CITY OF PALATKA
Relax. Explore. Repeat.

AGENDA
COMMUNITY REDEVELOPMENT AGENCY
September 2, 2026 at 5:00 PM

1. CALL TO ORDER

a. Invocation

b. Pledge of Allegiance

c. Roll Call

2. PUBLIC COMMENTS

3. REGULAR BUSINESS

a. FY 2026-2027 Building Improvement Grant Program - Final Review, Funding Scenarios, and Grant Awards

b. CRA Fiscal Year 2026/27 Budget Presentation

4. RESOLUTIONS

a. Adopt Resolution NO. 2026-CRA-02

b. Adopt Resolution NO. 2026-CRA-03

5. ADJOURN

NOTICE: Per F.S. 286.0105 persons with disabilities requiring accommodations in order to participate in this meeting should contact the City Clerks office at 329-0100 at least 24 hours in advance to request accommodations.

FY 2026-2027 Building Improvement Grant Program - Final Review, Funding Scenarios, and Grant Awards

STAFF REPORT

DATE: September 2, 2026
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The CRA received eleven eligible applications for the FY 2026-2027 Building Improvement Grant Program: eight in the Central Business TIF, two in the South Historic TIF, and one in the North Historic TIF. TIFAC scored the applications on July 22, 2026. Under the adopted program guidelines, an application must receive at least 35 of 50 points to be considered for funding. Only Central Business TIF applications met that threshold; none of the three residential applications in the North or South Historic TIF districts did.

The CRA Board previously considered the grant-cycle results but determined that additional information was needed before final action. The Board requested a clearer comparison of the financial impact on the FY 2026-2027 budget and additional time to consider two program-administration issues identified during the cycle:

- Whether the current scoring criteria evaluate residential and commercial projects equitably, particularly within the Redevelopment Impact category.
- Whether multiple applications tied to separate street addresses on a single parcel should be treated as separate applications or as one project subject to a single grant-award cap.

Four of the Central Business TIF applications - 501 St. Johns Avenue and 102, 104, and 106 Fifth Street - are associated with parcel 42-10-27-6850-0280-0050. Because the adopted guidelines do not expressly address multiple addresses on one parcel, staff advised the applicant that the Board would determine how the applications should be treated. Treating the four applications as one for this cycle would establish an administrative precedent unless the Board expressly limits the decision to the facts of this cycle and directs that the guidelines be amended before the next application period.

PROJECT ANALYSIS

The Board must balance redevelopment benefit and the elimination of slum and blight with consistent application of adopted standards, responsible stewardship of public funds, and equitable distribution of limited TIF resources. The grant amounts shown below are the maximum eligible awards under each scenario; final reimbursement remains subject to executed agreements, completion of approved work, inspection, and required reimbursement documentation.

The Building Improvement Grant funding currently shown in the proposed FY 2026-2027 budget is preliminary. The awards approved through this agenda item will establish the final program allocation to be incorporated into the adopted FY 2026-2027 budget, by TIF district.

Scenerio #	Policy treatment	North TIF	South TIF	Central TIF
1	All 11 applications approved as submitted	$25,000.00	$39,700.00	$179,533.21
2	35-point threshold applied; shared parcel treated as four applications	$0.00	$0.00	$179,533.21
3	All applications considered; shared parcel limited to one award	$25,000.00	$39,700.00	$104,533.21
4	35-point threshold applied; shared parcel limited to one award	$0.00	$0.00	$104,533.21

Scenario 1 has the greatest overall budget impact and requires both a waiver of the adopted 35-point threshold for the residential applications and four separate awards for one parcel. Scenario 2 applies the scoring threshold but permits four awards on the shared parcel. Scenario 3 waives the threshold for the residential applications but limits the shared parcel to one award. Scenario 4 applies the adopted threshold and limits the shared parcel to one award, producing the lowest current-year commitment and preserving the greatest capacity for other district priorities or future grant cycles.

Residential and Commercial Scoring

Options for the next grant cycle include separate residential and commercial scoring forms, adjusted weighting within the Redevelopment Impact category, separate district or property-type funding pools, or a minimum qualifying threshold calibrated to each project type.

Multiple Addresses on One Parcel

The next-cycle guidelines should establish a consistent rule based on objective factors, such as parcel, ownership, building, unified scope of work, and a per-owner or per-parcel funding cap.

Staff Recommendation

Staff recommends that the CRA Board review the four funding scenarios and determine the grant awards for the FY 2026-2027 Building Improvement Grant Program. The grant awards approved by the Board will establish the final program allocation to be incorporated into the FY 2026-2027 CRA budget.

Staff further recommends that the Board support staff returning before the next grant cycle with proposed amendments that: (1) establish appropriate scoring criteria for residential and commercial projects; and (2) add language to the program guidelines defining how multiple addresses, buildings, and applications associated with a single parcel will be treated.

ATTACHMENTS

1.	FY 2026-2027 BIG Applicants (Scenerio 1)
2.	FY 2026-2027 BIG Applicants (Scenerio 2)
3.	FY 2026-2027 BIG Applicants (Scenerio 3)
4.	FY 2026-2027 BIG Applicants (Scenerio 4)

FY 2026/2027 Building Improvement Grant

Scenerio #1 - All applications are approved as submitted.

Applicant	Project Address	Parcel #	Verification of matching funds (i.e. loan approval, demonstrated savings, etc.)	Project Amount	Allowable max award
North TIF District					
Thomas Townsend	605 N 3rd Street	42-10-27-6850-3850-0010	Yes	$51,524.00	$25,000.00
				Total	**$25,000.00**
South TIF District					
Ann Waltz	628 Emmett Street	42-10-27-6850-0430-0050	Yes	$29,400	$14,700
Richard Perallon	105 Morris Street	42-10-27-6850-0500-0014	Yes	$58,000	$25,000.00
				Total	**$39,700.00**
Central TIF					
Saint Johns Land Trust	305 St Johns Ave	42-10-27-6850-0140-0050	Yes	$9,066.42	$4,533.21
John Lyon	309-311 St Johns Ave	42-10-27-6850-01-40-0056	Yes	$101,649.83	$25,000.00
Beck/Sloan Properties	211 St Johns Ave	42-10-27-6850-0120-0020	Yes	$260,122.00	$25,000.00
Beck/Sloan Properties	505 St Johns Ave	42-10-27-6850-0280-0041	Yes	$98,664.00	$25,000.00
Beck/Sloan Properties	501 St Johns Ave	42-10-27-6850-0280-0050	Yes	$110,548.32	$25,000.00
Beck/Sloan Properties	104 5th St	"	Yes	$52,450.64	$25,000.00
Beck/Sloan Properties	102 5th St	"	Yes	$63,062.72	$25,000.00
Beck/Sloan Properties	106 5th St	"	Yes	$52,966.32	$25,000.00
				Total	**$179,533.21**

FY 2026/2027 Building Improvement Grant

Scenerio #2 - No grants awarded to applications that did not meet the minimum threshold of 35 points per the program guidelines.

Applicant	Project Address	Parcel #	Verification of matching funds (i.e. loan approval, demonstrated savings, etc.)	Project Amount	Allowable max award
North TIF District - 0					
Thomas Townsend	605 N 3rd Street	42-10-27-6850-3850-0010	Yes	$0.00	$0.00
South TIF District - 0					
Ann Waltz	628 Emmett Street	42-10-27-6850-0430-0050	Yes	$0	$0
Richard Perallon	105 Morris Street	42-10-27-6850-0500-0014	Yes	$0	$0
Central TIF					
Saint Johns Land Trust	305 St Johns Ave	42-10-27-6850-0140-0050	Yes	$9,066.42	$4,533.21
John Lyon	309-311 St Johns Ave	42-10-27-6850-01-40-0056	Yes	$101,649.83	$25,000.00
Beck/Sloan Properties	211 St Johns Ave	42-10-27-6850-0120-0020	Yes	$260,122.00	$25,000.00
Beck/Sloan Properties	505 St Johns Ave	42-10-27-6850-0280-0041	Yes	$98,664.00	$25,000.00
Beck/Sloan Properties	501 St Johns Ave	42-10-27-6850-0280-0050	Yes	$110,548.32	$25,000.00
Beck/Sloan Properties	104 5th St	"	Yes	$52,450.64	$25,000.00
Beck/Sloan Properties	102 5th St	"	Yes	$63,062.72	$25,000.00
Beck/Sloan Properties	106 5th St	"	Yes	$52,966.32	$25,000.00
				Total	**$179,533.21**

FY 2026/2027 Building Improvement Grant

Scenerio #3 - Parcel #42-10-27-6850-0280-0050 is treated at as a single application and all other applications are considered as submitted.

Applicant	Project Address	Parcel #	Verification of matching funds (i.e. loan approval, demonstrated savings, etc.)	Project Amount	Allowable max award
North TIF District					
Thomas Townsend	605 N 3rd Street	42-10-27-6850-3850-0010	Yes	$51,524.00	$25,000.00
				Total	**$25,000.00**
South TIF District					
Ann Waltz	628 Emmett Street	42-10-27-6850-0430-0050	Yes	$29,400	$14,700
Richard Perallon	105 Morris Street	42-10-27-6850-0500-0014	Yes	$58,000	$25,000.00
				Total	**$39,700.00**
Central TIF					
Saint Johns Land Trust	305 St Johns Ave	42-10-27-6850-0140-0050	Yes	$9,066.42	$4,533.21
John Lyon	309-311 St Johns Ave	42-10-27-6850-0140-0056	Yes	$101,649.83	$25,000.00
Beck/Sloan Properties	211 St Johns Ave	42-10-27-6850-0120-0020	Yes	$260,122.00	$25,000.00
Beck/Sloan Properties	505 St Johns Ave	42-10-27-6850-0280-0041	Yes	$98,664.00	$25,000.00
Beck/Sloan Properties	501 St Johns Ave	42-10-27-6850-0280-0050	Yes	$110,548.32	$25,000.00
Beck/Sloan Properties	104 5th St	"	Yes	$52,450.64	
Beck/Sloan Properties	102 5th St	"	Yes	$63,062.72	
Beck/Sloan Properties	106 5th St	"	Yes	$52,966.32	
				Total	**$104,533.21**

FY 2026/2027 Building Improvement Grant

Scenario #4 - Parcel #42-10-27-6850-0280-0050 is treated as a single application, and no grants are awarded to applications that do not meet the minimum threshold of 35 points per the program guidelines.

Applicant	Project Address	Parcel #	Verification of matching funds (i.e. loan approval, demonstrated savings, etc.)	Project Amount	Allowable max award
North TIF District					
Thomas Townsend	605 N 3rd Street	42-10-27-6850-3850-0010	Yes	$51,524.00	$0.00
				Total	**$0.00**
South TIF District					
Ann Waltz	628 Emmett Street	42-10-27-6850-0430-0050	Yes	$29,400	$0
Richard Perallon	105 Morris Street	42-10-27-6850-0500-0014	Yes	$58,000	$0.00
				Total	**$0.00**
Central TIF					
Saint Johns Land Trust	305 St Johns Ave	42-10-27-6850-0140-0050	Yes	$9,066.42	$4,533.21
John Lyon	309-311 St Johns Ave	42-10-27-6850-0140-0056	Yes	$101,649.83	$25,000.00
Beck/Sloan Properties	211 St Johns Ave	42-10-27-6850-0120-0020	Yes	$260,122.00	$25,000.00
Beck/Sloan Properties	505 St Johns Ave	42-10-27-6850-0280-0041	Yes	$98,664.00	$25,000.00
Beck/Sloan Properties	501 St Johns Ave	42-10-27-6850-0280-0050	Yes	$110,548.32	$25,000.00
Beck/Sloan Properties	104 5th St	"	Yes	$52,450.64	
Beck/Sloan Properties	102 5th St	"	Yes	$63,062.72	
Beck/Sloan Properties	106 5th St	"	Yes	$52,966.32	
				Total	**$104,533.21**

CRA Fiscal Year 2026/27 Budget Presentation
Presentation and review of the proposed Community Redevelopment Agency Fiscal Year 2026/27 budget.

STAFF REPORT

DATE: September 2, 2026
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

Staff has prepared the proposed FY 2026/27 CRA budget for the Central Business, South Historic, and North Historic TIF Districts.

PROJECT ANALYSIS

The presentation summarizes projected revenues, proposed expenditures, existing commitments, and redevelopment priorities by district.

Staff Recommendation

Staff recommends that the CRA Board receive the presentation and provide direction regarding the proposed FY 2026/27 budget and redevelopment priorities.

ATTACHMENTS

1.	CRA Budget Presentation SEPT
2.	2026-CRA-03 Appendix A
3.	FY27 CRA BUDGET DETAIL

FY2027 CRA Budget

FY2027 Community Redevelopment Agency Budget

Working Budget Projection & Redevelopment Priorities

Budget Session | September 2026

Nicole Auth | CRA Coordinator

FY27 Budget Strategy

PRESERVE DISTRICT INTEGRITY. Maintain each TIF district remains a separate funding source; with revenues and available balances appropriated within the district in which they were generated.

SEPARATE EXISTING COMMITMENTS FROM NEW CAPACITY. Carry forward approved FY26 obligations separately from new FY27 program and project appropriations so that existing commitments do not overstate available FY27 capacity.

DIRECT AVAILABLE RESOURCES TO REDEVELOPMENT PRIORITIES. Use available district resources, including balance forward, to support active programs and eligible redevelopment priorities such as BIG, RRAP, district identification, public realm improvements and targeted capital projects.

MAINTAIN FLEXIBILITY PENDING FINAL CLOSEOUT. Treat FY27 projections as working estimates until year-end activity, accrued liabilities, administrative service allocations and outstanding project costs are finalized.

FY27 KEY BUDGET CHANGES

- $4.56M - **$493K** City Increment - **$691K** County Increment - **$3.378M** Estimated Balance Forward. Compared with approximately $2.815M adopted in FY26.
- $3.38M - Estimated Balance Forward: $3,377,534 estimated balance forward, compared with $1,699,693 adopted in FY26.

- +15.4% | +9.3% | -3.5% - TIF Increment by District
  Central Business: +15.4%
  South Historic: +9.3%
  North Historic: -3.5%

FY27 presents substantially greater total resource capacity, driven primarily by balance forward rather than recurring revenue growth, while available resources remain restricted to their respective TIF districts. *Use of year-end CRA funds remains subject to F.S. §163.387(7).*

CRA FY27 REVENUE BUDGET OVERVIEW

Expenditure Category	Central Business TIF	South Historic TIF	North Historic TIF
County Share TIF	$507,308	$142,423	$29,359
City Share TIF	$362,105	$101,658	$41,135
Carryforward*	$70,882	$2,157	$17,462
Total FY2027 Revenue Budget	**$940,295**	**$246,238**	**$87,954**
Total FY2026 Revenue Budget	**$1,925,673**	**$682,450**	**$206,651**

*Additional carryforward needs to be assigned; timing in line with CRA Plan will drive these commitments

FY2026 CBD TIF Actual Revenue $753,202 & Actual Expenditures $508,838
FY2026 South TIF Actual Revenue $223,256 & Actual Expenditures $362,344
FY2026 North TIF Actual Revenue $73,027 & Actual Expenditures $40,916

CRA ALL TIF DISTRICTS FY27 BUDGET TO PRIOR YEAR COMPARISON

Expenditure Category	FY 2026 Adopted	FY26 Actual (July)	FY 2027 Proposed
Personnel	$107,627	$55,030	$305,784
Operating	$191,034	$86,298	$182,887
Capital Outlay	$1,014,620	$445,124	$657,273
Transfers / Reimbursements	$1,501,495	$325,646	$128,542
Total	**$2,814,776**	**$912,098**	**$1,274,486**

The increase in Personnel is largely due to the elimination of the transfers for Code Enforcement and Police Services.
Those costs are now reflected directly in the TIF district budgets.
Carryforward use of $90,501 is included in the budget; the additional carryforward needs to be assigned.

CRA CENTRAL BUSINESS TIF FY27 BUDGET TO PRIOR YEAR COMPARISON

Expenditure Category	FY 2026 Adopted	FY26 Actual (July)	FY 2027 Proposed
Personnel	$75,338	$39,225	$223,222
Operating	$163,600	$69,759	$131,704
Capital Outlay	$425,000	$173,769	$491,533
Transfers / Reimbursements	$1,261,735	$226,084	$93,836
Total	**$1,925,673**	**$508,838**	**$940,295**

The increase in Personnel is largely due to the elimination of the transfers for Code Enforcement and Police Services.
Those costs are now reflected directly in the TIF district budgets.
Carryforward use of $70,882 is included in the budget; the additional carryforward needs to be assigned.

CRA SOUTH HISTORIC FY27 BUDGET TO PRIOR YEAR COMPARISON

Expenditure Category	FY 2026 Adopted	FY26 Actual (July)	FY 2027 Proposed
Personnel	$24,755	$11,698	$64,216
Operating	$21,000	$12.504	$39,288
Capital Outlay	$503,615	$263,854	$115,740
Transfers / Reimbursements	$133,081	$74,287	$26,994
Total	**$682,451**	**$362,344**	**$246,238**

The increase in Personnel is largely due to the elimination of the transfers for Code Enforcement and Police Services.
Those costs are now reflected directly in the TIF district budgets.
Carryforward use of $2,157 is included in the expenditure budget; the additional carryforward needs to be assigned.

CRA NORTH HISTORIC FY27 BUDGET TO PRIOR YEAR COMPARISON

Expenditure Category	FY 2026 Adopted	FY26 Actual (July)	FY 2027 Proposed
Personnel	$7,354	$4,107	$18,347
Operating	$6,432	$4,035	$11,895
Capital Outlay	$86,005	$7,500	$50,000
Transfers / Reimbursements	$106,679	$25,275	$7,712
Total	**$206,650**	**$40,916**	**$87,954**

The increase in Personnel is largely due to the elimination of the transfers for Code Enforcement and Police Services.
Those costs are now reflected directly in the TIF district budgets.
Carryforward of $17,462 is included in the expenditure budget; the additional carryforward needs to be assigned.

WHAT THE BOARD IS ASKED TO DECIDE

- **District Programs:** Whether the proposed grant programs and amounts are the Board's priorities for FY27, and whether the balance forward is appropriate to any of them.
- **Other Board Ideas, Projects or Recommendations:** Anything the Board wants staff to price and bring back before adoption.

WHAT COMES NEXT

Section 163.387(6), Florida Statutes requires and adopted annual budget before trust fund money is spent, and the budget goes to the county within 10 days of adoption.

Thank You

Budget Session | Sept 02 2026
Nicole Auth | CRA Coordinator

ATTACHMENT "A"

CENTRAL BUSINESS TIF FUND

SOURCES	TOTAL
BALANCE FORWARD	70,882
COUNTY SHARE TIF REVENUE	507,308
CITY SHARE TIF REVENUE	362,105
TOTAL SOURCES - Central Business TIF	940,295

USES	TOTAL
PERSONNEL COSTS	223,222
OPERATING COSTS	131,704
CAPITAL & PROJECT COSTS	491,533
REIMBURSED ADMINITRATIVE COSTS	93,836
OTHER TRANSFERS AND REIMBURSEMENTS	-
TOTAL USES - Central Business TIF	940,295

SOUTH HISTORIC TIF FUND

SOURCES	TOTAL
BALANCE FORWARD	2,157
COUNTY SHARE TIF REVENUE	142,423
CITY SHARE TIF REVENUE	101,658
TOTAL SOURCES - South TIF	246,238

USES	TOTAL
PERSONNEL COSTS	64,216
OPERATING COSTS	39,288
CAPITAL & PROJECT COSTS	115,740
REIMBURSED ADMINITRATIVE COSTS	26,994
OTHER TRANSFERS AND REIMBURSEMENTS	-
TOTAL USES - South TIF	246,238

NORTH HISTORIC TIF FUND

SOURCES	TOTAL
BALANCE FORWARD	17,462
COUNTY SHARE TIF REVENUE	41,132
CITY SHARE TIF REVENUE	29,359
TOTAL SOURCES - North TIF	87,954

USES	TOTAL
PERSONNEL COSTS	18,347
OPERATING COSTS	11,895
CAPITAL & PROJECT COSTS	50,000
REIMBURSED ADMINITRATIVE COSTS	7,712
OTHER TRANSFERS AND REIMBURSEMENTS	-
TOTAL USES - North TIF	87,954

COMMUNITY DEVELOPMENT AGENCY TOTAL

SOURCES - ALL TIF DISTRICTS	TOTAL
BALANCE FORWARD	90,501
COUNTY SHARE TIF REVENUE	690,863
CITY SHARE TIF REVENUE	493,122
TOTAL SOURCES - CRA	1,274,486

USES - ALL TIF DISTRICTS	TOTAL
PERSONNEL COSTS	305,784
OPERATING COSTS	182,887
CAPITAL & PROJECT COSTS	657,273
REIMBURSED ADMINITRATIVE COSTS	128,542
OTHER TRANSFERS AND REIMBURSEMENTS	-
TOTAL USES - CRA	1,274,486

PALATKA CRA FY26-27 BUDGET DETAIL

TIF DISTRICT	CATEGORY	LINE ITEM	Proposed FY27
CENTRAL BUSINESS TIF FY2027 EXPENSE BUDGET			
Central Business	Personnel	Personnel Exec Total 1.0 FTE	76,617
Central Business	Personnel	Personnel Total Code Enforcement 0.5 FTE	26,130
Central Business	Personnel	Personnel Total Police 2.0 FTE	120,475
Central Business	Operating	Audit Expense	11,345
Central Business	Operating	DEO Annual Dues	244
Central Business	Operating	School, Conference & Travel	1,100
Central Business	Operating	FRA Annual Dues, Training & Conference	515
Central Business	Operating	Maintenance Contract	0
Central Business	Operating	Misc. Expenses	1,500
Central Business	Operating	Professional Services	117,000
Central Business	Operating	Small Business Development Center	0
Central Business	Capital	Building Improvement Grant	179,533.21
Central Business	Capital	St. Johns Ave. Intersection Geotechnical Borings	16,000
Central Business	Capital	Downtown Christmas Lights	36,000
Central Business	Capital	Economic Development	0
Central Business	Capital	Landscaping / Consolidated Maintenance	40,000
Central Business	Capital	Larimer Renovations	25,000
Central Business	Capital	Larimer Renovations Grant	125,000
Central Business	Capital	Capital Outlay	0
Central Business	Capital	Public Art Grant Program	20,000
Central Business	Capital	Site Amenities	0
Central Business	Capital	Wayfinding	25,000
Central Business	Capital	Residential Rehabilitation Pilot	25,000
Central Business	Transfer	Admin Expense Placeholder	93,836
		FY2027 CENTRAL TIF EXPENSE BUDGET	940,295
		EXPECTED TIF REVENUES	(869,412)
		BUDGETED USE OF FUND BALANCE	70,882

PALATKA CRA FY26-27 BUDGET DETAIL

TIF DISTRICT	CATEGORY	LINE ITEM	Proposed FY27
		SOUTH HISTORIC TIF FY2027 EXPENSE BUDGET	
South Historic	Personnel	Personnel Exec Total 1.0 FTE	22,041
South Historic	Personnel	Personnel Total Code Enforcement 0.5 FTE	7,518
South Historic	Personnel	Personnel Total Police 2.0 FTE	34,657
South Historic	Operating	Audit Expense	5,936
South Historic	Operating	DEO Annual Dues	110
South Historic	Operating	School, Conference & Travel	750
South Historic	Operating	FRA Annual Dues / Training / Travel	147
South Historic	Operating	Misc. Expenses	750
South Historic	Operating	Professional Services	31,595
South Historic	Capital	Tilghman Renovation / Incidentals	0
South Historic	Capital	Building Improvement Grant	39,700.00
South Historic	Capital	Decorative Lighting Rehabilitation (Gas Lamps)	16,040
South Historic	Capital	Code Compliance	0
South Historic	Capital	Landscaping	0
South Historic	Capital	Signage	0
South Historic	Capital	Blight Abatement Project	25,000
South Historic	Capital	Residential Rehabilitation Pilot	35,000
South Historic	Transfer	Admin Expense Placeholder	26,994
		FY2027 SOUTH TIF EXPENSE BUDGET	246,238
		EXPECTED TIF REVENUES	(244,081)
		BUDGETED USE OF FUND BALANCE	2,157

PALATKA CRA FY26-27 BUDGET DETAIL

TIF DISTRICT	CATEGORY	LINE ITEM	Proposed FY27
		NORTH HISTORIC TIF FY2027 EXPENSE BUDGET	
North Historic	Personnel	Personnel Exec Total 1.0 FTE	6,297
North Historic	Personnel	Personnel Total Code Enforcement 0.5 FTE	2,148
North Historic	Personnel	Personnel Total Police 2.0 FTE	9,902
North Historic	Operating	Audit Expense	920
North Historic	Operating	DEO Annual Dues	25
North Historic	Operating	School, Conference & Travel	450
North Historic	Operating	FRA Annual Dues / Training / Travel	50
North Historic	Operating	Misc. Expenses	450
North Historic	Operating	Professional Services	10,000
North Historic	Capital	Building Improvement Grant	25,000.00
North Historic	Capital	Code Compliance	0
North Historic	Capital	General Capital Improvements	0
North Historic	Capital	Residential Rehabilitation Pilot	25,000
North Historic	Transfer	Admin Expense Placeholder	7,712
		FY2027 NORTH TIF EXPENSE BUDGET	87,954
		EXPECTED TIF REVENUES	(70,492)
		BUDGETED USE OF FUND BALANCE	17,462

Adopt Resolution NO. 2026-CRA-02
Adoption of the CRA Fiscal Year 2025/26 Budget

STAFF REPORT

DATE: September 2, 2026
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

During the CRA Board orientation and governance review conducted this year, staff examined the respective roles and responsibilities of the Community Redevelopment Agency Board and the City Commission, including the administration and expenditure of CRA trust fund revenues. A question was subsequently raised regarding the adoption of the CRA's Fiscal Year 2025/26 budget. The CRA budget was prepared, publicly considered, and incorporated into the City of Palatka's Fiscal Year 2025/26 budget, which was adopted by the City Commission. However, staff has not identified a separate resolution through which the CRA Board, acting in its capacity as the governing body of the Community Redevelopment Agency, formally adopted the CRA budget.

Incorporating the CRA budget into the City's annual budget has been the City's standard administrative practice over multiple fiscal years and under multiple administrations. The current issue does not appear to have resulted from an intentional limitation of the CRA Board's authority, but rather from the historical treatment of the CRA budget as a component of the City's overall budget process.

The accompanying resolution provides the CRA Board's formal approval and adoption of the FY 2025/26 CRA budget and clarifies the separate budget adoption process to be followed in future fiscal years.

PROJECT ANALYSIS

Resolution No. 2026-CRA-02 provides corrective action by adopting the FY 2025/26 CRA budget previously included within the City's adopted budget. The resolution does not establish a new budget or change the appropriations previously approved.

Going forward, the CRA budget will be presented annually to the CRA Board for separate adoption.

Staff Recommendation

Staff recommends adoption of Resolution No. 2026-CRA-02, approving and adopting the Community Redevelopment Agency Fiscal Year 2025/26 budget.

ATTACHMENTS

1.	02. RESOLUTION NO. 2026-CRA-02 Retroactive Adoption FY25-26 Budget_
2.	125. Resolution 2025-R-125 Final Budget

RESOLUTION NO. 2026-CRA-02

A RESOLUTION OF THE PALATKA COMMUNITY REDEVELOPMENT AGENCY CORRECTING A PROCEDURAL OMISSION AND ADOPTING THE COMMUNITY REDEVELOPMENT AGENCY BUDGET FOR FISCAL YEAR 2025-2026; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Palatka previously approved and adopted a Community Redevelopment Plan in accordance with section 163.360, Florida Statutes; and

WHEREAS, a Fiscal Year 2025-2026 Community Redevelopment Agency budget was developed in alignment with that Plan; and

WHEREAS, on September 30, 2025, the City of Palatka adopted Resolution 2025-R-125 for the purpose of approving and adopting a final budget for Fiscal Year 2025-2026; and

WHEREAS, the Fiscal Year 2025-2026 Palatka Community Redevelopment Agency budget was presented to and adopted by the City Commission as part of the City of Palatka's annual budget, rather than being presented to and adopted by the Community Redevelopment Agency Board as required by section 163.387(6), Florida Statutes; and

NOW, THEREFORE, BE IT RESOLVED BY THE PALATKA COMMUNITY REDEVELOPMENT AGENCY BOARD:

SECTION 1. The Palatka Community Redevelopment Agency Board hereby adopts the Palatka Community Redevelopment Agency Budget for Fiscal Year 2025-2026, as maintained in the official budget records of the City of Palatka.

SECTION 2. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the Palatka Community Redevelopment Agency Board on this 2nd day of September 2026.

PALATKA, FLORIDA
COMMUNITY REDEVELOPMENT AGENCY

By: ___________________________
Chair, Roberta Correa

ATTEST:

____
City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

____
Outside Council, Lawsikia J. Hodges

Inst: 202554027527 Date: 10/01/2025 Time: 11:47AM By: JC, DC,
Matt Reynolds, Putnam, County Page 1 of 2 B: 1833 P: 1452

RESOLUTION NO. 2025-R-125

A RESOLUTION OF THE CITY OF PALATKA ADOPTING THE FINAL BUDGET FOR FISCAL YEAR 2025-2026; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS the Annual Budget contains fund appropriations and establishes projected revenue and expenditure levels for all funds and divisions for the current fiscal year and the fiscal year commencing on October 1, 2025; and

WHEREAS Florida Statutes §200.065(2)(c) requires that a public hearing be held on the tentative budget, and Florida Statutes §200.65(2)(d) requires that a public hearing be held to finalize the budget and adopt a millage rate; and

WHEREAS Florida Statutes §200.065(2)(d) requires that within 15 days after the meeting adopting the tentative budget, the taxing authority shall advertise in a newspaper of general circulation of its intent to finally adopt a millage rate and budget. The final hearing must be held within 2 to 5 days of the advertisement. Sections 129.03 and 200.065, F.S. outlines the exact requirements of said advertisements; and

WHEREAS the City of Palatka of Putnam County, Florida on September 10, 2025, held a public hearing as required by Florida Statutes §200.65; and adopted Resolution No. 2025-R-123 to adopt the tentative budget for FY 2025-2026; and

WHEREAS, on September 27, 2025, the City of Palatka advertised in the Palatka Daily News its intent to finally adopt a millage rate and budget; and

WHEREAS the City of Palatka of Putnam County, Florida, set forth the appropriations and revenue estimate for the Budget for the Fiscal Year 2025-2026 in the amount of Eighty-Five Million, Five Hundred Ninety-two Thousand, Three Hundred Seventeen and 00/100 dollars ($85,592,317.).

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

1. The Fiscal Year 2025-2026 Tentative Budget is hereby adopted;
2. The Fiscal Year 2025-2026 Tentative Budget, as filed with the City Clerk, contains the expenditures and reserves estimate, and the revenues and cash balances of the City of Palatka, Florida for the fiscal year from October 1, 2025, to September 30, 2026, both dates inclusive. Said Budget was submitted to the City Commission of the City of Palatka, Florida, by the City Manager as required by and pursuant to Section 39(6) of the City Charter of the City of Palatka, Florida. The 2025-2026 Tentative Budget is hereby fixed and determined in the amount of Eighty-Five Million, Five Hundred Ninety-two Thousand, Three Hundred Seventeen and 00/100 dollars ($85,592,317.), and is hereby in all respects adopted and confirmed as so fixed and determined, and the City Clerk is hereby directed to enter the same upon the Minutes of the City of Palatka, Florida;
3. The City Manager is hereby authorized to expend such sums in accordance with this resolution and the other applicable provisions of the Charter and Ordinances of the City of Palatka, Florida and State law;
4. Properly advertised Public Hearings have been held on September 10, 2025, and September 30, 2025, at 6:00 PM as required by law. Copies of the budget are on file at the Office of the City Clerk for inspection and on the City of Palatka website;
5. If any provision or portion of the Resolution is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of the Resolution shall remain in full force and effect;
6. This Resolution shall take effect immediately upon its adoption;

7. 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 this 30th day of September 2025.

CITY OF PALATKA

By: ______________________________

It's MAYOR

ATTEST:

____
CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

____
CITY ATTORNEY

Adopt Resolution NO. 2026-CRA-03
Consider adoption of the Community Redevelopment Agency Budget for Fiscal Year 2026-2027.

STAFF REPORT

DATE: September 2, 2026
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The proposed FY 2026-2027 CRA Budget has been presented to the CRA Board and reflects funding for the Central Business, South Historic, and North Historic TIF Districts.

PROJECT ANALYSIS

Resolution No. 2026-CRA-03 formally adopts the FY 2026-2027 CRA Budget, attached to the resolution as Attachment "A."

Staff Recommendation

Staff recommends adoption of Resolution No. 2026-CRA-03, approving the Community Redevelopment Agency Budget for Fiscal Year 2026-2027.

ATTACHMENTS

1.	03. RESOLUTION NO. 2026-CRA-03 ADOPTING THE CRA BUDGET FOR FISCAL YEAR 2026-2027
2.	2026-CRA-03 Appendix A

RESOLUTION NO. 2026-CRA-03

A RESOLUTION OF THE CITY OF PALATKA COMMUNITY REDEVELOPMENT AGENCY ADOPTING THE BUDGET FOR FISCAL YEAR 2026-2027 WITH REGARD TO THE CENTRAL BUSINESS TIF DISTRICT, THE SOUTH HISTORIC TIF DISTRICT, AND THE NORTH HISTORIC TIF DISTRICT; PROVIDING AN EFFECTIVE DATE, PURSUANT TO SECTION 163.387(6), FLORIDA STATUTES.

WHEREAS, the Community Redevelopment Agency previously adopted a Community Redevelopment Plan in accordance with Sections 163.360 and 163.362, Florida Statutes; and

WHEREAS, a Fiscal Year 2026-2027 Community Redevelopment Agency budget was developed in alignment with that Plan; and

WHEREAS, a budget workshop was held on August 19, 2026, to further solidify the alignment of the Fiscal Year 2026-2027 Community Redevelopment Agency budget with the CRA Plan; and

WHEREAS, a budget meeting was held on September 2, 2026, for the purposes of finalizing that budget; and

WHEREAS, the Community Redevelopment Agency desires to adopt the Fiscal Year 2026-2027 Community Redevelopment Agency budget; and

NOW, THEREFORE, BE IT ENACTED by the Community Redevelopment Agency of the City of Palatka, Florida:

SECTION 1. The Community Redevelopment Agency Budget for Fiscal Year 2026-2027, attached hereto as Attachment "A" and incorporated herein, is hereby adopted.

SECTION 2. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the Palatka Community Redevelopment Agency on this 2nd day of September 2026.

PALATKA, FL
COMMUNITY REDEVELOPMENT AGENCY

By: ___________________________
Chair, Roberta Correa

ATTEST:

____
City Clerk, Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

____
Outside Council, Lawsikia J. Hodges

ATTACHMENT "A"

CENTRAL BUSINESS TIF FUND

SOURCES	TOTAL
BALANCE FORWARD	70,882
COUNTY SHARE TIF REVENUE	507,308
CITY SHARE TIF REVENUE	362,105
TOTAL SOURCES - Central Business TIF	940,295

USES	TOTAL
PERSONNEL COSTS	223,222
OPERATING COSTS	131,704
CAPITAL & PROJECT COSTS	491,533
REIMBURSED ADMINITRATIVE COSTS	93,836
OTHER TRANSFERS AND REIMBURSEMENTS	-
TOTAL USES - Central Business TIF	940,295

SOUTH HISTORIC TIF FUND

SOURCES	TOTAL
BALANCE FORWARD	2,157
COUNTY SHARE TIF REVENUE	142,423
CITY SHARE TIF REVENUE	101,658
TOTAL SOURCES - South TIF	246,238

USES	TOTAL
PERSONNEL COSTS	64,216
OPERATING COSTS	39,288
CAPITAL & PROJECT COSTS	115,740
REIMBURSED ADMINITRATIVE COSTS	26,994
OTHER TRANSFERS AND REIMBURSEMENTS	-
TOTAL USES - South TIF	246,238

NORTH HISTORIC TIF FUND

SOURCES	TOTAL
BALANCE FORWARD	17,462
COUNTY SHARE TIF REVENUE	41,132
CITY SHARE TIF REVENUE	29,359
TOTAL SOURCES - North TIF	87,954

USES	TOTAL
PERSONNEL COSTS	18,347
OPERATING COSTS	11,895
CAPITAL & PROJECT COSTS	50,000
REIMBURSED ADMINITRATIVE COSTS	7,712
OTHER TRANSFERS AND REIMBURSEMENTS	-
TOTAL USES - North TIF	87,954

COMMUNITY DEVELOPMENT AGENCY TOTAL

SOURCES - ALL TIF DISTRICTS	TOTAL
BALANCE FORWARD	90,501
COUNTY SHARE TIF REVENUE	690,863
CITY SHARE TIF REVENUE	493,122
TOTAL SOURCES - CRA	1,274,486

USES - ALL TIF DISTRICTS	TOTAL
PERSONNEL COSTS	305,784
OPERATING COSTS	182,887
CAPITAL & PROJECT COSTS	657,273
REIMBURSED ADMINITRATIVE COSTS	128,542
OTHER TRANSFERS AND REIMBURSEMENTS	-
TOTAL USES - CRA	1,274,486