

ROBERTA M. CORREA
MAYOR - COMMISSIONER

TAMMIE McCASKILL
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



TROY BELL, ICMA-CM
MPA, MS-Finance
CITY MANAGER

TERRY TURNER
BOCC REPRESENTATIVE

TERESA JACKSON
COMMUNITY REPRESENTATIVE

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI KRANTZ
CITY CLERK

AGENDA
COMMUNITY REDEVELOPMENT AGENCY
August 12, 2024 at 5:00 PM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. June 7, 2024 Workshop
- b. June 10, 2024 Regular Meeting
- c. June 20, 2024 Workshop

3. PUBLIC COMMENTS

4. PRESENTATIONS

- a. June 30, 2024 Quarterly Financial Report

5. REGULAR BUSINESS

- a. CRA Budget Presentation and Recommendation of Approval
 - i) Presentation - Tax Increment Fund - Jonathan Griffith, Assistant City Manager
 - ii) North & South Tax Increment Fund District Report
 - iii) FPL Reid Street Decorative Lighting and Median Request
- b. Direction/Recommendation - Small Business Development Center Memorandum of Understanding
- c. Discussion/Direction - Request for extension of CRA Building Improvement Grant project deadline - Svein Arild Bakken

6. REPORTS

- a. Small Business Development Center Report

7. ADJOURN

Any person wishing to appeal any decision made by the Community Redevelopment Agency with respect to any matter considered at such meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. FS 286.0105 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.

June 7, 2024 Workshop

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Attached please find copy of the draft minutes of the June 7, 2024 Workshop for approval.

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

Approve as read.

ATTACHMENTS

1.	2024.06.07 Minutes 1st CRA Budget Workshop
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ROBERTA M. CORREA
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CITY ATTORNEY

SUNNI KRANTZ
CITY CLERK



MINUTES
COMMUNITY REDEVELOPMENT AGENCY
BUDGET WORKSHOP
June 7, 2024

1. CALL TO ORDER

a. Special Called Workshop Notice

The Clerk read: to members: you are hereby notified special called workshops of the Community Redevelopment Agency are hereby called for the following dates. The purpose of the workshops is to discuss the FY 2024-25 budget.

June 7 - Community Redevelopment Agency Budget Workshop 2:30 PM

June 20 - Community Redevelopment Agency Budget Workshop 2:30 PM

Roberta M. Correa, Mayor

b. Invocation

The invocation was led by Chaplain Mulberry.

c. Pledge of Allegiance

The pledge of allegiance was led by Ms. Jackson.

d. Roll Call

Present:

Commissioner Justin Campbell

Commissioner Will Jones (via telecommunications technology)

Representative Teresa Jackson

Commissioner Terry Turner (via telecommunications technology)

Mayor Roberta Correa

Absent:

Commissioner Tammie McCaskill

Commissioner Rufus Borom (excused)

Also Present: Troy Bell, City Manager; Jonathan Griffith, Assistant City Manager; Jane West, City Attorney; Sunni Krantz, City Clerk; Marcia Carty, Finance Director; Peter Willott, Public Information Officer; Eddie Cutwright, Community Affairs Director; Chris Taylor, Fire Chief; Jason Shaw, Police Chief; Christy Lowe, Code Enforcement Officer; Jessica Cruz, Community Affairs Assistant; ; Yul McNair, Airport Manager; Allegra Kitchens, former City Commissioner; Alonzo Mulberry, City Chaplain (via telecommunications technology); Rick Paul, Small Business Development Center; Cheryl Roach

2. PUBLIC COMMENTS Public Comment is limited to three minutes. Cheryl Roach 312 Dodge St. ,Palatka, FL 32177 - asked regarding citizens input in the workshop. She advocated for a CRA Director as there is a disconnect between the CRA and the HPB and Planning Board and Code Enforcement Department. She spoke of concern of the possibility of losing CRA funding because it is not being spent.

Ms. West responded that today is one of several budget workshops with plenty of options to engage.

Hearing no further requests to comment the floor was closed to public comment.

3. REGULAR BUSINESS

- a. PRESENTATION & DISCUSSION - Summary of CRA funds for Fiscal Year 2023-2024 and Discussion of Expenses for CRA funds for Fiscal Year 2024-2025

Mr. Bell advised Staff is looking primarily to get feedback from the board, today. Ms. Carty continued, the intent is to get more guidance from the board on what it is looking for in order to include it in the proposed budget. She provided the presentation from the agenda packet, outlined the common steps of budgeting, spoke regarding the values of the taxable value increasing, outlined the current projects of the CRA, outlined the revenues, expenses, and transfers anticipated (at this time) for next year. Ms. Carty also outlined the budget report: the total revenues projected for the three Tax Increment Fund districts is: \$1,468,670. The budgets in progress for the three districts for FY 2024-25 including projected transfers are: Downtown \$867,032; South Historic \$457,478; North Historic \$144,159

Input of the Agency commenced:

Commissioner Campbell asked to add the funding for a full-time CRA administrator in the upcoming fiscal year budget.

Mayor Correa asked to increase the public art line over the \$20,000 it usually is. She asked the board if there can be any funding for the Larimer Arts Center repairs. She advised we have the Building Improvement Grant and asked if we would like to add more grants, such as a facade grant. She asked about the future of the "Belton property" (300 N. 11th St.). She asked about funding to get downtown on the national/local historic register and to make that process happen through an RFP to those companies that specialize in assisting with this.

Commissioner Jones asked about the Belton property and whether the plans have been changed. He advised the original plans need to be communicated to the public. Mr. Griffith responded the Belton property and the adjacent private property on 11th Street are shown on the A Philip Randolph Transportation Hub renderings as any combination of a mixed use of commercial and residential. He advised at some point the CRA will need to give guidance whether it wishes to see public or private improvements there. Mayor Correa spoke on "going green" grants that are available for us to apply for. Commissioner Jones spoke regarding the need to solidify the plans.

The floor was opened to public comment:

Rick Paul SBDC - advised the SBDC has requested an increase in its annual contract from \$20,000 to \$25,000. The main causes for the increase are inflation, the funding from the University of North Florida is being reduced a little, and the County's buy-in is \$50,000 per year minimum. With this increase and the County's increase, we will almost be at the buy-in amount. This contract allows them to provide ongoing services to the community.

Cheryl Roach 312 Dodge St., Palatka, FL 32177 and Mr. Griffith spoke regarding the \$867,000 transfer to the Better Place line, related to the St. Johns Avenue Streetscape project. Mr. Griffith advised the first phase (intersections) is complete, the second phase will be resurfacing, and the number will be more precise at the next workshop regarding phase II and phase III.

Ms. Roach also suggested solar lights to illuminate the present murals and asked for funding for Noah's Ark which is in disrepair.

Hearing no further requests to comment, the floor was closed to public comment.

4. ADJOURN

Motion to adjourn by Commissioner Campbell at 3:14 PM.

June 10, 2024 Regular Meeting

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Attached please find the draft Minutes of the June 10, 2024 Regular Meeting for approval.

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

Approve as read.

ATTACHMENTS

1.	2024.06 10
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ROBERTA M. CORREA
MAYOR - COMMISSIONER

TAMMIE McCASKILL
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

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COMMUNITY REPRESENTATIVE

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI KRANTZ
CITY CLERK



MINUTES
COMMUNITY REDEVELOPMENT AGENCY
June 10, 2024

1. CALL TO ORDER The meeting was called to order at 5:02 PM.

a. Invocation

Invocation led by Chaplain Mulberry

b. Pledge of Allegiance

The pledge of allegiance was led by Commissioner Borom.

c. Roll Call

Present:

Commissioner Justin Campbell

Commissioner Rufus Borom

Commissioner Will Jones

Representative Teresa Jackson

County Commissioner Terry Turner (present via
telecommunications technology)

Mayor Roberta Correa

Absent:

Commissioner Tammie McCaskill (excused)

Also Present: Troy Bell, City Manager; Jonathan Griffith, Assistant City Manager; Jane West, City Attorney; Sunni Krantz, City Clerk; Marcia Carty, Finance Director; Eddie Cutwright, Community Affairs Director; Peter Willott, Public Information Officer; Matt Newcomb, Assistant Police Chief; Marcia Ganoe, Projects Manager; Rick Paul, Small Business Development Center; Cheryl Roach; Tarsha Givens, Annie Svetlik; Colin Bingham; Lorenzo Aghemo, Planning Director and Alonzo Mulberry, City Chaplain (via telecommunications technology)

2. APPROVAL OF MINUTES

a. Minutes April 8, 2024

Motion to approve by Commissioner Borom. Seconded by Commissioner Campbell. The Motion passed unanimously.

3. PUBLIC COMMENTS Speakers are limited to three minutes. No action taken on items. The floor was opened to public comments.

Rick Paul, Small Business Development Center spoke regarding the CRA Networking event recently held. He indicated it allowed the CRA Commissioners and Staff the opportunity to encourage businesses to start up or come into the community. He spoke regarding an upcoming SBDC Workshop on July 23.

Hearing no further requests to comment, the floor was closed to public comment.

4. REGULAR BUSINESS

a. FDOT Reid Street Resurfacing Landscape Median Discussion

Mr. Bell presented the FDOT Reid Street Resurfacing Landscape Median item. Mr. Griffith advised Reid Street has been an area identified in the redevelopment plan. FDOT put us on notice that Reid Street is coming up for resurfacing. Staff has asked how we do something a little more to beautify the street. FDOT indicated the City can do this when the road is resurfaced. He presented the design for decorative lighting and medians from the base of the Memorial Bridge to the Railroad tracks on Reid Street (from the agenda packet). There are right-of-way constraints, as FDOT is unwilling to move curb lines or infrastructure. However, they can move travel lanes and the center of those lanes, which would allow us to have landscape medians. We are limited to where we can place them due to the length of the blocks. In the event a land swap is done to acquire the land beside City Hall, we can look at landscaping the gateway into Reid St. We are not proposing to include medians at 4th and 6th streets. Mr. Griffith presented the depictions from the agenda packet of the intersections showing where the proposed medians would be located.

.Discussion continued regarding landscaping for the medians. FDOT will only lay sod. The City would have to work with the FDOT landscape architect for funding for landscaping (trees, shrubbery, etc.). Mr. Griffith advised FDOT will only allow us to put only small trees (not Oak trees) that would not disturb the asphalt. The City would fund the construction of the median.

Agency discussion commenced regarding the project. Commissioner Jones spoke regarding rush hour traffic and spoke regarding the intersection at 8th Street being difficult to cross. He spoke regarding Bethel AME church having difficulty getting out of their parking lot. He objected to blocking that intersection. Mayor Correa indicated traffic-calming would aid pedestrians, as not many people cross Reid Street at 8th or 10th Streets. Commissioner Campbell indicated the issue exists at the 8th and 10th Street intersections because the lights are not synced simultaneously. Commissioners Turner and Borom indicated concern of putting higher pressure on the side streets. Mr. Griffith advised FDOT requires a certain amount of stacking room.

Mr. Griffith advised the only area you could add this without losing cross-traffic area would be on 1st Street. Stacking for 1st Street would be 3, for the 2nd Street would maintain the existing configuration of 8 stacking. Mr. Griffith advised Staff's recommendation would be to approve areas 1 and 2 at a minimum. He spoke regarding the budget transfer needed for the design cost. He advised if the desire is to construct 2 medians at the foot of the bridge, we would fund the construction in next year.

If the CRA approves the lighting improvement, DOT would work with FPL.

Discussion continued regarding zones 1 and 2. Mr. Griffith advised where the crosshatch is now as you go up the bridge out of town, would have the median in area 1. In area 2 where the turn arrows are now is where the median would be.

Commissioner Jones and Borom suggested doing one median and then adding more later. Mr. Griffith responded we only have 1 opportunity to add any medians, so that FDOT can incorporate this in their construction project. Mr. Griffith advised FDOT had desired an answer before today.

The floor was opened to public comment:

Cheryl Roach 312 Dodge St., Palatka, FL 32177 - spoke in favor of the traffic-calming this project would provide. She understood the comments regarding 8th and 10th Streets.

Commissioner Turner asked if this is a beautification project, not a traffic-calming project. Mr. Griffith responded there is an element of traffic-calming. This is because when you take a suicide lane and a 11 or 12-foot travel lane and add vertical elements (landscaping) travelers naturally slow down. Mr. Griffith advised citizen input was provided at the time of the CRA plan. Also, we are going through comprehensive planning citizen input sessions with the Regional Planning Council on how the public would like the city to look. Also, there is a public workshop on July 10th regarding FDOT's entire project which is resurfacing State Road 15 and US 17, which extends past the railroad tracks.

Annie Svetlik 511 N 3rd St., Palatka, FL 32177 - spoke in support of anything that would calm Reid Street and spoke of the traffic speeding danger. She asked if something such as speed bumps could be added on the bridge for traffic calming.

Rick Paul - spoke in support of traffic calming.

Hearing no further requests to comment, the floor was closed to public comment.

Asst. Chief Newcomb advised where we have suicide turn lanes (such as by Tractor Supply is) and where Planet Fitness is on St. Johns, we have traffic crashes. He advised we have a lot of complaints regarding the bridge.

Mr. Bell advised he has heard input from citizens of the need for traffic calming on Reid Street.

Motion by Commissioner Jones to approve the first median at First Street to see if there is any effect and add clear markings to prepare for the turn lane. Second by Commissioner Borom. Motion failed 3 to 3.

Regarding costs, Mr. Griffith asked regarding for the lighting request to replace the aging lighting we have, the cost is \$34,000 for the entire corridor. The cost of the design of all the medians would be another \$33,000-\$34,000. FDOT did not provide a breakdown of costs per median

Motion to approve the lighting by Commissioner Borom. Seconded by Commissioner Campbell. Motion Passed unanimously.

Motion by Rep. Jackson to approve area 1 the foot of the bridge (to create the median at the foot of the bridge in area 1), omit any medians elsewhere, and to clarify the markings in area 2 in the turn lane on 2nd Street). Second by Commissioner Borom. Motion passed 4 - 2 with Commissioner Campbell and Mayor Correa dissenting.

Mayor Correa advised FDOT will have to come back to us with an exact cost amount for the area.

- b. ADOPT RESOLUTION authorizing execution of an Interlocal Agreement between the Community Redevelopment Agency and the City of Palatka for services the City shall provide the CRA

Mr. Bell advised the CRA is the fiduciary of the Tax Increment Fund. City Administration, Public Works and Code Enforcement provide services to the CRA. The proposed agreement defines how it operates and what costs are associated with it.

Commissioner Jones asked regarding Section 3.5 Mr. Bell advised the City would have to clarify the additional level of service provided by the Code Enforcement Department specific to the CRA area. As an example, Ms. West advised recently the Code Enforcement Department tackled walking the TIF districts on the weekends, separate from their day-to-day operations.

Motion to approve by Commissioner Campbell. Seconded by Commissioner Borom. The Motion passed unanimously.

- c. RECOMMENDATION OF AWARD Building Improvement Grant March 2024 Cycle

Mr. Bell advised the Building Improvement Grant program is to address the issues of blight and to bring the city from blight to bright. Staff's recommendation is to not approve the 2 applications before the Agency. The applications were reviewed by the Tax Increment Fund Advisory Committee. It appears the Committee did not follow the spirit of the CRA to improve blighted areas.

Agency discussion commenced. Commissioner Turner spoke regarding the precedence of approving applications against staff's recommendations. Mayor Correa spoke regarding respecting the Committee as well as Staff. Commissioner Borom advised if it is not something either the committee or staff recommended, it should not come before any board.

Mayor Correa advised there is a new grant cycle open until September.

Motion to deny the applications by Commissioner Campbell. Seconded by Commissioner Borom. The Motion Passed unanimously.

5. ADJOURN
Motion to adjourn by Commissioner Borom at 6:13 PM

June 20, 2024 Workshop

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Attached please find a draft of the minutes of the June 20, 2024 Workshop for approval.

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

Approve as read.

ATTACHMENTS

1.	2024.06.20 CRA Budget Workshop Minutes
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ROBERTA M. CORREA
MAYOR - COMMISSIONER

TAMMIE McCASKILL
COMMISSIONER

JUSTIN R. CAMPBELL
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JANE WEST, ESQ.
CITY ATTORNEY

SUNNI KRANTZ
CITY CLERK

MINUTES
COMMUNITY REDEVELOPMENT AGENCY
BUDGET WORKSHOP
June 20, 2024

1. CALL TO ORDER

The following are the Minutes of the proceedings of a Workshop of the Community Redevelopment Agency held on June 20, 2024 at 2:30 PM.

a. Special Called Workshop Notice

The notice was read by the Clerk.

b. Invocation

An invocation was led by Commissioner Jones.

c. Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Campbell.

d. Roll Call

Present:

Commissioner Justin Campbell

Commissioner Will Jones

Terry Turner (present via telecommunications technology)

Teresa Jackson

Absent:

Commissioner Tammie McCaskill

Commissioner Rufus Borom

Also present: Troy Bell, City Manager; Jane West, City Attorney; Sunni Krantz, City Clerk; Marcia Carty, Finance Director; Eddie Cutwright, Community Affairs Director; Chris Taylor, Fire Chief; Jason Shaw, Police Chief; Allegra Kitchens, former City Commissioner; Annie Svetlik; Annabelle Lamb and Keillan Ginnis, Interns to the City Clerk

2. PUBLIC COMMENTS

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

The floor was opened to public comment.

Cheryl Roach 312 Dodge St., Palatka, FL 32177 asked if CRA funding can be used towards the code violations on City owned properties within the CRA. She asked why the CRA does not have a director and asked for status the

MINUTES
Community Redevelopment Agency
Workshop
June 20, 2024

flowerpots on St. Johns Avenue and the St. Johns Avenue streetscape project.

Hearing no further requests to comment, the floor was closed to public comment.

3. DISCUSSION

a. Second Draft of FY 2024 - 2025 Budget

Ms. Carty presented the second draft of the CRA budget. The total revenues are Downtown Tax Increment Fund (TIF): \$573,642.70; South Historic TIF \$183,477.58; North Historic TIF: \$62,301.54. The total budget for downtown is \$1,539,456. The total budget for South Historic is \$493,043. The total budget for North Historic is \$151,658. Combining the three districts, the total CRA budget is \$2,184,157. Page 10 of the agenda packet show the ongoing projects of the CRA. Commissioner Jones indicated if we complete the ongoing projects some of the CRA funds will be spent.

Agency discussion continued with Ms. Carty regarding the CRA Building Improvement Grant and the CRA director position. Ms. Carty advised the CRA Director/Manager position salary is reflected on page 2 of the draft, and the amount is broken out between the three districts. Mayor Correa spoke regarding the citizen's difficulties in applying for the CRA Building Improvement Grant and of putting out the funds in order to be reimbursed. She indicated if a CRA director is hired there will be more ability for the CRA director to help guide applicants through the process and have ideas for other grants. Mayor Correa also asked for the CRA to consider beginning a Live-Where-You-Work program, and a facade grant. Mayor Correa advised she will look at the CRA Plan and make additional recommendations for the budget. Ms. Jackson spoke regarding the potential for the CRA to work on the appearance of buildings (including 913 Reid St., Palatka, FL 32177, the old Mt. Tabor Baptist Church on Reid Street) and asked if the CRA can reach out to property owners directly. Mr. Bell advised the owners of these properties can apply for the CRA building Improvement Grant. We are presently in a cycle of this grant, and postcards are going out to every property owner within the CRA notifying them of their ability to apply. Commissioner Campbell asked how to ensure the property owners receives the communication. Mr. Bell responded if there individual properties whose owner the Agency members would like to see Staff reach out to we can. Mayor Correa asked Staff go through the list of CRA property owners (that the card is being mailed to) to ensure all own properties in the CRA.

Discussion continued regarding other Agency budget requests: Ms. Jackson spoke regarding the potential for the CRA to fund decorative lighting. Mayor Correa asked for funding for new banners for the streetlights, as there is funding for the hardware. She also asked for further consideration for public art, as other groups, besides the Lee Conlee Snyder Mural Committee, may wish to receive funding for public art. Mayor Correa asked for additional kiosks downtown regarding architecture, events, and people in order to create a heritage walking tour.

Mr. Bell advised the flower pots mentioned during public comment are going in along St. Johns Avenue. Mayor Correa indicated Revitalize Historic Palatka was going to rally the community to maintain the plants in the pots. Commissioner Campbell asked that the CRA maintain them properly if the merchants do not maintain them. Mayor Correa indicated the need to reach out to RHP first to see if they are willing to enter into a contract to maintain the planters.

Commissioner Campbell recommended holding another CRA workshop with more serious conversation regarding

MINUTES
Community Redevelopment Agency
Workshop
June 20, 2024

the CRA Manager position. The Clerk will send out potential dates to the Commission regarding workshops.

4. ADJOURN

Motion to adjourn by Commissioner Campbell at 3:05 PM.

June 30, 2024 Quarterly Financial Report

On a quarterly basis, the CRA TIF is presented with the status of funds received and expended. Attached is the quarter and nine months ended June 30, 2024. There is also a statement of the unspent TIF funds by District, totaling \$802,216, as of 06/30/2024, even though there is an encumbrance of \$17,273.

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Palatka's CRA is governed by Florida Statute 163, and conforms to the community redevelopment plan.

BACKGROUND

The tax increment revenues can be used immediately, saved for a particular project, or can be bonded to maximize the funds available. Any funds received from a tax increment financing area must be used for specific redevelopment purposes within the targeted area.

PROJECT ANALYSIS

Staff Recommendation

Receive and accept the Financial Report for the Quarter Ended June 30, 2024. Discuss how to spend the available funds before the year end.

ATTACHMENTS

1.	TIF FINANCIALS 06-2024
2.	UNSPENT TIF FUNDS AS OF JUNE 30 2024 REVISED 08-05-24

CITY OF PALATKA, FLORIDA
TIF CRA REVENUES AND EXPENSES FOR NINE MONTHS ENDED JUNE 30, 2024
BUDGET VERSUS ACTUAL

ACCNT_NUMBER	ACCOUNT_DESCRIPTION	2023 BUDGET	2023 REV_YTD	2024 _BUDGET	JUNE 2024 REVENUES	2024 REV_YTD	UNREALIZD	PERCN T REALIZ D
TIF REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 75.00 % Yr Complete For Fiscal Year: 2024 / 6								
PROPERTY TAXES								
030-00-311-0-3100	DOWNTOWN REDEV COUNTY SHARE	\$288,787	\$287,382	\$355,722	\$0	\$332,808	\$22,914	93.55%
030-00-311-0-3110	DOWNTOWN REDEV CITY SHARE	\$198,524	\$197,558	\$244,538	\$0	\$240,835	\$3,703	98.48%
030-00-311-0-3200	SOUTH HISTORIC COUNTY SHARE	\$92,209	\$92,205	\$109,900	\$0	\$106,447	\$3,453	96.85%
030-00-311-0-3220	SOUTH HISTORIC CITY SHARE	\$63,388	\$63,386	\$75,549	\$0	\$77,030	-1,481.23	101.96%
030-00-311-0-3300	NORTH HISTORIC COUNTY SHARE	\$34,675	\$34,675	\$38,049	\$0	\$36,145	\$1,904	94.99%
030-00-311-0-3330	NORTH HISTORIC CITY SHARE	\$23,837	\$23,837	\$26,156	\$0	\$26,156	\$0	100.00%
TOTAL		\$701,420	\$699,043	\$849,914	\$0	\$819,422	\$30,492	96.00%
OTHER REVENUES								
030-00-366-0-0003	CONTRIBUTION - BENCHES	\$0	\$0	\$0	\$0	\$2,200	-2,200.00	0.00%
030-00-365-0-2000	SALE OF HAMMOCK HALL 429 KIRBY	\$0	\$0	\$131,926	\$0	\$131,926	\$0	100.00%
030-00-365-0-2500	PROCEEDS FROM SALE OF SURPLUS	\$0	\$0	\$0	\$51,000	\$51,000	-51,000.00	0.00%
030-00-369-9-1003	FESTIVALS	\$0	\$350	\$0	\$0	\$0	\$0	0.00%
TOTAL		\$0	\$350	\$131,926	\$51,000	\$185,126	-53,200.00	140.00%
TOTAL REVENUES		\$701,420	\$699,393	\$981,840	\$51,000	\$1,004,548	-22,707.82	102.00%
CASH BALANCE FORWARD								
030-00-301-0-0001	DOWNTOWN REDEVELOPMENT FORWARD	\$812,337	\$0	\$923,777	\$0	\$0	\$923,777	0.00%
030-00-301-0-0002	SOUTH HISTORIC BALANCE FORWARD	\$143,597	\$0	\$122,286	\$0	\$0	\$122,286	0.00%
030-00-301-0-0003	NORTH HISTORIC BALANCE FORWARD	\$124,487	\$0	\$62,739	\$0	\$0	\$62,739	0.00%
TOTAL		\$1,080,421	\$0	\$1,108,802	\$0	\$0	\$1,108,802	0.00%
ALL DISTRICTS	TOTAL REV, TRF & CASH BALANCES	\$1,781,841	\$699,393	\$2,090,642	\$51,000	\$1,004,548	\$1,086,094	48.00%

CITY OF PALATKA, FLORIDA
TIF CRA REVENUES AND EXPENSES FOR NINE MONTHS ENDED JUNE 30, 2024
BUDGET VERSUS ACTUAL

TIF EXPENDITURES / 75.00 % Yr Complete For Fiscal Year: 2024 / 6

ACCT_NUMBER	ACCOUNT_DESCRIPTION	2023 BUDGET	2023 EXPS YTD	2024 _BUDGET	JUNE 2024 EXPENSES	2024 EXPS YTD	ENCUMBERE D	UNREALIZED	PERCN T REALIZ D
DOWNTOWN									
030-30-580-3-3100	PROFESSIONAL SERVICES	\$10,000	\$0	\$104,012	\$0	\$6,950	\$0	\$97,062	6.68%
030-30-580-3-3105	SMALL BUSINESS DEVELOPMENT CEN	\$12,000	\$9,000	\$12,000	\$0	\$9,000	\$3,000	\$0	75.00%
030-30-580-3-3109	MAINTENANCE CONTRACT	\$9,200	\$3,150	\$35,000	\$450	\$3,150	\$0	\$31,850	9.00%
030-30-580-3-3200	AUDIT EXPENSE	\$10,740	\$6,115	\$10,675	\$0	\$5,866	\$5,347	-\$538	54.95%
030-30-580-3-4805	FESTIVALS	\$7,500	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-30-580-3-5280	MISC EXPENSES	\$1,000	\$70	\$3,400	\$0	\$0	\$0	\$3,400	0.00%
030-30-580-3-5401	FRA ANNUAL DUES, TRAINING & CO	\$2,500	\$644	\$4,000	\$0	\$864	\$140	\$2,996	21.60%
030-30-580-3-5402	DEO ANNUAL DUES	\$175	\$123	\$175	\$0	\$130	\$0	\$46	74.00%
030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHTS	\$25,000	\$20,643	\$25,000	\$3,520	\$23,713	\$0	\$1,287	94.85%
030-30-580-6-6314	RECRUITMENT PROJECT	\$55,000	\$0	\$25,000	\$0	\$25,000	\$0	\$0	100.00%
030-30-580-6-6316	WAYFINDING	\$60,000	\$0	\$15,000	\$0	\$0	\$0	\$15,000	0.00%
030-30-580-6-6319	BUILDING IMPROVEMENT GRANT	\$50,000	\$5,067	\$121,000	\$0	\$5,032	\$344	\$115,624	4.15%
030-30-580-6-6320	LANDSCAPING	\$40,000	\$3,467	\$40,000	\$2,857	\$2,857	\$0	\$37,143	7.14%
030-30-580-6-6321	SITE AMENITIES	\$7,500	\$0	\$20,000	\$12,668	\$15,580	\$3,750	\$670	77.90%
030-30-580-6-6328	PUBLIC ART	\$25,000	\$0	\$10,000	\$0	\$0	\$0	\$10,000	0.00%
030-30-580-6-6329	PROPERTY AQUISITION	\$0	\$0	\$25,000	\$12,087	\$12,087	\$2,299	\$10,615	48.34%
030-30-580-6-6400	CAPITAL OUTLAY	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000	0.00%
TOTAL		\$315,615	\$48,278	\$500,262	\$31,582	\$110,228	\$14,880	\$375,155	22.00%
TRANSFERS									
030-30-580-9-9103	REIMB GENERAL-FIREWORKS	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	\$26,953	\$10,811	\$28,112	\$2,343	\$21,084	\$0	\$7,028	75.00%
030-30-580-9-9107	REIMB TO UTILITY FOR CRA ADMIN	\$15,000	\$10,253	\$0	\$0	\$0	\$0	\$0	0.00%
030-30-580-9-9130	TRANSFER TO BETTER PLACE-CDBG	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-30-580-9-9132	TRANSFER TO UTILITY FUND-POTAB	\$89,565	\$0	\$89,565	\$0	\$0	\$0	\$89,565	0.00%
030-30-580-9-9134	TRANSFER TO BETTER PLACE - STR	\$0	\$0	\$867,831	\$0	\$0	\$0	\$867,831	0.00%
TOTAL		\$651,518	\$21,064	\$985,508	\$2,343	\$21,084	\$0	\$964,424	2.00%
DOWNTOWN	DEPARTMENT TOTAL	\$967,133	\$69,342	\$1,485,770	\$33,924	\$131,312	\$14,880	\$1,339,579	9.00%

CITY OF PALATKA, FLORIDA
TIF CRA REVENUES AND EXPENSES FOR NINE MONTHS ENDED JUNE 30, 2024
BUDGET VERSUS ACTUAL

TIF EXPENDITURES / 75.00 % Yr Complete For Fiscal Year: 2024 / 6

ACCNT_NUMBER	ACCOUNT_DESCRIPTION	2023 BUDGET	2023 EXPS YTD	2024 _BUDGET	JUNE 2024 EXPENSES	2024 EXPS YTD	ENCUMBERE D	UNREALIZD	PERCN T REALIZ D
SOUTH HISTORIC									
030-31-580-3-3100	PROFESSIONAL SERVICES	\$5,000	\$0	\$17,016	\$0	\$0	\$0	\$17,016	0.00%
030-31-580-3-3200	AUDIT EXPENSE	\$3,380	\$1,922	\$3,355	\$0	\$1,844	\$1,630	-\$119	54.95%
030-31-580-3-5280	MISC EXPENSES	\$50	\$0	\$867	\$0	\$0	\$0	\$867	0.00%
030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	\$2,000	\$148	\$3,500	\$0	\$184	\$32	\$3,283	5.27%
030-31-580-3-5402	DEO ANNUAL DUES	\$100	\$39	\$110	\$0	\$30	\$0	\$80	27.04%
030-31-580-6-6120	LAND PURCHASE	\$0	\$0	\$30,000	\$15,557	\$27,193	\$0	\$2,807	90.64%
030-31-580-6-6329	BUILDING IMPROVEMENT GRANT	\$50,000	\$0	\$65,000	\$0	\$0	\$79	\$64,921	0.00%
030-31-580-6-6333	SIGNAGE	\$1,000	\$0	\$3,000	\$0	\$0	\$0	\$3,000	0.00%
030-31-580-6-6337	SITE AMENITIES	\$1,500	\$0	\$3,000	\$0	\$0	\$0	\$3,000	0.00%
030-31-580-6-6341	LANDSCAPING	\$9,000	\$0	\$4,000	\$0	\$0	\$0	\$4,000	0.00%
030-31-580-6-6342	FESTIVALS	\$3,000	\$1,488	\$0	\$0	\$0	\$0	\$0	0.00%
030-31-580-6-6343	CAPITAL OUTLAY	\$50,000	\$0	\$60,733	\$0	\$0	\$0	\$60,733	0.00%
030-31-580-6-6344	324 RIVER ST REPAIRS TILLMAN H	\$0	\$0	\$121,193	\$0	\$0	\$0	\$121,193	0.00%
TOTAL		\$125,030	\$3,596	\$311,774	\$15,557	\$29,251	\$1,742	\$280,782	9.00%
TRANSFERS									
030-31-580-9-9101	TRANSFER TO BETTER PLACE-SOUTH	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH POT	\$27,000	\$0	\$27,000	\$0	\$0	\$0	\$27,000	0.00%
030-31-580-9-9105	REIMB GENERAL	\$5,596	\$3,546	\$8,501	\$708	\$6,376	\$0	\$2,125	75.00%
030-31-580-9-9107	REIMB TO UTILITY FOR CRA ADMIN	\$5,000	\$2,998	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL		\$87,596	\$6,544	\$35,501	\$708	\$6,376	\$0	\$29,125	18.00%
SOUTH HISTORIC DEPARTMENT TOTAL		\$212,626	\$10,140	\$347,275	\$16,265	\$35,627	\$1,742	\$309,907	10.00%

CITY OF PALATKA, FLORIDA
TIF CRA REVENUES AND EXPENSES FOR NINE MONTHS ENDED JUNE 30, 2024
BUDGET VERSUS ACTUAL

TIF EXPENDITURES / 75.00 % Yr Complete For Fiscal Year: 2024 / 6

ACCNT_NUMBER	ACCOUNT_DESCRIPTION	2023 BUDGET	2023 EXPS YTD	2024 _BUDGET	JUNE 2024 EXPENSES	2024 EXPS YTD	ENCUMBERE D	UNREALIZED	PERCN T REALIZ D
NORTH HISTORIC									
030-32-580-3-3100	PROFESSIONAL SERVICES	\$10,000	\$0	\$8,815	\$0	\$0	\$0	\$8,815	0.00%
030-32-580-3-3200	AUDIT EXPENSE	\$1,220	\$699	\$1,220	\$0	\$670	\$593	-\$43	54.95%
030-32-580-3-5280	MISC EXPENSES	\$4,030	\$0	\$983	\$0	\$0	\$0	\$983	0.00%
030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	\$1,000	\$78	\$1,984	\$0	\$27	\$17	\$1,940	1.35%
030-32-580-3-5402	DEO ANNUAL DUES	\$50	\$14	\$16	\$0	\$16	\$0	\$0	100.00%
030-32-580-6-6319	BUILDING IMPROVEMENT GRANT	\$35,000	\$5,066	\$50,000	\$0	\$78	\$42	\$49,880	0.15%
030-32-580-6-6320	NORTH HISTORIC EXPENSE	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-32-580-6-6322	GENERAL CAPITAL IMPROVEMENTS	\$50,000	\$0	\$50,000	\$0	\$30,117	\$0	\$19,883	60.23%
030-32-580-6-6323	SITE AMENITIES	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL		\$112,800	\$5,857	\$113,018	\$0	\$30,908	\$651	\$81,458	27.00%
TRANSFERS									
030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	\$2,458	\$1,541	\$5,981	\$498	\$4,486	\$0	\$1,495	75.00%
030-32-580-9-9107	REIMB TO UTILITY FOR CRA ADMIN	\$4,000	\$1,172	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL		\$6,458	\$2,713	\$5,981	\$498	\$4,486	\$0	\$1,495	75.00%
NORTH HISTORIC DEPARTMENT TOTAL		\$119,258	\$8,570	\$118,999	\$498	\$35,394	\$651	\$82,954	30.00%
ALL DISTRICTS TOTAL EXPENDITURES									
		\$1,299,017	\$88,052	\$1,952,044	\$50,688	\$202,332	\$17,273	\$1,732,439	10.00%
CONTINGENCIES & RESERVES									
030-30-580-9-9901	CONTINGENCY/RESERVE-DOWNTOWN	\$157,461	\$0	\$40,257	\$0	\$0	\$0	\$40,257	0.00%
030-31-580-9-9901	CONTINGENCY/RESERVE - SOUTH	\$262,164	\$0	\$91,193	\$0	\$0	\$0	\$91,193	0.00%
030-32-580-9-9901	CONTINGENCY/RESERVE - NORTH	\$63,199	\$0	\$7,148	\$0	\$0	\$0	\$7,148	0.00%
TOTAL		\$482,824	\$0	\$138,598	\$0	\$0	\$0	\$138,598	0.00%
ALL DISTRICTS TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES									
		\$1,781,841	\$88,052	\$2,090,642	\$50,688	\$202,332	\$17,273	\$1,871,037	10.00%
ALL DISTRICTS NET RESULTS		\$0	\$611,341	\$0	\$312	\$802,216	-\$17,273	-\$784,943	

**CITY OF PALATKA
TIF - CRA FUND
UNSPENT FUNDS BY DISTRICT
FOR THE NINE MONTHS ENDED JUNE 30, 2023**

	SOUTH DOWNTOWN	HISTORIC	NORTH HISTORIC	TOTAL TIF
REVENUES				
Property Taxes	\$573,643	\$183,478	\$62,302	\$819,422
Other Revenues	\$53,200	\$131,926		\$185,126
Total Revenues	\$626,843	\$315,404	\$62,302	\$1,004,548
Total Expenditures	(\$131,312)	(\$35,627)	(\$35,394)	(\$202,332)
Unspent Funds from FY 23-24	\$495,531	\$279,777	\$26,908	\$802,216
FY 22-23 Cash Balance Forward	\$923,777	\$122,286	\$62,739	\$1,108,802
Spending Projected	(\$287,079)	\$0	\$0	(\$287,079)
Projected FY 22-23 Unspent	\$636,698	\$122,286	\$62,739	\$821,723
FY 23-24 Cash Balance Forward	\$1,132,229	\$402,063	\$89,647	\$1,623,939

CITY OF PALATKA, FL
CRA TIF PROPOSED BUDGET FOR FY 2024 - 2025

AS OF 07/31/2024

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	ACTUAL 2022	ACTUAL 2023	BUDGET 2023	BUDGET 2024	ACTUAL 2024 as of 07/31/2024	PROJECTED 2024 Ending 09/30/2024	BUDGET BUILD 2024 - 2025
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TIF REVENUES / BUDGET PREPARATION REPORT / 66.66 % Yr Complete For Fiscal Year: 2024 / 5

PROPERTY TAXES

030-00-311-0-3100	DOWNTOWN REDEV COUNTY SHARE	259,891	287,382	288,787	355,722	332,808	332,808	\$402,603
030-00-311-0-3110	DOWNTOWN REDEV CITY SHARE	178,660	197,558	198,524	244,538	240,835	240,835	\$276,766
030-00-311-0-3200	SOUTH HISTORIC COUNTY SHARE	78,383	92,205	92,209	109,900	106,447	106,447	\$129,505
030-00-311-0-3220	SOUTH HISTORIC CITY SHARE	53,884	63,386	63,388	75,549	77,030	77,030	\$89,027
030-00-311-0-3300	NORTH HISTORIC COUNTY SHARE	27,715	34,675	34,675	38,049	36,145	36,145	\$39,657
030-00-311-0-3330	NORTH HISTORIC CITY SHARE	19,053	23,837	23,837	26,156	26,156	26,156	\$27,262

TOTAL

617,586 699,043 701,420 849,914 819,422 819,422 \$964,821

OTHER REVENUES

030-00-365-0-2000	SALE OF HAMMOCK HALL 429 KIRBY ST	0	0	0	131,926	131,926	131,926	\$0
030-00-365-0-2500	PROCEEDS SALE OF SURPLUS PROPERTY	0	0	0	0	51,000	51,000	\$0
030-00-366-0-0003	CONTRIBUTION - BENCHES	0	0	0	0	2,200	2,200	\$0
030-00-369-9-1003	FESTIVALS	500	350	0	0		0	\$0

TOTAL

500 350 0 131,926 185,126 185,126 \$0

TOTAL REVENUES

618,086 699,393 701,420 981,840 1,004,548 1,004,548 \$964,821

CASH BALANCE FORWARD

030-00-301-0-0001	DOWNTOWN REDEVELOPMENT FORWARD	0	0	812,337	923,777	0	0	\$839,383
030-00-301-0-0002	SOUTH HISTORIC BALANCE FORWARD	0	0	143,597	122,286	0	0	\$299,314
030-00-301-0-0003	NORTH HISTORIC BALANCE FORWARD	0	0	124,487	62,739	0	0	\$85,310

TOTAL

0 0 1,080,421 1,108,802 0 0 \$1,224,007

TOTAL REV, TRF & CASH BALANCES

618,086 699,393 1,781,841 2,090,642 1,004,548 1,004,548 \$2,188,828

CITY OF PALATKA, FL
CRA TIF PROPOSED BUDGET FOR FY 2024 - 2025

AS OF 07/31/2024

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	ACTUAL 2022	ACTUAL 2023	BUDGET 2023	BUDGET 2024	ACTUAL 2024 as of 07/31/2024	PROJECTED 2024 Ending 09/30/2024	BUDGET BUILD 2024 - 2025
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TIF EXPENDITURES / BUDGET PREPARATION REPORT / 66.66 % Yr Complete For Fiscal Year: 2024 / 5

**DOWNTOWN
PERSONNEL**

030-30-580-1-1100	EXECUTIVE SALARIES	\$0	\$0	\$0	\$0	\$0	\$0	\$38,500
030-30-580-1-2100	FICA TAX EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$2,945
030-30-580-1-2200	RETIREMENT EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$11,820
030-30-580-1-2300	HEALTH AND LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$7,700
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$60,965

OPERATING

030-30-580-3-3100	PROFESSIONAL SERVICES	\$590	\$0	\$10,000	\$104,012	\$6,950	\$10,425	\$75,000
030-30-580-3-3105	SMALL BUSINESS DEVELOPMENT CEN	\$12,000	\$12,000	\$12,000	\$12,000	\$12,000	\$18,000	\$75,000
030-30-580-3-3109	MAINTENANCE CONTRACT	\$5,400	\$4,950	\$9,200	\$35,000	\$3,150	\$4,725	\$35,000
030-30-580-3-3200	AUDIT EXPENSE	\$4,760	\$10,720	\$10,740	\$10,675	\$11,213	\$16,820	\$11,213
030-30-580-3-4803	MARKETING/PROMOTIONS/FESTIVAL	\$2,735	\$0	\$0	\$0	\$0	\$0	\$0
030-30-580-3-4805	FESTIVALS	\$0	\$0	\$7,500	\$0	\$0	\$0	\$0
030-30-580-3-5280	MISC EXPENSES	\$3,245	\$132	\$1,000	\$3,400	\$0	\$0	\$2,100
030-30-580-3-5401	FRA ANNUAL DUES, TRAINING & CO	\$2,404	\$644	\$2,500	\$4,000	\$841	\$1,262	\$5,000
030-30-580-3-5402	DEO ANNUAL DUES	\$103	\$123	\$175	\$175	\$130	\$194	\$175
030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHTS	\$22,621	\$20,768	\$25,000	\$25,000	\$23,713	\$35,570	\$30,000
030-30-580-6-6314	RECRUITMENT PROJECT	\$5,000	\$0	\$55,000	\$25,000	\$25,000	\$37,500	\$0
030-30-580-6-6316	WAYFINDING	\$0	\$4,134	\$60,000	\$15,000	\$0	\$0	\$3,000
030-30-580-6-6319	BUILDING IMPROVEMENT GRANT	\$966	\$10,142	\$50,000	\$121,000	\$5,376	\$8,064	\$150,000
030-30-580-6-6320	LANDSCAPING	\$20,125	\$3,646	\$40,000	\$40,000	\$2,857	\$4,285	\$10,000
030-30-580-6-6321	SITE AMENITIES	\$8,557	\$0	\$7,500	\$20,000	\$15,580	\$23,370	\$10,000
030-30-580-6-6328	PUBLIC ART	\$10,000	\$0	\$25,000	\$10,000	\$4,389	\$6,584	\$23,000
030-30-580-6-6329	PROPERTY AQUISITION	\$0	\$0	\$0	\$25,000	\$12,087	\$18,130	\$0
030-30-580-6-6330	PROPERTY ACQUISITION 308 N 11t	\$25,146	\$0	\$0	\$0	\$0	\$0	\$0
030-30-580-6-6331	PROPERTY ACQUISITION 302 N 11t	\$25,295	\$0	\$0	\$0	\$0	\$0	\$0
030-30-580-6-6400	CAPITAL OUTLAY	\$0	\$0	\$0	\$50,000	\$0	\$0	\$80,911

OPERATING TOTAL

\$148,947	\$67,257	\$315,615	\$500,262	\$123,285	\$184,928	\$510,399
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CITY OF PALATKA, FL
CRA TIF PROPOSED BUDGET FOR FY 2024 - 2025

AS OF 07/31/2024

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	ACTUAL 2022	ACTUAL 2023	BUDGET 2023	BUDGET 2024	ACTUAL 2024 as of 07/31/2024	PROJECTED 2024 Ending 09/30/2024	BUDGET BUILD 2024 - 2025
TRANSFERS								
030-30-580-9-9103	REIMB GENERAL-FIREWORKS	\$11,000	\$0	\$20,000	\$0	\$0	\$0	\$0
030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	\$14,415	\$13,214	\$26,953	\$28,112	\$23,427	\$35,140	\$29,236
030-30-580-9-9107	REIMB TO UTILITY FOR CRA ADMIN	\$13,670	\$12,531	\$15,000	\$0	\$0	\$0	\$0
030-30-580-9-9130	TRANSFER TO BETTER PLACE-CDBG	\$0	\$0	\$500,000	\$0	\$0	\$0	\$0
030-30-580-9-9132	TRANSFER TO UTILITY FUND-POTAB	\$0	\$0	\$89,565	\$89,565	\$0	\$89,565	\$93,148
030-30-580-9-9133	TRANSFER TO BETTER PLACE-TRANS	\$170,000	\$0	\$0	\$0	\$0	\$0	\$0
030-30-580-9-9134	TRANSFER TO BETTER PLACE - STR	\$0	\$0	\$0	\$867,831	\$0	\$287,079	\$825,004
TOTAL TRANSFERS		\$209,085	\$25,745	\$651,518	\$985,508	\$23,427	\$411,784	\$947,388
CONTINGENCIES & RESERVES								
030-30-580-9-9901	CONTINGENCY/RESERVE-DOWNTOWN	\$0	\$0	\$157,461	\$40,257	\$0	\$40,257	\$0
TOTAL CONTINGENCIES & RESERVES		\$0	\$0	\$157,461	\$40,257	\$0	\$40,257	\$0
DEPARTMENT TOTAL		\$358,032	\$93,002	\$1,124,594	\$1,526,027	\$146,712	\$636,969	\$1,518,752
SOUTH HISTORIC								
PERSONNEL								
030-31-580-1-1100	EXECUTIVE SALARIES	\$0	\$0	\$0	\$0	\$0	\$0	\$12,100
030-31-580-1-2100	FICA TAX EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$926
030-31-580-1-2200	RETIREMENT EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$3,715
030-31-580-1-2300	HEALTH AND LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$2,420
TOTAL		\$0	\$0	\$0	\$0	\$0	\$0	\$19,160
OPERATING								
030-31-580-3-3100	PROFESSIONAL SERVICES	\$299	\$0	\$5,000	\$17,016	\$0	\$0	\$7,700
030-31-580-3-3200	AUDIT EXPENSE	\$4,620	\$3,322	\$3,380	\$3,355	\$3,474	\$5,211	\$3,474
030-31-580-3-5280	MISC EXPENSES	\$154	\$0	\$50	\$867	\$0	\$0	\$650
030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	\$1,202	\$148	\$2,000	\$3,500	\$184	\$277	\$1,500
030-31-580-3-5402	DEO ANNUAL DUES	\$54	\$39	\$100	\$110	\$30	\$45	\$110
030-31-580-6-6120	LAND PURCHASE	\$0	\$0	\$0	\$30,000	\$27,193	\$40,790	\$0
030-31-580-6-6329	BUILDING IMPROVEMENT GRANT	\$416	\$0	\$50,000	\$65,000	\$79	\$119	\$160,734

CITY OF PALATKA, FL
CRA TIF PROPOSED BUDGET FOR FY 2024 - 2025

AS OF 07/31/2024

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	ACTUAL 2022	ACTUAL 2023	BUDGET 2023	BUDGET 2024	ACTUAL 2024 as of 07/31/2024	PROJECTED 2024 Ending 09/30/2024	BUDGET BUILD 2024 - 2025
030-31-580-6-6333	SIGNAGE	\$0	\$0	\$1,000	\$3,000	\$0	\$0	\$1,000
030-31-580-6-6337	SITE AMENITIES	\$0	\$0	\$1,500	\$3,000	\$0	\$0	\$1,000
030-31-580-6-6338	RESIDENTIAL REHAB	\$15,032	\$0	\$0	\$0	\$0	\$0	\$0
030-31-580-6-6339	RIVER STREET IMPROVEMENTS	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0
030-31-580-6-6341	LANDSCAPING	\$3,180	\$0	\$9,000	\$4,000	\$0	\$0	\$3,000
030-31-580-6-6342	FESTIVALS	\$2,434	\$1,488	\$3,000	\$0	\$0	\$0	\$0
030-31-580-6-6343	CAPITAL OUTLAY	\$141,623	\$49,045	\$50,000	\$60,733	\$0	\$0	\$127,219
030-31-580-6-6344	324 RIVER ST REPAIRS TILLMAN H	\$0	\$0	\$0	\$121,193	\$0	\$0	\$155,378
OPERATING TOTAL		\$219,015	\$54,041	\$125,030	\$311,774	\$30,960	\$46,441	\$461,765
TRANSFERS								
030-31-580-9-9101	TRANSFER TO BETTER PLACE-SOUTH	\$0	\$0	\$50,000	\$0	\$0	\$0	\$0
030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH POT	\$0	\$0	\$27,000	\$27,000	\$0	\$27,000	\$28,080
030-31-580-9-9105	REIMB GENERAL	\$4,728	\$4,334	\$5,596	\$8,501	\$7,084	\$8,501	\$8,841
030-31-580-9-9107	REIMB TO UTILITY FOR CRA ADMIN	\$3,998	\$3,665	\$5,000	\$0	\$0	\$0	\$0
TOTAL TRANSFERS		\$8,726	\$7,999	\$87,596	\$35,501	\$7,084	\$35,501	\$36,921
CONTINGENCIES & RESERVES								
030-31-580-9-9901	CONTINGENCY/RESERVE - SOUTH	\$0	\$0	\$262,164	\$91,193	\$0	\$306,174	\$0
CONTINGENCIES & RESERVES		\$0	\$0	\$262,164	\$91,193	\$0	\$306,174	\$0
DEPARTMENT TOTAL		\$227,740	\$62,040	\$474,790	\$438,468	\$38,045	\$388,116	\$517,846
NORTH HISTORIC								
PERSONNEL								
030-32-580-1-1100	EXECUTIVE SALARIES	\$0	\$0	\$0	\$0	\$0	\$0	\$4,400
030-32-580-1-2100	FICA TAX EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$337
030-32-580-1-2200	RETIREMENT EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0	\$1,351
030-32-580-1-2300	HEALTH AND LIFE INSURANCE	\$0	\$0	\$0	\$0	\$0	\$0	\$880
TOTAL		\$0	\$0	\$0	\$0	\$0	\$0	\$6,967
OPERATING								

CITY OF PALATKA, FL
CRA TIF PROPOSED BUDGET FOR FY 2024 - 2025

AS OF 07/31/2024

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	ACTUAL 2022	ACTUAL 2023	BUDGET 2023	BUDGET 2024	ACTUAL 2024 as of 07/31/2024	PROJECTED 2024 Ending 09/30/2024	BUDGET BUILD 2024 - 2025
030-32-580-3-3100	PROFESSIONAL SERVICES	\$96	\$0	\$10,000	\$8,815	\$0	\$0	\$2,600
030-32-580-3-3200	AUDIT EXPENSE	\$4,370	\$1,208	\$1,220	\$1,220	\$1,263	\$1,895	\$1,263
030-32-580-3-5280	MISC EXPENSES	\$27	\$0	\$4,030	\$983	\$0	\$0	\$250
030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	\$388	\$78	\$1,000	\$1,984	\$27	\$40	\$500
030-32-580-3-5402	DEO ANNUAL DUES	\$18	\$14	\$50	\$16	\$16	\$24	\$16
030-32-580-6-6319	BUILDING IMPROVEMENT GRANT	\$265	\$5,066	\$35,000	\$50,000	\$120	\$180	\$83,661
030-32-580-6-6320	NORTH HISTORIC EXPENSE	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0
030-32-580-6-6322	GENERAL CAPITAL IMPROVEMENTS	\$0	\$49,775	\$50,000	\$50,000	\$30,117	\$45,176	\$50,752
030-32-580-6-6323	SITE AMENITIES	\$0	\$0	\$1,500	\$0	\$0	\$0	\$0
OPERATING TOTAL		\$5,162	\$56,141	\$112,800	\$113,018	\$31,543	\$47,314	\$139,042
TRANSFERS								
030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	\$2,054	\$1,883	\$2,458	\$5,981	\$4,984	\$5,981	\$6,220
030-32-580-9-9107	REIMB TO UTILITY FOR CRA ADMIN	\$1,563	\$1,433	\$4,000	\$0	\$0	\$0	\$0
TOTAL TRANSFERS		\$3,617	\$3,316	\$6,458	\$5,981	\$4,984	\$5,981	\$6,220
CONTINGENCIES & RESERVES								
030-32-580-9-9901	CONTINGENCY/RESERVE - NORTH	\$0	\$0	\$63,199	\$7,148	\$0	\$87,213	\$0
TOTAL CONTINGENCIES & RESERVES		\$0	\$0	\$63,199	\$7,148	\$0	\$87,213	\$0
DEPARTMENT TOTAL		\$8,779	\$59,456	\$182,457	\$126,147	\$36,527	\$140,508	\$152,229
TIF FUND	TOTAL EXPENDITURES	\$594,552	\$214,498	\$1,781,841	\$2,090,642	\$221,283	\$1,165,592	\$2,188,828
TIF FUND	NET RESULTS	\$23,534	\$484,895	\$0	\$0	\$783,265	-\$161,044	\$0

**CITY OF PALATKA
TIF - CRA FUND
UNSPENT FUNDS BY DISTRICT
FOR BUDGET 2024- 2025
as of July 31, 2024**

	SOUTH DOWNTOWN	HISTORIC	NORTH HISTORIC	TOTAL TIF
REVENUES				
Property Taxes	\$573,643	\$183,478	\$62,302	\$819,422
Other Revenues	\$53,200	\$131,926		\$185,126
Total Revenues	\$626,843	\$315,404	\$62,302	\$1,004,548
Total Expenditures	(\$131,312)	(\$35,627)	(\$35,394)	(\$202,332)
Unspent Funds 06/30/2024	\$495,531	\$279,777	\$26,908	\$802,216
Projected Expenses 07/24 - 09/24	(\$458,237)	(\$97,861)	(\$4,337)	(\$560,436)
Projected Unspent Funds 09/30/2024	\$37,294	\$181,916	\$22,571	\$241,780
FY 22-23 Unspent Cash Balance Forward	\$802,089	\$117,398	\$69,284	\$988,771
FY 23-24 Cash Balance Forward	\$839,383	\$299,314	\$91,855	\$1,230,552

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Attached please find the Presentation - Tax Increment Fund prepared by Staff.

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

Informational.

ATTACHMENTS

1.	TIF 2024-25 Presentation
----	--------------------------



CRA

Fiscal Year 2024-25 Budget Workshop







2023/24 Goals

- Cost Share Building Improvement Grants
 - March 26, 2024 **NO AWARDS**
 - Readvertised May 22, 2024 **DEADLINE 9/23/2024**
- St. Johns Avenue Lighting **COMPLETED**
- St. Johns Resurfacing 4th to RR **IN PROGRESS**
- St. Johns Landscaping, Sidewalks **PLANNING**
- Additional Lighting for all TIF areas **PLANNING**
- Sidewalk Improvements
 - South District –Approx. 527 LF **COMPLETED**
 - North District – 80' LF **IN PROGRESS**
 - Central District – First Phase Approx. 330 LF **COMPLETED**

2024-25 DRAFT Goals

- Hire CRA Director or Project Manager
- Develop lower tier blight removal grant program (i.e. paint, pressure washing, etc.)
- Additional Decorative Lighting for all TIF Districts
- North
 - Sidewalks
 - Increase Cost Share Grant Utilization
- Downtown
 - Finalize St. Johns Avenue Streetscape
 - Increase Cost Share Grant Utilization
 - Continue SBDC Funding
- South
 - Sidewalks
 - Increase Cost Share Grant Utilization

Revenues

- 2023-24 Projected Totals
 - North \$39,731
 - Central \$589,549
 - South \$133,488
- 2024-25 Proposed Totals
 - North \$152,229
 - Central \$1,518,752
 - South \$517,846

*** Majority of unexpended funds due to rollover, as a result of, St. Johns Avenue construction projected to occur next fiscal year, low utilization of Cost Share Grants and unexpended capital sidewalks in all three districts.**

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Multiple requests have been received from residents of the TIFF Districts. Ms. Annie Svetlik, the point of contact for the citizens of the North District, has requested to present a report on the flooding on North 3rd Street. Ms. Svetlik is unable to attend the meeting. Mr. Tim Jefferson emailed a request for improvements to the driveway aprons, curbing, planting of street trees and decorative lighting. Mr. Jefferson has stated he will be in attendance to speak to this request.

BACKGROUND

NORTH TIFF- Localized flooding occurs at 510 N 3rd Street. The properties to the west of the road are lower than the roadway and cannot sheetflow to the road. See attached an aerial depicting the area of flooding. This area historically flowed to the north east as depicted on the map (blue lines). There is an old section of abandoned storm sewer that runs to the east across the road and through 511 N 3rd Street. It discharges into a wetland area that flows to the St. Johns River.

CENTRAL TIFF - Mr. Jefferson and his neighbors request for improvements are consistent with the CRA plan. The improvements requested are needed any other areas of the Central and South district. See below for the more detailed request from Mr. Jefferson.

"This block is both in the South Historic District and the Business District. The west side of this block has mature trees shading the four single family homes. The east side of the block has four multifamily units and one of the oldest houses in our city, The Lola Sanchez House other buildings are from the 1880 and early 1900s. Over the years the curbing has fallen in disrepair. There is only one single Crape Myrtle tree on the east side of the street. Only one single light illuminates a small portion of the sidewalk along one portion of a property.

We, the owners of these nine properties take pride in our neighborhood and are requesting funds to

1-repair or replace the curbing to the original condition.

2-plant 8+ flowering trees

3-install preferably vintage style street lamps for safety and illumination

4- repair the brick aprons entering the driveways to the properties

Deb Rudy 214
Patti Voight 220
Crystal Haag 215
Sarah Eubanks 211
Tim Jefferson 209"

City Attorney West lives on this block and has communicated in writing she is not personally requesting any of these improvements (see attached).

PROJECT ANALYSIS

A capital improvement project to address the flooding in the area is an eligible expense of the CRA. The City road being elevated above the parkway, sidewalk and private property trap water on the private property causing flooding of the private property and sidewalks The project would involve the installation of stormwater drainage infrastructure to alleviate the flooding. No easements are currently on record for the failed stormwater system traveling through 511 N 3rd Street. An easement would be necessary from either 605, 511 or 503 N 3rd Street.

Staff Recommendation

NORTH TIFF - Staff is seeking direction on scheduling and funding the drainage project as a Community Redevelopment Agency effort. The next step would be to discuss the scope with an engineer on a continuing services contract. A project budget and detailed written scope would be presented at a later date for CRA consideration.

CENTRAL TIFF - Staff is seeking direction on scheduling and prioritization of areas for general streetscape improvements. Depending on the extent of the work and areas prioritized we may need to procure the services of an engineer on continuing services.

ATTACHMENTS

1.	North District Flooding Report
2.	flooding email pdf
3.	Picture 1
4.	Picture 2
5.	N 3rd Street Flooding Map
6.	West Email Re S 4th Street

From: [Annie Svetlik](#)
To: [Sunni Krantz](#)
Subject: Re: CRA Meeting on 8/12/2024
Date: Monday, July 22, 2024 10:02:42 PM
Attachments: [image001.png](#)

Thank you, Sunni, for your email. I will not be in town on that date, so I won't be in attendance. I would however to address a problem that has been a nuisance for a long time. After a good rain two properties across from me are always flooded. The poor woman who just moved in cannot even leave her house without boots on.

I emailed you and Jonathan pictures some time ago about this. Public Works came out to address the problem, but to no avail.

Can something please be done about this? Thanks.

Regards,

Annie Svetlik

From: Sunni Krantz <skrantz@palatka-fl.gov>
Sent: Monday, July 22, 2024 4:25 PM
Subject: CRA Meeting on 8/12/2024

[Ms. Svetlik \(North District\)](#), [Ms. Kemp \(Central District\)](#), & [Mr. Sheffield \(South District\)](#),

The next CRA meeting will be held August 12, 2024 at City Hall at 5PM. If your district would like to submit a report for the meeting, please provide to me 1 week in advance for inclusion in the agenda packet.

Thank you,
[Sunni Krantz, CMC](#)
City Clerk
Administrative Assistant to the City Manager
201 N. 2nd St.
Palatka, FL 32177
Tel.: 386-329-0100 opt. 1
skrantz@palatka-fl.gov

Palatka Logo



Florida has a very broad public records law. Under Florida law, both the content of emails and email addresses are public records. If you do not want the content of your email or your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in person.

From: [Annie Svetlik](#)
To: [Sunni Krantz](#)
Subject: Fw: No sufficient drainage North 3rd Street
Date: Monday, July 22, 2024 10:10:46 PM

Hereby pictures of 9 months ago, the flooding is still going on. Can you please forward these emails (this one and the one I emailed yesterday) to Robbi Correa? Her sister Gina moved in the little house a few weeks ago.

Thanks,

Annie

From: Annie Svetlik
Sent: Thursday, October 12, 2023 4:47 PM
To: Sunni Krantz <skrantz@palatka-fl.gov>
Subject: No sufficient drainage North 3rd Street

Hi Sunni,

Every time that we have substantial rains the yards across from me (511 North 3rd Street) changes into a lake.

Is there any Tiff/HIP money that can be used to address this? I brought this up before when we had a meeting, I think it was in May of this year. Mandy wanted to know how funds from the various districts should be allocated and if we had any ideas. This was one suggestion of me; to address the drainage problem.

I do not have Mandy's nor Jonathan 's email address. Can you please forward this email and pictures to them? Thanks Sunni.

Regards,

Annie Svetlik







Jonathan Griffith

From: Deborah Rudy <dquiggrudy@gmail.com>
Sent: Wednesday, August 7, 2024 8:37 AM
To: Jane West
Cc: Jonathan Griffith; Marcia Carty; Pal Crystal Hagg Blue House Owner; vopat3@aol.com; tim jefferson; Sunni Krantz; Troy Bell
Subject: Re: South 4th Street between Oak and Laurel

Address correction: My home address is 214 S 4th St, Palatka, FL 32177. Thanks.

Deborah Rudy

On Wed, Aug 7, 2024 at 8:31 AM Jane West <jwest@palatka-fl.gov> wrote:

Good morning,

While I am a resident of South 4th Street, and I listened in on the presentation that Mr. Jefferson made to Mr. Bell and Mr. Griffith, I am respectfully requesting to be removed from this list.

I am not personally requesting any of these improvements to be paid for by City funds. My granite curbs are fine by me, by driveway apron doesn't need anything, my right-of-way is chock full of trees (and where it was lacking, I planted my own) and I'm an advocate of the Dark Skies initiative, although do not object to Mr. Jefferson's request for gas-lit street lights or other low wattage options.

If the request is formalized as part of an agenda, please exclude my name to avoid any appearance of impropriety. Inclusion of this email as an explanation is fine. Thank you,
Jane

Jane West, Esq.

City Attorney

201 N. 2nd Street

Palatka, FL 32177

(386)329-0100 x 219



201 N. 2nd Street

Palatka, FL 32177

Florida has a very broad public records law. Under Florida law, both the content of emails and email addresses are public records. If you do not want the content of your email or your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in person.

From: Jonathan Griffith <jcgriffith@palatka-fl.gov>
Sent: Wednesday, August 7, 2024 8:11 AM
To: Marcia Carty <mcarty@palatka-fl.gov>
Cc: Pal Crystal Hagg Blue House Owner <roundriverpm@gmail.com>; vopat3@aol.com <vopat3@aol.com>; dquiggrudy@gmail.com <dquiggrudy@gmail.com>; Jane West <jwest@palatka-fl.gov>; tim jefferson <timjefferson2010@gmail.com>; Sunni Krantz <skrantz@palatka-fl.gov>; Troy Bell <tbell@palatka-fl.gov>
Subject: RE: South 4th Street between Oak and Laurel

Marcia:

See attached the original request.

Jonathan C. Griffith

From: Marcia Carty <mcarty@palatka-fl.gov>
Sent: Wednesday, August 7, 2024 8:04 AM
To: Jonathan Griffith <jcgriffith@palatka-fl.gov>; tim jefferson <timjefferson2010@gmail.com>
Cc: Pal Crystal Hagg Blue House Owner <roundriverpm@gmail.com>; vopat3@aol.com; dquiggrudy@gmail.com; Jane West <jwest@palatka-fl.gov>; Sunni Krantz <skrantz@palatka-fl.gov>; Troy Bell <tbell@palatka-fl.gov>
Subject: RE: South 4th Street between Oak and Laurel

Can we receive some documentation concerning this request?

Marcia G. Carty

Finance Director

City of Palatka

201 N. 2nd Street

Palatka, Florida 32177

From: Jonathan Griffith <jcgriffith@palatka-fl.gov>
Sent: Tuesday, August 6, 2024 1:01 PM
To: tim jefferson <timjefferson2010@gmail.com>
Cc: Pal Crystal Hagg Blue House Owner <roundriverpm@gmail.com>; vopat3@aol.com; dquiggrudy@gmail.com; Jane West <jwest@palatka-fl.gov>; Sunni Krantz <skrantz@palatka-fl.gov>; Marcia Carty <mcarty@palatka-fl.gov>; Troy Bell <tbell@palatka-fl.gov>
Subject: RE: South 4th Street between Oak and Laurel

Tim:

Will someone be present to speak to the request? This request can be made under the existing CRA Budget Presentation item. Will that suffice or are you requesting a separate agenda item?

Jonathan C. Griffith

From: tim jefferson <timjefferson2010@gmail.com>
Sent: Monday, August 5, 2024 10:38 AM
To: Jonathan Griffith <jcgriffith@palatka-fl.gov>
Cc: Pal Crystal Hagg Blue House Owner <roundriverpm@gmail.com>; vopat3@aol.com; dquiggrudy@gmail.com; Jane West <jwest@palatka-fl.gov>
Subject: South 4th Street between Oak and Laurel

Hi Johnathan

Hope your weekend was peaceful.

I am requesting that our neighborhood proposal be placed on the agenda for the Aug 12 CRA meeting.

As we discussed during our meeting on site with the neighbors, the curbing, sidewalks and aprons replacement are being requested for the properties between Oak and Laurel streets.

Please let me know if I/we need to do anything else to have this project considered.

Many thanks

Tim Jefferson

754-246-1080 -cell

FPL Reid Street Decorative Lighting and Median Request

FDOT has requested confirmation from the CRA if they desire to move forward with the addition of a median at the foot of the bridge and/or decorative lighting for the Reid Street corridor within the Downtown TIF District.

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

FDOT requires a financial commitment from the City/CRA to include the landscape median at the foot of the bridge and decorative lighting improvements on the Reid Street corridor from the foot of the bridge to the railroad tracks.

BACKGROUND

PROJECT ANALYSIS

The Florida Department of Transportation (FDOT) has requested confirmation from the CRA if they desire to move forward with the addition of a median at the foot of the bridge and/or decorative lighting for the Reid Street corridor within the Downtown TIF District. The costs for both efforts are included below. It is staff's understanding FDOT is moving forward with median #2 for traffic safety reasons and is no longer requesting funding from the CRA to include this in the upcoming project.

- Median Area #1 Design Fee – **\$27,333**
- Median Area #1 Construction Estimate – **\$109,855**
- Corridor Lighting Design Fee – **\$33,089**
- Corridor Lighting Construction Estimate – **\$400,000** (Preliminary Cost provided by FPL)

The project's letting date for construction is 9/2025. FDOT will need a signed Locally Funded Agreement with resolution along with funds from the City by June 1st, 2025. This would require a revision to the proposed budget. The only line within the proposed 24-25 budget with ample funding is 030-30-580-9-9134 Transfer to Better Place -St. Johns Avenue (4th to RR) final phase. To accomplish this, the CRA would need to budget \$570,277 for the Reid Street project in 24-25. This would result in a shortage of funding to accomplish the St. Johns Avenue final phase (sidewalks, landscaping, irrigation and festival electricity). The schedule for the final phase is not yet set as input from the business owners, property owners and residents is needed to finalize the construction schedule. However, a shortage in funding leaves the CRA/City with the following options.

1. Budget for the FDOT project and fund the final phase of St. Johns Avenue over fiscal years 24-25 and 25-26.
2. Request the City to consider funding an additional \$570,277 for either St. Johns Avenue or the FDOT project out of the Better Place Fund.
3. Do not pursue the FDOT median and/or lighting improvements.

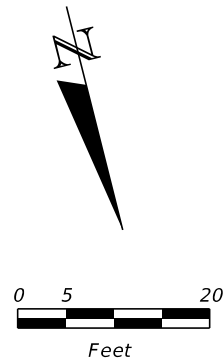
4. Fund either project with debt service.

Staff Recommendation

Given the funding considerations, staff is requesting confirmation from the CRA if they would like to move forward with the FDOT project. FDOT requires an answer and commitment of funding to include it in the final plans.

ATTACHMENTS

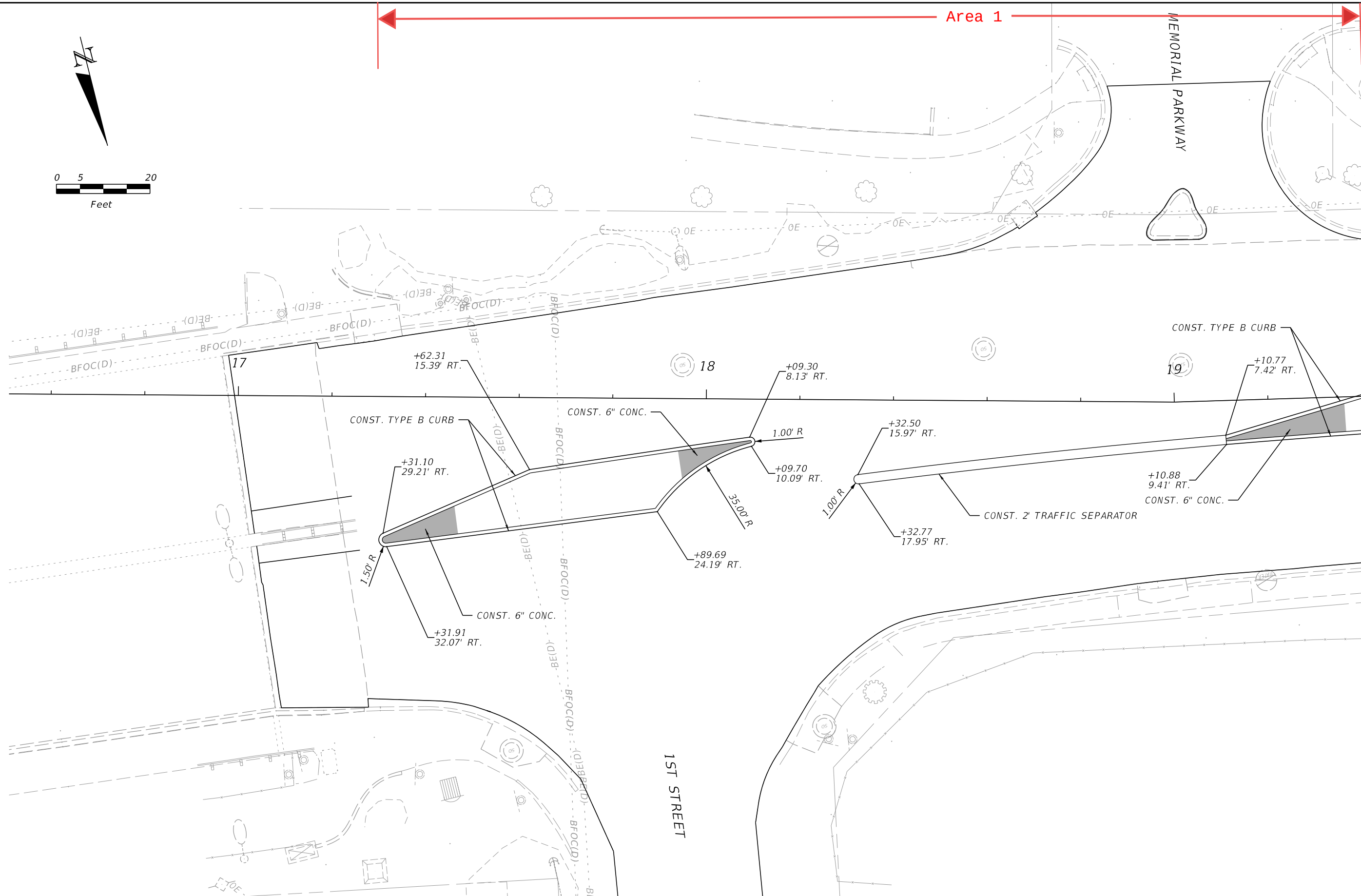
1.	210026-2_SR 15_Median Improvements_2024_08_02
2.	FPL Pole
3.	FPL Bracket
4.	FPL Light Pendant



Area 1

MEMORIAL PARKWAY

1ST STREET



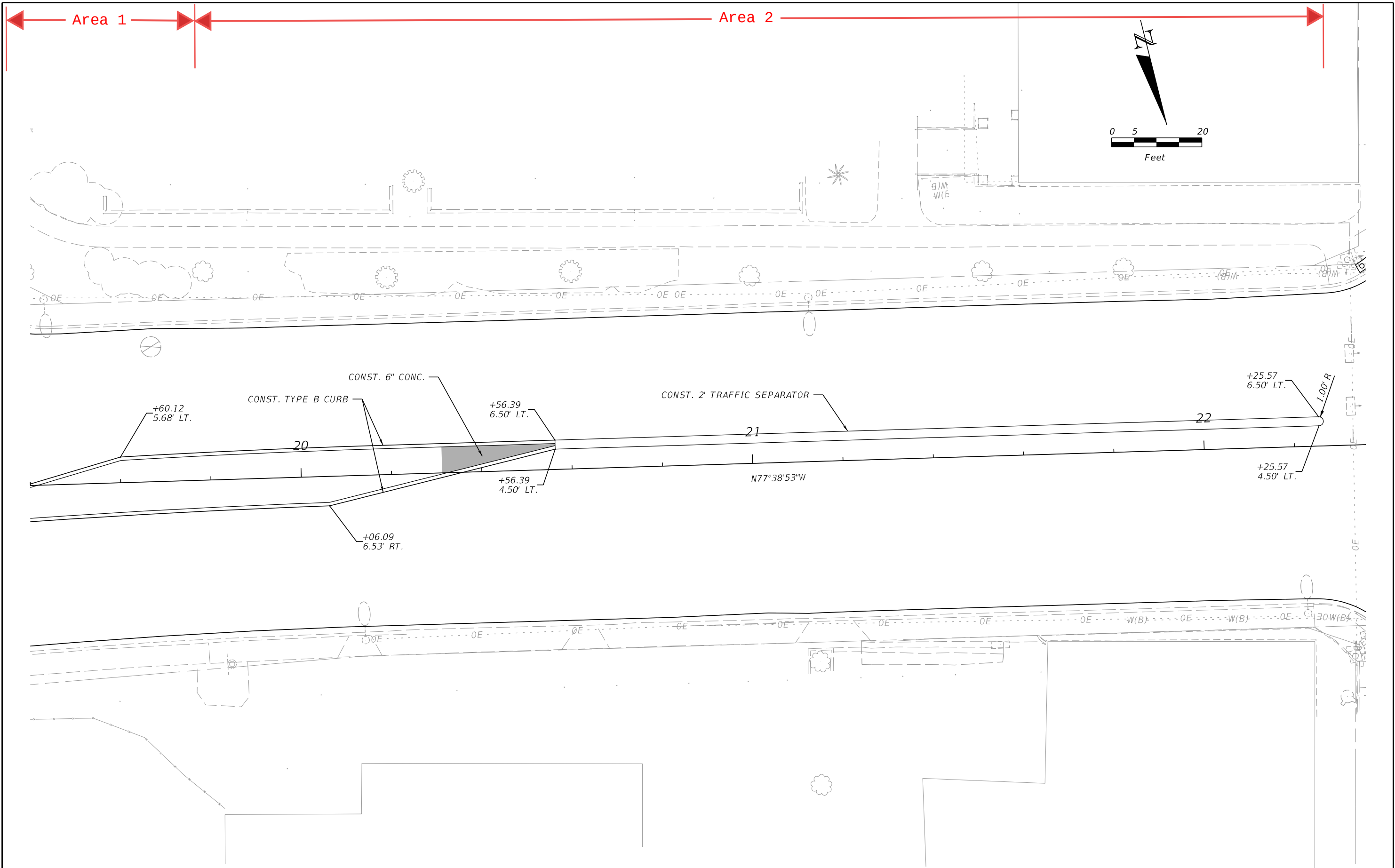
REVISIONS				ENGINEER OF RECORD	STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION		ROAD NO.	COUNTY	FINANCIAL PROJECT ID	
					SR 15	PUTNAM	210026-2-52-01	

DAVID SHEARER
LICENSE NUMBER: 56108
WHITMAN, REQUARDT & ASSOCIATES, LLP
10407 CENTURION PARKWAY N, SUITE 120
JACKSONVILLE, FL 32256

MEDIAN DETAILS

47

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.



REVISIONS				ENGINEER OF RECORD		STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION			SHEET NO.
DATE	DESCRIPTION	DATE	DESCRIPTION	DAVID SHEARER LICENSE NUMBER: 56108 WHITMAN, REQUARDT & ASSOCIATES, LLP 10407 CENTURION PARKWAY N, SUITE 120 JACKSONVILLE, FL 32256		ROAD NO.	COUNTY	FINANCIAL PROJECT ID	
						SR 15	PUTNAM	210026-2-52-01	

MEDIAN DETAILS

THE OFFICIAL RECORD OF THIS SHEET IS THE ELECTRONIC FILE DIGITALLY SIGNED AND SEALED UNDER RULE 61G15-23.004, F.A.C.

POLES

Standard
Concrete



1

Tenon Mount
20' (13' MH)
35' (27'6" MH)

Standard Black
Fiberglass



2

Tenon Mount
13' (10' MH)
20' (15'6" MH)

Black Washington
Concrete



3

Tenon Mount
23' (16' MH)

Black Octagonal
Concrete



4

Tenon Mount
37' (30' MH)

Black or Green
Washington Concrete



5

Tenon Mount
18.5' (14'6" MH)

Brackets and Poles

Discover a New Road to Efficiency

BRACKETS (Page 1 of 2)



1

Style

Standard
2', 6', 8', 12'
Side Mounted

Color

Silver



2

Style

Standard
8' Side Mounted Arm
or Standard 6', 8'
Tenon Mounted Arm

Color

Black



3

Style

Decorative 6' Single or
Double, Tenon Mounted
Arm or Decorative
48" Pedestrian Side
Mounted Arm

Color

Black



Pendant Lighting

Functional Can Be Beautiful



Holophane – Bern



Teardrop – With Deep Skirt



Teardrop

Turtle-friendly amber



Holophane – Bern



King – Harbor Side K366

Direction/Recommendation - Small Business Development Center Memorandum of Understanding

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The Small Business Development Center has submitted a proposed an agreement for the next fiscal year.

BACKGROUND

Notable changes to the proposed contract include, the proposed amount is \$25,000, whereas the previous contract was \$20,000

PROJECT ANALYSIS

Per the Minutes of the June 7 CRA budget workshop:

Rick Paul SBDC - advised the SBDC has requested an increase in its annual contract from \$20,000 to \$25,000. The main causes for the increase are inflation, the funding from the University of North Florida is being reduced a little, and the County's buy-in is \$50,000 per year minimum. With this increase and the County's increase, we will almost be at the buy-in amount. This contract allows them to provide ongoing services to the community.

Staff Recommendation

Recommend approval of the SBDC contract to the City Commission.

ATTACHMENTS

1.	Proposed SBDC Agreement
2.	Current SBDC Agreement

MEMORANDUM OF AGREEMENT
October 1, 2024-September 30, 2025

PARTIES

This memorandum of agreement ("Agreement") is between the City of Palatka 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).

PURPOSE

The purpose of this Agreement is to set forth the services the FSBDC will undertake in the City of Palatka in exchange for the funding provided by the City.

ACTIONS

I. **Agreement Term and Funding**

- a. The term of this Agreement is twelve months, commencing on October 1, 2024. The term may be extended upon agreement by the parties.
- b. The City of Palatka will provide the FSBDC with \$25,000 made payable in quarterly payments of \$6,250 upon invoice and due on October 15, 2024; January 15, 2025; April 15, 2025; and July 15, 2025. SBDC Invoicing shall be accompanied by the Quarterly Report for the quarter ended prior to the invoiced quarter.

II, **Services**

- a. The FSBDC will provide full-time professionally certified consultants, (including specialty markets subject matter experts) whose services are available to prospective and existing small businesses in the City of Palatka.

Consultants will:

- 1. Individually consult with small business owners and would-be entrepreneurs in the City of Palatka.
- 2. Present group training programs on a variety of business topics specifically tailored to the needs of City of Palatka businesses.
- 3. Conduct a variety of outreach activities such as participating in appropriate trade shows, making public presentations on business topics, and serving on appropriate boards and committees in the City of Palatka.
- 4. Perform all required administrative functions including quarterly reporting of FSBDC activity to the City of Palatka. Success of all consulting, outreach and training services will be tracked, reported and measured by timely input and delivery of all required data and reports in the FSBDC CRM system for stakeholders.

III. Hiring

The FSBDC will employ consultants, on a 12-month contract, and paid by the FSBDC.

IV. Supervision

Consultants will be supervised by an Assistant Director or higher within the FSBDC at UNF.

V. Location

The FSBDC will maintain an office at the Putnam County Chamber of Commerce.

VI. Oversight

Programmatic oversight of the FSBDC is provided by the University of North Florida, the Florida SBDC Network, the Association of SBDC's, the U.S. Small Business Administration, and the Florida Office of the Inspector General.

VII. Reporting

The FSBDC records and reports a number of metrics on a quarterly basis. Those range from number of clients consulted, hours of consulting, and number of workshop attendees to client jobs created and retained, capital investment made, and sales increased. The FSBDC will report these metrics to the City of Palatka Board of City Commissioners and any third party the City of Palatka designates.

TIMING

Full-time FSBDC services will be provided to small businesses in the City of Palatka under this MOU. The funding provided by the City of Palatka will enable the FSBDC to provide the aforementioned services for twelve months, beginning on the program effective date.

COLLABORATION /COOPERATION

The FSBDC will collaborate, cooperate, and liaise with all entities and organizations involved in economic development, or supporting small businesses in order to create synergies that will benefit the businesses, government, and taxpayers of the City of Palatka. Subject to availability of funding, FSBDC and the City of Palatka anticipate extending the term of this Agreement beyond the current agreement term.

STATE UNIVERSITY

FSBDC is a unit within UNF, which is a constituent member of the Florida state university system established under the Constitution of Florida administered by The University of North Florida Board of Trustees, a public body corporate. FSBDC services rendered to clients and attendees must be provided on a confidential basis to the full extent provided by 15 U.S. Code Section 648, et seq. and other applicable law. The FSBDC will not at any time release the names of clients to any entity, except as may be required by order of competent judicial authority.

SBDC and the City of Palatka will allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement. Any failure to so allow shall constitute grounds for SBDC's termination of this Agreement. IF THE CONTRACTING PARTY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTING PARTY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT UNF'S OFFICE OF THE GENERAL COUNSEL, 904-620-2828, generalcounsel@unf.edu, 1 UNF Drive, 1/2100, Jacksonville, FL 32224. To the extent applicable, (i) the party contracting with UNF will comply with all obligations imposed on contractors set forth in Florida Statutes Section 119.0701(2)(b), relating to public records, and (ii) the parties will be governed by and comply with the protocol established in Florida Statutes Section 119.0701(3) for public records requests.

MISCELLANEOUS

Neither FSBDC nor the City of Palatka may assign this Agreement or subcontract performance without the prior written consent of the other. This Agreement shall not be modified in any manner except by instrument executed by each party. This Agreement is governed by the laws of Florida. Any legal action arising in connection with this Agreement shall be brought in the Seventh Judicial Circuit in the State of Florida. The failure of either party to perform any obligation due to an event beyond its reasonable control shall be excused, provided no party shall recover compensation or damages. No delay or failure by either party to exercise or enforce any right or provision of this Agreement will be a waiver thereof. If any provision of this Agreement is determined to be invalid or unenforceable, such determination shall not invalidate the remainder of this Agreement. The obligations under this Agreement which by their nature would continue beyond the expiration of the term of this Agreement shall survive termination or expiration of this Agreement. This Agreement contains the entire understanding between the parties with respect to the subject matter of this Agreement. A complete, executed copy of this Agreement shall be enforceable as an original. If additional funding sources fail to contribute the minimum matching funds required to operate the SBDC program on a full-time basis in Putnam County, this MOU will terminate with 30 days' notice.'

For City of Palatka

Signed: _____ Date _____
Authorized Signatory

**The University of North Florida Board of Trustees,
For the Florida Small Business Development Center at the
University of North Florida**

Signed: _____ Date _____
Vice President, Administration & Finance

MEMORANDUM OF AGREEMENT
October 1, 2023-September 30, 2024

PARTIES

This memorandum of agreement ("Agreement") is between the City of Palatka 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).

PURPOSE

The purpose of this Agreement is to set forth the services the FSBDC will undertake in the City of Palatka in exchange for the funding provided by the City.

ACTIONS

- I. **Agreement Term and Funding**
 - a. The term of this Agreement is twelve months, commencing on October 1, 2023. The term may be extended upon agreement by the parties.
 - b. The City of Palatka will provide the FSBDC with \$20,000 made payable in quarterly payments of \$5,000 upon invoice and due on October 15, 2023; January 15, 2024; April 15, 2024; and July 15, 2024. SBDC Invoicing shall be accompanied by the Quarterly Report for the quarter ended prior to the invoiced quarter.
- II. **Services**
 - a. The FSBDC will provide full-time professionally certified consultants, (including specialty markets subject matter experts) whose services are available to prospective and existing small businesses in the City of Palatka.

Consultants will:

 1. Individually consult with small business owners and would-be entrepreneurs in the City of Palatka.
 2. Present group training programs on a variety of business topics specifically tailored to the needs of City of Palatka businesses.
 3. Conduct a variety of outreach activities such as participating in appropriate trade shows, making public presentations on business topics, and serving on appropriate boards and committees in the City of Palatka.
 4. Perform all required administrative functions including quarterly reporting of FSBDC activity to the City of Palatka. Success of all consulting, outreach and training services will be tracked, reported and measured by timely input and delivery of all required data and reports in the FSBDC CRM system for stakeholders.

III. Hiring

The FSBDC will employ consultants, on a 12-month contract, and paid by the FSBDC.

IV. Supervision

Consultants will be supervised by an Assistant Director or higher within the FSBDC at UNF.

V. Location

The FSBDC will maintain an office at the Putnam County Chamber of Commerce.

VI. Oversight

Programmatic oversight of the FSBDC is provided by the University of North Florida, the Florida SBDC Network, the Association of SBDC's, the U.S. Small Business Administration, and the Florida Office of the Inspector General.

VII. Reporting

The FSBDC records and reports a number of metrics on a quarterly basis. Those range from number of clients consulted, hours of consulting, and number of workshop attendees to client jobs created and retained, capital investment made, and sales increased. The FSBDC will report these metrics to the City of Palatka Board of City Commissioners and any third party the City of Palatka designates.

TIMING

Full-time FSBDC services will be provided to small businesses in the City of Palatka under this MOU. The funding provided by the City of Palatka will enable the FSBDC to provide the aforementioned services for twelve months, beginning on the program effective date.

COLLABORATION /COOPERATION

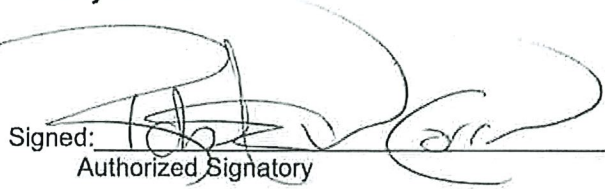
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STATE UNIVERSITY

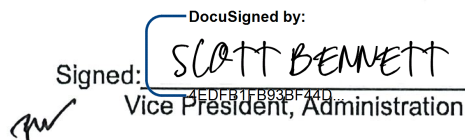
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SBDC and the City of Palatka will allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received in conjunction with this Agreement. Neither FSBDC nor the City of Palatka may assign this Agreement or subcontract performance without the prior written consent of the other. This Agreement shall not be modified in any manner except by instrument executed by each party. This Agreement is governed by the laws of Florida. Any legal action arising in connection with this Agreement shall be brought in the Seventh Judicial Circuit in the State of Florida. The failure of either party to perform any obligation due to an event beyond its reasonable control shall be excused, provided no party shall recover compensation or damages. No delay or failure by either party to exercise or enforce any right or provision of this Agreement will be a waiver thereof. If any provision of this Agreement is determined to be invalid or unenforceable, such determination shall not invalidate the remainder of this Agreement. The obligations under this Agreement which by their nature would continue beyond the expiration of the term of this Agreement shall survive termination or expiration of this Agreement. This Agreement contains the entire understanding between the parties with respect to the subject matter of this Agreement. A complete, executed copy of this Agreement shall be enforceable as an original. If additional funding sources fail to contribute the minimum matching funds required to operate the SBDC program on a full-time basis in Putnam County, this MOU will terminate with 30 days' notice.

For City of Palatka

Signed:  Date 8/24/2023
Authorized Signatory

**The University of North Florida Board of Trustees,
For the Florida Small Business Development Center at the
University of North Florida**

DocuSigned by:
Signed:  Date 9/5/2023
Vice President, Administration & Finance

Discussion/Direction - Request for extension of CRA Building Improvement Grant project deadline - Svein Arild Bakken
Request for extension of CRA Building Improvement Grant project deadline - Svein Arild Bakken

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Mr. Svein Arild Bakken of 608 Oak Street has requested an extension of his CRA Building Improvement Cost Share to March 2025.

BACKGROUND

He was awarded a \$15,000 grant on April 27, 2022 for building improvements. The cost share agreement specifies the work must be completed within eighteen (18) months from the award date (10/27/2023 deadline). Ms. Bakken has requested an extension (see attached email) due to the Certificate of Appropriateness (COA) process and due to him not being in the State for the majority of 2023.

- Grant awarded 4/27/2022
- The COA application was submitted on 4/11/23.
- Planning staff requested more information to complete the application on 5/22/2023.
- The COA application was approved on 6/22/2023.
- The grant expired on 10/27/2023.

PROJECT ANALYSIS

The last grant extension was authorized to Jeremy and Crystal Alexander for improvements to 726 St. Johns Avenue. They were awarded a grant on 2/24/2022 with an eighteen (18) month period of performance. They requested a ninety (90) day extension on 9/6/2023 and it was approved at the 10/9/2023 CRA meeting. This applicant had made significant progress towards completing the work in the cost share agreement at the time of their extension request and needed the extra time to complete the work.

Mr. Bakken's request for an extension to March 1, 2025 is effectively a sixteen (16) month extension.

Staff Recommendation

The CRA currently has an active open solicitation for Building Improvement Cost Share Applications with a deadline of 9/23/2024. If an extension is not granted Mr. Bakken could resubmit an application under the current cycle.

ATTACHMENTS

1.	Request Re_ 608 Oak Street Extension Request
2.	COA Email-Additional Information Needed HPB 23-15
3.	COA Application
4.	COA Payment Receipt
5.	608 Oak Street Cost Share Agreement

From: [Svein Arild Bakken](#)
To: [Jonathan Griffith](#)
Cc: [Sunni Krantz](#)
Subject: Re: 608 Oak Street Extension Request
Date: Wednesday, July 31, 2024 8:51:32 PM
Attachments: [image001.png](#)

Hi

I will request to extend the Grant to march 25.

Im from Norway and been here just weeks at the time, I did start some work after getting the Grant, but was beacause of this fined \$100 for starting before the approved certificate of appropriateness. I was then told specificalty Not to do anything before this was approved. I was in Florida 3 months in 23, and could not do anything in this period. The CoA was finally approved in July 23 , just days before I had to leave Florida . By then the grants 18 month period had already ended.

I hold now a permanent visa and have been here since march 24. Hoping that the Grant period can be extended to march 25, which will give me 12 aktive months.

Svein Bakken

ons. 31. jul. 2024 kl. 17:29 skrev Jonathan Griffith <jcgriffith@palatka-fl.gov>:

Mr. Bakken:

Thank you for taking my call. Your grant was awarded on 4/27/2022 allowed for 18 months to complete the work. If you would like to request an extension of the CRA we can place that on the 8/12/2024 agenda. If you would like to be placed on the agenda please get your request to Ms. Krantz (copied) by COB tomorrow.

Jonathan C. Griffith

Assistant City Manager



201 N. 2nd Street

Palatka, FL 32177

Phone: [\(386\) 329-0100](tel:(386)329-0100) ext. 211

Sunshine Nealy

From: Building and Zoning
Sent: Monday, May 22, 2023 11:07 AM
To: Svein Arild Bakken
Cc: Building and Zoning
Subject: RE: Certificate of Appropriateness

Dear Mr. Bakken,

Please provide the information below. Thank you in advance.

Provide a list of proposed materials to be used for the following.

- Windows
- Gutters
- Fence
- Glass Porch
- Roof for shed.
- Door

Also, please answer the following questions.

- Was the shed roof metal or shingle?
- What type of material are you using for the siding? Is it hardie board, etc.?

Thank you,

Sunshine Nealy

Planner

Planning Dept. | City of Palatka





APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

APPLICATION #: HPB-_____
DATE RECEIVED: _____
HEARING DATE: _____

Application Requirements

This application must be completed and submitted with an application fee and ALL required attachments.
(Checks payable to the City of Palatka)

___\$50.00 (Administrative level) ___\$200.00 (HPB level) ___\$300.00 (After the fact)

- | | |
|--|---|
| ☒ Application Fee | ☒ Photos - One (1) color photograph of the main façade of the site and photographs of any areas affected by the proposed project. |
| ☒ Site Plan with dimensions | ☒ Material(s) specifications and/or sample(s) |
| ☒ Letter of Authorization for Agent is required if any person other than the property owner makes the application and acts on behalf of the owner. | ☒ Color samples. |
| ☐ Plans – 2 copies for review drawn to scale | ☐ Demolition – Plans for what will be taking the demolished structure's place should be submitted. |
| ☒ Deed | |

Building & Site Information

1. Property Address: 608 Oak street
2. Parcel Number: 42-10-27-6850-0380-0050
3. Historic District: ☐ North or ☒ South

Property Owner/Applicant Information

Property Owner(s)

Name(s): Svein Bakken

Mailing Address: 608 Oak street

Phone Number(s): 386 530 0234 Email: bakkensveinarild@gmail.com

Applicant Name(s): +47 92680818 Norwegian phone number

Agent/Contractor(s)

Name(s): _____

Mailing Address: _____

Phone Number(s): _____ Email: _____

Applicant Name(s): _____

Description of Requested Work

Please indicate the type of work requested:

- | | | | |
|---|---|---------------------------------------|---|
| ☒ Windows | ☒ Doors | ☐ Roof | ☒ Wood Repair |
| ☒ Porch | ☒ Fence | ☐ Signage | ☒ Exterior Painting |
| ☐ Addition | ☐ Alteration | ☐ Demolition | ☐ Relocation |
| ☐ New Construction | ☒ General Maintenance | ☐ Other: _____ | |

Present Use of Property: ☒ Single Family Residence ☐ Multi-family Residence ☒ Commercial

Provide a detailed description of the proposed work to be performed: external restoration work, new type sidings, rest
according to original appearance and specifications. no alternations on building color, windows, doors or roof. interior solution and
rooms will be mostly original, baths and kitchens will be modern type, 1st floor will be used comercial, as owners buisness/office

This application submitted by:

Owner 1 (Print Name): Svein Bakken

Signature of Owner 1: _____

Date: 04.11.23

Owner 2 (Print Name): _____

Signature of Owner 2: _____

Date: _____

Print Agent Name: _____

Signature of Agent: _____

Date: _____

To Be Notarized

Name (Print Name): MARIANNE FOSSHAUG

Signature: m Fosshaug

Date: 04.11.2023

STATE OF NORWAY

County of SKIEN

Before me this day personally appeared SVEIN ARILD BAKKEN 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 11th day of April A.D. 2023

(Notary Seal)



NOTARIUS PUBLICUS

Marianne Fosshaug
e.f.

Notary Public

My commission expires: unlimited
Type of Identification Produced: passport

State of Norway at Large.



PLANNING DEPARTMENT
201 N 2ND STREET
PALATKA, FL 32177
(386) 329-0100 Ext. 327

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

APPLICATION #: HPB-_____
DATE RECEIVED: _____
HEARING DATE: _____

For Official Use Only

Date Submitted: _____ Received By: _____ Preliminary Review By: _____

Signs Posted By: _____

Required Attachments Reviewed:

- | | | | |
|---|--|--|--|
| ☐ Proposed Site Plan
changing) | ☐ LOA | ☐ Legal Description | ☐ Existing Elevations (if |
| ☐ Product Information
changing) | ☐ Plans (if addition) | ☐ Photographs | ☐ Proposed Elevations (if |

City of Palatka
201 N 2ND ST
PALATKA FL 32177-3735
(386) 329-0100
CASH RECEIPT

Date: 04/24/2023 OPER ID: JPOLLACK RECEIPT NO: F000202

RECEIVED FROM: CERTIFICATE OF APPROPRIATENESS 608 OAK ST HPB 23-15

AMOUNT RECEIVED: 300.00 TYPE: CA CASH

CHANGE DUE: 0.00

TOTAL RECEIVED: 300.00

DISTRIBUTION:

AMOUNT ACCOUNT NUMBER

300.00

DESCRIPTION / FOR

CERTIFICATE OF APPROPR
AFTER THE FACT



**BUILDING IMPROVEMENT COST SHARE AGREEMENT
CITY OF PALATKA COMMUNITY REDEVELOPMENT AGENCY**

THIS AGREEMENT is entered into between the City of Palatka Community Redevelopment Agency, whose address is 201 North Second Street, Palatka, FL 32177 (hereinafter referred to as the “CRA”) and Svein Bakken whose address is 608 Oak Street, Palatka, FL 32177 (hereinafter referred to as the “Recipient”), to provide financial assistance for building improvements for real property parcel number 42-10-27-6850-0380-0050, whose physical address is 608 Oak Street, Palatka, Florida 32177.

WHEREAS, on 04/27/2022 the Recipient was awarded funding by the CRA and City Commission pursuant to the City of Palatka Community Redevelopment Agency Building Improvement Cost Share Program.

NOW, THEREFORE, in consideration of the premises and the mutual benefits to be derived here from, the CRA and the Recipient do hereby agree as follows:

1. The Recipient agrees to complete the scope of work within the awarded grant application and submit an invoice for payment within eighteen (18) months of the time of award.
2. The CRA agrees to fund the Recipient in an amount not to exceed \$15,000 toward the total project cost of \$64,000. The Recipient will provide invoices and cancelled checks as proof of payment in an amount of \$30,000 of allowable expenses to verify the match requirement of \$15,000.
3. All of the terms, conditions, and provisions of the attached City of Palatka Building Improvement Cost Share Program are incorporated herein by reference and made a specific part thereof.
4. Any overages are the responsibility of the Recipient.
5. The Recipient and any affected Recipient(s) are required to sign a Release and Hold Harmless Agreement (Attachment A) with the City of Palatka Community Redevelopment Agency, as permitted by the laws of the State of Florida.
6. The Recipient must honor contractual obligations to contractor(s).
7. The Recipient agrees to provide proof of the proper building permits and zoning compliance.
8. Prior to final reimbursement, the Recipient will be required to show proof of inspection and the closing of all applicable permits, payment of all subcontractors, satisfaction of all mechanic liens and the issuance of Certificate of Occupancy, if applicable.

9. In the event the recipient transfers, sells, conveys, or in any other manner divests itself of ownership of the property which is the subject of the Grant within three (3) years following the completion of the repairs/renovations which are funded by the Grant, the entire amount of the Grant funds shall be repaid to the City. This obligation of repayment shall be one which runs with the land and shall be evidenced by a recorded instrument which shall be satisfied upon repayment of the Grant or upon expiration of the three (3) year look-back period. For purposes of this term, "completion" shall be defined as that date when a certificate of occupancy is issued or when all required building permits obtained in association with the repairs/renovations have been "finalized". If the Recipient does not repay the grant funds, the CRA expressly reserves the right to file a lien, in the full grant amount on the subject property of the grant whose physical address is 608 Oak Street, Palatka, FL 32177.
10. City of Palatka Community Redevelopment Agency expressly reserve the right to request additional information from the Recipient and display and advertise properties that receive grant funding.

WITNESSES:

Signature

Signature

RECIPIENT:

Name (print)

Title (print)

Signature

Date

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of ____, 20 __, by (name of person acknowledging).

(NOTARY SEAL)

(Signature of Notary Public-State of Florida)

(Name of Notary Typed, Printed, or Stamped)

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

COMMUNITY REDEVELOPMENT AGENCY:

ATTEST:

Mayor

City Clerk (Seal)

Date

HOLD HARMLESS, RELEASE AND INDEMNIFICATION AGREEMENT

1. The Recipient shall be fully liable for the actions of its agents, employees, partners, or sub Recipients and shall fully indemnify, defend, and hold harmless the City, and their officers, agents, and employees, from suits, actions, damages, and costs of every name and description, including attorneys' fees, arising from or relating to personal injury and damage to real or personal tangible property alleged to be caused in whole or in part by Recipient, its agents, employees, partners, or sub Recipients. Provided however, that Recipient shall not indemnify for that portion of any loss or damages proximately caused by the negligent act(s) or omission(s) of the City, or its employees subject to the limitations stated in Section 768.28, Florida Statutes.
2. Further, the Recipient shall fully indemnify, defend, and hold harmless the City and its employees from any suits, actions, damages, and costs of every name and description, including attorney's fees, arising from or relating to violation or infringement of a trademark, copyright, patent, trade secret or intellectual property right. If any product is the subject of an infringement suit or in the Recipient's opinion is likely to become the subject of such a suit, the Recipient may at its sole expense procure for the City the right to continue using the product or to modify it to become non-infringing. If the Recipient is not reasonably able to modify or otherwise secure the City the right to continue using the product, the Recipient shall remove the product and refund the City the amounts paid in excess of a reasonable rental for past use. The City shall not be liable for any royalties.
3. The Recipient's obligations under the preceding two (2) paragraphs with respect to any legal action are contingent upon the City giving the Recipient: (1) written notice of any action or threatened action; (2) the opportunity to take over and settle or defend any such action at the Recipient's sole expense; and (3) assistance in defending the action at Recipient's sole expense. The Recipient shall not be liable for any cost, expense, or compromise incurred or made by the City in any legal action without the Recipient's prior written consent, which shall not be unreasonably withheld.

Witness

(Sign)_____

Witness

(Print Name Here)_____
RECIPIENT

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____ day of ____, 20__, by (name of person acknowledging).

(NOTARY SEAL)

(Signature of Notary Public-State of Florida)

(Name of Notary Typed, Printed, or Stamped)

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

**STATUTORY WAIVER AND RELEASE OF
LIEN UPON FINAL PAYMENT
(SECTION 713.20(5) FLORIDA STATUTES)**

The undersigned lienor, in consideration of the final payment in the amount of

\$ _____, hereby waives and releases its lien and right to claim a lien for labor, services or materials furnished to _____ on the job of _____
Your Customer

_____, to the following described property:
Owner(s)

Job Name: _____

Job Address: _____

Legal Description: _____

DATED on _____, 20____.

Lienor's Name _____

Address _____

By _____

Printed Name _____

*NOTE: This is a statutory form prescribed by Section 713.20, Florida Statutes.
A person may not require a lienor to furnish a waiver or release of lien
that is different from the statutory form.*

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF POLITICAL SCIENCE
1100 S. EAST ASIAN BLVD.
CHICAGO, IL 60607-7073

RECEIVED: 11/11/2011 10:11 AM

FROM: [REDACTED]

TO: [REDACTED]

SUBJECT: [REDACTED]

DATE: 11/11/2011

TIME: 10:11 AM

FROM: [REDACTED]

TO: [REDACTED]

SUBJECT: [REDACTED]

608 Oak Street

Application, improvement Grant ITB-2022-18

Restoration of building Historical district

Seigler-Yelverton-Miller House c.1882

608 Oak street, Palatka 32177

Parcel Number: 421027685003800050



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PALATKA, FLA.

C.S. of PUTNAM COUNTY

1894

- 1. Wm. J. Winger & Co. Bank
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- 3. Wm. J. Winger & Co. Bank
- 4. Wm. J. Winger & Co. Bank
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- 99. Wm. J. Winger & Co. Bank
- 100. Wm. J. Winger & Co. Bank



608 Oak street was originally built with a full 2 story front porch

Application Grant ITB-2022-18

Restoration of historical building at 608 Oak street, Palatka 32177
Parcel Number: 421027685003800050

I hereby apply for Grant ITB-2022-18 to cover as much as possible of the costs to reimburse this projects first stage, as described below.

Applicant/owner

Svein Bakken
608 Oak st, Palatka 32177
bakkensveinarild@gmail.com
(386) 0530 0234 / +47 92680818

Property description

The 608 Oak st is a historical building, Built 1884. Latest the home of late judge Peter T. Miller, It have now been vacant since 1985 and therefore in poor condition. It was recently (July 2022) sold to me by Linda Miller for \$92,500. So it's a new home for me, I'm moving in to Palatka and will be living there as soon as water and power is on.

It is a massive restoration project, and a big building around 3000 sq ft. It will need all new water/plumbing, electricity/power, HVAC system, siding, windows, roof, most flooring must be replaced. Water and electricity are now turned off. Because this grant is set with a time frame to finish all tasks given in the scope of work within one year, I have divided this into stages.

This application describes the first stage.

I am an engineer and have a registered engineering company in FL. This company's office, BIISE Design LLC, will also be located in the 608 Oak st building, part of first floor.

It is already applied to the zoning department of Palatka to have part of the building as commercial use. I have received verbally that the area is meant for commercial use.

The roof has already been temporary repaired, because it was coming water through at several spots, a few years on this house, with no actions done, and it would be beyond repair, that's my opinion.

Scope of work first stage

All rooms needs renovations, but on the first stage of restoration, the rooms in first floor will be prioritized. There will be installed new bathroom, new washing room and new kitchen on first floor.

There will be a modern update to the building. Windows will have to be replaced due to the poor condition of the old ones. But this gives the positive outcome that new technology windows can be installed with energy conserving glass.

The outside sidings will be opened up/dismantled for inspection

Will have to replace about 50% of the sidings, due to poor condition.

Expecting to have to re install new insulation, it probably arnt any insulation at all.

This is common to old buildings, that the insulation used back then, news papers, coconut shell or other organic or mineral materials have disaggregated.

The electrical system must be installed, new breakers, and wiring.

There will be installed a full integrated ventilation HVAC system for effective cooling and also heating.

Facelift on the lot vegetation and fence

Upgrade the driveway

Facelift on the shed/garage

Repairs will be done by owner, therefore most costs below are only for the materials. It's a do-it-yourself low budget restoration, not a professional investors project.

All repairs will be executed and done according to building codes and regulations.

Licensed contractors will be used for some special details, like plumbing and HVAC.

All electrical installations will be done by certified electricians.

Stage 2, (mentioned but not included)

New roof

second floor rooms

extra baths

The goal is to do full restoration as a stage two, and set the building and lot back to its full glory.

Scope of work first stage

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New roof

second floor rooms

extra baths

The goal is to do full restoration as a stage two, and set the building and lot back to its full glory.

Budget first stage, Costs are estimates and subject to market changes

Sidings, ½ X 4" 2000ft, \$1 /ft	\$ 2,000
Structural wood, 2x4", 100ft 2x6", 50ft, \$10 /ft	\$ 1,500
Wall insulation,	\$ 1,000
Windows, 20 pcs 36x72, \$350 each	\$ 7,000
Dry wall + accessories	\$ 2,000
Paint, brushes	\$ 3,000
foundation, repair and levelling	\$ 2,000
Kitchen, 1pcs \$3000 each	\$ 3,000
Bath, 1pcs, \$3000 each	\$ 3,000
Plumbing,	\$ 2,000
Electrical, first floor,	\$ 15,000
Ventilation/HVAC, Unit and distribution ducts in house	\$ 15,000
Driveway, vegetation, fence	\$ 500
Shed, roof, paint,	\$ 2,000
accessories, screws, fuel, fees and other expenses	\$ 2,000
Expenses tools, rent or buy, jacks, nail gun, air compressor, ladders, scaffolds, etc	\$ 3,000
Total costs	\$64,000

Property value

The current property market value is \$101,020 and the assessment tax value \$93,150

Property value when finished, estimated by agent to \$365,000, from similar homes in same area.

I hereby confirm that all the information above is given as accurate and correct and to the best of my knowledge at the given time.
I hereby confirm that I have read and I do understand the requirements to the ITB-2022-18 improvement Grant



Applicant

9.19.2022

Date

Attachments

Grant Program

Grant application

Pictures of property, prior to any renovation steps

Plan layout, 1st floor and 2nd floor

copy Property Deed

copy Closing contract settlement







The property lot is quite big (0.34 A) and holds a lot of possibilities.

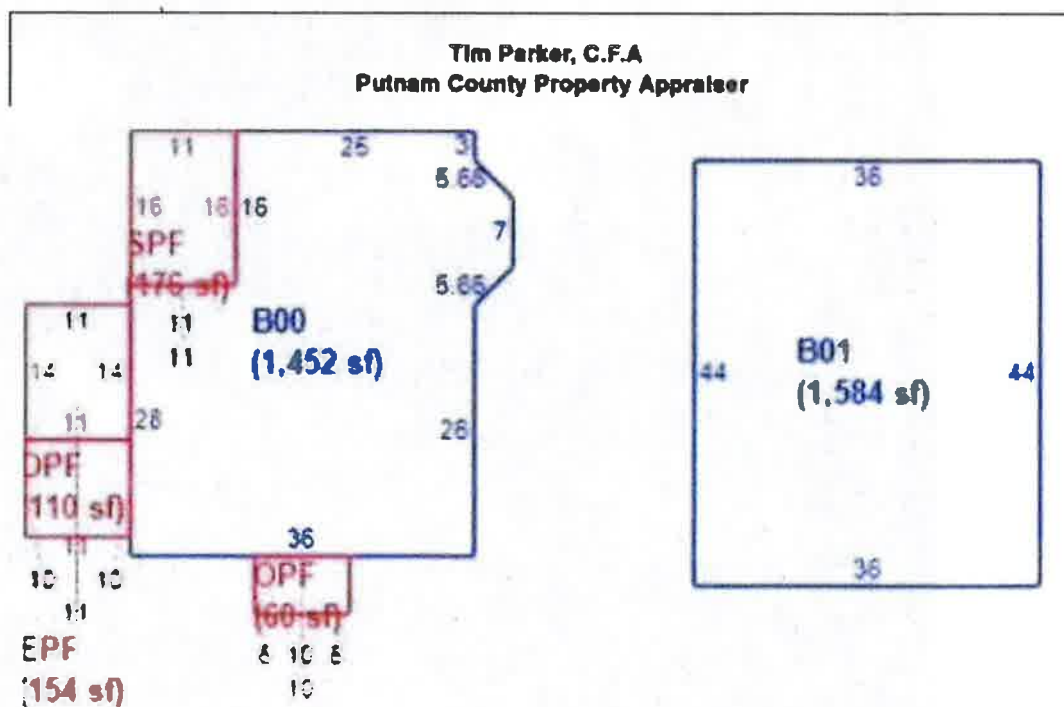


Heavy vegetations close to the Building have damaged the Sidiangs over the years





nent Sketch for Parcel: 42-10-27-6850-0380-0050



There is a salvageable Shed/garage in the back of the lot





One part of the building is extra damaged.
You can see right through the wall.















The "bad" section 2. floor



©2022 NEFMLS, Inc.

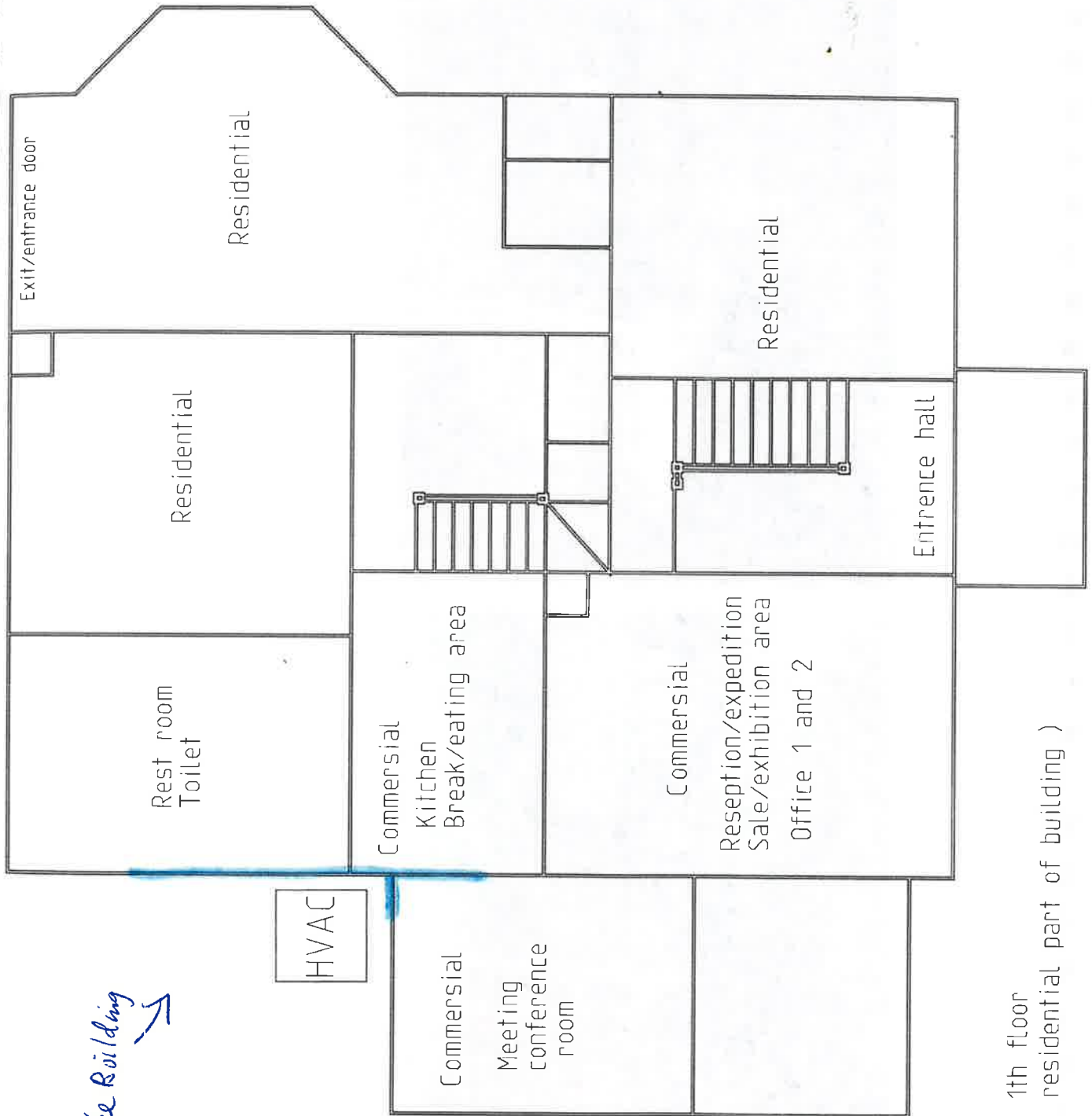




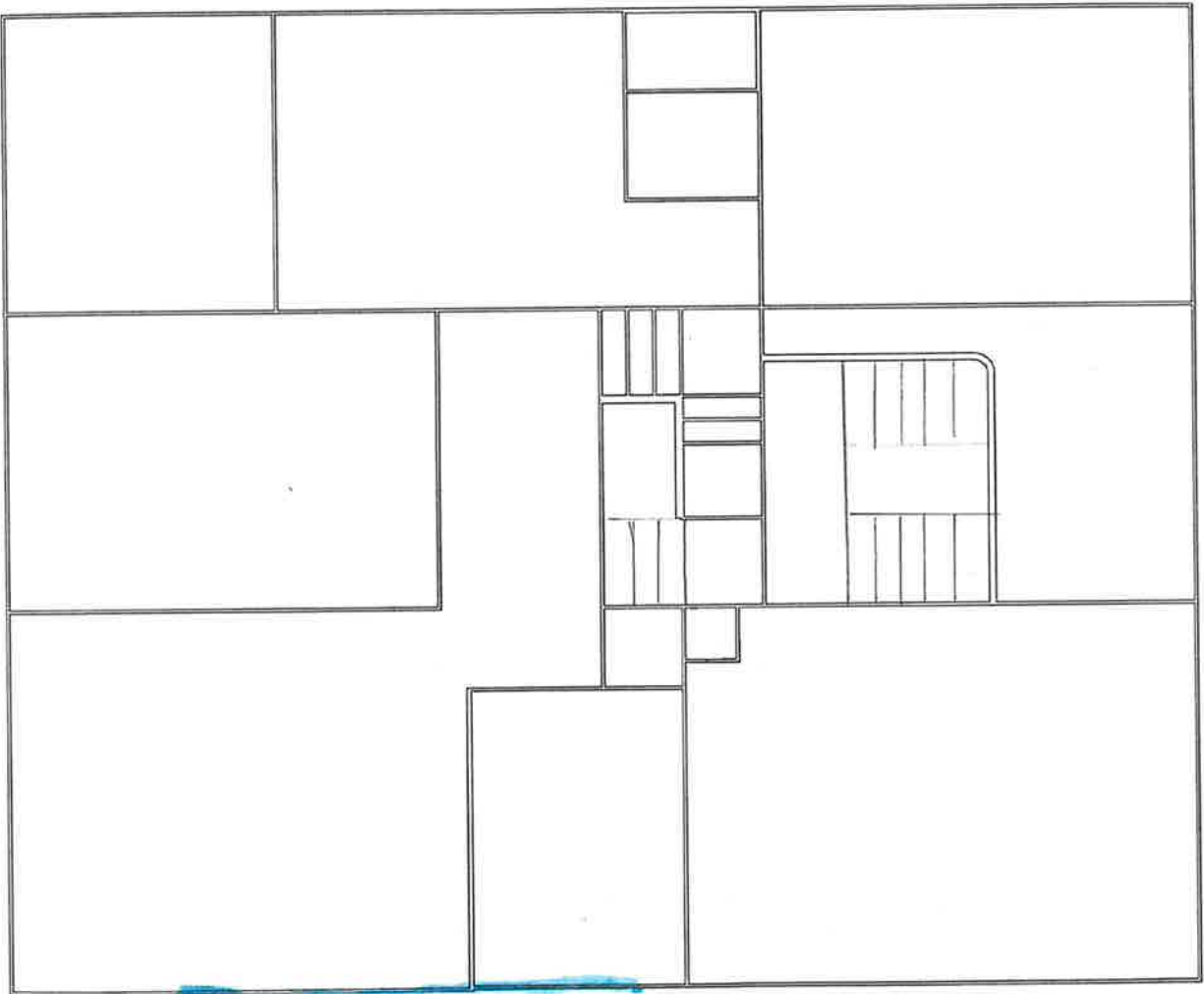


There are 2 sections of lovely stair ways

Rest/Bad part of the Building
 →
 1st floor



Room layout 1th floor
 (2th floor, residential part of building)



Second floor

Return to:

Name: Svein Bakken

Address: 2114 President Street
Palatka, FL 32177

This Instrument Prepared by: Walter Fortner

Address: Palatka Abstract & Title Ins. Inc
113 North 4th Street
Palatka, FL 32177
File No. 22-478

Property Appraiser's ID #:
42-10-27-6850-0380-0050

Inst: 202254017597 Date: 07/15/2022 Time: 12:17PM Doc Stamp-
Deed: 647.50 By: C/H, DC, Matt Reynolds, Putnam, County Page 1
of 2 B: 1677 P: 4

WARRANTY DEED

This Warranty Deed is executed this 11th day of July, 2022, by Tri-Couver, L.L.C., a Florida Limited Liability Company, conveying non-homestead property ("Grantor") to Svein Bakken ("Grantee").

"Grantor" and "Grantee" are used for singular or plural, as context requires.

Witnesseth, that Grantor, for the sum of \$92,500 and other good and valuable consideration, the receipt of which is hereby acknowledged, hereby grants, bargains, sells, aliens, remises, releases, conveys and confirms unto Grantee the following described property:

*Lot(s) 5 and 8, Block 38, Dicks Map of Palatka, according to the map or plat thereof, as recorded in Plat Book 2,
Page(s) 46, of the Public Records of Putnam County, Florida.
(Part of Campbells Subdivision Unrecorded)*

This conveyance is subject to easements, restrictions, reservations, and limitations of record, if any, and 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, Grantor hereby covenants with Grantee that Grantor is lawfully seized of said land in fee simple; that Grantor has good right and lawful authority to sell and convey said land; that Grantor hereby fully warrants the title to said land; and that Grantor will defend the same against the lawful claims of all persons whomever, and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2021.

In Witness Whereof, Grantor has signed and sealed these presents the day and year above written.

Signed, sealed and delivered as to all Grantors
in the presence of:

Tri-Couver, L.L.C.

Walter Fortner
Signature of Witness 1

Linda Couver Miller
Signature of Grantor 1

Walter Fortner
Print Name of Witness 1

Linda Couver Miller, Managing Member

Mailing Address of Grantor 1

Warren Wilhite
Signature of Witness 2

WARREN WILHITE
Print Name of Witness 2

Notary Section:

STATE OF FLORIDA

COUNTY OF PUTNAM

The foregoing instrument was acknowledged before me by means of ☒ physical presence
or ☐ online notarization, this 11th day of July, 2022, by Linda Couver Miller, Managing Member
of Tri-Couver, L.L.C., a Florida Limited Liability Company.

Personally Known ☐ OR Produced Identification ☒

Type of Identification Produced: Driver's License

(Signature of Notary Public) Walter Fortner

(Print, Type, or Stamp Commissioned Name of Notary Public) Walter Fortner

My Commission expires:

Affix Notary SEAL





TO: DEPARTMENT OF HOUSING & URBAN DEVELOPMENT

SETTLEMENT STATEMENT

B. TYPE OF LOAN:

1. ☐ FHA 2. ☐ FmHA 3. ☐ CONV. UNINS. 4. ☐ VA 5. ☐ CONV. INS.
 6. FILE NUMBER: 22-478 7. LOAN NUMBER:
 8. MORTGAGE INS CASE NUMBER:

C. NOTE: This form is furnished to give you a statement of actual settlement costs. Amounts paid to and by the settlement agent are shown. Items marked "[POC]" were paid outside the closing; they are shown here for informational purposes and are not included in the totals.

D. NAME AND ADDRESS OF BUYER:

Svein Bakken

E. NAME AND ADDRESS OF SELLER:

Tri-Couver, L.L.C., a Florida Limited Liability Company

F. NAME AND ADDRESS OF LENDER:

G. PROPERTY LOCATION:

608 Oak Street
Palatka, FL 32177

H. SETTLEMENT AGENT:

Palatka Abstract & Title Ins Inc

I. SETTLEMENT DATE:

July 8, 2022

PLACE OF SETTLEMENT

113 North 4th Street
Palatka, FL 32177

J. SUMMARY OF BUYER'S TRANSACTION

1. GROSS AMOUNT DUE FROM BUYER:	
01. Contract Sales Price	92,500.00
02. Personal Property	
03. Settlement Charges to Buyer (Line 1400)	247.50
04.	
05.	
Adjustments For Items Paid By Seller in advance	
06. City/Town Taxes to	
07. County Taxes to	
08. Assessments to	
09.	
10.	
11.	
12.	
20. GROSS AMOUNT DUE FROM BUYER	92,747.50
30. AMOUNTS PAID BY OR IN BEHALF OF BUYER:	
01. Deposit or earnest money	1,994.00
02. Principal Amount of New Loan(s)	
03. Existing loan(s) taken subject to	
04.	
05.	
06.	
07.	
10.	
09.	
Adjustments For Items Unpaid By Seller	
10. City/Town Taxes to	
11. County Taxes 01/01/22 to 07/07/22	635.59
12. Assessments to	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20. TOTAL PAID BY/FOR BUYER	2,629.59
40. CASH AT SETTLEMENT FROM/TO BUYER:	
01. Gross Amount Due From Buyer (Line 120)	92,747.50
02. Less Amount Paid By/For Buyer (Line 220)	(2,629.59)
03. CASH (X FROM) (TO) BUYER	90,117.91

K. SUMMARY OF SELLER'S TRANSACTION

400. GROSS AMOUNT DUE TO SELLER:	
401. Contract Sales Price	92,500.00
402. Personal Property	
403.	
404.	
405.	
Adjustments For Items Paid By Seller in advance	
406. City/Town Taxes to	
407. County Taxes to	
408. Assessments to	
409.	
410.	
411.	
412.	
420. GROSS AMOUNT DUE TO SELLER	92,500.00
500. REDUCTIONS IN AMOUNT DUE TO SELLER:	
501. Excess Deposit (See Instructions)	
502. Settlement Charges to Seller (Line 1400)	6,278.38
503. Existing loan(s) taken subject to	
504. Payoff of first Mortgage	
505. Payoff of second Mortgage	
506.	
507. (Deposit disb. as proceeds)	
508.	
509.	
Adjustments For Items Unpaid By Seller	
510. City/Town Taxes to	
511. County Taxes 01/01/22 to 07/07/22	635.59
512. Assessments to	
513.	
514.	
515.	
516.	
517.	
518.	
519.	
520. TOTAL REDUCTION AMOUNT DUE SELLER	6,913.97
600. CASH AT SETTLEMENT TO/FROM SELLER:	
601. Gross Amount Due To Seller (Line 420)	92,500.00
602. Less Reductions Due Seller (Line 520)	(6,913.97)
603. CASH (X TO) (FROM) SELLER	85,586.03

The undersigned hereby acknowledge receipt of a completed copy of pages 1&2 of this statement & any attachments referred to herein.

Buyer

Svein Bakken

Seller

Linda Couver Miller
Linda Couver Miller, Managing Member

E2-Visa-loan-account

Account number

2610 41

Exchange rate 10.05

NOK 722,614.71

≈ \$ 72,260.

Cards

My Economy

Information

July 2022

In 0.00

Out -977,385.51

28.07.22 Thursday

Ana Echeverri and Associates LLC
UtlandsbetalingNOK -2,073.63
Unknown

W-7 form to IRS for ITIN Svein Arild Bakken

14.07.22 Thursday

retail trailer
OverføringNOK -16,000.00
Transferretail tools
OverføringNOK -10,000.00
Transfer

13.07.22 Wednesday

car, 1998 Ford econoliner
OverføringNOK -25,000.00
Transfer

11.07.22 Monday

Capital city bank
UtlandsbetalingNOK -924,311.88
Accommodation

608 Oak st Svein Bakken

June 2022

In 1,700,000.22

Out 0.00

30.06.22 Thursday

Svein Arild Bakken
LånNOK 1,700,000.22
Unknown

Available Means

Exchange rate 10.05

Account number
2670 28

NOK 227,056.00

≈ \$ 22,700.

Cards

My Economy

Information

September 2022

In 226,000.00

Out 0.00

08.09.22 Thursday

Overførsel
Overførsel

NOK 80,000.00
Transfer

Avtale
Avtale

NOK 1,000.00
Unknown

06.09.22 Tuesday

VW
Overførsel mellom egne kontoer

NOK 145,000.00
Transfer

\$ 72,260

\$ 22,700

Total available funds \$94,960 in bank accounts

comparable for 608 S Oak St Palatka Innboles x



Deborah Berry
t: meg

[X](#) engelsk > norsk > Oversett e-posten

for 15 sep, 22:32 (for 4 dogn siden)



[Slå av for: engelsk](#) x

Svein, Here are the comparables for the homes that recently sold like yours. **\$365,000** is a good price for resale once it is fixed up. I included yours as well. This way you can see how I came up with numbers. This is for the market today. As you can see the homes sold quickly. This is a Real Close estimate. Like I said I was given wrong information when I was an investor. I try to be better.

No charge for the information.

Debbie

Debbie Berry

Broker Associate

3010 3rd St S, Ste C

Jacksonville Beach, FL 32250

Debbie.Berry@vylla.com

or

debbieberry59@gmail.com

P: 386-983-0288

vylla.com

Address: 608 S OAK ST PALATKA, FLORIDA, 32177 County: PUTNAM Country: USA**Region:** 56-PUTNAM COUNTY-NE**Legal Name of Subdiv:** PALATKA**Area:** 561-GREATER PALATKA**Subdivision:** DICKS MAP

List #:	1151891	Status:	Sold
Property Type:	Single Family Residence	List Price:	\$159,000
Lot:	5,8	Block:	38
Parcel #:	421027685003800050	Appx Lot Dim:	.34 acres
Association Fee Y/N:	N	Mobile/Mfg Home:	N
Association Fee\$:	0	Property Attached YN:	No
Association Fee:	N/A	Historic Area:	Y
Frequency:		New Const:	N
CDD Fee Y/N:	N	Gated Community:	N
Bedrooms:	7	Full Baths:	3
Half Baths:	0	Bdrms Conform:	Y
Appx Heated SqFt:	3,036	Year Built:	1900
Waterfront Y/N:	N	Nav to Ocean:	N

Intermediate Schools:

Other

Directions: From Hwy 17, turn south on 6th street, cross St. Johns Avenue, turn right Oak St. Property on the right

Remarks: Historical gem in the heart of downtown Palatka. If you have wanted to own a piece of history and bring something back to it's former glory but just couldn't find the right project now may be the perfect opportunity. The downtown area is on the verge of great things with lots of new businesses coming soon. In need of major renovation. Zoned DOWNTOWN BUSINESS, at least 50% must be used for commercial and the rest can be residential such as apartments upstairs, some uses will require special use permit or rezoning. Cash Buyers Only. Sold As Is. By appointment only. NO SIGHT UNSEEN OFFERS.

Stories: 2**Square Foot Source:** Tax Roll**Dining:** Separate Dining Room; Eating Space- Kitchen**Additional Rooms:** Entry Hall / Foyer; Separate Living Room**Type of Heating:** No Heating**Type of Cooling:** No Cooling**Utilities:** Water - Public; Sewer - Public; Cable - Available; DSL Available**Structure:** Wood Frame**Pool/Hot Tub:** No Pool**Misc Exterior:** Porch - Front; Porch - Open**Fencing:** Fenced Partial**Parking Facilities:** # Garage Spaces: 0**Approx Parcel Size:** .25 to .5 Acre**Lot Description:** Regular Lot**Lot Location:** Downtown**Presently Zoned:** Commercial; RO Residential/Office**Road Frontage:** City Street**Road Surface:** Asphalt Road**Possible Financing:** Cash**Occupancy:** At Closing**DOM:** 142**Sold Date:** 07/11/2022**Sold Price:****\$92,500****Original List Price:** \$195,000

DEBORAH BERRY, Debbie Berry
VYLLA HOME
 3010 3rd Street
 Suite C
 Jacksonville, FL 32250
 386-983-0288
debbieberry59@gmail.com

License #: 3275479

Property information is not guaranteed. © 2022 MLS and FBS. Prepared by DEBORAH BERRY, Debbie Berry on Thursday, September 15, 2022 4:26 PM. The information on this sheet has been made available by the MLS and may not be the listing of the provider.

Address: 324 EMMETT ST , PALATKA, FLORIDA, 32177 County: PUTNAM Country: USA

Region: 56-PUTNAM COUNTY-NE
Area: 561-GREATER PALATKA

Legal Name of Subdiv: DICKS MAP
Subdivision: PALATKA



List #:	1163785	Status:	Sold
Property Type:	Single Family Residence	List Price:	\$345,000
Parcel #:	421027685004500101	Appx Lot Dim:	55.09 x 149.83
Association Fee Y/N:	N	Mobile/Mfg Home:	N
Association Fee\$:	0	Property Attached YN:	No
Association Fee:	N/A	Historic Area:	Y
Frequency:		New Const:	N
CDD Fee Y/N:	N	Gated Community:	N
Bedrooms:	4	Full Baths:	3
Half Baths:	0	Bdrms Conform:	Y
Appx Heated SqFt:	2,892	Year Built:	1905
Waterfront Y/N:	N	Nav to Ocean:	N

Intermediate Schools:

Other

Directions: Heading N on Hwy 17, turn L on N Third St, L on Laurel St, L on Emmett St. Property will be on R

Remarks: Beautiful and spacious 1905 home located in Palatka's South Historic District. This 4 bedroom, plus office, 3 full bathroom home features large two story porch with Georgian columns, detached garage/workshop, ample driveway parking space for guests. First floor contains foyer/parlor with fireplace, living room with fireplace, formal dining room, main kitchen, breakfast nook, large pantry, den, spacious inside laundry room, full bathroom and one bedroom. Upstairs you will find 3 bedrooms, one with an attached kitchenette and private entrance (possible MIL, or airbnb potential), 2 full bathrooms, and an office space. This home is full of charm and gracious living space!

Stories: 2

Style: Other: Folk Victorian

Square Foot Source: Tax Roll

Bedrooms: Master Bedroom-First Floor

Dining: Separate Dining Room; Breakfast Room

Kitchen: Cooking Island; Pantry - Closet

Major Appliances: Range Gas; Dishwasher; Refrigerator

Additional Rooms: Entry Hall / Foyer; Separate Living Room; Family Room; Library/Office; Laundry/Utility (inside)

Interior Amenities: Ceiling 8+ Ft.; Wood Floors

Fireplace: Tile Fireplace

Type of Heating: Central Heating

Type of Cooling: Central Cooling

Utilities: Water - Public; Sewer - Public

Structure: Wood Frame; Off Grade

Roof: Metal

Pool/Hot Tub: No Pool

Fencing: Fenced Partial

Parking Facilities: 2 Car Space; Detached Garage; # Garage Spaces: 2; # Carport Spaces: 1; Covered Parking: Concrete; Driveway

Approx Parcel Size: Less than .25 Acre

Lot Description: Regular Lot; High & Dry

Lot Location: Urban/City

Presently Zoned: Residential

Road Frontage: City Street

Road Surface: Asphalt Road

Possible Financing: Cash; Conventional

Occupancy: At Closing

DOM: 55

Sold Date: 07/15/2022

Sold Price: \$355,000

Original List Price: \$345,000



DEBORAH BERRY, Debbie Berry
VYLLA HOME
3010 3rd Street
Suite C
Jacksonville, FL 32250
386-983-0288
debbieberry59@gmail.com

License #: 3275479

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Address: 617 S 14TH ST, PALATKA, FLORIDA, 32177 County: PUTNAM Country: USA**Region:** 56-PUTNAM COUNTY-NE**Legal Name of Subdiv:** PARK VIEW**Area:** 561-GREATER PALATKA**Subdivision:** PARK VIEW

List #:	1158977	Status:	Sold
Property Type:	Single Family Residence	List Price:	\$365,000
Parcel #:	071027710000100170	Mobile/Mfg Home:	N
Association Fee Y/N:	N	Property Attached YN:	No
CDD Fee Y/N:	N	Historic Area:	N
		New Const:	N
		Gated Community:	N
Bedrooms:	4	Full Baths:	2
Half Baths:	0	Bdrms Conform:	Y
Appx Heated SqFt:	1,680	Year Built:	1925
Waterfront Y/N:	N	Nav to Ocean:	N

Elementary School: Moseley **Middle School:** Beasley **Intermediate Schools:** Other **High School:** Palatka**Directions:** Once on US-17 N, travel 2.7 miles and turn left onto N 9th Street (by the Dairy Queen). Follow Crill Avenue under a mile and you will turn left onto S 14th Street. The property will be 450 ft on left

Remarks: This Circa 1924 home has many of it's original features including kitchen countertops made from cypress from the St. Johns River, hardwood floors, fireplace, picture rails and a claw foot bathtub! On the first floor you have a large, parlor/ family living room, large separate dining room, a large butler's pantry, breakfast nook area with French doors and a spacious eat-in kitchen. The second floor offers four large rooms and a full bathroom right off of the main hallway. You can access the split staircase from the front room/family living area or from the back kitchen. You can sit out on the spacious deck or enjoy the relaxing hot tub/spa and listen to the birds chirping with a cup of coffee or a refreshing glass of wine. It has a large canopy oak tree that provides shade and privacy

Stories: 2**Style:** Traditional**Unit Location:** 2nd Story**Square Foot Source:** Tax Roll**Bath:** Garden Bath**Dining:** Separate Dining Room; Eating Space-Kitchen**Kitchen:** Breakfast Bar; Food Prep Island; Pantry

- Walk in; Solid Surface Countertops

Major Appliances: Range Gas; Dishwasher; Refrigerator; Washer; Dryer**Additional Equipment:** Smoke Detector**Additional Rooms:** Separate Living Room; Laundry/Utility (inside); Screened Porch

Interior Amenities: Ceiling 8+ Ft.; Window Treatment(s); French Door(s); Wood Floors; Unfurnished; Butler Pantry
Fireplace: 1 Fireplace; Mantle; Fireplace-Family Room/Den/Gr; Gas Fireplace
Energy Features: Heat Pump-Water; Forced Air; Ceiling Fan(s)

Type of Heating: Central Heating**Type of Cooling:** Central Cooling**Utilities:** Water - Public; Sewer - Public; Gas - Piped; Cable - Available**Water Heater:** Gas Water Heater**Exterior Wall:** Shingle-Composition; Wood Siding**Roof:** Metal**Pool/Hot Tub:** Hot Tub / Spa

Misc Exterior: Porch - Front; Porch - Open; Porch - Screen; Deck - Wood; Detached Shed; Sprinkler System

Fencing: Fenced Rear; PVC/Poly Fencing; 6.1 - 10' Fence

Parking Facilities: 2 Car Space; Detached Garage; # Garage Spaces: 1; Oversize Garage/Storage; No Covered Parking; RV / Boat Parking; Concrete; Driveway

Approx Parcel Size: .25 to .5 Acre**Lot Description:** Regular Lot; Sidewalks**Lot Location:** Suburban**Presently Zoned:** Residential; Single Family**Road Frontage:** City Street**Possible Financing:** Cash; Conventional**Documents on File:** Photos on File; Virtual Tour**Occupancy:** At Closing**DOM:** 4**Sold Date:** 04/25/2022**Sold Price:** \$350,000**Original List Price:** \$365,000**DEBORAH BERRY, Debbie Berry****VYLLA HOME**

3010 3rd Street

Suite C

Jacksonville, FL 32250

386-983-0288

debbieberry59@gmail.com

License #: 3275479

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Address: 308 KIRKLAND ST , PALATKA, FLORIDA, 32177 County: PUTNAM Country: USA

Region: 56-PUTNAM COUNTY-NE
Area: 561-GREATER PALATKA

Legal Name of Subdiv: PALATKA BLKS
Subdivision: PALATKA BLKS



List #:	1166332A	Status:	Sold
Property Type:	Single Family Residence	List Price:	\$449,000
Parcel #:	421027685004000024	Appx Lot Dim:	50x194
Association Fee Y/N:	N	Mobile/Mfg Home:	N
CDD Fee Y/N:	N	Property Attached YN:	No
		Historic Area:	N
		New Const:	N
		Gated Community:	N
Bedrooms:	3	Full Baths:	2
Half Baths:	1	Bdrms Conform:	Y
Appx Heated SqFt:	2,230	Year Built:	1915
Waterfront Y/N:	N	Nav to Ocean:	N

Intermediate Schools:

Room Name	Length	Width	Level	Room Features	Other	Remarks
Master Bedroom	20	20	Main			
Kitchen	12	18	Main			
Living Room	18	22	Main			

Directions: Hwy 17 (Reid St) to Downtown and turn South on to S 2nd Street. Follow S 2nd Street to River Rd (approximately 1/4 mile). Turn South in River Rd and follow the river to Kirkland St. Turn Right on Ki

Remarks: "Nothing short of a Miracle!", exclaims neighbors and business owners regarding the 14- month home renovation. Come see what folks are excited about! Located in the South Historic District, this 2 story, 1915 home features old southern charm with modern comforts. Only 3 blocks to the city's new riverfront park and boat ramp and 2 blocks to downtown's main street. Sleep well knowing you have a new roof, plumbing, electrical, windows and HVAC. The new improvements list goes on and on and on...

Stories: 2
Square Foot Source: Tax Roll
Dining: Living/Dining Combo
Kitchen: Breakfast Bar
Major Appliances: Range Electric; Self Cleaning Oven; Microwave; Dishwasher; Refrigerator; Washer; Dryer
Additional Equipment: Smoke Detector
Additional Rooms: Family Room; Laundry/Utility (inside); Storage Room

Interior Amenities: Walk-in-Closet(s); Wood Floors
Fireplace: 2 or more Fireplaces
Energy Features: Ceiling Fan(s)
Type of Heating: Central Heating
Type of Cooling: Central Cooling
Utilities: Water - Public; Sewer - Public
Water Heater: Electric Water Heater
Exterior Wall: Wood Siding
Roof: Metal
Pool/Hot Tub: No Pool

Parking Facilities: # Garage Spaces: 0; No Covered Parking
Approx Parcel Size: Less than .25 Acre
Lot Description: Level
Presently Zoned: Single Family
Possible Financing: Cash; Conventional
Documents on File: Survey on File
Occupancy: At Closing

Sold Price: \$440,000

Original List Price: \$449,000

DOM: 26
Sold Date: 07/08/2022



DEBORAH BERRY, Debbie Berry
VYLLA HOME
3010 3rd Street
Suite C
Jacksonville, FL 32250
386-983-0288
debbieberry59@gmail.com

License #: 3275479

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Building Improvement Grant Cost Share Program

ITB 2022-18

The City of Palatka Community Redevelopment Agency (hereinafter referred to as "the CRA") hereby solicits applications for the Building Improvement Grant Cost Share Program for projects located within the City of Palatka Community Redevelopment Agency Areas. The Program is intended to encourage the redevelopment of blighted residential and commercial properties by assisting those who are attempting to improve properties which are most in need of rehabilitation or remodeling; do not necessarily depend upon grant funds to move forward; and which have a greater probability of successful completion. To be eligible for consideration projects must be located in a City of Palatka Community Redevelopment Agency Tax Increment District and advance the goals outlined in the CRA plan.

The program shall be publicly advertised and accepted by posted deadlines in two cycles. The CRA reserves the right to apportion funds between the two cycles as it sees fit. Applications, if deemed complete and eligible, are evaluated and ranked based upon competitive criteria and will be forwarded to the CRA board for funding consideration. Awards are subject to the availability of funds within the specific Tax Increment District Fund (i.e. South, North and Central) where the project resides. The CRA reserves the right to request additional information and advertise properties receiving incentives.

Program documents and applications can be downloaded from the City of Palatka website at <https://palatka-fl.gov/bids.aspx> or copies may be requested at City Hall, 201 N. 2nd Street, during normal business hours. All questions must be submitted in writing to Mandi Tucker, Project Manager/Grants Administrator at mtucker@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Advertisement Date:	September 1, 2022
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 26, 2022
Deadline for final Addenda:	October 3, 2022
Application Deadline:	October 17 at 2 p.m.

Submittals will be opened as soon as possible after the submission deadline.

To obtain additional information please view the City of Palatka website at www.palatka-fl.gov or contact Mandi Tucker, Project Manager/Grants Administrator at 386 329 0100 or mtucker@palatka-fl.gov.

Building Improvement Grant Cost Share Program

I. Program Description

The Building Improvement Grant Cost Share Program is intended to encourage the redevelopment of blighted residential and commercial properties by assisting those who are attempting to improve properties which are most in need of rehabilitation or remodeling; do not necessarily depend upon grant funds to move forward; and which have a greater probability of successful completion. The owner will have ten (10) days from notification of award to execute the grant agreement and up to one (1) year from the date of execution of the grant agreement to complete the work. The grant program is only applicable to new work and is not retroactive. Work completed prior to grant award on the property may not be considered as match or for grant funding.

The following covenants will define the use of Tax Increment Funds in a reimbursement method. Cost share funds shall be reimbursed up to fifty percent (50%) of the total project cost to a maximum of twenty-five thousand dollars (\$25,000). Approved projects will receive reimbursement at one hundred percent (100%) completion of the project scope. Funds will be disbursed by a check payable to the applicant after the following:

- Submission of all receipts and required documentation to the Project Manager, including:
 - contractor invoicing and evidence of payment of funds;
 - release of lien letters from contractors and suppliers;
 - applicant must honor contractual obligations to contractor; hold harmless agreements must be executed; and
 - confirmation that the property is assessed and subject to ad valorem taxation
- Certification of completion by the Chief Building Official and/or closed permit reports to sufficiently document the work has been completed in accordance with all applicable codes.
- Verification that any additional criteria added by contract has been completed as proposed in a satisfactory and professional manner.
- Certification of completion of grant project by the Project Manager and submission to the Palatka City Finance Director.
- Issuance of a Certificate of Occupancy, if applicable
- Proof of applicable and appropriate insurance of the renovated property

Upon approval of a grant, the applicant and any affected contractor will be required to sign a Grant Agreement and a Release and Hold Harmless Agreement with the City of Palatka Community Redevelopment Agency, as permitted by the laws of the State of Florida. Grant funds are considered taxable income and recipients have a reporting obligation to the Internal Revenue Service. Applicants are encouraged to consult with a tax professional on the tax implications of receiving an award prior to making application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

Application Cycle

The CRA shall only accept and review sealed applications during an advertised cycle beginning 30 days prior to and up to each application deadline. Applications received prior or after the herein stated deadlines will be returned to the applicant.

**Building Improvement Grant
Cost Share Program**

II. Eligibility

To be eligible for consideration projects must be located in a Tax Increment District; advance the goals outlined in the CRA plan and meet other minimum eligibility criteria. For a project to be eligible it must:

- require extensive repairs to either obtain a Certificate of Occupancy, address code violations, construction, demolition, and/or address visual blight (land clearing is not an eligible grant expense);
- be located within a Tax Increment district;
- be the subject of a complete application;
- parcel ID has not received tax increment funding in the past ten (10) years per the past incentive award date;
- receive a minimum score of 70 or greater; and
- be taxable property (non-taxable property proposed to be placed on the tax roll as a result of the project shall be eligible for funds).

III. Application Process

- a. Applicants interested in participating in the program must submit a completed and signed application along with supporting documentation to in a sealed envelope to:

City of Palatka Community Redevelopment Agency
Attention: City Clerk
201 North Second Street
Palatka, FL 32177

Submittals will be opened as soon as possible after the submission deadline.

- b. Applications must include:

- contact information (i.e. primary contact, phone number, email, mailing address);
- proof of ownership, option to purchase or agent authorization;
- project description including: scope of work, construction estimate, schedule by trade and design plans (as needed);
- proof of financial ability to fund the applicant's portion of the project;
- current taxable value per Putnam County Property Appraiser and estimated taxable value at project completion;
- acknowledgement applicant has read and understands grant requirements;
- verification of matching funds (i.e. loan approval, demonstrated savings, etc.); and
- additional information as requested.

- c. Applications will be reviewed for completeness and eligibility and submitted to the Tax Increment District Advisory Committee for evaluation. Applications deemed to be incomplete or ineligible will not be considered. Applications submitted during the designated application period shall expire upon the ending of the fiscal year.

**Building Improvement Grant
Cost Share Program**

Appeals must be filed with the City of Palatka City Clerk at 201 North Second Street, Palatka, FL 32177 and will be considered at the next regularly scheduled meeting.

In the event the recipient transfers, sells, conveys, or in any other manner divests itself of ownership of the property which is the subject of the Grant within three years following the completion of the repairs/renovations which are funded by the Grant, the entire amount of the Grant funds shall be repaid to the City. This obligation of repayment shall be one which runs with the land and shall be evidenced by a recorded instrument which shall be satisfied upon repayment of the Grant or upon expiration of the three year look-back period. For purposes of this term, "completion" shall be defined as that date when a certificate of occupancy is issued or when all required building permits obtained in association with the repairs/renovations have been "finalized".

IV. Selection and Evaluation Criteria

The CRA board shall appoint a committee of citizens and business owners to review and rank applications for recommendation to the CRA. The evaluation will occur in accordance with the evaluation criteria as soon as practical at a time and place to be determined but not more than 30 days after the deadline. The criteria that the CRA shall use in evaluating proposals include, but are not limited to;

Criteria	Points
Project Quality: Quality of the proposed improvements (i.e. material, design and construction method) and adherence to historic standards. Those projects with approved Certificate of Appropriateness, and all applicable building permits will receive priority.	25
Project Feasibility: The level of detail and accurateness of the project scope of work, budget and plans.	25
Redevelopment Impact: degree to which Grant funds are to be applied in eliminating blight and stabilizing or increasing property values in immediate area	50

*** Any application which receives an average total score of less than 70 points shall not be awarded funds.**

I hereby acknowledge that I have read, understand and agree to the terms of this document and that I am authorized to execute this Agreement.

Svein A. Bakken September 19, 2022
Signature Date

Svein Arild Bakken
Printed Name Title

Bakken Svein arild @ gmail . com
Email

+47 92680818
Phone

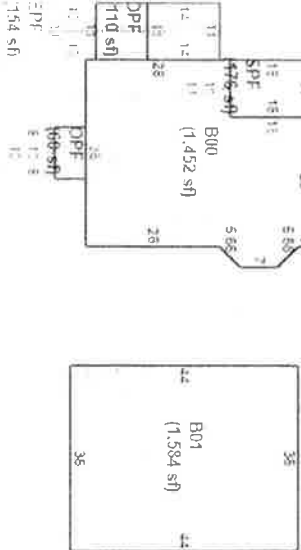
Project 911 Address

Project Parcel(s)

42-10-27-6850-0380-0050 (VID 42717)
BARKEN SVEN
2124 PRESIDENT ST
PALATKA FL 32177
608 OAK ST PALATKA 32177
DICKS MAP OF PALATKA MB2 P46, BLK 38 LOTS 5 + 8 BK45 P482,
(PT OF CAMPBELLS S/D UNREC)

Book	Page	Instrument	Sale Date	OSCD	Price
1677	0004	WD	2022-07-11	001	92,500
1677	0003	AFED	2022-07-11	1	100
1055	1027	WD	2005-09-12	021	
0968	0817	PRD	2004-01-30	021	
0779	0027	LOA	1998-12-01	V	
0000	0000	DCIF	1998-06-01	V	

Line	Code	Units	Length	Width	Sq Ft	Rate	Value
1	034-03R		360	1	360	4	1,110
2	007-03R		260	1	260	2	520
Total:							1,630



Improvement Value	Use Code	Improvements	City of Palatka - Downtown Dist
1,630	00100	1	
30,000	Location	0.34	
101,020	Total Acres	0.34	
0	Zoning	DB	
0	FLUM	COM	
101,020			
Parcel Value Breakdown			
Accessed	Minus (-)	Exemptions	Taxable Value
101,020	0	101,020	101,020
101,020	0	101,020	101,020
101,020	0	101,020	101,020
101,020	0	101,020	101,020

Line	Code	Units	Length	Width	Sq Ft	Rate	Value
1	034-03R		360	1	360	4	1,110
2	007-03R		260	1	260	2	520
Total:							1,630

Code	Description	Depth	Depth	Corner	Depth	Cond	Unit Price	Adj Unit Price	Units	Just Value	CU Unit Price	CU Value	Just Value	Total
071	Downtown Palatka Comm Sq Ft	Chart	In Feet	Factor	Factor	CD50	4	2	15,000.00	30,000	0	0	0	30,000
Total:														

RESOLUTION NO. 2023-R-94

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING RATIFICATION OF THE COMMUNITY REDEVELOPMENT AGENCY'S RECOMMENDATION AND AWARD OF FOUR (4) BUILDING IMPROVEMENT COST SHARE GRANTS DURING THE SEPTEMBER 2022 ADVERTISEMENT CYCLE; RECOMMENDED CHANGES TO THE BUILDING IMPROVEMENT GRANT PROGRAM; AUTHORIZING A BUDGET AMENDMENT FOR FY 2022-2023 FROM CENTRAL TIF RESERVES TO BETTER PLACE FOR THE MILLING ST. JOHNS AVE. PROJECT; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS, on March 27, 2023, the Tax Increment Finance Committee met and scored the complete Building Improvement Cost Share Grant applications sending a ranked list to the Community Redevelopment Agency; and

WHEREAS, on April 10, 2023, the Community Redevelopment Agency met to review the ranked list of applications of the Building Improvement Cost Share Grant and recommended to the City Commission the three top ranked projects in the Central district of \$15,000 each and to the sole application of the South district \$12,900; and

WHEREAS, on April 10, 2023, the Community Redevelopment Agency recommended changes to the Building Improvement Cost Share Grant; and

WHEREAS, on April 10, 2023, the Community Redevelopment Agency recommended the transfer of \$177,000 from Central Tax Increment Fund reserves to Better Place for the milling of St. Johns Avenue from 3rd Street to the railroad tracks project.

NOW, THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida, that

1. The Mayor and City Clerk are hereby authorized to execute and attest Building Cost Share Grant Agreements to the following applications with the following amounts:
 - 714 St Johns Ave., Palatka, FL 32177 in the amount of \$15,000
 - 608 Oak St., Palatka, FL 32177 in the amount of \$15,000
 - 210 St Johns Ave., Palatka, FL 32177 in the amount of \$15,000
 - 617 Emmett St., Palatka, FL 32177 in the amount of \$12,900
2. The recommended modifications to the Building Improvement Cost Share Grant is hereby accepted
3. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which of not affect the intent of this resolution. A corrected copy shall be posted in the public record by the City Clerk.
4. That the expenditures of the FY 22-23 budget is amended as follows:

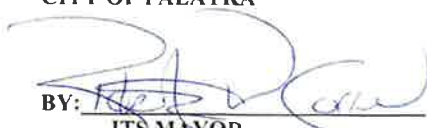
GL Line	Description	Last Approved	Recommended Amendments	As Amended
030-30-580-9-9901	Contingency-Reserve Downtown	\$334,461.00	(\$177,000.00)	\$157,451.00

GL Line	Description	Last Approved	Recommended Amendments	As Amended
101-18-519-6-6467	City Share Downtown Streetscapes	899,785.81	\$177,000.00	\$1,076,785.81

5.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 27th day of April, 2022.

CITY OF PALATKA

BY: 
ITS MAYOR



Ann Defrantz
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

Valerie Bland Jones
CITY ATTORNEY

Small Business Development Center Report

STAFF REPORT

DATE: August 12, 2024
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The Report of the SBDC is attached.

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

Informational.

ATTACHMENTS

1.	Palatka_Putnam - Apr-Jun 2024
2.	Palatka-City Outreach events Q3 2024

Service Delivery

	City of Palatka	Putnam Co.	Consultant (Rick Paul)**	UNF Region
Entrepreneurs Consulted	19	45	221	1,318
Total Consulting Hours	52	146	608	6,048
Number of Workshops & Events*	14	21	21	545
Attendees to Workshops & Events*	475	972	972	13,718
Jobs Created/Retained	3	6	22	180
Business Startups	2	4	6	93
Capital Investment	\$125,000	\$1,258,000	\$1,303,000	\$16 M

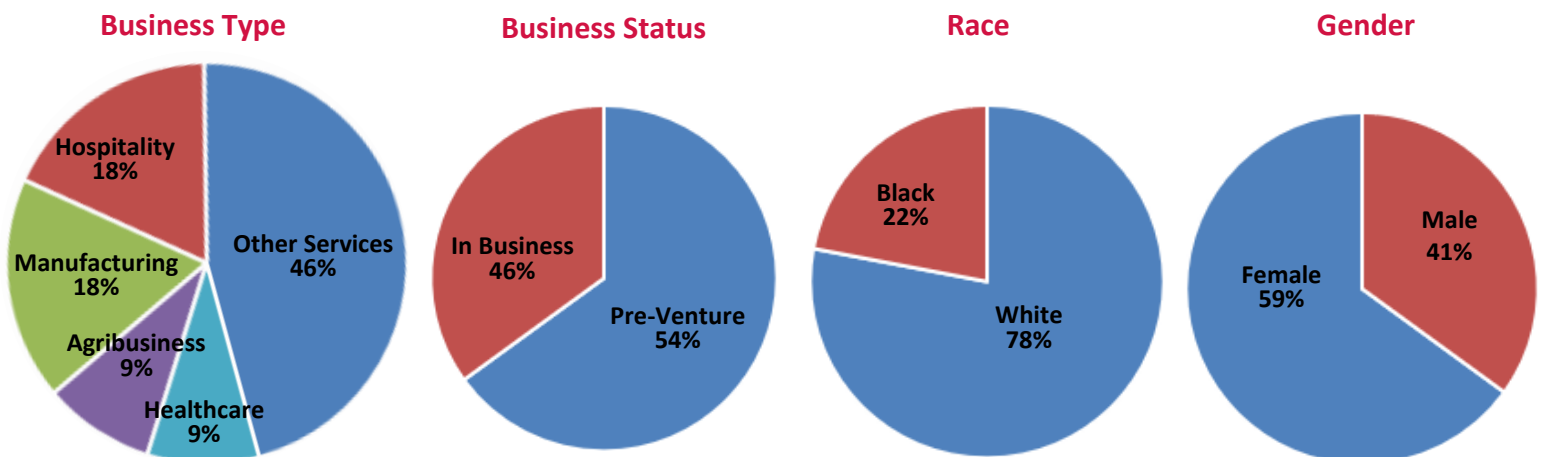
*Events include workshops, virtual and in-person speaking engagements, networking events, and popup shops.

** Impact numbers include businesses consulted throughout UNF region.

Quarterly Highlights

- Rick Paul, SBDC consultant in Putnam County, attended the 32nd Annual Small Business Week Celebration last month at UNF. During this event, attendees heard keynote Kristen Hadeed, author, founder of Student Maid (and former SBDC at UNF client), share how she took her business from a small company to a business known on a global scale for its culture of belonging, its focus on people, and its purpose of building leaders. Following the keynote, the U.S. SBA presented its Small Business Week awards, which spotlights outstanding contributions of North Florida business leaders, lenders and champions. Congratulations to all the small business winners!
- Rick hosted the City of Palatka's Community Redevelopment Agency networking event at Azalea City Brewing Company on May 21. The event saw over 30 attendees get a chance to connect with the City's leadership and learn about the perks of starting or expanding small businesses in the City of Palatka's downtown business district.
- Throughout the quarter, Rick was very engaged in Putnam County and City of Palatka's monthly events including the Putnam County CRA meetings, City of Palatka Vision meeting and a popup shop in Melrose.

Quarterly Client Characteristics *



* Represents Putnam County

Outreach & Training Events

April - June 2024

City of Palatka

4/8	City of Palatka CRA Meeting	30
5/21	City of Palatka CRA and SBDC Networking Event	37
6/7	City of Palatka CRA Budget Workshop	40
6/10	City of Palatka CRA Meeting	35
6/12	Palatka Vision Plan - Meeting with City of Palatka	30

Putnam County

4/25	Florida Association of Gov't Guaranteed Lenders Annual River Cruise	40
5/10	32 nd Annual Small Business Week Celebration	250
5/16	Putnam Chamber Business After Hours	30
6/7	Melrose Popup Shop at Melrose Center	4
6/20	How to STARTUP Your Own Business webinar	23
6/27	Putnam County Chamber of Commerce – Elevate Putnam County event	188