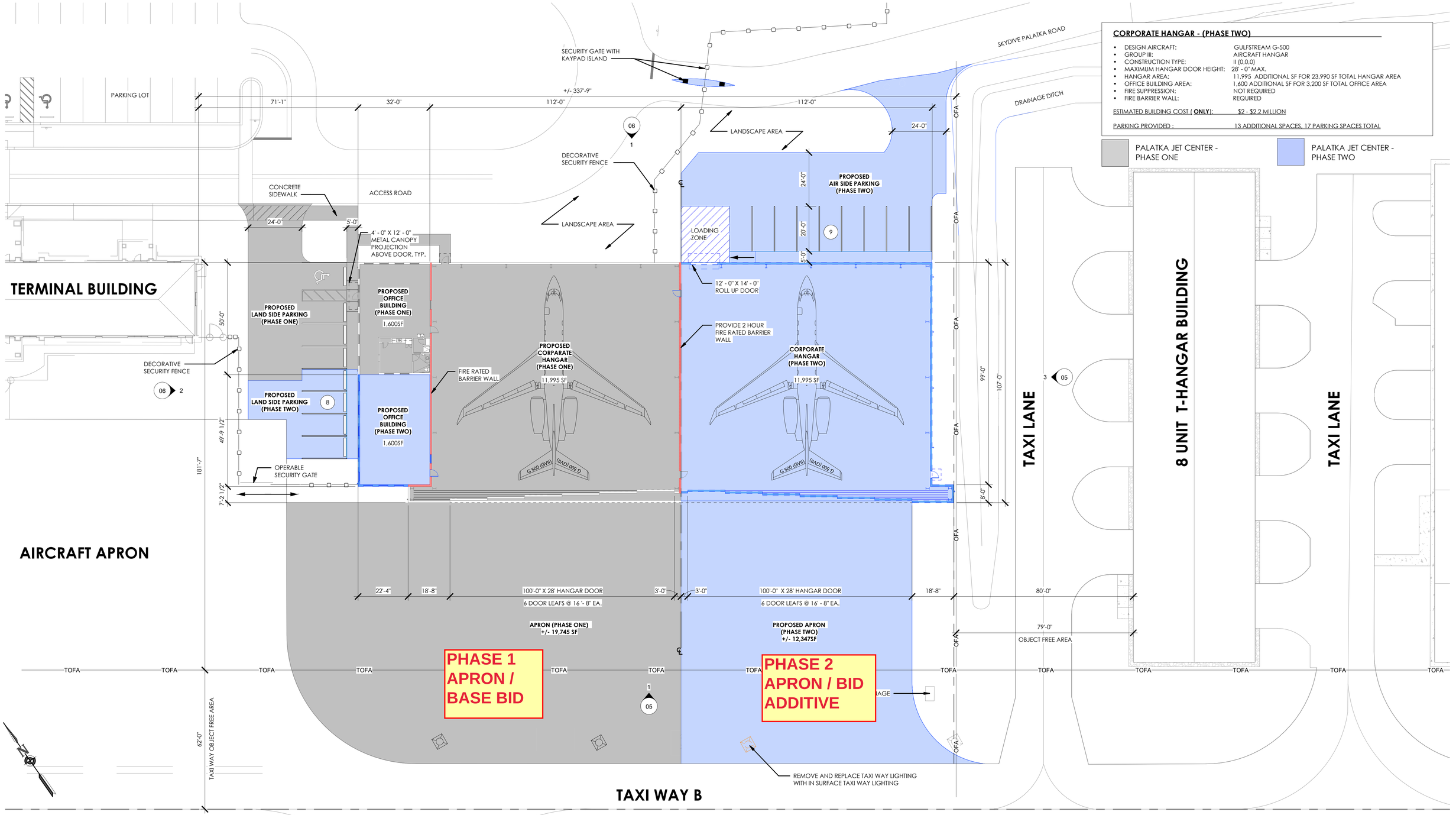
A. Additional Services that may be required during the project, shall be performed, as agreed upon by the City and Consultant, and as approved, in writing, by the City, with concurrence from FDOT, prior to such services being rendered or performed.

B. The City is responsible for providing complete and thorough data in a timely fashion as requested by Passero, including all necessary data from City archives. Passero shall have the right to rely on this data and Passero is not responsible for data that is not provided for in the course of this Agreement.

END OF SCOPE OF WORK


BID SET
PROPOSED SANITARY SEWER SERVICE. (SEE SHEET C-600 UTILITY PLAN).
PROPOSED POTABLE WATER SERVICE. (SEE SHEET C-600 UTILITY PLAN).
TERMINAL PARKING AREA
TERMINAL ACCESS DRIVE
EXISTING DRAINAGE DITCH
PROPOSED 24" WIDE THERMOPLASTIC STOP BAR & 30" R1-1 STOP SIGN.
EXISTING CATCH BASIN TO REMAIN. CONTRACTOR TO PROTECT DURING CONSTRUCTION. (TYPICAL).
PROPOSED 6" WIDE DOUBLE YELLOW CENTERLINE THERMOPLASTIC STRIPING WITH 4" GAP.
PROPOSED 12" WIDE WHITE CROSSWALK MARKING, CONNECT TO EXISTING.
EXISTING LIGHT POLE TO REMAIN. CONTRACTOR TO PROTECT DURING CONSTRUCTION. (TYPICAL)
PROPOSED HANDI-CAP STRIPING & SIGNAGE. (SEE DETAIL ON SHEET C-700).
PROPOSED 7' WIDE ADA COMPLIANT CONCRETE SIDEWALK RAMP & 7 LF FDOT TYPE D CURB. (TYPICAL).
TERMINAL ACCESS DRIVE
CONTRACTOR TO MATCH WITH EXISTING SIDEWALK.
CONTRACTOR TO MATCH EXISTING SIDEWALK.
DETECTABLE WARNING MAT (TYP.)
EXISTING TERMINAL BUILDING F.F.E. = 27.70
PROPOSED 12" WIDE WHITE PEDESTRIAN CROSSWALK STRIPING.
CONTRACTOR TO CONNECT TO EXISTING GATE SYSTEM.
EXISTING CONCRETE SIDEWALK TO REMAIN. (CONTRACTOR TO PROTECT DURING CONSTRUCTION).
PROPOSED 4" WHITE PARKING LOT STRIPING.
EXISTING TERMINAL APRON AREA
PROPOSED PHASE I ASPHALT VEHICLE PARKING. (3,477 S.F.)
PROPOSED 139 L.F. OF DECORATIVE SECURITY FENCING. (SEE DETAIL ON SHEET C-706).
BASE BID: PROPOSED 24' WIDE DECORATIVE ROLLING ACCESS GATE, INCLUDING UNDERGROUND CONDUITS FOR EQUIPMENT CONNECTIONS.
BID ADD 3: GATE DRIVER, LIGHTING, CAMERA, ACCESS CONTROL, LOOP DETECTORS, WIRING & ELECTRICAL CONNECTIONS. (SEE DETAIL ON SHEET C-706).
GATE DRIVER
CARD READER PEDESTAL
LIGHT POLE
JET CENTER OFFICE (1,600 S.F.)
PROPOSED CONCRETE SIDEWALK, 855 S.F. (SEE DETAIL ON SHEET C-700).
PROPOSED (5) CONCRETE WHEELSTOPS. (SEE DETAIL ON SHEET C-700).
JET CENTER HANGAR PHASE I F.F.E. = VARIES (11,998 S.F.)
PROPOSED HANGAR DOOR. (REFER TO ARCHITECTURAL PLANS).
PROPOSED ELECTRICAL SERVICE (SEE SHEET C-600 UTILITY PLAN).
MEET EXISTING FENCE
PROPOSED CHAINLINK, FENCE, SECURITY RECONNECT TO EXISTING FENCE.
PROPOSED 4" DEEP GRAVEL BED WITH GEOTEXTILE FABRIC (TYP.)
EXISTING T - HANGAR
EXISTING TAXILANE
TRIPLE 18" PAINT STRIPING ALONG THIS CENTERLINE
DOUBLE PAINT STRIPING (TYPICAL)
PHASE 1 APRON
PROPOSED P-401 ASPHALT PAVEMENT 31,609 S.F. (SEE DETAIL ON SHEET C-700).
PROPOSED 2' WIDE GATE PAD WITH 6" WIDE CURB. CONTRACTOR TO FIELD ADJUST AS REQUIRED FOR GATE INSTALLATION, MAINTAIN A 3-INCH MAX GAP BETWEEN BOTTOM OF GATE & GROUND
NON-MOVEMENT AREA BOUNDARY MARKING. EXTEND TO WESTERN EDGE OF EXISTING TERMINAL APRON PAVEMENT, ±555 LF. (SEE DETAIL ON SHEET C-705).
PROPOSED TAXI-LANE CENTERLINE MARKING. (SEE DETAIL ON SHEET C-705).
DEMARCATION LINE BETWEEN BASE BID & BID ADDITIVE APRON
BASE BID (APRON)
BID ADDITIVE I (APRON)
62' TW B CL TO CENTER SOLID STRIPE
TAXIWAY "B"
PROPOSED DASHED TAXI-LANE EDGE MARKINGS. (SEE DETAIL ON SHEET C-705).
LEGEND
LIMITS OF CONSTRUCTION
PROPOSED HANGAR AREA
PROPOSED ASPHALT PAVEMENT
PROPOSED CONCRETE SIDEWALK
PROPOSED ASPHALT APRON
PROPOSED PAVEMENT MATCHLINE
PROPOSED UTILITY PROTECTION
SITE PLAN NOTES:
1. HANDICAP SIGNS SHALL BE INSTALLED AT THE NEW H.C. PARKING STALL. EXISTING SIGNS SHALL REMAIN UNLESS OTHERWISE SPECIFIED ON THE DEMOLITION PLAN.
2. PROPOSED STANDARD PARKING SPACES ARE 10' WIDE BY 20' DEEP. DRIVE AISLES ARE 24' WIDE. SEE HANDICAP PARKING DETAIL FOR H.C. PARKING STALL & AISLE DIMENSIONS.
PAVEMENT MARKING NOTES:
1. PAVEMENT MARKINGS SHALL BE THERMOPLASTIC MEETING THE REQUIREMENTS OF FDOT SECTIONS 711 & 971.
GENERAL NOTES:
1. SEE OTHER PLAN SHEETS AND DETAILS FOR ADDITIONAL SITE RELATED INFORMATION.
PASSERO engineering architecture
CITY OF PALATKA FLORIDA
SCALE: 1" = 20'
PALATKA MUNICIPAL AIRPORT (28J)
CITY OF PALATKA
PUTNAM COUNTY, FLORIDA
M. SINGLETARY, P.E.
ENGINEER OF RECORD LICENSE #71535
CLIENT:
PALATKA MUNICIPAL AIRPORT
4015 REID STREET
PALATKA, FLORIDA 32177
Passero Associates
335 S. LEGACY TRAIL, SUITE B-102 ST. AUGUSTINE, FL 32092 (904) 757-6106
SITE GEOMETRY, STRIPING & SIGNAGE PLAN
JET CENTER HANGAR & APRON IMPROVEMENTS
CITY OF PALATKA
PUTNAM COUNTY, FLORIDA
PROJECT NO.: 24000010.0076
DRAWING NO.: C-401
DATE: MARCH 2, 2026

Project Sketch



1 PHASE TWO - SITE PLAN

1" = 20'-0"

NORTH TERMINAL APRON EXPANSION
PALATKA MUNICIPAL AIRPORT (28J)

24000010.0075
JUNE ,2025
PALATKA, FL

02 CONCEPT 1

Environmental Determination Documentation

FAA ORLANDO AIRPORTS DISTRICT OFFICE – CATEGORICAL EXCLUSION (CATEX) SHORT FORM

Airport: Palatka Municipal Airport Project Title: Transient Aircraft Parking Apron

Use this CATEX Short Form if the Proposed Action is a federal action subject to NEPA and normally would not individually or cumulatively have a significant effect on the human environment. **Identify the applicable paragraph on the line below from FAA Order 1050.1F, paragraphs 5-6.1 through 5-6.6 for the Proposed Action.**

FAA Order 1050. 1F, paragraph 5-6.4.e

List all components of the Proposed Action and Connected Actions (if any) on a separate sheet. *A CATEX should not be used for a segment or an interdependent part of a larger proposed action.* **Include** a summary of existing conditions at the Proposed Action site. **Attach** a site map identifying the Proposed Action area on the airport's current ALP and a recent aerial of the Proposed Action area.

Certify that the Proposed Action and Connected Actions are **NOT** likely to have extraordinary circumstances or significant impacts. Significance thresholds and factors to consider are in FAA Order 1050.1F Exhibit 4-1. Extraordinary circumstances are listed in FAA Order 1050.1F paragraph 5-2, and summarized below:

-An adverse effect on cultural resources protected under the National Historic Preservation Act of1966, as amended, 54 U.S.C. §300101 et seq.;
-An impact on properties protected under Section 4(f);
-An impact on natural, ecological, or scenic resources of Federal, state, tribal, or local significance (e.g., federally listed or proposed endangered, threatened, or candidate species, or designated or proposed critical habitat under the Endangered Species Act, 16 U.S.C. §§ 1531-1544);
-An impact on the following resources: resources protected by the Fish and Wildlife Coordination Act, 16 U.S.C. §§ 661-667d; wetlands; floodplains; coastal zones; national marine sanctuaries; wilderness areas; National Resource Conservation Service-designated prime and unique farmlands; energy supply and natural resources; resources protected under the Wild and Scenic Rivers Act, 16 U.S.C. §§ 1271-1287, and rivers or river segments listed on the Nationwide Rivers Inventory (NRI); and solid waste management;
-A division or disruption of an established community, or a disruption of orderly, planned development, or an inconsistency with plans or goals that have been adopted by the community in which the project is located;
An increase in congestion from surface transportation (by causing decrease in level of service below acceptable levels determined by appropriate transportation agency, such as a highway agency);
-An impact on noise levels of noise sensitive areas;
-An impact on air quality or violation of Federal, state, tribal, or local air quality standards under the Clean Air Act, 42 U.S.C. §§ 7401-7671q;
-An impact on water quality, sole source aquifers, a public water supply system, or state or tribal water quality standards established under the Clean Water Act, 33 U.S.C. §§ 1251-1387, and the Safe Drinking Water Act, 42 U.S.C. §§ 300f-300j-26;
-Impacts on the quality of the human environment that are likely to be highly controversial on environmental grounds. The term "highly controversial on environmental grounds" means there is a substantial dispute involving reasonable disagreement over the degree, extent, or nature of a proposed action's environmental impacts or over the action's risks of causing environmental harm.
-Likelihood to be inconsistent with any Federal, state, tribal, or local law relating to the environmental aspects of the proposed action; or
-Likelihood to directly, indirectly, or cumulatively create a significant impact on the human environment, including, but not limited to, actions likely to cause a significant lighting impact on residential areas or commercial use of business properties, likely to cause a significant impact on the visual nature of surrounding land uses, likely to cause environmental contamination by hazardous materials, or likely to disturb an existing hazardous material contamination site such that new environmental contamination risks are created.

Based on the information in this Short Form CATEX and supporting information, I certify that the Proposed Action and Connected Actions meet(s) all requirements for a CATEX in accordance with FAA Order 1050.F and do not have any extraordinary circumstances or significant impacts.

Y. McN 2-12-25

Signature of Authorized Airport Representative Date

FAA Determination (signature of Program Manager):

Categorically Excluded: AMY MARIE REED Digitally signed by AMY MARIE REED Date: 2025.02.12 13:50:13 -05'00' Date: _____

Requires further environmental analysis: _____ Date: _____

Final 7-8-2016

CATEGORICAL EXCLUSION ENVIRONMENTAL DETERMINATION CHECKLIST

Airport: Palatka Municipal Airport (28J)

Prepared and certified by: Passero Associates, LLC Date: 2/15/2025

	YES**	NO	COMMENTS
THE PROPOSED ACTION MUST BE LISTED IN FAA ORDER 1050.1F PARAS. 5-6.1-5-6.6 AS AN ACTION THAT WOULD NORMALLY BE CATEGORICALLY EXCLUDED			Proposed Action is listed in AA Order 1050.1F 5-6.1.e. as Categorically Excluded.
THE PROPOSED ACTION CONSISTS OF:			
Helicopter facilities or operations		x	
Land acquisition		x	
New airport serving general aviation		x	
Access or service road construction		x	
New airport location		x	
New runway		x	
Runway extension, strengthening, reconstruction, resurfacing or widening		X	
Converting prime or unique farmland		x	
Runway Safety Area (RSA) improvements		x	
ILS or ALS installation		x	
Airport development (hangars, terminal expansion)		x	
On-airport aboveground or underground fuel storage tanks		x	
Construction, reconstruction, or relocation of an ATCT		x	
THE PROPOSED ACTION WILL AFFECT:			
Historic/Archeological/Cultural Resources		x	
Section 4(f) or 6(f) resources		x	
Federally listed, endangered, threatened , or candidate species, or designated/proposed critical habitat		X	
Federal, state, tribal, or local natural, ecological, or scenic resources		X	
Wetlands, floodplains, waterways		x	
Energy supply or natural resources		x	
Protected rivers or river segments		x	
Established community(s), planned development, or plans/goals adopted by the local community		X	
Surface vehicular traffic (reduce LOS)		x	
Air quality or violate Federal, state, tribal or local standards		x	
Water quality, a sole source aquifer, public water supply system, or federal, state, or tribal water quality standards		X	
THE PROPOSED ACTION IS LIKELY TO:			
Be Highly Controversial on Environmental Grounds		x	
Be Inconsistent with Federal, state, tribal, or local law relating to environmental aspects		X	
Cause residential or business relocations		x	
Increase noise levels over Noise Sensitive Land Uses within the 65 dBA noise contour or newly include Noise Sensitive Land Uses within the 65 dBA noise contour.		X	
Cause Environmental Justice Impacts		x	
Contain Hazardous Materials or Affect Hazardous Materials/Sites		X	
Create a Wildlife Hazard per AC 150/5200-33		x	
Increase lighting impacts on residential communities or impact the visual nature of surrounding land uses		X	

** Attach detailed explanations or analysis for all "yes" answers on a separate sheet that supports a Categorical Exclusion determination.

Final 7-8-2016

PASSERO

M E M O R A N D U M

TO: Amy Reed, Environmental Protection Specialist, Federal Aviation Administration

FROM: Matt Singletary, Project Manager, Passero Associates

DATE: 2/10/2025

RE: CATEX – Palatka Municipal Airport (28J) Construct Transient Aircraft Parking Apron (North Terminal Area)

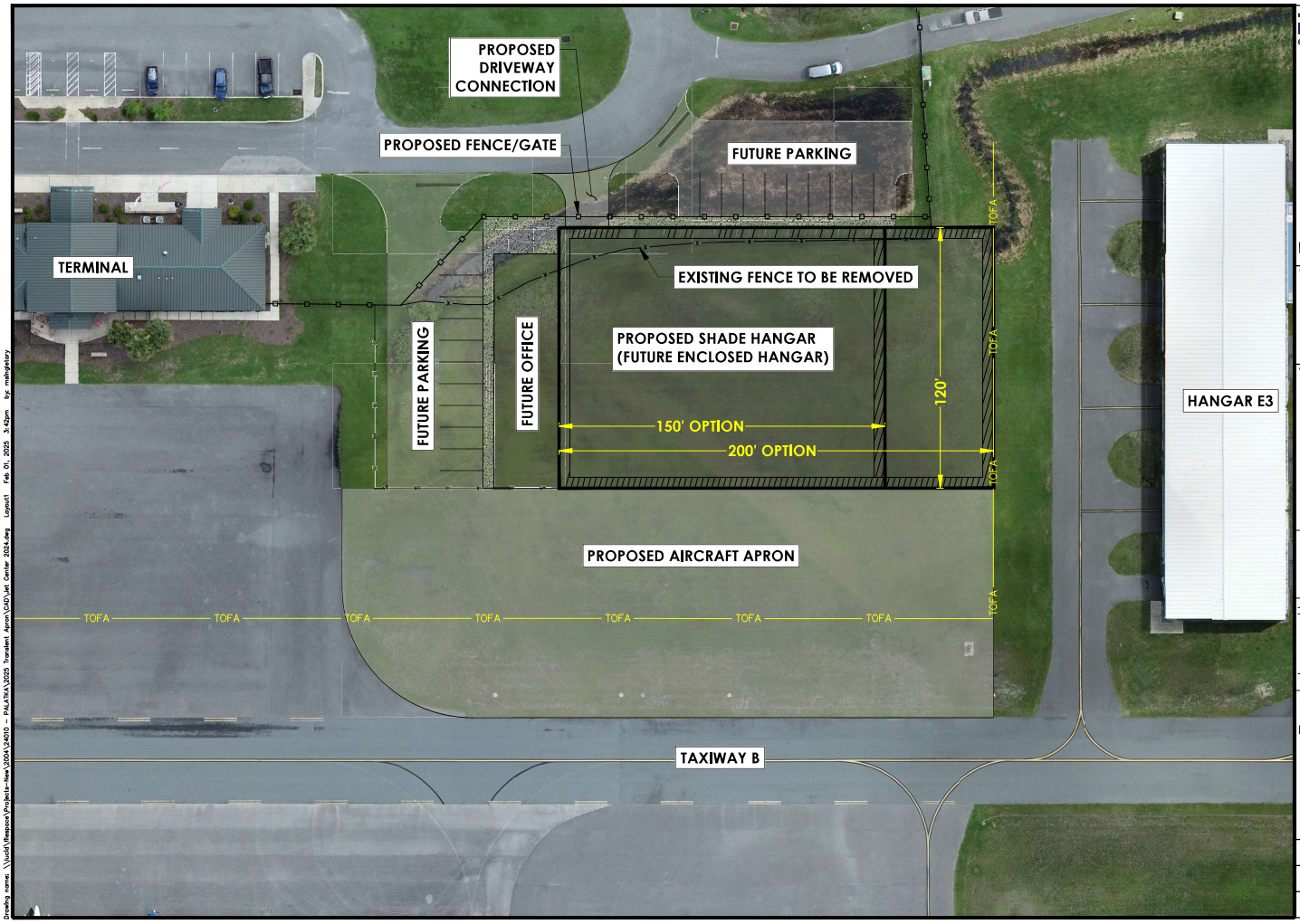
An FAA grant Pre-Application was submitted for this project in October 2024. The following narrative and attachments are presented as a Simple Written Record to accompany the short form CATEX document previously submitted with the grant Pre-Application.

Please refer to the attached Project Sketch for illustration of the overall connected project overlaid onto an aerial map. The overall project includes not only new paved aircraft parking pavement, but also a new aircraft storage hangar, office, and some associated vehicular pavement.

The existing site consists primarily of an open grass field situated between Taxiway B to the south, the terminal apron and the terminal building to the west, stormwater retention areas and an airport access road to the north, and T-Hangar E3 and associated taxilane to the east.

The only existing site feature other than the open grass field that will be impacted by the proposed project is the existing stormwater retention areas to the north. These stormwater facilities were constructed as part of the Terminal Building development that was completed around 2009. The proposed project site falls within the same drainage basin as the Terminal Building and surrounding site development. This drainage basin is served by a dry pond located to the east (see attached map showing location).

The existing stormwater management facilities will be modified as part of this project to comply with all requirements of the St. Johns River Water Management District. The most likely solution is to expand the existing dry pond to the south. It should be noted that this area adjacent to Taxiway B has never been utilized for hangar development to avoid hazardous structures within the drop zone of the Skydive Palatka operation.



PASSERO engineering architecture

20' 0 20'

PLANNING

Stamp:

Client:

Passero Associates

Principal-in-Charge: Andrew Holosko

Revisions

No.	Date	By	Description

NORTH TERMINAL AREA TRANSIENT AIRCRAFT APRON EXPANSION

Palatka Municipal Airport

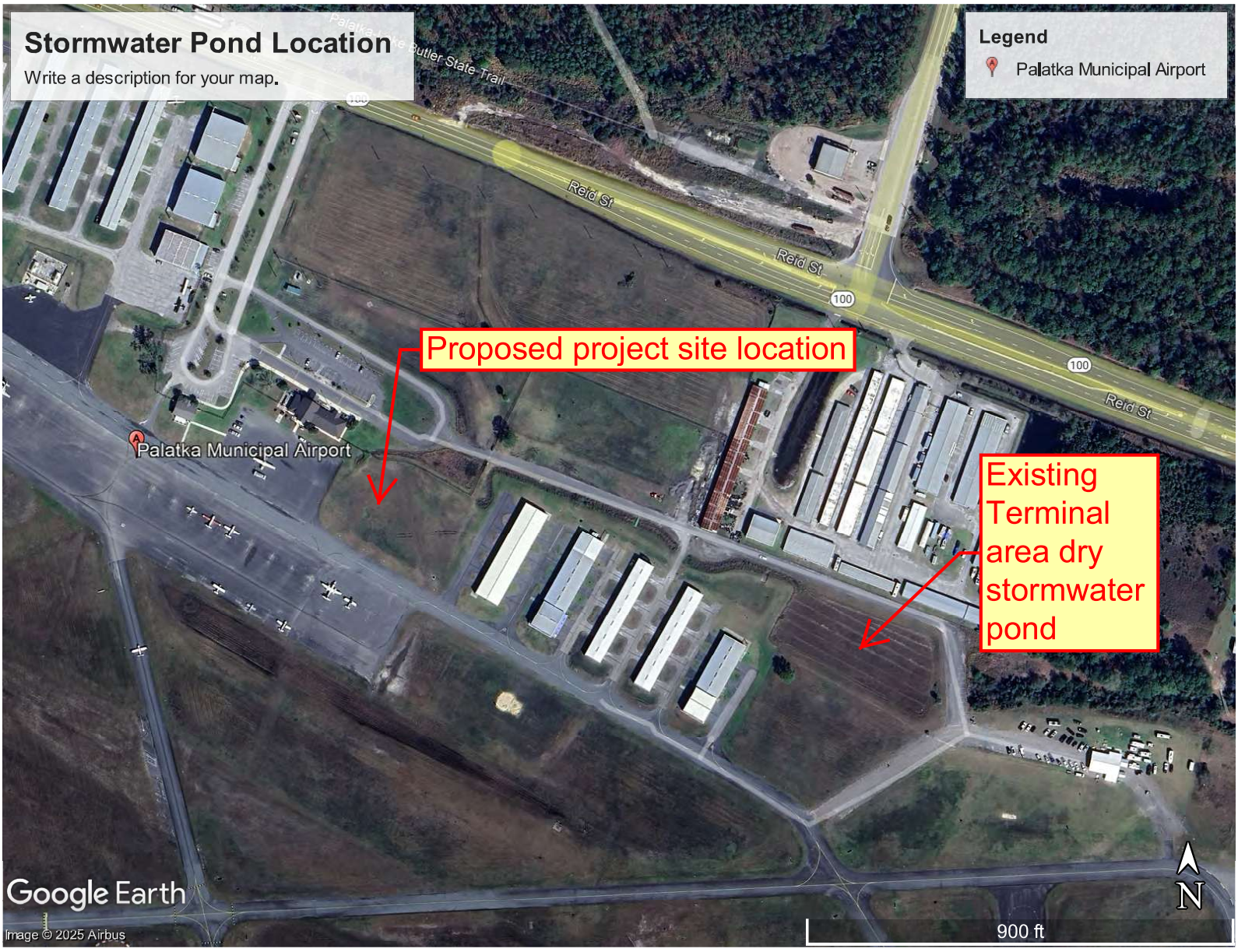
Town/City: Palatka

County: St. Johns State: Florida

Project No. 2400010.0000

Drawing No. 1

Date: February 2025


Stormwater Pond Location
Write a description for your map.
Legend
Palatka Municipal Airport
Reid St
Reid St
Reid St
100
100
Proposed project site location
Palatka Municipal Airport
Existing Terminal area dry stormwater pond
Google Earth
Image © 2025 Airbus
N
900 ft

Project Schedule

Palatka Municipal Airport (28J)
Airport Improvement Program
FY 2026 Grant Application

Proposed Project Schedule

Project: Transient Aircraft Parking Apron (Construct)

TASK	DATE
Application Submittal to FAA ADO Engineer	5/1/2026
Grant Offer	8/1/2026
Execution of FAA Grant	9/1/2026
Pre-Construction Conference	11/1/2026
Notice to Proceed to Contractor	11/10/2026
Substantial Completion of Construction	3/15/2027
Grant Close Out	5/31/2027

Sponsor Certifications to the FAA

Construction Project Final Acceptance
Drug-Free Workplace
Equipment and Construction Contracts
Plans and Specifications
Selection of Consultants
Conflict of Interest

Construction Project Final Acceptance
Airport Improvement Program Sponsor Certification

Sponsor: City Of Palatka

Airport: Palatka Municipal Airport

Project Number:

Description of Work: This project includes the expansion of transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements.

Application

49 USC § 47105(d), authorizes the Secretary to require me certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program. General standards for final acceptance and close out of federally funded construction projects are in 2 CFR § 200.343 – Closeout and supplemented by FAA Order 5100.38. The sponsor must determine that project costs are accurate and proper in accordance with specific requirements of the grant agreement and contract documents.

Certification Statements

Except for certification statements below marked not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgment and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The personnel engaged in project administration, engineering supervision, project inspection, and acceptance testing were or will be determined to be qualified and competent to perform the work (Grant Assurance).
   ☒ Yes ☐ No ☐ N/A
2. Construction records, including daily logs, were or will be kept by the resident engineer/construction inspector that fully document contractor’s performance in complying with:
   a. Technical standards (Advisory Circular (AC) 150/5370-12);
   b. Contract requirements (2 CFR part 200 and FAA Order 5100.38); and
   c. Construction safety and phasing plan measures (AC 150/5370-2).
   ☒ Yes ☐ No ☐ N/A
3. All acceptance tests specified in the project specifications were or will be performed and documented. (AC 150/5370-12).
   ☒ Yes ☐ No ☐ N/A

4. Sponsor has taken or will take appropriate corrective action for any test result outside of allowable tolerances (AC 150/5370-12).

   ☒ Yes ☐ No ☐ N/A

5. Pay reduction factors required by the specifications were applied or will be applied in computing final payments with a summary made available to the FAA (AC 150/5370-10).

   ☒ Yes ☐ No ☐ N/A

6. Sponsor has notified, or will promptly notify the Federal Aviation Administration (FAA) of the following occurrences:

   a. Violations of any federal requirements set forth or included by reference in the contract documents (2 CFR part 200);

   b. Disputes or complaints concerning federal labor standards (29 CFR part 5); and

   c. Violations of or complaints addressing conformance with Equal Employment Opportunity or Disadvantaged Business Enterprise requirements (41 CFR Chapter 60 and 49 CFR part 26).

   ☒ Yes ☐ No ☐ N/A

7. Weekly payroll records and statements of compliance were or will be submitted by the prime contractor and reviewed by the sponsor for conformance with federal labor and civil rights requirements as required by FAA and U.S. Department of Labor (29 CFR Part 5).

   ☒ Yes ☐ No ☐ N/A

8. Payments to the contractor were or will be made in conformance with federal requirements and contract provisions using sponsor internal controls that include:

   a. Retaining source documentation of payments and verifying contractor billing statements against actual performance (2 CFR § 200.302 and FAA Order 5100.38);

   b. Prompt payment of subcontractors for satisfactory performance of work (49 CFR § 26.29);

   c. Release of applicable retainage upon satisfactory performance of work (49 CFR § 26.29); and

   d. Verification that payments to DBEs represent work the DBE performed by carrying out a commercially useful function (49 CFR §26.55).

   ☒ Yes ☐ No ☐ N/A

9. A final project inspection was or will be conducted with representatives of the sponsor and the contractor present that ensure:

   a. Physical completion of project work in conformance with approved plans and specifications (Order 5100.38);

   b. Necessary actions to correct punch list items identified during final inspection are complete (Order 5100.38); and

   c. Preparation of a record of final inspection and distribution to parties to the contract (Order 5100.38);

   ☒ Yes ☐ No ☐ N/A

10. The project was or will be accomplished without material deviations, changes, or modifications from approved plans and specifications, except as approved by the FAA (Order 5100.38).

    ☒ Yes ☐ No ☐ N/A

11. The construction of all buildings have complied or will comply with the seismic construction requirements of 49 CFR § 41.120.

☒ Yes ☐ No ☐ N/A

12. For development projects, sponsor has taken or will take the following close-out actions:

    a. Submit to the FAA a final test and quality assurance report summarizing acceptance test results, as applicable (Grant Condition);

    b. Complete all environmental requirements as established within the project environmental determination (Oder 5100.38); and

    c. Prepare and retain as-built plans (Order 5100.38).

☒ Yes ☐ No ☐ N/A

13. Sponsor has revised or will revise their airport layout plan (ALP) that reflects improvements made and has submitted or will submit an updated ALP to the FAA no later than 90 days from the period of performance end date. (49 USC § 47107 and Order 5100.38).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with “No” response.

Sponsor’s Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked “no” is correct and complete.

Executed on this day of , .

Name of Sponsor: City of Palatka

Name of Sponsor’s Authorized Official: Marcia Carty

Title of Sponsor’s Authorized Official: City Manager

Signature of Sponsor’s Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Drug-Free Workplace
Airport Improvement Program Sponsor Certification

Sponsor: City of Palatka

Airport: Palatka Municipal Airport

Project Number:

Description of Work: This project includes the expansion of transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements.

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

   ☒ Yes ☐ No ☐ N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

   a. The dangers of drug abuse in the workplace;

   b. The sponsor's policy of maintaining a drug-free workplace;

   c. Any available drug counseling, rehabilitation, and employee assistance programs; and

   d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

   ☒ Yes ☐ No ☐ N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

☒ Yes ☐ No ☐ N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

   a. Abide by the terms of the statement; and

   b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

☒ Yes ☐ No ☐ N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

☒ Yes ☐ No ☐ N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

   a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and

   b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

☒ Yes ☐ No ☐ N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

☒ Yes ☐ No ☐ N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1
Name of Location: Palatka Municipal Airport
Address: 4015 Reid St, Palatka, FL 32177

Location 2 (if applicable)
Name of Location:
Address:

Location 3 (if applicable)
Name of Location:
Address:

Attach documentation clarifying any above item marked with a “No” response.

Sponsor’s Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked “no” is correct and complete.

Executed on this day of , .

Name of Sponsor: City of Palatka

Name of Sponsor’s Authorized Official: Marcia Carty

Title of Sponsor’s Authorized Official: City Manager

Signature of Sponsor’s Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Equipment and Construction Contracts
Airport Improvement Sponsor Certification

Sponsor: City of Palatka

Airport: Palatka Municipal

Project Number:

Description of Work: This project includes the expansion of transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements.

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor (www.dol.gov) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a "covered contract" under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor's officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

   ☒ Yes ☐ No ☐ N/A

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).

   ☒ Yes ☐ No ☐ N/A

3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.

   ☒ Yes ☐ No ☐ N/A

4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:

   a. Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));

   b. Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and

   c. Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).

   ☒ Yes ☐ No ☐ N/A

5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)). was or will be:

   a. Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;

   b. Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;

   c. Publicly opened at a time and place prescribed in the invitation for bids; and

   d. Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.

   ☒ Yes ☐ No ☐ N/A

6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:

   a. Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;

   b. Plan for publicizing and soliciting an adequate number of qualified sources; and

   c. Listing of evaluation factors along with relative importance of the factors.

   ☒ Yes ☐ No ☐ N/A

7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).

   ☒ Yes ☐ No ☐ N/A

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):
    a. Only one qualified person/firm submits a responsive bid;
    b. Award is to be made to other than the lowest responsible bidder; and
    c. Life cycle costing is a factor in selecting the lowest responsive bidder.

    ☒ Yes ☐ No ☐ N/A

9. All construction and equipment installation contracts contain or will contain provisions for:
    a. Access to Records (§ 200.336)
    b. Buy American Preferences (Title 49 U.S.C. § 50101)
    c. Civil Rights - General Provisions and Title VI Assurances(41 CFR part 60)
    d. Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
    e. Occupational Safety and Health Act requirements (20 CFR part 1920)
    f. Seismic Safety – building construction (49 CFR part 41)
    g. State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
    h. U.S. Trade Restriction (49 CFR part 30)
    i. Veterans Preference (49 USC § 47112(c))

    ☒ Yes ☐ No ☐ N/A

10. All construction and equipment installation contracts exceeding $2,000 contain or will contain the provisions established by:
    a. Davis-Bacon and Related Acts (29 CFR part 5)
    b. Copeland “Anti-Kickback” Act (29 CFR parts 3 and 5)

    ☒ Yes ☐ No ☐ N/A

11. All construction and equipment installation contracts exceeding $3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).

    ☒ Yes ☐ No ☐ N/A

12. All contracts exceeding $10,000 contain or will contain the following provisions as applicable:
    a. Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
    b. Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
    c. Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
    d. Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).

    ☒ Yes ☐ No ☐ N/A

13. All contracts and subcontracts exceeding $25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

    ☒ Yes ☐ No ☐ N/A

14. Contracts exceeding the simplified acquisition threshold (currently $250,000) include or will include provisions, as applicable, that address the following:

    a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);

    b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);

    c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);

    d. Conditions specifying administrative, contractual and legal remedies for instances where contractor of vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and

    e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

    ☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with “No” response.

Sponsor’s Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked “no” is correct and complete.

Executed on this day of , .

Name of Sponsor: City of Palatka

Name of Sponsor’s Authorized Official: Marcia Carty

Title of Sponsor’s Authorized Official: City Manager

Signature of Sponsor’s Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Project Plans and Specifications
Airport Improvement Program Sponsor Certification

Sponsor: City of Palatka

Airport: Palatka Municipal Airport

Project Number:

Description of Work: This project includes the expansion of transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements.

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). Labor and civil rights standards applicable to AIP are established by the Department of Labor (www.dol.gov/). AIP Grant Assurance C.1—General Federal Requirements identifies applicable federal laws, regulations, executive orders, policies, guidelines and requirements for assistance under AIP. A list of current advisory circulars with specific standards for procurement, design or construction of airports, and installation of equipment and facilities is referenced in standard airport sponsor Grant Assurance 34 contained in the grant agreement.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The plans and specifications were or will be prepared in accordance with applicable federal standards and requirements, so that no deviation or modification to standards set forth in the advisory circulars, or FAA-accepted state standard, is necessary other than those explicitly approved by the Federal Aviation Administration (FAA) (14 USC § 47105).

   ☒ Yes ☐ No ☐ N/A

2. Specifications incorporate or will incorporate a clear and accurate description of the technical requirement for the material or product that does not contain limiting or proprietary features that unduly restrict competition (2 CFR §200.319).

   ☒ Yes ☐ No ☐ N/A

3. The development that is included or will be included in the plans is depicted on the current airport layout plan as approved by the FAA (14 USC § 47107).

   ☒ Yes ☐ No ☐ N/A

4. Development and features that are ineligible or unallowable for AIP funding have been or will be omitted from the plans and specifications (FAA Order 5100.38, par. 3-43).

   ☒ Yes ☐ No ☐ N/A

5. The specification does not use or will not use “brand name” or equal to convey requirements unless sponsor requests and receives approval from the FAA to use brand name (FAA Order 5100.38, Table U-5).

   ☒ Yes ☐ No ☐ N/A

6. The specification does not impose or will not impose geographical preference in their procurement requirements (2 CFR §200.319(b) and FAA Order 5100.38, Table U-5).

   ☒ Yes ☐ No ☐ N/A

7. The use of prequalified lists of individuals, firms or products include or will include sufficient qualified sources that ensure open and free competition and that does not preclude potential entities from qualifying during the solicitation period (2 CFR §319(d)).

   ☒ Yes ☐ No ☐ N/A

8. Solicitations with bid alternates include or will include explicit information that establish a basis for award of contract that is free of arbitrary decisions by the sponsor (2 CFR § 200.319(a)(7)).

   ☒ Yes ☐ No ☐ N/A

9. Concurrence was or will be obtained from the FAA if Sponsor incorporates a value engineering clause into the contract (FAA Order 5100.38, par. 3-57).

   ☒ Yes ☐ No ☐ N/A

10. The plans and specifications incorporate or will incorporate applicable requirements and recommendations set forth in the federally approved environmental finding (49 USC §47106(c)).

    ☒ Yes ☐ No ☐ N/A

11. The design of all buildings comply or will comply with the seismic design requirements of 49 CFR § 41.120. (FAA Order 5100.38d, par. 3-92)

    ☐ Yes ☐ No ☒ N/A

12. The project specification include or will include process control and acceptance tests required for the project by as per the applicable standard:

    a. Construction and installation as contained in Advisory Circular (AC) 150/5370-10.

       ☒ Yes ☐ No ☐ N/A

b. Snow Removal Equipment as contained in AC 150/5220-20.

☐ Yes ☐ No ☒ N/A

c. Aircraft Rescue and Fire Fighting (ARFF) vehicles as contained in AC 150/5220-10.

☒ Yes ☐ No ☐ N/A

13. For construction activities within or near aircraft operational areas(AOA):

a. The Sponsor has or will prepare a construction safety and phasing plan (CSPP) conforming to Advisory Circular 150/5370-2.

b. Compliance with CSPP safety provisions has been or will be incorporated into the plans and specifications as a contractor requirement.

c. Sponsor will not initiate work until receiving FAA's concurrence with the CSPP (FAA Order 5100.38, Par. 5-29).

☒ Yes ☐ No ☐ N/A

14. The project was or will be physically completed without federal participation in costs due to errors and omissions in the plans and specifications that were foreseeable at the time of project design (49 USC §47110(b)(1) and FAA Order 5100.38d, par. 3-100).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor: City of Palatka

Name of Sponsor's Authorized Official: Marcia Carty

Title of Sponsor's Authorized Official: City Manager

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Selection of Consultants
Airport Improvement Program Sponsor Certification

Sponsor: City of Palatka

Airport: Palatka Municipal Airport

Project Number:

Description of Work: This project includes the expansion of transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements.

Application
49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements
Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).

   ☒ Yes ☐ No ☐ N/A

2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).

   ☒ Yes ☐ No ☐ N/A

3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).

   ☒ Yes ☐ No ☐ N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).

☒ Yes ☐ No ☐ N/A

5. Sponsor has publicized or will publicize a RFQ that:

   a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and

   b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).

☒ Yes ☐ No ☐ N/A

6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).

☒ Yes ☐ No ☐ N/A

7. Sponsor has verified or will verify that agreements exceeding $25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR §180.300).

☒ Yes ☐ No ☐ N/A

8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:

   a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and

   b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).

☒ Yes ☐ No ☐ N/A

9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).

☒ Yes ☐ No ☐ N/A

10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).

☒ Yes ☐ No ☐ N/A

11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR §200.318(i)).

☒ Yes ☐ No ☐ N/A

12. Sponsor has incorporated or will incorporate mandatory contact provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)

☒ Yes ☐ No ☐ N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

    a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));

    b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and

    c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

    ☒ Yes ☐ No ☐ N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

    ☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with “no” response.

Sponsor’s Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked “no” is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this day of , .

Name of Sponsor: City of Palatka

Name of Sponsor’s Authorized Official: Marcia Carty

Title of Sponsor’s Authorized Official: City Manager

Signature of Sponsor’s Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Certification and Disclosure Regarding Potential Conflicts of Interest
Airport Improvement Program Sponsor Certification

Sponsor: City of Palatka

Airport: Palatka Municipal Airport

Project Number:

Description of Work: This project includes the expansion of transient aircraft parking apron pavement in north terminal area (3400 SY) and associated stormwater improvements.

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

a) The employee, officer or agent,

b) Any member of his immediate family,

c) His or her partner, or

d) An organization which employs, or is about to employ, any of the above.

Selecting “Yes” represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting “No” represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If “No” is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor’s and sub-recipient’s officers, employees, or agents, or by contractors or their agents.

   ☒ Yes ☐ No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

   ☒ Yes ☐ No

3. The sponsor or sub-recipient certifies that is has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

   ☒ Yes ☐ No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor: City of Palatka

Name of Sponsor's Authorized Official: Marcia Carty

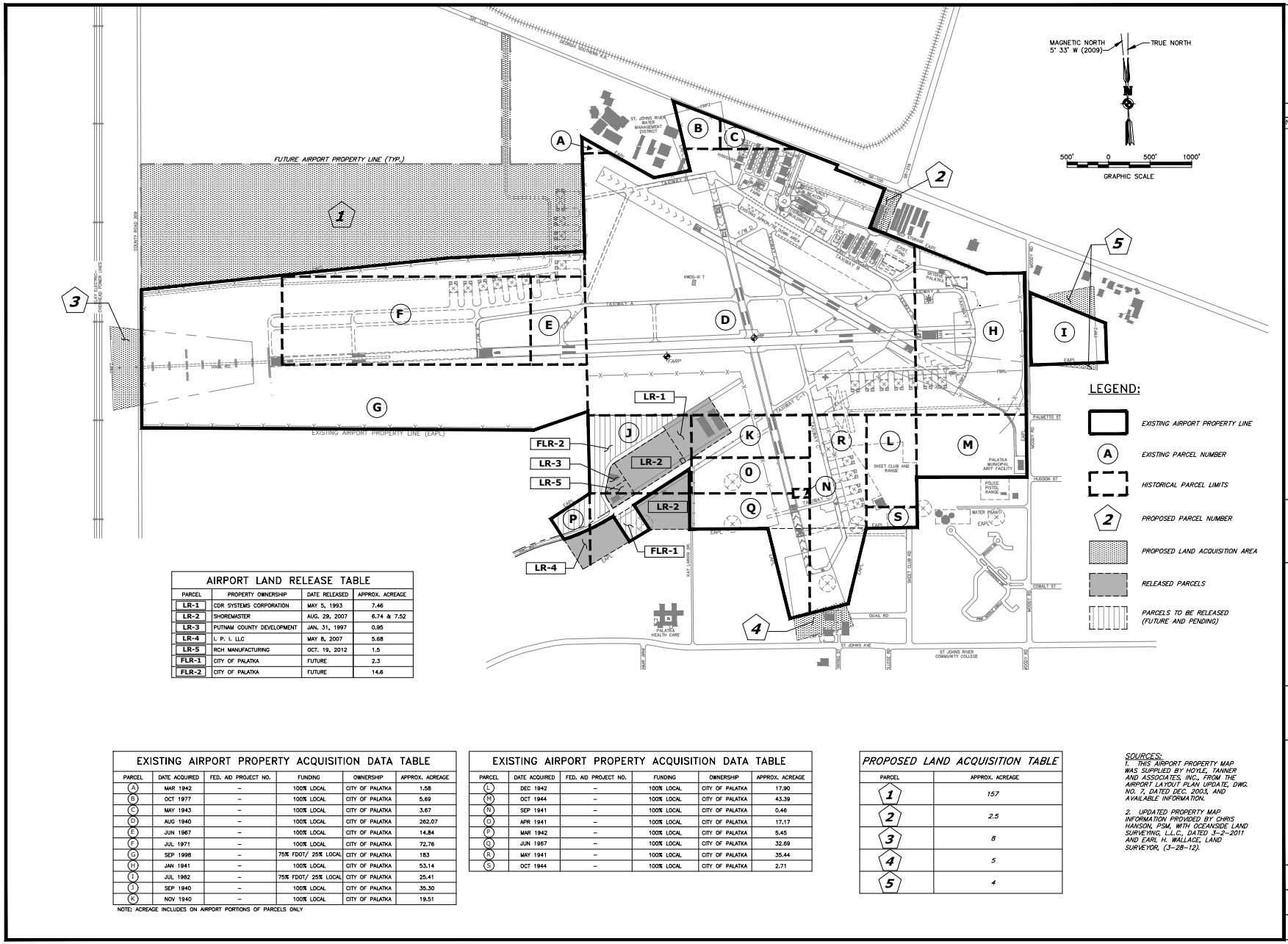
Title of Sponsor's Authorized Official: City Manager

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Exhibit A (Airport Property Inventory Map)

The Exhibit A Airport Property Map is currently being updated to meet current FAA standards. This project will be completed in calendar year 2026.



AIRPORT LAND RELEASE TABLE

PARCEL	PROPERTY OWNERSHIP	DATE RELEASED	APPROX. ACREAGE
LR-1	CDR SYSTEMS CORPORATION	MAY 5, 1993	7.46
LR-2	SHOREMASTER	AUG. 29, 2007	6.74 & 7.52
LR-3	PUTNAM COUNTY DEVELOPMENT	JAN. 31, 1997	0.95
LR-4	I. P. I. LLC	MAY 8, 2007	5.68
LR-5	RCH MANUFACTURING	OCT. 19, 2012	1.5
FLR-1	CITY OF PALATKA	FUTURE	2.3
FLR-2	CITY OF PALATKA	FUTURE	14.6

EXISTING AIRPORT PROPERTY ACQUISITION DATA TABLE

PARCEL	DATE ACQUIRED	FED. AID PROJECT NO.	FUNDING	OWNERSHIP	APPROX. ACREAGE
A	MAR 1942	–	100% LOCAL	CITY OF PALATKA	1.58
B	OCT 1977	–	100% LOCAL	CITY OF PALATKA	5.69
C	MAY 1943	–	100% LOCAL	CITY OF PALATKA	3.67
D	AUG 1940	–	100% LOCAL	CITY OF PALATKA	262.07
E	JUN 1967	–	100% LOCAL	CITY OF PALATKA	14.84
F	JUL 1971	–	100% LOCAL	CITY OF PALATKA	72.76
G	SEP 1998	–	75% FDOT/ 25% LOCAL	CITY OF PALATKA	183
H	JAN 1941	–	100% LOCAL	CITY OF PALATKA	53.14
I	JUL 1982	–	75% FDOT/ 25% LOCAL	CITY OF PALATKA	25.41
J	SEP 1940	–	100% LOCAL	CITY OF PALATKA	35.30
K	NOV 1940	–	100% LOCAL	CITY OF PALATKA	19.51

NOTE: ACREAGE INCLUDES ON AIRPORT PORTIONS OF PARCELS ONLY

EXISTING AIRPORT PROPERTY ACQUISITION DATA TABLE

PARCEL	DATE ACQUIRED	FED. AID PROJECT NO.	FUNDING	OWNERSHIP	APPROX. ACREAGE
L	DEC 1942	–	100% LOCAL	CITY OF PALATKA	17.90
M	OCT 1944	–	100% LOCAL	CITY OF PALATKA	43.39
N	SEP 1941	–	100% LOCAL	CITY OF PALATKA	0.46
O	APR 1941	–	100% LOCAL	CITY OF PALATKA	17.17
P	MAR 1942	–	100% LOCAL	CITY OF PALATKA	5.45
Q	JUN 1967	–	100% LOCAL	CITY OF PALATKA	32.69
R	MAY 1941	–	100% LOCAL	CITY OF PALATKA	35.44
S	OCT 1944	–	100% LOCAL	CITY OF PALATKA	2.71

PROPOSED LAND ACQUISITION TABLE

PARCEL	APPROX. ACREAGE
1	157
2	2.5
3	8
4	5
5	4

SOURCES:

1. THIS AIRPORT PROPERTY MAP WAS SUPPLIED BY HOYLE, TANNER AND ASSOCIATES, INC., FROM THE AIRPORT LAYOUT PLAN UPDATE, DWG. NO. 7, DATED DEC. 2003, AND AVAILABLE INFORMATION.

2. UPDATED PROPERTY MAP INFORMATION PROVIDED BY CHRIS HANSON, PSM, WITH OCEANSIDE LAND SURVEYING, L.L.C., DATED 3-2-2011 AND EARL H. WALLACE, LAND SURVEYOR, (3-28-12).

Passero Associates
Engineering • Architecture
www.passero.com

ALP REVISIONS

NO.	DESCRIPTION	DATE

Client:
City of Palatka
201 N. 2nd Street
Palatka, Florida 32177

Passero Associates
1943 N. Main Street (904) 757-6106
Jacksonville, FL 32218 Fax: (904) 757-6107
Certificate of Authorization # 2426
Principal-in-Charge Andrew M. Holesko, C.M.
Project Manager Andrew M. Holesko, C.M.
Designed by William Reid

EXHIBIT "A" AIRPORT PROPERTY MAP

Airport Master Plan Update
Palatka Municipal Airport
Town/City: Palatka
County: Putnam State: Florida

Project No. 24010.14

Drawing No. 11

Date April 2019

Exhibit C (Opinion of Title)

EXHIBIT "C" -TITLE OPINION CERTIFICATE
FAA Southern Region

To: Manager, Airports Division

Subject: Palatka Municipal Airport

AIP Project No. TBD

This certification is made to satisfy (check **both** if applicable):

X Part II Section C.10 of the Grant Application (FAA Form 5100-100) for existing airport property

☐ **Grant conditions relative to satisfactory title evidence for land being acquired under this project**

The City of Palatka, Florida, a (hereinafter referred to as the "Sponsor"), pursuant to Section 47105(d) of the Federal Aviation Administration Authorization Act of 1994 (and amendments), hereby certifies that satisfactory property interest to the land indicated herein is vested in the Sponsor, as required by obligations of the referenced Grant Agreement with the Federal Aviation Administration.

The Sponsor hereby certifies that it holds the quality of title described below, as of the date of the attorney's title opinion on which this certification is based.

Parcel Number (Per Exhibit A)	**Quality of Interest** (Fee, Easement*, etc.)
Parcel 03-10-26-0000-0010-0000	Fee Simple Interest.

Parcels must be listed. Avoid simply referencing the Exhibit A Property Map. Attach additional sheets as necessary. Note: Due to number of parcels, the (full-size – 24″x36″)Data Sheet listing each is attached for the absolute accuracy of this Form.

*The Sponsor certifies that granters of easements constitute all of the owners of the land affected by such easements, and they had such quality of title in and to such land as to enable them to convey the interest purported to be conveyed in and by the easements granted. No other interests or rights exist which are incompatible with or would interfere with the exercise and enjoyment by the Sponsor of the rights and interests conveyed.

Sponsor hereby certifies that the Sponsor or the Sponsor's attorney have reviewed, evaluated and subordinated to airport use where necessary, all encumbrances and that no outstanding encumbrances exist which might affect the maintenance, operation, or development of the airport.

by the FAA, the Sponsor accepts full responsibility for clearing such defects, encumbrances, or exceptions at its own expense.

This Certificate of Title is based upon a current title opinion dated pending by the sponsor's attorney (Jane West, Esq.).

Sponsor certifies that the title opinion referenced above corresponds with the "Exhibit A" airport property map dated April 2019, AIP project number TBD. Although specific title evidence documents are not submitted herewith, copies of deeds and other appropriate evidence of title for the land are on file with the Sponsor and are available for inspection by the FAA.

It is understood that the FAA reserves the right to require additional information at any time.

City of Palatka, Florida
Name of Sponsor

Marica Carty, City Manager
Signature and Title of Sponsor Official Authorized to Sign Grant Agreement

Date

RESOLUTION NO. 2026-R-71

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A FEDERAL AVIATION ADMINISTRATION (FAA) FY 2026 AIRPORT IMPROVEMENT PROGRAM GRANT APPLICATION IN THE AMOUNT OF $242,538 FOR THE CONSTRUCTION OF THE TRANSIENT AIRCRAFT PARKING APRON; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS, the City completed the planning, design phase and environmental services for the Transient Aircraft Parking Apron; and

WHEREAS, the City of Palatka desires to begin the construction phase for the Transient Aircraft Parking Apron; and

WHEREAS, the total project cost for the above project is estimated at $255,303 with the FAA funding 95% of the total eligible cost, and;

WHEREAS, it is in the best interest of the City of Palatka to move forward with the Grant Application

NOW THEREFORE, be it resolved as follows:

1. The Palatka City Commission confirms and approves the City of Palatka grant application to FAA for the Transient Aircraft Parking Apron. (the PROJECT) the grant revenues will be recorded under General Ledger Account 005-00-389-2-8933, and the related expenditures will be recorded under General Ledger Account 005-05-542-8-6324.; and

2. The City Manager is hereby authorized to execute the FAA application in the amount of $242,538 which represents 95% funding with the above-mentioned PROJECT.

3. The City Manager is hereby authorized to sign requests for Contract Time Extension as well as execute Assurances, Certifications, and all other documents as may be required in support of the project.

4. The City Manager without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this Resolution. A corrected copy shall be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 23rd day of April 2026.

City Of Palatka

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West, Esq.

ROBERTA M. CORREA
MAYOR-COMMISSIONER

ANNIE HENDERSON-DAVIS
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

CITY of Palatka FLORIDA

MARCIA CARTY, CPA, CGFO
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC, FCPC
CITY CLERK

CHANTEL PIERRE, CPA
FINANCE DIRECTOR

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT.

CITY OF PALATKA BOARD/COMMITTEE APPLICATION

I, KENNETH SUGDEN (print full name), wish to apply for ☐ appointment or ☑ reappointment (check one) to the following Board/Committee (check one):

- ☐ Airport Advisory Board
- ☐ Board of Zoning Appeals
- ☐ Community Redevelopment Agency (advisory)
- ☑ Firefighters Pension Board
- ☐ General Employees' Pension Board
- ☐ Historic Preservation Board
- ☐ Palatka Gas Authority
- ☐ Palatka Housing Authority
- ☐ Planning Board
- ☐ Police Officers' Pension Board
- ☐ Public Art Committee
- ☐ Putnam County Library Board
- ☐ Tax Increment Advisory Committee (advisory)
- ☐ Tree Committee (advisory)

Residential address: 98 REIDSVILLE DR, PALM COAST, FL 32164
Business name and address: _____
Phone: (386) 276-6102
E-mail: K SUGDEN @ PALATKA-FL.GOV

(City residents or business/property owners will be given preference when board/committee member residency is not specified by statute or city ordinance)

PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet[s] if necessary)

FIRE FIGHTER

WHAT GOVERNMENT BOARDS HAVE YOU SERVED ON IN THE PAST OR CURRENTLY?

FIRE FIGHTER PENSION BOARD

OTHER COMMENTS OR INFORMATION:

_____

_____

_____

In accord with F.S. 760.80(4) Please indicate the following:

Applicant's race: WHITE

Ethnicity: _____

Gender: MALE

Physical disability, if any: _____

AGREEMENT: *I hereby certify that all the information contained herein is true to the best of my knowledge. I hereby agree and understand that this document, once submitted, is an official/public record of the City of Palatka. I understand that the Palatka City Commission may require an interview at a publicly held meeting to consider my application. I understand that, if appointed, I will serve in a volunteer capacity on this board/committee. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam County Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term. I understand that per the Florida Constitution I cannot serve on more than one board/committee, unless the board/committee's responsibilities are strictly advisory.*

_____ 4/8/26

SIGNATURE OF APPLICANT **DATE**

ADOPT RESOLUTION 2026-R-73 Authorizing the City to proceed with accepting the USDA Rural Development Letter of Conditions for grant application for two fire trucks. Grant funded: $1,566,600; city contribution: $522,328.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Adopt resolution

BACKGROUND
In 2023, the City of Palatka applied for funding through the United States Department of Agriculture (USDA) Rural Development Community Facilities Disaster Grant Program for the acquisition of two fire trucks. The grant application was in the final stages of approval, but was interrupted by Trump's DOGE due diligence efforts, and the process was halted. The efforts were restarted in January 2026, and updated information was provided by staff. On April 15, 2026, the USDA Rural Development has issued the attached Letter of Conditions, outlining the terms and conditions for a proposed grant in an amount not to exceed $1,566,600, with an anticipated project total of approximately $2,088,928, including a required City contribution of approximately $522,328. If the Grant is awarded the General Ledger Account numbers are as follows, 001-00-331-2-5506, 001-08-522-6-6481, and 001-08-522-6-6490.

PROJECT ANALYSIS
The grant funding will support the acquisition of critical fire apparatus necessary to enhance emergency response capabilities and protect the health, safety, and welfare of the residents of the City of Palatka. The USDA requires that the governing body of the applicant authorize the execution of all required documents, including but not limited to Form RD 1942-46 (Letter of Intent to Meet Conditions), Form RD 1940-1 (Request for Obligation of Funds), and Form RD 3570-3 (Community Facilities Grant Agreement).

Staff Recommendation
Adopt the resolution.

ATTACHMENTS

1.	signed LOC Palatka Fire
2.	73. Resolution 2026-R-73 Acceptance of USDA Grant for Fire Trucks

April 15, 2026

Honorable Robbi Correa
City of Palatka
201 N 2nd Street
Palatka, FL 32177

SUBJECT: Letter of Conditions – Community Facility Disaster Grant Application
City of Palatka – Two Fire Trucks
Grant $1,566,600

Dear Mayor Correa:

This letter, with attachments, establishes conditions that must be understood and agreed to by the applicant before further consideration may be given to their application for Federal Assistance. The State and Area Office staff of USDA Rural Development (RD or Agency) will administer the loan and/or grant funds for this project on behalf of the Rural Housing Service. All parties may access information and regulations referenced in this letter at our website located at: https://www.rd.usda.gov/programs-services/community-facilities. Any changes in project cost, source of funds, scope of services, or any other significant changes in the project or applicant (this includes significant changes in the applicant's financial condition, operation, organizational structure or executive leadership) must be reported to and approved by RD by written amendment to this letter. Any change not approved by RD will be cause for discontinuing processing of the application. If you do not meet the conditions of this letter, the Agency reserves the right to withdraw Agency funding.

This letter is not to be considered as grant approval or as representation to the availability of funds. The application can be processed on the basis of a RD grant not to exceed $525,408. Funds for this project are provided by the Rural Housing Service (RHS).

Please complete and return the attached Form RD 1942-46, "Letter of Intent to Meet Conditions," and Form RD 1940-1, "Request for Obligation of Funds," within the next ten (10) days, if you desire that we give further consideration to your application. The execution of these and all other documents required by RD must be authorized by appropriate resolutions of the applicant's governing body.

The grant will be considered approved on the date Form RD 1940-1, "Request for Obligation of Funds," is mailed to the applicant by RD.

Rural Development • Ocala Area Office
2441 NE 3rd Street, Suite 204-1, Ocala, FL 34470
Voice (352)732-9796 • Fax (855)474-6990

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint form AD -3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.hml and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866)632-9992. Submit your completed form or letter to USDA by mail at U.S. Department of Agriculture, Office of the Assistant Secretary of Civil Rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410; by fax at (202)690-7442 or by email at program.intake@usda.gov

USDA is an equal opportunity provider, employer and lender

Project Budget—Based on Standard Form 424, "Application for Federal Assistance," the project cost and funding will be as follows:

a.	Project Cost	Total	Applicant	USDA Grant Other
	Equipment	$1,566,600	$522,328	$1,566,600

b.	Source of Funds	
	Applicant	$ 522,328
	USDA Grant	$1,566,600
	TOTAL:	**$2,088,928**

Any changes in funding sources following obligation of Agency funds must be reported to the processing official. Project feasibility and funding will be reassessed if there is a significant change in project costs after bids are received. If actual project costs exceed the project cost estimates, an additional contribution by the applicant may be necessary.

The applicant will ensure projects are completed in a timely, efficient, and economical manner. Section I of the attached conditions (Items 1—8) must be satisfied prior to grant closing or before construction begins, whichever occurs first, in either case not later than twelve (12) months from the date of this letter. In addition to the conditions in Sections I-III, the applicant must fully comply with all requirements on Form RD 3570-3, Community Facilities Grant Agreement. The Agency reserves the right to cancel funds if the applicant does not comply with all requirements as presented or subsequently modified, as needed.

In the event the project has not advanced to the point of purchased equipment within six to nine (6-9) months, RD reserves the right to discontinue the processing of the application.

This Letter of Conditions will require written approval to extend the Letter of Conditions offer after one year from the date of this letter.

Also, please be aware of statute 31 US Code §1552 outlining procedure for appropriation account for definite time period of five years: "on September 30th of the 5th fiscal year after the period of availability ends, account shall be closed any remaining balance shall be canceled.

If you have any questions, feel free to contact this office.

Sincerely,

REBECCA MANNING Digitally signed by REBECCA MANNING
Date: 2026.04.15 13:06:11 -04'00'

Stephanie C. Hodges
Program Director

cc: Community Programs Director, RD

ATTACHMENT TO LETTER OF CONDITIONS

SECTION I. CONDITIONS TO BE SATISFIED PRIOR TO GRANT CLOSING OR BEFORE CONSTRUCTION BEGINS, WHICHEVER OCCURS FIRST

1. **Disbursement of Funds**

   a. The applicant's contribution of funds toward the project cost shall be considered the first funds expended and must be deposited in its project account before construction is started.

   b. Agency funds will not be used to pre-finance funds committed to the project from other sources2.

2. **Security Requirements**

   a. The applicant will be required to complete and execute Form RD 3570-3, "Community Facilities Grant Agreement" at the time of grant closing.

   b. The grantee understands that any property acquired or improved with Federal grant funds may have use and disposition conditions which apply to the property as provided by 2 CFR part 200 in effect at this time and as may be subsequently modified.

   c. The grantee understands that any sale or transfer of property is subject to the interest of the United States Government in the market value in proportion to its participation in the project as provided by 2 CFR part 200 in effect at this time and as may be subsequently modified.

   d. In accordance with 2 CFR 200.330, the grantee understands that it must submit regular reports on the status of real property in which the Federal Government retains an interest. Reports shall be submitted annually for the first three years of the award and every five years thereafter on SF-429 Real Property Status Report, or similar format.

3. **Civil Rights & Equal Opportunity**— The grantee has received an award of Federal funding and is required to comply with U.S. statutory and public policy requirements, including but not limited to:

   a. **Section 504 of the Rehabilitation Act of 1973** – Under Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), no handicapped individual in the United States shall, solely by reason of their handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Agency financial assistance. The Standard for compliance is the Architectural Barriers Act Accessibility Standards (ABAAS).

   b. **Civil Rights Act of 1964** – All recipients are subject to, and facilities must be operated in accordance with, Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.) and 7 CFR 1901, Subpart E, particularly as it relates to conducting and reporting of compliance

reviews. Instruments of conveyance for loans and/or grants subject to the Act must contain the covenant required by Paragraph 1901.202(e) of this Title.

c. **The Americans with Disabilities Act (ADA) of 1990** – This Act (42 U.S.C. 12101 et seq.) prohibits discrimination on the basis of disability in employment, State and local government services, public transportation, public accommodations, facilities, and telecommunications.

d. **Age Discrimination Act of 1975** – This Act (42 U.S.C. 6101 et seq.) provides that no person in the United States shall on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

e. **Controlled Substances Act** - Even though state law may allow some activities, as a recipient of Federal funding, you are subject to the Controlled Substances Act. Specific questions about the Controlled Substances Act should be directed to the Servicing Official who will contact the Office of General Counsel, as appropriate.

f. **Form RD 400-4, "Assurance Agreement**," – Execute

g. **Limited English Proficiency (LEP) -** LEP statutes and authorities prohibit exclusion from participation in, denial of benefits of, and discrimination under Federally assisted and/or conducted programs on the ground of race, color, or national origin. Title VI of the Civil Rights Act of 1964 covers program access for LEP persons. LEP persons are individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English. These individuals may be entitled to language assistance, free of charge. The recipient must take reasonable steps to ensure that LEP persons receive the language assistance necessary to have meaningful access to USDA programs, services, and information the recipient provides.

Agency financial programs must be extended without regard to race, color, religion, sex, national origin, marital status, age, or physical or mental handicap. The recipient must display posters (provided by the Agency) informing users of these requirements, and the Agency will monitor the recipient's compliance with these requirements during regular compliance reviews.

As a recipient of RD funding, you are required to post a copy of the Non-Discrimination Statement listed below in your office and in include in full, on all materials produced for public information, public education, and public distribution both print and non-print.

Non-Discrimination Statement

"This institution is an equal opportunity provider and employer."

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at https://www.usda.gov/oascr/how to-file-a-program-discrimination-complaint, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Stop 9410, Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

If the material is too small to permit the full statement to be included, the material at a minimum includes the statement in print size no smaller than the text that "This institution is an equal opportunity provider and employer."

4. **Procurement**
All procurement transactions connected to this project, regardless of whether by negotiations or by sealed bids and without regard to dollar value shall be conducted in a manner that provides maximum open and free competition in compliance with but not limited to 7 CFR 1942.18 (j)(2), 2 CFR 200.

5. **Environmental Reviews**— The project as proposed has been evaluated to be consistent with the National Environmental Policy Act. Other Federal, State, tribal, and local laws, regulations and or permits may apply or be required. During any stage of project development, including construction, should environmental issues develop which require mitigation measures, RD applicants are required to notify RD and comply with such mitigation measures. Failure by an applicant to implement mitigation measures may disqualify the project from Agency funding. Mitigation measures identified or prepared as part of the CEQA and NEPA environmental process must be implemented. If the project or any project element deviates from or is modified from the originally approved project, additional environmental review may be required.

6. **Electronic Funds Transfer** — All grant funds will be transferred to grantees via Electronic Funds Transfer/Automated Clearinghouse Systems (EFT/ACH). Normal transfers will be ACH, with money being placed in the grantees account two business days after the RD processing office approves the pay request. The applicant must submit the Electronic Funds Transfer Form containing the banking (ACH) information to the RD Servicing Office at least 45 days prior to the date of grant closing. Failure to do so could delay grant closing.

7. **System for Award Management Registration and Unique Entity ID**—You as the recipient must maintain the currency of your information in the System for Award Management (SAM) until you submit the final financial report required under this award and all grant funds under this award have been disbursed or de-obligated, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term. Recipients can register on-line at (https://www.sam.gov) You as the recipient may not make a sub-award to an entity unless the entity has provided its Unique Entity ID from SAM.gov to you.

8. **Suspension and Debarment Screening** – You will be asked to provide information on the principals of your organization. Agency staff must conduct screening for suspension and debarment of the entity, as well as its principals through the Do Not Pay Portal.
    a. Principal –
        i. An officer, director, owner, partner, principal investigator, or other person within a participant with management or supervisory responsibilities related to a covered transaction; or
        ii. A consultant or other person, whether or not employed by the participant or paid with federal funds, who –
            1. Is in a position to handle federal funds;
            2. Is in a position to influence or control the use of those funds; or, occupies a technical or professional position capable of substantially influencing the development or outcome of an activity required to perform the covered transaction. (2 CFR §180.995)

SECTION II. GRANT CONDITIONS TO BE SATISFIED DURING PROCUREMENT

For non-construction projects, the pay application submitted to the Agency will include:

a. **The SF-270, "Request for Advance or Reimbursement**" and will track all project costs and sources of funds and will be signed by the owner.

a. All required backup to support the pay application request, including but not limited to, invoices, proof of payment, etc., must be provided with the pay application.

1. **Final Inspection**—A final inspection will be made by RD on the component USDA is financing before final payment is made.

2. **Excess Funds**—Any remaining funds must be utilized for approved purposes within 60 days following the final inspection or the funds will be canceled without further notification from RD.

SECTION III. GRANT CONDITIONS TO BE SATISFIED AFTER PROJECT COMPLETION

1. **Financial Statements**—To be submitted on an annual basis in accordance with the following:

    a. 2 CFR Part 200, Subpart F establishes audit requirements that borrowers and grantees must follow. Borrowers and grantees who spend $1,000,000 or more in Federal awards in their fiscal year, have CF loan balances totaling $1,000,000 or more, or a combination of the two must submit an audit in accordance with 2 CFR 200, Subpart F.

Federal funds expended during a borrower's fiscal year: 2 CFR Part 200, Subpart F requires a borrower that expends $1,000,000 or more in Federal awards in their fiscal year to submit a single or program-specific audit. A CF direct loan, guaranteed loan, and/or grant, or any combination thereof, are considered Federal awards.

Grantees: Grantees that spend $1,000,000 or more in a year in Federal awards must have an audit conducted in accordance with 2 CFR Part 200, Subpart F except when the grantee elects to have a program specific audit conducted.

Borrowers and grantees must submit audits within nine months from the end of the borrower's fiscal year or 30 days after receiving receipt from the auditor, whichever is earlier. The financial statements audited must be submitted to the Federal Audit Clearinghouse.

b. All borrowers exempt from the audit requirements cited in 1(a) above, and who do not otherwise have annual audits, will within 60 days following the end of the borrower's fiscal year furnish RD with annual financial statements, consisting of a verification of the organizations, balance sheet and statement of income and expenses.

Grantees exempt from the audit requirements cited in 1(a) above, and who do not otherwise have annual audits, will within 60 days following the end of the fiscal year in which any grant funds were expended furnish RD with annual financial statements consisting of a verification of the organizations, balance sheet and statement of income and expenses.

The borrower/grantee may use Forms RD 442-2 "Statement of Budget, Income and Equity" and 442-3 "Balance Sheet", or similar format to provide the financial information. For borrowers using Form RD 442-2, the dual purpose of fourth quarter management reports, when required, and annual statements of income will be met with this one submission.

2. **Audit agreement**—If you are required to obtain the services of a licensed Certified Public Accountant (CPA), you must enter into a written audit agreement with the auditor. The audit agreement may include terms and conditions that you and auditor deem appropriate.

3. **Compliance Reviews**—RD will be required to periodically conduct a compliance review of this facility and operation. Compliance reviews will be completed one year after loan closing and every three years thereafter by utilizing Form RD 400-8. You will need to provide the local office the statistical information as requested. The Agency will conduct regular compliance reviews of the borrower and its operation in accordance with Architectural Barriers Act (ABA) Accessibility Guidelines.

4 **Security Inspections**—RD is required to conduct an inspection of the facility a minimum of once every three years. The recipient must participate in these inspections and provide the required information. Compliance reviews will typically be conducted in conjunction with the security inspections described in this letter. If beneficiaries (users) are required to complete an application or screening for the review to collect data by race (American Indian or Alaska Native, Asian, Black or African) the Agency will utilize this data as part of the required compliance review.

RESOLUTION NO. 2026-R-73

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, APPROVING AND AUTHORIZING ACCEPTANCE OF A UNITED STATES DEPARTMENT OF AGRICULTURE (USDA) RURAL DEVELOPMENT COMMUNITY FACILITIES DISASTER GRANT FOR THE PURCHASE OF TWO FIRE TRUCKS; AUTHORIZING EXECUTION OF REQUIRED DOCUMENTS; PROVIDING FOR COMPLIANCE WITH GRANT CONDITIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palatka has applied for funding through the United States Department of Agriculture (USDA) Rural Development Community Facilities Disaster Grant Program for the acquisition of two fire trucks; and

WHEREAS, USDA Rural Development has issued a Letter of Conditions dated April 15, 2026, outlining the terms and conditions for a proposed grant in an amount not to exceed $1,566,600, with an anticipated project total of approximately $2,088,928, including a required City contribution of approximately $522,328 If the Grant is awarded the General Ledger Account numbers are as follows, 001-00-331-2-5506, 001-08-522-6-6481, and 001-08-522-6-6490; and

WHEREAS, the grant funding will support the acquisition of critical fire apparatus necessary to enhance emergency response capabilities and protect the health, safety, and welfare of the residents of the City of Palatka; and

WHEREAS, the USDA requires that the governing body of the applicant authorize the execution of all required documents, including but not limited to Form RD 1942-46 (Letter of Intent to Meet Conditions), Form RD 1940-1 (Request for Obligation of Funds), and Form RD 3570-3 (Community Facilities Grant Agreement); and

WHEREAS, the City Commission finds that acceptance of the grant and compliance with the associated conditions is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA:

SECTION 1. Approval of Grant. The City Commission hereby approves the USDA Rural Development Community Facilities Disaster Grant for the acquisition of two fire trucks, subject to the terms and conditions set forth in the April 15, 2026 Letter of Conditions.

SECTION 2. Authorization. The Mayor, City Manager, or their designee is hereby authorized to execute all documents necessary to accept and implement the grant, including any amendments, certifications, assurances, and agreements required by USDA Rural Development.

SECTION 3. Compliance with Conditions. The City shall comply with all applicable federal, state, and local laws, regulations, and grant conditions, including but not limited to procurement requirements, civil rights obligations, reporting requirements, and financial management standards as outlined in the Letter of Conditions and associated federal regulations.

SECTION 4. Matching Funds. The City Commission hereby authorizes the commitment of required matching funds in the approximate amount of $522,328, and further authorizes inclusion of such funds in the City’s budget as necessary to complete the project.

SECTION 5. Implementation. The City Manager or designee is authorized to take all administrative actions necessary to carry out the intent of this Resolution and to ensure timely completion of the project.

SECTION 6. Scrivener’s Errors. The City Manager or designee is authorized to correct typographical, numbering, and other scrivener’s errors that do not affect the intent of this Resolution, and the City Clerk is directed to file and maintain a corrected copy as part of the official record.

SECTION 7. Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 23rd day of April 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West, Esq.

Adopt Resolution 2026-R-72 A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, APPROVING $29,000.00 FOR THE POLISHING OF CONCRETE FLOORING IN THE FLEET SHOP BY CUSTOM FLOOR COATINGS LLC.
Approval of Concrete Floor Polishing for Fleet Maintenance Shop

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The Public Works Department is requesting approval for the polishing of the concrete flooring in the Fleet Maintenance Shop by Custom Floor Coatings LLC in the amount of $29,000.00. Funding for this project has already been budgeted within the current fiscal year.G/L 101-18-519-6-6330

BACKGROUND

The Fleet Maintenance Shop is utilized daily for servicing and repairing City vehicles and equipment. Due to the nature of the work performed, the concrete flooring is regularly exposed to oil, grease, and other fluids. Over time, this has made the surface more difficult to clean and maintain, impacting overall shop conditions.

To address these concerns, the City obtained a quote from Custom Floor Coatings LLC to polish and seal the existing concrete floor. This process includes surface preparation, densification, and application of protective coatings designed to improve durability and cleanliness. Funding for this project was previously allocated in the approved budget.

PROJECT ANALYSIS

Polishing the concrete flooring will provide several operational and safety benefits. The sealed surface will significantly reduce the absorption of oils and fluids, making routine cleaning more efficient and effective. This will help maintain a more sanitary work environment for employees and reduce long-term maintenance needs.

Additionally, the improved surface condition enhances workplace safety by minimizing residue buildup and potential slip hazards. The total project cost of $29,000.00 is considered reasonable for the scope of work and aligns with industry standards. This project will be completed using funds already approved in the current fiscal year budget, with no additional financial impact to the City.

Staff Recommendation

Staff recommends approval of the concrete floor polishing project for the Fleet Maintenance Shop by Custom Floor Coatings LLC in the amount of $29,000.00. This project is already budgeted and will improve cleanliness, safety, and overall working conditions for Fleet personnel while protecting the City's facility.

ATTACHMENTS

1.	72. Resolution 2026-R-72 Custom Floor Fleet Building

RESOLUTION NO. 2026-R-72

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE APPROVAL OF $29,000.00 FOR THE POLISHING OF CONCRETE FLOORING IN THE FLEET SHOP BY CUSTOM FLOOR COATINGS LLC; AND PROVIDING FOR SCRIVENERS ERRORS.

WHEREAS, Public Works received a quote from Custom Floor Coatings LLC in the amount of **$29,000.00** for concrete polishing services, including surface preparation, densification, resin application, and protective coating; and

WHEREAS, the City of Palatka operates a Fleet Maintenance Shop that services City vehicles and equipment; the Fleet Shop flooring is subject to spills from oils, fluids, and other materials associated with daily operations; and

WHEREAS, polishing the concrete flooring will provide a smoother, sealed surface that improves cleanability, enhances safety, and helps maintain a sanitary work environment for City employees; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA:

Section 1. The City Commission hereby approves the polishing of the concrete flooring in the Fleet Shop by Custom Floor Coatings LLC in the amount of $29,000.00 Funding for this project has already been budgeted within the current fiscal year G/L 101-18-519-6-6330.

Section 2. The City Manager is hereby authorized to execute any agreements, contracts, or documents necessary to complete the work consistent with the approved quote.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 23rd day of April 2026

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____

City Attorney: Jane West ESQ.

City of Palatka Policy Governing Boards and Committees
Board and Committee Governance Policy

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Staff was directed to establish a uniform policy for the governance of all volunteer boards and committees serving the City of Palatka.

BACKGROUND

The City lacked a uniform policy for appointing new members to serve on its various volunteer boards and committees. The establishment of a policy together with the creation of an onboarding policy and new member orientation guide will provide a consistent and transparent approach for City Commissioners, staff and volunteers.

PROJECT ANALYSIS

The draft policy addresses key issues such as attendance, expectations, and preparedness. The onboarding policy provides step-by-step guidance to staff on how to process new applicants. The new member orientation guide provides guidance to volunteers as they embark on their new role serving the City of Palatka.

Staff Recommendation

Approve of the policies.

ATTACHMENTS

1.	Board Application 2026.v2
2.	Hierarchy of City documents
3.	Boards and Committees Governance Policy
4.	Boards and Committees Orientation Guide
5.	Board and Committee Members Onboarding Policy

ROBERTA M. CORREA
MAYOR-COMMISSIONER

ANNIE HENDERSON-DAVIS
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

MARCIA CARTY, CPA, CGFO
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC, FCPC
CITY CLERK

CHANTEL PIERRE, CPA
FINANCE DIRECTOR

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT.

CITY OF PALATKA BOARD/COMMITTEE APPLICATION

Boards and committees play an important role in supporting the work of the City of Palatka. Preparation and consistent participation are essential to ensuring effective meetings and meaningful community engagement. Thank you for volunteering!

Attendance requirements:

Regular attendance is necessary for the effective functioning of the City's boards and committees. Members are expected to attend all scheduled meetings unless prevented by illness, emergency, or other reasonable circumstances. If you are unable to attend a meeting, please notify the City Clerk as soon as possible. A member may be recommended for review by the City Commission if the member is absent from three (3) consecutive regular meetings or attends less than seventy-five (75%) of the meetings within a twelve-month period.

I, _____ (print full name), wish to apply for ☐ appointment or ☐ reappointment (check one) to the following Board/Committee (check one):

☐ Airport Advisory Board*

☐ Board of Zoning Appeals

☐ Community Redevelopment Agency (advisory)*

☐ Firefighters Pension Board*

☐ General Employees' Pension Board*

☐ Historic Preservation Board*

☐ Palatka Gas Authority

☐ Palatka Housing Authority

☐ Planning Board

☐ Police Officers' Pension Board*

☐ Public Arts Committee*

☐ Putnam County Library Board

☐ Tax Increment Advisory Committee (advisory)

☐ Tree Committee (advisory)

*Indicates specific criteria for membership.

Residential address: _____
Business name and address: _____
Phone:_____
E-mail:_____
(City residents or business/property owners will be given preference when board/committee member residency is not specified by statute or city ordinance)

PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet[s] if necessary). If the board or committee you are applying to requires specific criteria for membership, please identify below how you meet that criteria. If you need assistance in identifying the criteria for the position that you are applying for, please inquire with the City Clerk.

Criteria for membership required? ☐ Yes ☐ No

_____
_____
_____
_____
_____

WHAT GOVERNMENT BOARDS HAVE YOU SERVED ON IN THE PAST OR CURRENTLY?

_____
_____
_____
_____
_____

OTHER COMMENTS OR INFORMATION:

_____
_____
_____

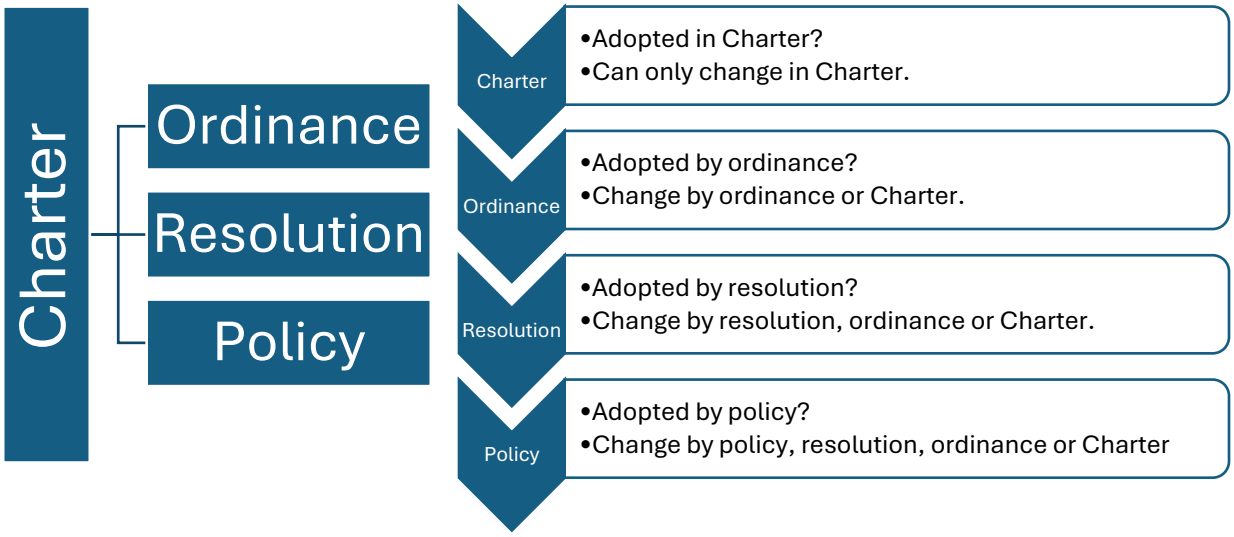
In accord with F.S. 760.80(4) Please indicate the following:
Applicant's race: _____
Ethnicity: _____
Gender: _____
Physical disability, if any: _____

AGREEMENT: *I hereby certify that all the information contained herein is true to the best of my knowledge. I hereby agree and understand that this document, once submitted, is an official/public record of the City of Palatka. I understand that the Palatka City Commission may require an interview at a publicly held meeting to consider my application. I understand that, if appointed, I will serve in a volunteer capacity on this board/committee. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam County Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term. I understand that per the Florida Constitution I cannot serve on more than one board/committee, unless the board/committee's responsibilities are strictly advisory.*

_____

SIGNATURE OF APPLICANT **DATE**

Hierarchy of City's governing documents:



Board/Committee Name	Method established	# of members
Airport Advisory Board*	Ordinance	7
Board of Zoning Appeals	Ordinance	7
CATF*	Resolution	7
City Commission	Charter	5
CRA*	Resolution	7
Charter Review	Resolution	12
Firefighters Pension*	Ordinance	5
General Employee Pension*	Ordinance	5
Historic Preservation*	Ordinance	7
Library Board	Ordinance	9
Palatka Gas Authority	Charter & Ordinance	5
Planning Board	Ordinance	9
Palatka Housing Authority	Florida Statute	5
Police Pension*	Ordinance	5
Public Art Committee*	Resolution	7
TIFAC	Unknown	5
Tree Committee	Ordinance	7

*Indicates specific criteria for membership.

City of Palatka
Boards and Committees Governing Policy
Effective April 23, 2026

The purpose of this policy is to establish a consistent approach to volunteer board and committee appointments while promoting consistent participation by volunteers and recognizing the value of civic engagement.

This policy is intended to:

- Establish a transparent, consistent, and equitable process for recruiting members;
- Ensure boards maintain quorum and function effectively;
- Encourage engagement from members;
- Provide a clear, fair, and non-punitive process for addressing repeated absences.

This policy shall be interpreted and applied in a manner that prioritizes retention of willing volunteers whenever practicable. This policy applies to all appointed members of City of Palatka advisory boards and committees, unless otherwise governed by state law or specific ordinance provisions.

1. Recruitment

- The City shall advertise vacancies across multiple platforms, including the City website, social media and posting on the City Commission agenda.
- Board vacancies shall be posted at least 30 days prior to appointments, where practicable.
- Board applications shall be reviewed by the relevant Department Head prior to placing the appointment on the agenda.

2. Board Expectations

Board members are expected to:

- Attend all regularly scheduled meetings;
- Notify staff or the chair in advance if unable to attend;
- Review the agenda packet in advance;
- Be prepared to provide objective, advisory input;
- Follow Florida Sunshine Law and ethics requirements;
- Act in the best interest of the City of Palatka;
- Maintain respectful and professional conduct;
- Disclose *ex parte* communications and conflicts of interest;
- Remain engaged and responsive in their role.

3. Attendance Threshold

A member who accumulates three (3) consecutive absences or more than 25% absences annually shall be subject to review for removal. Attendance shall be tracked by staff and reported

periodically. Any vacancy declared under this policy shall be documented in meeting minutes or administrative records.

4. Pre-Removal Process

After the second consecutive absence, before any removal process, staff or the chair shall attempt to contact the member to confirm their continued interest in serving and identify any barriers to attendance.

5. Removal Process

If a member reaches three (3) consecutive absences and fails to respond or re-engage:

- The position may be deemed vacant by the appointing authority or governing body.
- Removal should be framed as an administrative necessity to maintain board functionality.

6. **Replacement Procedure**

- Applications shall be submitted to the City Clerk. If the board or committee has specific criteria for membership, the applicant shall indicate in their application which criteria they are applying for. It is the responsibility of the applicant to identify the applicable membership criteria.
- Board applications shall be reviewed by the relevant Department Head prior to placing the appointment on the agenda.
- The applicant shall attend the City Commission that considers their appointment. The full City Commission shall appoint a replacement through a majority vote at a public meeting.
- New appointees shall be provided with a board handbook and onboarding process.

CITY OF PALATKA
ORIENTATION GUIDE FOR BOARD & COMMITTEE MEMBERS
EFFECTIVE: April 23, 2026

WELCOME!

Thank you for volunteering to serve the City of Palatka! Your participation is essential to effective, transparent, and community-driven local government. This guide is designed to give you a practical, easy-to-use overview of your role, responsibilities, and the rules that guide your service.

YOUR ROLE

Most City of Palatka boards and committees are advisory, meaning you make recommendations to the City Commission, not final decisions (unless otherwise specified in limited circumstances). However, these recommendations are relied upon by the City Commission so your input, suggested conditions and review are very important. Preparation and participation are key to the success of the City.

Understanding how your board or committee was established helps provide guidance. The hierarchy of authority of the governing documents at the City are: Charter (highest); Ordinances; Resolutions; then finally, Policies.

Board/Committee Name	Method established	# of members
Airport Advisory Board*	Ordinance	7
Board of Zoning Appeals	Ordinance	7
CATF*	Resolution	7
City Commission	Charter	5
CRA*	Resolution	7
Charter Review	Resolution	12
Firefighters Pension*	Ordinance	5
General Employee Pension*	Ordinance	5
Historic Preservation*	Ordinance	7
Library Board	Ordinance	9
Palatka Gas Authority	Charter & Ordinance	5
Planning Board	Ordinance	9
Palatka Housing Authority	Florida Statute	5
Police Pension*	Ordinance	5
Public Art Committee*	Resolution	7
TIFAC	Unknown	5
Tree Committee	Ordinance	7

*Indicates specific criteria for membership.

Your board is created by one of these, which determines its authority. The Charter and all adopted ordinances are reviewable online at Palatka Municode. If you haven't done so already, please familiarize yourself with the document that establishes the board or committee that you are serving.

YOUR CORE RESPONSIBILITIES

As a member, you are expected to:

- Attend meetings regularly
- Review materials in advance
- Participate in discussions
- Provide objective, informed input
- Act in the best interest of the City
- Maintain professionalism and respect

MEETING BASICS

Before the meeting: Prepare by reading the agenda packet. All City agendas are available online. The Clerk or appropriate staff will send you a link to review prior to the meeting. If you have questions, contact staff – we are here to help! Our meetings generally follow Roberts Rules of Order. Become familiar with the basics so you can participate effectively.
During the meeting, please be professional and respect your fellow board members, staff, and the public. Stay focused on the agenda – it helps to keep meetings running efficiently. Follow the Chair's direction. Feel free to ask questions of staff and applicants if you want more information before making a decision.

SUNSHINE LAW – THE MOST IMPORTANT RULE!

Florida's Sunshine Law requires transparency in government.
Key Rule: You cannot discuss board business with another member outside a public meeting.
This includes: Conversations, E- mails, texts, and social media postings – including simple emojis indicating your support or disapproval of an upcoming agenda item.
Public Records: Your emails, texts, and messages about board business are public records under Fla. Stat. 119.

PUBLIC PARTICIPATION

The public has a right to speak before official action is taken.
You should:

- Listen respectfully
- Avoid arguing with speakers
- Let the Chair manage the discussion

ATTENDANCE EXPECTATIONS

Your attendance matters for quorum and effectiveness.

- Notify staff if you cannot attend
- Three consecutive absences or excessive absences may result in removal

ETHICS & CONFLICTS

You must:

- Disclose conflicts of interest
- Avoid voting when required

- Act fairly and without bias

When unsure, ask the City Attorney.

QUASI-JUDICIAL BOARDS (PLANNING & HISTORIC PRESERVATION ONLY)

If you serve on the Planning Board or Historic Preservation Board, your role is different.

You act like a judge

This means:

- You must be fair and impartial
- You cannot prejudge cases
- You must base decisions only on evidence presented at the meeting

Ex Parte Communications

If someone talks to you about a case outside a meeting:

- You must disclose it on the record
- State who spoke to you and what was said

Evidence Standard

Your decisions must be based on **competent substantial evidence** presented during the hearing.

APPLICATION & APPOINTMENT PROCESS

- Submit application to the City Clerk
- Application is reviewed and placed on a Commission agenda
- Appointment is made at a public meeting

You may be asked to attend the meeting where your appointment is considered.

FINANCIAL DISCLOSURE

Some members must file a financial disclosure form within 30 days of appointment and annually thereafter.

COMMUNICATION GUIDELINES

With Staff

- Staff is your primary point of contact
- Ask questions through staff, not other members

With Other Members

- Do not discuss board business outside meetings

With the Public

- Listen, but do not commit the board to positions outside meetings

PUBLIC RECORDS

Anything related to your role may be requested by the public.

When in doubt:

- Save communications
- Do not delete records related to board business

RESIGNATION

If you need to step down:

- Notify the City Clerk in writing

SUPPORT RESOURCES

The City is here to help you in your new role. The City Clerk can provide information regarding meetings, applications, records. Your Staff Liaison is your subject matter support. The City Attorney can help you with any legal or ethical questions you may have.

QUICK SUCCESS TIPS

- Show up prepared
- Ask questions early
- Stay neutral and objective
- Follow Sunshine Law strictly
- Focus on what is best for the City

THANK YOU

Your service helps shape the future of the City of Palatka. We appreciate your time, expertise, and commitment to public service!

CITY OF PALATKA
VOLUNTEER BOARD & COMMITTEE MEMBER ONBOARDING POLICY
Effective Date: April 23, 2026*

SECTION 1. PURPOSE

The purpose of this policy is to establish a formal, consistent onboarding framework for all volunteer board and committee members of the City of Palatka. This policy is intended to:

- Promote transparency, accountability, and effective governance;
- Ensure compliance with Florida law, including Sunshine Law requirements;
- Provide clear expectations for participation, conduct, and responsibilities;
- Support the effective functioning of advisory and quasi-judicial boards.

This policy shall be interpreted in a manner that supports the retention and engagement of qualified volunteers while maintaining operational effectiveness.

SECTION 2. APPLICABILITY

This policy applies to all appointed members of City of Palatka boards and committees unless otherwise governed by state law, the City Charter, or specific ordinance provisions.

SECTION 3. AUTHORITY

Boards and committees operate within the City's legal framework. The various boards and committees serving the City of Palatka are established by different methods. Below are the City's current volunteer boards and committees with the mechanism utilized for establishment:

Board/Committee Name	Method established	# of members
Airport Advisory Board*	Ordinance	7
Board of Zoning Appeals	Ordinance	7
CATF*	Resolution	7
City Commission	Charter	5
CRA*	Resolution	7
Charter Review	Resolution	12
Firefighters Pension*	Ordinance	5
General Employee Pension*	Ordinance	5
Historic Preservation*	Ordinance	7
Library Board	Ordinance	9
Palatka Gas Authority	Charter & Ordinance	5
Planning Board	Ordinance	9
Palatka Housing Authority	Florida Statute	5
Police Pension*	Ordinance	5
Public Art Committee*	Resolution	7
TIFAC	Unknown	5
Tree Committee	Ordinance	7

*Indicates specific criteria for membership.

SECTION 4. APPLICATION AND APPOINTMENT PROCESS

4.1 Application Requirement

All applicants for appointment or reappointment must submit the official City of Palatka Board/Committee Application to the City Clerk.

The application shall include, at a minimum:

- Identification of the board or committee sought;
- Contact and residency/business information;
- Professional qualifications;
- Prior governmental board experience;
- Any additional relevant information.

It is the applicant's responsibility to understand the nature of the role they are applying for. If the board or committee they are applying for has specific criteria for membership, it is the applicant's responsibility to indicate on their application how their experience meets the criteria.

4.2 Acknowledgments by Applicant

By submitting an application, the applicant acknowledges that:

- The application is a public record;
- Appointments are made in a public meeting;
- Service is voluntary;
- Financial disclosure may be required by Florida law;
- Dual service on multiple boards is generally prohibited unless advisory in nature.

4.3 Appointment Procedure

Appointments shall occur as follows:

1. Application submitted to the City Clerk;
2. Review by the appropriate Department Head or City Manager absent an applicable Department Head;
3. Placement on a City Commission agenda;
4. Consideration and appointment by majority vote of the City Commission in a public meeting. Applicants are strongly encouraged to attend the City Commission hearing that appoints them to their new role.
5. The City Clerk shall swear in all appointments at the beginning of the first board or committee meeting that they first serve.

4.4 Reappointment

Members seeking reappointment must submit a new application and shall be considered through the same process as new applicants.

SECTION 5. MEMBER RESPONSIBILITIES

All board and committee members shall:

- Attend all scheduled meetings;
- Review agenda materials in advance;
- Provide objective, advisory input;
- Act in the best interest of the City;
- Maintain professional and respectful conduct;
- Disclose conflicts of interest and *ex parte* communications;
- Comply with all applicable laws, including Florida Sunshine Law and ethics requirements.

SECTION 6. MEETING CONDUCT AND PUBLIC PARTICIPATION

Boards and committees shall conduct meetings in accordance with Florida law, including providing an opportunity for the public to be heard prior to official action, subject to statutory exceptions.

Boards may adopt reasonable rules to maintain order and decorum. Familiarity with Roberts Rules of Order is strongly encouraged.

SECTION 7. SUNSHINE LAW COMPLIANCE

7.1 General Requirement

All meetings and discussions between two or more members regarding board business must occur in a properly noticed public meeting.

7.2 Prohibited Communications

Members shall not discuss board matters outside public meetings through:

- In-person conversations;
- Telephone calls;
- Emails or text messages;
- Social media or third-party intermediaries.

7.3 Public Records

All communications related to official duties are public records, regardless of the device or platform used.

SECTION 8. ATTENDANCE POLICY

8.1 Attendance Expectations

Members are expected to attend all regularly scheduled meetings unless prevented by illness, emergency, or other reasonable circumstances.

8.2 Threshold for Review

A member shall be subject to review for removal upon:

- Three (3) consecutive absences; or
- Absences exceeding twenty-five percent (25%) annually.

8.3 Pre-Removal Contact

After two (2) consecutive absences, staff or the Chair shall attempt to contact the member to confirm continued interest in serving.

8.4 Removal

If a member fails to respond or re-engage, the appointing authority may declare the position vacant to maintain board functionality.

SECTION 9. ETHICS AND CONFLICTS OF INTEREST

Members shall comply with all applicable provisions of Florida ethics law, including:

- Disclosure of conflicts of interest;
- Abstention from voting where required;
- Avoidance of situations that create the appearance of impropriety.

SECTION 10. FINANCIAL DISCLOSURE

Where required by Florida law, members shall file a Statement of Financial Interests within thirty (30) days of appointment and annually thereafter for the duration of their term.

SECTION 11. QUASI-JUDICIAL TRAINING REQUIREMENTS

11.1 Applicability

This section applies exclusively to members of the following boards:

- Planning Board;
- Historic Preservation Board.

11.2 Nature of Quasi-Judicial Proceedings

These boards conduct quasi-judicial hearings, which require members to act in a manner similar to a judge, including:

- Making decisions based on competent substantial evidence;
- Maintaining neutrality and fairness;
- Ensuring due process rights of applicants and affected parties.

11.3 Required Training Topics

Members shall receive training on the following topics prior to or shortly after appointment:

- Difference between legislative and quasi-judicial actions;
- Standards of competent substantial evidence;
- Proper conduct of hearings;
- Role of staff reports and expert testimony;
- Ex parte communications and disclosure requirements;
- Conflict of interest considerations;
- Due process and fairness requirements.

11.4 Ex Parte Communications

Members may receive *ex parte* communications but must:

- Disclose the substance of such communications on the record prior to the hearing;
- Identify the source of the communication;
- Allow affected parties an opportunity to respond.

11.5 Decision-Making Standard

Decisions must be based solely on evidence presented during the public hearing and applicable legal standards.

11.6 Prohibition on Bias

Members shall not prejudge cases and must remain impartial until all evidence is presented.

SECTION 12. RECORDS AND TRANSPARENCY

All board-related communications and documents are subject to Florida Public Records Law. Members shall cooperate with the City Clerk in responding to public records requests.

SECTION 13. RESIGNATION AND VACANCIES

Members wishing to resign shall submit written notice to the City Clerk. Vacancies shall be filled in accordance with the appointment procedures set forth in this policy.

SECTION 14. ONBOARDING REQUIREMENTS

Upon appointment, each member shall receive:

- This policy document;
- Applicable board-specific materials;
- Sunshine Law guidance;
- Quasi-judicial training (if applicable).

Members may be required to acknowledge receipt and understanding of these materials.

Playpalette: Bloom Bay

4/17/26

Intellectual property of GameTime, a PlayCore Company. The site shown in rendering is an interpretation and may not reflect exact site conditions.

GameTime
A PLAYCORE Company

www.gametime.com

Booker Park Playground

Palatka, FL

drp Dominica Recreation Products

www.playdrp.com

Playpalette: Bloom Bay

4/17/26

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Palatka, FL

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www.gametime.com

Dominica Recreation Products
www.playdrp.com


Untitled Map
Write a description for your map.
Legend
Google Earth
70 ft
N

By Others:

-Removal & Disposal of existing equipment, footers, surfacing & borders.



QUOTE

108572-01-02 • 04/17/2026

Booker Park ~ Playground

Customer:

City of Palatka
1010 Ocean St
Palatka, FL 32177
United States

Ship to Zip: 32177

Prepared for:

Eddie Cutwright
ecutwright@palatka-fl.gov

Prepared by:

GameTime
c/o Dominica Recreation Products, Inc.
P.O. Box 520700
Longwood, FL 32752-0700
800-432-0162 * 407-331-0101
Fax: 407-331-4720
www.playdrp.com

Quantity	Part #	Description	Unit Price	Amount
By Owner: ** removal and disposal of existing equipment, footers, surfacing and borders.* ** provide site access for construction equipment and staging area*				
1	14927	**GameTime - NDS Play On Sign Package**		
63	4850	**GameTime - 8" Playcurb Pkg**	$93.66	$5,900.58
1	4854	**GameTime - Accessible Playcurb**	$636.00	$636.00
1	RDU	**GameTime - PT24066 Double Agent PrimeTime System** ages 5-12 • (3) 12024 – 3 1/2" Uprt Ass'Y Alum 9' • (4) 12025 – 3 1/2" Uprt Ass'Y Alum 10' • (3) 12026 – 3 1/2" Uprt Ass'Y Alum 11' • (1) 12027 – 3 1/2" Uprt Ass'Y Alum 12' • (4) 12068 – 3 1/2"Uprt Ass'Y Alum 13' • (1) 12217 – 2'-6"/3'Horiz Ladder Atth • (1) 12928 – Deck Flat Cap Pkg-45 1/2" • (1) 14454 – STEGO CLIMBER 5'-0"/ 5'-6" • (1) 14472 – VERT WALL CLIMBER 8'-0" • (1) 18200 – 36" Sq Punched Deck P/T 1.3125 • (6) 18201 – 36" Tri Punched Deck P/T • (1) 18679 – Bongos • (1) 18766 – Fun Seat 36" • (1) 18882 – Flower Spinner Half Panel • (1) 18900 – Braille Panel • (2) 19001 – Entry Way • (1) 19005 – Transfer System W/Barrier (2' Rise) • (1) 19085 – Djembe • (1) 19099 – Schooner (7'-6" & 8') • (1) 19244 – Thunderring Panel • (1) 19285 – Transfer Platform W/ Guardrail 3' • (1) 19287 – River Rock Climber • (1) 19289 – Two Piece Hex Deck • (1) 19322 – Swerve Slide • (1) 19327 – Pod Climber • (1) 19418 – Walk-In Double Fun-L Up (Link) • (1) 19791 – Dbl Rumble & Roll 2'-6"/3'	$64,650.00	$64,650.00

		• (1) 19887 – 8' Straight Slide • (4) G12069 – 3 1/2"Uprt Ass'Y Galv 14'		
1	Replace	**DRP Promo - DRP Replacement Playground Promotion** **Discount offer valid until June 30, 2026** *See terms and conditions at www.playdrp.com/replace*	($32,325.00)	($32,325.00)
2	6232	**GameTime - Pod (1'-0")**	$372.00	$744.00
2	6233	**GameTime - Pod (2'-0")**	$425.00	$850.00
1	6376	**GameTime - Duo Spinner**	$2,930.00	$2,930.00
1	5192	**GT-Shade - Double Bay Swing Shade**	$14,556.00	$14,556.00
2	5293	**GameTime - Enclosed Tot Seat for 8' Toprail**	$424.00	$848.00
2	5287	**GameTime - Belt Seat for 8' Toprail**	$286.00	$572.00
1	91778	**GameTime - SkyRun Zip Track 35 - Zip Seat**	$18,730.00	$18,730.00
1	Sealed	**5-Star Plus - Signed/Sealed FBC 2023 8th Edition Building Code Drawings**	$1,350.00	$1,350.00
1	INSTALL	**5-Star Plus - Five Star Plus Playground Installation Services** *Performed by a Certified Installer, includes meeting and unloading delivery truck, signed completion forms, site walkthrough, and 3-Year Labor Warranty!*	$36,930.00	$36,930.00
1	Permits	**5-Star Plus - Building Permits** *Estimated Costs of Permits plus Time. If actual permit fees are significantly higher or lower, final invoice will be adjusted accordingly. If additional time spent acquiring permits, due to lack of information from owner, final invoice to be adjusted.* ***Survey & Siteplan are to be provided by the owner for the permit application. Correct legal address will be required.***	$1,500.00	$1,500.00
150	EWF-Bulk	**GT-Impax - Engineered Wood Fiber - Per Cubic Yard** *ADA Compliant - IPEMA Certified - ASTM F1292 & F1951 Compliant approx 4,250 sf @ 8" compacted depth*	$48.95	$7,342.50
1	INSTALL	**GT-Impax - Spreading of Wood Fiber** *Wood Fiber will be delivered by large truck and dumped in staging area. Installer will use bob-cat or similar to move wood fiber into site, one load at time. Installer not responsible for sod or sidewalks from staging area to job site.*	$3,000.00	$3,000.00
1	178749	**GameTime - Owner's Kit**	$98.07	$98.07

Sub Total	$128,312.15
Discount	($5,430.65)
Freight	$9,298.39
Grand Total	**$132,179.89**

QUOTE

108572-01-02 • 04/17/2026

Prepared by: Gina Wilson | Vice-President / Senior Project Manager
800-432-0162 ext. 101 ginaw@gametime.com

All pricing in accordance with Omnia Partners / U.S. Communities Contract #2017001134.
All terms in the Omnia Partners / U.S. Communities Contract take precedence over terms shown below.
For more information on the Omnia Partners / U.S. Communities contract please visit Omnia Partners Public Sector GameTime

Signed/Sealed Drawings may be included when expressly stated on proposal.
Permits and permitting services may be included when expressly stated on the proposal. Unless specifically noted, permit fees, third-party reviews, inspections, bonds, and jurisdictional requirements are not included. The owner is responsible for providing **current and accurate site plans, surveys, and required property information** as needed by the permitting authority. **The permit process cannot begin until all required information is received from the owner.** Permitting timelines vary by jurisdiction and are **outside of our control**. Delays related to permitting, reviews, or approvals are not considered manufacturing or installation delays. Additional requirements arising during the permitting process, including but not limited to engineering revisions, soil testing, or jurisdictional comments, shall be treated as a **change in scope**.

Orders from **governmental agencies, school districts, municipalities, and other public entities** may be accepted with a purchase order, signed quotation, or written authorization. Payment terms are Net 30 unless otherwise stated. Deposit requirements may apply for **custom or made-to-order products**, including Landmark Designs items.
When installation is included as a **turn-key project**, payment for installation-related work is due **upon completion and acceptance of the work**, unless otherwise stated. For larger or extended projects, **progress invoices may be issued** based on work completed or materials delivered to the site. GameTime reserves the right to invoice for **materials manufactured, shipped, or received on site**.

Installation Terms: Installation, when included, is performed by an **independent, certified installer** and is based on **standard installation conditions**. Installation assumes suitable soil, normal excavation conditions, proper sub-base, and unrestricted site access.The following are **excluded unless expressly stated**: drainage design or correction; soil remediation or import/export; rock, roots, debris, or concealed conditions; dewatering; erosion control; sod replacement; landscaping; irrigation repair; and site restoration.If unsuitable soil, drainage issues, high water table, or concealed conditions are encountered, **additional costs may apply**. The owner is responsible for site readiness, utility marking, site access, and protection of the work area before, during, and after installation.

Shade Terms : Shade structures are engineered and manufactured for the actual project location, including applicable building codes and design wind loads based on the local codes. Shade installation is a **heavy construction activity** and may require **large concrete footings, excavation, and crane or specialty equipment access**. Adequate site access, staging area, and clearance must be provided by the owner. The following are **excluded unless expressly stated**: sod replacement; landscaping or irrigation repair; site restoration; drainage correction; removal of existing structures; and repair of access paths or staging areas impacted during installation.
Once installation is complete and the installer has **demobilized from the site**, the owner is responsible for **removal or securing of shade fabric** when hurricanes or wind events exceeding the designed wind load are anticipated. Shade structures do not include lightning protection systems or mitigation devices unless expressly stated. Electrical work, grounding beyond standard requirements, and site-specific electrical provisions are excluded.

QUOTE

108572-01-02 • 04/17/2026

Billing Information

(bill to): _____

(address): _____

_____

(contact): _____

(phone): _____

(email): _____

Shipping Information

(ship to): _____

(address): _____

_____

(contact): _____

(phone): _____

(email): _____

Sales Tax Exemption Certificate Number # : _____ Please provide a verifiable certificate

Quote Validity : Pricing is firm for 60 days from the date of quotation unless otherwise stated.
Pricing Basis : Quotes are based on shipment of all items at one time to a single destination unless noted. Changes to scope, quantities, delivery conditions, or site requirements may result in price adjustments.
Exclusions : This quotation excludes off-loading and unloading of materials; lift-gate service; storage of materials prior to installation; site security; acceptance of deliveries; removal of existing equipment; site work; landscaping; drainage; utility relocation; fencing; signage; lighting; and any work not expressly described or included on this proposal.
Shipping Terms : All equipment ships F.O.B. factory unless stated. Title and risk of loss transfer in accordance with standard shipping terms.
Taxes : Sales, use, and similar taxes are not included unless expressly stated. Applicable taxes will be added at time of invoicing unless a valid tax-exempt certificate is provided prior to order entry.
Production & Shipment : Manufacturing, fabrication, and shipment will not begin until all required approvals and deposits are received.

Acceptance of quotation:

Accepted By (name): _____

Signature: _____

Title: _____

E-Mail: _____

P.O. No: _____

Date: _____

Phone: _____

Purchase Amount: **$132,179.89**

Options for Low Barrier 12 Hour Shelter

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

From July 2025 until the present, staff has pursued various alternatives, attended homelessness conferences, joined Key to Home, visited tiny homes communities, researched ordinances, analyzed various buildings and zoning, planned town hall meetings, and even made repairs to Willard Cooper, in a effort to address the critical matter of homelessness.

The Board of Commissioners charged staff to review our vacant properties to identify buildings that could potentially be used for a 12-hour, low-risk overnight shelter; which would include an assessment of minimum life-safety requirements and approval from the Fire Marshal, verification of zoning, and other matters.

The **Willard E. Cooper Building** may be a candidate for limited-duration use, but even for a 12-hour shelter, basic fire safety, occupancy limits, restroom access, and ADA considerations would need to be reviewed. While full code upgrades may not be required for short-term use, some interim safety measures would likely still be necessary.

A site visit was conducted on June 6th, 2025. Roof repairs are scheduled to commence the week of June 23rd, 2025, with an estimated cost of $20,000. Additional repairs—including plumbing, electrical, lighting, painting, flooring, and tree removal ($70,000 maximum)—are planned by July 31st, 2025.

The plan was to have the security installation completed by August 10th, 2025, and fencing was expected to be finished by August 31st, 2025. The Fire Department will complete the installation of the sprinkler system and fire alarm in the next fiscal year. This work is not to exceed a total cost of **$130,000**—with **$90,000** allocated for the sprinkler system and **$30,000** for fire alarms. Confirmed the zoning approval for the activity being considered. This plan was halted, until commissioner directives could be clarified.

Since we are only considering use for a low-level cold weather shelter, I believe we can bring the building up to minimum code requirements for significantly less—likely in the

range of $65,000. The area that would require fire suppression is much smaller than Jenkins, which should help reduce overall costs. That said, we will move forward with obtaining a few quotes to confirm and ensure accuracy.

The **Price Martin Community Center** is the strongest candidate, as it already meets requirements for temporary cold-weather sheltering and would likely be the most straightforward option once reopened.

The **Public Works (Old Building)** would be less viable in its current condition due to the level of repairs needed to meet even minimum safety standards.

Overall, a 12-hour low-barrier model could reduce the level of improvements required, but it would not eliminate the need for Fire Marshal approval and basic compliance with life-safety standards.

PROJECT ANALYSIS

Staff Recommendation

Review the options provided and give clear direction which to pursue to complete for occupancy for the request made by Pastor Sheila McCoy.

ATTACHMENTS

1.	Low risk shelter analysis
2.	Fire Marsha Willard Cooper Center July 2025 Assessment

Options for 12-Hour, Low Risk Overnight Shelter

As of April 17, 2026, several identified buildings could potentially support a **12-hour, low-risk overnight shelter**, contingent on **Fire Marshal approval** and meeting **minimum life-safety standards**.

- **Willard E. Cooper Building**
  - Viable candidate for limited-duration use.
  - Already **properly zoned** with most improvements complete.
  - Remaining requirements primarily tied to **Fire Marshal approval**.
  - Would still require review of:
    - Fire safety measures
    - Occupancy limits
    - Restroom access
    - ADA compliance
  - Estimated cost to meet minimum standards for low-risk use: **~$85,000** (potentially less than full upgrade estimate).
- **Price Martin Community Center**
  - **Strongest candidate**.
  - Already meets requirements for **temporary cold-weather sheltering**.
  - Expected to be the **most straightforward option** once reopened.
- **Public Works (Old Building)**
  - **Not recommended in current condition**.
  - Requires substantial repairs to meet even **minimum safety standards**.
- **Operational Consideration**
  - A 12-hour, low-risk model **reduces improvement requirements**, but does **not eliminate**:
    - Fire Marshal approval
    - Basic life-safety compliance
- **Next Steps**
  - Coordinate with **Fire Marshal** to confirm minimum requirements.
  - Obtain **multiple quotes** to validate cost estimates, particularly for fire suppression needs.
  - Note: Fire suppression scope is **smaller than Jenkins**, which should help reduce costs.
- **Funding**
  - **$99,700 in ARPA funds** already designated for homelessness initiatives.
  - Can be applied toward estimated **$130,000 full project cost**.
  - Lower-cost, minimum-compliance option may reduce funding gap.
- **Policy Consideration**
  - Whether to invest in **rehabilitating residential structures in non-commercial areas** for shelter use.
  - Would require evaluation of:
    - Zoning impacts
    - Neighborhood compatibility
    - Long-term maintenance obligations

Palatka Fire Department

100 N 11th St.
Palatka, Florida 32177
Chad Branford, Deputy Chief
Office/Fax: 386-983-1666
E-Mail: cbranford@palatka-fl.gov

To whom it may concern,

My purpose in writing this letter is to give a brief explanation of the Florida Fire Prevention Code as it relates to a change of occupancy, change of use, and the related Life Safety requirements when changes occur. Without plans I am unable to provide all the requirements of the Code; I will attempt to include the most critical components. All references to the code will come from the 8th edition of the Florida Fire Prevention Code (NFPA 1 and 101 2021 editions).

There is a proposal to convert the building at 521/523 S. 13th St. (Willard E. Cooper Center) into a homeless shelter. The building was and is currently being utilized as a business occupancy as defined by the FFPC.

Any time there is a change of occupancy type or change of use, the building shall be treated as a new occupancy and must comply with all the life safety requirements of the current FFPC for the new occupancy type. In this case the change would be from Business to Lodging and Rooming Houses or Dormitories as defined by the FFPC. In either case, Dormitory or Rooming and Lodging there is a requirement for a monitored fire alarm system, fully automatic fire sprinkler system, fire hydrant located within 100' of the FDC, emergency lighting and panic hardware on the doors. There is also a requirement to provide sealed plans from a design professional for the plans review process.

The building shall comply with the most restrictive requirements for the occupancy involved. The building cannot be occupied until all the life safety requirements are met. I have included the applicable Code references.

Respectfully,

Chad Branford

City of Palatka

Fire Marshal

Palatka Fire Department

100 N 11th St.
Palatka, Florida 32177
Chad Branford, Deputy Chief
Office/Fax: 386-983-1666
E-Mail: cbranford@palatka-fl.gov

NFPA 101 2021 edition code reference.

3.3.43 Change of Occupancy Classification.
The change in the occupancy classification of a structure or portion of a structure. (SAF-FUN)

3.3.44 Change of Use.
A change in the purpose or level of activity within a structure that involves a change in application of the requirements of the *Code*. (SAF-FUN)

6.1.11 Business.
For requirements, see Chapters **38** and **39**.

6.1.11.1* Definition — Business Occupancy.
An occupancy used for the transaction of business other than mercantile.

6.1.14.3.2*
The building shall comply with the most restrictive requirements of the occupancies involved, unless separate safeguards are approved.

6.1.8.1.2 Definition — Lodging or Rooming House.
A building or portion thereof that does not qualify as a one- or two-family dwelling, that provides sleeping accommodations for a total of 16 or fewer people on a transient or permanent basis, without personal care services, with or without meals, but without separate cooking facilities for individual occupants.

6.1.8.1.4* Definition — Dormitory.
A building or a space in a building in which group sleeping accommodations are provided for more than 16 persons who are not members of the same family in one room, or a series of closely associated rooms, under joint occupancy and single management, with or without meals, but without individual cooking facilities.

APPENDIX 16

PROPER PROCEDURE FOR HIRING NEW EMPLOYEES

POLICY:

~~Any individual considered for employment with the City of Palatka needs to be sent to the First Coast Career Service Office to see if they are qualified for the Wages Program. This is a considerable saving for the City of Palatka. The First Coast Career Service Office will send a completed form back to the City via the individual. This has to be done prior to employment.~~

Purpose

This policy establishes a consistent, fair, and inclusive framework for hiring employees. It ensures that candidates are evaluated based on qualifications, competencies, and potential, while recognizing that relevant experience and alternative education pathways may substitute for formal degrees.

Scope

This policy applies to all hiring activities, including full-time, part-time, temporary, and contract roles.

Equal Opportunity Statement

We are committed to equal employment opportunity and prohibit discrimination based on race, color, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity, or any other protected status.

Minimum Qualifications

Each job posting will clearly define:

- Required education (if applicable)
- Required experience
- Required skills, certifications, and competencies

Hiring managers must ensure qualifications are job-related and not unnecessarily restrictive.

1. Education/Experience Equivalency Methodology

1.1 Philosophy

We recognize that skills and knowledge can be acquired through various pathways, including work experience, military service, certifications, apprenticeships, and self-directed learning. Equivalent combinations of education and experience will be considered.

1.2 Standard Equivalency Framework

Unless otherwise required by law or licensing requirements, the following equivalencies apply:

Education Requirement	Equivalent Experience
High School Diploma/GED	2 years of relevant experience
Associate Degree	2-3 years of relevant experience
Bachelor's Degree	4 years of relevant experience
Master's Degree	6 years of relevant experience
Doctorate	8+ years of highly specialized experience

Notes:

- "Relevant experience" must directly relate to the job's core duties
- Experience may include professional, military, freelance, or significant project-based work.

1.3 Combination Equivalency

Candidates may meet requirements through a combination of education and experience. For example:

- 2 years of college + 2 years of relevant experience may substitute for a bachelor's degree requirement.
- Professional certifications may count toward partial equivalency.

1.4 **Certifications and Alternative Credentials**

The following may be considered equivalent or supplemental:

- Industry-recognized certifications
- Technical training programs or bootcamps
- Apprenticeships or internships
- Portfolio of work (for applicable roles)

Hiring managers must document how these credentials meet job requirements on required exception form.

1.5 **Role-Specific Exceptions**

- Roles requiring legally mandated credentials (e.g., licensed professionals) are not eligible for substitution.
- Exceptions must be approved by HR & City Manager and documented.

2. Candidate Evaluation Process

2.1 Structured Evaluation

All candidates will be assessed using:

- Standardized screening criteria
- Structured interviews
- Skills assessments (if applicable)

2.2 **Documentation**

Hiring managers must:

- Document how candidates meet minimum qualifications on adopted form
- Justify equivalency determinations
- Retain evaluation records for compliance and audit purposes and placed in employee file

3. Hiring Decision Guidelines

Selections will be based on:

- Demonstrated competencies
- Relevant experience and/or education
- Cultural and organizational fit
- Potential for growth

Equivalency determinations must be applied consistently across all candidates.

4. Training and Compliance

- HR will train hiring managers on this policy.
- Regular audits will ensure consistent application.
- Non-compliance may result in corrective action.

5. Policy Review

This policy will be reviewed annually and updated as needed to reflect best practices and legal requirements.

~~A completed application and change of status form should be taken to the City Manager for approval of Grade Level; Pay Scale and Hiring starting position.~~

~~After receiving the City Manager's approval, the change of status form and the application should be given to the personnel Human Resource office so that an employment physical can be scheduled and other necessary forms are completed.~~

~~After all the necessary arrangements have been taken care of, the Personnel Human Resource office will notify the department head, so that the employee may start to work.~~

NO EMPLOYEE SHOULD BE ALLOWED TO START TO WORK UNTIL THE ~~Personnel~~ HUMAN RESOURCE DEPARTMENT HAS GIVEN AN ALL CLEAR TO THE DEPARTMENT HEAD ~~COMPLETED ALL NECESSARY PAPER WORK and~~

~~Thank you for your cooperation in this matter.~~

City of Palatka Job Vacancies Policy
City of Palatka Job Vacancies Policy

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The purpose of this request is to seek approval for the implementation of a revised Job Vacancy Policy aimed at improving transparency, efficiency, and fairness in the recruitment and selection process.

BACKGROUND

Overview of the existing job vacancy policy, including identification of outdated provisions and considerations for potential updates."

PROJECT ANALYSIS

Staff Recommendation

Staff recommend that the proposed job vacancy policy be reviewed in detail to assess its implications and effectiveness, with consideration given to adopting the policy at a later date.

ATTACHMENTS

1.	Job Vacancies Policy (003)

SECTION 03.
JOB VACANCIES:

03.1 STATEMENT OF INTENT:

~~The City of Palatka whenever possible prefers to promote it's qualified employees to fill job vacancies within the City.~~

All appointments, promotions, and transfers within the classified service shall be made in accordance with the merit system. Employment decisions shall be based on job-related qualifications, including knowledge, skills, abilities, and experience, and shall ensure fair and open competition.

A. EQUAL EMPLOYMENT OPPORTUNITY

The City shall provide equal employment opportunities in all personnel actions in accordance with applicable federal and state laws. No person shall be discriminated against on the basis of race, color, religion, sex, pregnancy, national origin, age, disability, genetic information, or any other protected status under applicable law.

B. VETERANS' PREFERENCE

Preference in appointment, promotion, and retention shall be given to eligible veterans and other qualified people in accordance with Florida law. The City shall ensure that all recruitment and selection processes comply with applicable veterans' preference requirements.

03.2 FILLING JOB VACANCIES:

A. ~~In the event of a vacancy in the classified service in any department, such vacancies &ball, if at entry level, be filled by a voluntary transfer of a qualified employee from within the organization, or by open competitive examination for qualified applicant.a from the general~~ public.

A. ENTRY-LEVEL VACANCIES

In the event of a vacancy in an entry-level position within any department, the position shall be filled by one of the following methods:

1. Internal candidates must go through the interview process and provide a recommendation from their current supervisor or Department Head; or
2. Open competitive recruitment and examination of qualified applicants from the general public.

All external recruitment shall be publicly announced through appropriate methods, including but not limited to:

- Advertisement in a newspaper of general circulation within the county; and/or
- Posting with the Florida Job Service or its successor agency.

B. NON-ENTRY LEVEL VACANCIES

Vacancies in positions above the entry level shall be filled, at the discretion of the hiring manager, whenever practicable, as follows:

1. Internal candidates will be given the opportunity to apply for a promotion or higher-level position, and the hiring manager will determine whether they are qualified. This will encourage promotion of qualified employees from the next lower classification, within the same department or within the city.
2. If no qualified candidates are available within the next lower classification, or if no such classification exists, or no qualified internal applicants have applied for the vacancy, it may be filled by open competitive recruitment of qualified applicants from the general public.

The City Manager reserves the right to determine the appropriate recruitment method and criteria, particularly, if the vacancy is for senior leadership, such as department director or manager, based on operational needs and the availability of qualified candidates.

All new hires are subject to internal quality control review, and must complete the following before being offered a position with the city:

- ✓ Employment eligibility (mandatory)
- ✓ Background check (criminal records)
- ✓ Employment Verification & History
- ✓ Reference checks
- ✓ Education & license verification

1. ~~Applications will be obtained through advertisement in a newspaper of county wide circulation, or through posting with the Job Service of Florida.~~

ii. ~~Vacancies occurring at other than entry level, in any department shall be filled, when possible by promotion of qualified employees from the next lower grade or class within the department. If there are no qualified candidates available in the next lower grade or class, or if no lower grade or class exists, then such vacancy shall be filled within the City organization, or by open competitive examination of qualified applicants from the general public. Employees transferring will be able to return to their original position within thirty (30) days.~~

PROBATIONARY PERIOD AND REINSTATEMENT RIGHTS

Any employee promoted or transferred to a new position shall serve a probationary period in accordance with City policy.

1. During the probationary period, an employee who does not successfully perform the duties of the new position may be returned to their former position, or to a comparable position, if available.
2. Employees who voluntarily transfer may be eligible for reinstatement to their former position during the probationary period, within thirty (30) days, subject to operational needs and position availability. The reinstatement request must be approved by the department they previously worked for.

RECRUITMENT AND SELECTION DOCUMENTATION

The City shall maintain appropriate documentation of recruitment, examination and selection processes to ensure compliance with merit principles, veterans' preference requirements, equal employment opportunity laws, and consistent with State of Florida statues.

Acting and Interim Role Assignments:

To provide guidelines for the temporary assignment of employees to acting or interim roles to ensure continuity of operations during absences, vacancies, or organizational transitions.

Acting Role: A temporary assignment where an employee assumes the duties of another position, typically during a short-term absence (e.g., leave).
Interim Role: A temporary assignment to fill a vacant position on a short-term basis until a permanent hire is made.

Employees may be considered for acting or interim assignments based on qualifications, experience, performance, and readiness to assume additional responsibilities.

- All acting or interim assignments must be approved by Department Head and the City Manager.
- Assignments should be documented in writing, including scope of duties, duration, and compensation (if applicable).
- Whenever feasible, opportunities should be communicated transparently to eligible employees.
- Employees may be eligible for additional compensation or a temporary pay adjustment in accordance with company policy.
- Compensation decisions will consider the scope and level of additional responsibilities.

Employees in acting or interim roles are expected to fulfill the responsibilities of the assigned position while maintaining their original duties unless otherwise specified.

Performance during the assignment may be formally or informally evaluated and may be considered in future promotion decisions.

- Acting or interim assignments end upon return of the incumbent, appointment of a permanent hire, or at management's discretion.
- Employees will return to their original roles unless otherwise determined.

Reasignment of the Putnam County CRA Representative

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Reassign the Putnam County CRA Representative

BACKGROUND

The city values its collaborative relationship with the County and appreciates the County Commission's participation on the CRA Board. That partnership is important to advancing redevelopment objectives and maintaining public trust in the integrity and inclusiveness of our shared governance. Recent public comments made by Commissioner Pellicer during a County Commission meeting have raised significant concern within our community. The language used was widely perceived as offensive and inconsistent with the standards of professionalism, respect, and inclusivity that the City of Palatka strives to uphold in all its boards and public bodies. Given the CRA Board's role in serving a diverse community and fostering equitable redevelopment, it is essential that its members reflect those values.

PROJECT ANALYSIS

Resolution 8-66 establishing the CRA states that the Putnam County member to be appointed to the CRA is to be of the district encompassing the City's Central Business District. Currently, this position is held by Commissioner Josh Alexander.

Staff Recommendation

ATTACHMENTS

1.	Reassignment of Commissioner
2.	2010-8-66 Resolution abolishing downtown redevelopment agency;establishing comunity redevelopment agency;declaring itself plus two additional members

ROBERTA M. CORREA
MAYOR-COMMISSIONER

ANNIE H. DAVIS
COMMISSIONER

JUSTIN R. CAMPBELL, SR.
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

CITY of Palatka FLORIDA

Regular meetings 2nd and 4th Thursdays of each month at 6:00 PM

MARCIA G. CARTY, CPA, CGFO
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC, FCPC
CITY CLERK

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT.

CHANTEL PIERRE, CPA
FINANCE DIRECTOR

April 21, 2026

Chair Leota Wilkinson
Putnam County Commission
2509 Crill Avenue
Palatka, FL 32177

Subject: CRA Board designee reassignment request

Chair Wilkinson:

On behalf of the City of Palatka, I am writing to respectfully request the reassignment of County Commissioner Walton Pellicer II from his position on the City's Community Redevelopment Agency (CRA) Board, and the appointment of another member of the Putnam County Board of County Commissioners to serve in that capacity.

The city values its collaborative relationship with the County and appreciates the County Commission's participation on the CRA Board. That partnership is important to advancing redevelopment objectives and maintaining public trust in the integrity and inclusiveness of our shared governance.

Recent public comments made by Commissioner Pellicer during a County Commission meeting have raised significant concern within our community. The language used was widely perceived as offensive and inconsistent with the standards of professionalism, respect, and inclusivity that the City of Palatka strives to uphold in all its boards and public bodies. Given the CRA Board's role in serving a diverse community and fostering equitable redevelopment, it is essential that its members reflect those values.

This request is not made lightly, but rather in consideration of preserving public confidence in the CRA's work and ensuring that all residents feel respected and represented. We believe that appointing an alternative County Commissioner to the CRA Board will allow the important work of the CRA to continue without distraction and will reinforce our shared commitment to respectful and effective public service.

Furthermore, Resolution 8-66 establishing the CRA states that the Putnam County member to be appointed to the CRA is to be of the district encompassing the City's Central Business District, currently this position is held by Commissioner Josh Alexander.

Your prompt consideration of this matter and your continued partnership with the City of Palatka is greatly appreciated.

Sincerely,

Mayor Roberta Correa

RESOLUTION No. 8 - 66

Entitled

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ABOLISHING THE DOWNTOWN REDEVELOPMENT AGENCY; ESTABLISHING A COMMUNITY REDEVELOPMENT AGENCY; DECLARING ITSELF PLUS TWO ADDITIONAL MEMBERS AS THE COMMUNITY REDEVELOPMENT AGENCY TO CARRY OUT THE COMMUNITY REDEVELOPMENT PURPOSES OF CHAPTER 163, PART III, FLORIDA STATUTES IN THE CENTRAL BUSINESS DISTRICT, THE SOUTH HISTORIC DISTRICT AND THE NORTH HISTORIC DISTRICT; PROVIDING FOR TERMS OF OFFICE, A REGULAR MEETING DATE, AND AN EFFECTIVE DATE.

WHEREAS, on November 10, 1983, by Resolution No. 4-11, the Palatka City Commission found a need to create a Downtown Redevelopment Agency to carry out the community redevelopment purposes of Chapter 163, Part III, Florida Statutes, subject to all responsibilities imposed thereof; and

WHEREAS, on November 10, 1983, by Resolution No. 4-12 the Palatka City Commission declared itself as the downtown redevelopment agency for the City of Palatka, Florida; and

WHEREAS, on March 22, 1984, by Ordinance No. 84-4 the Palatka City Commission established boundaries for the North and South Historic Districts for Tax Increment Purposes and on October 25, 1994, incorporated these districts into the Community Redevelopment Area; and

WHEREAS, a Community Redevelopment Area Needs Assessment Report, adopted by the Palatka City Commission on September 10, 2009, recommended rescinding the current Downtown Redevelopment Agency, also known as the CRA, and establishing a new Community Redevelopment Agency comprised of the Palatka City Commission, the President of Downtown Palatka, Inc. and one (1) member of the Putnam County Board of County Commissioners whose district included the Central Business District, the North Historic District and the South Historic District; and

WHEREAS, The City of Palatka deems it appropriate to exercise its authority under F.S. Chapter 163.357 and declare itself to be the Agency; and

WHEREAS, the City of Palatka also deems it appropriate to exercise its authority under F. S. Chapter 163.357 and appoint two additional persons to act as members of the Community Redevelopment Agency, who shall serve four year terms, except that the first additional member appointed shall serve a term of two years initially.

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

1. That the Downtown Redevelopment Agency is hereby abolished;
2. That the Community Redevelopment Agency, is hereby created and established to carry out the community redevelopment purposes of Chapter 163, Part III, Florida Statutes, in the Central Business District, the North Historic District and the South Historic District;
3. That the City Commission of the City of Palatka, Florida is hereby declared as the Community Redevelopment Agency for the City of Palatka, Florida;

4. That the City Commission hereby appoints the President of Downtown Palatka, Inc. to serve as an additional member of the Community Redevelopment Agency for an initial term of two (2) years effective immediately and expiring December 31, 2011, and every four years thereafter. Should the individual holding that position cease to hold that office, he/she shall be deemed no longer eligible to serve on the Community Redevelopment Agency and his/her membership shall terminate immediately, and his/her successor shall be appointed to hold this office.
5. That the City Commission hereby appoints one (1) member of the Putnam County Board of County Commissioners, that member who is elected to represent District 2, whose district encompasses the Central Business District, to serve as an additional member of the Community Redevelopment Agency for a term of four (4) years effective immediately and expiring on December 31, 2013. Should the individual holding that office cease to hold that office, he/she shall be deemed no longer eligible to serve on the Community Redevelopment Agency and his/her membership shall terminate, and his/her successor shall be appointed to hold this office.
6. The Community Redevelopment Agency shall have all the rights, powers, duties, privileges and immunities granted by Chapter 163, Part III, Florida Statutes subject to all responsibilities and liabilities thereof.
7. The Community Redevelopment Agency shall carry out the community redevelopment purposes authorized by Chapter 163, Part III, Florida Statutes.
8. That commencing February 11, 2010, the regular meetings of the Community Redevelopment Agency shall generally be held at 4:00 p.m. on the 2nd Thursday of each even month (February, April, June, August, October and December) unless otherwise noticed in compliance with FS 187.417.
9. This Resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, **this 11th day of February, 2010.**

PALATKA CITY COMMISSION

By: _____
Its MAYOR

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CONTENT:

_____
CITY ATTORNEY

Request to Annex, Amend Future Land Use Map and Rezone - 404 Mission Rd.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex one parcel, approximately 0.39 acre, into the City of Palatka to connect to the City's water service system, established residential dwelling is located on the parcel; amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM), and rezone from Putnam County Residential, Single-Family (R-1A) to City of Palatka Residential, Two-Family (R-2).

BACKGROUND

The application is for approx. 0.39-acre parcel located at 404 Mission Rd. The parcel has a duplex, residential dwelling unit on it. The intent of the applicant is to have City water at the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

PROJECT ANALYSIS

Please refer to staff report.

Staff Recommendation

Staff recommends approval of the request to annex approximately 0.39-acre property into the City.

Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM).

Staff recommends approval of the request to rezone from Putnam County Residential Single—Family (R-1A) to City of Palatka Residential Two-Family (R-2).

ATTACHMENTS

1.	PB 26-01 404 Mission Rd Staff Report RB
2.	Revised application with zoning.
3.	404 Mission Rd Receipt
4.	Deed
5.	Property Disclosure
6.	W&S App
7.	W&S Letter
8.	Survey Received 01.29.26 (1)
9.	404 MISSION RD AERIAL (1)

Case PB 26-01 Annex, Amend Future Land Use Map and Rezone
Parcel No.: 02-10-26-0000-0630-0011
Address: 404 Mission Rd., Approx. 0.39-Acre
Applicants: Zaddy Property Holdings LLC

STAFF REPORT

DATE: February 19, 2026

TO: City of Palatka Planning Board

FROM: STAFF

APPLICATION REQUEST

Request to annex one parcel, approximately 0.39 acre, into the City of Palatka to connect to the City's water service system, established residential dwelling is located on the parcel; amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM), and rezone from Putnam County Residential, Single-Family (R-1A) to City of Palatka Residential, Two-Family (R-2).

Public notice included legal advertisement in the Palatka Daily News, property posting, and mailed notices to property owners within 150 feet of the subject property.

Background

The application is for approx. 0.39-acre parcel located at 404 Mission Rd. The parcel has a duplex, residential dwelling unit on it. The intent of the applicant is to have City water at the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

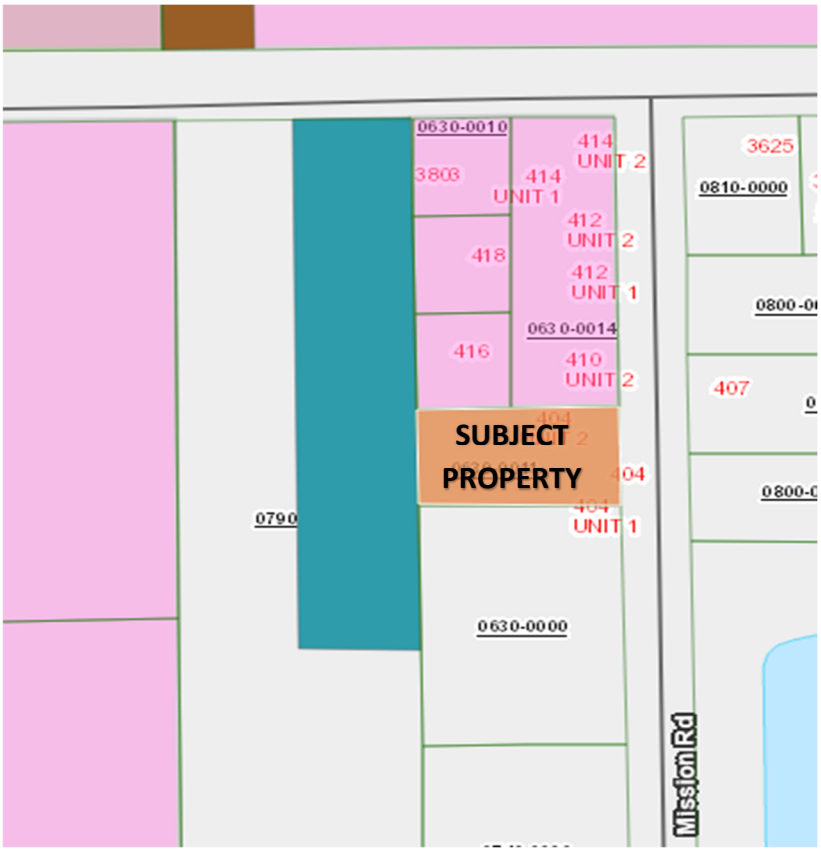


Figure 1: Subject site with City boundaries shown.

Table 1: Current and Proposed Future Land Use Map and Zoning Designations

	Actual Use	FLUM	ZONING
Property Existing	Residential	Putnam County Urban Service (US)	Putnam County Residential, Single Family (R1-A)
Property Proposed	Residential	City of Palatka Residential Medium (RM)	City of Palatka Residential Two-family (R-2)
North	Residential	City Residential Medium (RM)	City Residential Two-Family (R-2)
South	Residential	County Urban Service (US)	County Residential Single-Family (R-1A)
East	Residential	County Urban Service (US)	County Residential Single-Family (R-1A)
West	Vacant	County Urban Service (US)	County Residential Single-Family (R-1A)

PROJECT ANALYSIS

Annexation Analysis

Florida Statute 171.044 references voluntary annexation standards and requires that property proposed for annexation must meet two tests. First, properties must be contiguous to the annexing municipality and second, properties must also be "reasonably compact".

Contiguous: F.S. 171.031 provides a definition for contiguous and requires that boundaries of properties proposed for annexation must be coterminous with a part of the municipality's boundary. As shown previously, in ***Figure 1:*** Subject site, the property is contiguous to the City limits to the North of the parcel.

Compactness: The statute provides a definition for compactness that requires an annexation to be for properties in a single area and precludes any action that would create or increase enclaves, pockets, or finger areas in serpentine patterns. Annexing this property meets the standard of compactness and it does not create an enclave or pocket.

Connection to Water and Sewer: Water is available to the site in question. The applicant desires to connect to the City water system. The system has sufficient capacity to service this parcel and is adequate to handle the annexation of the site.

Comprehensive Plan Public Facilities Element Policy D.1.2.1.

The City of Palatka shall establish a coordinating relationship with the Putnam County Board of County Commissioners to discuss future development plans adjacent to City borders and to discuss the City supporting development beyond their border with water/sewer service. Areas served by Palatka water and sewer will be annexed into the City; however, the distribution of potable water for areas outside of City limits is conditioned upon annexation only when those properties become contiguous.

Future Land Use Change Analysis

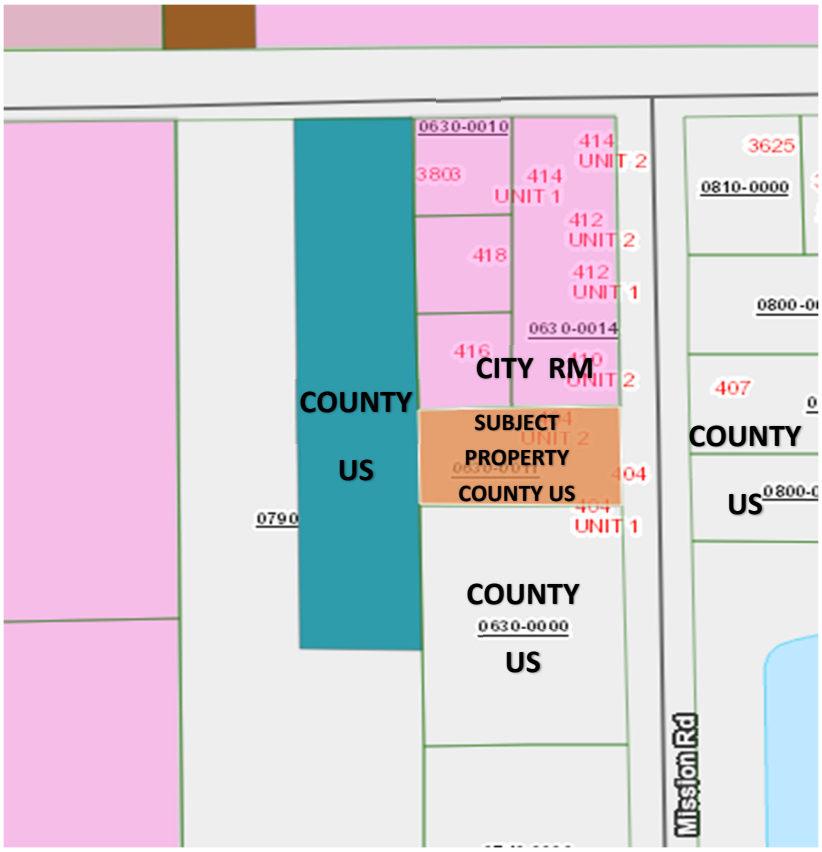


Figure 2: Current Future Land Use

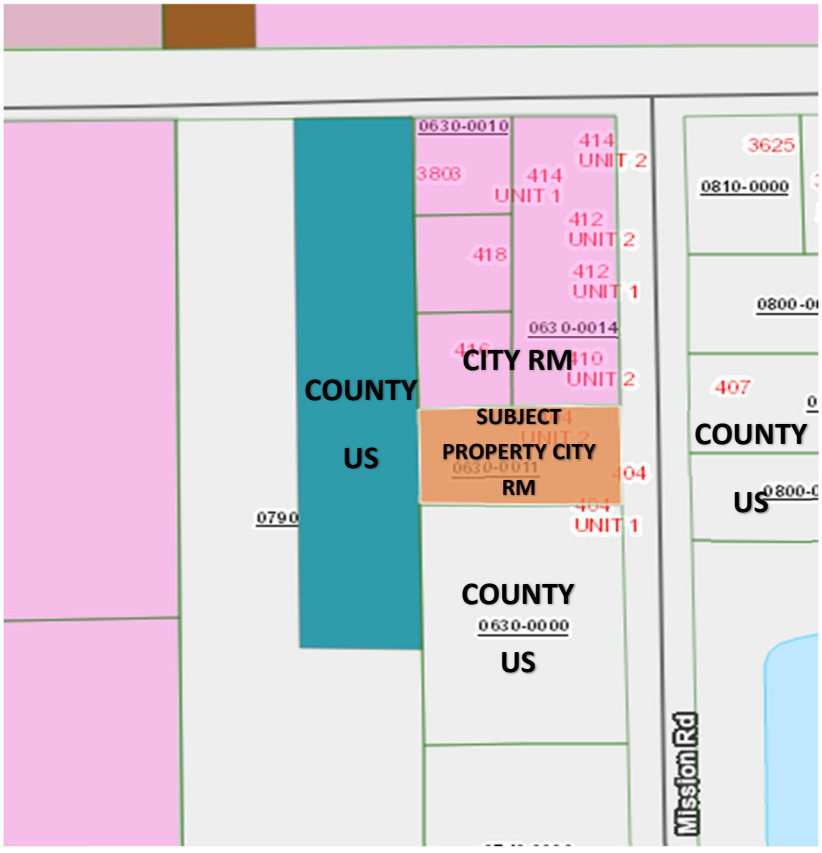


Figure 3: Proposed Future Land Use

Provide analysis of the suitability of the plan amendment for its proposed use considering the character of the undeveloped land, soils, topography, natural resources, and historic resources on site.

Response: Staff is not aware of any soil or topography conditions that would present major problems for additional future development of this property in accordance with all applicable land development regulations. Nor is staff aware of natural or historic resources on this developed site.

Provide analysis of the minimum amount of land needed as determined by the local government*.*

Response: The 0.39 acre to be designated Residential Medium (RM) is consistent with the Comprehensive Plan.

Demonstrate that amendment does not further urban sprawl, as determined through the following tests:

- Low-intensity, low-density, or single-use development or uses.
- Development in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.
- Radial, strip, isolated, or ribbon development patterns.
- Development that fails to adequately protect and conserve natural resources and agricultural activities
- Development that fails to maximize use of existing and future public facilities and services.
- Development patterns or timing that will require disproportional increases in cost of time, money and energy in providing facilities and services.
- Development that fails to provide a clear separation between rural and urban uses.
- Development that discourages or inhibits infill development and redevelopment.
- Development that fails to encourage a functional mix of uses.

Response: The annexation of this parcel would not contribute to urban sprawl and will not create an undo burden on the water system. The property is located within a completely developed residential area with urban services. The future use of this parcel will stay residential.

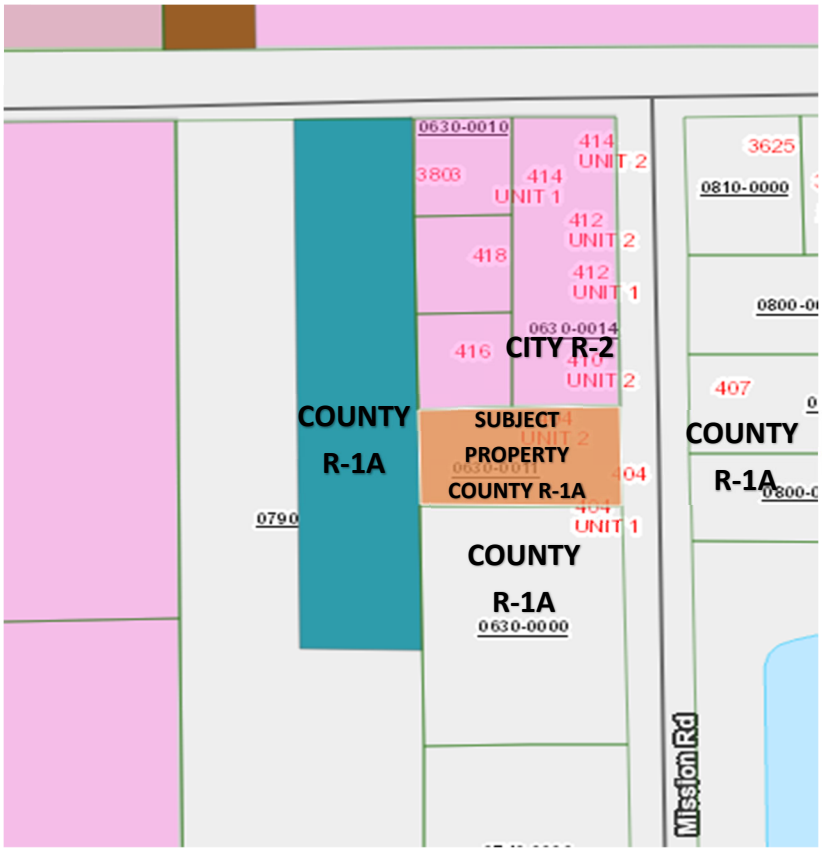


Figure 4: Current Zoning

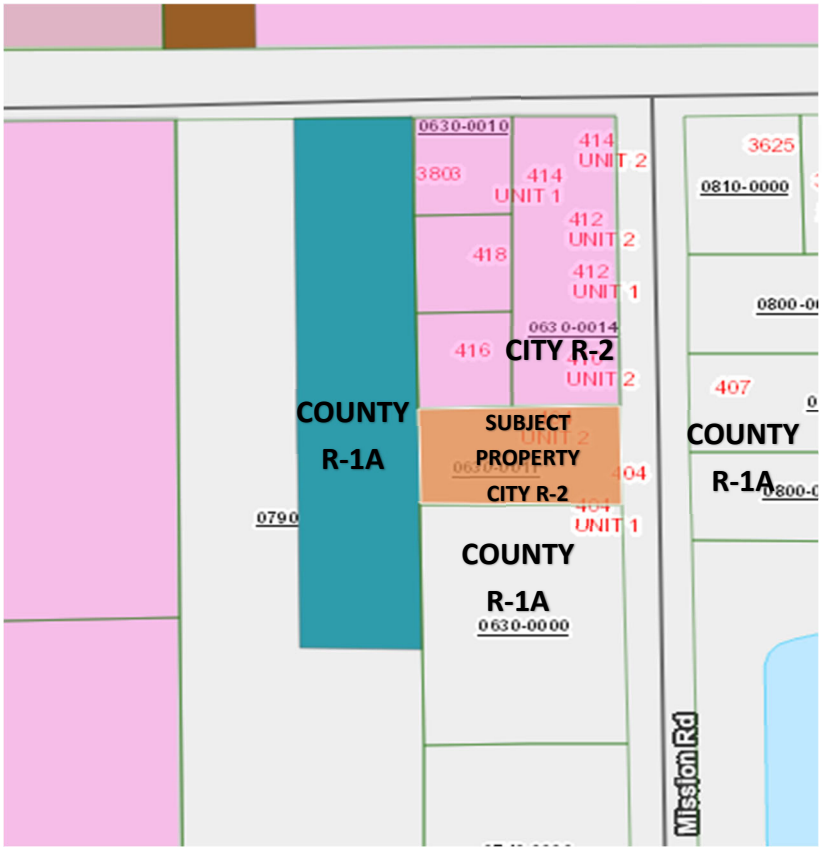


Figure 5; Proposed Zoning

Zoning Analysis

Section 94-38(f)(1) requires that the report and recommendations of the Planning Board to the City Commission required by subsection 94-38(e) of this section shall show that the planning board has studied and considered the proposed change in relation to the following, where applicable:

a. *Whether the proposed change is in conformity with the Comprehensive Plan:*
Response: The subject property currently has a Putnam County Residential, Single-Family (R-1A) land use classification. The proposed rezoning to Residential, Two-Family (R-2) will be consistent with the proposed Residential Medium (RM) future land use designation and conforms with the Comprehensive Plan.

b. *The existing land use pattern.*
Response: The existing land use pattern in this area is mainly residential land uses. The proposed land use will not alter existing land use patterns.

c. *Possible creation of an isolated district unrelated to adjacent and nearby districts*.
Response: The rezoning will extend the adjacent Residential, Two-Family (R-2) district and will not create an isolated district.

d. *The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.*
Response: The subject property is an established residential use which is adjoining properties already developed as residential. There will be no increase in population or overtaxing of the load on public facilities.

e. *Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.*
Response: Surrounding parcels are developed residential. Amending the property zoning to City of Palatka Residential, Two-Family (R-2) will keep proposed conditions within the same uses.

f. *Whether changed or changing conditions make the passage of the proposed amendment necessary.*
Response: The annexation of the parcel triggers the need to designate a future land use and zoning district. Conditions in the area of the subject parcel will remain unchanged.

g. *Whether the proposed change will adversely influence living conditions in the neighborhood.*
Response: The immediate neighborhood around the subject parcel is a long-established residential area. Any existing living conditions will not change with approval.

h. *Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.*
Response: The traffic patterns in the area are already established. The rezoning will not significantly increase traffic congestion.

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

Response: There should be no impact on drainage in the area.

j. *Whether the proposed change will seriously reduce light and air to adjacent areas.*
Response: No reduction in light and air to adjacent areas is expected.

k. *Whether the proposed change will adversely affect property values in the adjacent areas.*
Response: There should be no impact on property values as it will remain the same as the existing use in the immediate surroundings.

l. *Whether the proposed change will be a deterrent to the improvement of adjacent property in accord with existing regulations.*
Response: The proposed rezoning will not be a deterrent for the improvement of adjacent property.

m. *Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.*
Response: The proposed rezoning will not grant a special privilege to the property owner.

n. *Whether there are substantial reasons why the property cannot be used in accord with existing zoning.*
Response: The zoning classifications for the use in this area do not differ substantially. The reason for amending the existing zoning is due to the annexation of the parcel into the city limits.

o. *Whether the change suggested is out of scale with the needs of the neighborhood or the city.*
Response: The immediate area is residential in nature. The zoning already exists and is a part of the neighborhood.

p. *Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.*
Response: It is not impossible, but the purpose of this request is to obtain water services from the City in order to serve the existing dwelling unit. The property has a proposed use of residential, this zoning is already established in this neighborhood.

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.*
Response: Not applicable.

Staff Recommendation

1. Staff recommends approval of the request to annex approximately 0.39-acre property into the City and;

2. Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM) and;

3. Staff recommends approval of the request to rezone from Putnam County Residential Single-Family (R-1A) to City of Palatka Residential Two-Family (R-2).

ANNEXATION APPLICATION

PB 26-01

DATE RECEIVED: 12/30/25
APP NUMBER: PB -
HEARING DATE:

2/18/26
Revised per applicant by Renee Brown Planner

Application Requirements

This application must be completed and submitted with an application fee and ALL required attachments. **Advertising fees to be paid by the applicant. Property Disclosure form required.**
(Checks payable to the City of Palatka)

Annexation: $700.00

- ☑ Application Fee
- ☑ Copy of Recorded Deed
- ☑ Legal Description
- ☐ Letter of Authorization
- ☐ Survey
- ☑ Site Map
- ☐ Project Narrative
- ☐ Site Plan (for planned development)
- ☐ Supplementary Information

Property Information

1. Property Address: 404 Mission Rd, Palatka FL 32177
2. Parcel Number: 02-10-26-0000-0630-0011
3. Parcel Dimensions: 0.39
4. Current Property Use: Residential
5. Current Future Land Use Map Designation: City: ~~RM~~ County: US
6. Proposed Future Land Use Map Designation (if applicable): City: RM County: US
7. Proposed Use: Residential
8. Current Zoning Designation: PC R-1A Requested Zoning Designation: City N/A R-2
9. Square footage of any proposed structures N/A Number & types of structures on property 1 Duplex

Applicant Information

(Submit proof of authorization to act as agent with your application)

Owner Name(s): Zaddy Property Holdings LLC

Mailing Address: 775 Fruit Cove Rd, St Johns FL 32259

Phone Number(s): 386-983-1391 Email: ZPH0422@gmail.com

Agent/Contractor *(Submit proof of authorization to act as agent with your application)*

Name(s):

Mailing Address:

Phone Number(s): Email:

To Be Notarized

Name (Print Name): Jonathan Iser

Signature: _____ Date: 12-30-2025

STATE OF Florida County of Putnam

Before me this day personally appeared Jonathan Iser who executed the foregoing application and acknowledged to and before me executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 30 day of December A.D. 2025

(Notary Seal)

Notary Public State of Florida
Michelle Renee Brown
My Commission HH 711316
Expires 8/18/2029

M. Renee Brown
Notary Public

My commission expires: 8-18-2029 State of FL at Large.

Type of Identification Produced: FL ID

For Official Use Only

Date Submitted: _____ FLUM Designation: _____

Received By: _____ Preliminary Review by: _____

Confirmed Current Zoning: _____ Date Legal Ad Ran: _____

(Allowable) Requested Zoning: _____ Sign(s) Posted Date: _____

Surrounding property owner's notices sent: _____

Attachments Reviewed:

- ❑ Copy of Recorded Deed
- ❑ Legal Description
- ❑ Survey
- ❑ Letter of Authorization
- ❑ Application Fee

FLU AMENDMENT
REZONING
APPLICATION

2/18/24
Revised per applicant by Renee Brown Planner

DATE RECEIVED: 12/30/2025
APP NUMBER: PB - _____
HEARING DATE: _____

Application Requirements

This application must be completed and submitted with an application fee and ALL required attachments. **Advertising fees are to be paid by the applicant.**
(Checks payable to the City of Palatka)

- ❑ Application Fee
- ❑ Copy of Recorded Deed
- ❑ Legal Description
- ❑ Letter of Authorization
- ❑ Survey
- ❑ Site Map
- ❑ Project Narrative
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Phone Number(s): 386-983-1391 Email: zph0422@gmail.com

Agent/Contractor *(Submit proof of authorization to act as agent with your application)*

Name(s): _____

Mailing Address: _____

Phone Number(s): _____ Email: _____

To Be Notarized

Name (Print Name): Jonathan Iser

Signature: _____ Date: 12-30-2025

STATE OF FL County of Putnam

Before me this day personally appeared Jonathan Iser, who executed the foregoing application and acknowledged to and before me executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 30 day of December A.D. 2025

(Notary Seal)

Notary Public State of Florida
Michelle Renee Brown
My Commission HH 711316
Expires 8/18/2029

_____
Notary Public

My commission expires: 8-18-2029 State of FL -at Large.

Type of Identification Produced: _____

For Official Use Only

Date Submitted: _____ FLUM Designation: _____

Received By: _____ Preliminary Review by: _____

Confirmed Current Zoning: _____ Date Legal Ad Ran: _____

(Allowable) Requested Zoning: _____ Sign(s) Posted Date: _____

Surrounding property owner's notices sent: _____

Attachments Reviewed:

- ❑ Copy of Recorded Deed
- ❑ Legal Description
- ❑ Survey
- ❑ Letter of Authorization
- ❑ Application Fee

City of Palatka
201 N 2ND ST
PALATKA FL 32177-3735
(386)329-0100
CASH RECEIPT

Date: 12/30/2025 OPER ID: AROMERO RECEIPT NO:F001094

RECEIVED FROM: 404 MISSION RD

AMOUNT RECEIVED: 706.00 TYPE: PP PP / 2191
AUTH CODE: 189087325

CHANGE DUE: 0.00

TOTAL RECEIVED: 706.00

DISTRIBUTION:

AMOUNT	ACCOUNT NUMBER	DESCRIPTION / FOR
700.00		404 MISSION RD ANNEX, FLUM, REZONE APPLICATION FEE
6.00		ZONING CONVENIENCE FEE

Inst. Number: 202554031938 Book: 1841 Page: 1724 Page 1 of 3 Date: 11/14/2025 Time: 10:32 AM
Matt Reynolds Clerk of Courts, Putnam County, Florida Doc Mort: 0.00 Int Tax: 0.00 Doc Deed: 1,372.00

Prepared by:
Joyce Norris
Guaranty Title Company of Palatka
213 N. 4th Street
Palatka, Florida 32177

File Number: 19520

General Warranty Deed

Made this November 13, 2025 A.D. By **Marc G. Spalding and Linda J. Spalding, Individually and as Trustees of The Marc & Linda Spalding Family Trust, dated April 24, 2014** whose address is Post Office Box 39, San Mateo, Florida 32187, hereinafter called the grantor, to **Zaddy's Property Holdings, LLC., a Florida Limited Liability Company**, whose post office address is: 775 Fruit Cove Road, Jacksonville, Florida 32259, hereinafter called the grantee:

(Whenever used herein the term "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives and assigns of individuals, and the successors and assigns of corporations)

Witnesseth, that the grantor, for and in consideration of the sum of One Hundred Ninety Six Thousand dollars & no cents ($196,000.00) and other valuable considerations, receipt whereof is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto the grantee, all that certain land situate in Putnam County, Florida, viz:

See Attached Schedule "A"

Said property is not the homestead of the Grantor(s) under the laws and constitution of the State of Florida in that neither Grantor(s) or any members of the household of Grantor(s) reside thereon.

Parcel ID Number: **02-10-26-0000-0630-0011**

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

To Have and to Hold, the same in fee simple forever.

And the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances except taxes accruing subsequent to December 31, 2025.

Prepared by:
Joyce Norris
Guaranty Title Company of Palatka
213 N. 4th Street
Palatka, Florida 32177

File Number: 19520

In Witness Whereof, the said grantor has signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in our presence:

Joyce C. Norris
Witness Printed Name Joyce Norris
Witness Address: 213 N 4th Street, Palatka, Fl, 32177

Madison Ramos
Witness Printed Name Madison Ramos
Witness Address: 213 N 4th Street, Palatka, Fl, 32177

(Seal)
Marc G. Spalding, Individually and as Trustees of The Marc & Linda Spalding Family Trust, dated April 24, 2014
Address: Post Office Box 39, San Mateo, Florida 32187

(Seal)
Linda J. Spalding, Individually and as Trustees of The Marc & Linda Spalding Family Trust, dated April 24, 2014
Address: Post Office Box 39, San Mateo, Florida 32187

State of Florida
County of Putnam

The foregoing instrument was acknowledged before me by means of [✓] physical presence or [ ] online notarization, this 13th day of November, 2025, by **Marc G. Spalding and Linda J. Spalding, Individually and as Trustees of The Marc & Linda Spalding Family Trust, dated April 24, 2014** who is/are personally known to me or who has produced _____ as identification.

JOYCE C. NORRIS NOTARY PUBLIC MY COMMISSION EXPIRES 4-11-2029 STATE OF FLORIDA COMMISSION NUMBER HH 035515

Joyce C. Norris
Notary Public
Print Name: Joyce Norris
My Commission Expires: 4/11/2029

Prepared by:
Joyce Norris
Guaranty Title Company of Palatka
213 N. 4th Street
Palatka, Florida 32177

File Number: 19520

Schedule "A"

A TRACT OF LAND LYING IN AND BEING A PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUTNAM COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT 212.5 FEET EAST FROM THE NORTH WEST CORNER OF THE SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 2, THENCE SOUTH AND ALONG THE WEST LINE OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, 346.21 FEET TO THE POINT OF BEGINNING: THENCE CONTINUE SOUTH AND ALONG THE WEST LINE OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, 96.51 FEET; THENCE EAST AND PARALLEL WITH THE NORTH LINE OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, 176.97 FEET TO A POINT IN THE WESTERLY RIGHT OF WAY LINE OF MISSION ROAD (AS NOW ESTABLISHED); THENCE NORTH AND ALONG THE SAID WESTERLY RIGHT OF WAY LINE OF MISSION ROAD (AS NOW ESTABLISHED), 96.51 FEET; THENCE WEST, AND PARALLEL WITH THE NORTH LINE OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, 176.97 FEET TO THE POINT OF BEGINNING AND TO CLOSE. THE ABOVE DESCRIBED PROPERTY BEING A PART OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, OF THE PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA.

DISCLOSURE OF OWNERSHIP INTERESTS - PROPERTY

[TO BE COMPLETED AND EXECUTED BY THE PROPERTY OWNER(S) FOR EACH APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT OR DEVELOPMENT ORDER]

TO: CITY OF PALATKA PLANNING DIRECTOR, OR HIS OR HER OFFICIALLY DESIGNATED REPRESENTATIVE

STATE OF FLORIDA CITY
OF PALATKA

BEFORE ME, the undersigned authority, this day personally appeared Jonathan Iser, hereinafter referred to as "Affiant," who being by me first duly sworn, under oath, deposes and states as follows:

1. Affiant is the [] individual or [] Mgr *[position - e.g., president, partner, trustee]* of Zaddys Property Holdings LLC *[name and type of entity - e.g., ABC Corporation, XYZ Limited Partnership]* that holds an ownership interest in real property legally described on the attached Exhibit "A" (the "Property"). The Property is the subject of an application for Comprehensive Plan amendment, Rezoning or Development Order approval with the City of Palatka.

2. Affiant's address is: 775 Fruit Cove Rd
Saint Johns FL 32259

3. Attached hereto as Exhibit "B" is a complete listing of the names and addresses of every person or entity having a five percent or greater interest in the Property. Disclosure does not apply to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

4. Affiant acknowledges that this Affidavit is given to comply with the City of Palatka policy, and will be relied upon by the City of Palatka in its review of application for Comprehensive Plan amendment, Rezoning or Development Order approval affecting the Property. Affiant further acknowledges that he or she is authorized to execute this Disclosure of Ownership Interests on behalf of any and all individuals or entities holding a five percent or greater interest in the Property.

5. Affiant further acknowledges that he or she shall by affidavit amend this disclosure to reflect any changes to ownership interests in the Property that may occur before the date of final public hearing on the application for Comprehensive Plan amendment, Rezoning or Development Order approval.

6. Affiant further states that Affiant is familiar with the nature of an oath and with the penalties provided by the laws of the State of Florida for falsely swearing to statements under oath.

7. Under penalty of perjury, Affiant declares that Affiant has examined this Affidavit and to the best of Affiant's knowledge and belief, it is true, correct, and complete.

FURTHER AFFIANT SAYETH NAUGHT.

Jonathan Iser ,Affiant

(Print Affiant Name)

Notary Public State of Florida
Michelle Renee Brown
My Commission HH 711316
Expires 8/18/2029

NOTARY PUBLIC INFORMATION:

STATE OF FLORIDA CITY OF PALATKA

The foregoing instrument was acknowledged before me by means of [ ] physical presence or [✓] online notarization, this 30 day of December, 20 25 by _____ *(name of person acknowledging)*. He/she is personally known to me or has produced FL DL *(type of identification)* as identification and did/did not take an oath *(circle correct response)*.

M. Renee Brown
(Name - type, stamp or print clearly)

M. Renee Brown
(Signature)

My Commission Expires on: 8-18-2029.

EXHIBIT "A"

PROPERTY

EXHIBIT "B"

DISCLOSURE OF OWNERSHIP INTERESTS - PROPERTY

Affiant must identify all entities and individuals owning five percent or more ownership interest in the Property. Affiant must identify individual owners. For example, if Affiant is an officer of a corporation or partnership that is wholly or partially owned by another entity, such as a corporation, Affiant must identify the other entity, its address, and the individual owners of the other entity. Disclosure does not apply to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

Name	Address
Jonathan Iser	775 Fruit Cove Rd St Johns FL 32259
Zach Ford	124 Heidt Loop Rd Palatka FL 32177

Jonathan Iser
(Name in print)

Zaddys Property Holdings LLC
(Name of company, if applicable)

(Address, City, State, Zip)

Mgr
(Title)

(Address, City, State, Zip)

NOTARY PUBLIC INFORMATION

STATE OF FLORIDA/ CITY OF PALATKA

The foregoing instrument was sworn to and subscribed before me by means of [X] physical presence or [ ] online notarization, this 30 day of December, 2025, by Jonathan Iser *(name of person making statement)*. He/she is personally known to me or has produced FL DL *(type of identification)* as identification.

M. Renee Brown
(Name in print)

(Signature)

My Commission Expires on: 8-18-2029

NOTARY'S SEAL OR STAMP

Notary Public State of Florida
Michelle Renée Brown
My Commission HH 711316
Expires 8/18/2029

Application for Determination of Water and Sewer Availability

This application must be **typed or printed in black ink** and submitted to:

City of Palatka
Water & Sewer Utilities Dept.
1010 Ocean St.
Palatka, FL 32177

Date Received: 12/30/2025

TO BE COMPLETED BY APPLICANT	
1. Date: 12/30/2025	2. Property Address: 404 Mission Rd
3.Parcel Number:	4.Current Property Use: Residential
5. Type of Service Requested (check one) ☑ Water ☐ Sewer ☐ Water & Sewer	6. Reason(s) for Request: Well just went out
7. Owner(s) of Record: Zach Ford Owner Address: Phone Number: 386-983-8495 Email Address: zph0422@gmail.com Owner(s) signature	Date

FOR OFFICIAL USE ONLY			
1.Date Submitted: 12/30/25	2.Received By: EH	3. Preliminary review by:	4. Work Order assigned:
5. Water & Sewer (check) ☒ Water Available ☐ Sewer Available ☐ Extension Required (see map) ☐ Costs	6. Comments from Water & Sewer: Water is available from a 2-inch water main.		
7. Date forwarded to B & Z: (if connection is going to be made)	8. Date BZ Received from Water/Sewer:	9. B & Z comments:	

1010 Ocean Street
Palatka, FL 32177
Tel. (386) 329-0109
Fax (386) 385-5275

CITY of Palatka
PUBLIC WORKS
Utilities Department

To: **Zack Ford**

From: **Eli Higginbotham, Water & Sewer Superintendent**

Date: **December 30, 2025**

RE: **404 Mission Rd. Water & Sewer Availability**

Water is available from 2-inch water main located on the west side of Mission Rd.

Sewer is not available at this location.

The property is contiguous to the city limits on the North side and will need to annex into the city to connect to city utilities. You will need to start the annexation process and go through the City Planning Department before water can be installed.

Thank you,

Eli Higginbotham, W & S Superintendent

RECEIVED
JAN 2 9 2026

404 MISSION RD # UNIT 1
PALATKA, FLORIDA 32177
PARCEL 02-10-26-0000-0630-0011
CONTAINING 0.39± ACRES

MAP SHOWING

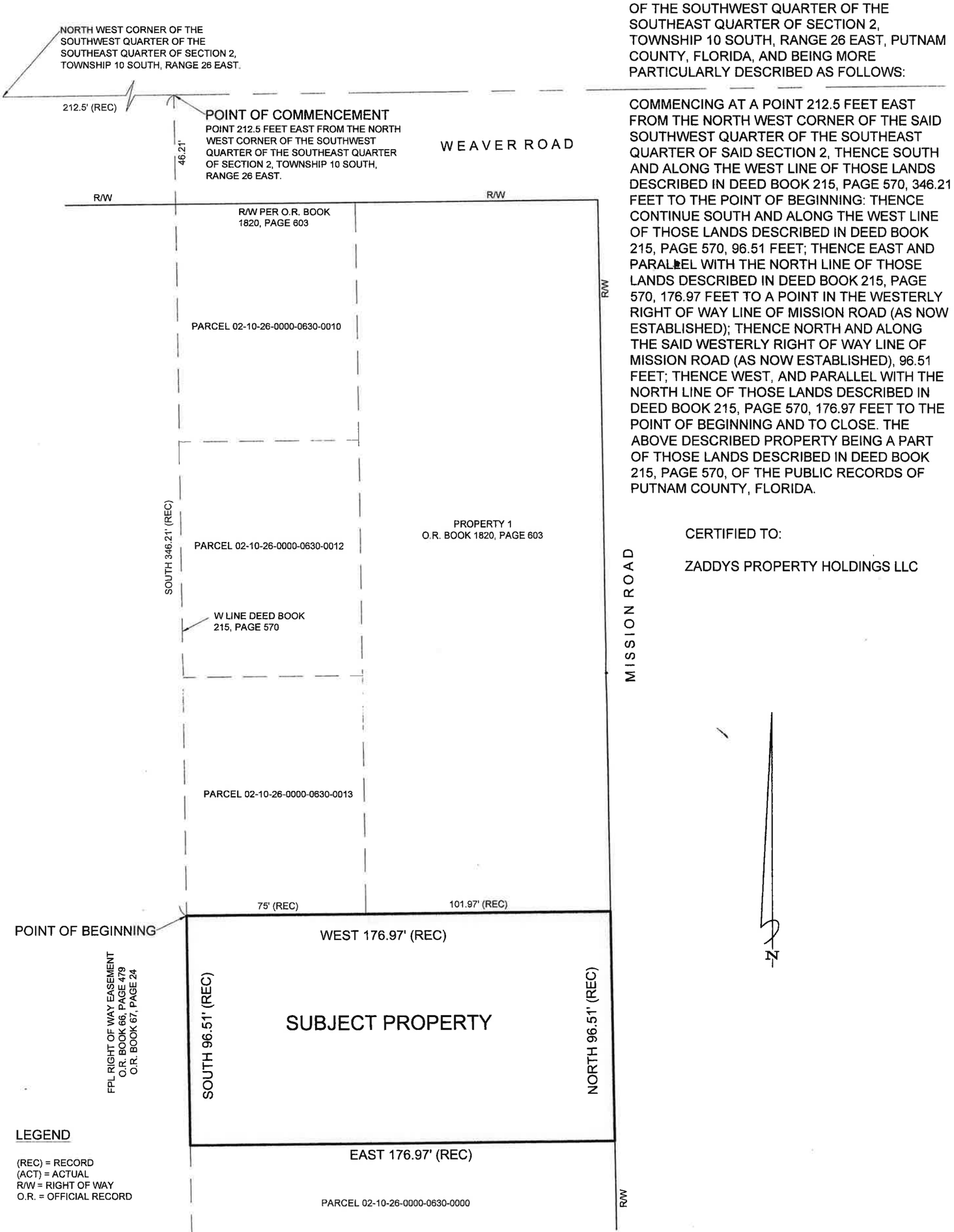
OFFICIAL RECORD BOOK 1841, PAGE 1724

A TRACT OF LAND LYING IN AND BEING A PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 2, TOWNSHIP 10 SOUTH, RANGE 26 EAST, PUTNAM COUNTY, FLORIDA, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT A POINT 212.5 FEET EAST FROM THE NORTH WEST CORNER OF THE SAID SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 2, THENCE SOUTH AND ALONG THE WEST LINE OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, 346.21 FEET TO THE POINT OF BEGINNING: THENCE CONTINUE SOUTH AND ALONG THE WEST LINE OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, 96.51 FEET; THENCE EAST AND PARALLEL WITH THE NORTH LINE OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, 176.97 FEET TO A POINT IN THE WESTERLY RIGHT OF WAY LINE OF MISSION ROAD (AS NOW ESTABLISHED); THENCE NORTH AND ALONG THE SAID WESTERLY RIGHT OF WAY LINE OF MISSION ROAD (AS NOW ESTABLISHED), 96.51 FEET; THENCE WEST, AND PARALLEL WITH THE NORTH LINE OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, 176.97 FEET TO THE POINT OF BEGINNING AND TO CLOSE. THE ABOVE DESCRIBED PROPERTY BEING A PART OF THOSE LANDS DESCRIBED IN DEED BOOK 215, PAGE 570, OF THE PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA.

CERTIFIED TO:

ZADDYS PROPERTY HOLDINGS LLC



LEGEND

(REC) = RECORD
(ACT) = ACTUAL
R/W = RIGHT OF WAY
O.R. = OFFICIAL RECORD

GENERAL NOTES

1. THIS MAP DOES NOT REPRESENT A BOUNDARY SURVEY.

1. BEARINGS SHOWN HEREON ARE BASED ON THE WESTERLY RIGHT OF WAY LINE OF MISSION ROAD AS N00°51'18"W (ASSUMED).

2. MAP DATE: JANUARY 14, 2026.

3. 1" = 20'

UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER, THIS DRAWING, SKETCH, PLAT OR MAP IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT VALID. (CHAPTER 61G17-6, FLORIDA ADMINISTRATIVE CODE)

120 RAINTREE WOODS TRAIL
PALATKA, FLORIDA 32177
PHONE (386) 546-6555
EMAIL 12SPEAKSOF@GMAIL.COM

STEPHEN SPEAKS, P.S.M. CERT. NO. 6543


Faith Baptist Church
404 Mission Rd
Aspen Dental - Palatka, FL

ORDINANCE NO. 2026-20 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 02-10-26-0000-0630-0011, PT OF 1/4 OF SE1/4 OR358 P910, 404 MISSION ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex one parcel, approximately 0.39 acre, into the City of Palatka to connect to the City's water service system, established residential dwelling is located on the parcel; amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM), and rezone from Putnam County Residential, Single-Family (R-1A) to City of Palatka Residential, Two-Family (R-2).

BACKGROUND

The application is for approx. 0.39-acre parcel located at 404 Mission Rd. The parcel has a duplex, residential dwelling unit on it. The intent of the applicant is to have City water at the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

PROJECT ANALYSIS

Refer to staff report

Staff Recommendation

Staff recommends approval of the request to annex approximately 0.39-acre property into the City.

Staff recommends approval of the request to amend the Future Land Use Map from Putnam

County Urban Service (US) to City of Palatka Residential Medium (RM).

Staff recommends approval of the request to rezone from Putnam County Residential Single-Family (R-1A) to City of Palatka Residential Two-Family (R-2).

ATTACHMENTS

1.	Business impact ORD 26-20
2.	20. Ordinance 2026-20 ANNEXATION PB26-01 404 Mission Rd.

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

ORDINANCE NO. 2026-20

Annexation of PARCEL **02-10-26-0000-0630-0011**

More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 02-10-26-0000-0630-0011, PT OF 1/4 OF SE1/4 OR358 P910, 404 MISSION ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
    a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;

[1] See Section 166.041(4)(c), Florida Statutes.

b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): The Accessory Dwelling Unit ordinance seeks to address the City's affordable housing crisis by allowing ADUs in single-family residential districts.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:
(a) An estimate of direct compliance costs that businesses may reasonably incur;
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.
It is not anticipated that the ordinance will create any direct economic impact to businesses in Palatka, beyond a positive economic impact due to construction and development of new residential structures.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: None

4. Additional information the governing body deems useful (if any): In 2013, Governor Rick Scott signed a bill banning gaming centers; however, state officials left enforcement of the law in the hands of local officials. While many counties and cities throughout the state adopted internet café bans, Palatka allowed the businesses to continue to operate unregulated. Internet cafes in Palatka have been posing an increased threat to public safety and have become localized areas of crime. The cafes create an unsafe environment for surrounding businesses because of criminal activity and frequently serve as a front for illegal activity.

This instrument prepared by:
City of Palatka
201 N 2nd ST
Palatka, FL., 32177

ORDINANCE NO. 2026-20

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 02-10-26-0000-0630-0011, PT OF 1/4 OF SE1/4 OR358 P910, 404 MISSION ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a petition has been filed before the City Commission of the City of Palatka, Florida, which Petition is on file in the office of the City Clerk, authorized to be signed by the freehold owner of the property sought to be annexed, to wit: Zaddy Property Holdings LLC, and

WHEREAS, Chapter 171.044, Florida Statutes, permits the voluntary annexation of unincorporated areas lying adjacent and contiguous to the boundaries of the City of Palatka, and

WHEREAS, the City Planning Board conducted a public hearing on April 7th, 2026, and recommended approval of this annexation to the City Commission, and

WHEREAS, the City Commission of the City of Palatka conducted public hearings on April 23rd, 2026, and May 14th, 2026, and

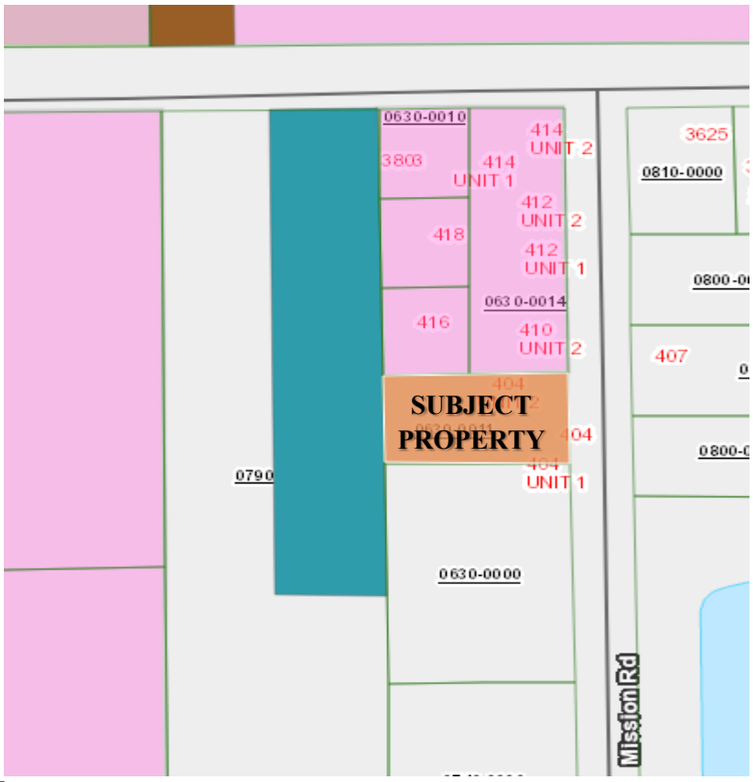
WHEREAS, the City Commission of the City of Palatka finds that it is in the best interest of the people of the City of Palatka, Florida, that said lands be annexed and become a part of the City of Palatka; and

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

Section 1. That the following described unincorporated lands lying adjacent and contiguous to the boundaries of the City of Palatka, Florida shall henceforth be deemed and held to be within the corporate limits of the City of Palatka, Florida said lands being described as follows:

DESCRIPTION OF PROPERTY:

PT OF 1/4 OF SE1/4 OR358 P910



Section 2. That a copy of this ordinance shall be sent to the Municipal Code Corporation for inclusion in the City's Charter.

Section 3. This Ordinance shall become effective immediately upon its final passage by the City Commission.

Section 4. SCRIVENER'S ERROR. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this Ordinance. A corrected copy shall be posted in the public record by the City Clerk.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 23rd day of April 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 14th day of May 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West ESQ.

ORDINANCE NO. 2026-21 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY URBAN SERVICE (US) TO CITY OF PALATKA RESIDENTIAL MEDIUM (RM) FOR THE FOLLOWING PROPERTY: 404 MISSION ROAD, PALATKA, FLORIDA 32177, PT OF 1/4 OF SE1/4 OR358 P910; PARCEL 02-10-26-0000-0630-0011, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex one parcel, approximately 0.39 acre, into the City of Palatka to connect to the City's water service system, established residential dwelling is located on the parcel; amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM), and rezone from Putnam County Residential, Single-Family (R-1A) to City of Palatka Residential, Two-Family (R-2).

BACKGROUND

The application is for approx. 0.39-acre parcel located at 404 Mission Rd. The parcel has a duplex, residential dwelling unit on it. The intent of the applicant is to have City water at the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

PROJECT ANALYSIS

Refer to staff report

Staff Recommendation

Staff recommends approval of the request to annex approximately 0.39-acre property into the City.

Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM).

Staff recommends approval of the request to rezone from Putnam County Residential Single-Family (R-1A) to City of Palatka Residential Two-Family (R-2).

ATTACHMENTS

1.	21. Ordinance 2026-21 FLUM PB26-01 404 Mission Rd.
2.	Business impact ORD 2026-21

This instrument prepared by:
City of Palatka
201 N 2nd ST
Palatka, FL 32177

ORDINANCE NO. 2026-21

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY URBAN SERVICE (US) TO CITY OF PALATKA RESIDENTIAL MEDIUM (RM) FOR THE FOLLOWING PROPERTY: 404 MISSION ROAD, PALATKA, FLORIDA 32177, PT OF 1/4 OF SE1/4 OR358 P910; PARCEL 02-10-26-0000-0630-0011, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an application has been made by Zaddy Property Holdings LLC, for certain amendment to the Comprehensive Plan Future Land Use Map of the City of Palatka, Florida, and

WHEREAS, Section 163.3187, Florida Statutes, provides for small-scale amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(2), Florida Statutes, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the City Planning Board conducted a public hearing on April 7th, 2026, and recommended approval of this amendment to the City Commission, and

WHEREAS, the City Commission of the City of Palatka conducted a public hearing on April 23rd, 2026, and

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

Section 1. Adopted Small Scale Amendment

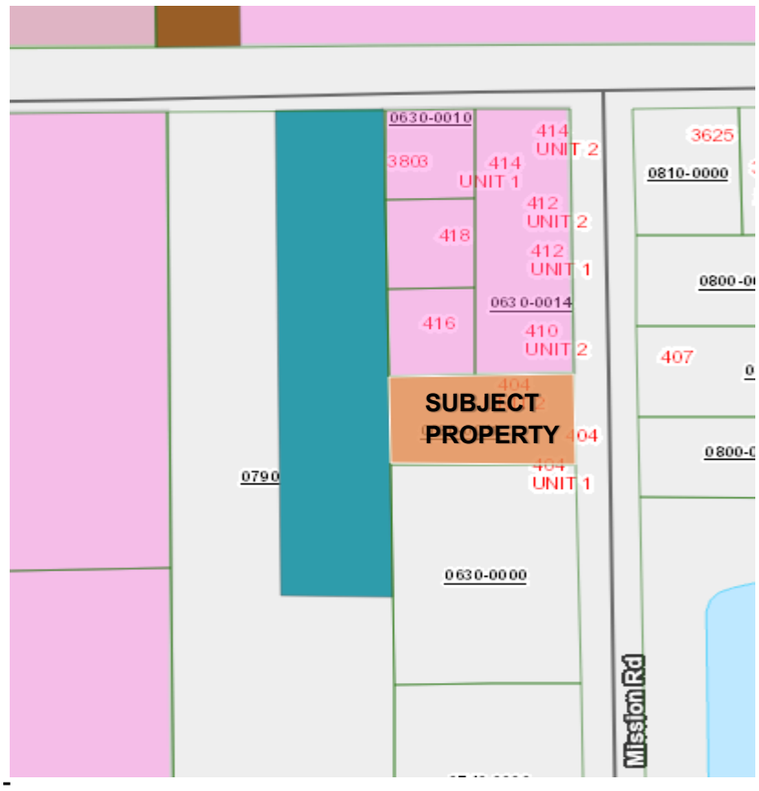
That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use of the parcel of land listed in Table 1 below shall be changed as designated and that the Future Land Use Map shall be amended to show the changes.

TABLE 1
ADOPTED SMALL SCALE AMENDMENT

Parcel Number	Acreage	Current Future Land Use	Amended Future Land Use
02-10-26-0000-0630-0011	.39	Putnam County Urban Service (US)	City of Palatka Residential Medium (RM)

DESCRIPTION OF PROPERTY:

PT OF 1/4 OF SE1/4 OR358 P910



Section 2. The remaining portions of said adopted comprehensive plan of the City of Palatka, Florida, which are not in conflict with the provisions of this Ordinance, shall remain in full force and effect.

Section 3. Should any section, subsection, sentence, clause, phrase or portion of this Ordinance be held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and shall not affect the validity of the remaining portion.

Section 4. This Ordinance shall not become effective until the annexation adopted by Ordinance No. 2026-20 becomes effective; however, the effective date of this amendment to the City of Palatka Comprehensive Plan, if not timely challenged, shall be 31 days after adoption. If challenged within 30 days after adoption, this amendment shall become effective on the date the State land planning agency or the Administration Commission issues a final order determining this amendment to be in compliance with Chapter 163, Florida Statutes. No development orders, development permits, or land uses dependent on this amendment may be issued or commenced before this amendment has become effective.

Section 5. SCRIVENER'S ERROR. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this Ordinance. A corrected copy shall be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 23rd day of April 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West ESQ.

Business Impact Estimate

ORDINANCE NO. 2026-21 Future Land Use Amendment of PARCEL **02-10-26-0000-0630-0011** More specifically:

ORDINANCE NO. 2026-21

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY URBAN SERVICE (US) TO CITY OF PALATKA RESIDENTIAL MEDIUM (RM) FOR THE FOLLOWING PROPERTY: 404 MISSION ROAD, PALATKA, FLORIDA 32177, PT OF 1/4 OF SE1/4 OR358 P910; PARCEL 02-10-26-0000-0630-0011, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
  b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

[1] See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): The Accessory Dwelling Unit ordinance seeks to address the City's affordable housing crisis by allowing ADUs in single-family residential districts.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:
(a) An estimate of direct compliance costs that businesses may reasonably incur;
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.
It is not anticipated that the ordinance will create any direct economic impact to businesses in Palatka, beyond a positive economic impact due to construction and development of new residential structures.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: None

4. Additional information the governing body deems useful (if any): In 2013, Governor Rick Scott signed a bill banning gaming centers; however, state officials left enforcement of the law in the hands of local officials. While many counties and cities throughout the state adopted internet café bans, Palatka allowed the businesses to continue to operate unregulated. Internet cafes in Palatka have been posing an increased threat to public safety and have become localized areas of crime. The cafes create an unsafe environment for surrounding businesses because of criminal activity and frequently serve as a front for illegal activity.

ORDINANCE NO. 2026-23 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY RESIDENTIAL, SINGLE-FAMILY (R-1A) TO CITY OF PALATKA RESIDENTIAL, TWO-FAMILY (R-2), PT OF 1/4 OF SE1/4 OR358 P910, FOR THE PROPERTY LOCATED AT 404 MISSION ROAD, PALATKA, FLORIDA 32177, PARCEL 02-10-26-0000-0630-0011; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex one parcel, approximately 0.39 acre, into the City of Palatka to connect to the City's water service system, established residential dwelling is located on the parcel; amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM), and rezone from Putnam County Residential, Single-Family (R-1A) to City of Palatka Residential, Two-Family (R-2).

BACKGROUND

The application is for approx. 0.39-acre parcel located at 404 Mission Rd. The parcel has a duplex, residential dwelling unit on it. The intent of the applicant is to have City water at the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

PROJECT ANALYSIS

Please refer to staff report

Staff Recommendation

Staff recommends approval of the request to annex approximately 0.39-acre property into the City.

Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Urban Service (US) to City of Palatka Residential Medium (RM).

Staff recommends approval of the request to rezone from Putnam County Residential Single-Family (R-1A) to City of Palatka Residential Two-Family (R-2).

ATTACHMENTS

1.	23. Ordinance 2026-23 Zoning PB26-01 404 Mission Rd
2.	Business impact ORD 2026-23

This instrument prepared by:
City of Palatka
201 N 2nd ST
Palatka, FL., 32177

ORDINANCE NO. 2026-23

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY RESIDENTIAL, SINGLE-FAMILY (R-1A) TO CITY OF PALATKA RESIDENTIAL, TWO-FAMILY (R-2), PT OF 1/4 OF SE1/4 OR358 P910, FOR THE PROPERTY LOCATED AT 404 MISSION ROAD, PALATKA, FLORIDA 32177, PARCEL 02-10-26-0000-0630-0011; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an application has been made by Zaddy Property Holdings LLC for certain amendment to the Official Zoning Map of the City of Palatka, Florida, and

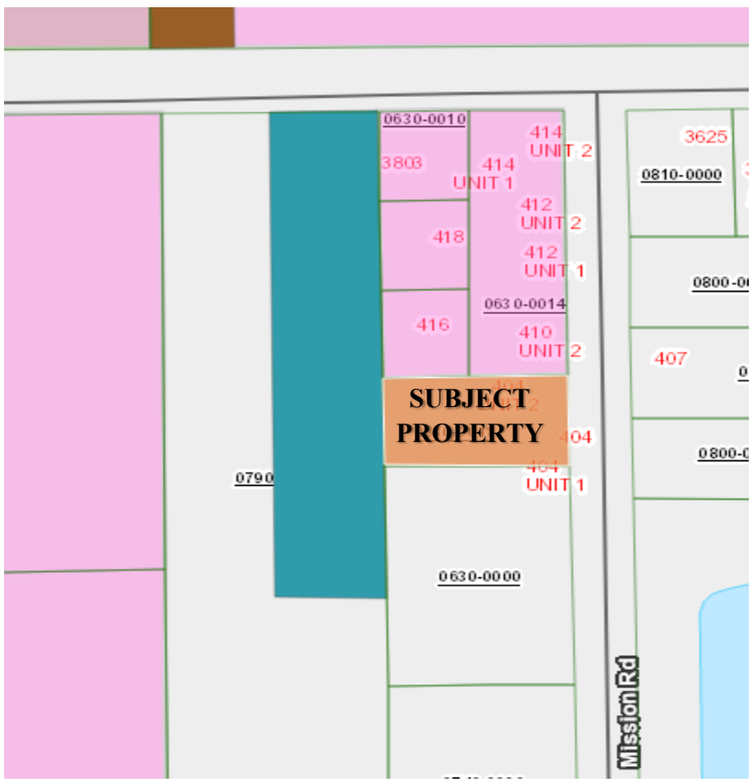
WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on April 7th, 2026, and two public hearings before the City Commission of the City of Palatka on April 23rd, 2026, and May 14th, 2026, and

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

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

Section 1. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from the present zoning classification of Putnam County Residential, Single-Family (R1-A) to City of Palatka Residential, Two-Family (R-2) classification.

DESCRIPTION OF PROPERTY: PT OF 1/4 OF SE1/4 OR358 P910, FOR THE PROPERTY LOCATED AT 404 MISSION ROAD, PALATKA, FLORIDA 32177, PARCEL 02-10-26-0000-0630-0011.



Section 2. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 3. This Ordinance shall become effective immediately upon its final passage by the City Commission, however, the rezoning shall not become effective until the amendment to the City of Palatka Comprehensive Plan adopted by Ordinance No. 2026-21 becomes effective as provided therein.

Section 4. SCRIVENER'S ERROR. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this Ordinance. A corrected copy shall be posted in the public record by the City Clerk.

Section 5. This ordinance is exempt from provisions of the statute, Chapter 2023-309, Laws of Florida, codified as Section 166.041(4) Florida Statutes.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 23rd day of April 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 14th day of May 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

_____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney: Jane West ESQ.

Business Impact Estimate

Proposed ordinance's title/reference: "**ORDINANCE NO. 2026-23** Rezone of PARCEL **02-10-26-0000-0630-0011** More specifically:

ORDINANCE NO. 2026-23

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY RESIDENTIAL, SINGLE-FAMILY (R-1A) TO CITY OF PALATKA RESIDENTIAL, TWO-FAMILY (R-2), PT OF 1/4 OF SE1/4 OR358 P910, FOR THE PROPERTY LOCATED AT 404 MISSION ROAD, PALATKA, FLORIDA 32177, PARCEL 02-10-26-0000-0630-0011; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

☐ The proposed ordinance is required for compliance with Federal or State law or regulation;

☐ The proposed ordinance relates to the issuance or refinancing of debt;

☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;

☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;

☐ The proposed ordinance is an emergency ordinance;

☐ The ordinance relates to procurement; or

☒ The proposed ordinance is enacted to implement the following:

a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;

b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;

c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or

d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

[1] See Section 166.041(4)(c), Florida Statutes.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): The Accessory Dwelling Unit ordinance seeks to address the City's affordable housing crisis by allowing ADUs in single-family residential districts.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:
(a) An estimate of direct compliance costs that businesses may reasonably incur;
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.
It is not anticipated that the ordinance will create any direct economic impact to businesses in Palatka, beyond a positive economic impact due to construction and development of new residential structures.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: None

4. Additional information the governing body deems useful (if any): In 2013, Governor Rick Scott signed a bill banning gaming centers; however, state officials left enforcement of the law in the hands of local officials. While many counties and cities throughout the state adopted internet café bans, Palatka allowed the businesses to continue to operate unregulated. Internet cafes in Palatka have been posing an increased threat to public safety and have become localized areas of crime. The cafes create an unsafe environment for surrounding businesses because of criminal activity and frequently serve as a front for illegal activity.

First Reading: Ordinance 2026-27 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; REVISING SECTION 54-32 OF THE CITY CODE TO REDUCE THE NUMBER OF PLANNING BOARD MEMBERS FROM NINE TO FIVE AND ONE ALTERNATE; ESTABLISHING ATTENDANCE REQUIREMENTS; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

STAFF REPORT

DATE: April 23, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt ordinance

BACKGROUND

The Planning Board makes critical decisions for the City on matters such as comprehensive plan amendments, rezonings, annexations, conditional use permits and variances. To establish quorum to vote on any matter before it, a majority of the Planning Board members must be in attendance. This requires a minimum of five members, proving to be a high bar for attendance.

PROJECT ANALYSIS

Currently, the Code does not have an alternate Planning Board member nor does it have any attendance requirements. This ordinance seeks to rectify all these issues by reducing the number of Planning Board members, establishing one alternate board member and establishing attendance requirements.

Staff Recommendation

Adopt the ordinance.

ATTACHMENTS

1.	Business Impact Statement - Planning Board Membership
2.	27. Ordinance 2026-27 Planning Board members

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: "PLANNING BOARD MEMBERSHIP"
More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; REVISING SECTION 54-32 OF THE CITY CODE TO REDUCE THE NUMBER OF PLANNING BOARD MEMBERS FROM NINE TO FIVE AND ONE ALTERNATE; ESTABLISHING ATTENDANCE REQUIREMENTS; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

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- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
  a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
  b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or

[1] See Section 166.041(4)(c), Florida Statutes.

d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): Reduces the number of Planning Board members so that quorum can be more easily achieved.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any: (a) An estimate of direct compliance costs that businesses may reasonably incur; (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs. None

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: None.

4. Additional information the governing body deems useful (if any):

ORDINANCE NO. 2026-27

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; REVISING SECTION 54-32 OF THE CITY CODE TO REDUCE THE NUMBER OF PLANNING BOARD MEMBERS FROM NINE TO FIVE AND ONE ALTERNATE; ESTABLISHING ATTENDANCE REQUIREMENTS; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

WHEREAS, The City of Palatka Planning Board currently consists of nine voting members; and

WHEREAS, The Planning Board makes critical decisions for the City on matters such as comprehensive plan amendments, rezonings, annexations, conditional use permits and variances. To establish quorum to vote on any matter before it, a majority of the Planning Board members must be in attendance. This requires a minimum of five members, proving to be a high bar for attendance; and be

WHEREAS, Currently, the Code does not have an alternate Planning Board member nor does it have any attendance requirements. This ordinance seeks to rectify all these issues by reducing the number of Planning Board members, establishing one alternate board member and establishing attendance requirements.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA:

SECTION 1. REVISION OF SECTION 54-31 - MEMBERSHIP.
The city planning board shall consist of five voting members and two alternates appointed by the city commission. Should any member have three consecutive absences, unexcused by the chairperson, from regularly scheduled meetings, the chairperson or Planning Director shall notify the city commission in writing and require that the replacement process take place. A copy of this notification shall also be forwarded to the absent member. The attendance requirements do not apply to the alternate board members.

SECTION 2. CONFLICTS.
All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 3. SEVERABILITY.
If any provision of this ordinance is held invalid, such invalidity shall not affect the other provisions.

SECTION 4. MUNICIPAL CODE.
A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

SECTION 5. SCRIVENER'S ERRORS.

The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this Ordinance. A corrected copy shall be posted in the public record by the City Clerk.

SECTION 6. EFFECTIVE DATE.
This ordinance shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this ___ day of _____, 2026.

CITY OF PALATKA, FLORIDA
By:

_____
Roberta Correa, Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO LEGAL SUFFICIENCY:

_____
Jane West, Esq., City Attorney