

ROBERTA M. CORREA
MAYOR - COMMISSIONER

ANNIE H. DAVIS
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



MARCIA G. CARTY, CPA, CGFO
INTERIM CITY MANAGER
FINANCE DIRECTOR

WALTON PELLICER
BOCC REPRESENTATIVE

TERESA JACKSON
COMMUNITY REPRESENTATIVE

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC
CITY CLERK

AGENDA
COMMUNITY REDEVELOPMENT AGENCY
February 10, 2025 at 5:00 PM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. December 9, 2024

3. PUBLIC COMMENTS

- a. Speakers limited to 3 minutes, no action taken on items

4. REGULAR BUSINESS

- a. PRESENTATION/DISCUSSION - Gas Lamps in the South Historic District
- b. RECOMMENDATION OF AWARD Building Improvement Grant September 2024 Cycle
 - a) 1010 Main St., Palatka, FL 32177
 - b) 113 S 8th St., Palatka, FL 32177
 - c) 720 St. Johns Ave., Palatka, FL 32177
 - d) 310 Main St., Palatka, FL 32177
 - e) 214 St. Johns Ave., Palatka, FL 32177
 - f) 912 St. Johns Ave., Palatka, FL 32177
 - g) 706 St. Johns Ave., Palatka, FL 32177
 - h) 420 Kirby St., Palatka, FL 32177
- c. DISCUSSION/DIRECTION - City of Palatka LED Sign
- d. DISCUSSION/DIRECTION - CRA Code Enforcement Officer
- e. DISCUSSION/DIRECTION - Police Bicycle Patrol
- f. Interim City Manager/CRA Coordinator Updates

5. REPORTS

- a. Financial Report for the Quarter Ended December 31, 2024
- b. Small Business Development Center Report

6. 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.

December 9, 2024

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The Clerk is seeking approval of the December 9, 2024 draft minutes.

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	12.09.2024 Minutes
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ROBERTA M. CORREA
MAYOR - COMMISSIONER

TAMMIE McCASKILL
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



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INTERIM CITY MANAGER
FINANCE DIRECTOR

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BOCC REPRESENTATIVE

TERESA JACKSON
COMMUNITY REPRESENTATIVE

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI KRANTZ
CITY CLERK

MINUTES
CITY OF PALATKA
COMMUNITY REDEVELOPMENT AGENCY
December 9, 2024

1. CALL TO ORDER The meeting was called to Order at 5:00 PM.

a. Invocation

led by Chaplain Mulberry

b. Pledge of Allegiance

led by Ms. Jackson

c. Roll Call

Present:

Commissioner Justin Campbell
Commissioner Will Jones
Commissioner Rufus Borom
Representative Teresa Jackson
BOCC Commissioner Walton Pellicer
Mayor Roberta Correa

Absent:

Commissioner Tammie McCaskill

Also present: Marcia Carty, Interim City Manager; Sunni Krantz, City Clerk; Peter Willott, Public Information Officer; Eddie Cutwright, Community Affairs Director; Brad Forsythe, Police Captain; Allegra Kitchens, former City Commissioner; Jane West, City Attorney and Alonzo Mulberry, City Chaplain (via telecommunications technology) ; Rick Paul, Small Business Development Center; Cheryl Roach

2. APPROVAL OF MINUTES

a. October 14, 2024

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

3. PUBLIC COMMENTS

a. Speakers limited to 3 minutes, no action taken on items

The floor was opened to public comment.

Cheryl Roach, Palatka, FL - spoke regarding the brochure that was sent by the City's Planning Department for tips on living in the Historic District. She spoke regarding the neglect of the gaslights in the South Historic District and asked that South Tax Increment funding be used towards the gaslights in 2025.

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

Discussion commenced regarding the gaslights in the South Historic District. Commissioner Campbell advised he would like the matter to be brought to the CRA at a future meeting. Mayor Correa advised that historically the gaslights were paid by the City and the Gas Authority, however due to the substantial cost it was later funded with South Historic Neighborhood Association funds on the 4th of July, Memorial Day, Thanksgiving, Christmas, and New Year's. Then, it became too expensive and was funded by an "adopt a light program", before ending. Mayor Correa advised in the past there was also a consideration to convert the gaslights to electric lights. She expressed concern that it may not now be an eligible CRA expense per statute. Ms. Carty expressed she will later advise the CRA if it is a budgeted expense.

4. REGULAR BUSINESS

a. DISCUSSION/DIRECTION - Larimer Arts Center rental

Mr. Cutwright advised the Larimer Arts Center lease by the Arts Council expired several years ago. There have been a few organizations that have expressed interest in leasing the building. Staff feels it is best to put this matter out for a request for proposals.

Agency discussion commenced. Commissioner Campbell expressed desire to be fair to the current organization and other organizations who are interested. Commissioner Borom expressed the various organizations could share utilization of the facility. Rep. Jackson expressed support for putting it out for bid. Commissioner Jones asked Ms. Carty and Mr. Cutwright be tasked with presenting all leases to the Commission for review for consistency in pricing and subleasing. Commissioner Borom spoke on the need for a subleasing policy. Commissioner Campbell requested to workshop the matter on those leases solely in the CRA. Commissioner Borom asked for all contracts prior to coming into the workshop.

The floor was opened to public comment:

Allegra Kitchens, Palatka, FL - spoke regarding the Arts Council. She asked the City Attorney to check the reverter clause of the deed for the Larimer Arts Center from the Mellon Family to the City.

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

b. UPDATE/ACCEPTANCE- CRA Project Coordinator position

Ms. Carty addressed the Agency. She explained that the salary needed to secure a "CRA Manager" would be \$80,000 per year. Due to this cost, she has determined best to bring in a "CRA Project Coordinator". For the coordinator position, there were 10 - 12 applicants, two of whom were interviewed. The person will report to the City Manager as the organization chart is now. She asked for a \$5,000 budget transfer, as there is \$55,000 budgeted for the position, and the applicant is requesting a \$60,000 salary.

The floor was opened to public comment:

Cheryl Roach, Palatka, FL - expressed support for \$5,000 to be added to the budget to obtain a CRA Coordinator.

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

Agency discussion commenced.

Mayor Correa supported the \$5,000 budget transfer.

Agency discussion commenced regarding whether this is the City Manager's hire and to what degree of input the CRA board has. Commissioner Borom expressed concern the resume of the applicant does not include Economic Development. Mayor Correa expressed the applicant did not have CRA experience, however she does have grant

writing background. Ms. Carty advised during her interview, Ms. Odom expressed credentials with being out in the community. She advised the other person who was interviewed had more credentials. Ms. Carty offered to bring both of the finalists in. Commissioner Jones expressed concern of expressing comments in the public forum, of the process, of the lack of longevity of the candidate, and not having the resume of the other applicant.

Commissioner Campbell expressed concern of interfering with the day-to-day operation of the City if the position is the Manager's hire. Commissioner Pellicer expressed the need for the individual to have a working relationship with the Agency and the board to have a feel for the individual, even if it is the City Manager's hire. Mayor Correa trusts the City Manager to hire the position.

Ms. West advised the hiring decision is the City Manager's. Ms. Carty advised she will look back at both individuals and will finalize the position. Ms. Carty advised the overall City Projects Manager and Grants Administrator positions have been filled. This position would allow the projects within the CRA to be taken over by the new person. Also, this person will be tasked with working with the consultant regarding the survey for the determination if a 4th CRA district is needed. Commissioner Jones expressed desire to provide input on the two candidates, although it is the City Manager's hire. Commissioner Campbell asked Ms. West for additional information on the legislative body overstepping boundaries into the day-to-day operations of the City.

Commissioner Jones recommended hiring the position at \$55,000 and then if certain benchmarks are made, then raise the position by \$5,000.

Motion to offer \$55,000 salary and then offering the a raising of \$5,000 after the 90-day probation period by Commissioner Campbell. Seconded by Commissioner Borom. The Motion Passed unanimously.

5. REPORTS

a. Financial Report

Ms. Carty outlined the CRA financial report for the month ended October 31, 2024 as provided in the agenda packet.

b. Small Business Development Center Report

Mr. Paul addressed the agency. He spoke on the recent PorchFest and City's Staff's efforts during the recent 5-year strategic plan session. Mr. Paul asked for a link to the Small Business Development Center's website on the City's website and a blurb in the City's newsletter. He recommended the CRA attend the FRIDA conference next year. He has workshops planned for January 21 on Entrepreneurship (virtual) and February 4 small businesses and the IRS (in-person and virtual). In Hastings, there will be a workshop series on how to turn side hustles into businesses. He is also planning workshops on Customer Service and Artificial Intelligence.

6. ADJOURN

Motion to adjourn at 5:53 PM by Commissioner Campbell. Seconded by Commissioner Pellicer. The Motion Passed unanimously.

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Ms. Roach, with support from Commissioner Campbell, has formally requested that the Community Redevelopment Agency (CRA) discuss the following at the February 10, 2025 meeting:

1. Consideration of using CRA South Historic District funds to cover necessary repairs to the gas lamps and to ensure their lighting year-round.
2. Exploration of solutions that do not burden local residents with costs but can be assumed by the City and/or CRA.

BACKGROUND

The South Historic District features 17 gas lamps that are recognized as a visual and historical element of the community. Currently, these lamps are only lit during the month of December, with funding sourced entirely from donations by residents. This practice was initiated following the cessation of City and Palatka Gas Authority funding due to the substantial costs involved. Before the lamps were lit through donations, the Palatka Gas Authority and the City covered the lighting costs. However, financial constraints eventually disrupted this arrangement. Subsequently, the South Historic Neighborhood Association began funding the lighting around key holidays, specifically the 4th of July/Memorial Day and Thanksgiving through New Year's. An adopt-a-light program was also established to allow community members to sponsor individual lamps.

Community Redevelopment Agencies are created to revitalize underdeveloped or blighted areas by enhancing infrastructure, attracting businesses, and improving the economy. The Community Redevelopment Agency is responsible for developing and implementing the Community Redevelopment Plan that addresses the unique needs of the targeted area. The plan includes the overall goals for redevelopment in the area, as well as identifying the types of projects planned for the area. One of the goals of the Community Redevelopment Plan includes evaluating and prioritizing streetscaping, street lighting, and pedestrian safety improvements throughout the Community Redevelopment Area.

PROJECT ANALYSIS

Lighting and maintenance of Gas Lamps:

An assessment of the gas lamps indicates that a number of them require both maintenance and repair to function properly. The Palatka Gas Authority has identified the following locations as

having the highest incidence of outages: Kirkland & Laurel, Crill & Carr, Kirby & Dodge, Hotel & Emmett, Laurel & Emmett, and the 330 River Street Ramp. If not repaired, there is a concern regarding the unsafe accumulation of gas when lamps are temporarily extinguished, posing a fire risk.

Cost Considerations:

The expenses relating to the lighting, maintenance, and repair of the gas lamps are considerable. According to the Palatka Gas Authority, the current expense amounts to \$1 per lamp per day, totaling approximately \$6,205.00 annually for lighting alone. However, factoring in necessary repairs and ongoing maintenance, annual costs could exceed \$10,000.00. Replacing all the existing gas lamp heads would incur an estimated cost of \$5,120.00, while replacing the six frequently blown out lamps would total approximately \$1,019.94. Additionally, according to the Public Works Department, converting to electrical or solar lighting is costly due to there not being an electrical connection at the sites of the gas lamps.

Community Sentiment:

There is support expressed by individuals such as Vito Russo and Ms. Roach for the lamps to be illuminated and properly maintained throughout the year.

Staff Recommendation

We propose conducting a citizen input survey within the South Historic Community Redevelopment District to gauge residents' preferences, concerns, and overall support regarding the proposed year-round installation and maintenance of gas lamps. As South Historic District tax increment funding will be used for this initiative, it is imperative to collect resident feedback, which will be invaluable in shaping final recommendations and ensuring the project aligns with the desires of the community. This approach will foster transparency and community engagement, vital elements in the successful revitalization efforts of the South Historic District.

ATTACHMENTS

1.	Gas Lamp Locations Map
2.	Palatka Gas Authority quote to rebuild gas lamps
3.	Palatka Gas Authority quote to replacement gas lamp heads
4.	Replacement Gas Lamp Heads



PROPOSAL

Palatka Gas Authority

City of Palatka

DATE: February 3, 2025
Estimate valid for 3 months from the above date

518 Main Street, Palatka, FL 32177
Phone 386-328-1591 Fax 386-325-9373
palatkagas@palatkagas.org

TO: Southside Historical District

SALES PERSON	JOB LOCATION
Brett Dennis	

Quantity	DESCRIPTION	UNIT PRICE	LINE TOTAL
6	Replace Brass Valve and Burner on Gas Lamp.	89.99	539.94
6	Labor to rebuild gas lamp.	80.00	480.00
			0.00
			0.00
			0.00
			0.00
	*Recommended repair for Kirkland & Laurel,		0.00
	Crill & Carr, Kirby & Dodge, Hotel & Emmett,		0.00
	Laurel & Emmett, 330 River St Boat Ramp Lamps.		0.00
			0.00
	<i>Service line cost waived with install of gas water heater.</i>		0.00
			0.00
	Subtotal		1,019.94
	Water Heater Rebate* (Additional incentives available)		0.00
	Total (Excluding tax)		1,019.94

*Incentives are only available when a gas water heater is present or is purchased with Palatka Gas Authority.

Payment arrangements OAC subject to a \$5.00 or 1.5% monthly handling fee on outstanding balance.

The above price, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Any alteration or deviation from above specifications involving cost adjustments will be executed upon an authorized written change order showing price revisions.

Customer Signature _____ Date _____

PROPOSAL

Palatka Gas Authority

City of Palatka

DATE: February 3, 2025

Estimate valid for 3 months from the above date

518 Main Street, Palatka, FL 32177

Phone 386-328-1591 Fax 386-325-9373

palatkagas@palatkagas.org

TO: Southside Historical District

SALES PERSON	JOB LOCATION
Brett Dennis	

Quantity	DESCRIPTION	UNIT PRICE	LINE TOTAL
16	Gas Lamp Head #HK1A.	200.00	3,200.00
16	Labor to replace gas lamp head. (2 men 1 hour)	120.00	1,920.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
			0.00
	<i>Service line cost waived with install of gas water heater.</i>		0.00
			0.00
	Subtotal		5,120.00
	Water Heater Rebate* (Additional incentives available)		0.00
	Total (Excluding tax)		5,120.00

*Incentives are only available when a gas water heater is present or is purchased with Palatka Gas Authority.

Payment arrangements OAC subject to a \$5.00 or 1.5% monthly handling fee on outstanding balance.

The above price, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Any alteration or deviation from above specifications involving cost adjustments will be executed upon an authorized written change order showing price revisions.

Customer Signature _____ Date _____



Outdoor Gas Lamps & Torches



Distinctive Outdoor Lighting Solutions

www.mhpgrills.com

Modern Home Products | 150 South Ram Road, Antioch, IL 60002 | 847.395.6556 • 888.647.4745 | www.mhpgrills.com



Everglow lamps and torches are built to last with solid all-aluminum bodies that stand up to the outdoor environment

Everglow Gas Lamps & Torches Add Reliability, Function and Elegance... to Homes or Businesses:

- Maximum eye appeal both night or day
- Increase safety and security
- Adds distinctive styling to any landscape or architecture
- Yellow spectrum of light does not attract insects

Beautiful Durable Finish

- Strict control is maintained throughout production
- The Epoxy powder-coat finish delivers the look and durability you expect

Heat-Treated Glass Panes

- The finest glass available, bringing the lamps to life when lighted
- Remove easily for cleaning

Cast Aluminum Construction

- Thick-walled solid cast aluminum provides greater strength, durability and finish quality
- Non-corrosive construction will not rust

Add Ambiance to Your Outdoor Room or Backyard!

By combining a distinctive style with the latest technology and quality materials our lamps bring reliability, function, and elegance to your home or business. Appealing both day and night they also provide increased safety and security for your outdoor space. Using Everglow Outdoor Gas Lamps will dramatically enhance the curb appeal and accentuate the landscaping. Each lamp in the Everglow lighting family is an attractive design that will stand-out on patios/decks, amid shrubs, around outdoor cooking areas, along walkways or around the pool.

All Everglow Outdoor Gas lamps are available in Natural or Propane Gas with burner options to meet your specific needs and can be pedestal or post mounted.

GAS LAMP BURNERS

Everglow Gas Lamps are available with two burner options—dual inverted or open flame—allowing you to create the dramatic effect you want for your outdoor space.

Dual Inverted Burner | Standard



Advantages

- The Dual Inverted burner offers the brightest illumination of all of our burner styles
- Good burner option for windy conditions
- Our dual mantles provide the same light output as a 75-watt electric bulb, but only uses the energy equivalent to a pilot light
- Reliable and secure. Works even when your power goes out keeping your outdoor areas lit
- Delivers a historic, romantic ambiance to outdoor entertainment spaces

Open Flame Burner | Optional



Advantages

- Imitates the original gas lamp look with a warm, flickering fish-tail flame
- Adds drama and romance to any outdoor setting, entrance or walkway
- Low-maintenance operation

Model #WK5A-NO

Shown mounted on an aluminum post (#POBAI) with an Open Flame burner and optional Ladder Rest (#LR).



CAST ALUMINUM POST MOUNT LAMP HEADS

Burner Options:

Dual Inverted Burner (Standard)
Open Flame Burner (Optional)

Gas Options:

Natural Gas: 2,500 BTUs
Propane Gas: 2,000 BTUs

Installation:

Mount fits 3" outside diameter post
(post sold separately)



HK1A Series

The versatile design of this estate style lamp will complement most settings. Four tempered-glass panels (included) provide ample lighting.

- 22" H x 10-3/4" W
- Gas lamps and mantles are designed to be on 24/7
- Available in Natural Gas or LP Gas



GG2A Series

Add simple elegance to your setting with the English countryside inspired the design of our GG2A lamp series. Four tempered glass panels are included.

- 22" H x 10-3/4" W
- Gas lamps and mantles are designed to be on 24/7
- Available in Natural Gas or LP Gas



HJ3A Series

The simple lines and domed top embarks the style of colonial America. Designed to complement any setting. Four tempered-glass panels are included.

- 22" H x 10-3/4" W
- Gas lamps and mantles are designed to be on 24/7
- Available in Natural Gas or LP Gas



WK5A Series

Add drama to any setting with the cathedral-inspired design of our WK5A lamp series. Six flat tempered-glass panels included.

- 23" H x 14" W
- Gas lamps and mantles are designed to be on 24/7
- Available in Natural Gas or LP Gas



VW9A Series

This traditional six glass panel designed lamp offers functionality, flexibility and streamlined style. Six flat tempered-glass panels included.

- 22" H x 11-1/2" W
- Gas lamps and mantles are designed to be on 24/7
- Available in Natural Gas or LP Gas

APPLICATIONS

Residential

- Front/Back Yard
- Entry Way
- Landscape
- Outdoor Eating Area
- Deck/Patio
- Pool Area

Municipal

- Street Lighting
- Town Square
- Subdivisions
- Entry Way

Subdivisions

- Street Lighting
- Entry Way

Marina

- Docks
- Landscape
- Outdoor Eating Area

Industrial

- Entry Way
- Landscape

Country Club

- Outdoor Eating Area
- Pool Area
- Outdoor Landscape

Restaurant

- Landscape
- Entry Way
- Outdoor Eating Area

POSTS & DECORATIVE BASES

POSTS



Aluminum lamp posts allow you to add lighting to otherwise dark areas of your yard, walkways, driveways or patio areas. They are lightweight but sturdy—for ease of installation—and require little maintenance due to the natural rust resistant construction.

Aluminum posts available with or without copper internals and are available in three lengths, 6', 7'9" & 10'

POBA

**Fits: 3" Outside Diameter Post
7' 9" Long**

POB6A

**Fits: 3" Outside Diameter Post
6' Long**

POB10A

**Fits: 3" Outside Diameter Post
10' Long**



POBAI (includes copper internals)

**Fits: 3" Outside Diameter Post
7' 9" Long**

POB6AI (includes copper internals)

**Fits: 3" Outside Diameter Post
6' Long**

POB10AI (includes copper internals)

**Fits: 3" Outside Diameter Post
10' Long**

OPTIONAL UPGRADE

LADDER REST

Optional upgrade, must be purchased separately.
Item #LR 14" long plastic rod with gold decorative round ends.



BASES



DPB

**Cast Aluminum Base
Fits: 3" OD Post
24" tall, 9" base**

Add style to your lamp posts with this cast aluminum decorative enclosure. Designed in 2 pieces to be easily installed around an existing 3" outside diameter in-ground post. Made from cast aluminum with a powder-coating to prevent rust and corrosion damage from constant exposure to outdoor weather.

Works best with posts taller than 7'



ABA

**Cast Aluminum Base
Fits: 3" OD Post
15" diameter**

Easily add gas lamps to your deck or patio by surface-mounting them with our one-piece Cast Aluminum Base. Pair this base with any of our standard 3" outside diameter aluminum posts for an exciting addition to your outdoor space.

Works best with 6' tall posts.



PEDBASE

**Cast Aluminum Base
Fits post mount lamps
5-7/8" x 5-7/8"**

Turn any of our post mount lamp heads into a pedestal mount. Our cast aluminum, maintenance-free pedestal mount adapter is designed for column or half wall installations.

Mounts to existing column or half wall using the appropriate lag bolts (not included).

LAMP HEAD COMBO KITS



Deck/Patio Installation



Open Flame
Burner
& Ignitor Probe



In-ground Installation

DECK/PATIO INSTALLATION COMBO-KITS

	Lamp Head	Gas	Post Length
HKP	HK1A Series	Natural or Propane	6'
GGP	GG2A Series	Natural or Propane	6'
HJP	HJ3A Series	Natural or Propane	6'

COMBO KIT INCLUDES:

Torch Head | Choose from:



HK1A

GG2A

HJ3A



Base
deck/patio
installations only



Electronic
Ignition
For fast starts
with the push
of a button



On/Off Cast
Aluminum key



Open Flame
Burner

6' Post with
Copper Tubing



IN-GROUND INSTALLATION COMBO-KITS

	Lamp Head	Gas	Post Length
HKG	HK1A Series	Natural or Propane	7'9"
GGG	GG2A Series	Natural or Propane	7'9"
HJG	HJ3A Series	Natural or Propane	7'9"

COMBO KIT INCLUDES:

Torch Head | Choose from:



HK1A

GG2A

HJ3A



Electronic
Ignition
For fast starts
with the push
of a button



On/Off Cast
Aluminum Key



Open Flame
Burner

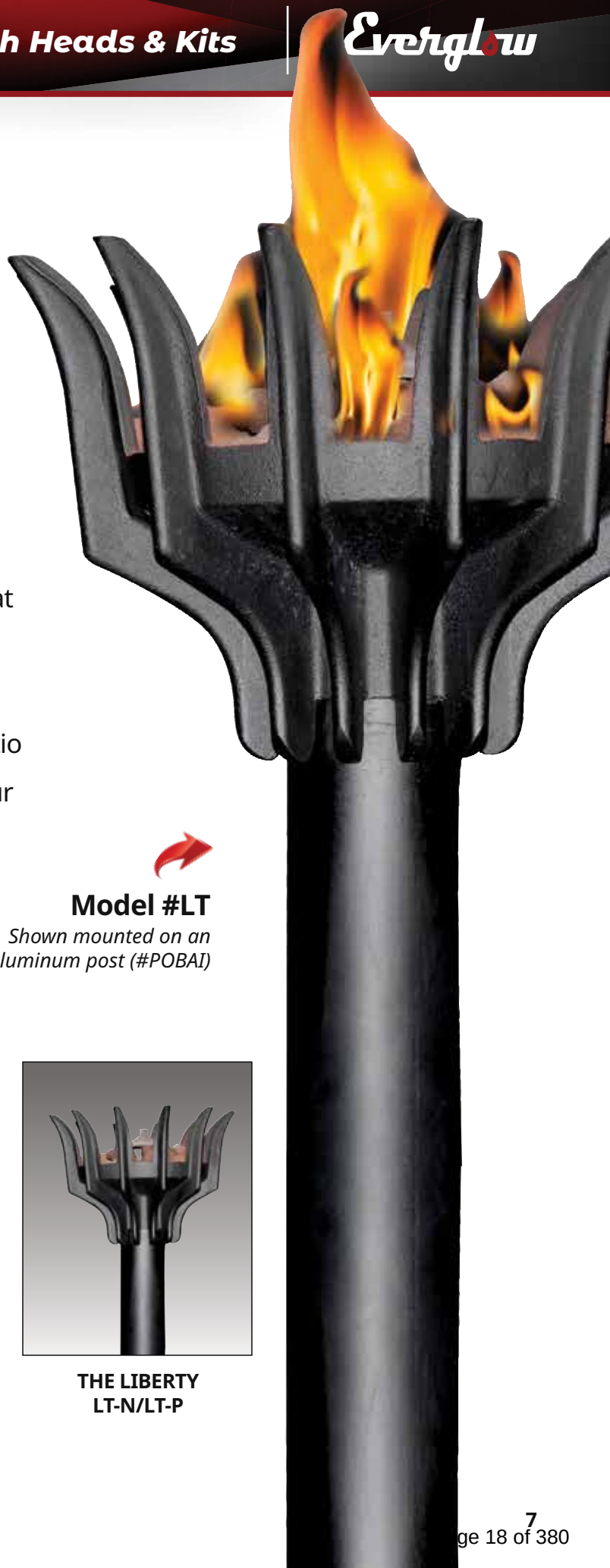
7'9" Post with
Copper Tubing



TORCH HEADS & KITS

Bring the Party to Life!

Our gas-fired torch heads are built to last with solid all-aluminum bodies that stand up to the outdoor environment. Available in three different styles, they provide a distinctive and welcoming lighting effect that complements your outdoor entertaining areas while providing increased safety and security. Available for in-ground or deck/patio installations allows you to customize for your specific needs.



Model #LT

Shown mounted on an aluminum post (#POBAI)



THE POLYNESIAN
PT2-N/PT2-P



THE FLOWER
FT2-N/FT2-P



THE LIBERTY
LT-N/LT-P

CAST ALUMINUM POST MOUNT TORCH HEADS

Construction Features:

- No rust solid cast aluminum construction
- Durable electrostatic powder-coated finish
- Solid brass control valve and burner
- Solid brass on/off key
- 1-year Limited Warranty

Gas Options:

All torches available in natural or propane gas

Installation:

Mount fits 3" outside diameter post
(post sold separately)



LT Torch Series

The Liberty Torch

The strong, bold style of this open flame torch commands attention while providing an exciting flair to any outdoor entertainment space.

- 8-3/8" H x 12.5" W
- Solid Brass Control Valve & Burner
- Cast Aluminum On/Off Key
- Available in Natural Gas or LP Gas
- 45,000 BTUs



PT2 Torch Series

The Polynesian Torch

Enjoy the magic of this Polynesian-inspired torch. Sets a festive mood with the dancing light of the open flame.

- 8-3/4" H x 6" W
- Solid Brass Control Valve & Burner
- Cast Aluminum On/Off Key
- Available in Natural Gas or LP Gas
- 14,000 BTUs



FT2 Torch Series

The Flower Torch

Beauty meets function with our Flower torch. The open flame brings a little drama and romance to any outdoor entertainment setting.

- 11-1/2" H x 10" W
- Solid Brass Control Valve & Burner
- Cast Aluminum On/Off Key
- Available in Natural Gas or LP Gas
- 26,000 BTUs

POSTS & DECORATIVE BASES

POSTS



Aluminum lamp posts allow you to add lighting to otherwise dark areas of your yard, walkways, driveways or patio areas. They are lightweight but sturdy—for ease of installation—and require little maintenance due to the natural rust resistant construction.

Aluminum posts available with or without copper internals and are available in three lengths, 6', 7'9" & 10'.

POBA

**Fits: 3" Outside Diameter Post
7' 9" Long**

POB6A

**Fits: 3" Outside Diameter Post
6' Long**

POB10A

**Fits: 3" Outside Diameter Post
10' Long**

POBAI *(includes copper internals)*

**Fits: 3" Outside Diameter Post
7' 9" Long**

POB6AI *(includes copper internals)*

**Fits: 3" Outside Diameter Post
6' Long**

POB10AI *(includes copper internals)*

**Fits: 3" Outside Diameter Post
10' Long**



BASES

ABA

Cast Aluminum Base | Fits: 3" OD Post | 15" diameter

Easily add gas lamps to your deck or patio by surface-mounting them with our one-piece Cast Aluminum Base. Pair this base with any of our standard 3" outside diameter aluminum posts for an exciting addition to your outdoor space.

Works best with 6' tall posts.

Mounts to existing deck or patio using the appropriate lag bolts (not included).



APPLICATIONS

Residential

- Back Yard
- Landscape
- Outdoor Eating Area
- Deck/Patio
- Pool Area

Marina

- Docks
- Landscape
- Outdoor Eating Area

Country Club

- Outdoor Cooking Area
- Pool Area
- Outdoor Landscape

Restaurant

- Landscape
- Outdoor Eating Area

TORCH HEADS COMBO-KITS



Deck/Patio Installation



In-ground Installation

DECK/PATIO INSTALLATION COMBO-KITS

	Torch Head	Gas	Post Length
PPBL	Polynesian	Natural OR Propane	6'
PFBL	Flower	Natural OR Propane	6'

COMBO KIT INCLUDES:



OR

Torch Head



Base
deck/patio
installations only



Electronic
Ignition
For fast starts
with the push
of a button



On/Off Cast
Aluminum key

6' Post with
Copper Tubing



IN-GROUND INSTALLATION COMBO-KITS

	Torch Head	Gas	Post Length
GPBL	Polynesian	Natural OR Propane	7'9"
GFBL	Flower	Natural OR Propane	7'9"

COMBO KIT INCLUDES:



OR

Torch Head



Electronic
Ignition
For fast starts
with the push
of a button



On/Off Cast
Aluminum key

7'9" Post with
Copper Tubing



COMMON REPLACEMENT PARTS



RE-LITE KIT

DMI-N Natural Gas
DMI-P LP Gas

Includes valve, mixer tube, dual inverted burner head with ceramic tips, 2 mantles and air shutter.



INVERTED BURNER ASSEMBLY

IBA-N Natural Gas
IBA-P LP Gas

Includes burner head with ceramic tips and air shutter. Fits many Charmglow and other brand name lamps.



AGA CERTIFIED LAMP VALVE WITH ORIFICE

GLV-N Natural Gas
GLV-P LP Gas

Fits MHP, Charmglow and many other brand name lamps. 1/4" flare connection.



AGA CERTIFIED TORCH VALVE WITH ORIFICE

Fits MHP and many other brand name torches. 1/4" flare connection

LT TORCH

GLVLT-N Natural Gas
GLVLT-P LP Gas

FT TORCH

GLV-NF Natural Gas
GLV-PF LP Gas

PT TORCH

GLV-NP Natural Gas
GLV-PP LP Gas



BRASS OPEN FLAME BURNER

OFBBR Natural or LP Gas

Imitates the original gas lamp look with fish-tail.



SOFT INVERTED MANTLES

MTL2

2 mounted on display card. Twin pack.



UPRIGHT MANTLES

MTL3

Fits all standard upright lamps. Priced per mantle. Boxed. Single pack.



LADDER REST

LR

Plastic with decorative round ends. 3/4" OD.



BRASS FINIAL

LBF

1" solid brass ball finial.

GLASS REPLACEMENT PARTS



TEMPERED GLASS PANE

GLS

Resists thermal shock of heat or cold. Fits HK, HJ and GG series, also Charmglow models 300, 1800, 1900, 2000. 4-7/16" wide at bottom 8-5/16" wide at top 7-15/16" high



TEMPERED GLASS PANE

GLS1

Fits WK-5, VK-7 and Charmglow model 900. 9" high 2-1/8" wide at bottom 4-1/8" wide at top



REPLACEMENT GLASS GLOBE (FOR JK-6A)

GLS2

Also fits Charmglow model 1700. Includes new gasket. 8-5/8" high 4-5/16" bottom OD 8-1/4" top OD



GLASS CHIMNEY (FOR UBA)

CHM

FOR UBA. Fits most other brand name upright burners. 1 3/4" OD top, 3" Bulge, 2" OD bottom, 6" tall.

CONVERT YOUR GAS LAMP TO ELECTRIC



BULB MOUNTING BRACKET

BMB



PORCELAIN ELECTRIC SOCKET

PES



EVERGLOW LIMITED WARRANTY



LIMITED LIFETIME WARRANTY:

(Against Rust Through)

- Aluminum Housing
- Aluminum Lamp Posts



5-YEAR WARRANTY ON THE FOLLOWING:

- Burner Assemblies



1-YEAR WARRANTY ON THE FOLLOWING:

All other Components Including:

- Ignitor System
- Gas Valves
- Patio Base
- Pedestal Base

30 DAY WARRANTY

- Paint
- Glass

MANTLES

Due to their delicate nature, there is no warranty on mantles.

COMMERCIAL WARRANTY

All grills in a commercial, community, or multi-tenant application will have a 1-year warranty on all parts.

ALL COMPONENTS

Service, labor and transportation costs are not covered by this warranty. This warranty does not cover defects caused by accidental damage, improper handling, installation, or repairs made by unauthorized persons, and specifically excludes liability for indirect, incidental or consequential damage to property. Some states do not allow the exclusion of consequential damage, so the above exclusions or limitations may not apply to you. This warranty gives you specific rights and you may also have other rights which may vary from state to state.

If this product fails to operate because of a manufacturing defect, the defective part will be repaired or replaced at Modern Home Products Corp. option.

We reserve the right to change prices and specifications without notice.

A BILL OF SALE, CANCELED CHECK, OR PAYMENT RECORD SHOULD BE KEPT TO VERIFY PURCHASE DATE AND ESTABLISH WARRANTY PERIOD.

New warranty effective 10/1/2023

For full warranty disclosure please visit, mhpgrillpartsonline.com/mhp-warranty



Providing outstanding products and service for over 60 years!

A complete line of grills, accessories, lighting and replacement parts backed by quality, innovation and reliability

MODERN HOME PRODUCTS CORPORATION

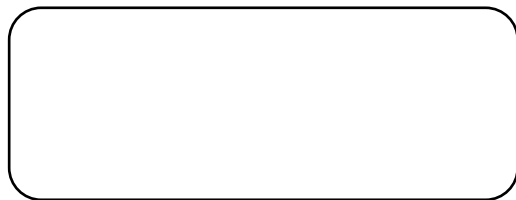
150 S. Ram Road • Antioch, IL 60002

www.mhpgrills.com

847.395.6556

888.647.4745

YOUR LOCAL DEALER:



 **California Proposition 65 Warning:** This product can expose you to chemicals including Chromium (hexavalent compounds), which are known to the State of California to cause cancer and birth defects or other reproductive harm. For more information go to: www.P65Warnings.ca.gov.



Family Owned & Operated Since 1957

RECOMMENDATION OF AWARD Building Improvement Grant September 2024 Cycle

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

On January 14, 2025, the Tax Increment Fund Advisory Committee scored and ranked the eligible applications for the September 2024 Cycle of the Building Improvement Grant. These scores are included in this report, which will assist the CRA in making funding recommendations before submitting them to the City Commission for final approval.

The applicants have been notified about the upcoming meeting and will have the opportunity to share any new information regarding their projects. However, please note that formal presentations will not be allowed. Attached is the order of the applications.

PROJECT ANALYSIS

Presented hereto are the eight eligible applications for the September 2024 Cycle of the Building Improvement Grant. This meeting provides the Community Redevelopment Agency (CRA) with an opportunity to ask questions of the applicants and make recommendations regarding the funding amounts for each project.

Staff Recommendation

Review the applications and make recommendations regarding the funding amounts for each applicant.

ATTACHMENTS

1.	Sept 2024 Applicants
2.	TIFAC Scores - Sept 2024 Applicants
3.	Blank Building Improvement Grant Application

September 2024 Building Improvement Cost Share

Central Business District

Applicant	Project Address	Complete application and acknowledgement applicant has read and understands grant requirements	Parcel ID has not received tax increment funding in the past 10 years	Does this project require extensive repairs to either obtain a Certificate of Appropriateness, address code violations, construction, demolition, and/or address visual blight (land clearing is not an eligible grant expense)?	Project description including: scope of work, construction estimate, schedule by trade and design plans (as needed)	Verification of matching funds (i.e. loan approval, demonstrated savings, etc.)	Property is on tax roll or will be placed on tax roll as a result of the project	Current taxable value per Putnam County Property Appraiser and estimated taxable value at project completion	Project amount	Allowable max award
Bernice Johnson	1010 Main St., Palatka, FL 32177	Yes	No	Address Visual Blight	Yes	Yes	Yes	Yes	\$23,690.00	\$11,845.00
Andrea Conover	113 S. 8th St., Palatka, FL 32177	Yes	No	Address Visual Blight	Yes	Yes	Yes	Yes	\$54,100.00	\$25,000.00
Jeremy Alexander	720 St. Johns Ave., Palatka, FL 32177	Yes	No	Construction	Yes	Yes	Yes	Yes	\$57,945.00	\$25,000.00
Vicki Mast	310 Main St., Palatka, FL 32177	Yes	No	Address Visual Blight	Yes	Yes	Yes	Yes	\$18,200.00	\$9,100.00
Linda McClarney	214 St. Johns Ave., Palatka, FL 32177	Yes	No	Obtain Certificate of Appropriateness	Yes	Yes	Yes	Yes	\$30,794.00	\$25,000.00
LT Investments FL 1, LLC	912 St. Johns Ave., Palatka, FL 32177	Yes	No	Construction	Yes	Yes	Yes	Yes	\$196,700.00	\$25,000.00
Charles Bates	706 St. Johns Ave., Palatka, FL 32177	Yes	No	Address Visual Blight	Yes	Yes	Yes	Yes	\$35,000.00	\$25,000.00
									Total:	\$145,945.00
									Total BIG funds in	\$120,000.00 *

South Historic District

Ronnie Davis	420 Kirby St., Palatka, FL 32177	Yes	No	Address Visual Blight	Yes	Yes	Yes	Yes	\$3,712.50	\$1,856.25
									Total:	\$1,856.25
									Total BIG funds in	\$83,661.00 *

* Includes active awards from previous grant cycles

City of Palatka Community Redevelopment Agency Building Improvement Cost Share Grant September 2024 Cycle				
Project Address	Scoring Criteria			
	Project Quality 0-75 points	Project Feasibility 0-45 points	Redevelopment Impact 0-150 points	Total Score
CENTRAL BUSINESS DISTRICT				
1010 Main St., Palatka, FL 32177	55	75	108	238
113 S 8th St., Palatka, FL 32177	75	72	145	292
720 St. Johns Ave., Palatka, FL 32177	75	75	150	300
310 Main St., Palatka, FL 32177	60	55	115	230
214 St. Johns Ave., Palatka, FL 32177	72	70	145	287
912 St. Johns Ave., Palatka, FL 32177	75	75	150	300
706 St. Johns Ave., Palatka, FL 32177	72	72	145	289
SOUTH TIF DISTRICT				
420 Kirby St., Palatka, FL 32177	50	60	90	200

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.

Project Feasibility: The level of detail and accurateness of the project scope of work, budget and plans.

Redevelopment Impact: Degree to which Grant funds are to be applied in eliminating blight and stabilizing or increasing property values in immediate area.



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

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
Building Improvement Cost Share
Attention: Sunni Krantz, City Clerk 201 North Second Street Palatka, FL 32177**

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 Jayde Baggs at jbaggs@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Application Cycle

Advertisement Date:	May 22, 2024
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 2, 2024
Application Deadline:	September 23, 2024 at 2 p.m.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

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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 an application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

**Building Improvement Grant
Cost Share Program**

Application Cycle

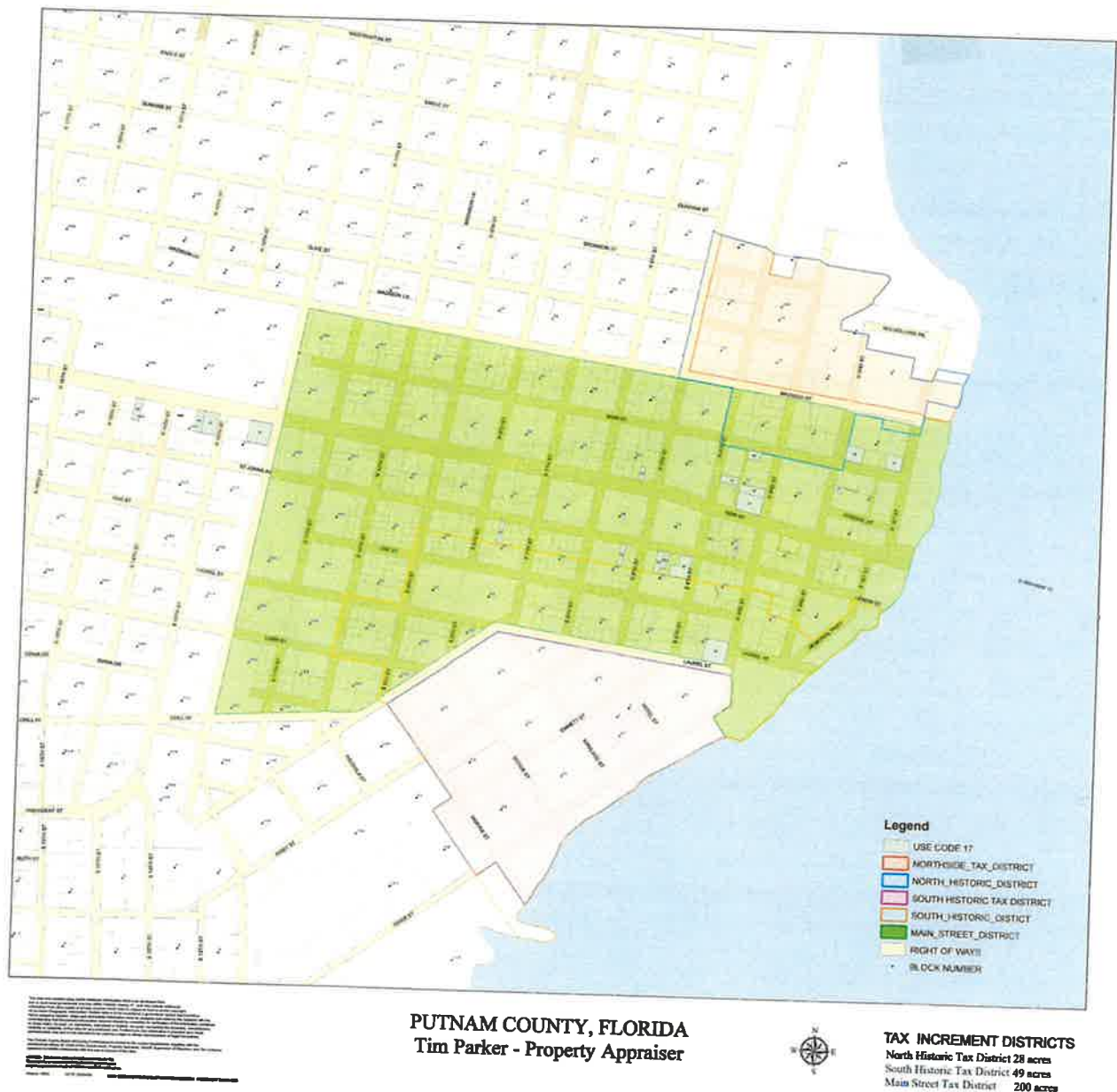
The CRA shall only accept and review sealed applications during an advertised cycle beginning 30 days prior to and up to each application deadline. Applications received prior or after the herein stated deadlines will be returned to the applicant.

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).

**Building Improvement Grant
Cost Share Program**



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:

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**

- 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);
 - rendering of any exterior work or changes included in the scope of work.
 - 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.

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 (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".

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

**Building Improvement Grant
Cost Share Program**

Redevelopment Impact: degree to which Grant funds are to be applied in eliminating blight and stabilizing or increasing property values in immediate area	50
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*** 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.

Signature

Date

Printed Name

Title

Email

Phone

Project 911 Address

Project Parcel(s)

**Building Improvement Grant
Cost Share Program**

1010 Main St., Palatka, FL 32177

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The applicant is seeking funding through the Community Redevelopment Agency's Building Improvement Grant to redevelop the property located at 1010 Main St., Palatka, FL 32177. They are requesting a grant amount of \$11,846.00 as part of a total project cost of \$23,690.00. The proposed improvements include:

- Replacing the front porch
- Replacing of an external door
- Repairing and replacing shingles with a metal roof
- Installing a new window by cutting a hole in an existing wall

BACKGROUND

The City of Palatka established the Building Improvement Grant program to support the redevelopment of blighted residential and commercial properties in designated areas. This program assists property owners aiming to enhance properties in urgent need of rehabilitation, facilitating projects that can progress independently of grant funding and demonstrating a higher likelihood of successful completion. Properties eligible for the grant must be located within the Community Redevelopment Agency (CRA) Tax Increment District and must align with the revitalization goals outlined in the CRA plan.

The project has been scored against specific criteria, including project quality, feasibility, and redevelopment impact. The applicant received the following scores from the Tax Increment Fund Advisory Committee:

- Project Quality: 55 out of 75
- Project Feasibility: 50 out of 75
- Redevelopment Impact: 108 out of 150

PROJECT ANALYSIS

The proposed project aligns with the City of Palatka's objectives to encourage investment in properties that require urgent rehabilitation. The improvements aim to enhance safety and functionality, improving the property's overall condition and positively contributing to the

surrounding community.

Staff Recommendation

Motion 1: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$11,846.00.

Motion 2: Motion to deny the total funding request for the Building Improvement Grant as presented.

Motion 3: Motion to approve the funding request for the Building Improvement Grant in an amount not to exceed \$11,846.00.

Motion 4: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$11,846.00, with the following condition(s):_____.

ATTACHMENTS

1.	1010 Main Street Application
----	------------------------------

APPLICATION



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

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**Building Improvement Grant
Cost Share Program**

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**Building Improvement Grant
Cost Share Program**

Application Cycle

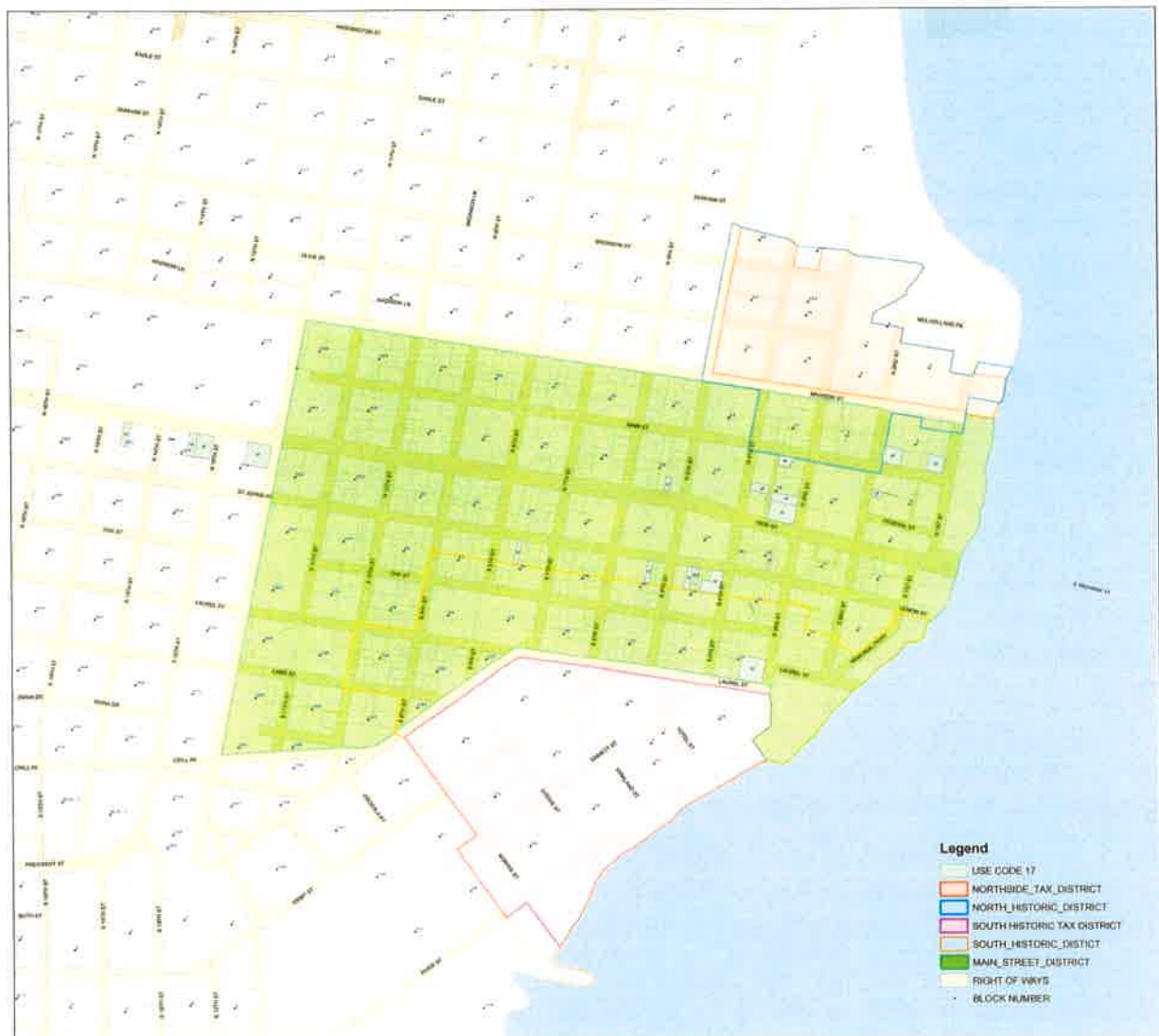
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- be located within a Tax Increment district;
- be the subject of a complete application;
- parcel ID has not received tax increment funding in the past ten (10) years per the past incentive award date;
- receive a minimum score of 70 or greater; and
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**Building Improvement Grant
Cost Share Program**



PUTNAM COUNTY, FLORIDA
TIM PARKER - PROPERTY APPRAISER
2022

**PUTNAM COUNTY, FLORIDA
Tim Parker - Property Appraiser**



TAX INCREMENT DISTRICTS
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

III. Application Process

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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:

**Building Improvement Grant
Cost Share Program**

- contact information (i.e. primary contact, phone number, email, mailing address);
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 - project description including: scope of work, construction estimate, schedule by trade and design plans (as needed);
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- 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.

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 (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".

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

**Building Improvement Grant
Cost Share Program**

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.

Bernice Johnson

Signature

09/22/2024

Date

Bernice Johnson

Printed Name

Owner

Title

jbernice00@gmail.com

Email

(386) 942-6302

Phone

1010 Main St. Palatka Fl. 32177

Project 911 Address

42-10 27-6850-1650-0040

Project Parcel(s)

PROJECT DESCRIPTION

Edward Sr. Construction, Inc.
225 Cedar St.
Crescent City, FL 32112
Business 1-386-983-0055
edwardsrconstro@aol.com

LICENSE: CCC133501Z
CBC1267051

Page ①

Job Invoice

SOLD TO		DATE ORDERED	ORDER TAKEN BY
Bernice Johnson		9/23/2024	
1010 Main Street		PHONE NO.	CUSTOMER ORDER #
Palatka Fl. 32177		(386) 972-6302	
		JOB LOCATION	
		JOB PHONE	STARTING DATE
		TERMS	

QTY.	MATERIAL	UNIT	AMOUNT	DESCRIPTION OF WORK			
✕	Front Porch Replace Deck 2x6 Joist and Rails		\$1850.00				
✕	Cut Hold in wall for window		\$475				
✕	Nuck up Bath Rm Toilet Pipes and supply lines		1,250	MISCELLANEOUS CHARGES			
✕	Close off wall w/ Door installed		2,350.				
✕	Replace Base Kitchen Cabinets Sank, two 24" wide and one 18"		1,450	TOTAL MISCELLANEOUS			
✕	Replace Exterior Front Door		850	LABOR	HRS.	RATE	AMOUNT
✕	Bi-fold Door TO Closet 48"		\$450				
✕	Replace Bath Tub in Bath Rm		\$1,250				
TOTAL MATERIALS				TOTAL LABOR			

WORK ORDERED	TOTAL LABOR	
DATE ORDERED	TOTAL MATERIALS	
DATE COMPLETED	TOTAL MISCELLANEOUS	
CUSTOMER	SUBTOTAL	
APPROVAL SIGNATURE <i>Bernice Johnson 09/23/2024</i>	TAX	
AUTHORIZED SIGNATURE _____	GRAND TOTAL	<i>\$9925.00</i>

LIC CCC 1335012 Page (2)
CBC 1267051

~~SOLD TO~~

DATE ORDERED
9/23/24

PHONE NO. 386)972-6302

JOB LOCATION
1010 main st Palatka

STARTING DATE

2	new Closet Door in Bed Rm 48"
---	----------------------------------

450.

Repair and Replace

4 Remove Rotten Board and Replace s' Area

550

Repair and Recover over Shingles with metal Roof

4,850

TOTAL LABOR

TOTAL MISCELLANEOUS \$5 850.00

CUSTOMER APPROVAL SIGNATURE Bernice Johnson 9/23/2024

GRAND TOTAL Rs 175.00

FINANCIALS



P.O. Box 45085 • Jacksonville, Florida 32232-5085 • (904) 777-6000 or 1-800-445-6289 • www.vystarcu.org

09/19/24

To whom it may concern,

This letter is to verify Ms Bernice Johnson has a balance on deposit here at Vystar Credit Union in the amount of \$12,500.00 If you need further assistance please feel free to contact me.



Do Good. Bank Better.™

Jessie Bowen
Relationship Specialist II

510 N State Road 19 Palatka, FL 32177
p (386) 239-1225 | f (386) 239-1291
bowenj@vystarcu.org | vystarcu.org

CURRENT TAXABLE VALUE OF PROPERTY

Parcel Owner 42-10-27-6850-1650-0040 (VID 43280)
JOHNSON BERNICE LIFE ESTATE
1836 CARR ST
PALATKA FL 32177

911 Description 1010 MAIN ST PALATKA 32177
DICKS MAP OF PALATKA M&L P46 ALL OF BLK 165 (MAP SHEET)
7/42-10-27)

Book	Page	Instrument	Sale Date	QSCD	Price
1620	0194	CSWD	2021-03-25	01 I	100
1616	0381	SWD	2021-03-25	01 I	
1481	0516	WD	2017-07-31	00 I	3,000
1481	0515	AFFD	2017-07-31	I	
1478	1112	SWD	2017-06-30	01 I	15,000
1470	0067	CFT	2017-03-23	01 I	

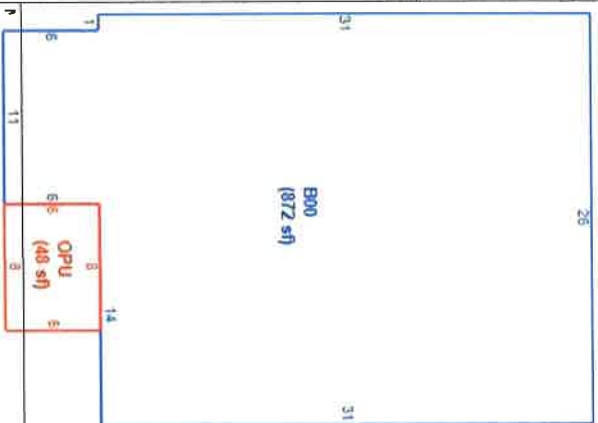
Parent Parcel 42-10-27-6850-1650-0040
Exemption Amount Remainder Owner % Applied To

Improvement Value 53,810 Use Code 00100
OBXF Value 1,060 Improvements 1
Land Value 9,280 Location City of Palatka - Downtown Dist
Market Value 64,150 Total Acres 0.34
Just Value CU 0 Zoning R-3
Just Value CU 0 FLUM COM

Taxing District Parcel Value Breakdown
County General Assessed Limited Minus(-) Taxable
St Johns River WMD 35,340 0 35,340
Palatka 35,340 0 35,340
School 64,150 0 64,150

Visits RD 2022-11-04 RGM 2018-01-31
Changes Jedw01 2024-08-21 maryl 2024-06-06

Line	Code	Units	Length	Width	Sq Ft	Rate	Value
1	141-03R		145	1	145	4	440
2	142-03C		205	1	205	4	620
Total: 1,060							



Description Single Family
Class A
Type Year Built 1964
Adj Base Rate 128.14
Base Sq Ft 872
% Good 47.5
Quality 1.00

Primary Improvement
Substructure 02 - Piers
Floor System 02 - Wood W/O Sub Floor
Exterior Walls 03 - Shingle / Wd Sd - Avg.
Height (feet) 11.25
Prty Wall % 1982
Sub Frame Length
Roof Framing Width
Roof Cover 113.276
Bed / Bath 53,810
Ascertainments
Account

Improvement Area & Additions
Desc Sq Ft Rate
800 872 128.14
OPU 48 32.03
Total Replacement Cost: 113,276

Line	Code	Description	Depth Chart	Depth In Feet	Comer Factor	Cond	Unit Price	Adj Unit Price	Units	Just Value	CU Unit Price	CU Value	Just Value CU	Taxable Value
1	010	Commercial Front Feet	1	100	1	C020	350	63	45.00	2,840	0	0	0	2,840
2	010	Commercial Front Feet	1	105	0.92	C020	350	64	100.00	6,440	0	0	0	6,440
Total:														9,280

NOTE: This is an interim Putnam County Tax Property statement information is subject to change until it is certified in October.

113 S 8th St., Palatka, FL 32177

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The applicant is seeking funding through the Community Redevelopment Agency's Building Improvement Grant to redevelop the property located at 113 S 8th St., Palatka, FL 32177. They are requesting a grant amount of \$25,000.00 as part of a total project cost of \$54,100.00. The proposed improvements include:

- Repairing the roof
- Tree Removal
- Window and door replacement
- Plumbing, electrical, and HVAC work
- Pressure washing internal and external walls, wood rafters inside, and degrease and steam clean floor

BACKGROUND

The City of Palatka established the Building Improvement Grant program to support the redevelopment of blighted residential and commercial properties in designated areas. This program assists property owners aiming to enhance properties in urgent need of rehabilitation, facilitating projects that can progress independently of grant funding and demonstrating a higher likelihood of successful completion. Properties eligible for the grant must be located within the Community Redevelopment Agency (CRA) Tax Increment District and must align with the revitalization goals outlined in the CRA plan.

The project has been scored against specific criteria, including project quality, feasibility, and redevelopment impact. The applicant received the following scores from the Tax Increment Fund Advisory Committee:

- Project Quality: 75 out of 75
- Project Feasibility: 72 out of 75
- Redevelopment Impact: 145 out of 150

PROJECT ANALYSIS

The proposed project aligns with the CRA's objectives to encourage investment in properties

that require urgent rehabilitation. By addressing critical needs such as roof repairs, tree removal, and pressure washing external walls, the project meets the criteria established by the Building Improvement Grant program to enhance blighted properties within the CRA Tax Increment District. This initiative not only supports revitalization efforts but also promotes long-term community investment, as reflected in the high scores received from the Tax Increment Fund Advisory Committee.

Staff Recommendation

Motion 1: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00.

Motion 2: Motion to deny the total funding request for the Building Improvement Grant as presented.

Motion 3: Motion to approve the funding request for the Building Improvement Grant in an amount not to exceed \$25,000.00.

Motion 4: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00, with the following condition(s):_____.

ATTACHMENTS

1.	113 S. 8th St.
----	----------------

APPLICATION



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as "the CRA") hereby solicit 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.

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
Building Improvement Cost Share
Attention: Sunni Krantz, City Clerk 201 North Second Street Palatka, FL 32177**

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 Jayde Baggs at jbaggs@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Application Cycle

Advertisement Date:	May 22, 2024
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 2, 2024
Application Deadline:	September 23, 2024 at 2 p.m.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

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To obtain additional information please view the City of Palatka website at www.palatka-fl.gov or contact Jayde Baggs at jbagg@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 an application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

**Building Improvement Grant
Cost Share Program**

Application Cycle

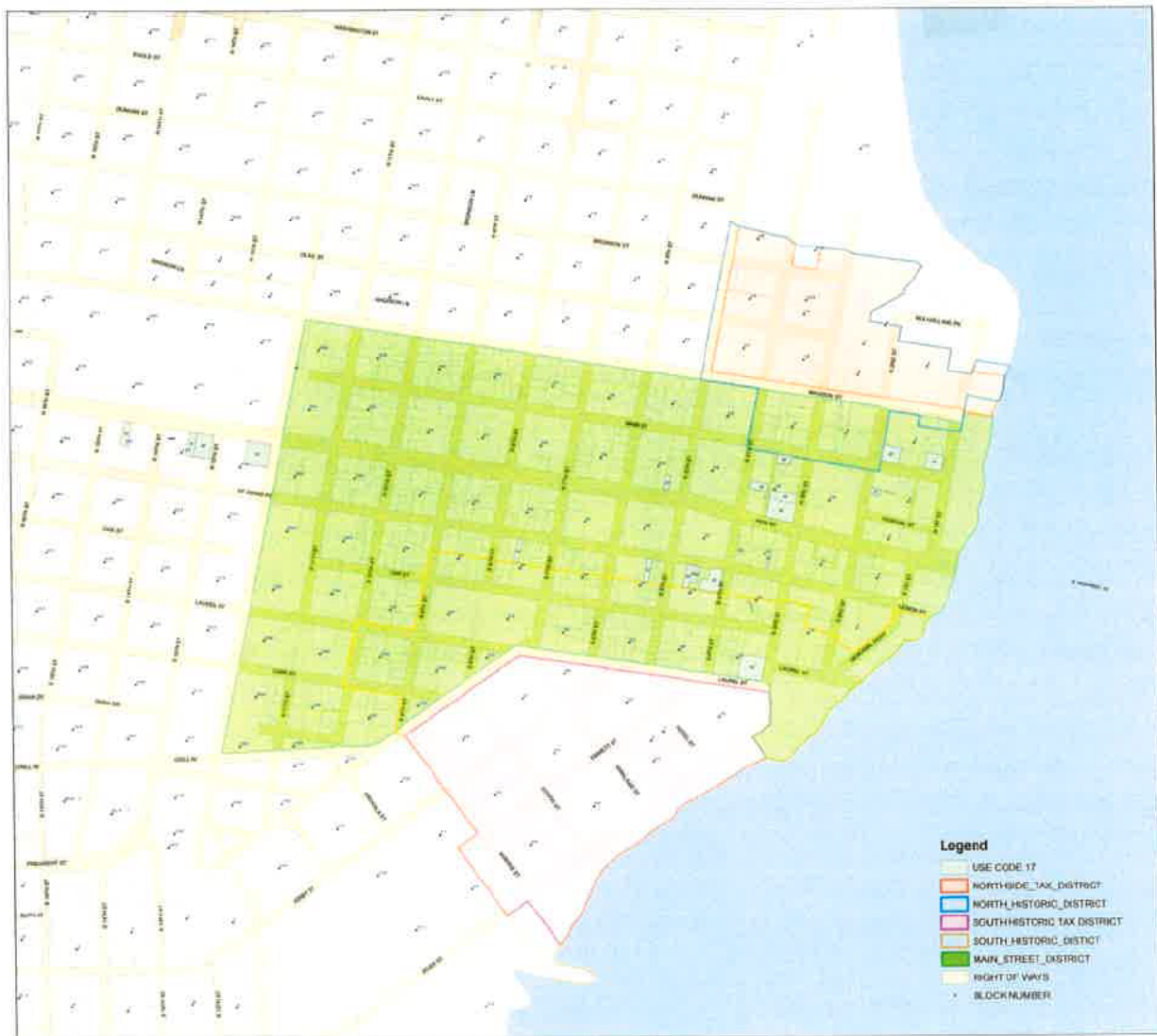
The CRA shall only accept and review sealed applications during an advertised cycle beginning 30 days prior to and up to each application deadline. Applications received prior or after the herein stated deadlines will be returned to the applicant.

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).

**Building Improvement Grant
Cost Share Program**



Putnam County, Florida
Tim Parker - Property Appraiser
1000 North Second Street
Palatka, FL 32177
Phone: 352/329-1234
Fax: 352/329-1235
www.putnamcountyfla.gov

PUTNAM COUNTY, FLORIDA
Tim Parker - Property Appraiser



TAX INCREMENT DISTRICTS
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

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:

**Building Improvement Grant
Cost Share Program**

- 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);
 - rendering of any exterior work or changes included in the scope of work.
 - 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.

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.

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**Building Improvement Grant
Cost Share Program**

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.

Andrea L Conover 9/23/24
Signature Date

Andrea Conover Owner
Printed Name Title

andrea@azaleacitybrewing.com
Email

904-859-8993
Phone

113 So. 8th St Palatka
Project 911 Address

42-10-27-6850-0540-0012
Project Parcel(s)

0021
0022

PROJECT DESCRIPTION

September 23, 2024

City of Palatka CRA
Building Improvement Cost Share
201 North Second Street
Palatka, FL 32177
Attn: Sunni Krantz, City Clerk

This letter serves as my application for a Building Improvement Grant for my property at 113 South 8th Street, Palatka, FL 32177. In addition to this building, I also own Azalea City Brewing Company at 120 South 7th Street. That business has been operating since November 2020. My cell phone number is 904-859-8993 and my email is andrea_conover@live.com. I live at 105 River's Edge Drive, East Palatka, FL 32131.

This building formerly housed Buddy's Transmission shop (see photos) but has been vacant for 30+ years. I purchased it and the two adjoining vacant lots in December 2023. Since then I have removed old tires and other debris, cleaned up the interior, replaced the roof and started additional renovations to turn this building into another vibrant addition to downtown Palatka. Potential tenants are artists and/or architectural salvage businesses (see photos). The vacant lots will be cleared to create a park-like space for the tenants and visitors, like the 4th Avenue Food Park in Gainesville (see photo). Occupancy is expected by mid-2025.

Photographs of the building,

A list of the attachments is on the next page of this letter. Please let me know what additional information you might need.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Andrea L. Conover". The signature is fluid and cursive, with the first name "Andrea" being more prominent than the last name "Conover".

Andrea L. Conover

Attachments:

Invoices and estimates from work that has been, or will be, done on this building: Crescent Roofing \$21,100. Ortiz Pressure Washing \$2,000. On Point Solutions \$1,000. Honesty AC and Mechanical Services \$30,000. Invoices not yet received from David Church Construction, Bellamy Plumbing, Motley Electric, and window and door replacement vendors.

Construction drawing

My recent bank statement showing availability of funds

TRIM notices from the Putnam County property appraiser show proof of ownership and current value of all three parcels total \$99,330. With my planned improvements and occupancy, I expect the properties will potentially triple in value to \$250-300,000.

Signed acknowledgement of the grant requirements

INVOICE

ISSUED TO
Andrea Conover
113 S Eighth St
Palatka, FL 32177

COMPANY NAME

DESCRIPTION	QTY	TOTAL
Tear Off Existing Metal Replace With 26 Gauge Galvalume Exposed Metal Fastener Roof System Price Includes New Fascia Board Around Complete Perimeter of Roof \$4.50 Per Linear Foot of Purlins	700 Linear Feet	\$3,150.00 Upcharge
TOTAL		\$21,100.00



AMOUNT DUE: \$21,100.00

*completed
+ Pd April
2024*



Invoice # 1001

9/1/2024

Bill To
Andrea Conover

For
Tree Removal

Item Description	Amount
113 S 8th St Palatka Fl. Removal of multiple trees from around building and brushed mowed portion of lot.	\$1,000.00

Subtotal	\$1,000.00
Tax Rate	
Other Costs	
Total Cost	\$1,000.00

completed →
pd Sept 2024

Make all checks payable to OnPoint Solutions LLC

If you have any questions concerning this invoice, use the following contact information:
Scott Westney, 904.612.9535, westneyscott@gmail.com

Thank you for your business!



HONESTY A.C. AND MECHANICAL SERVICES LLC

113 S 8th St
Palatka, FL 32177

(386) 213-0031
andrea_conover@live.com

ESTIMATE	#688
TOTAL	\$30,000.00

CONTACT US

19685 SE Hwy 19
Old Town, FL 32680

(352) 922-0249
honestyacandmechanicalservices@gmail.com

ESTIMATE

Services	qty	unit price	amount
10 Ton Trane Split System and Duct	1.0	\$30,000.00	\$30,000.00
1 YEAR LABOR WARRANTY			
*1 YEAR PARTS WARRANTY			
*1 YEAR COMPRESSOR WARRANTY			
*6 MONTH FREE MAINTENANCE			
*NEW TIE DOWN KIT			
*NEW SAFETY SWITCH			
*NEW HONEYWELL PROGRAMMABLE THERMOSTATS			
*NEW DUCT WILL BE RAN FOR THE 10 TON SYTEM/COMPLETE DUCT SYSTEM SUPPLY, RETURN TRUNK LINES, AND GRILLES			
*FRESH AIR DAMPERS			
*ELECTRICIAN WILL BE REQUIRED TO RUN POWER TO ALL THREE SYSTEMS			
*ALL POWER WILL BE 230 3 PHASE AS SPECIFIED BY THE ELCTRICAL CONTRACTOR			
*SYSTEM WILL BE STRAIGHT COOL SYSTEMS WITH ELECTRIC HEAT STRIPs			

LOAD CALC AND DUCT DESIGN WILL BE PROVIDED

Services subtotal: \$30,000.00

Total \$30,000.00

HVAC work not yet initiated

Invoice

SOLD TO		SHIPPED TO		VIA	
ADDRESS		ADDRESS			
CITY, STATE, ZIP		CITY, STATE, ZIP			
Rod Wies					
113 58th St					
Palatka					
CUSTOMER ORDER NO.		TERMS		DATE	
386-213-0031		Estimate		8-30-24	
		F.O.B.			
		Pressure wash all walls insides and outside.		\$750 -	
		Pressure wash all wood rafters inside.		\$400 -	
		Degrease and steam clean floor.		\$850 -	
		Thank you		Work not yet completed	
		Elliott Ortiz's Pressure Washing LLC.			
		280 Old San Mateo Rd.			
		East Palatka Fl. 32131			
		386-937-2547			

FINANCIALS



859-52-01-00 10510 6 C 001 15 S 55 004
ANDREA L CONOVER
UAD
TTE ANDREA L CONOVER
105 RIVERS EDGE DR
EAST PALATKA FL 32131-4310

Your consolidated statement

For 08/23/2024

Contact us



Truist.com



(844) 4TRUIST or
(844) 487-8478

If you are traveling outside of the USA and have concerns about accessing your account while you are traveling, please contact your Branch Banker or call us at 844-4TRUIST.

Summary of your accounts

ACCOUNT NAME	ACCOUNT NUMBER	BALANCE(\$)	DETAILS ON
TRUIST DIMENSION CHECKING- SELECT TIER	[REDACTED]	32,010.88	page 1
PERSONAL MONEY RATE SAVINGS	[REDACTED]	140.50	page 2
Total checking and money market savings accounts		\$32,151.38	



Checking and money market savings accounts

■ TRUIST DIMENSION CHECKING - SELECT TIER [REDACTED]

Account summary

Your previous balance as of 07/25/2024	\$561.60
Checks	- 5,720.00
Other withdrawals, debits and service charges	- 5,344.26
Deposits, credits and interest	+ 42,513.54
Your new balance as of 08/23/2024	= \$32,010.88

Interest summary

Interest paid this statement period	\$0.06
2024 interest paid year-to-date	\$0.31
Interest rate	0.01%
Annual percentage yield (APY) earned	0.01%

Checks

DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)	DATE	CHECK #	AMOUNT(\$)
07/26	3286~		08/13	3289	50.00	08/15	3291	3,500.00
07/26	3287	100.00	08/09	3290	1,000.00	08/22	*3294	1,000.00
08/21	3288	70.00						

* indicates a skip in sequential check numbers above this item

~ indicates an electronically converted check. See "Other withdrawals, debits and service charges"

Total checks = \$5,720.00

Other withdrawals, debits and service charges

DATE	DESCRIPTION	AMOUNT(\$)
07/26	[REDACTED]	211.36
08/01	DEBIT CARD PURCHASE Penzeys Spices 07-31 800-7417787 WI 4277	19.59
08/05	TRUIST ONLINE TRANSFER ONLINE TO ****0957 -	500.00
08/05	TRUIST ONLINE TRANSFER ONLINE TO ****0829 -	500.00
08/05	010396257 COMCAST 8495743 6763 ANDREA *L CONOVER	108.99
08/05	INTERNET PAYMENT SALE KLEAN KUT LAWN S	187.75

continued

CURRENT TAXABLE VALUE OF PROPERTY

NOTICE OF PROPOSED
PROPERTY TAXES AND
PROPOSED OR ADOPTED NON-
AD VALOREM ASSESSMENTSPHYSICAL ADDRESS: 113 S 8TH ST
DICKS MAP OF PALATKA MB2 P46, BLK 54 S 50FT OF
LOT 1

Real Property

**DO NOT PAY
THIS IS NOT A BILL**PARCEL NUMBER: 42-10-27-6850-0540-0012
CONOVER ANDREA L
105 RIVERS EDGE DR
EAST PALATKA FL 32131-4310

VALUE INFORMATION:

Parcel Value Breakdown					
Your Property Value	Market Value	Assessment Reduction	Assessed Value	Exemptions	Taxable Value
Last Year: County	55,020	0	55,020	0	55,020
School	55,020	0	55,020	0	55,020
Municipality	55,020	0	55,020	0	55,020
Other	55,020	0	55,020	0	55,020
This Year: County	67,630	7,110	60,520	0	60,520
School	67,630	0	67,630	0	67,630
Municipality	67,630	7,110	60,520	0	60,520
Other	67,630	7,110	60,520	0	60,520

Assessment Reduction Breakdown			Parcel Exemption Breakdown		
Assessment Reduction	Taxing District	Amount	Exemption	Taxing District	Amount
Non-Homestead Limitation	County & Other	7,110			

If you feel the MARKET VALUE of your property is inaccurate or does not reflect FAIR MARKET VALUE, or if you are entitled to an EXEMPTION or CLASSIFICATION that is not reflected above, contact the Property Appraiser's Office at: **PO BOX 1920 PALATKA, FL 32178-1920 OR 386-329-0286**

If the Property Appraiser's Office is unable to resolve the matter as to MARKET VALUE, CLASSIFICATION, or an EXEMPTION, you may file a PETITION for adjustment with the VALUE ADJUSTMENT BOARD; PETITION forms are available from the Property Appraiser's website at www.putnam-fl.com/app and **MUST BE FILED ON OR BEFORE:**

5:00 PM September 10, 2024

AD VALOREM PROPERTY TAXES:

Proposed Property Taxes							
Taxing Authority	Taxable Value Last Year 2023	Your Final Tax Rate and Taxes Last Year 2023		Current Taxable Value 2024	Your Tax Rate and Taxes This Year IF PROPOSED Budget Change is Made		Your Tax Rate and Taxes This Year IF NO Budget Change is Made
	Column 1	Column 2 Rate	Column 3 Taxes	Column 4	Column 5 Rate	Column 6 Taxes	Column 7 Rate Column 8 Taxes
County	55,020	8.8441	486.60	60,520	8.8441	535.24	7.9559 481.49
Fire MSTU							
School State LRE	55,020	3.1150	171.39	67,630	3.0330	205.12	2.8295 191.36
School Local Board	55,020	2.2480	123.68	67,630	2.2480	152.03	2.0420 138.10
School Debt Service	55,020	0.8670	47.70	67,630	0.8490	57.42	0.8490 57.42
St Johns River WMD	55,020	0.1793	9.87	60,520	0.1793	10.85	0.1686 10.20
Palatka	55,020	6.4000	352.13	60,520	6.4000	387.33	6.1271 370.81

Total Ad-Valorem Property Taxes

1,101.27

1,047.00

**NOTICE OF PROPOSED
PROPERTY TAXES AND
PROPOSED OR ADOPTED NON-
AD VALOREM ASSESSMENTS**PHYSICAL ADDRESS: 00 Unassigned Location RE
DICKS MAP OF PALATKA MB2 P46, BLK 54 N 50FT OF
LOT 2

Real Property

PARCEL NUMBER: 42-10-27-6850-0540-0021
CONOVER ANDREA L
105 RIVERS EDGE DR
EAST PALATKA, FL 32131**DO NOT PAY
THIS IS NOT A BILL****VALUE INFORMATION:**

Parcel Value Breakdown					
Your Property Value	Market Value	Assessment Reduction	Assessed Value	Exemptions	Taxable Value
Last Year: County	10,790	0	10,790	0	10,790
School	10,790	0	10,790	0	10,790
Municipality	10,790	0	10,790	0	10,790
Other	10,790	0	10,790	0	10,790
This Year: County	16,020	4,160	11,860	0	11,860
School	16,020	0	16,020	0	16,020
Municipality	16,020	4,160	11,860	0	11,860
Other	16,020	4,160	11,860	0	11,860

Assessment Reduction Breakdown			Parcel Exemption Breakdown		
Assessment Reduction	Taxing District	Amount	Exemption	Taxing District	Amount
Non-Homestead Limitation	County & Other	4,160			

If you feel the MARKET VALUE of your property is inaccurate or does not reflect FAIR MARKET VALUE, or if you are entitled to an EXEMPTION or CLASSIFICATION that is not reflected above, contact the Property Appraiser's Office at: **PO BOX 1920 PALATKA, FL 32178-1920 OR 386-329-0286**

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5:00 PM September 10, 2024

AD VALOREM PROPERTY TAXES:

Proposed Property Taxes							
Taxing Authority	Taxable Value Last Year 2023	Your Final Tax Rate and Taxes Last Year 2023		Current Taxable Value 2024	Your Tax Rate and Taxes This Year IF PROPOSED Budget Change is Made		Your Tax Rate and Taxes This Year IF NO Budget Change is Made
	Column 1	Column 2 Rate	Column 3 Taxes	Column 4	Column 5 Rate	Column 6 Taxes	Column 7 Rate Column 8 Taxes
County	10,790	8.8441	95.43	11,860	8.8441	104.89	7.9559 94.36
Fire MSTU							
School State LRE	10,790	3.1150	33.61	16,020	3.0330	48.59	2.8295 45.33
School Local Board	10,790	2.2480	24.26	16,020	2.2480	36.01	2.0420 32.71
School Debt Service	10,790	0.8670	9.35	16,020	0.8490	13.60	0.8490 13.60
St Johns River WMD	10,790	0.1793	1.93	11,860	0.1793	2.13	0.1686 2.00
Palatka	10,790	6.4000	69.06	11,860	6.4000	75.90	6.1271 72.67

Total Ad-Valorem Property Taxes

222.54

222.54

**NOTICE OF PROPOSED
PROPERTY TAXES AND
PROPOSED OR ADOPTED NON-
AD VALOREM ASSESSMENTS**PHYSICAL ADDRESS: 00 Unassigned Location RE
DICKS MAP OF PALATKA MB2 P46, BLK 54 N 50FT OF
S 100FT OF, LOT 2

Real Property

PARCEL NUMBER: 42-10-27-6850-0540-0022
CONOVER ANDREA L
105 RIVERS EDGE DR
EAST PALATKA, FL 32131**DO NOT PAY
THIS IS NOT A BILL****VALUE INFORMATION:**

Parcel Value Breakdown					
Your Property Value	Market Value	Assessment Reduction	Assessed Value	Exemptions	Taxable Value
Last Year: County	10,450	0	10,450	0	10,450
School	10,450	0	10,450	0	10,450
Municipality	10,450	0	10,450	0	10,450
Other	10,450	0	10,450	0	10,450
This Year: County	15,680	4,190	11,490	0	11,490
School	15,680	0	15,680	0	15,680
Municipality	15,680	4,190	11,490	0	11,490
Other	15,680	4,190	11,490	0	11,490

Assessment Reduction Breakdown			Parcel Exemption Breakdown		
Assessment Reduction	Taxing District	Amount	Exemption	Taxing District	Amount
Non-Homestead Limitation	County & Other	4,190			

If you feel the MARKET VALUE of your property is inaccurate or does not reflect FAIR MARKET VALUE, or if you are entitled to an-EXEMPTION or CLASSIFICATION that is not reflected above, contact the Property Appraiser's Office at: **PO BOX 1920 PALATKA, FL 32178-1920 OR 386-329-0286**

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5:00 PM September 10, 2024

AD VALOREM PROPERTY TAXES:

Proposed Property Taxes							
Taxing Authority	Taxable Value Last Year 2023	Your Final Tax Rate and Taxes Last Year 2023		Current Taxable Value 2024	Your Tax Rate and Taxes This Year IF PROPOSED Budget Change is Made		Your Tax Rate and Taxes This Year IF NO Budget Change is Made
	Column 1	Column 2 Rate	Column 3 Taxes	Column 4	Column 5 Rate	Column 6 Taxes	Column 7 Rate Column 8 Taxes
County	10,450	8.8441	92.42	11,490	8.8441	101.62	7.9559 91.41
Fire MSTU							
School State LRE	10,450	3.1150	32.55	15,680	3.0330	47.56	2.8295 44.37
School Local Board	10,450	2.2480	23.50	15,680	2.2480	35.25	2.0420 32.02
School Debt Service	10,450	0.8670	9.06	15,680	0.8490	13.31	0.8490 13.31
St Johns River WMD	10,450	0.1793	1.87	11,490	0.1793	2.06	0.1686 1.94
Palatka	10,450	6.4000	66.88	11,490	6.4000	73.54	6.1271 70.40

Total Ad-Valorem Property Taxes

226.28

272.24

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SUPPORTING MATERIALS



113 South 8th St. Palatka



old sign from former business

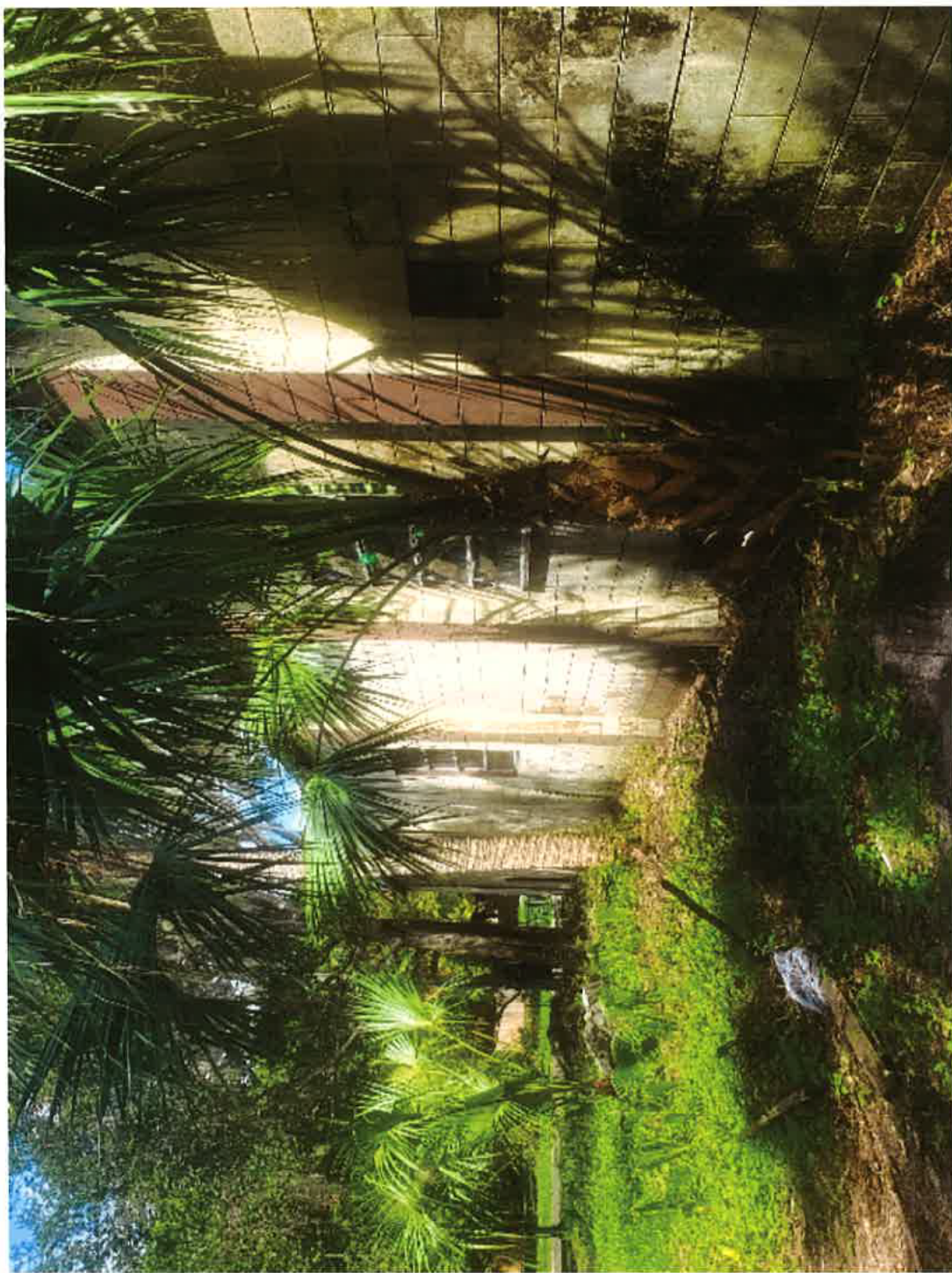


113 So. 8th St. (NW corner)
cleaned up interior



Future
Bathroom
↓

113 So. 8th St (SE corner)



South side of 113 So. 8th St.
Future access to a park-like patio



4th Ave Food Park in Gainesville
Potential for adjacent lots
at 113 So. 8th Street



Definitely use similar to C & P artists studios in Tax.

720 St. Johns Ave., Palatka, FL 32177

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The applicant is seeking funding through the Community Redevelopment Agency's Building Improvement Grant to redevelop the property located at 720 St. Johns Ave., Palatka, FL 32177. They are requesting a grant amount of \$25,000.00 as part of a total project cost of \$57,945.00. The proposed improvements include:

- Hardscaping
- Landscaping
- Floor finishing
- Façade upgrades
- Masonry improvements
- Architecturally consistent lighting

BACKGROUND

The City of Palatka established the Building Improvement Grant program to support the redevelopment of blighted residential and commercial properties in designated areas. This program assists property owners aiming to enhance properties in urgent need of rehabilitation, facilitating projects that can progress independently of grant funding and demonstrating a higher likelihood of successful completion. Properties eligible for the grant must be located within the Community Redevelopment Agency (CRA) Tax Increment District and must align with the revitalization goals outlined in the CRA plan.

The project has been scored against specific criteria, including project quality, feasibility, and redevelopment impact. The applicant received the following scores from the Tax Increment Fund Advisory Committee:

- Project Quality: 75 out of 75
- Project Feasibility: 75 out of 75
- Redevelopment Impact: 150 out of 150

PROJECT ANALYSIS

The proposed project strongly aligns with the City of Palatka's objectives to encourage

investment in properties requiring rehabilitation. The planned improvements, including façade upgrades, landscaping, and hardscaping, will not only enhance the visual appeal of the property but will also contribute to the overall revitalization of the Central Business District. The project received perfect scores in project quality, feasibility, and redevelopment impact from the Tax Increment Fund Advisory Committee. This project demonstrates a strong commitment to the goals outlined in the CRA plan, ensuring long-term benefits for the area.

Staff Recommendation

Motion 1: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00

Motion 2: Motion to deny the total funding request for the Building Improvement Grant as presented.

Motion 3: Motion to approve the funding request for the Building Improvement Grant in an amount not to exceed \$25,000.00

Motion 4: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00 with the following condition(s):_____.

ATTACHMENTS

1.	720 St. Johns Ave., Application
----	---------------------------------

APPLICATION



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

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
Building Improvement Cost Share
Attention: Sunni Krantz, City Clerk 201 North Second Street Palatka, FL 32177**

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 Jayde Baggs at jbaggs@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Application Cycle

Advertisement Date:	May 22, 2024
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 2, 2024
Application Deadline:	September 23, 2024 at 2 p.m.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

To obtain additional information please view the City of Palatka website at www.palatka-fl.gov or contact Jayde Baggs at jbaggs@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 an application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

**Building Improvement Grant
Cost Share Program**

Application Cycle

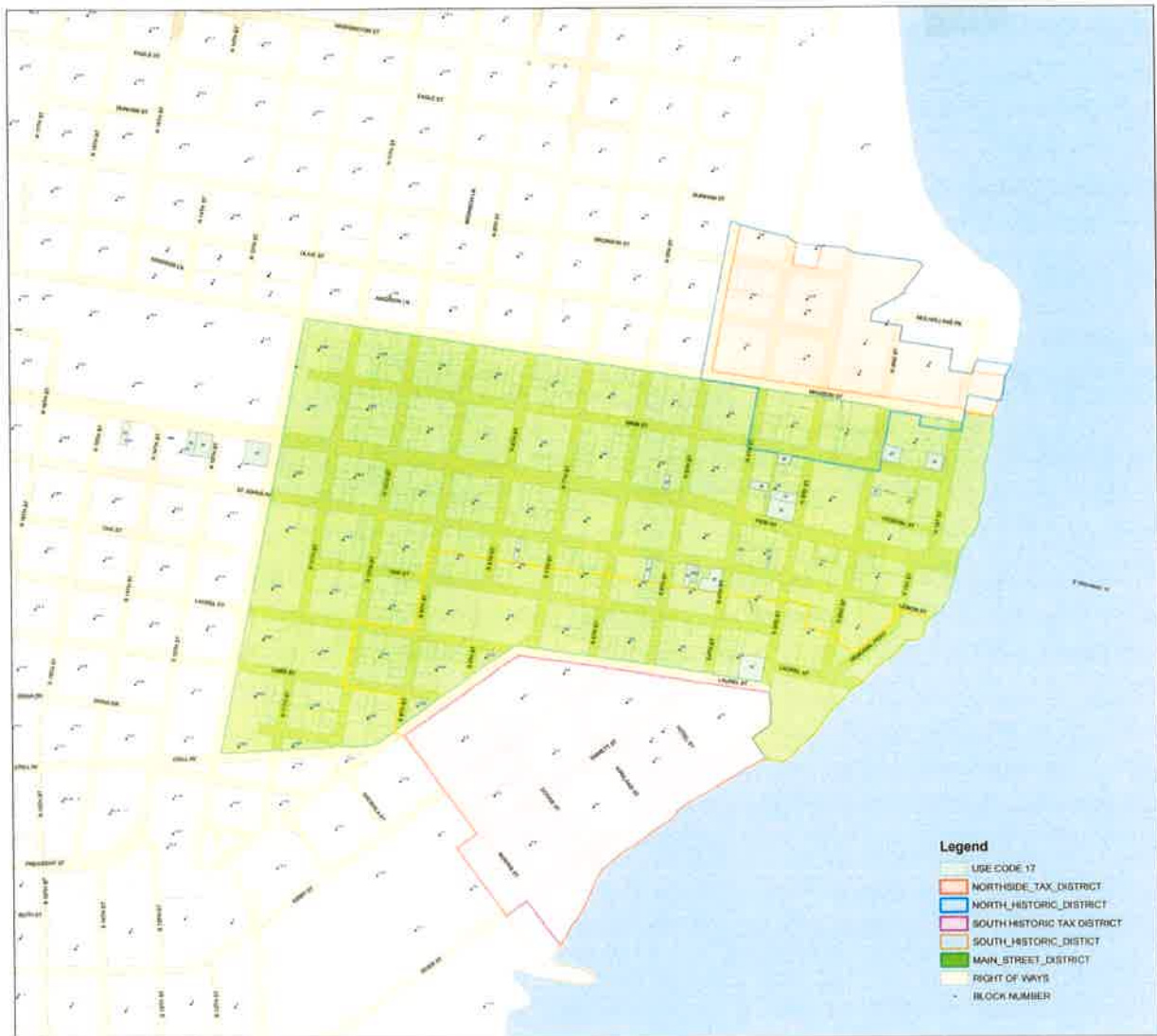
The CRA shall only accept and review sealed applications during an advertised cycle beginning 30 days prior to and up to each application deadline. Applications received prior or after the herein stated deadlines will be returned to the applicant.

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).

**Building Improvement Grant
Cost Share Program**



Putnam County, Florida
Tim Parker - Property Appraiser
1000 North Second Street
Palatka, FL 32177
Phone: 352.329.1234
Fax: 352.329.1235
www.putnamcountyfla.gov

PUTNAM COUNTY, FLORIDA
Tim Parker - Property Appraiser



TAX INCREMENT DISTRICTS
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

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:

**Building Improvement Grant
Cost Share Program**

- 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);
 - rendering of any exterior work or changes included in the scope of work.
 - 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.

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 (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".

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

**Building Improvement Grant
Cost Share Program**

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.

	9/19/24
Signature	Date
Jeremy Alexander	MGR
Printed Name	Title
JEREMY@DHCLAWYERS.COM	
Email	
386.972.7011	
Phone	
720 ST. JOHNS AVENUE	
Project 911 Address	
42-10-27-6850-0550-0021	
Project Parcel(s)	

PROJECT DESCRIPTION

OUR STORY

THE VISION BEHIND SAYLOR'S ON ST. JOHNS

Founders Crystal and Jeremy Alexander spent years searching for a transformational opportunity where they could combine their personal passions for event planning and the historic charm of downtown Palatka. In doing so, they filled a community void by creating the most flexible, climate-controlled venue/event/meeting space Putnam County has to offer, right in the heartbeat of downtown Palatka.

The former site of Angela's Bridal Boutique on St. Johns Avenue offered a rare combination of refined, classic styling and untapped 1910s charm. After visiting multiple potential locations throughout the county, the Alexanders decided to become part of Palatka's Downtown Business District's renaissance by establishing Saylor's On St. Johns.

With two formal space options on the first floor and the original 1910s charm on the second floor, Saylor's on St. Johns offers 10,000 square feet of fully functional, customizable meeting and event space. Whether you're planning a pop-up party, retail boutique, intimate photo shoot, corporate meeting, or an elaborately planned wedding or reception, our versatile spaces can be tailored to your needs.

PHASE II – 720 St. Johns Avenue

Transforming community blight into a redevelopment is not only one of the core functions of the CRA, it also the poster for what is taking place at 720 St. Johns Avenue. The dilapidated eyesore has been removed, its historical façade and transom windows are preserved and the property is now prepped for redevelopment.

The grant funds will be utilized to refinish and revitalize the open-air space while complimenting the functionality of the businesses next door. From pavers to artificial turf, Edison lightbulbs and pops of color in sun shades to liven up the block, 720 St. Johns Avenue will become the most flexible outdoor space on St. Johns Avenue for farmer's markets, featured entertainment, public art and the preferred event venue. By adding a new dimension to the Saylor's on St. Johns portfolio while improving downtown property values through blight removal, 720 St. Johns Avenue should be considered the poster-child for CRA grant funding (see attached photos).

Scope of Work

While the demolition is complete, it is time to beautify the property. This grant will help facilitate masonry improvements, façade upgrades, floor refinishing, landscaping, hardscaping and architecturally consistent lighting for the space. We are respectfully requesting a \$25,000 CRA Grant to match \$25,000 of our personal savings toward the effort.

Posey Family Outdoor Services

228 Little Owl Lane
Saint Augustine, FL 32086 US
904-347-9915
poseyfamily1925@gmail.com
<https://poseyfos.com>



Estimate

ADDRESS	SHIP TO	ESTIMATE	194004
Saylor's On St. Johns	Saylor's On St. Johns	DATE	05/22/2024
726 St. Johns Avenue	726 St. Johns Avenue		
Palatka, Florida 32177	Palatka, Florida 32177		

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Dump Trailer	Dump Trailer	295.00
	Job Related Special Tools and Equipment	Skid Steer with Bucket Excavator for concrete removal, leveling, and or trenching Concrete Saw	1,750.00
	Synthetic Turf	PREMIUM M BLADE-80 \$18 per SF 2800 SF Global Syn-Turf Artificial Grass (Warranty Information Attached) Global Syn-Turf is setting a high standard in the synthetic turf industry with their exceptional 15- year warranty on turf products. This substantial warranty period is a testament to the company's confidence in the durability and	50,400.00

quality of their products. Customers choosing Global Syn-Turf can rest assured that their investment is protected for up to 15 years, a duration that surpasses many competitors in the market. This warranty not only covers the longevity of the turf but also ensures that it maintains its aesthetic appeal and functional integrity over time. Whether it's for residential landscaping, commercial spaces, or sports fields, Global Syn-Turf's commitment to quality and customer satisfaction is clearly demonstrated through this top-tier warranty offering, making their artificial grass products a reliable and trustworthy choice for any project.

PREMIUM M BLADE-80

Rival to our best selling products, a multi-colored M Blade-80 with a double layer of thatching offers a rich and vibrant look, durability, and over-heating protection. This stunning artificial turf is a leading

contender for luxury and value; it incorporates M-Blade technology for the perfect imitation of natural grass.

Outstanding performance and value are what make M Blade-80 the top choice for residential and commercial applications. A 103-ounce powerhouse at 1 3/4" tall features delustered and UV stabilized field green and lime green grass blades, plus a thick turf brown and green thatch for natural look and feel of real grass at an affordable price point.

High Resilience

M Blade fiber technology helps blades to remain in the elastic region of the stress-strain curve. It bounces back from the applied pressure and returns to its original shape. Elastic and lightweight M Blade fibers capable of handling high traffic and heavy loads without cracking or permanently deforming.

Durability & Toughness

Made of high-

quality thermostatic polypropylene, Premium M Blade-80 grass blades can sustain heavy traffic without losing integrity. Premium M Blade-80 stands up for playing and roughhousing daily and for professional sports. It is designed for rough settings and will fare much better than natural grass when it comes to running, walking, kids and pets playing, sports teams competing and even having cars parked on it.

Durability and resilience are the key factors in turf longevity. You can expect Premium M Blade-80 to have a lifespan of 20 years or longer without losing its vibrance and shape. Keep in mind that artificial grass can be repaired. You can replace damaged sections without a need to replace your entire lawn.

Heat-Resistant

M Blade-80 blades are made of a high-quality thermostatic polymer PP and shaped in a way that helps dissipate sunlight in different directions. Along with UV-protected coating and

specialty infills, it doesn't retain heat as much as lower quality flat-shaped grass blades and keep the surface cooler under direct rays of the sun

Prep and Earth Work

Prep site by bringing in Fill Dirt 57 Stone and Paver base as well as other prep to concrete area that will be Turf as well as removal of curbing and other items needed to install Turf.

5,000.00

Dump Fees

Dump fees? Will be billed at job completion

500.00

SUBTOTAL

57,945.00

TAX

0.00

TOTAL

\$57,945.00

Accepted By

Accepted Date

FINANCIALS

AMERICAN FUNDS®

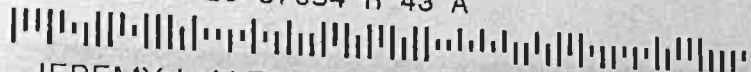
For undeliverable mail only
PO Box 1148
Norfolk VA 23501-1148

December 31, 2023

Page 1 of 6

Primary account number: [REDACTED]

AB 01 016126 37654 H 43 A



JEREMY L ALEXANDER

134 TIMBER LN

PALATKA FL 32177-8574

Best wishes for the New Year

Save this statement that shows your complete 2023 account activity for your tax records. Visit our Tax Center to find forms, worksheets, cost basis information, IRA contribution instructions and more. Go to capitalgroup.com/taxes.

Switch to paperless delivery to get these benefits

Paperless delivery is secure and convenient. Enroll and choose which documents you want to receive electronically and be notified the day they're available on our website. Go to capitalgroup.com/enroll.

Portfolio value of all accounts

\$181,832.20

	Since initial investment on 11/10/2017	Year-to-date since 1/1/2023
Beginning value	\$1,150.00	\$111,250.90
+ Additions	\$144,950.00	\$25,800.00
- Withdrawals	\$0.00	\$0.00
+/- Investment gain/decline	\$35,732.20	\$44,781.30
Ending value as of 12/31/2023	\$181,832.20	\$181,832.20

Need help reading your statement or defining key terms? For a description of what's included in the above numbers, go to capitalgroup.com/statement.

Portfolio allocation



■ Growth

100.00%

100.00%

How to contact us

CURRENT TAXABLE VALUE OF PROPERTY

Parcel 42-10-27-6850-0550-0021 (VID 42904)
Owner THE THARAPY CENTRE LLC
Mailing 134 TIMBER LANE
PALATKA FL 32177
911 720 ST JOHNS AV PALATKA 32177
Description DICKS MAP OF PALATKA MB2 P46, BLK 55 E 25FT OF S 95 FT +/-, N 10FT OF S 105FT OF LOT 2

Book	Page	Instrument	Parcel Sales Data	OSCD	Price
1764	1616	AFFD	2024-06-11	-	
1764	1612	WD	2024-06-07	001	120,000
1764	1610	AFFD	2024-06-07	-	
1692	0504	OCD	2022-11-21	011	100
1466	1139	WD	2017-02-27	001	25,000
1425	0616	OCD	2015-11-05	1	21,000

Parent Parcel
Exemption Amount Remainder Owner % Applied To

Improvement Value	0	Use Code	01100
OBXF Value	9,560	Improvements	0
Land Value	19,110	Location	City of Palatka - Downtown Dist
Market Value	28,670	Total Acres	0.07
Just Value CU	0	Zoning	DB
Just Value CU	0	FLUM	COM
Market Adjusted	28,670		

Taxing District	Assessed Limited	Minusc(-) Exemptions	Taxable Value
County General	13,420	0	13,420
St Johns River WMD	13,420	0	13,420
Palatka	13,420	0	13,420
School	28,670	0	28,670

Visits	JWP	2023-03-07	SRS	2022-12-14
Changes	jedw01	2024-08-21	jpal26	2024-07-19

Line	Code	Units	Length	Width	Sq Ft	Rate	Value
Outbuildings and Extra Features							
							Total: 0

Notes

Primary Improvement									
Description					Title Year				
Class	Dep Rate	Year Built	Model	Substructure	Title No.	Floor System	Cabinet & Mill	Desc	Improvement Area & Additions
Type	Dep Rate	Year Built	Model	Substructure	RP No or Tag	Exterior Walls	Floor Finish		% Rate
Adj Base Rate	0	Obs Cond	Length	Height (feet)	Party Wall %	Weight (feet)	Interior Finish		Rate
Base Sq Ft	0	Replace Cost	Width	Sub Frame	Roof Framing	Plumbing Fix	Paint & Decor		Sq Ft
% Good	0	Deep Rep Cost	Lot #	Roof Cover	Heating & Air	Bath Tile	Electrical		Cost
Quality	0	Functional Obs	Attachments	Bed / Bath	Electrical	Corners			
Total Replacement Cost:									
0									

Line	Code	Description	Depth Chart	Depth In Feet	Corner Factor	Depth Factor	Cond	Land Unit Price	Adj Unit Price	Units	Just Value	CU Unit Price	CU Value	Just Value CU	Taxable Value
1	071	Downtown Palatka Comm Sq Ft		0	1			6	6	3,185.00	19,110	0	0	0	19,110

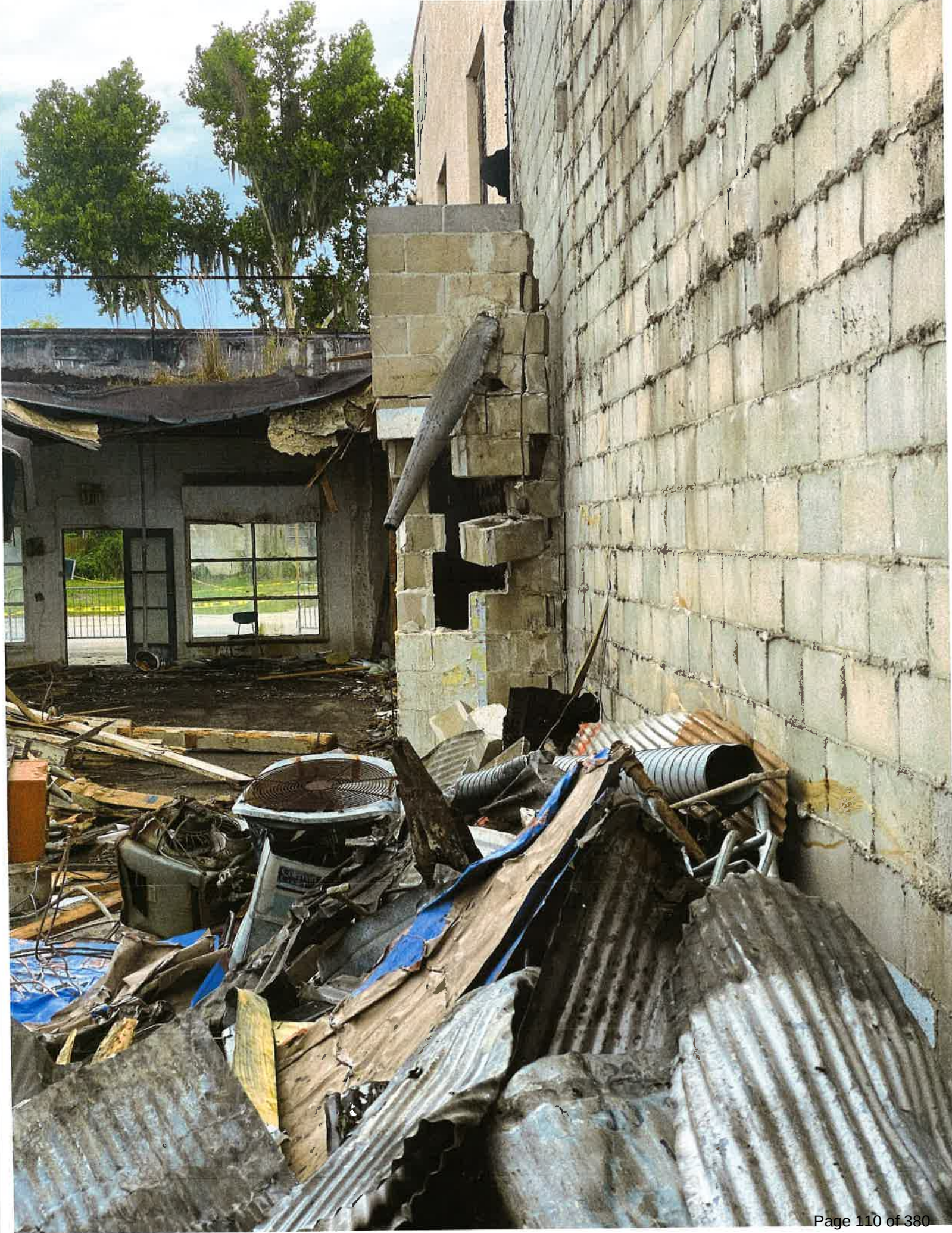
Total: 19,110 0 0 19,110

SUPPORTING MATERIALS





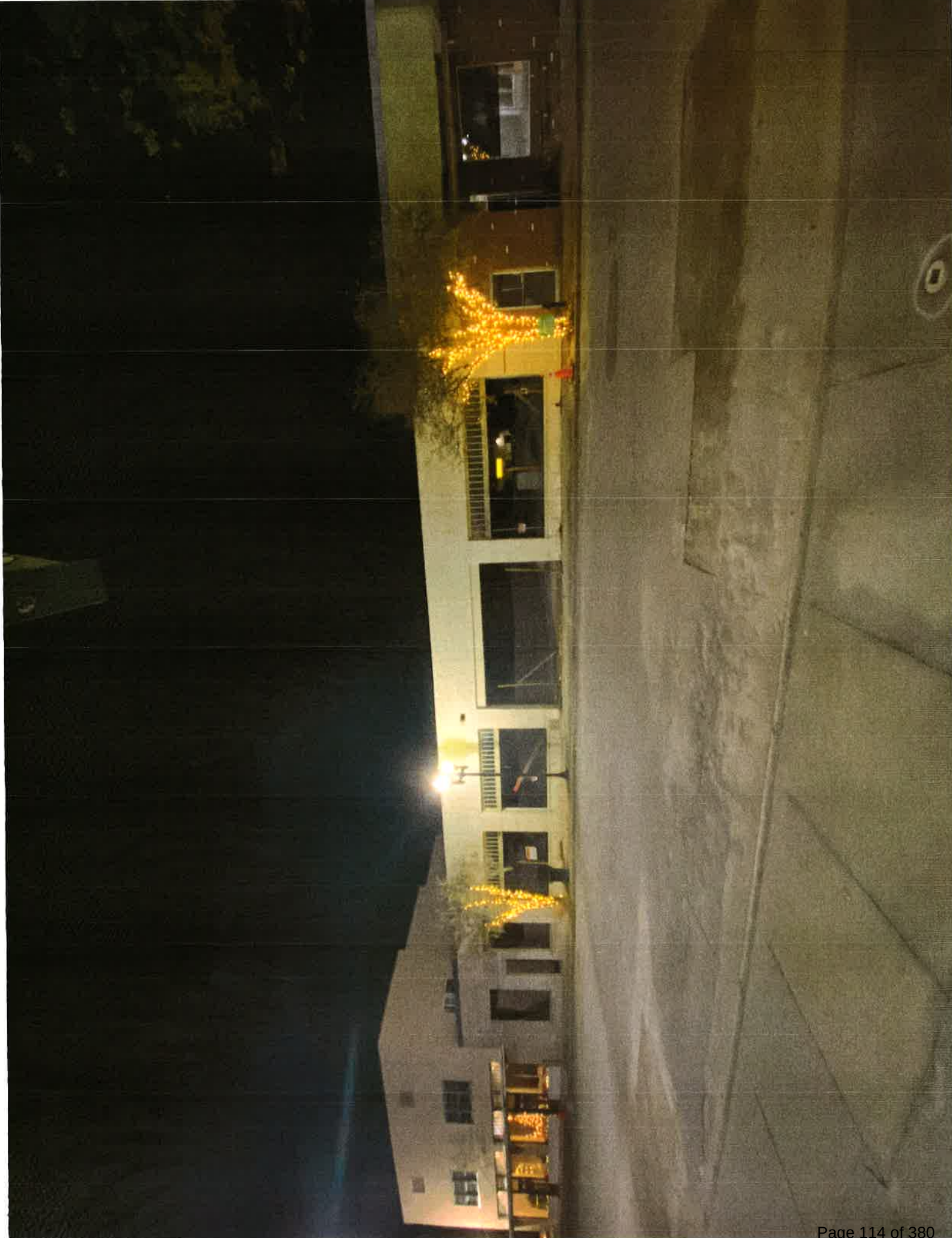






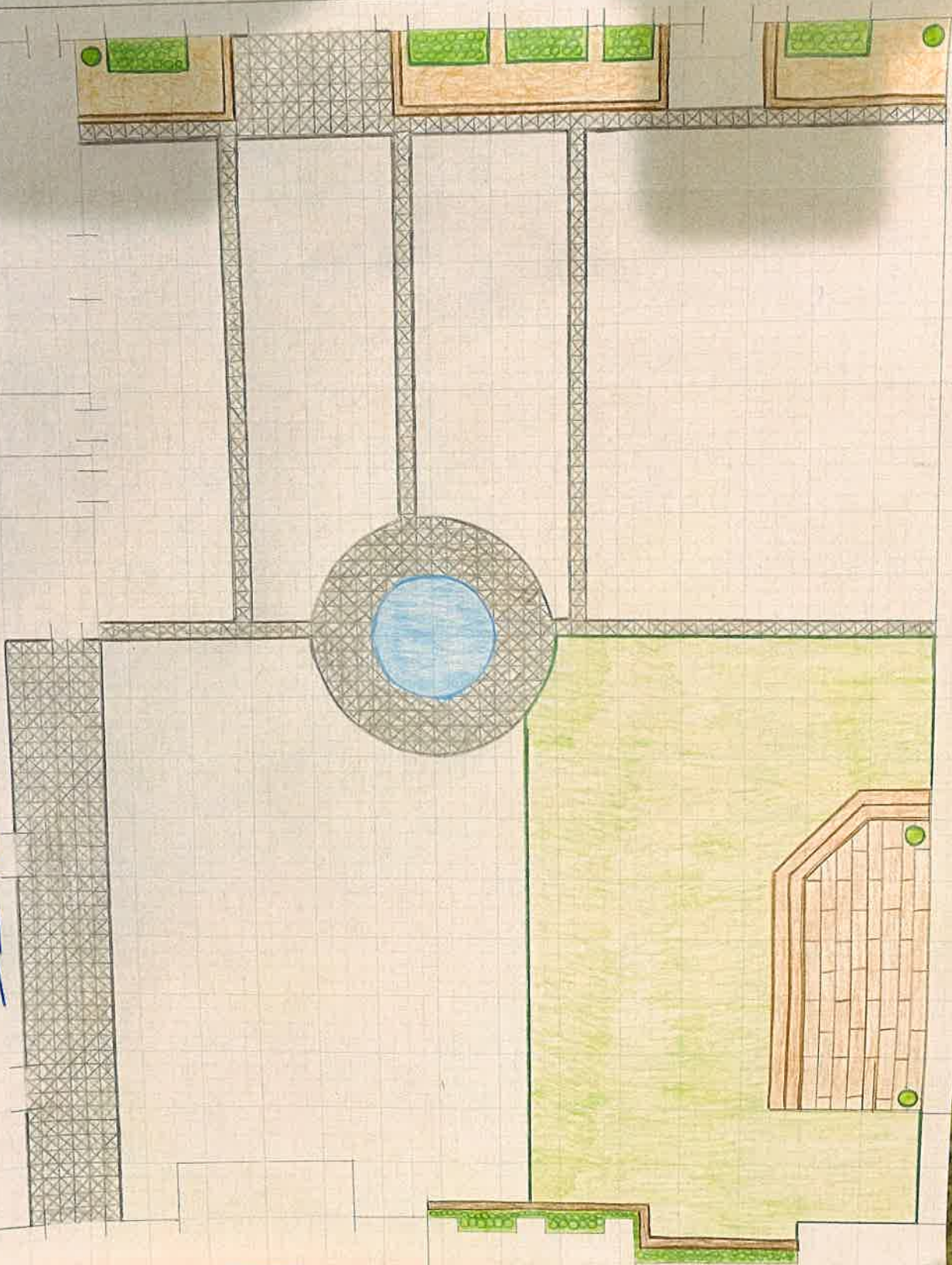








SITE PLAN



2024 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT

DOCUMENT# L15000121840

Entity Name: THE THAIRAPY CENTRE LLC

Current Principal Place of Business:

3413 ST JOHNS AVE
PALATKA, FL 32177

Current Mailing Address:

134 TIMBER LANE
PALATKA, FL 32177 US

FEI Number: 48-4617879

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

ALEXANDER, CRYSTAL
134 TIMBER LANE
PALATKA, FL 32177 US

The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.

SIGNATURE: CRYSTAL ALEXANDER

04/08/2024

Electronic Signature of Registered Agent

Date

Authorized Person(s) Detail :

Title MGR
Name ALEXANDER, CRYSTAL
Address 134 TIMBER LANE
City-State-Zip: PALATKA FL 32177

Title VP
Name ALEXANDER, JEREMY LOUIS
Address 134 TIMBER LANE
City-State-Zip: PALATKA FL 32177

I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: JEREMY ALEXANDER

VP

04/08/2024

Electronic Signature of Signing Authorized Person(s) Detail

Date

310 Main St., Palatka, FL 32177

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The applicant is seeking funding through the Community Redevelopment Agency's Building Improvement Grant to redevelop the property located at 310 Main St., Palatka, FL 32177. They are requesting a grant amount of \$9,100.00 as part of a total project cost of \$18,200.00. The proposed improvements include:

- Repainting the exterior
- Replacing rotten wood
- Repairing windows, doors, and porches as needed

BACKGROUND

The City of Palatka established the Building Improvement Grant program to support the redevelopment of blighted residential and commercial properties in designated areas. This program assists property owners aiming to enhance properties in urgent need of rehabilitation, facilitating projects that can progress independently of grant funding and demonstrating a higher likelihood of successful completion. Properties eligible for the grant must be located within the Community Redevelopment Agency (CRA) Tax Increment District and must align with the revitalization goals outlined in the CRA plan.

The project has been scored against specific criteria, including project quality, feasibility, and redevelopment impact. The applicant received the following scores from the Tax Increment Fund Advisory Committee:

- Project Quality: 60 out of 75
- Project Feasibility: 55 out of 75
- Redevelopment Impact: 115 out of 150

PROJECT ANALYSIS

The proposed project aligns with the City of Palatka's objectives to encourage investment in properties that require rehabilitation. The planned improvements, including repainting and replacing rotten wood along with necessary repairs to windows, doors, and porches, directly address the property's deterioration, contributing to the overall revitalization of the area. While

the project's scores in quality and feasibility indicate some areas for improvement, it nonetheless demonstrates a commitment to enhancing a blighted property, thereby supporting the City’s goals outlined in the CRA plan.

Staff Recommendation

Motion 1: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$9,100.00.

Motion 2: Motion to deny the total funding request for the Building Improvement Grant as presented.

Motion 3: Motion to approve the funding request for the Building Improvement Grant in an amount not to exceed \$9,100.00.

Motion 4: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$9,100.00 with the following condition(s):_____.

ATTACHMENTS

1.	310 Main St., Application
----	---------------------------

APPLICATION



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as "the CRA") hereby solicit 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.

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
Building Improvement Cost Share
Attention: Sunni Krantz, City Clerk 201 North Second Street Palatka, FL 32177**

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 Jayde Baggs at jbaggs@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Application Cycle

Advertisement Date:	May 22, 2024
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 2, 2024
Application Deadline:	September 23, 2024 at 2 p.m.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

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To obtain additional information please view the City of Palatka website at www.palatka-fl.gov or contact Jayde Baggs at jbaggs@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 an application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

**Building Improvement Grant
Cost Share Program**

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.

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).

Building Improvement Grant Cost Share Program



Putnam County, Florida
Tim Parker - Property Appraiser
2021-2022
Map of Putnam County, Florida
Tax Increment Districts
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

PUTNAM COUNTY, FLORIDA
Tim Parker - Property Appraiser



TAX INCREMENT DISTRICTS
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

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:

**Building Improvement Grant
Cost Share Program**

- 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);
 - rendering of any exterior work or changes included in the scope of work.
 - 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.

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 (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".

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

**Building Improvement Grant
Cost Share Program**

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.

Vicki Mast 9/23/24
Signature Date

Vicki Mast Owner
Printed Name Title

b-v-mast@bellsouth.net
Email

(386) 972-3130
Phone

310 Main Street Palatka, FL 32177
Project 911 Address

Parcel Number 42.10.27.6850.0170.0041
Project Parcel(s)

**Building Improvement Grant
Cost Share Program**

PROJECT DESCRIPTION

Members of the City of Palatka
Redevelopment Agency
201 North Second Street
Palatka, Florida 32177

September 23, 2024

Hello,

My name is Vicki Mast, and my Husband and I, Gene Barry Mast, own the property located at 310 Main Street, in the North Historic District of Palatka. We have owned our property since March of 2006.

We are applying for the Building Improvement Cost Share Grant ITB 2024-09, in order to help make improvements needed, and to uphold the integrity of our property, along with the other properties in our neighborhood.

We are looking to replace rotten wood and do a complete exterior paint job, along with other repairs -- i.e., windows, doors, porches as needed -- to our property. We have begun the work ourselves, as we would like to get our property back to or better than the condition it was in when we purchased it.

I have attached the signed application, along with other supporting documents that may be needed in considering our bid.

You will find I've attached our Proposed Tax Bill for 2024, our Warranty Deed from when we purchased our property, verification of bank funds that show we have set aside funds to begin our project, and one of the paint quotes we received. I was hoping to get a couple more proposals we received, but was unable to secure those in writing from the other painting companies I spoke to before the deadline to submit bids.

I've also attached pictures of our property which shows there are two houses on our lot, 310 Main Street, and a smaller house in the back, 308 1/2 Main Street, and the condition they are in now, that we are hoping to polish and beautify.

We would be most appreciative for your consideration of our request to receive grant monies available for such projects in our North Historic District, as this would not only enable us to bring our property up to a standard that would benefit us and our neighbors, but

would bring back the charm and nostalgia that our property once had.

Thanks again for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Vicki E. Vaughn-Mast". The signature is written in dark ink and is positioned above the typed name and address.

Vicki E. Vaughn-Mast,
201 Westover Circle
Palatka, Florida 32177
386.972.3130

Proposal

*Residential & Commercial * 35 Years' Experience * Licensed
Bonded and Insured * Liability Insurance * All Employees covered by Worker's Compensation*

Massey III Painting, Inc.

September 19, 2024

Daniel C. Massey, III Owner

1661 Baden Powell Road

Hawthorne FL 32640

386-546-0707

m3painting@comcast.net

Submitted To:

Vicky Mast

310 Main Street

Palatka FL 32177

386-972-3130

b_v_mast@bellsouth.net

Work to be Completed: Exterior
• Pressure wash both houses and porches. • Scrape loose paint. • Prime all raw wood. • Caulk joints and corners and fill nail holes. • Sand scraped paint edges. • Paint two coats of Sherwin Williams Super Paint Exterior on houses, trim, exterior sides of doors, handrails and porch ceilings. (Colors/Sheen TBD) • Paint two coats of H & C Heavy Shield on porch decks. (Color TBD)
Proposed Amount: \$18,200.00 Labor & Materials

Proposed amount will change if any work in addition to the above-mentioned work to be completed is requested by the Business/Homeowner. If you agree to the terms of this proposal, please indicate by signing. Payment is due upon completion of work.

Owner

Submitted by: *Clay Simpson*

Thank you for your consideration of our company for this project, we look forward to working with you.

FINANCIALS

Account [REDACTED]

Vicki V Mast

Gold Prestige

Account Type: Prestige Account

Member

VICKI V MAST

GENE BARRY MAST

Name Type

Primary

Joint

Birthdate

08/12/1963

03/02/1961

SSN/TIN

Type

SSN

SSN

Preferred Contact

Not Specified: 386-972-3130

Not Specified:

201 WESTOVER CIRCLE
PALATKA, FL 32177-0000

Shares - 2

Share

Description

Maturity Date

Total Shares: 6,448.82

Available

Balance

S 00

PRESTIGE GOLD SHARE

4,750.00

4,775.00

S 10

PRESTIGE SHARE CHECKING

1,657.23

1,673.82

CURRENT TAXABLE VALUE OF PROPERTY

Real Estate Details

If paying on-line, only credit card payment will be accepted. If paying through the mail or in person, at any of our locations, it must be Certified Funds, Cashiers Check, Money Order or Cash. US Funds only.

[Back](#)

[Print Bill](#)

[Sign Up for Email Alerts](#)

PROPERTY DETAIL						
MAST GENE BARRY + VICKIE V H/W 201 WESTOVER CIR PALATKA, FL 32177 REAL ESTATE PROPERTY ID #: 42-10-27-6850-0170-0041 TAX YEAR: 2023 ▼ Certificate Number: 0017098 Certificate Buyer: FIG 20 LLC Buyer Address: PO BOX 12225 NEWARK, NJ 07101 Bid Interest: 0.0875						
PROPERTY ADDRESS: 310 MAIN ST PALATKA						
STATUS: Paid						
LEGAL DESCRIPTION: DICKS MAP OF PALATKA MB2 P46, BLK 17 W1/2 OF LOT 4 BK166 P98						
PRIOR YEARS DUE:						
Market Value:						69,690
Assessed Value:						69,690
EXEMPTIONS:						
EI CORRECTION:						
AD VALOREM TAX:						
Taxing Authority	Assessed Value	Exemptions	Taxable Value	Millage Rate	Taxes Levied	
PUTNAM COUNTY GENERAL FUND	69,690.00	0.00	69,690.00	8.8441	616.35	
SCHOOL LOCAL REQUIRED EFFORT	69,690.00	0.00	69,690.00	3.1150	217.08	
SCHOOL DISTRICT DISCRETIONARY	69,690.00	0.00	69,690.00	0.7480	52.13	
SCHOOL DISTRICT CAPITAL OUTLAY	69,690.00	0.00	69,690.00	1.5000	104.54	
VOTED DISTRICT SCHOOL DEBT	69,690.00	0.00	69,690.00	0.8670	60.42	
ST. JOHNS RIVER WATER MGMT	69,690.00	0.00	69,690.00	0.1793	12.50	
CITY OF PALATKA	69,690.00	0.00	69,690.00	6.4000	446.02	
TOTAL AD VALOREM TAX:						21.653400
						\$1,509.04
NON AD VALOREM TAX:						
Code	Fund					Amount
PAFT	PALATKA FIRE PROTECTION					268.16
TOTAL NON-AD VALOREM TAX:						268.16
GROSS TAX:						\$1,777.20

Interest Penalty	79.97
Commission	92.86
Advertising Fee	3.00
Auction Fee	15.00
Certificate Interest	98.40
Collector Fee	6.25

TOTAL:	\$2,072.68
---------------	------------

PAYMENTS:

Posted	Receipt	Paid By	Amount	Action
06/07/2024	Q06072024P018092	MAST GENE BARRY; MAST VICKIE V	2,072.68	receipt (editPayment2.action? action=receipt&masterPaymentId=3193730) summary (editPayment2.action? action=receiptSummary&masterPaymentId=3193730)

REFUND

Posted	Refund Amount
Nothing found to display. Allow 4 to 6 weeks from date posted for processing. If not received after 6 weeks contact the Putnam County Tax Collectors office.	

Allow 4 to 6 weeks from date posted for processing. If not received after 6 weeks contact the Putnam County Tax Collector's office.

ESCROW CODE:

NAME:

ADDRESS:

Contact Info:

TABLE OF CONTENTS

- Home (<https://www.putnamtax.com/>)
- Property Search (editPropertySearch2.action?action=list)
- Address Change (AddressChangeInfo_rwd2_PUTNAM.jsp)
- Clerk of Court (<http://www.putnam-fl.com/coc/>)
- Property Appraiser (<https://apps.putnam-fl.com/pa/property/?type=api&parcel=42-10-27-6850-0170-0041>)
- Portfolio Login (../ptaxweb/editWebLogin2.action?action=login)
- Portfolio Register (../ptaxweb/editPortfolioRegistration2.action?action=registerOne)
- Manage Portfolio Info (../ptaxweb/editPortfolioRegistration2.action?action=updatePortfolio)
- Portfolio Group Maintenance (../ptaxweb/editPortfolioGroup2.action?action=groupMaintenance)
- Property Portfolio Help (../ptaxweb/Portfolio_help_rwd2.jsp)
- General Information (../ptaxweb/Help_GeneralInfo_rwd2_PUTNAM.jsp)
- Property Search Help (../ptaxweb/Help_PropertySearch_rwd2.jsp)
- About Property Tax (../ptaxweb/Help_AboutPropertyTax_rwd2_PUTNAM.jsp)



- [How To Search and Pay Taxes Online \(../ptaxweb/Help_PayTaxesOnline_mctc_rwd2.jsp\)](#)
- [Apply for Installment Option \(https://ptax.putnam-fl.com/ptaxweb/editInstallmentRequest2.action?action=submitInstallmentRequest\)](https://ptax.putnam-fl.com/ptaxweb/editInstallmentRequest2.action?action=submitInstallmentRequest)
- [Email Property Tax Question \(../editComment2.action?action=submitComment\)](#)

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SUPPORTING MATERIALS

KRM

This Document Prepared By and Return to:
Ronald E. Clark
Attorney at Law
501 St. Johns Avenue
Palatka, FL 32177

Parcel ID Number: 42-10-27-6850-0170-0041

TIM SMITH, PUTNAM CO. CLERK OF COURT
RCD: 03/24/2006 @ 09:12

Warranty Deed

This Indenture, Made this 23rd day of March, 2006 A.D., Between
J. Sidney Motes and Evelyn J. Motes, husband and wife

of the County of Putnam, State of Florida, grantors, and
Gene Barry Mast and Vickie Vaught Mast, husband and wife

whose address is: 201 Westover Circle Palatka, FL 32177

of the County of Putnam, State of Florida, grantees.

Witnesseth that the GRANTORS, for and in consideration of the sum of

-----TEN DOLLARS (\$10)----- DOLLARS,
and other good and valuable consideration to GRANTORS in hand paid by GRANTEES, the receipt whereof is hereby acknowledged, have
granted, bargained and sold to the said GRANTEES and GRANTEES' heirs, successors and assigns forever, the following described land, situate,
lying and being in the County of Putnam State of Florida to wit:

Part of Lot 4, Block 17, according to a copy of Dick's Map of the
City of Palatka on file in the Office of the Clerk of the Circuit
Court, Putnam County, Florida, more particularly described as
follows: Beginning at a point on the North line of Main Street 155
feet Westerly from the Southeast corner of said Block 17, thence
Northerly and parallel with Third Street 80 feet to a point, thence
Easterly and parallel with Main Street 5 feet to a point, thence
Northerly and parallel with Third Street 70 feet to a point on the
North line of said Lot 4, thence Westerly and parallel with Main
Street and along the North line of said Lot 4, 64 1/2 feet more or
less to a point lying 103 feet Easterly from the East side of Fourth
Street, thence Southerly and parallel with Fourth Street 150 feet to
the North line of Main Street, thence Easterly along the North line
of Main Street 59 1/2 feet more or less to the point of beginning.
(Vide Deed Book 166, Page 98, Public Records of Putnam County,
Florida).

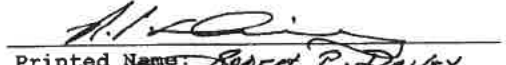
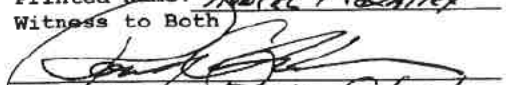
Subject to restrictions, reservations and easements of record, if any, and
taxes subsequent to 2005.

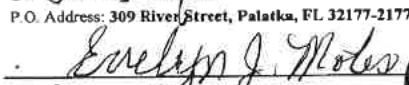
FILE #: 0000578191
Page 1 of 1

and the grantors do hereby fully warrant the title to said land, and will defend the same against lawful claims of all persons whomsoever.

In Witness Whereof, the grantors have hereunto set their hands and seals the day and year first above written.

Signed, sealed and delivered in our presence:


Printed Name: Robert P. Dailey
Witness to Both

Printed Name: Evelyn J. Motes
Witness to Both

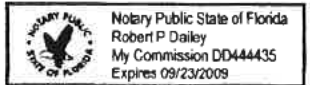
 (Seal)
J. Sidney Motes
P.O. Address: 309 River Street, Palatka, FL 32177-2177

Evelyn J. Motes
P.O. Address: 309 River Street, Palatka, FL 32177-2177



STATE OF Florida
COUNTY OF Putnam

The foregoing instrument was acknowledged before me this 23rd day of March, 2006 by
J. Sidney Motes and Evelyn J. Motes, husband and wife

who are personally known to me or who have produced their Florida driver's license as identification.




Printed Name: Robert P. Dailey
Notary Public
My Commission Expires: 09/23/09





214 St. Johns Ave., Palatka, FL 32177

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The applicant is seeking funding through the Community Redevelopment Agency's Building Improvement Grant to redevelop the property located at 214 St. Johns, Palatka, FL 32177. The applicant can receive a maximum grant amount of \$25,000.00 as part of a total project cost of \$30,794.00. The proposed improvements include a complete interior buildout for an apartment, which consists of:

- HVAC installation
- Electrical work
- Interior finishings
- Construction of an ADA-compliant bathroom

BACKGROUND

The City of Palatka established the Building Improvement Grant program to support the redevelopment of blighted residential and commercial properties in designated areas. This program assists property owners aiming to enhance properties in urgent need of rehabilitation, facilitating projects that can progress independently of grant funding and demonstrating a higher likelihood of successful completion. Properties eligible for the grant must be located within the Community Redevelopment Agency (CRA) Tax Increment District and must align with the revitalization goals outlined in the CRA plan.

The project has been scored against specific criteria, including project quality, feasibility, and redevelopment impact. The applicant received the following scores from the Tax Increment Fund Advisory Committee:

- Project Quality: 72 out of 75
- Project Feasibility: 70 out of 75
- Redevelopment Impact: 145 out of 150

PROJECT ANALYSIS

The proposed project aligns closely with the City of Palatka's objectives to encourage investment in properties that require rehabilitation. The planned interior buildout for the

apartment, which includes upgrades such as HVAC installation, electrical work, and the creation of an ADA-compliant bathroom, will significantly improve the property's livability and accessibility. With strong scores in project quality, feasibility, and redevelopment impact, this initiative not only addresses immediate rehabilitation needs but also promotes the overall revitalization efforts within the Central Business District.

Staff Recommendation

Motion 1: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00.

Motion 2: Motion to deny the total funding request for the Building Improvement Grant as presented.

Motion 3: Motion to approve the funding request for the Building Improvement Grant in an amount not to exceed \$25,000.00.

Motion 4: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00 with the following condition(s):_____.

ATTACHMENTS

1.	214 St. Johns St., Application
----	--------------------------------

APPLICATION



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

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
Building Improvement Cost Share
Attention: Sunni Krantz, City Clerk 201 North Second Street Palatka, FL 32177**

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 Jayde Baggs at jbaggs@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Application Cycle

Advertisement Date:	May 22, 2024
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 2, 2024
Application Deadline:	September 23, 2024 at 2 p.m.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

To obtain additional information please view the City of Palatka website at www.palatka-fl.gov or contact Jayde Baggs at jbaggs@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 an application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

**Building Improvement Grant
Cost Share Program**

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.

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).

**Building Improvement Grant
Cost Share Program**



Putnam County, Florida
The information on this map was derived from the Putnam County Property Appraiser's records as of the date of the map. The information is not guaranteed to be accurate or complete. The information is provided for informational purposes only. The user assumes all responsibility for the use of the information. The information is not to be used for any purpose other than the one for which it was intended. The information is not to be used for any purpose other than the one for which it was intended. The information is not to be used for any purpose other than the one for which it was intended.

PUTNAM COUNTY, FLORIDA
Tim Parker - Property Appraiser



TAX INCREMENT DISTRICTS
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

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:

**Building Improvement Grant
Cost Share Program**

- 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);
 - rendering of any exterior work or changes included in the scope of work.
 - 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.

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 (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".

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

**Building Improvement Grant
Cost Share Program**

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.

Linda McClarney 9-22-2024
Signature Date

LINDA MCCLARNEY Pres/Mg Member
Printed Name Title

lindamccclarney@att.net
Email

386-937-6057
Phone

214 St. Johns Ave, Palatka, FL 32177
Project 911 Address

42-10-27-6850-0110-0032
Project Parcel(s)

**Building Improvement Grant
Cost Share Program**

PROJECT DESCRIPTION

Contact Information

Linda McClarney
386 937 6057
lindamcclarney@att.net

Jonathan Griffith
386 972 8455
Jonathan_c_griffith@yahoo.com

Project Description

The project involves the rehabilitation of 214 St. Johns Avenue. At the time of submission our group is in the process of purchasing 214 St. Johns Avenue, Palatka FL 32177 Parcel ID: 42-10-27-6850-0110-0032 (Exhibit A- Purchase Agreement). The purchase agreement is to be assigned to SFR of Palatka, LLC (Exhibit C). Closing is scheduled for September 27, 2024. The property is a 0.05 acre commercial storefront within the Central Tax Increment Fund District and Riverfront Entertainment Zoning District. The building is 1,200 SF and requires a complete interior buildout including HVAC, ADA bathroom construction, electrical and finish work estimated at \$30,794 (Exhibit B- Detailed Construction Estimate and Schedule). The request is for up to \$15,397 (50%) of the eligible costs (\$30,794). This project does not involve any exterior work and no renderings are provided. The project will result in a finished space for eligible occupancy within the Riverfront Entertainment District.





To document financial ability please see attached correspondence from our bank confirming funds in excess of the total renovation cost. The estimated taxable value following completion of the project is estimated at \$165,000. This estimate is based upon the purchase price plus the improvements value adjusted for comparable property valuations in the immediate area (see below). The payback for the increment investment (grant) is estimated at 13 years. This assumes a 5% valuation increase annually and no change in millage rate. The overall financial impact by restoring this to usable/leasable space is immeasurable. Shuttered storefronts have a negative effect on revitalization efforts. They pull down adjacent property values and create dead spaces in the commercial pedestrian corridor. We believe there is a demand for leasable square footage as evidenced by current high occupancy rates of tenant ready space in the downtown core.

	Value	County & City Taxes	Notes
Current Taxable Value	\$ 103,480	\$ 1,577	
Estimated Taxable Value	\$ 165,000	\$ 2,515	Estimated on low end. Total investment is estimated at \$180,793.
216 St. Johns Avenue	\$ 117,380	\$ 1,789	Sale 1/4/2024 of neighboring property. (1,200 sf)
304-310 St. Johns Avenue	\$ 232,240	\$ 3,540	Comparable downtown building renovated in 2023 (3,590/sf)

To the grant evaluation committee, CRA and City Commission thank you for your consideration of our request for funding. We currently own and operate multiple buildings within the downtown corridor. All of which are occupied, current on taxes and contributing to the revitalization effort. Our team of contractors and family have the necessary experience in the remodeling of historic buildings. We expect to have this building ready for occupancy within 3.5 months of notice of award and execution of a grant agreement. Thank you again for your consideration and let us know if you require any additional information to facilitate your review.

Exhibits

- A- Purchase and Sale Agreement
- B- Detailed Cost Estimate and Schedule
- C- SFR of Palatka LLC Sunbiz Report
- D- Signed Grant Program Document
- E- Proof of funds

Exhibit B - Detailed Construction Estimate and Schedule

Scope of Work	Sub Contractor	Allowance or Bid	Cost	Description of Work	Schedule
Interior Demolition	MD, LLC	Bid	\$ 850.00	Demolition of remaining interior elements not to remain.	Week 1
Interior Cleanout	Prime Junk Removal	Bid	\$ 750.00	Removal of items left by previous owner Approx. 10 CY.	Week 1
Windows	MD, LLC	Bid	\$ 1,100.00	Installation of existing winnows to rear of building (2 Total)	Week 2
Flooring Labor	Lon Sebert	Bid	\$ 4,200.00	Grind and seal existing concrete and terrazo floors.	Weeks 3-4
Interior Framing	MD, LLC	Bid	\$ 3,620.00	Frame out of ADA restroom.	Weeks 4-5
AC Repair/Replacement	Country Breeze AC	Bid	\$ 3,832.00	Installation of existing HVAC unit and installation of snaplock exposed duct work.	Weeks 4-5
Plumbing	Doctor Rooter	Bid	\$ 3,365.00	Top out existing plumbing work and installation of new fixtures for ADA bathroom.	Weeks 4-6
Electrical	Preston Electric	Bid	\$ 2,500.00	Finish rewiring of overhead fixtures and plugs per code throughout.	Weeks 4-6
Water Heater	Palatka Gas Authority	Allowance	\$ 1,250.00		Week 6
Drywall Repair and Installation	MD, LLC	Bid	\$ 2,500.00	Existing plaster repair of interior walls. Exposed brick wall to remain and be repointed as needed.	Week 7
Custom T&G Millwork	Reliability Plus, LLC	Allowance	\$ 1,000.00	Purchase of new T&G wood interior South wall.	Weeks 8-9
New inside doors and Trim	Gator Door	Allowance	\$ 650.00	Purchase of one (1) interior door for ADA restroom.	Weeks 8-9
Interior Paint	MD, LLC	Bid	\$ 1,528.00	Finish plaster with lime wash and paint new bathroom walls.	Weeks 10-12
Light Fixture Allowance	Home Depot	Allowance	\$ 650.00	Owner direct purchase	Week 12
Cleaning	Jamie Carter Cleaning	Allowance	\$ 350.00	Final cleaning of construction site.	Week 13
Dumpster	TBD	Allowance	\$ -	Contractors shall be required to take all material off-site to minimize disruption to downtown merchants.	N/A
Building Permit	EST	Allowance	\$ 600.00		N/A
Contingency	EST 5%	10%	\$ 1,238.75		N/A
Cost General Liability	ACCI	1%	\$ 810.19		N/A
			\$ 30,793.94	13-14 WEEKS	

214 St. Johns Avenue Palatka, FL 32177

FINANCIALS



AMERIS BANK

September 23, 2024

Re: **Jonathan and Jillian Griffith**

To whom it may concern:

This letter is confirmation of the account for **Jonathan and Jillian Griffith** with Ameris Bank.
The accessible balance is in excess of \$60,000.00.

If you have any further questions or need additional information, feel free to contact me at 386-643-6249 or 386-325-3770, option 2.

Kindest regards,



Terre Strunk

Personal Banker/Palatka West Banking Center

100 N State Rd 19
Palatka, FL 32177



LINDA G MCCLARNEY
JAMES G MCCLARNEY
JONATHAN C GRIFFITH
PO BOX 67
EAST PALATKA FL 32131-0067

Page: 1 of 4
Statement Period: Aug 14 2024-Sep 13 2024
Cust Ref #: 
Primary Account #: 

TD Convenience Checking

LINDA G MCCLARNEY
JAMES G MCCLARNEY
JONATHAN C GRIFFITH

EXHIBIT E (1)

ACCOUNT SUMMARY

Beginning Balance	38,730.04	Average Collected Balance	39,000.67
Electronic Deposits	1,476.79	Interest Earned This Period	0.00
		Interest Paid Year-to-Date	0.00
Checks Paid	400.00	Annual Percentage Yield Earned	0.00%
Electronic Payments	571.54	Days in Period	31
Ending Balance	39,235.29		

	Total for this cycle	Total Year to Date
Grace Period OD/NSF Refund	\$0.00	\$0.00

DAILY ACCOUNT ACTIVITY

Electronic Deposits

POSTING DATE	DESCRIPTION	AMOUNT
[REDACTED]	[REDACTED]	[REDACTED]
	Subtotal	[REDACTED]

Checks Paid

No Checks 1

*Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT
------	------------	--------

Subtotal:

Electronic Payments

[illegible]

Subtotal:



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E

STATEMENT OF ACCOUNT

WATTLES OFFICE SUPPLY INC
PO BOX 67
EAST PALATKA FL 32131

Page: 1 of 4
Statement Period: Aug 01 2024-Aug 31 2024
Cust Ref #: [REDACTED]
Primary Account #: [REDACTED]

TD Business Convenience Plus

WATTLES OFFICE SUPPLY INC

EXHIBIT E (2)

ACCOUNT SUMMARY

Beginning Balance	21,970.33	Average Collected Balance	21,198.02
Deposits	1,123.00	Interest Earned This Period	0.00
Checks Paid	1,659.84	Interest Paid Year-to-Date	0.00
Electronic Payments	1,695.75	Annual Percentage Yield Earned	0.00%
Ending Balance	19,737.74	Days in Period	31

	Total for this cycle	Total Year to Date
Grace Period OD/NSF Refund	\$0.00	\$0.00

DAILY ACCOUNT ACTIVITY

Deposits

POSTING DATE	DESCRIPTION	AMOUNT
[REDACTED]	[REDACTED]	[REDACTED]
Subtotal:		[REDACTED]

Checks Paid No Checks 6 *Indicates break in serial sequence or check processed electronically and listed under Electronic Payments

DATE	SERIAL NO.	AMOUNT	DATE	SERIAL NO.	AMOUNT
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Subtotal:					[REDACTED]

Electronic Payments

POSTING DATE	DESCRIPTION	AMOUNT
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
Subtotal:		[REDACTED]

Call 1-800-937-2000 for 24-hour Bank-by-Phone services or connect to www.tdbank.com

Bank Deposit FDIC insured | TD Bank N.A. | Equal Housing Lender

CURRENT TAXABLE VALUE OF PROPERTY

Real Estate Details

[Back](#)[Print Bill](#)[Sign Up for Email Alerts](#)

PROPERTY DETAIL						
OLYMPIC TRUST ADRIANE HIBBERT TRUSTEE 15821 VENTURA BLVD #270 ENCINO, CA 91436 REAL ESTATE PROPERTY ID #: 42-10-27-6850-0110-0032 TAX YEAR: 2023 ▼						
PROPERTY ADDRESS: 214 ST JOHNS AV PALATKA						
STATUS: Paid						
LEGAL DESCRIPTION:						
DICK'S MAP OF PALATKA MB2 P46, BLK 11 PT OF LOT 4 OR281 P80						
PRIOR YEARS DUE:						
Market Value:						75,700
Assessed Value:						75,700
EXEMPTIONS:						
EI CORRECTION:						
AD VALOREM TAX:						
Taxing Authority	Assessed Value	Exemptions	Taxable Value	Millage Rate	Taxes Levied	
PUTNAM COUNTY GENERAL FUND	75,700.00	0.00	75,700.00	8.8441	669.50	
SCHOOL LOCAL REQUIRED EFFORT	75,700.00	0.00	75,700.00	3.1150	235.81	
SCHOOL DISTRICT DISCRETIONARY	75,700.00	0.00	75,700.00	0.7480	56.62	
SCHOOL DISTRICT CAPITAL OUTLAY	75,700.00	0.00	75,700.00	1.5000	113.55	
VOTED DISTRICT SCHOOL DEBT	75,700.00	0.00	75,700.00	0.8670	65.63	
ST. JOHNS RIVER WATER MGMT	75,700.00	0.00	75,700.00	0.1793	13.57	
CITY OF PALATKA	75,700.00	0.00	75,700.00	6.4000	484.48	
TOTAL AD VALOREM TAX:						21.653400
						\$1,639.16
NON AD VALOREM TAX:						
Code	Fund					Amount
PAFT	PALATKA FIRE PROTECTION					244.91
TOTAL NON-AD VALOREM TAX:						244.91
GROSS TAX:						\$1,884.07
TOTAL:						\$1,884.07
PAYMENTS:						
Posted	Receipt	Paid By	Amount	Action		
11/21/2023	Q11212023P004202	OLYMPIC TRUST	1,808.71	receipt (editPayment2.action? action=receipt&masterPaymentId=3141678) summary (editPayment2.action? action=receiptSummary&masterPaymentId=3141678)		

SUPPORTING MATERIALS

EXHIBIT A

Contract For Sale and Purchase

PARTIES: Olympic Trust

DATE: September 14, 2024

("Seller"), agrees

to sell and Jonathan Griffith or Assigns

("Buyer") agrees

to buy the Real Property and Personal Property described below under the following terms and conditions, which shall include the standards for real estate transactions included within this Contract.

1. DESCRIPTION

Legal description of Real Property located in Putnam County, Florida:

DICK'S MAP OF PALATKA MBZ P46, BLK 11 PT OF LOT 4 OR281 P80

Street address: 214 St. Johns Avenue (42-10-27-6850-0110-0032)

City: Palatka

Zip code: 32177

Personal Property includes but is not limited to the following installed and built-in items: all appliances and equipment, heating and air-conditioning units, ceiling fans, light fixtures, dishwashers, ranges, refrigerators, mail boxes, security and fire detection equipment, satellite dish systems, garage door openers, window treatments and all other property owned by the Seller and attached to the above real property unless excluded below.

Other items of personal property included are: Uninstalled air handler and windows

The above real property and personal property are collectively, the "Property."

Items of personal property excluded are:

2. PURCHASE PRICE AND METHOD OF PAYMENT.

The purchase price to be paid by the Buyer (in U.S. Currency) at closing is: \$150,000

(a) Cash deposits are to be held in trust by Escrow Agent: Guaranty Title

1. Earnest money deposit in the amount of \$ 5,000

2. Additional escrow deposit to be made within days of Effective Date. \$

(b) Mortgage financing checked below and described under "Financing," below, and or in separate riders.

☐ Assumption of existing mortgage with approximate balance of \$

☐ New mortgage financing in the amount of \$

☐ Purchase money mortgage or note to seller in the amount of \$

(c) Buyer warrants that Buyer will at closing have additional cash or cashier's check(s) in the amount of \$ 145,000 to complete the purchase.

3. TIME FOR ACCEPTANCE OF OFFER AND COUNTEROFFERS

(a) This offer will be withdrawn, and at Buyer's option, deposits will be returned if this offer is not accepted and signed by all parties; or fact of acceptance communicated in writing between the parties on or before **September 27, 2024**.

27(b) The "Effective Date" or date of Contract shall be the date when the last of either the Buyer or Seller signs or initials this offer or the final counteroffer. The above "Effective Date" shall be the date of acceptance of this offer or counteroffer unless specified otherwise in this Contract.

4. FINANCING

The portion of the Purchase Price not payable in cash will be paid as follows (Check applicable boxes below)

☒ (a) This is an all cash transaction with no contingency for mortgage loan financing.

☐ (b) THIRD PARTY FINANCING: This Contract is contingent on Buyer's ability to obtain approval of a loan within days after the Effective Date for (Check only one box):

☐ a fixed ☐ an adjustable ☐ a fixed or adjustable

rate loan, in the total amount of \$

at an initial interest rate no higher than %, with discount, points and origination fees no more than % of the total loan amount, and for a term of years. Buyer will apply for a loan within 5 days after the Effective Date and use all reasonable diligence to get approval. If Buyer fails to get the above loan approval before the closing date, either Buyer or Seller may cancel this Contract by written notice, and all deposit shall be returned to the Buyer.

☐ (c) ASSUMPTION OF EXISTING MORTGAGE LOAN (see rider for terms); or

☐ (d) SELLER FINANCING: A promissory note from Buyer to Seller for \$, bearing % interest and containing the terms and conditions described in attached rider and standard #2.

5. TITLE EVIDENCE:

At least five days before Closing Date: (Check only one of the following three boxes)

☒ (a) Seller at Seller's expense shall deliver to Buyer title insurance commitment with legible copies of exceptions, or

☐ (b) Seller at Seller's expense shall deliver to Buyer other acceptable evidence of title.

☐ (c) Buyer at Buyer's expense shall secure a title insurance commitment.

At closing Seller shall deliver to Buyer or Buyer's attorney an owner's policy of title insurance (see Standard #1 for terms).

6. CLOSING DATE:

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Buyer's initials

Seller's initials

Page 1 of 7

The closing of this sale will be on or before **October 4, 2024** ("Closing"), unless changed by other parts of this Contract. Buyer may delay closing if Buyer is unable to secure Flood, Hazard, Wind, or Homeowner's insurance at a reasonable rate due to weather conditions. Buyer may delay closing no more than 5 days after such insurance becomes available

7. RESTRICTIONS, EASEMENTS, LIMITATIONS:

Seller shall provide marketable title subject only to: (1) Zoning, restrictions and requirements imposed by government authority, (2) Restrictions and controls appearing on the plat or common to the subdivision, (3) Public utility easements of record, provided said easements are located no more than 10 feet in width from the front or rear lines of the Property, and not more than 7 1/2 feet in width from the sides of the Property, (4) Taxes for year of closing, assumed mortgages, and purchase money mortgages, if any (see riders), and (5) Other: ; provided that no violation exists at Closing that prevent use of the Property for commercial purposes.

8. OCCUPANCY:

Seller warrants that at the time of Closing, or on granting of possession if at a time other than at Closing, the property will be in substantially the same condition it was on the Effective Date of this Contract with the exception of ordinary wear and tear. If Seller or tenant will occupy property after closing the full terms of the occupancy shall be described on an attached rider. If Buyer accepts occupancy prior to closing, Buyer assumes all risk of loss to property and shall be deemed to have accepted Property in its existing condition as of the time of taking occupancy.

9. RIDERS AND EXHIBITS, TYPEWRITTEN AND HANDWRITTEN PROVISIONS:

Attached riders and exhibits, plus typewritten and handwritten provisions are made a part of this Contract. If any such rider, exhibit, typewritten or handwritten provisions conflict with printed provisions, the rider, exhibit or typed or handwritten provision shall control.

10. ASSIGNABILITY:

Unless checked below, Buyer may not assign rights or liabilities under this Contract.

- ☐ Buyer may assign this Contract and thereby be released from further liability under its terms.
☒ Buyer may assign this Contract but shall not be release from liability under its terms.

11. DISCLOSURES:

Seller warrants that to be best of Seller's knowledge and belief, information contained in disclosure statements are accurate and complete as of the Effective Date of this Contract.

- (a) ☒ If checked, the Property is subject to a special assessment lien which is payable in installments that continue after Closing. CHECK ONLY ONE: ☐ Buyer ☒ Seller shall pay all amounts due after Closing.
(b) RADON GAS DISCLOSURE: "Radon Gas" is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present a health risk to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings in Florida. Contact your county public health unit for additional information regarding radon and radon testing.
(c) Seller shall provide Buyer with a current copy of the Florida Building Energy-Efficiency Brochure.
(d) If any residential part of the Property was built prior to 1978 a Lead-Based Paint rider must be attached to this Contract.
(e) Seller ☒ is; ☐ is not a "Foreign Person" for the purposes of the Foreign Investment in Real Property Tax Act. If Seller is a Foreign Person, Buyer must take all steps to comply with that Act.

(f) CONDOMINIUM AND HOMEOWNER'S ASSOCIATION DISCLOSURE:

If the Property is a Condominium, or if Buyer will be required to become a member of a Homeowner's Association, Buyer should not sign this Contract until Buyer has received and read the Homeowner's Association Disclosure or all relevant Condominium documents.

12. REPAIR COSTS:

- (a) WOOD DESTROYING INSECTS: Seller shall pay up to 0 % (2% if left blank) of the purchase price for treatment of infestation of wood destroying insects and repairs of damage caused by such infestation.
(b) OTHER DEFECTS: Seller shall pay up to 0 % (3% if left blank) of the purchase price to repair defects in the Property reported in writing to Seller by Buyer or Buyer's inspector.

13. Buyers deposits as described in Paragraph 2(a) have been received by Escrow Agent:

(name)
(date)

14. The real estate brokers named below are the only brokers entitled to compensation in connection with this Contract:

Listing Broker: none
Phone Number:
Email:

FAX#:

Cooperating Broker: none
Phone Number:
Email:

FAX#:

15. STANDARDS:

The following Standards for real estate transactions are attached and are a part of this Contract. The paragraphs are listed alphabetically for easy reference (with FAR letters in parentheses).

- | | |
|--|---|
| 1. Attorney's Fees; Costs (r) | 13. Other Agreements (v) |
| 2. Closing Documents (j) | 14. Place of Closing (h) |
| 3. Closing Procedure (p) | 15. Prorations; Credits (i) |
| 4. Contract not recordable; Persons Bound, Notice, Facsimile (t) | |
| 5. Conveyance (u) | 16. Purchase Money Mortgage; Security Agreement (b) |
| 6. Escrow (q) | 17. Risk of Loss (o) |
| 7. Expenses (k) | 18. Special Assessment Liens (m) |
| 8. Failure of Performance (s) | 19. Survey (c) |
| 9. Ingress and Egress (e) | 20. Time (i) |
| 10. Inspection; Repair and Maintenance (n) | 21. Title Insurance (a) |
| 11. Leases (f) | 22. Warranty (w) |
| 12. Liens (g) | 23. Wood Destroying Insects (d) |

16. "AS-IS" SALE

(a) Buyer acknowledges that Buyer is purchasing the Property "AS-IS, WHERE IS, AND WITH ALL FAULTS" and in the condition existing as of the date of this Contract. Buyer has undertaken or shall undertake all such investigations of the Property as Buyer deems necessary or appropriate under the circumstances as to the status of the Property, and based upon same, Buyer is and will be relying strictly and solely upon such inspections and examinations and the advice and counsel of its own consultants, agents, legal counsel, and officers.

(b) Neither party to this Contract is relying on any statement or representation not expressly stated in this Contract. Buyer specifically confirms and acknowledges that in entering into this Contract, Buyer has not been induced by, and has not relied upon, whether express or implied, warranties, guaranties, promises, statements, inducements, representations, or information pertaining to the Property or its uses, the physical condition, environmental condition, state of title, income, expenses, or operation of the Property, or any other matter or thing with respect thereto, written or unwritten, whether made by Seller or any agent, employee, or other representative of Seller, or any broker or any other person representing (or purporting to represent) Seller, which are not expressly set forth in this Contract.

(c) The provisions of this Section 16 shall survive the Closing and shall not be deemed to have merged into any of the documents executed or delivered at the Closing.

17. Addresses of Buyer and Seller for the purpose of serving notices under this Contract.

BUYER: Street Address		308 Silver Lake Rd	
City:	Palatka	State:	FL
Phone:	386 972 8455	email:	jonathan c griffith@yahoo.com
SELLER: Street Address			
City:		State:	
Phone:		email:	

17. RIDERS AND SPECIAL CLAUSE(S):

The following checked items are attached and are a part of this Contract.

- | | |
|--|---|
| ☐ Condominium | ☐ VA/FHA |
| ☐ Homeowner's Association | ☐ Lead-Based Paint |
| ☐ Coastal Construction Control Line | ☐ Insulation |
| ☐ "AS IS" | ☐ Other: |

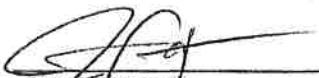
Special Clauses: None

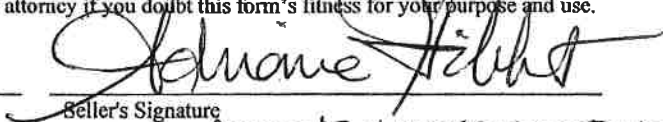
Please read carefully.

This document is intended as a legally binding Contract so

Please seek the advice of an attorney if there is any part not fully understood.

AUDRIE.COM makes no representation or warranty, expressed or implied, with respect to the appropriateness of this form for an intended use and purpose. Consult your attorney if you doubt this form's fitness for your purpose and use.


Buyer's Signature
Print Name: Jonathan Griffith


Seller's Signature
Print Name: ADRIANE HIBBERT AS TRUSTEE
OF THE OLYMPIC TRUST

Buyer's Signature
Print Name: _____

Seller's Signature
Print Name: _____

EFFECTIVE DATE:

As described in paragraph 3(b) this Offer or Counteroffer is hereby accepted at _____ o'clock AM/PM on the _____ day of _____, 20____

STANDARDS FOR REAL ESTATE TRANSACTIONS

1. ATTORNEY'S FEES; COSTS:

In any action or proceeding between Buyer, Seller and or licensed broker acting in relationships authorized by state law, based, in whole or in part, on the performance or non-performance of the terms and conditions of this Contract, including but not limited to: breach, enforcement, or interpretation, the prevailing party in such proceeding, shall be entitled to recover reasonable attorney's fees, costs and expenses from the other party as determined by the court or arbitrator.

2. CLOSING DOCUMENTS:

Buyer and Seller shall execute and deliver certifications, affidavits, and statements as are required at Closing. For the Seller this shall include but is not limited to assignments of leases, the bill of sale, certificate of title, construction lien affidavit, and the deed. The Buyer shall deliver mortgage, mortgage note, security agreement, financing and financial statements.

3. CLOSING PROCEDURE:

The deed for the Property shall be recorded when all funds, including but not limited to Buyer's deposits, mortgage loans, Seller's expenses, escrow, title and attorney fees, have been cleared. If the title agent insures adverse matters as per state law, the following escrow and Closing procedures shall be waived. Unless waived the following procedures shall apply:

- (a) Closing proceeds shall be held in escrow by the Closing Agent for no more than 5 days after Closing;
- (b) If Seller's title is unmarketable, Buyer shall notify the Seller of the defect in the title within the 5 day period and Seller shall have 30 days from receipt of Buyer's notification to correct the defect.
- (c) If Seller fails to cure the defect within the 30 days, all deposits and closing funds shall be returned to Buyer within 5 days of Buyer's written demand. Simultaneous with such refund, Buyer shall return the Personal Property, vacate the Real Property and convey the Property back to Seller by warranty deed and bill of sale.
- (d) If Buyer fails to demand refund in a timely manner, Buyer takes title "AS IS" and waives all rights against Seller except for warranties included in the bill of sale or deed.

4. CONTRACT NOT RECORDABLE; PERSONS BOUND; NOTICE; FACSIMILE & EMAIL:

- (a) This Contract shall not be recorded in any public place nor any notice of it publicly displayed.
- (b) The Contract legally obligate and result to the benefit of Buyer, Seller and their successors.
- (c) All references to gender shall include both male and female.
- (d) Notices received or given by attorney or broker representing Buyer or Seller shall be the same as notices received or given by Buyer or Seller.
- (d) All notices must be in writing and be delivered in person, by the U.S. Post Office, or by facsimile. Notices may be delivered by email if Buyer, Seller, and listing Broker place their initials below:

Accept email notice:  Buyer;  Seller; _____ Listing Broker

5. CONVEYANCE:

Seller warrants that, at time of Closing, Seller will convey good and marketable title to the Real Property by general warranty, trustee's, personal representative's or guardian's deed, as appropriate to the Seller's status, subject only to: (a) zoning; (b) general utility, sewer, and drainage easements of record on the Effective Date on which the improvements do not encroach; (c) subdivision and / or condominium declarations, covenants, restrictions, and easements of record on the Effective Date; (d) leases and other encumbrances specified in this Contract; and (e) those otherwise accepted by Buyer. Personal Property shall be transferred by a bill of sale without warranty of title and subject only to restrictions contained in this Contract.

6. ESCROW:

The Escrow Agent ("Agent") shall promptly deposit all funds received, hold them in escrow, and subject to clearance, disburse them as follows: (a) On failure of the parties to reach agreement by accepting and signing an offer or counteroffer; (b) At Closing; (c) On written agreement signed by all parties having an interest in the funds; (d) On order of a court or arbitrator having jurisdiction over disputes involving the funds. If parties are in dispute and Agent is in doubt as to Agent's duties under this Contract, Agent may deposit all funds with the clerk of the court having jurisdiction over the dispute. After notifying all parties to the dispute of such action, Agent's liabilities shall terminate except for accounting for funds previously disbursed from escrow. If Agent is made a party to suit between Buyer and Seller, or if Agent interpleads the funds in escrow, Agent is entitled to recover reasonable attorney's fees and court costs from funds held in escrow. Fees and costs so recovered shall be charged as court costs to the non-prevailing party. If Agent is a licensed real estate broker, Agent shall comply with all relevant state laws regarding brokers and escrow. Agent shall not be liable for improperly disbursing funds to Buyer or Seller unless due to willful breach of this Contract, or gross negligence.

7. EXPENSES:

The Buyer shall pay for documentary stamps and taxes on purchase money mortgages and/or any assumed mortgages. If Seller provides mortgage financing, Buyer shall pay for title insurance commitment and recording of purchase money mortgage to Seller, plus related fees for recording deed and providing financial statements. The Seller shall pay for recording corrective instruments as well as documentary stamps on the deed. Charges for title evidence, title examination, preparation of closing statement and related closing fees, shall be paid by the party responsible for furnishing the title evidence as agreed by Buyer and Seller and stated in this Contract.

8. FAILURE OF PERFORMANCE:

If Buyer fails to comply with the terms of this Contract, Buyer will be in breach, and Seller may (a) enforce specific performance, or (b) terminate this Contract and receive the earnest money and other deposits paid by Buyer as liquidated damages, thereby releasing both parties from this Contract. Seller's failure to make Seller's title marketable, after diligent effort, shall not be a breach of this Contract. If Seller fails to comply with any other part of this Contract, Seller will be in breach, and Buyer may (a) seek specific performance, or elect to receive the return of all deposit made by Buyer, without waiving any rights to seek damages resulting from Seller's failure to perform the terms of this Contract.

9. INTENTIONALLY DELETED

10. INSPECTIONS, REPAIR AND MAINTENANCE:

Buyer at Buyer's expense may inspect or hire a licensed home inspector or state licensed contractor to inspect the Property and provide Seller with a written list of defects within 5 days of the Effective Date of this Contract and prior to Buyer taking possession. Buyer's failure to report defects in a timely manner shall be the same as Buyer waiving the right to force Seller to repair unreported defects. Seller shall spend up to the "Maximum Repair Cost" specified in paragraph 12 of this Contract to correct defects listed by Buyer if such corrections are required to prevent leaks, correct water or structural damage to roof, ceilings, walls, floors or foundation, or to bring above listed machinery and systems into Working Condition. Seller is not required to repair cosmetic imperfections such as chips, cracks, dents and scrapes that do not affect the ability of the item to perform the function it was designed to perform. If the cost of correcting the listed defects exceeds the "Maximum Repair Cost" Buyer or Seller may elect to pay the excess, or Buyer or Seller may terminate this Contract. Seller shall provide full access to Property to allow Buyer and Buyer's inspectors to confirm that each item of Personal Property is present, that listed defects to the Real Property have been corrected, that all appliances, machinery and system are in Working Condition, and that except for normal wear and tear, the Property is in the same condition as at the Effective Date of this Contract.

11. LEASES:

Not less than 10 days before Closing, Seller shall provide Buyer with copies of current leases and estoppel letters from each tenant delineating the remaining term of the tenant's occupancy, rental rates and any advanced rental payments and/or security deposits. If Seller is unable to obtain letters from each tenant, Seller shall provide the same information by means of an affidavit which Buyer may confirm by contacting the tenants. If the terms of the leases differ materially from representation in Seller's affidavit, Buyer may terminate this Contract by written notice to Seller at least 5 days prior to the Closing. At Closing, Seller shall deliver and assign all original leases to Buyer. Seller may not negotiate new leases that extend beyond the Closing date without written notification to Buyer.

12. LIENS:

If the Real Property has been repaired or improved within 90 days prior to Closing, Seller shall, at Closing, provide Buyer with waivers of construction liens from each contractor and supplier as well as proof of payment for such work that could serve as a basis for construction liens. Seller shall also provide an affidavit stating that there are no claims of lien or potential lienors known to Seller for the time prior to the above 90 days.

13. OTHER AGREEMENTS:

This Contract and attached riders constitute the final and entire agreement between Buyer and Seller. No prior or present contract regarding the Property shall be binding on Buyer and Seller unless those contracts are made a part of this Contract. No binding changes shall be made to this Contract unless made in writing and signed by Buyer and Seller.

14. PLACE OF CLOSING:

Closing shall be occur through escrow at the office of the Closing Attorney or other closing agent designated by the primary mortgage lender, by the Seller, or by the party paying for title insurance.

15. PRORATIONS; CREDITS:

Property taxes, insurance, interest, homeowner's association and/or condominium fees, utility fees, rents and other income and expenses from the Property shall be prorated through the day before Closing, or occupancy, if occupancy occurs before Closing, and cash at Closing shall be increased or decreased as may be required by this proration. Advance rent and security deposits shall be credited to Buyer, and escrow deposits held by mortgagee shall be credited to Seller. Taxes shall be prorated based on tax rates for the current year with allowance made for maximum allowable exemptions. If property taxes for the current year are not fixed and current year's assessment is available, taxes will be prorated based on property tax rates for the prior year and the current assessment. Taxes shall be prorated on prior year's tax if current year's assessment is not available. If on January 1st of the year of Closing, there are completed improvements on the Real Property that were not in existence on January 1st of the prior year, taxes shall be prorated based on property tax rates for the prior year and at an equitable valuation to be agreed on between the parties; failing which, request shall be made to the County Property Appraiser for an informal assessment. On receipt of an actual tax bill, either Buyer or Seller may request a readjustment of tax proration based on an estimate, if a statement to that effect is signed at Closing.

16. PURCHASE MONEY MORTGAGE; SECURITY AGREEMENT TO SELLER:

If Seller provides a purchase money mortgage loan, the mortgage note to Seller shall:

- (a) Allow for a 30 day grace period in the event of default on a 1st mortgage and a 15 day grace period in the event of default on a 2nd mortgage;
- (b) Provide for prepayment without penalty;
- (c) Permit accelerated payments if the Real Property is transferred;
- (d) Require prior liens and encumbrances to be kept in good standings;
- (e) Require Buyer to maintain "extended coverage" insurance policies covering all improvements located on the Real Property against fire and all perils, in an amount equal to their highest insurable value. Seller may only require clauses and coverage generally used in mortgage notes and security agreements by state or national banks and other mortgage lending institutions located in the county where the Real Property is located. At Seller's option Personal Property and leases being conveyed or assigned will be subject to the lien of a security agreement evidenced by certificates of title or recorded financing statement. If a balloon mortgage, the final payment will exceed the periodic payments.

17. RISK OF LOSS

If any part of the Property is damaged or destroyed by fire or other casualty after the Effective Date of this Contract, Seller shall restore the Property to its previous condition as soon as reasonably possible if the cost of restoration is not greater than 3% of the assessed value of the Property so damaged. If restoration is not completed prior to Closing day, the Closing shall proceed with the remaining cost of restoration placed in escrow. If the cost of restoration is greater than 3% of the assessed value of the Property so

damaged, Buyer may (a) terminate this Contract and receive a refund of all deposited funds or (b) accept the Property as is, along with the insurance payments for such damage actually received by Seller.

18. SPECIAL ASSESSMENT LIENS:

Seller shall pay ratified and confirmed special assessment liens by public bodies as of Closing except as specified under "Assignability" in paragraph 10. Buyer shall assume responsibility for pending liens by public bodies as of Closing unless otherwise specified in paragraph 10. Pending liens shall be considered ratified if the improvement has been substantially completed as of Effective date and Seller shall, at Closing, be charged an amount equal to the last estimate or assessment for the improvement by the public body.

19. SURVEY:

Within the time allowed to examine title, Buyer, at Buyer's expense, may have the Real Property surveyed by a state certified surveyor. If such survey finds encroachments on the Real Property or that improvements encroach on easements, lands of others, setback lines, or violate legal restrictions, or applicable government regulations, these shall constitute a title defect.

20. TIME:

Time is of the essence in this Contract. Saturdays, Sundays and state or national legal holidays shall be excluded when computing time periods of less than six days. Time periods that end on a Saturday, Sunday, or legal holiday shall, for the purposes of this Contract, extend to 5 p.m. of the next business day.

21. TITLE INSURANCE:

As referenced in paragraph 5 of this Contract, the title insurance Commitment shall be issued by a title insurer, licensed by the state of Florida, which agrees to issue an owner's policy of title insurance to the Buyer in the amount of the purchase price, insuring Buyer's marketable title to the Real Property, subject only to restrictions, easements and limitations listed in paragraph 7 of this Contract and those to be removed by Seller before Closing. Buyer shall have 5 days from date of receiving the Title Commitment to examine it and notify the Seller in writing of any defect that makes the title unmarketable under state law and Title Standards adopted by the Florida Bar. If Seller fails to remove the defects within 30 days from receipt of notice, Buyer shall within 5 days after expiration of the 30 day period, deliver written notice to Seller to: (1) request a refund of all deposits paid by Buyer; or (2) extend the time for Seller to remove the defects. If Buyer fails to so notify Seller of defects, Buyer shall be deemed to have accepted the title as presented. If title is found to be unmarketable under state law, Seller shall make diligent effort to correct such defects within a reasonable time. If Seller fails to correct defects, Buyer may (a) waive the defects, or (b) get a refund of all deposits, thereby releasing Buyer and Seller from all obligations of this Contract. Buyer may postpone the Closing date to give Buyer up to five days to examine the title commitment if Seller delivers the title commitment less than five days prior to the planned Closing date.

22. INTENTIONALLY DELETED.

23. WOOD DESTROYING ORGANISMS:

The term "Wood Destroying Organisms" shall include termites and similar pests required to be reported under the Florida Pest Control Act. At least ten days before Closing, Buyer at Buyer's expense (Seller's expense if VA financed) shall have the right to obtain a written report from a Florida certified Pest Control Operator that, based on careful visual inspection, there is no evidence of current infestation by wood-destroying organisms and that damage due to previous infestations has been repaired. If either current infestation or damage from prior infestations are found, Buyer shall get an estimate of the cost of removing infestation and repairing damage, and Seller shall pay such costs up to a maximum of 3% of the purchase price or other maximum specified under "Maximum Repair Costs" in paragraph 12 of this Contract. If the estimated cost of repair and removal is greater than Seller is required to pay, and if Seller refuses to pay more than required, Buyer may (a) terminate this Contract and receive a refund of all deposits made, or (b) elect to proceed with Closing and accept from Seller 3% of the purchase price or other maximum specified under "Maximum Repair Costs" in paragraph 12 of this Contract.

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The applicant is seeking funding through the Community Redevelopment Agency's Building Improvement Grant to redevelop the property located at 912 St. Johns Ave., Palatka, FL 32177. They are requesting a grant amount of \$25,000.00 as part of a total project cost of \$196,700.00. The proposed improvements include:

- Replacing the roof
- Renovating the storefront
- Resurfacing the exterior with new stucco
- Creating three one-bedroom residential apartments and one retail space, which will include the installation of HVAC systems, as well as electrical and plumbing work.

BACKGROUND

The City of Palatka established the Building Improvement Grant program to support the redevelopment of blighted residential and commercial properties in designated areas. This program assists property owners aiming to enhance properties in urgent need of rehabilitation, facilitating projects that can progress independently of grant funding and demonstrating a higher likelihood of successful completion. Properties eligible for the grant must be located within the Community Redevelopment Agency (CRA) Tax Increment District and must align with the revitalization goals outlined in the CRA plan.

The project has been scored against specific criteria, including project quality, feasibility, and redevelopment impact. The applicant received the following scores from the Tax Increment Fund Advisory Committee:

- Project Quality: 75 out of 75
- Project Feasibility: 75 out of 75
- Redevelopment Impact: 150 out of 150

PROJECT ANALYSIS

The proposed project strongly aligns with the City of Palatka's objectives to encourage investment in properties that require urgent rehabilitation. By addressing critical improvements

such as roof replacement, storefront renovation, and the creation of residential apartments and a commercial space, the project not only revitalizes a blighted property but also enhances the local economy and housing options. With perfect scores from the Tax Increment Fund Advisory Board in project quality, feasibility, and redevelopment impact, this initiative exemplifies a significant commitment to the City’s revitalization goals as outlined in the CRA plan.

Staff Recommendation

Motion 1: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00.

Motion 2: Motion to deny the total funding request for the Building Improvement Grant as presented.

Motion 3: Motion to approve the funding request for the Building Improvement Grant in an amount not to exceed \$25,000.00.

Motion 4: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00 with the following condition(s):_____.

ATTACHMENTS

1.	912 St. Johns Ave., Application
----	---------------------------------

APPLICATION



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as "the CRA") hereby solicit 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.

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
Building Improvement Cost Share
Attention: Sunni Krantz, City Clerk 201 North Second Street Palatka, FL 32177**

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 Jayde Baggs at jbaggs@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Application Cycle

Advertisement Date:	May 22, 2024
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 2, 2024
Application Deadline:	September 23, 2024 at 2 p.m.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

To obtain additional information please view the City of Palatka website at www.palatka-fl.gov or contact Jayde Baggs at jbagg@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 an application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

**Building Improvement Grant
Cost Share Program**

Application Cycle

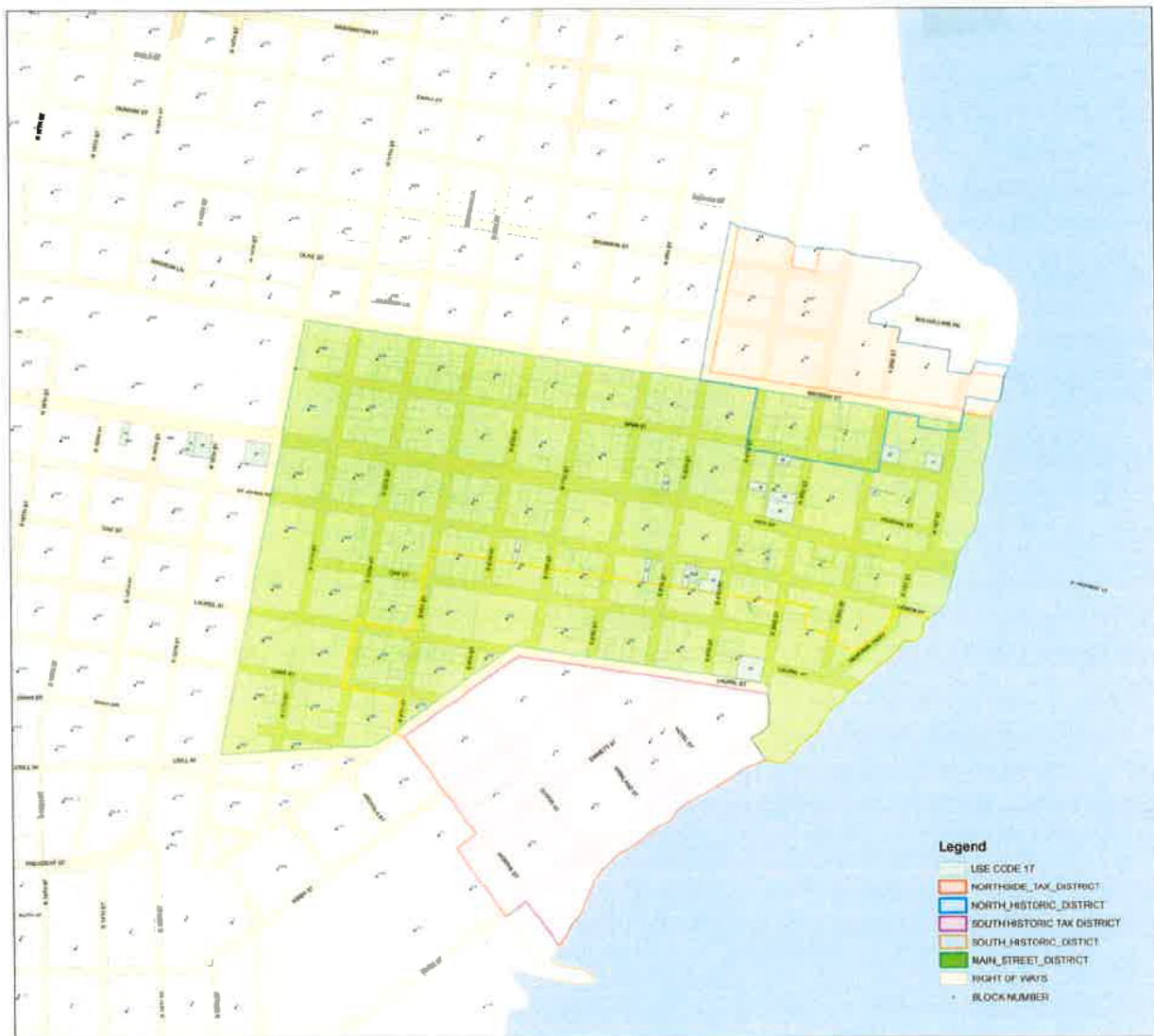
The CRA shall only accept and review sealed applications during an advertised cycle beginning 30 days prior to and up to each application deadline. Applications received prior or after the herein stated deadlines will be returned to the applicant.

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).

**Building Improvement Grant
Cost Share Program**



Putnam County, Florida
Tim Parker - Property Appraiser
1000 North Second Street
Palatka, FL 32177
Phone: 888-321-7777
Fax: 888-321-7778
www.putnamcountyfl.com

PUTNAM COUNTY, FLORIDA
Tim Parker - Property Appraiser



TAX INCREMENT DISTRICTS
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

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:

**Building Improvement Grant
Cost Share Program**

- 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);
 - rendering of any exterior work or changes included in the scope of work.
 - 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.

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 (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".

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

Acknowledgement applicant has read and understands grant requirements

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


Signature

September 21st 2024
Date

Anne McNamara
Printed Name

Ms
Title

anne@moxiemoves.us
Email

415 316 4419
Phone

912 ST JOHNS AV PALATKA FL 32177
Project 911 Address

42-10-27-6850-0670-0031
Project Parcel(s)

PROJECT DESCRIPTION

PROJECT DESCRIPTION INCLUDING SCOPE OF WORK, CONSTRUCTION ESTIMATE, SCHEDULE BY TRADE, AND DESIGN PLANS (AS NEEDED)

PROJECT DESCRIPTION

Creating



3 one bed residential apartments



1 retail space

Involving A Full Remodel:

Full strip out

Entire roof replaced

New AC throughout

New wiring

New plumbing

New shop front

Replacement of cocina with new stucco

Retention of the “Peace Sign”

The scope of work will include modifications to the existing facades, including a combination of new materials and keeping some of the existing tile elements and features. The modifications will include new signage on the front street front facade. The existing mural will remain and be protected throughout construction as it is part of the city's historical character.

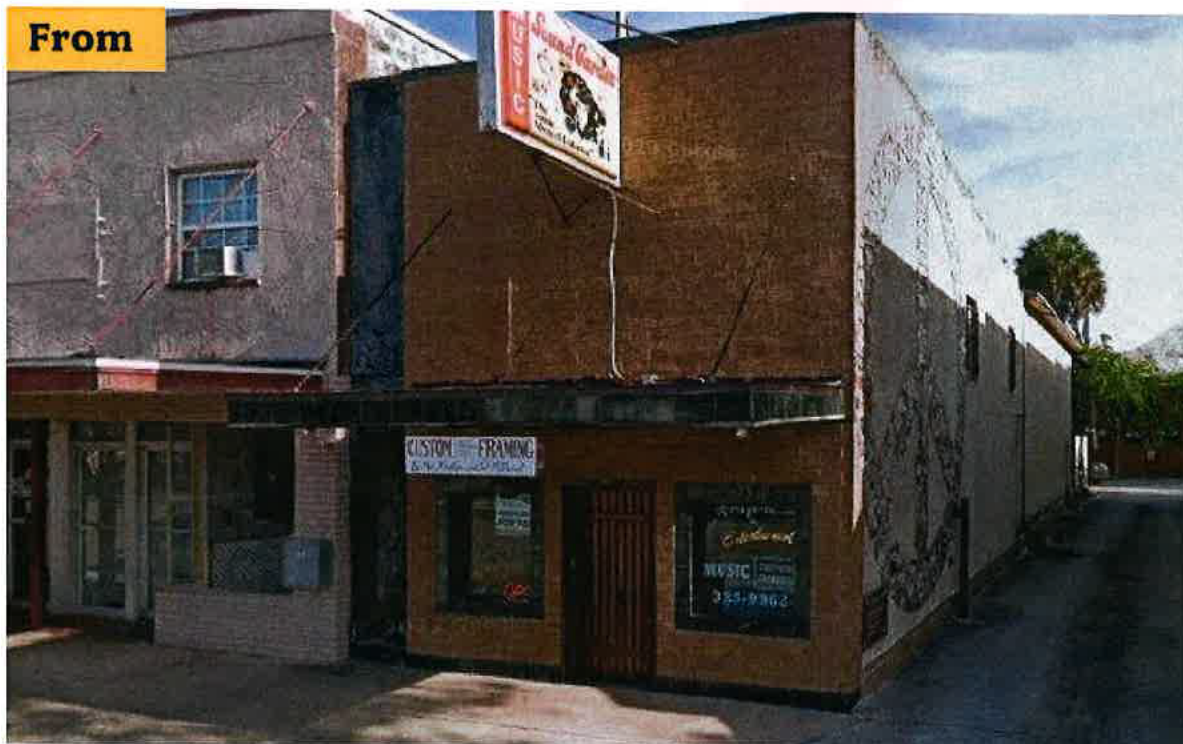
The scope of work on the interior will include the design and construction of the residential and commercial combination, as noted above. All features and spaces will meet all local applicable codes. They will provide finishes and materials comparable with other new apartments and retails in the neighboring area.

VISION

Transform 912 St Johns from an **UNDERINVESTED, UNDERUSED BUILDING TO A THRIVING CENTER** that will help to continue the revitalization efforts of the City of Palatka, Florida.

3 x 1 bed apartments
1 x retail space

Front Elevation



To



Apartment



From



To

8 912 St Johns Avenue, Palatka

Ground Floor Co Retail Space



For illustrative purposes only

Palatka Makers

The vision for the retail space

Palatka currently lacks sufficient retail options, resulting in low foot traffic on St. Johns Avenue. Our vision is to revitalize the area by increasing footfall with a well-curated space that operates seven days a week.



Branded under "Palatka Makers," this initiative will focus on supporting local businesses, fostering a vibrant shopping experience for the community. We are in discussions with several potential tenants and are committed to bringing together a diverse range of local artisans and retailers to create a cohesive, dynamic retail destination.



The vision for the residential space

In addition to the retail component, we are developing modern one-bedroom apartments designed to attract young professionals. These residential spaces will offer a blend of convenience, style, and comfort, suited to the needs of today's workforce. With close proximity to local amenities and the revitalized retail district, these apartments will provide a vibrant, community-centered living experience, contributing to the overall growth and appeal of Palatka.



CONSTRUCTION ESTIMATE

Estimate \$196,700

We are still in the process of gathering quotes. We have invited three GCs to submit bids

David Church, Palatka facebook.com/p/David-Church-Construction-100063675274695/

Brian Soulby, Jacksonville skylineconstruction-inc.com/

Hanrahan Design and Construction INC, St Augustine

Construction Estimates			
Stage	Estimate	Confirmed price	Contractor
Design	\$12,000	\$12,000	Island Design LLC islandsarchitectureanddesign.com/
Permits	\$700		
Roof	\$18,000	\$18,000	Certified Roofing LLC certifiedroofingsolutionsllc.com/
Demolition	\$4,000	Out to contract	Out to contract
Wiring	\$10,000	Out to contract	
HVAC	\$15,000	Out to contract	
Bathroom x 4	\$16,000	Out to contract	
Kitchen x 3	\$12,000	Out to contract	
Plumbing	\$12,000	Out to contract	
Internal walls, drylining and timber	\$20,000	Out to contract	
Doors	\$3,000	Out to contract	
Cocina removal	\$10,000	Out to contract	
window replacement/creation	\$20,000	Out to contract	
Floors	\$6,000	Out to contract	
Fireproofing	\$1,000	Out to contract	
Insulation	\$1,000	Out to contract	
Shop front, facade and shutter	\$16,000	Out to contract	
External stucco	\$20,000	Out to contract	
Contingencies	\$19,470	Out to contract	
Total	\$196,700		

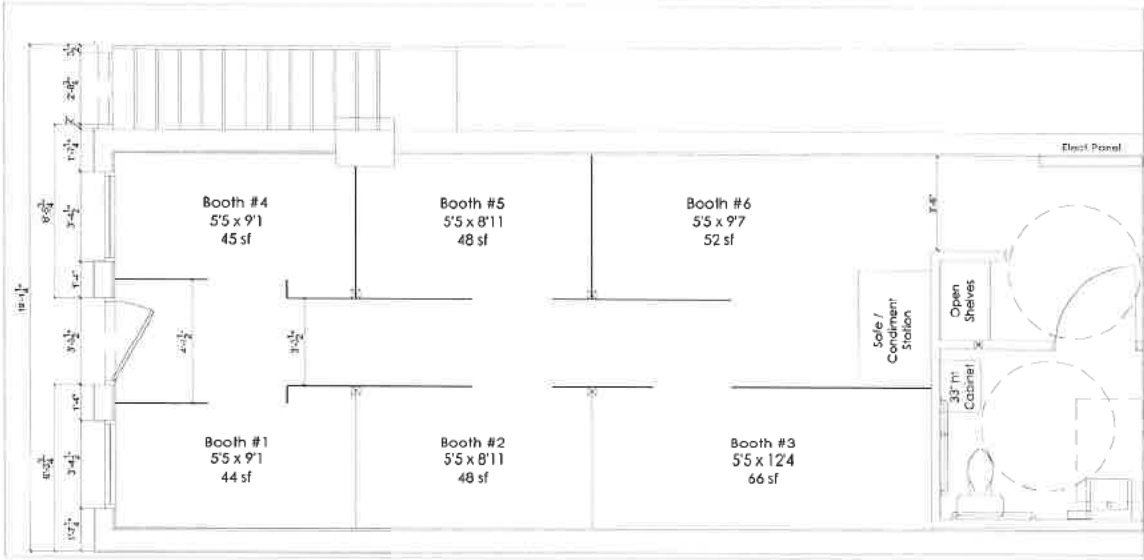
Schedule

Start	Finish	Activity
		● Roof Permit
12 Oct	30 Oct	● Roof
	18 Oct	● Award GC Contract
		● Permits Pulled
		● Demo
		● Window opening and fitting
		● Stucco Removal and replacement
		● Wiring
		● Plumbing
		● Internal Walls, Drylining, doors and Timber Framing, fireproofing and insulation
		● HVAC
		● Floors
		● Bathroom x 4
		● Kitchen x 3
		● Shop front, facade and shutter
		● Certificate of Occupancy 12-14 weeks from GC Award

12 week construction program

Design Plans

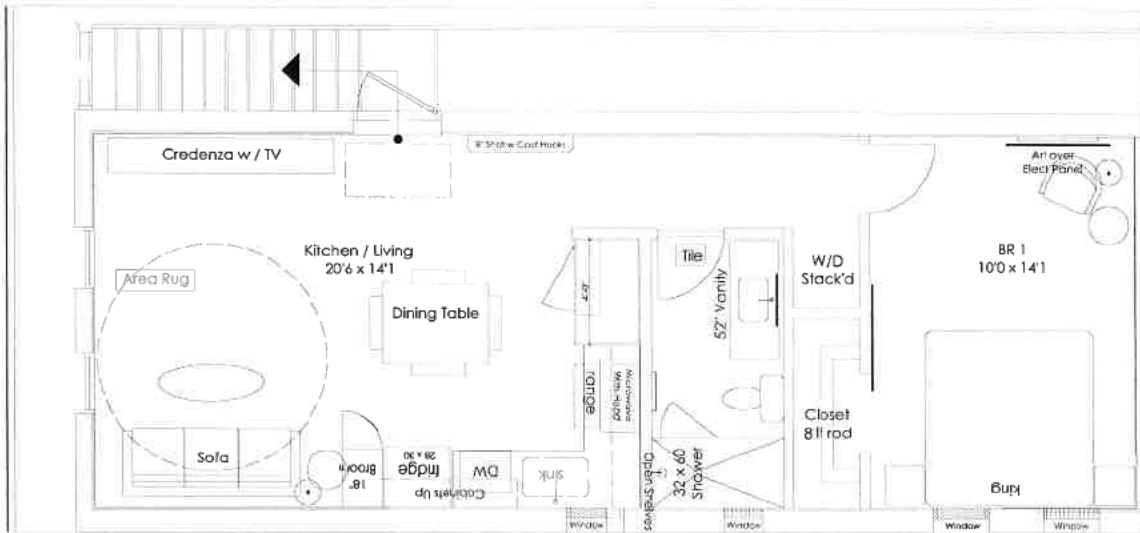
First Floor Front



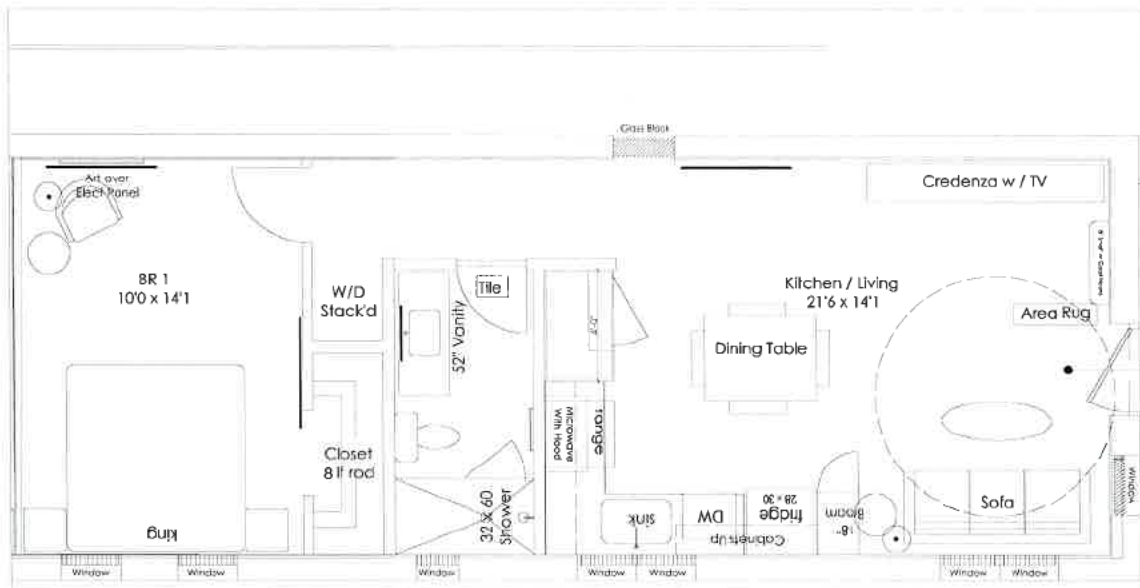
First Floor Rear (owner occupied)



Second Floor Front

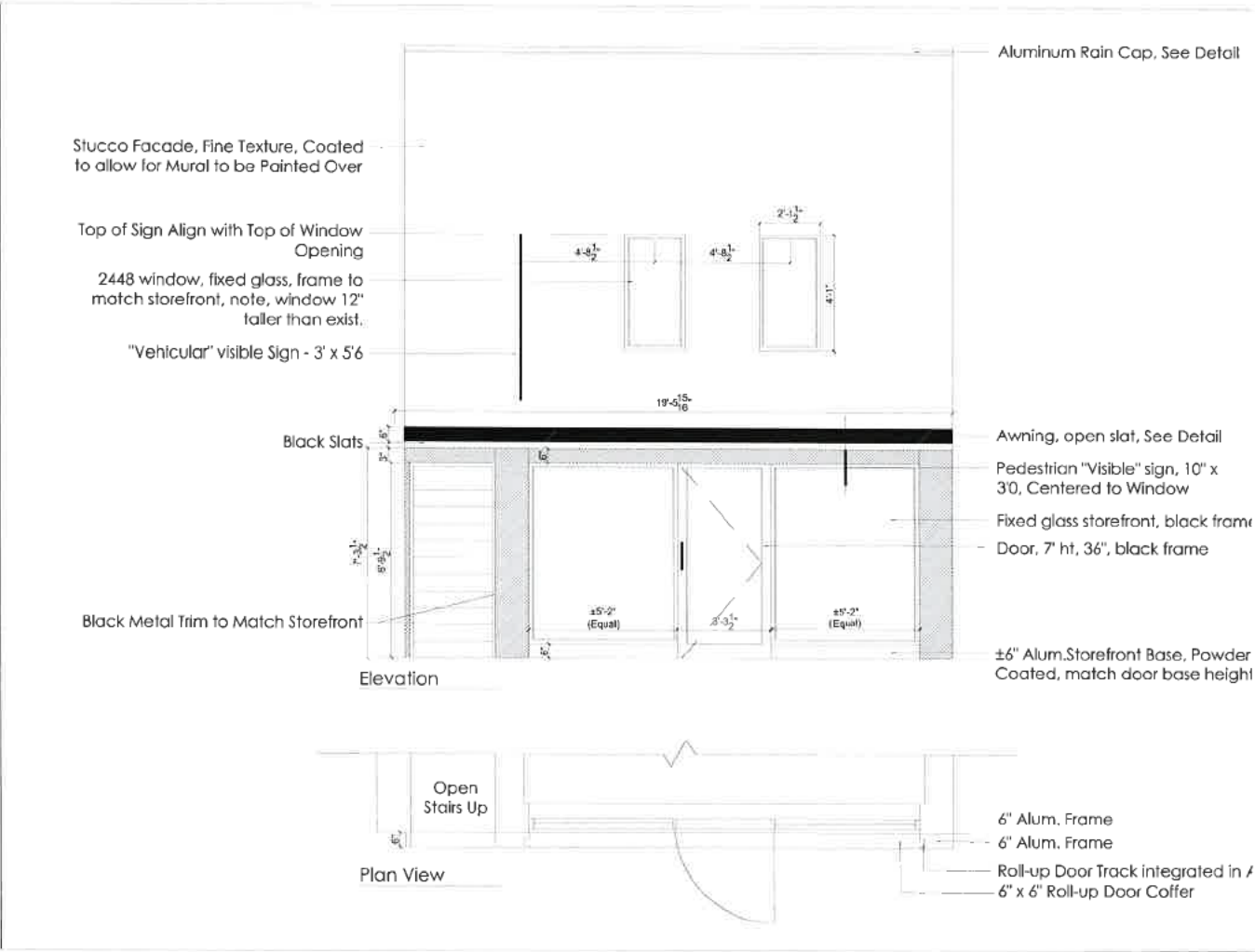


Second Floor Rear



Design Plans

Front & Alley Elevations



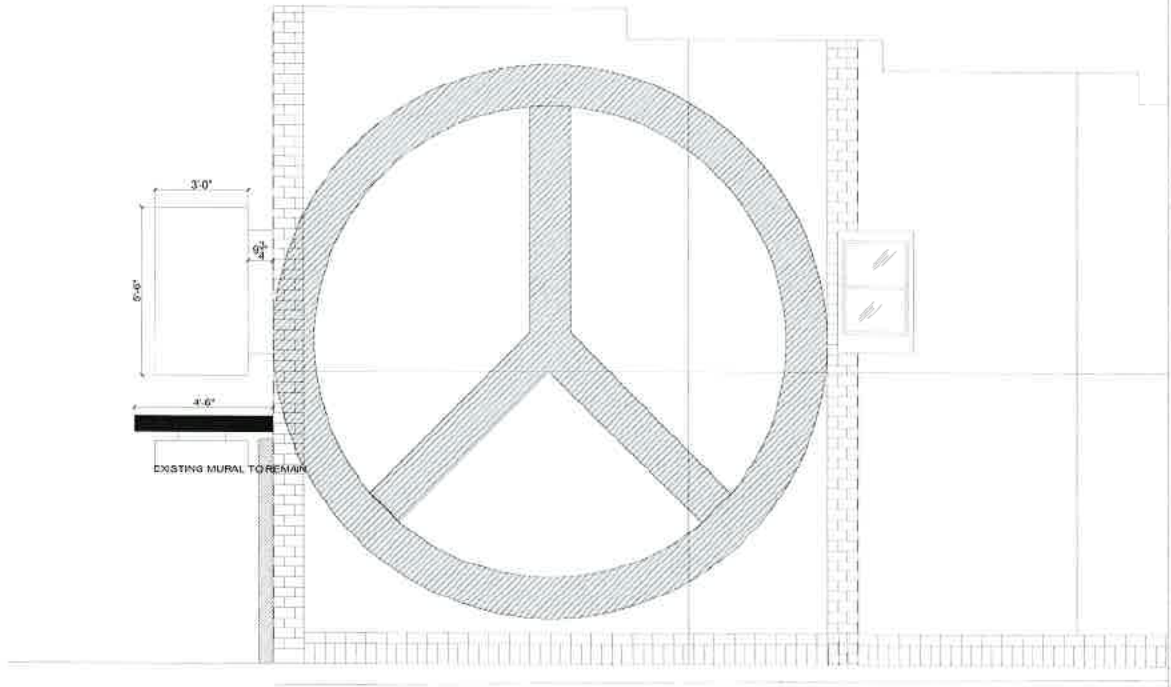
Detail

101
" x

k frame
3

owder
height

ed in Alum Frame



FINANCIALS

FINANCIALS

Financing Being Agreed

\$400k

9:48

LTE 5G



Inbox



Products



Log Out

Hi, I'm Erica. How can I help?



Provided by Bank of America

FLIPCASH LLC

EDIT

\$994,148.12

Available balance ⓘ

Account & Routing #

RECENT TRANSACTIONS

Processing
TRANSFER FROM ACCT [REDACTED]
ON 08/30 VIA WEB **\$100.00**
\$994,148.12

Jul 31, 2024
Interest Earned **\$3,771.83**
\$994,048.12

Jul 22, 2024
Online Banking transfer from [REDACTED] **\$1,000.00**
\$990,276.29

Jun 28, 2024
Interest Earned **\$3,635.56**
\$989,276.29

May 31, 2024
Interest Earned **\$3,740.32**
\$985,640.73



Accounts



Pay & Transfer



Deposit Checks



Services



Research



Private Funding For Your Investment
1050 W Washington St.#133
Tempe, AZ 85286

Email:
Flipfundllc@gmail.com

Proof of Funds

September 16, 2024

To Whom It May Concern:

This is to inform you that Flip Cash Today LLC (private lender) has reviewed the information provided, and is pleased to notify you that on behalf of LT Investments FL1 LLC, unencumbered liquid funds are available to support the purchase and construction costs of 912 St Johns Avenue up to the value of \$400,000 as of the date of this letter subject to final underwriting.

Should you have any questions, please feel free to contact us at Flipfundllc@gmail.com.

Yours truly,

Jamil Damji
Funding Department Flip Cash Today,
LLC Private Lender
Flipfundllc@gmail.com

Palatka Makers

25

CURRENT TAXABLE VALUE OF PROPERTY

Real Estate Details

If paying on-line, only credit card payment will be accepted. If paying through the mail or in person, at any of our locations, it must be Certified Funds, Cashiers Check, Money Order or Cash. US Funds only.

[Back](#)

[Print Bill](#)

[Sign Up for Email Alerts](#)

PROPERTY DETAIL						
MCDANIEL JEFFREY H + JOSEPHINE M MCDANIEL 139 CORBINA WAY E FLORAHOME, FL 32140 REAL ESTATE PROPERTY ID #: 42-10-27-6850-0670-0031 TAX YEAR: 2023 ▼ Certificate Number: 0017168 Certificate Buyer: FIG 20 LLC Buyer Address: PO BOX 12225 NEWARK, NJ 07101 Bid Interest: 0.1175						
PROPERTY ADDRESS: 912 ST JOHNS AV PALATKA STATUS: Paid						
LEGAL DESCRIPTION: DICKS MAP OF PALATKA MB2 P46, BLK 67 E 16 2/3 FT OF W1/2, OF LOT 3 (SUB TO FPL EASE, OR12321807) PRIOR YEARS DUE:						
Market Value:						84,930
Assessed Value:						84,930
EXEMPTIONS:						
EI CORRECTION:						
AD VALOREM TAX:						
Taxing Authority	Assessed Value	Exemptions	Taxable Value	Millage Rate	Taxes Levied	
PUTNAM COUNTY GENERAL FUND	66,330.00	0.00	66,330.00	8.8441	586.63	
SCHOOL LOCAL REQUIRED EFFORT	84,930.00	0.00	84,930.00	3.1150	264.56	
SCHOOL DISTRICT DISCRETIONARY	84,930.00	0.00	84,930.00	0.7480	63.53	
SCHOOL DISTRICT CAPITAL OUTLAY	84,930.00	0.00	84,930.00	1.5000	127.40	
VOTED DISTRICT SCHOOL DEBT	84,930.00	0.00	84,930.00	0.8670	73.63	
ST. JOHNS RIVER WATER MGMT	66,330.00	0.00	66,330.00	0.1793	11.89	
CITY OF PALATKA	66,330.00	0.00	66,330.00	6.4000	424.51	
TOTAL AD VALOREM TAX:						21.653400
						\$1,552.15
NON AD VALOREM TAX:						
Code	Fund					Amount
PAFT	PALATKA FIRE PROTECTION					280.19
TOTAL NON-AD VALOREM TAX:						280.19
GROSS TAX:						\$1,832.34

Interest Penalty	82.46
Commission	95.74
Advertising Fee	3.00
Auction Fee	15.00
Certificate Interest	101.43
Collector Fee	6.25

TOTAL:	\$2,136.22
---------------	------------

PAYMENTS:

Posted	Receipt	Paid By	Amount	Action
08/09/2024	Q08092024P019593	Palatka Abstract & Title Ins Inc.	2,136.22	receipt (editPayment2.action? action=receipt&masterPaymentId=3197142) summary (editPayment2.action? action=receiptSummary&masterPaymentId=3197142)

REFUND

Posted	Refund Amount
Nothing found to display.	
Allow 4 to 6 weeks from date posted for processing. If not received after 6 weeks contact the Putnam County Tax Collectors office.	

Allow 4 to 6 weeks from date posted for processing. If not received after 6 weeks contact the Putnam County Tax Collector's office.

ESCROW CODE:

NAME:

ADDRESS:

Contact Info:

TABLE OF CONTENTS

- Home (<https://www.putnamtax.com/>)
- Property Search (editPropertySearch2.action?action=list)
- Address Change (AddressChangeInfo_rwd2_PUTNAM.jsp)
- Clerk of Court (<http://www.putnam-fl.com/coc/>)
- Property Appraiser (<https://apps.putnam-fl.com/pa/property/?type=api&parcel=42-10-27-6850-0670-0031>)
- Portfolio Login (./ptaxweb/editWebLogin2.action?action=login)
- Portfolio Register (./ptaxweb/editPortfolioRegistration2.action?action=registerOne)
- Manage Portfolio Info (./ptaxweb/editPortfolioRegistration2.action?action=updatePortfolio)
- Portfolio Group Maintenance (./ptaxweb/editPortfolioGroup2.action?action=groupMaintenance)
- Property Portfolio Help (./ptaxweb/Portfolio_help_rwd2.jsp)
- General Information (./ptaxweb/Help_GeneralInfo_rwd2_PUTNAM.jsp)
- Property Search Help (./ptaxweb/Help_PropertySearch_rwd2.jsp)
- About Property Tax (./ptaxweb/Help_AboutPropertyTax_rwd2_PUTNAM.jsp)
- How To Search and Pay Taxes Online (./ptaxweb/Help_PayTaxesOnline_mctc_rwd2.jsp)

- Apply for Installment Option (<https://ptax.putnam-fl.com/ptaxweb/editInstallmentRequest2.action?action=submitInstallmentRequest>)
- Email Property Tax Question ([../editComment2.action?action=submitComment](#))

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SUPPORTING MATERIALS

Proof of Ownership

Return to:

Name: LT INVESTMENTS FL1 LLC

Address: 6501 Brevard Street
Saint Augustine, FL 32080

This Instrument Prepared by: Walter Fortner

Address: Palatka Abstract & Title Ins. Inc
113 North 4th Street
Palatka, FL 32177
File No. 24-311

Property Appraiser's ID #:
42-10-27-6850-0670-0031

Inst: 202454021470 Date: 08/14/2024 Time: 11:31AM Doc Stamp-
Deed: 1400.00 By: CH, DC, Matt Reynolds, Putnam, County Page
1 of 3 B: 1771 P: 1306

WARRANTY DEED

This Warranty Deed is executed this 8th day of August, 2024, by Jeffrey H. McDaniel and Josephine M. McDaniel, husband and wife ("Grantor") to LT INVESTMENTS FL1 LLC, a Florida Limited Liability Company ("Grantee").

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

Witnesseth, that Grantor, for the sum of \$200,000 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:

SEE EXHIBIT A

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, 2023.

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:

[Signature]
Signature of Witness 1

Julie Rae Fedor
Print Name of Witness
40 Port Echo Lane
Palm Coast FL 32177
Mailing Address of Witness 1

[Signature]
Signature of Witness 2

Larissa Ricketts-Owens
Print Name of Witness 2
38 Fox Water Tr., St. Augustine FL 32086
Mailing Address of Witness 2

[Signature]
Signature of Grantor 1

Jeffrey H. McDaniel
139 CORONA Way E. Florahome FL
Mailing Address of Grantor 1

[Signature]
Signature of Grantor 2

Josephine M. McDaniel
22320 NE 35th Ave. Melrose FL 32666
Mailing Address of Grantor 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 8th day of August, 2024, by Jeffrey H. McDaniel and Josephine M.
McDaniel.

Personally Known ☐ OR Produced Identification ☒

Type of Identification Produced: FL Drivers License

(Signature of Notary Public) [Signature]

(Print, Type, or Stamp Commissioned Name of Notary Public) Julie Rae Fedor

My Commission expires: 07-19-2026

Affix Notary SEAL



JULIE RAE FEDOR
Commission # HH 289389
Expires July 19, 2026

EXHIBIT A

A TRACT OF LAND LYING IN THE WEST 1/2 OF LOT 3, BLOCK 67 OF DICK'S MAP OF PALATKA, PUTNAM COUNTY, FLORIDA. SAID LAND(S) BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHEAST CORNER OF THE WEST 1/2 OF SAID LOT 3 AND RUN NORTH 82°16'28" WEST, ALONG THE SOUTHERLY BOUNDARY OF SAID LOT 3, A DISTANCE OF 15.68 FEET TO THE WEST FACE OF A CONCRETE BUILDING; THENCE NORTH 09°26'48" EAST, ALONG SAID WEST FACE OF CONCRETE BUILDING, 56.90 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION. FROM POINT OF BEGINNING THUS DESCRIBED CONTINUE NORTH 09°26'48" EAST, ALONG SAID WEST FACE OF CONCRETE BUILDING, 23.70 FEET TO THE NORTHWEST CORNER OF SAID CONCRETE BUILDING; THENCE SOUTH 80°24'46" EAST, ALONG THE NORTH FACE OF SAID CONCRETE BUILDING, 0.9 FEET TO THE WEST LINE OF A PARCEL OF LAND DESCRIBED IN O.R. BOOK 886, PAGE 253 OF THE PUBLIC RECORDS OF SAID COUNTY; THENCE SOUTH 11°31'25" WEST, ALONG SAID WESTERLY LINE, 23.71 FEET TO THE POINT OF BEGINNING AND TO CLOSE.

AND

A tract of land situated in the W 1/2 of Lot 3, Block 67 according to copy of Dick's Map of the City of Palatka, filed for record in the Office of the Clerk of the Circuit Court of Putnam County, Florida, being a part of lands described in O.R. Book 287, Page 534 and O.R. Book 288, Page 1678 of said public records and being more particularly described as follows:

Beginning at the Southeasterly corner of the W 1/2 of Lot 3, Block 67 of said City of Palatka, and (1) run thence Westerly, along the southerly line of Lot 3, a distance of 16.12 feet to the Westerly face of a 2-Story Concrete Block Building. (2) Thence northerly on an interior angle of 89°28' 25", being along the Westerly face of said building, a distance of 56.9 feet to the Northwesterly corner of said building. (3) Thence Northerly, parallel with the Easterly line of the W 1/2 of Lot 3, a distance of 93.05 feet to intersect with the Northerly line of the W 1/2 of Lot 3. (4) Thence Easterly, along said Northerly line, a distance of 18.03 feet to the Northeasterly corner of the W 1/2 of said Lot 3. (5) Thence Southerly, along the Easterly line of said W 1/2 of Lot 3, a distance of 150.0 feet more or less, to the point of beginning and to close.

TOGETHER WITH an easement for the construction, reconstruction, alteration, or repair of that certain metal stairway lying contiguous to call (2) above, being more particularly described as follows:

Beginning at the Southerly end of call (2) of the above-described lands and (1) run thence Northerly, along call (2) being the Westerly face of a 2-Story Concrete Block Building, a distance of 56.9 feet to the Northwesterly corner of said building. (2) Thence Westerly on a Westerly promotion of the Northerly face of said Concrete Block Building, a distance of 2.89 feet to intersect with the Easterly face of a building. (5) Thence Southerly, along said Easterly face, a distance of 56.9 feet more or less, to intersect with the Southerly line of Lot 3, Block 67 of said City of Palatka. (4) Thence Easterly, along said Southerly line, a distance of 2.75 feet to the point of beginning and to close.

TOGETHER WITH an easement for ingress and egress and public utilities to be held in common with the Grantors herein, their heirs and assigns, over and across the Northerly 15.0 feet of the W 1/2 of Lot 3, Block 67 of said City of Palatka. EXCEPTING THEREFROM the Easterly 18.03 feet thereof.

ALSO, the right of usage of that certain easement as described in Deed Book 234, Page 154 of the public records of Putnam County, Florida.



\$4,000

Current Taxable Value

\$7,000*

Estimated Taxable Value

Investment to date

Clearance	\$2,000
Roof	\$18,000
Design	\$12,000

THE TEAM

Architect

The design is being developed by Islands Architecture and Design, LLC a full-service architecture firm licensed in Florida and based in Jacksonville. Led by Josh Bueno NCARB, AIA, LEED, AP who has over 20 years experience in transforming buildings and places both he and the team haS considerable experience of rehabbing new developments.



General Contractor

The ownership of 912 St Johns Avenue was transferred to us on August 8th and we are currently finalizing designs and selecting GCs

The GC will be licensed and insured the following will all be submitting quotes. Here are the shortlisted three:

David Church, Palatka facebook.com/p/David-Church-Construction-100063675274695/

Brian Soulbey, Jacksonville skylineconstruction-inc.com/

Hanrahan Design and Construction INC, St Augustine

Investor

Anne McNamara is the investor behind Moxie Moves a new brand focussed on downtown rejuvenation.

Anne is new to Florida but brings a long track record in Urban Regeneration and Small Town Rejuvenation from the UK. Having completed a degree in Estate Management (Planning and Development) she worked on some of the most exciting rejuvenation schemes in the UK - some highlights:

- Redevelopment of Moss Side in Manchester ((Urban Residential)
- Redevelopment of Maine Road Manchester from a football stadium to a residential center
- Reconstruction of Liverpool 1, City Center Redevelopment
- Redevelopment of Olympic Park, London into a new neighborhood
- Beam Park - New Town creation

She was selected to join the UK government board of the Academy for Sustainable Communities and served for the duration of its tenure.



So committed to Palatka she'll be living in the scheme.





Contact information

Anne McNamara

LT Investments FL1 LLC

6501 Brevard Street

St Augustine

32080

anne@moxiemoves.us

415 316 4419



STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The applicant is seeking funding through the Community Redevelopment Agency's Building Improvement Grant to redevelop the property located at 706 St. Johns Ave., Palatka, FL 32177. The applicant can receive a maximum grant amount of \$25,000.00 as part of a total project cost of \$35,000.00. The proposed improvements include:

- Replacing the roof
- Replacing front doors and windows
- Removing steel security rolling door at entrance

BACKGROUND

The City of Palatka established the Building Improvement Grant program to support the redevelopment of blighted residential and commercial properties in designated areas. This program assists property owners aiming to enhance properties in urgent need of rehabilitation, facilitating projects that can progress independently of grant funding and demonstrating a higher likelihood of successful completion. Properties eligible for the grant must be located within the Community Redevelopment Agency (CRA) Tax Increment District and must align with the revitalization goals outlined in the CRA plan.

The project has been scored against specific criteria, including project quality, feasibility, and redevelopment impact. The applicant received the following scores from the Tax Increment Fund Advisory Committee:

- Project Quality: 72 out of 75
- Project Feasibility: 72 out of 75
- Redevelopment Impact: 145 out of 150

PROJECT ANALYSIS

The proposed project aligns well with the City of Palatka's objectives to encourage investment in properties that require urgent rehabilitation. The planned improvements, including roof replacement and updates to doors and windows, will enhance the property's aesthetic and addresses blight in the Central Business District. With strong scores in project quality,

feasibility, and redevelopment impact, this initiative demonstrates a clear commitment to revitalization efforts and supports the City's goals as outlined in the CRA plan.

Staff Recommendation

Motion 1: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00

Motion 2: Motion to deny the total funding request for the Building Improvement Grant as presented.

Motion 3: Motion to approve the funding request for the Building Improvement Grant in an amount not to exceed \$25,000.00

Motion 4: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$25,000.00 with the following condition(s):_____.

ATTACHMENTS

1.	706 St. Johns Ave., Application
----	---------------------------------

APPLICATION



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

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
Building Improvement Cost Share
Attention: Sunni Krantz, City Clerk 201 North Second Street Palatka, FL 32177**

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 Jayde Baggs at jbaggs@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Application Cycle

Advertisement Date:	May 22, 2024
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 2, 2024
Application Deadline:	September 23, 2024 at 2 p.m.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

To obtain additional information please view the City of Palatka website at www.palatka-fl.gov or contact Jayde Baggs at jbaggs@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 an application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

**Building Improvement Grant
Cost Share Program**

Application Cycle

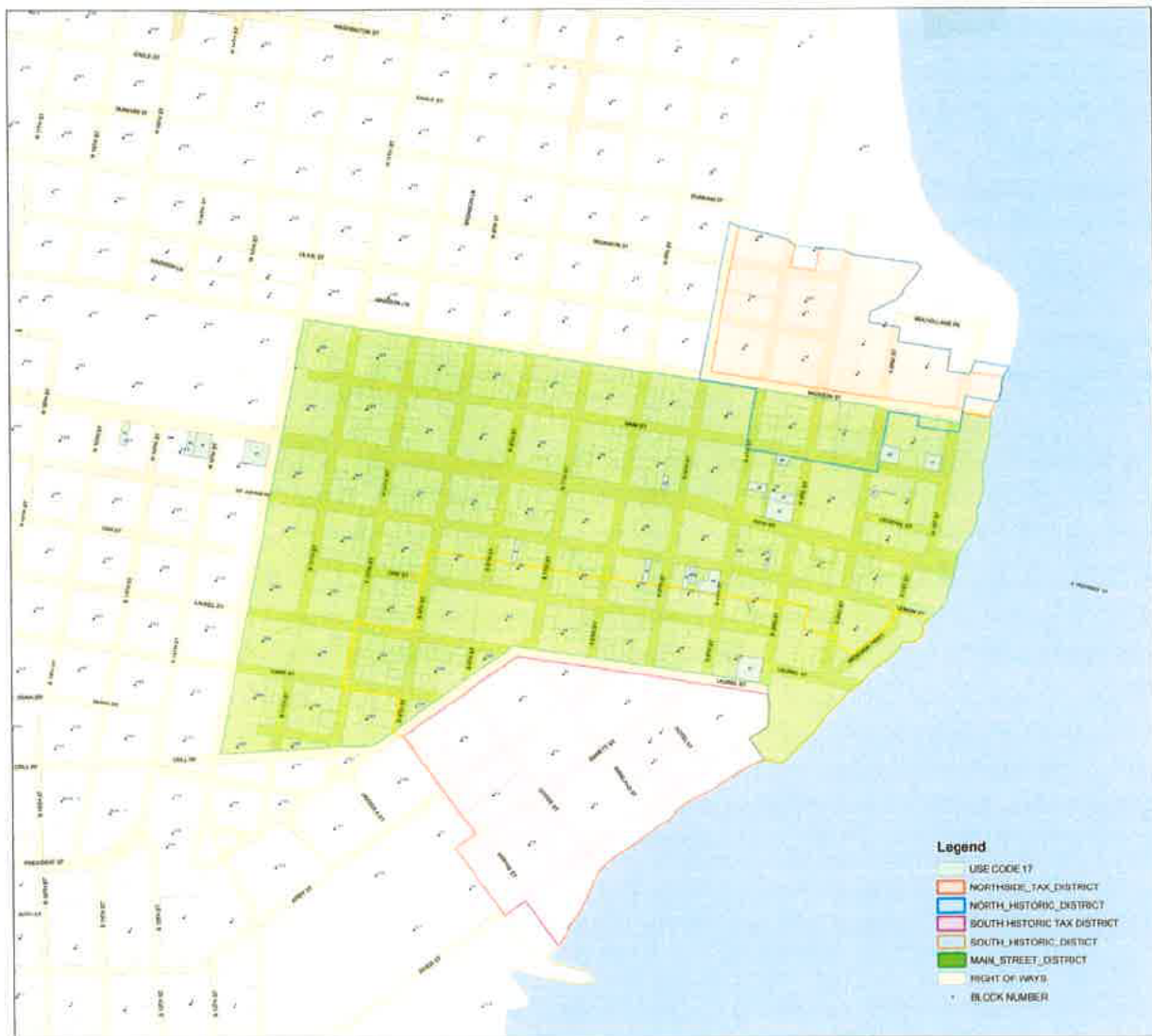
The CRA shall only accept and review sealed applications during an advertised cycle beginning 30 days prior to and up to each application deadline. Applications received prior or after the herein stated deadlines will be returned to the applicant.

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).

**Building Improvement Grant
Cost Share Program**



Putnam County, Florida
Tim Parker - Property Appraiser
1000 North Second Street
Palatka, FL 32177
Phone: 352/329-1234
Fax: 352/329-1235
www.putnamcountyfla.gov

PUTNAM COUNTY, FLORIDA
Tim Parker - Property Appraiser



TAX INCREMENT DISTRICTS
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

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:

**Building Improvement Grant
Cost Share Program**

- 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);
 - rendering of any exterior work or changes included in the scope of work.
 - 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.

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 (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".

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

**Building Improvement Grant
Cost Share Program**

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.

Charles A. Bates 9-23-24
Signature Date
CHARLES A. BATES OWNER
Printed Name Title
CHUCK@BROWNIESOUTPOST.COM
Email
904-545-7335
Phone
706 ST. JOHNS AVE.
Project 911 Address
42-10-27-6850-0550-0061
Project Parcel(s)

PROJECT DESCRIPTION

Building Improvement Grant Cost Share Program

Application for 706 St. Johns Ave.

Contact Info:

Charles Bates

904-545-7335

Chuck@browniesoutpost.com

713 St. Johns Ave.

This application is for Brownies Gun Range (formerly River City Gun Range). We are a family-owned business, that currently own Brownies Outpost located at 713 St. Johns Avenue and Brownies Boot Shop, at 711 St. Johns Avenue. Brownies Outpost has been in operation for 3 1/2 years and Brownies Boot Shop has been in operation for almost 2 years. We have eight employees and anticipate hiring additional employees once the gun range reopens. My daughter, who helps me run both shops, and I are both Putnam County residents and are heavily invested in the community and the growth of downtown businesses. We recently bought 708 St. Johns Avenue, that we hope to reopen as a retail shop.

706 St. Johns Avenue was constructed in 1942 and was a bakery prior to being turned into a gun range. The building has been neglected over the past few years as well as the cosmetic appearance not fitting in with the surrounding buildings. The building is in dire need of a new roof, with leaks throughout the building. We also hope to bring the exterior appearance of the building closer to what it originally was. I have attached a drawing of the front of the building once repairs are made. The front doors will be replaced and new windows will be returned to the front of the building. We are also removing the unsightly security roll down door at the front entrance. The estimate for the roof is \$20,000 and repairs to the front facade of the building are estimated at \$15,000. The roofing company has inspected the building and are ready to start. I have attached a copy of the estimate for the roof.

Our bank statement showing funds for the repairs needed is attached. 706 and 708 St. Johns were purchased in August 2024 for \$530,000. The current taxable value found on Putnam County Property Appraiser is \$147,200 for 706 St. Johns Ave. We are anticipating the taxable value to be substantially higher once remodeling is complete.

I have read and understand all the grant requirements. Thank you.



ESTIMATE

Good for 10 Days from Date: 08/13/2024

Estimate Given by: Lupe

Homeowner Name & Jobsite Address(s)

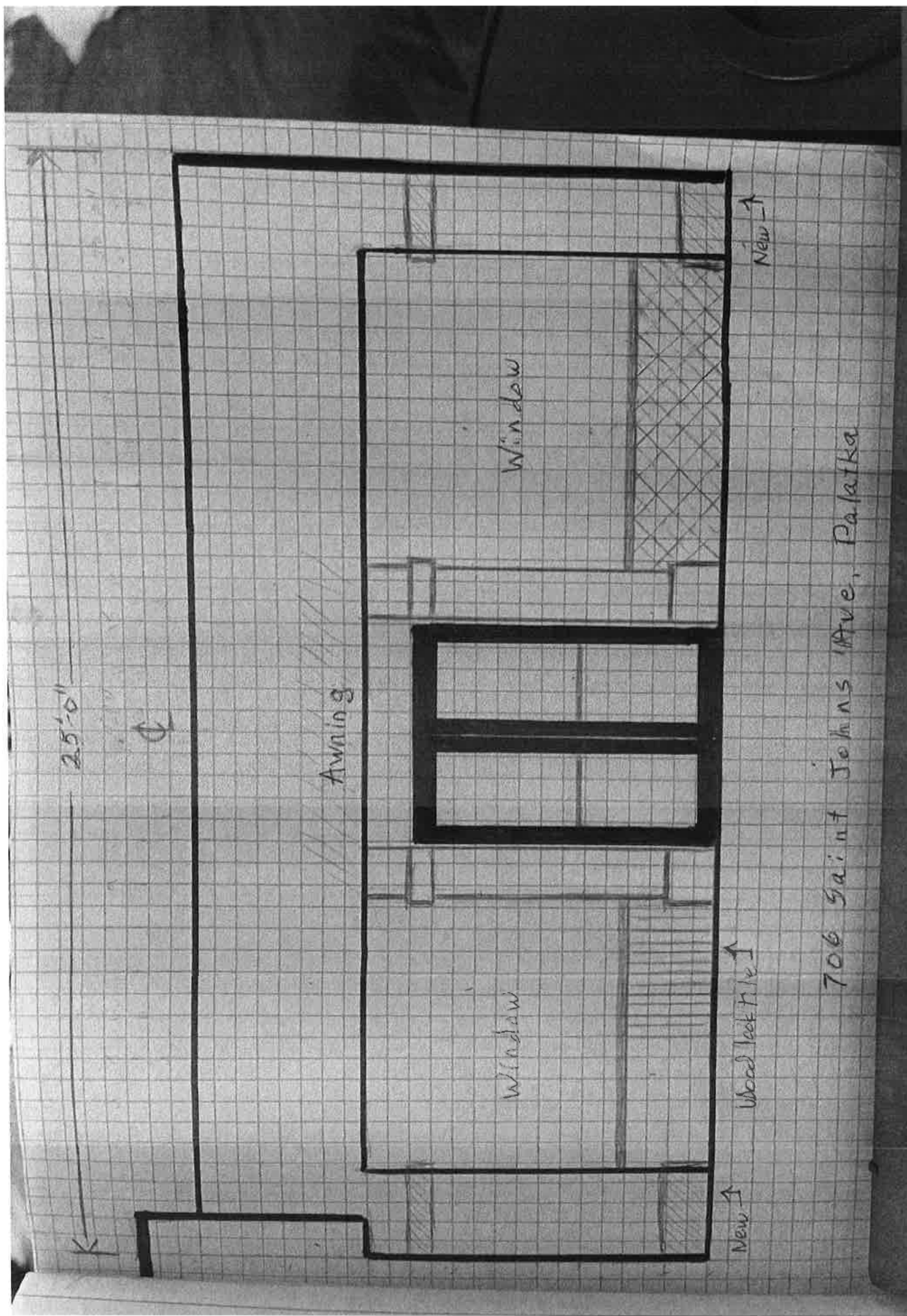
706 St. Johns Ave
Palatka, FL

Description:

To tear off existing flat roof down to bare wood. Re-neck deck up to code, replace all rotten wood.	
Quote includes 1 sheet of plywood, \$80 per sheet after the first, if needed. Any 1x or 2x needing replacement is at \$6.50 per foot, if needed.	
Includes installation of high temp peel & stick underlayment.	
Also includes installation of new TPO flat roof system. Includes new vents, if needed.	
Includes all permit and inspection fees, if needed.	
Dumpster and clean up provided by South State Roofing LLC.	\$20,000.00

Full Disclosure, Please Read thoroughly before signing. This estimate, once signed solidifies as a binding contract. If, for any reason you decide to withdraw after agreeing to contract, you will be held responsible for the payment in FULL for any permit fees, metal and any material purchased for your roof project. Custom orders once placed with our manufacturers cannot be cancelled or returned. Payment in full is due immediately upon completion of the service provided. By Signing you are agreeing entirely to the terms presented _____

South State Roofing LLC | P.O. Box 101 Crescent City, FL | Phone: 386-559-9989 | Email: southstateroofing@gmail.com
Website: www.southstateroofingllc.com | Licensed and Insured LIC# RC29027793



FINANCIALS



Deposit Accounts Balances Summary

Report Created: 09/23/2024 01:15:35 PM (ET)

Account: All Accounts

Date Range: 09/23/2024

As of Date	Account Number/Description	Ledger Balance	Accessible Balance	Total Credits	Total Debits	One Day Float	Available Balance
Checking Accounts							
09/23/2024 01:15 PM (ET)	Business Checking		\$64,613.33				\$64,613.33

CURRENT TAXABLE VALUE OF PROPERTY

Parcel	42-10-27-6850-0550-0061	(VID 42911)
Owner	BATES CHARLES ALLAN + KIMBERLY PULLEN H/W	
Mailing	713 ST JOHNS AVE PALATKA FL 32177	
11	706 ST JOHNS AV PALATKA 32177	
Description	DICKS MAP OF PALATKA MB2 P46, BLK 55 E 25FT OF S 100FT OF, LOT 6	

Book	Page	Instrument	Parcel Sales Data	QSCD	Price
1774	0054	AFFD	2024-08-27	1	642,900
1774	0051	WD	2024-08-27	02 1	530,000
1773	1498	WD	2024-08-27	02 1	530,000
1773	1497	AFFD	2024-08-26	1	110,000
1553	1438	WD	2019-09-06	00 1	225,000
1190	1873	WD	2008-04-24	03 1	225,000

Parent Parcel	Amount	Remainder	Owner %	Applied To
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Line	Code	Units	Length	Width	Sq Ft	Rate	Value
Outbuildings and Extra Features							
Total: 0							

Improvement Value	131,740	Use Code	03400
IBXF Value	0	Improvements	1
and Value	15,680	Location	City of Palatka - Downtown Dist
Market Value	147,420	Total Acres	0.06
Just Value CU	0	Zoning	DB
Just Value CU	0	FLUM	COM
Market Adjusted	147,420		



Assessed Limited	Minus(-) Exemptions	Taxable Value
County General	97,880	97,880
County General	97,880	97,880
Johns River WMD	97,880	97,880
Palatka	97,880	97,880
School	147,420	147,420

Assessed	DRH	2020-01-27	RGM	2015-09-23
Changes	maryj	2024-09-06	maryj	2024-09-04

Class	Comm Store	Dep Rate	1.25	Title Year
Type	T	Year Built	1942	Title No.
Age Base Rate	96.05	Eff Yr Built	1984	Model
Age Sq Ft	2,286	Obs Cond		RP No or Tag
Good	50	Replace Cost	263,484	Length
Quality	1.20	Dep Rep Cost	131,740	Width
		Functional Obs		Lot #
		Economic Obs		Attachments
				Account

Substructure	03 - Spread Footing	Cabinet & Mill	03 - Average
Floor System	01 - Slab on Grade	Floor Finish	19 - Concrete Finished
Exterior Walls	05 - Concrete Blk. Stucco	Interior Finish	17 - Drywall/Paneling
Height (Feet)	10	Paint & Decor	03 - Average
Party Wall %		Plumbing Fixt	5
Sub Frame	05 - Wood Beam - Columns	Bath Tile	05 - Floor Only
Roof Framing	06 - Wood Frame/Truss (COM)	Heating & Air	11 - Heat Pump
Roof Cover	02 - Built-Up Comp/Gyp	Electrical	02 - Above Average
Bed / Bath	/ 1	Corners	4

Desc	B00

Line	Code	Description	Depth Chart	Depth In Feet	Corner Factor	Depth Factor	Cond	Unit Price	Adj Unit Price	Units	Just Value	CU Un Pri
071		Downtown Palatka Comm Sq Ft		0	1			6	6	2,614.00	15,680	

Total: 15,680

**NOTICE OF PROPOSED
PROPERTY TAXES AND
PROPOSED OR ADOPTED NON-
AD VALOREM ASSESSMENTS**

PHYSICAL ADDRESS: 706 ST JOHNS AV
DICKS MAP OF PALATKA MB2 P46, BLK 55 E 25FT OF
S 100FT OF, LOT 6

Real Property

**DO NOT PAY
THIS IS NOT A BILL**

PARCEL NUMBER: 42-10-27-6850-0550-0061
SOML ENTERPRISES LLC
706 ST JOHNS AVE
PALATKA, FL 32177

VALUE INFORMATION:

Parcel Value Breakdown					
Your Property Value	Market Value	Assessment Reduction	Assessed Value	Exemptions	Taxable Value
Last Year: County	109,100	20,110	88,990	0	88,990
School	109,100	0	109,100	0	109,100
Municipality	109,100	20,110	88,990	0	88,990
Other	109,100	20,110	88,990	0	88,990
This Year: County	147,420	49,540	97,880	0	97,880
School	147,420	0	147,420	0	147,420
Municipality	147,420	49,540	97,880	0	97,880
Other	147,420	49,540	97,880	0	97,880

Assessment Reduction Breakdown			Parcel Exemption Breakdown		
Assessment Reduction	Taxing District	Amount	Exemption	Taxing District	Amount
Non-Homestead Limitation	County & Other	49,540			

If you feel the MARKET VALUE of your property is inaccurate or does not reflect FAIR MARKET VALUE, or if you are entitled to an EXEMPTION or CLASSIFICATION that is not reflected above, contact the Property Appraiser's Office at: **PO BOX 1920 PALATKA, FL 32178-1920 OR 386-329-0286**

If the Property Appraiser's Office is unable to resolve the matter as to MARKET VALUE, CLASSIFICATION, or an EXEMPTION, you may file a PETITION for adjustment with the VALUE ADJUSTMENT BOARD; PETITION forms are available from the Property Appraiser's website at www.putnam-fl.com/app and MUST BE FILED ON OR BEFORE:

5:00 PM September 10, 2024

AD VALOREM PROPERTY TAXES:

Proposed Property Taxes							
Taxing Authority	Taxable Value Last Year 2023	Your Final Tax Rate and Taxes Last Year 2023		Current Taxable Value 2024	Your Tax Rate and Taxes This Year IF PROPOSED Budget Change is Made		Your Tax Rate and Taxes This Year IF NO Budget Change is Made
	Column 1	Column 2 Rate	Column 3 Taxes	Column 4	Column 5 Rate	Column 6 Taxes	Column 7 Rate Column 8 Taxes
County	88,990	8.8441	787.04	97,880	8.8441	865.66	7.9559 778.72
Fire MSTU							
School State LRE	109,100	3.1150	339.85	147,420	3.0330	447.12	2.8295 417.12
School Local Board	109,100	2.2480	245.26	147,420	2.2480	331.40	2.0420 301.03
School Debt Service	109,100	0.8670	94.59	147,420	0.8490	125.16	0.8490 125.16
St Johns River WMD	88,990	0.1793	15.96	97,880	0.1793	17.55	0.1686 16.50
Palatka	88,990	6.4000	569.54	97,880	6.4000	626.43	6.1271 599.72

SUPPORTING MATERIALS

EXHIBIT C



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company

SFR OF PALATKA, LLC

Filing Information

Document Number L07000085371
FEI/EIN Number 30-0446493
Date Filed 08/21/2007
Effective Date 08/21/2007
State FL
Status ACTIVE

Principal Address

110 SOUTH SECOND ST
PALATKA, FL 32177

Mailing Address

P O BOX 67
East PALATKA, FL 32131

Changed: 02/09/2022

Registered Agent Name & Address

MCCLARNEY, LINDA GMGRM
110 SOUTH SECOND ST
PALATKA, FL 32177

Name Changed: 09/09/2011

Authorized Person(s) Detail**Name & Address**

Title MGRM

MCCLARNEY, LINDA GMGRM
110 SOUTH SECOND ST
PALATKA, FL 32177

Annual Reports

Report Year	Filed Date
2022	02/09/2022
2023	03/21/2023

420 Kirby St., Palatka, FL 32177

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The applicant is seeking funding through the Community Redevelopment Agency's Building Improvement Grant to redevelop the property located at 420 Kirby St., Palatka, FL 32177. They are requesting a grant amount of \$1,856.25.00 as part of a total project cost of \$3,712.50. The proposed improvement includes:

- Installing an enclosed car port

BACKGROUND

The City of Palatka established the Building Improvement Grant program to support the redevelopment of blighted residential and commercial properties in designated areas. This program assists property owners aiming to enhance properties in urgent need of rehabilitation, facilitating projects that can progress independently of grant funding and demonstrating a higher likelihood of successful completion. Properties eligible for the grant must be located within the Community Redevelopment Agency (CRA) Tax Increment District and must align with the revitalization goals outlined in the CRA plan.

The project has been scored against specific criteria, including project quality, feasibility, and redevelopment impact. The applicant received the following scores from the Tax Increment Fund Advisory Committee:

- Project Quality: 50 out of 75
- Project Feasibility: 60 out of 75
- Redevelopment Impact: 90 out of 150

PROJECT ANALYSIS

The proposed project aligns with the City of Palatka's objectives to encourage investment in properties needing rehabilitation by introducing functional improvements through the installation of an enclosed carport. This enhancement not only increases the property's utility but also contributes to overall neighborhood vitality, reflecting the City's commitment to improving quality of life for residents. This project demonstrates a positive step toward revitalization, supporting the goals outlined in the CRA plan.

Staff Recommendation

Motion 1: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$1,856.25.00

Motion 2: Motion to deny the total funding request for the Building Improvement Grant as presented.

Motion 3: Motion to approve the funding request for the Building Improvement Grant in an amount not to exceed \$1,856.25.00

Motion 4: Motion to approve the total funding request for the Building Improvement Grant in the amount of \$1,856.25.00 with the following condition(s):_____.

ATTACHMENTS

1.	420 Kirby St., Application
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APPLICATION



Building Improvement Grant Cost Share Program

ITB 2024-09

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

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
Building Improvement Cost Share
Attention: Sunni Krantz, City Clerk 201 North Second Street Palatka, FL 32177**

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 Jayde Baggs at jbaggs@palatka-fl.gov. Questions will be answered in the form of an addendum posted on the City of Palatka website.

Application Cycle

Advertisement Date:	May 22, 2024
Applications Available:	https://palatka-fl.gov/bids.aspx
Deadline for Questions:	September 2, 2024
Application Deadline:	September 23, 2024 at 2 p.m.

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

Approved: February 24, 2022

**Building Improvement Grant
Cost Share Program**



Building Improvement Grant Cost Share Program

The City of Palatka Community Redevelopment Agency (hereinafter referred to as “the CRA”) hereby solicit 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.

To obtain additional information please view the City of Palatka website at www.palatka-fl.gov or contact Jayde Baggs at jbaggs@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 an application. Grant funds can only be used towards building improvements and may not be used for administration expenses.

**Building Improvement Grant
Cost Share Program**

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.

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).

**Building Improvement Grant
Cost Share Program**



PUTNAM COUNTY, FLORIDA
TIM PARKER - PROPERTY APPRAISER
1000 N. SECOND STREET, SUITE 200
PALATKA, FL 32177
888.282.2828
WWW.PUTNAMCOUNTYFLORIDA.GOV

PUTNAM COUNTY, FLORIDA
Tim Parker - Property Appraiser



TAX INCREMENT DISTRICTS
North Historic Tax District 28 acres
South Historic Tax District 49 acres
Main Street Tax District 200 acres

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:

**Building Improvement Grant
Cost Share Program**

- 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);
 - rendering of any exterior work or changes included in the scope of work.
 - 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.

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 (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".

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

**Building Improvement Grant
Cost Share Program**

**Building Improvement Grant
Cost Share Program**

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.

Signature

Date

Printed Name

Title

Email

Phone

Project 911 Address

Project Parcel(s)

PROJECT DESCRIPTION

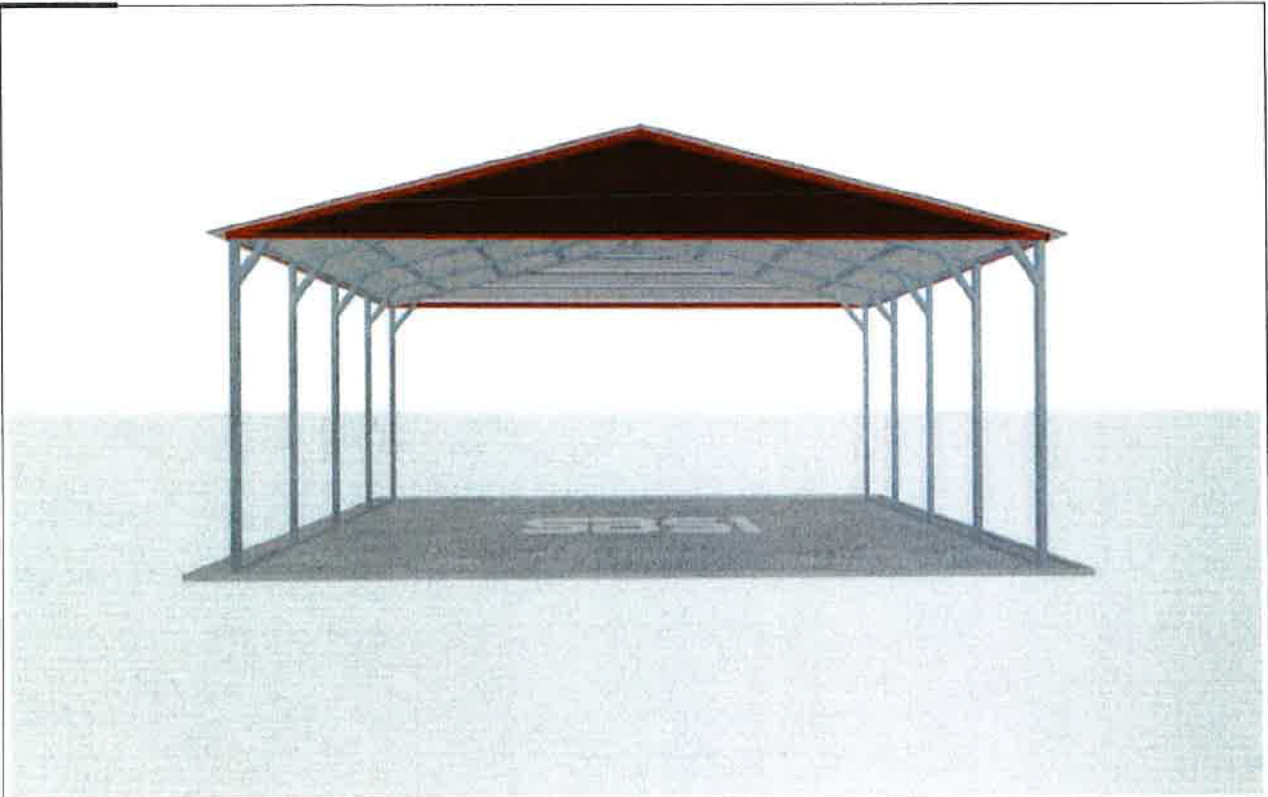
	Nolan's Storage 157 Us 17 East Palatka, Florida 32131 nolanstoragesolutions@gmail.com (386) 385-3676	Sales: Lauren 157 Us 17 East Palatka, Florida 32131 nolanstoragesolutions@gmail.com (386) 385-3676	Building Quote QTE-000059 Date 07/05/2024 Total \$3,712.50
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CUSTOMER DETAILS

Trey Hancock Billing Address Shipping Address	Standard Carports - 24 x 20 x 10 ☒ Roof Color: Barn Red ☒ Trim Color: Barn Red ☒ Sides/Ends Color: Burgundy ☐ Door Color: NA ☐ Wainscot Color: NA 			
Ready for Installation? _____ Jobsite Level? _____ Permit Required? <u>Yes</u> _____ Inside City Limit? _____ Electricity Available? _____ Installation Surface? <u>Concrete</u>				
Building Dimension 24'W x 20'L x 10'H	Roof Style Vertical	Gauge 14 Gauge	Wind/Snow Rating 140 MPH + 30 PSF Certified	Distance on Center 5 Feet

24X20' (Roof 21') Vertical Roof	1	\$3,250.00
10' Height	1	\$290.00
Gauge : 14	1	\$0.00
140 MPH + 30 PSF Certified	1	\$0.00
3/12' Roof Pitch	1	\$0.00
Front Wall Certified Gable Horizontal	1	\$255.00
Back Wall Certified Gable Horizontal	1	\$255.00
End Jtrim	1	\$75.00
Manufacturer Discount	1	\$412.50
Permit Required : Yes		
NOTES	Building Amount:	\$4,125.00
	Manufacturer Discount:	\$412.50
	Sub Total:	\$3,712.50
	Additional Charges	\$0.00
	Grand Total	\$3,712.50
	Pay Now	
	Downpayment	\$371.25
	Balance Due	\$3,341.25

BUILDING VIEW



FRONT

BUILDING VIEW



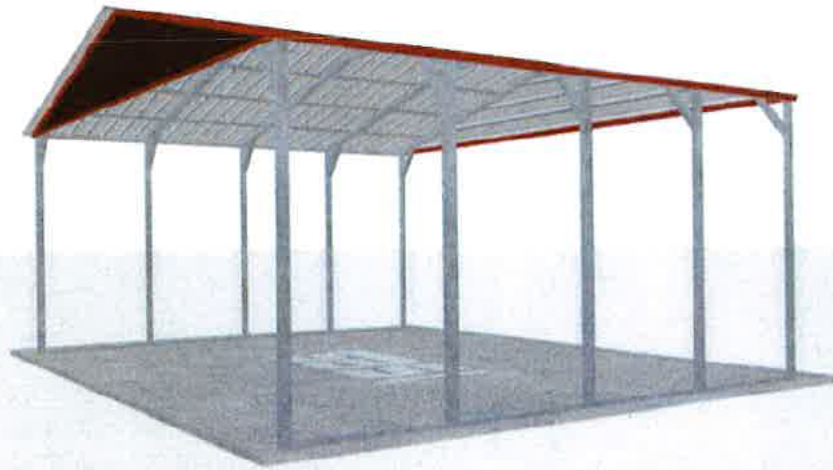
LEFT

BUILDING VIEW



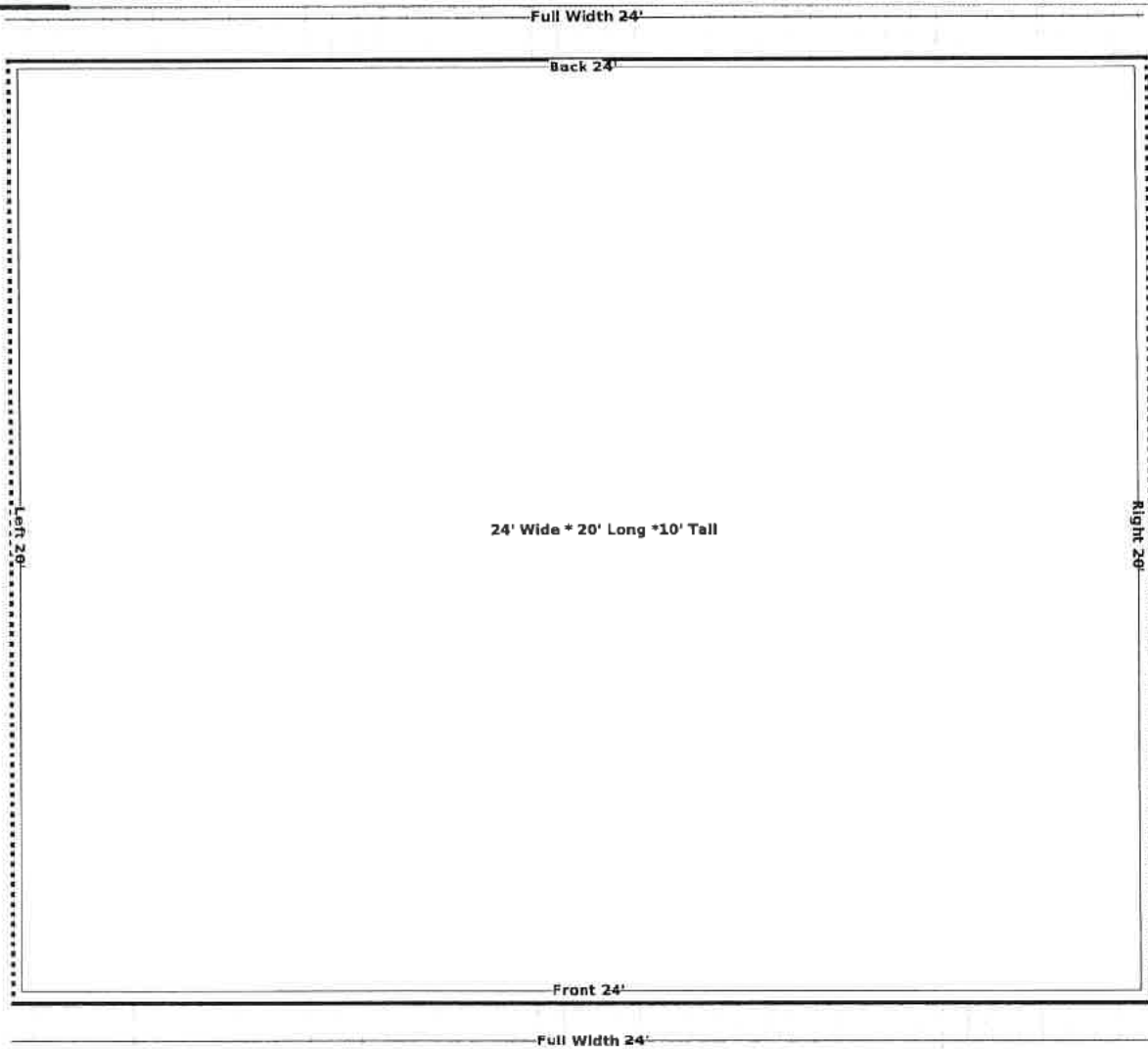
BACK

BUILDING VIEW



RIGHT

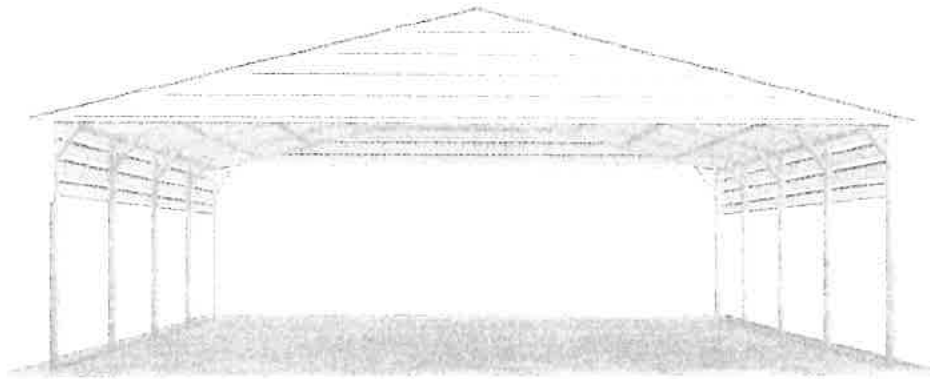
2D DRAWING-1



LEGENDS

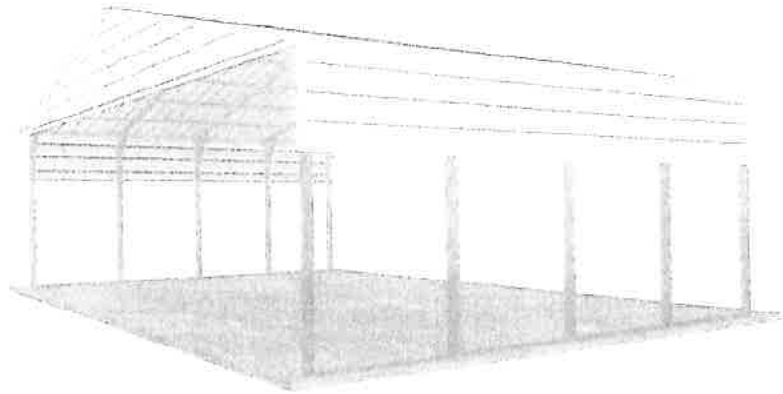
- | | | | | | | |
|-------------|----------------------|--------------------------|-----------------------|---------|------------------|-----------|
| Garage Door | Garage Door Frameout | Walk In Door | Walk In Door Frameout | Windows | Windows Frameout | Open Wall |
| Close Wall | Distance | Storage Length (Utility) | Cupola | | | |

BUILDING VIEW



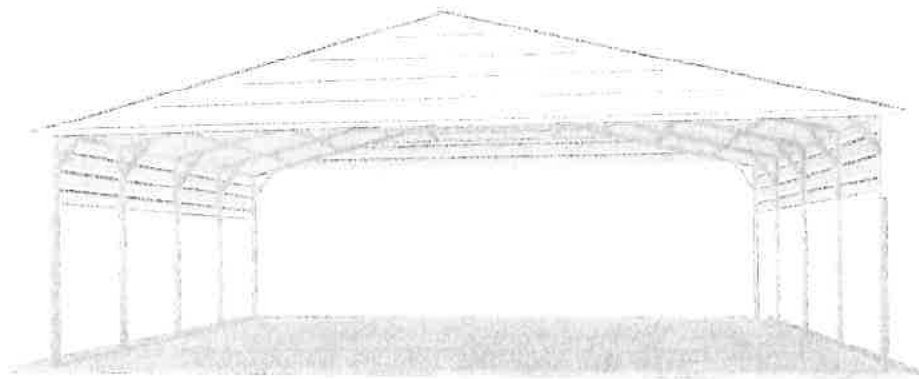
FRONT

BUILDING VIEW



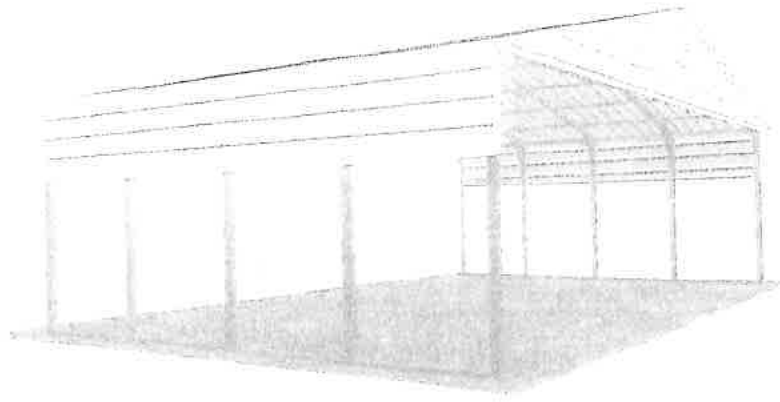
RIGHT

BUILDING VIEW



BACK

BUILDING VIEW



LEFT

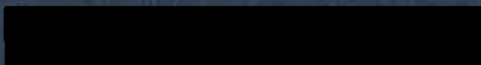
FINANCIALS

12:38

LTE 83

< [Accounts](#)

[Details](#)



Credit Card

\$3,120.41

Balance

\$16,879.59

Available

Payment Due Date

August 5, 2024

Required Payment Due ⓘ

\$0.00

Next Auto Pay

\$100.00

Active

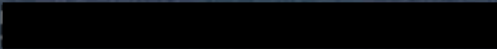
September 5,...

Recent Transactions

As of August 5, 2024

Aug 5, 2024

LOAN PAYMENT-TRANSFER

FROM: 

[Other Actions](#)

[Make a Payment](#)

CURRENT TAXABLE VALUE OF PROPERTY

Real Estate Details

[Back](#)

[Print Bill](#)

[Sign Up for Email Alerts](#)

PROPERTY DETAIL

DAVIS RONNIE
420 KIRBY ST
PALATKA, FL 32177

REAL ESTATE PROPERTY ID #: 42-10-27-6850-0400-0030
TAX YEAR: 2023 

PROPERTY ADDRESS: 420 KIRBY ST PALATKA

STATUS: Paid

LEGAL DESCRIPTION:

DICKS MAP OF PALATKA MB2 P46 BLK 40 S 50FT OF E 100FT OF LOT 3 BK79 P107

PRIOR YEARS DUE:

Market Value:

Assessed Value:

EXEMPTIONS:

EI CORRECTION:

AD VALOREM TAX:

83,550
83,550

Taxing Authority

PUTNAM COUNTY GENERAL FUND
SCHOOL LOCAL REQUIRED EFFORT
SCHOOL DISTRICT DISCRETIONARY
SCHOOL DISTRICT CAPITAL OUTLAY
VOTED DISTRICT SCHOOL DEBT
ST. JOHNS RIVER WATER MGMT
CITY OF PALATKA

Assessed Value	Exemptions	Taxable Value	Millage Rate	Taxes Levied
52,850.00	0.00	52,850.00	8.8441	467.41
83,550.00	0.00	83,550.00	3.1150	260.26
83,550.00	0.00	83,550.00	0.7480	62.50
83,550.00	0.00	83,550.00	1.5000	125.33
83,550.00	0.00	83,550.00	0.8670	72.44
52,850.00	0.00	52,850.00	0.1793	9.48
52,850.00	0.00	52,850.00	6.4000	338.24

TOTAL AD VALOREM TAX:

NON AD VALOREM TAX:

21,653.400
\$1,335.66

Code	Fund	Amount
SP1-PA PAFT	SOLID WASTE PALATKA LANDFILL PALATKA FIRE PROTECTION	134.00 286.66
TOTAL NON-AD VALOREM TAX:		420.66
GROSS TAX:		\$1,756.32
TOTAL:		\$1,756.32
PAYMENTS:		
Posted	Receipt	Paid By Amount Action
11/29/2023	M11292023P005220PENNYMAC1,686.07	receipt (editPayment2.action? action=receipt&masterPaymentId=3150600) summary (editPayment2.action? action=receiptSummary&masterPaymentId=3150600)
REFUND		
Posted		Refund Amount
01/11/2024		632.40
Allow 4 to 6 weeks from date posted for processing. If not received after 6 weeks contact the Putnam County Tax Collectors office.		
Allow 4 to 6 weeks from date posted for processing. If not received after 6 weeks contact the Putnam County Tax Collector's office.		
ESCROW CODE:		1323
NAME:		PENNYMAC
ADDRESS:		6101 CONDOR DR. MOORPARK, CA 93021
Contact Info:		Real Estate Tax Department Phone1:(555) 555-5555 E-mail:TAXES@PNMAC.COM

TABLE OF CONTENTS

SUPPORTING MATERIALS

Putnam County

Inspection Record

Permit Number: B24-000870

DISPLAY AT JOB SITE

Date Issued: 07/26/2024

Job Address: 420 KIRBY ST

Owner: DAVIS RONNIE

Contractor: DAVIS RONNIE

Scope of Permit: INSTALL 30X20 OPEN CARPORT ON CONCRETE
7/30/24 REVISED SIZE TO NOW A 24 X 20 X 10

202	Accessible Route	270	Pool Barrier / Alarm	445	Pre-Power / Early Power
207	Bulkhead Tie-Back	271	Sheds	446	Electrical Rough - Low
208	Sign - Structural	273	Below Flood Enclosure	447	Electrical Rough - Partial
209	Soil Density / Compaction	280	Insulation Blown	499	Electrical Final
210	Slab on Grade	281	Energy / Insulation Rough	501	Ground Rough - Gas
220	Augers	283	Roof - In Progress	502	Ground Rough - Mechanical
221	Footing	284	Roof Trusses / Sheathing	510	Gas Ground Slab
222	Monolith Footing & Slab	285	Roof Sheathing	511	Mechanical Rough Slab
223	Grade Beam	286	Truss only	544	Gas Rough / Test
224	Piling / Pile Caps	287	Base Sheet / Dry-in	545	Mechanical Rough-in
225	Shaft Enclosure	288	Flashing	554	Refrigeration
226	Stem Wall	289	Built-up / Insulation	564	Duct System
227	Termite	290	Energy Final	565	Hood System
230	Slab-Steel	292	Demolition Final	591	Gas Final
231	Slab/Wood Floor	293	Mobile Home Final	599	Mechanical, Final
232	Stairs/Guards	294	In ground Pool Final	601	Buffers
241	Beams	295	Above Ground Pool Final	603	Landscaping
242	Columns/Tie-Beams	296	Stucco Final	604	Lot Coverage
243	Fill Cells	297	Elevator Final	605	Parking
244	Mobile Home Block & Tie	298	Roof Final	606	Set-Backs
245	Pool Steer	299	Building Final	607	Site Inspection
246	Tie Beam	304	Plumbing Ground Rough	699	Planning Final
247	Structural Beam	314	Plumbing Slab Rough	734	Sprinkler System
248	Steel Column	319	Mobile Home Plumbing	735	Stand Pipe
250	Rough All (MC, EL, PL, FR)	320	Pool-Main Drain	744	Fire, Rough
251	Framing	329	Pool final Plumbing	747	Separation
252	Nailing	344	Plumbing Rough-In	748	Rated Assembly
253	Drywall Fastener	360	Sewer, Municipal	749	Construction
254	Siding	370	Water, Municipal	754	Hood System
255	Windows/Doors	389	Backflow Device	791	Occupant Load
256	Strapping	399	Plumbing final	792	Occupancy
257	Lath	401	Electrical Underground / Trench	799	Final
258	Wall Sheathing	403	Electrical - Service Change Out	900	Drainage
259	Ceiling Diaphragm	409	Temporary Pole - Electrical	910	Driveway, Residential
260	Porch	423	Pool Steel Bonding	920	Driveway, Commercial
262	Screen Enclosure	431	Electrical Slab Rough	930	Paving
263	Deck	441	Sign - Electrical	940	Pond
264	Insulation - Batt.	444	Electrical Rough - Total		

"WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE RECORDING YOUR NOTICE OF COMMENCEMENT."

Certificate of Appropriateness HPB 23-23 420 Kirby Street

STAFF REPORT AND APPROVAL

DATE: September 7, 2023
TO: Historic Preservation Board members
FROM: Lisa Walsh, Planning Director
Owners: Ronnie and Annie Davis

Application Request

This request is to make certain alterations to an existing structure that includes hand rails, porch rails, moving a shed, adding a covered porch and garage or carport and paving the driveway.

Public notice included legal advertisement in the Palatka Daily News and notices mailed to property owners within 150 feet of the subject property, per Florida Statute 166.041. Additionally, a sign was posted on the property.

Background

According to the State of Florida Master Site Files, this structure was built between 1892 and 1897 and is of the Victorian Gothic architectural style. This style incorporates a steep roof pitch with king posts, purlins and collar tie gables with scalloped bargeboards. Also included are rusticated block around the foundation, tapered square wood columns and exposed rafter tails.

The structure contributes to a well-defined historic residential district.

In a comparison of the 1981 Site File photograph to a recent one, it appears there was an alteration made to the front porch. The 1981 porch wrapped around the side of the structure and was screened in, with railings, while the modern photo shows the entire porch as having been enclosed with wooden siding and no railings, and the front window was changed from a pair of windows to a single window.

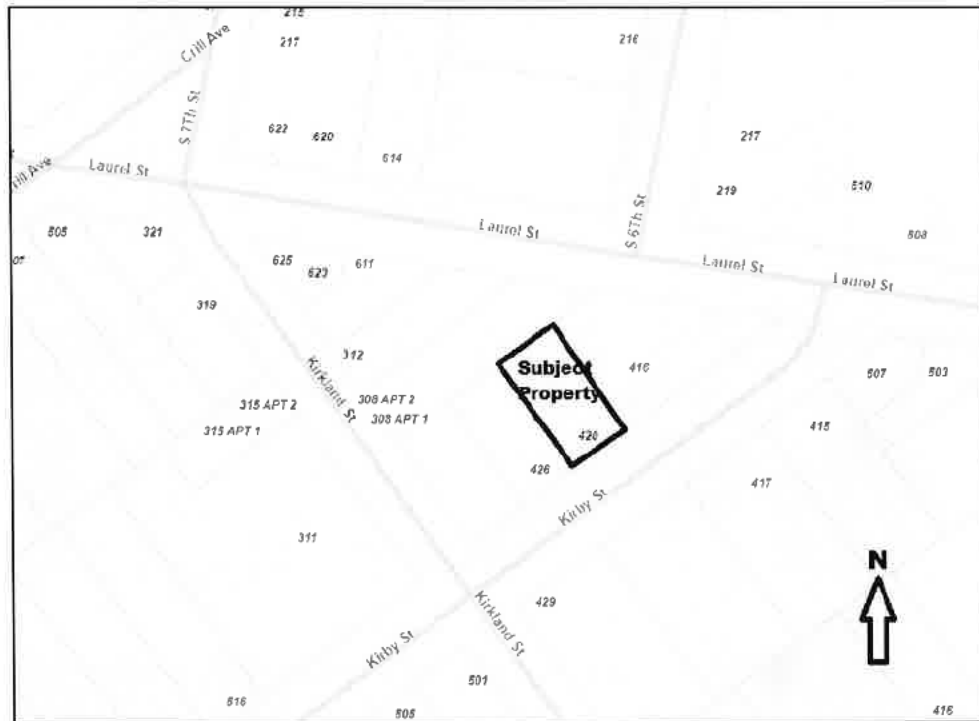


Figure 1: 420 Kirby Street Location



Figure 2: 420 Kirby Street 1981

Proposed Alterations

This application proposes to add railings to both the front and side porch perimeter and stairs as shown the photographs and plans below as exhibits 5 through 8.

Exhibits 9 through ____ show the proposed relocation of an existing shed and the proposed location of a garage or carport, as well as the addition of a covered porch at the rear of the house.



Figure 3: Existing Front Porch 420 Kirby St



Figure 4: Existing Side Porch 420 Kirby St



Figure 5: Example Proposed Railings; All railings to be painted white



Figure 6: Example Proposed Side Porch Railings; All railings to be painted white

72 in. x 32.5 in. Pressure-Treated Southern Yellow Pine Pre-assembled Beveled 2-End Balusters Rail Kit



Figure 7: Proposed Railing Material

2 in. x 4 in. x 6 ft. Pressure-Treated Wood Moulded Hand Rail

★★★★



Figure 8: Proposed Railing Material Detail

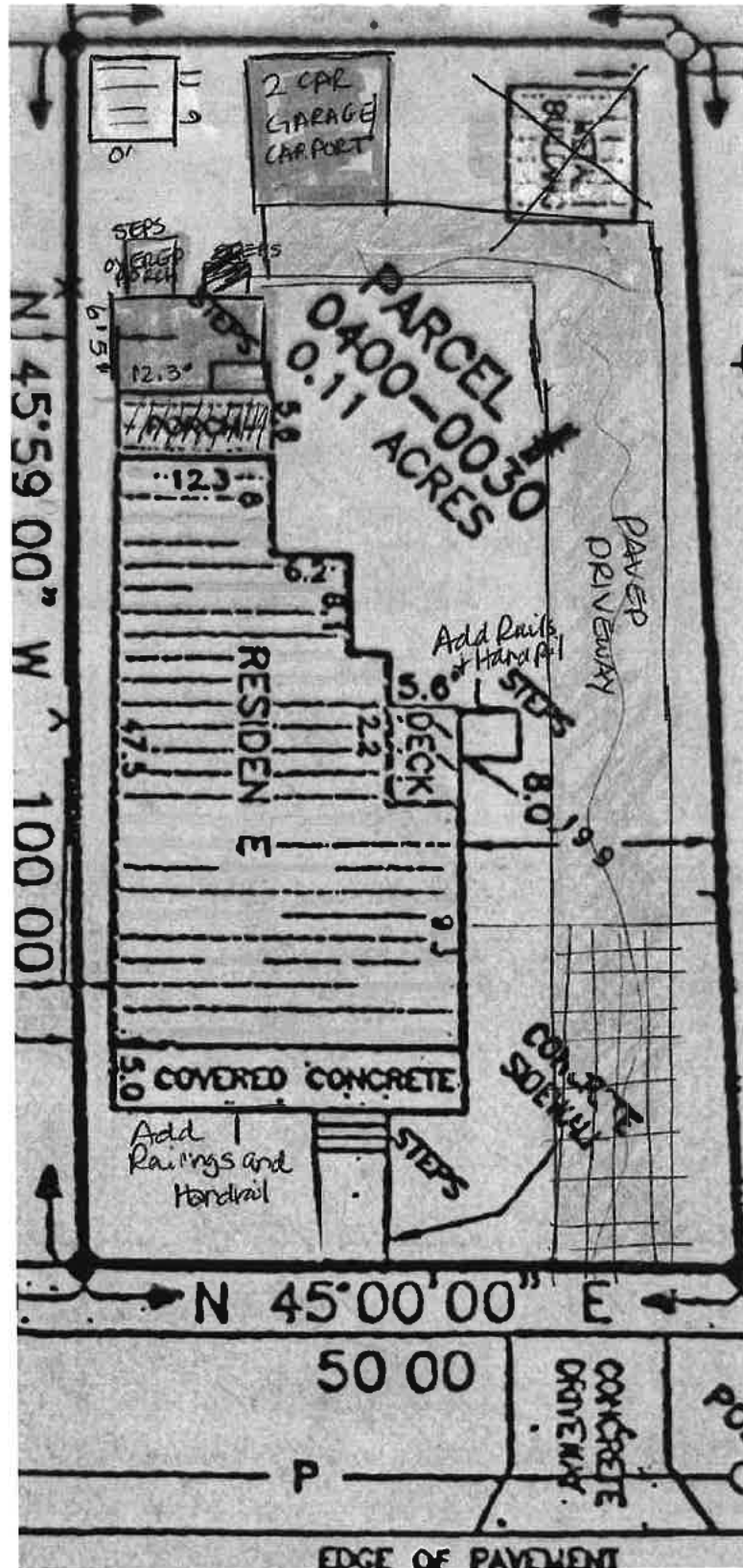


Figure 9: Proposed Shed Relocation, Locations of New Garage/Carport, Railings and Handrails, New Rear Porch and Driveway Pavers

Driveway – Add new red brick pavers (same as sidewalk) with concrete

- **Current**



- **Example of Change**



- **Additional Information**

Dimensions:

- **Product Information**

Poured Cement

Red Brick Pavers (match current sidewalk to front porch)

Figure 10: Proposed Driveway Paving

Front Porch – Add Black Metal Stair Rail

- **Current**



- **Example of Change**



- **Additional Information**

Porch Handrails on Stairs – 60" on each side

- **Product Information**



Figure 11: Proposed Front Porch Stair Railings

Back Porch – Add new back porch with Southern Yellow Pine Beveled 2-End Balusters Rail; Painted White to Match Trims; Paint Deck and Stairs Gray to Match Existing Deck and Porch

• Current



• Additional Information

Dimensions: 12' x 6' (current width of circle above)

Deck: Pine Planks painted gray (same as front porch and side porch)

Balusters and Railing: Pine balusters painted white (same as trim)

• Example of Change



• Product Information



Figure 12: Proposed Rear Porch

Side Entry – Add Southern Yellow Pine Beveled 2-End Balusters Rail; Painted White to Match Trims; Paint Deck and Stairs Gray to Match Existing Deck and Porch

• Current



• Additional Information

Dimensions:

Right Side – 57"

Front Left – 43"

Handrail – 54" (each side)

• Example of Change



• Product Information



Figure 13: Proposed Side Entry Porch and Rails

Garage – Add new wood framed in back yard



- Example of Change



- Contractor TBD

Currently vetting contractors to build garage. Will engage upon approval



- Additional Information

Garage Dimensions: 24' x 20'

Concrete slab: 6" thick 25' x 21'

2 car garage with lights and window

Wood frame built with metal roof

Painted to match house

Figure 14: Proposed Garage and Placement

Staff finds that the proposed changes will not materially impair the architectural or historic value of the main historic structure, nor detract from the character of the district. The proposed changes are consistent with the Secretary of the Interior's Guidelines for Historic Preservation, Renovation and Rehabilitation. The project will be required to obtain building permits and meet zoning district development standards such as maximum lot coverage and setbacks.

Staff Recommendation

Staff recommends approval of a Certificate of Appropriateness for HPB 23-23 420 Kirby Street for the proposed improvements listed herein.

Historic Preservation Board Results

The Board met on September 7, 2023, to consider this request and it was approved unanimously. This document serves as the Certificate of Appropriateness for these changes.

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The City of Palatka is considering the purchase and installation of a new LED sign to replace the existing Port Consolidated sign located at 102 Reid St, situated in the North Historic District. This initiative aligns with the goals outlined in the Community Redevelopment Plan, which emphasizes the importance of advocating for the health and safety of residents, property owners, and visitors within the Redevelopment Area.

Municipalities increasingly turn to LED signage as a dynamic tool for public communication, enhancing safety by providing real-time updates regarding potential hazards, emergency situations, road closures, and weather alerts. The LED format promises high visibility, particularly in low-light conditions, enabling residents and visitors to receive vital information quickly, thereby ensuring their safety.

PROJECT ANALYSIS

The City of Palatka has solicited quotes from four different LED sign vendors, receiving a total of eight proposals. The signs varied in size from 5x8 feet to a larger 5X10. To evaluate the offers, a team consisting of Interim City Manager Marcia Carty and CRA Coordinator Kristin Odom scored the proposals against the following criteria: size, cost, quality of warranty, and installation option. Upon thorough review, Stewart Signs 5'2X9'2 sign emerged as the vendor with the highest total score of 8, indicating the best overall fit for the City's needs. The cost of the sign is \$31,761.26.

Staff Recommendation

It is the staff's recommendation to utilize Community Redevelopment Agency (CRA) funds to proceed with the purchase of the 5'2X9'2 LED sign from Stewart Signs. This investment not only updates our current signage but also significantly enhances the ability of the City to provide critical information swiftly and effectively to both residents and visitors.

ATTACHMENTS

1.	Stewart Signs 5'2X9'5
----	-----------------------

2.	TV Liquidator 5X9
3.	Guthman Sign 5X10
4.	TV Liquidator 5X10
5.	Signs Plus 5X10
6.	Stewart Signs 5'2X7'4
7.	Stewart Signs 5X8
8.	Signs Plus 5X8

1. Stewart Signs



Stewart Signs
ONE SIGN, ONE COMPANY

1-800-237-3928 stewartsigns.com

Atlas 10.66mm 60x270

Sk: 1053942-3 Cust: 1359022
1/27/2025 F/aDix PROPOSAL
Scale: 5/8"=1' Color: Blue

Signature _____

Date _____

Please confirm that all lettering, colors and graphics are correct before signing. Changes to artwork after signature is received will incur a \$500 art change fee.



Prepared for

City of Palatka
201 North 2nd Street
Palatka, FL 32177

Prepared by

Alex Dix
adix@stewartsigns.com
1.888.237.3928 x2090

DESCRIPTION	PRICE
Double Sided Full Color Atlas Outdoor LED Sign Borderless and front-serviceable modular LED display. LED display • 10.66mm full color at 60 pixels high by 270 pixels wide (16,200 total pixels per side) • Active display area 2'1" x 9'5" (19.8 square feet per side) • Double sided LED cabinet, size 2'1" x 9'5" • 1 to 7 rows of text and use your own images and video clips • 10-year parts availability guarantee (see warranty for info) • ETL Listed and FCC Part 15 compliant See full display capabilities Communication method Communication provided by cellular modem and LIFETIME Cell Connect data plan. See full specifications Sign structure and faces • Double sided 3' x 9'5" identification sign cabinet • Paint color: Black • Graphics digitally printed on 3M™ vinyl and adhered to inside of sign face • TUFFAK® SL flat faces removable via right and left retainers • Double matchplate mount, matchplate hw • Leg height: 3'6", Mount on-center dimension: 2'8", Overall sign height: 8'7" • Minimum wind load rating: 120mph, exposure B • Lifetime warranty on structure & faces, including vandalism (see warranty for info) Electrical specifications • Total number of required 20 amp 120v circuits will be provided on engineer drawing. Max draw for whole sign: 13.09 amps. Custom options • 150 Windload • Installation Included	\$31,761.26 
Software SignCommand.com Cloud-based LED Sign Software FREE for the lifetime of the product. Control your sign from anywhere using any device. No monthly fees. Learn more.	Included
Freight • Shipping of sign from factory to location	Included

Special instructions

Installation INCLUDED

Total: \$31,761.26
+ any applicable sales tax
Payment terms: 50% Down, Balance due 10 days after shipment

INITIALS

Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

SHIPPING INFORMATION

Invoices

CITY OF PALATKA
201 N 2ND ST
PALATKA, FL 32177-3735

All items not specified here will be shipped to:

City of Palatka
201 North 2nd Street
Palatka, FL 32177

Shipping terms: FOB Origin. Storage and other freight services may be added to your invoice should they be required. Unless managed installation services are included, customer is responsible for unloading of sign upon delivery. Signs greater than 6 feet wide are not eligible for lift gate services.

TERMS & CONDITIONS (*unless noted elsewhere in this quote)

TAX: Any applicable sales tax will be added to your invoice. Organizations exempt from sales tax must include exemption certificate with order.

PERMITS: Permits and zoning are the responsibilities of the buyer. Check with your city or county zoning office for proper permitting procedures in your area. Sealed engineer drawings available at additional cost.

INSTALLATION: Installation of footers, erection, electrical service to sign site, electrical hook-up, removal and/or disposal of any existing signage, and any decorative masonry are the responsibilities of the buyer. Managed installation services are available at additional cost.

CANCELLATION: Any cancellation may be subject to cancellation, return, and/or restocking fees. A late fee of 1.5% per month will be charged on any overdue balances. In the event of a payment default, customer will be responsible for all of Stewart Signs' costs of collection, including but not limited to court costs, filing fees and attorney fees.

SUPPORT: US-based phone and internet support are provided FREE for the lifetime of the product. A premier service warranty is available at additional cost.

SOFTWARE: By purchasing the SignCommand.com software product, you are agreeing with the Website Terms of Use (<https://www.signcommand.com/terms>) and Software End User License Agreement (<https://www.signcommand.com/eula>).

COMMUNICATION: Connectivity requires cell service at sign site. Must be within the United States (including Puerto Rico) with 4G LTE coverage shown on the Verizon Coverage Map (<https://www.stewartsigns.com/verizon-map>).

DATA PLAN: By purchasing the Cell Connect Data Plan, you are agreeing with the Data Plan Terms and Conditions (<https://www.signcommand.com/data-plan>).

I have read and understand the Terms & Conditions above.

INITIALS

ORDERING INSTRUCTIONS

1. Review this quote for accuracy. Initial each page of the quote. Sign and date the quote here.
2. Review any corresponding artwork provided with this quote. Check all spelling and colors. Sign and date the artwork.
3. Submit both documents along with your deposit payment to your sign consultant. Speak with your consultant about payment method options.
4. If your organization is sales tax exempt, provide your sales tax exemption certificate with order.

Customer's authorized signature for quote #1053942-3

SIGNATURE

PRINT NAME

DATE

Alex Dix

Alex Dix, Sign Consultant

1/28/2025

Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

Limited Product Warranty ("Limited Warranty")

Definition of Warranty Coverage:

- 1) Stewart Signs (the "Company") expressly warrants to the original purchaser ("You" or "Buyer" or "Owner" or "Customer") that, for a period of five (5) years from the date of shipment (the "Warranty Period"), the electronic displays and the associated Company products (the "Product") will be reasonably free of material defects in materials and workmanship impacting Product fit, form and/or function. During the Warranty Period, the Company will, at its discretion, repair or replace any defective covered Product. The Owner will be responsible for removing and reinstalling any and all repaired or replacement parts. This Limited Warranty only applies to the Company's Product if installed, used, and maintained in the manner recommended by Company, and this Limited Warranty is conditioned upon compliance with all such instructions. Lifetime telephone support for the Product is provided, as needed.
- 2) In the event the Product is damaged during shipping, it is the responsibility of the Buyer to refuse delivery, causing the Product to be returned to the manufacturer for repair. Title to the Product passes to the Buyer upon the Company's delivery to the freight carrier. The Company assumes no liability for damage caused by careless handling or poor installation, except for work completed by employees of the Company.
- 3) Any information or suggestion by the Company with respect to the Product concerning applications, specifications or compliance with zoning, codes and standards is provided solely for your convenience and without any representation as to accuracy or suitability. You must verify and test the suitability of any information with respect to the Product for your specific application.
- 4) Sign Structure and Sign Face: In the event the sign structure or identification/changeable copy portion of the sign malfunctions under normal use and service thereof DURING THE LIFE OF THE SIGN due to material defects in workmanship or materials, the Company will, at its option, repair or replace any defective materials.
- 5) Vandalism to Sign Faces: This Limited Warranty covers polycarbonate faces against breakage due to vandalism DURING THE LIFE OF THE SIGN. Warranty protection does not extend to these surfaces if damaged by gunshots, or when damaged coincident with damage to the sign cabinet in which the faces are installed. LED panels are also covered from vandalism for the duration of the electronics portion of the Limited Warranty (5 years). Excludes Cornerstone monument signs and other Cornerstone components.
- 6) Failed electronic parts or assemblies will be repaired or replaced, at the sole discretion of the Company. Replacement or repaired parts are warranted to be free from material defects in material or workmanship for ninety (90) days, or for the remainder of the Warranty Period of the Product they are replacing or in which they are installed, whichever is longer.
- 7) The Company will repair failed LED pixels if greater than one quarter of one percent (0.25%) of the total number of pixels in the sign have failed in one (1) calendar year, provided the sign is installed with the recommended ventilation system for its location. The definition of pixel failure is when all LEDs in the pixel will no longer emit light. Pixel repair is performed at the Company Repair Center. It is common knowledge within the sign industry that all LEDs degrade and produce less light as they age. Eventually the LEDs will require replacement even though the LEDs will still emit light. This Limited Warranty does not cover normal LED degradation.
- 8) Customer Obligations:
Failure by the Customer to properly maintain the Product will void coverage for affected components. The Customer shall notify the Company immediately of equipment failure and allow the Company full and free access to the Product when required. Waiver of liability or other restriction shall not be imposed as a site access requirement. The Customer is responsible for all costs and management oversight associated with providing the Company access to the Product, providing the necessary machines, communication facilities and other equipment, inclusive of but not limited to lifting equipment. Should on-site repair be required, Customer is required to have a responsible individual on-site to provide access to the Product as well as sign off on a completed work order.
- 9) Exclusions and Restrictions:
The Company reserves the right to restrict service, limit replacement parts, or invalidate this Limited Warranty to Customers whose account balance is past due.
This Limited Warranty specifically excludes any on-site labor required to service the covered Product, including diagnosis, removal, and installation of parts and/or products. Any on-site service required by the Customer of Company technicians or a local Company-authorized service provider is billable to the Customer based on an agreed-upon written quote.
This Limited Warranty does not apply to software. Software is covered by a separate agreement, which appears in the Company's software license agreement.
ID cabinet LED illumination and power supply are covered for two (2) years, when purchased as a system.
- 10) This Limited Warranty specifically does not cover the following:
 - a) Third-party communication devices such as wireless devices and modems, which are covered by a separate electronic communication warranty. This includes the Ubiquiti wireless radios provided by Stewart Signs, which carry a one (1) year warranty from ship date when purchased with a new sign.
 - b) Damage to Product that has been moved from its original installation location or is mounted in a mobile structure.
 - c) Cosmetic damage to the Product (including but not limited to scratches and dents that do not otherwise affect the fit, form or functionality of the Product or materially impair its use).
 - d) Recovery or transfer of any data or software stored on the Product not originally installed on the Product by the Company.

INITIALS

Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

- 11) This Limited Warranty specifically does not cover conditions, defects or damage caused by or resulting from the following:
- a) Defects caused by: unreasonable or unintended use of Product; improper or unauthorized handling; accident; omission; neglect; vandalism (unless otherwise noted in this Limited Warranty); misuse; physical abuse; installation, use and/or fabrication, and maintenance of the Product by any party other than the Company.
 - b) Damage (not resulting from manufacturing defects) that occurs while the Product is in the Owner's control and/or possession, unless otherwise noted in this Limited Warranty.
 - c) Extreme physical or electrical stress or interference; environmental conditions beyond the Company's control, such as man-made or naturally occurring salt air/fog, electrochemical oxidation or corrosion and/or metallic pollutants. Also not covered is normal wear and tear; inadequate, improper, or surges of electrical power; lightning, floods, fire, acts of God, war, terrorism, or other external causes, including Force Majeure.
 - d) Unauthorized modification, including installation of third-party software on the Product.
 - e) Product modification or service by anyone other than: (a) the Company, (b) a Company-authorized service provider, or (c) Customer's own installation of Company approved parts with instruction from the Company. Service to damaged or malfunctioning Product which has not been ordered or authorized by the Company's Customer Satisfaction Department is not covered under this Limited Warranty and will automatically invalidate this Limited Warranty.
 - f) Computer viruses, Trojan horses, worms, self-replicating code or like destructive code which was not included in the Product by the Company.
 - g) Products installed with known or visible manufacturing defects at the time of installation.
- 12) The Company will provide and be responsible for the cost of shipping parts from the Company to the Customer, with the exception of sign faces replaced due to vandalism. Standard shipping via the United States Postal Service or other commercial parcel delivery company is the default method of delivery. Expedited delivery is available to the Customer at his or her expense.
- 13) Warranty claims must be registered with the Company within thirty (30) days of damage or malfunction. To register a claim, the Customer must contact the Company at the location specified below and provide (a) his or her name and any other required contact information, (b) Product and purchase descriptions, and (c) the nature of the defect. The Company reserves the right (at its sole discretion) to require proof of original purchase (e.g. paid invoice, receipt) and to visit the site of the installation or to require documentation of the claim before assuming any responsibility under the provisions of this Limited Warranty.
- 14) THE LIMITED WARRANTIES SET FORTH HEREIN ARE THE ONLY WARRANTIES MADE BY THE COMPANY IN CONNECTION WITH THE PRODUCT. THE COMPANY CANNOT AND DOES NOT MAKE ANY IMPLIED OR EXPRESS WARRANTIES WITH RESPECT TO THE PRODUCT, AND DISCLAIMS ALL OTHER WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE COMPANY'S SOLE OBLIGATION UNDER THIS LIMITED WARRANTY SHALL BE TO REPAIR OR REPLACE MALFUNCTIONING OR DEFECTIVE PARTS OF THE PRODUCT. BUYER ASSUMES ALL RISK WHATSOEVER AS TO THE RESULT OF THE USE OF THE PRODUCT PURCHASED, WHETHER USED SINGULARLY OR IN COMBINATION WITH ANY OTHER PRODUCTS OR SUBSTANCES.
- 15) NO CLAIM BY BUYER OF ANY KIND, INCLUDING CLAIMS FOR INDEMNIFICATION, SHALL BE GREATER IN AMOUNT THAN THE PURCHASE PRICE OF THE PRODUCT WITH RESPECT TO WHICH DAMAGES ARE CLAIMED. IN NO EVENT SHALL COMPANY BE LIABLE TO BUYER IN TORT, CONTRACT OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, PUNITIVE OR EXEMPLARY DAMAGES, OR FOR LOSS OF PROFIT, REVENUE OR USE, IN CONNECTION WITH, ARISING OUT OF, OR AS A RESULT OF, THE SALE, DELIVERY, SERVICING, USE OR LOSS OF USE OF THE PRODUCT SOLD HEREUNDER, OR FOR ANY LIABILITY THAT BUYER HAS TO ANY THIRD PARTY WITH RESPECT THERETO.

10-Year Parts Guarantee - Stewart Signs provides a 10-year parts guarantee for our LED signage. While hardware can change year over year, we will have available suitable hardware to allow the continued use of your signage for 10-years from the ship date of the sign. Changes in hardware include but are not limited to: visual hardware changes, software changes, or control system upgrades.

Contact Information:

Stewart Signs Customer Satisfaction
2201 Cantu Court, Suite 215
Sarasota, FL 34232
Phone: 855-841-4624
Web: www.stewartsigns.com/support/

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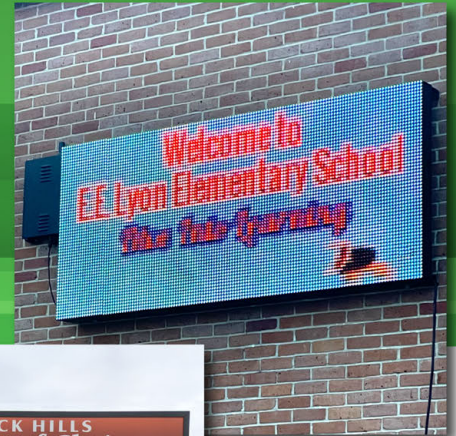
INITIALS

STEWART SIGNS

Atlas Series



This borderless, modular LED sign is available as an LED display-only or in a complete sign system with identification cabinet and support structure. Make a **big impact** at a great value!



Borderless display
fits a variety of
support structures

Open cabinet
design in back
for fanless cooling



Powered by
SignCommand®
Cloud-based Software



LEARN MORE ABOUT LED SIGNS AT

stewartsigns.com/led-sign-education

 **Stewart Signs**
ONE SIGN, ONE COMPANY

AtlasFlyer-SS231101

1.800.237.3928
stewartsigns.com

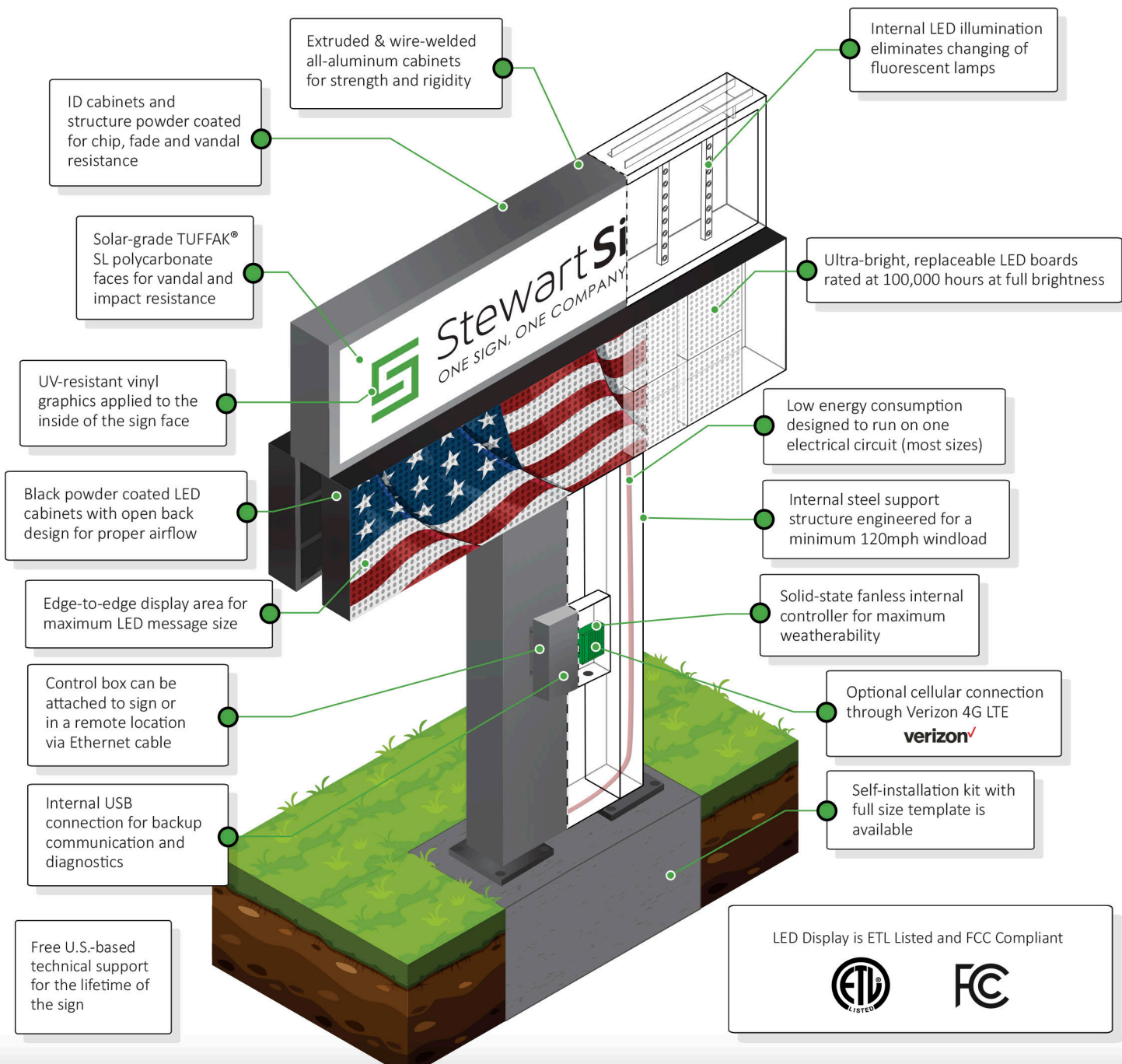
55
YEARS
OF EXCELLENCE

Page 285 of 380

ANATOMY OF THE ATLAS LED FROM STEWART SIGNS



*See warranty for details



LEARN MORE AT

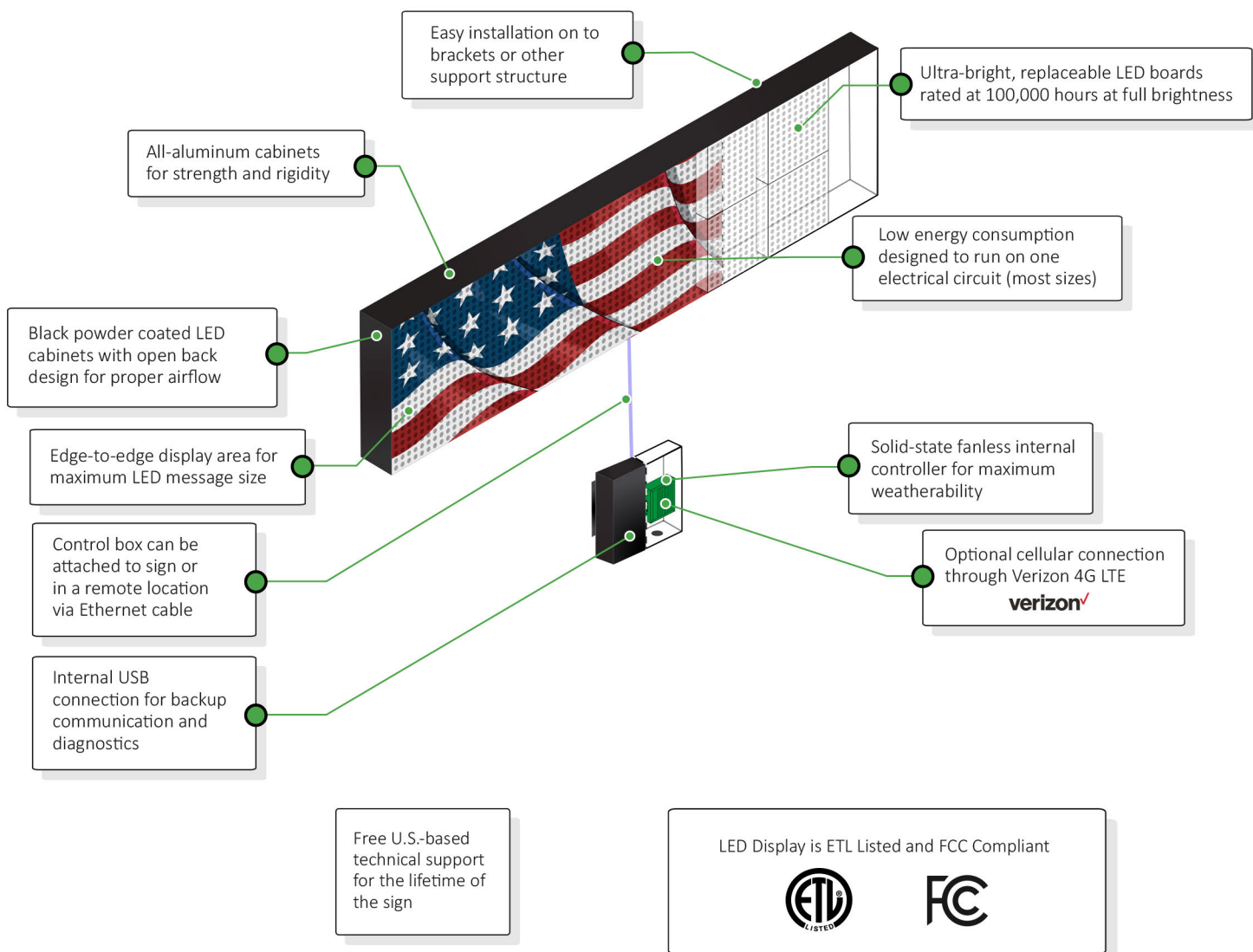
stewartsigns.com/outdoor-led-signs



stewartsigns.com ■ 800-237-3928



ANATOMY OF THE CABINET-ONLY ATLAS LED FROM STEWART SIGNS



LEARN MORE AT
stewartsigns.com/outdoor-led-signs



stewartsigns.com ■ 800-237-3928





Create and send amazing messages from anywhere
with the **easiest** LED sign software in the cloud!

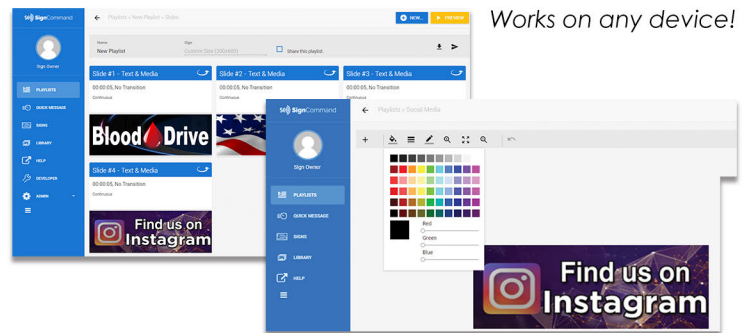
Sign owners have told us that they want sign software that's easy to use and can be accessed from any device. Software with powerful editing and scheduling capabilities, built from the ground-up with security in mind. Software that **just works** and requires no installation or complex network setup.

Introducing SignCommand, the next generation in LED sign control. From a built-in library of video clips to easy collaboration with other users, your sign message will become a **powerful voice** for your organization. Get more from your sign with the power of the cloud!

See videos and more at
stewartsigns.com/software



Works on any device!



Access From Anywhere

From home or work, computer or phone, you can change your sign message with no software setup.



The Media You Need

Search, preview and add from our constantly expanding graphics library, right inside the application.



Your Message, On Your Time

Advanced scheduling options allow for highly customized messages based on date and time.



Eye-Catching Special Effects

Many built-in transition and text effects will increase interest and attention in your sign message.



Delivering Peace-of-Mind

Offering features like two-factor authentication, it's built from the ground-up with a focus on security.



A Network of Support

Remote diagnostics and monitoring allow us to fix existing problems and prevent future ones.



stewartsigns.com ■ 800-237-3928

SignCommandFlyer-SS231001



powered by
The leader in **secure and reliable**
cloud application hosting.

Works across **all** operating systems.



SignCommand®

Built-in Graphics Library

Generate attention and interest in your message!

With your investment in LED technology, the messages that you display will now have the power to be **more effective than any other communication**. But not just any content will have the impact you're after. Plain text messages can get lost in a crowded visual landscape, and many organizations don't have the resources to create their own dynamic sign graphics.

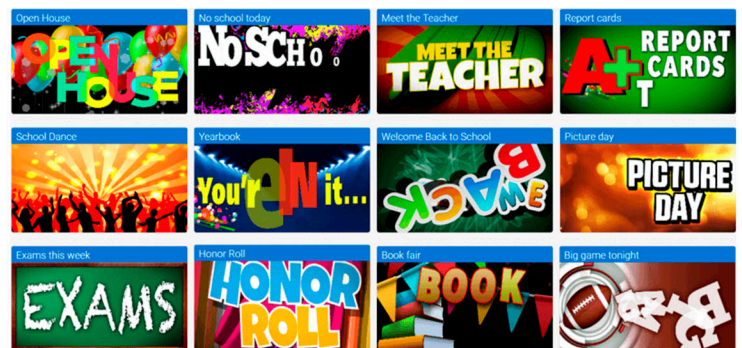
SignCommand offers a **built-in and constantly expanding library** of graphics and video animations. These media files are created and optimized by artists that specialize in sign content creation, and will turn a sign that can be read into a sign that will be read.

Learn more and see graphics in action at stewartsigns.com/library

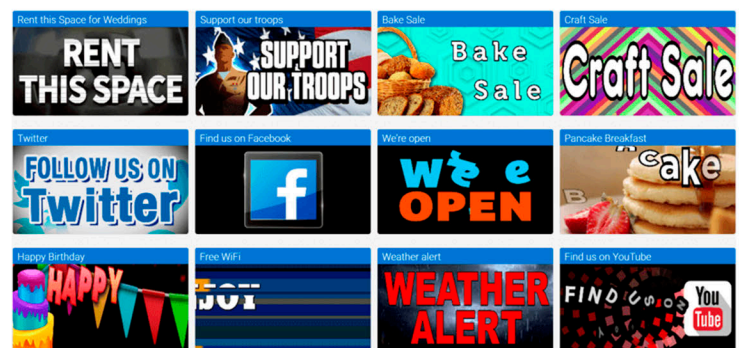
Ask your sign consultant for SignCommand demo account access to view the library!



Church & Religious



School & Educational



Business & General
... and many more!

OVER 2,000 ITEMS AVAILABLE!

* Amount of image detail available on the LED display is determined by the matrix size. Examples shown here for demonstration purposes only.

StewartSigns
ONE SIGN, ONE COMPANY

stewartsigns.com ■ 800-237-3928

LibraryFlyer-SS231001

WE ARE STEWART SIGNS

AMERICA'S PREMIER SIGN COMPANY

Stewart Signs is a national sign company with a local approach. Since 1968, we've provided signs for **tens-of-thousands of satisfied customers** across the country and around the world. From the frozen landscapes of Alaska to the hurricane-prone coasts of Florida, we provide our signs through the easiest process in the industry.



Over 60,000 signs nationwide

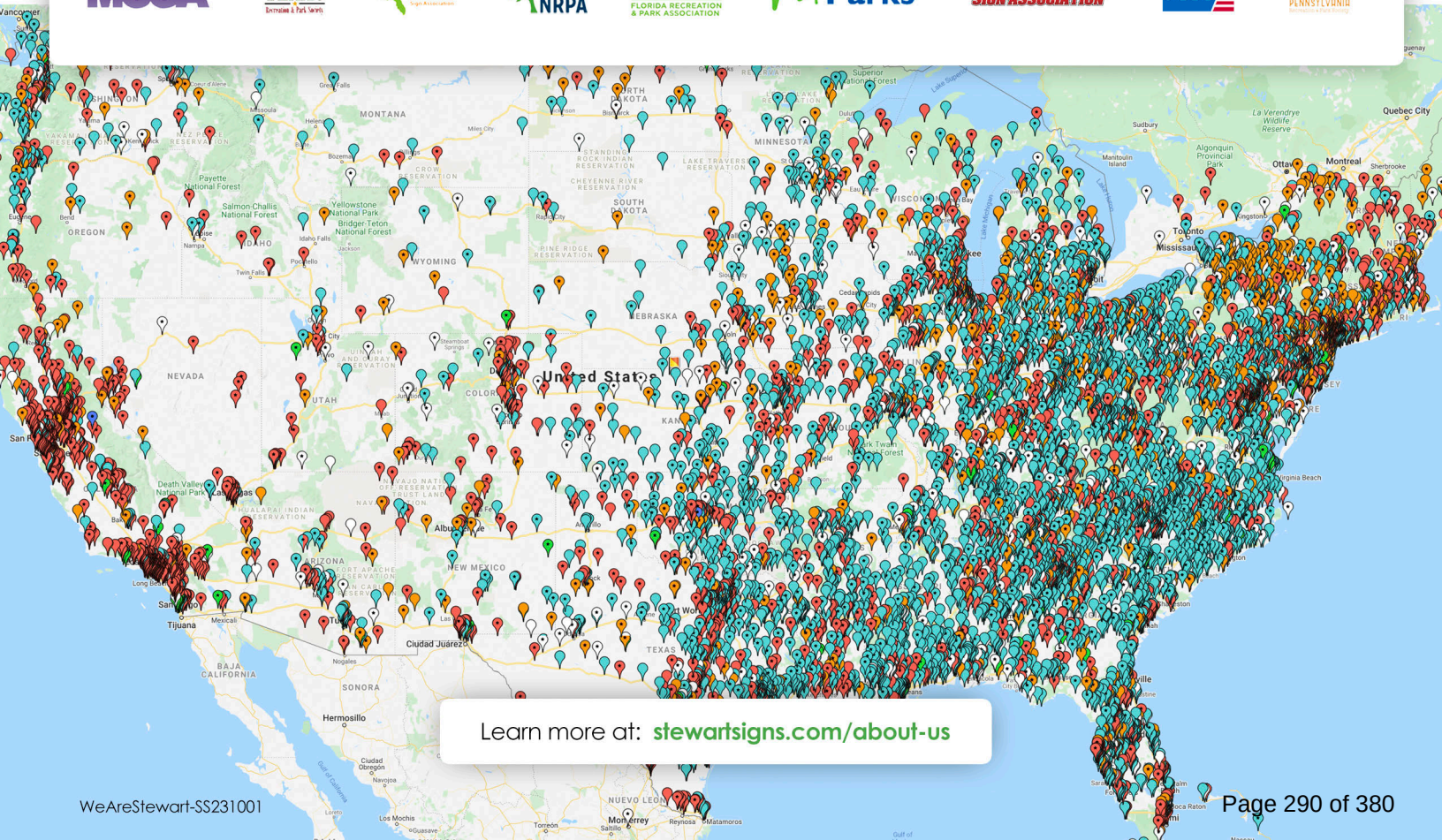


We are BBB accredited with an A+ rating



Our customers find success with our signs

We are endorsed by many denominational organizations and hold many contracts and memberships.



Learn more at: stewartsigns.com/about-us

TECHNICAL SPECIFICATIONS FOR THE

Atlas Series

Available Pixel Pitches

Physical pixel pitch	6.67mm	8.88mm	10.66mm	16mm
Module pixels (H) x (W)	48 x 48	36 x 36	30 x 30	20 x 20
Color options	Full color	Full color	Full color	Full color
LEDs per pixel	1 SMD	1 SMD	1R / 1B / 1G	1R / 1B / 1G
Minimum character height	1.8"	2.4"	2.8"	4.4"
Maximum NIT rating	Up to 10,000 nits	Up to 10,000 nits	Up to 10,000 nits	Up to 10,000 nits

Features

Video formats	AVI, MOV, MP4, MPG, WMV
Still image formats	JPG, BMP, PNG, TIF, GIF
Refresh rate	Up to 1,200 Hz
Frame rate	Up to 60 frames-per-second
Control type	SignCommand media player in control box
Storage capacity	32 gigabyte solid state drive
Communication options	Cell Connect, Direct Connect, Wireless, USB
Dimming	100 levels - automatic, scheduled or manual
Air circulation	None, open back
Cabinet construction	All aluminum with screws
Cabinet IP rating	IP65 (front), IP54 (back)
Service access	Front serviceable
Product warranty	5-year LED parts warranty, lifetime sign face and structure parts warranty*
Parts availability	10-year parts availability guarantee on LED display components*
Tech support	Unlimited from our in-house Stewart technical support team
Graphics capability	Text, animation, images and pre-recorded video clips
Voltage	120VAC, 208VAC or 240VAC, size specific
Average LED life	100,000 hours
Certifications	ETL and CE
Viewing angle	140° horizontal
Software	SignCommand.com, our proprietary cloud-based LED software
Built-in graphics library	Over 2,000 pieces optimized for use on LED displays



* Refer to the sign quote for specific warranty information for your product.

FCC Notice

All components have been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. The user is cautioned that any changes or modifications not expressly approved by the party responsible for FCC compliance could void the user's authority to operate the equipment.

2. TV Liquidator

AIO 95

FULL COLOR LED BOARD

PRODUCTION RENDERING

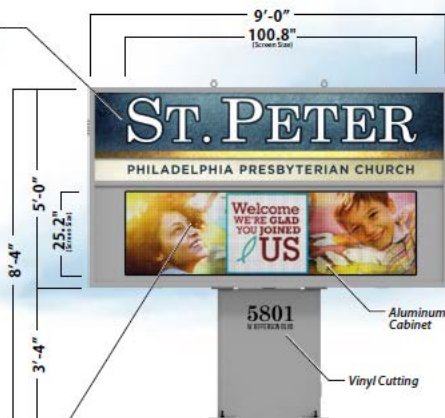
AIO95-SP1048SMD-DF
(40" PEDESTAL HEIGHT)

SCALE: 3/8" = 1'
WHEN PRINTING, SET PAGE SCALING TO "NONE".

<Pedestal Type>
Double Faced

Full Color
Vinyl Print

6'



<Front View>

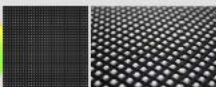
Eye bolts for Lifting
(Removable)
Backlit LED Lightbox
Frame Divider
(1.56")

1'-0"
Toggle Switch
Photo Cell Sensor
Ventilation Cover
Wireless
Connections
Device
(Up to 500ft)

<Left View>



<ISO View>



10mm Pitch, Full Color LED
25.2" x 100.8" Display Dimension
64 x 256 Pixel Dimension
Wifi Wireless, PC Data Input Type
Max. 8 line Text HD Image / Video Contents Available

GRADE

CABINET SURFACE COLOR
:RAL7004-SIGNAL GREY

TV Liquidator
U.S. Distributor of LED Signs

CHURCH CLIENT NAME	AIO95-SP1048SMD-DF MODEL NUMBER	FT / IN UNIT	TV LIQUIDATOR SALES/CONSULTANT	00 / 00 / 2019 DATE
PEDESTAL ADDRESS AIO 95 SERIES / 40" HEIGHT PEDESTAL TYPE / DOUBLE FACE SIGNAGE / PC-WIFI DATA INPUT		APPROVED BY DATE		

PG 1 OF 1

5801 W. JEFFERSON BLVD. LOS ANGELES, CA 90016
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UNDER ARTICLE 27 OF THE ADVERTISING COMMITTEE CODE OF ETHICS AND PRACTICE FOR THE GRAPHIC ARTS AND COMMUNICATIONS INDUSTRY: Examples of artwork work furnished to a representative buyer shall remain the property of the artist, should not be duplicated without the artist's authorization, and shall be returned promptly to the artist in good condition if requested. Any violation of this code shall be punished to the full extent of the law. Dimensions subject to change due to detailed design considerations. TV Liquidator will endeavor to closely match colors, including PMS colors when specified. We cannot guarantee exact matches due to varying compatibility of surface materials, vinyl and paints used. TV Liquidator is not responsible for typographic errors.

5801 W. Jefferson Blvd. Los Angeles, CA 90016

Phone 888-885-7740 | Fax: 424-298-8490

www.TVLiquidator.com

Quote

AIO 95 10mm SMD HD FULL COLOR

Quantity	Item	Description	Unit Price	Line Total
1	AIO-95	Double Sided - 5' x 9' ID Cabinet with 40" Pedestal	\$27,385.00	\$27,385.00
		64px x 256px - 10mm SMD HD Full Color LED Sign / 1-8 Rows of Text		
		Wireless Antenna System Included		
		Full Color Text, Images, Video and Graphic Animations		
		Free Shipping / Free Lifetime Support / Free 3 Year Warranty		

If you have any questions regarding this quote, or would like to place an order please contact:

Christopher Hay - General Manager

Phone: 888-885-7740 Ext 103

info@tvliquidator.com

(Available M-F 7:30am-5pm PST)

Subtotal

\$27,385.00

Shipping

\$0.00

Sales Tax

\$0.00

TOTAL

\$27,385.00

Specifications				
Cabinet Width	Cabinet Height	Cabinet Depth	Pedestal Height	Pixel Matrix
108"	60"	12"	40"	64 X 256
Pixels	LEDs	Amps - Avg	Amps - Max	Weight
16,384	49,152	3.8	11.3	TBD
AC Power / Voltage	Adjustable Brightness	LED's Per Pixel:	Pitch/ Resolution	Operating Temperature
120 V	70 – 7,000 NITS	1R, 1G ,1B	10 mm SMD	-40F to +140F
Programming Type	Software	Warranty	Maintenance	Lead Time
PC Version	TVL Software	3 Years	Front Accessible	5-6 Weeks

Our LED Monument Signs Attract Customers and Increase Sales

Lowest Prices - We sell thousands of signs direct to the public. We're also a major supplier to hundreds of sign stores and Internet resellers across the USA and Canada. Thanks to our massive sales volume, we're able to offer the lowest prices on top quality LED signs. Sign stores and other Internet sites sell our signs for almost double our prices. So, you save big money when you order a sign directly from us and have your handyman install it. We do not charge sales tax for customers outside of California

Free Shipping in USA and Canada - We are a proud American company. Our corporate offices, showroom, manufacturing and shipping facilities are located in Los Angeles. We ship our monument signs in crates for free to anywhere in the United States and Canada. Just call 888-885-7740.

The Industry Leader - We ship LED signs to businesses in every industry and all types of government locations. No other company can match our experience and expertise. Our team of experts take all orders over the phone so we can make sure our customers are very satisfied and get exactly what they need.

Best Customer Service - Call us at 888-885-7740 or email us at info@tvliquidator.com. Our experts can answer your questions and help you with anything you need. We have free lifetime telephone technical support. We can even show you how to program your sign with our easy to use software. We want to help you improve your business. We take care of our customers.



TV Liquidator

U.S. Distributor of LED Signs

ALL-IN-ONE MONUMENT SIGN

Completely Customizable - We have many shapes and sizes to fit your needs. Every part of your sign can be customized. Our design professionals will work with you to create the most beautiful logo sign. You can choose from over 200 colors for the cabinet and pedestal. If you are unsure of what you need, we have you covered. Our design team has hundreds of design templates to get the ball rolling. We also offer many LED sign sizes. All of our HD Full Color LED signs can display 1, 2, 3- and 4-line messages. Display up to 8 lines at a time on larger sizes. Display full color text, images, logos, video, animations, and stunning special effects.

Top Quality and Weatherproof - We are constantly improving the quality and performance of our products. Our All-In-One Monument signs are the absolute best quality. We use an all-aluminum frame with a solid steel support structure. We finish the structure with durable powder coating paint. Our design can withstand the most extreme wind loads. Each monument is made with a high-grade double surface Lexan face, a Lexan vandal cover, and a climate-controlled cabinet.

The Best HD Full Color LED Signs - All of our custom monument signs come with state-of-the-art 10mm HD Full Color LED signs. Our signs are better, brighter and have more features than other LED signs. They have low energy consumption which saves up to 90% in energy costs. They're completely silent. Advertise 24 hours a day with minimal power usage. We use high performance LED modules and the highest-grade Meanwell power supply.

Wireless LED Sign Programming - Program signs wirelessly with our easy-to-use LED sign software. You can write and store hundreds of different rotating messages in the comfort of your office from up to 500' away. Upload your own images, animations, video, audio, tables, and text. Display date, time, countdown clock and stop watch. Schedule ads to display at certain dates and times.

USA and Canada Certifications - All of our all in one monument signs are designed and manufactured here in the USA with domestic and foreign parts. They are built to a higher standard than other monument signs. They are FCC Compliant, UL Compliant, CSA Compliant, and Met lab Certified. They come with a proof of certification label with a corresponding serial number which helps to verify that your sign is safe and meets local requirements. They are completely weatherproof with easy front access. They have new advanced features.

Do It Yourself Installation - Our All-In-One Monument signs come ready to go with our Universal Mounting System. We provide an installation template, diagrams and instruction manuals for easy setup. Simply lay the foundation, connect the electricity, and bolt the monument in place. You can do it yourself or use a handyman.

Free 3 Year Warranty - Our signs are built to last. If you leave them on 24 hours a day 7 days a week, they'll work great for at least 11 years maintenance free. We have the best warranty in the industry. It covers all parts and factory labor. We have free lifetime telephone technical and programming support. Every sign is built in Los Angeles with strict quality control and top-quality craftsmanship. They are inspected and completely tested before delivery to our customers.

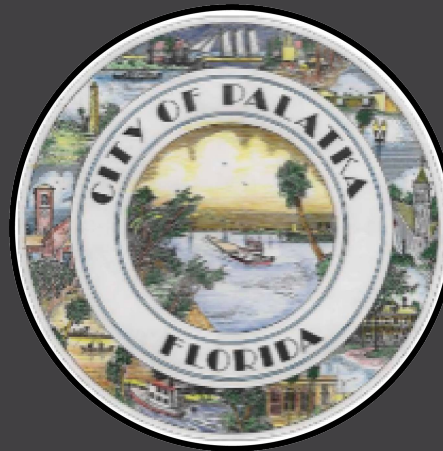
If you have any questions or would like to place an order,
Call us toll free: 888-885-7740 Email: info@tvliquidator.com

THANK YOU FOR YOUR BUSINESS!

3. Guthman Sign



GUTHMAN SIGNS



WWW.GUTHMANSIGNS.COM

- Matthews Painted Structure and Cabinets
- High Definition LED Display (Double Sided)
- Custom Pedestal with City Logo in Vinyl
- Cloud Based Software

PAGE 2 OF 2

ART
VERSION 180330-1

DATE 01/24/2025

PM pm

DESIGN CG

DATE REVISION NOTE

BEFORE



AFTER

120.5"



24"

36.5"

40"

30"





GUTHMAN SIGNS



QUOTATION QUO178900

Project: City of Palatka
Quote Option: 10mm DF 3 x 10

Quote Created On: 01-24-2025 11:06 AM
Quote Revised On: 01-24-2025 11:11 AM
Print Date: 01-24-2025
Quote Valid for 30 Days

Account

Guthman Signs
Bob Norman
941-357-0791

Account ID: ACC124917

Bill To Address

102 Reid Street
Palatka, Florida 32177

Ship To Address

102 Reid Street
Palatka, Florida 32177

Quote Pricing

Item #	Product	Qty	Unit Price	Net Price
1	Outdoor 10mm RGB 96x288 With 2'X10' Top Cabinet per Design Double Face	1 Each	\$ 41,500.00	\$ 41,500.00
2	Cellular Modem (4G LTE)	1 Each	\$ 475.00	\$ 475.00
3	Lifetime Verizon Data Plan	1 Each	\$ 1,500.00	\$ 1,500.00
4	Light Sensor	1 Each	\$ 125.00	\$ 125.00
5	Shipping & Crating 25-35 Sq. Ft.	1 Each	\$ 910.00	\$ 910.00
6	ADD: 7 Year On-Site Labor Warranty	1 Each	\$ 1,477.00	\$ 1,477.00
7	Installation and Permit Acquisition Services	1 Each	Included	Included

Courtesy of Vantage LED

This order will include, a one (1) year pre-paid subscription to the SM Infinity Silver Package (500 points / month) at no additional cost., Does not apply to orders where alternate software has been specified.

See the 'Product Specifications' section for detailed product information.

This quote pricing only includes the items specifically listed in the above table or as is described in the 'Product Specifications' section. Items written in or included in the Project Notes are subject to acceptance by Vantage LED Executive Management and are not binding. This document is a quotation form only and shall not be used as a contractual order.

Payment Terms:

50.00% Deposit / 50.00% Before Shipment Release

Buyer assumes responsibility for reporting and remitting any applicable Sales Taxes.

Sub Total \$ 45,987.00
Grand Total: \$ 45,987.00

Optional Product Item Included

Order Item 6 in this quote is an optional 7 Year On-Site Labor Warranty. Requesting this item to be removed at the time of order will reduce the subtotal of the order by \$ 1,477.00.

Project Notes



GUTHMAN SIGNS



Product Specifications

Product Specifications are subject to change without notice. Vantage LED intends for all product specifications to be accurate. On occasion a miscalculation, typographical or other error may occur. We appreciate the details of any error being brought to our attention, and while Vantage is apologetic, we are not liable for any misfortune this may cause.

Item #	Product	Qty
1	FLEX V-Series: Outdoor 10mm RGB 96x288 Double Face Flex V-Series Full Color Outdoor Display	1 Each
	Display Specifications	
	Physical Pitch..... 10mm	
	Physical Matrix (HxW)..... 96 pixels (H) x 288 pixels (W)	
	LEDs Per Pixel..... R1G1B1	
	Cabinet Dimensions (HxW)..... 3 ft. 1-13/16 in. (H) x 9 ft. 5-3/8 in. (W)	
	Active Display Area (HxW)..... 3 ft. 1-13/16 in. (H) x 9 ft. 5-3/8 in. (W)	
	Estimated Weight per Face..... 342.24 Lbs.	
	Square Feet per Face..... 29.76	
	Service Access..... Front Service, Rear Service Available as Custom Order Option	
2	Display Capabilities	1 Each
	Color Capability..... 281 Trillion Colors	
	Viewing Angle..... 160 Degrees Horizontal	
	Max. Brightness..... 10,000 NITS	
	Electrical Specifications	
	Maximum Load at 120 Volts AC... 7.7 Amps per Face	
	Typical Load at 120 Volts AC..... 2.3 Amps per Face	
	Maximum Load at 240 Volts AC... 3.8 Amps per Face	
	Typical Load at 240 Volts AC..... 1.1 Amps per Face	
	Suggested Input Voltage..... 120 Volt AC	
3	Single Phase Input Power Only	1 Each
	Warranty Coverage	
	Parts Warranty Period..... 7 Years	
	Cellular Modem (4G LTE)	
	Cellular Modem for Vantage Data Plans	
	This product has no data plans associated with it and must be combined with a data plan to be activated.	
	Includes cellular modem, power supply and external antenna(s)	
	Please note due to variances in coverage by Carrier Network and other site specific conditions, Vantage LED cannot guarantee that this product package is suitable for all locations and may result in communications related issues. In the event that Carrier coverage is not sufficient for the final installation, alternate Carriers or Communications may be required and will incur any additional equipment or subscription fees.	
	Lifetime Verizon Data Plan	
	Lifetime Data Package on Verizon Carrier Network.	
4	Plan includes One (1) GB of data transfer per month.	1 Each
	Data plan must be combined with a cellular modem device from Vantage LED.	
	Please note due to variances in coverage by Verizon Carrier Network and other site-specific conditions, Vantage LED cannot guarantee this product package is suitable for all locations and may result in communications related issues with the display. In the event that Carrier Network coverage or technology supported is not sufficient for the equipment or display location, alternate carriers or communications devices may be required, and additional charges may be incurred. The industry standard lifetime of an LED display is defined as approximately 10 years. The lifetime data plan term is for the life of the LED Display it is originally purchased with and is not to exceed the industry standard 10-year lifetime of an LED Display. Data Package subject to the terms and conditions of the Vantage LED Cellular Data Packages Program, available upon request.	
	Light Sensor	
	Provides automatic dimming of the LED display based on ambient light conditions.	
	Shipping & Crating 25-35 Sq. Ft.	



GUTHMAN SIGNS



Item #	Product	Qty
6	ADD: 7 Year On-Site Labor Warranty Extend Warranty Coverage with 7 Year On-site Labor Plan. Covers on-site labor costs for repair or replacement of part covered by Limited Parts Warranty. Terms and Conditions apply and available upon request. Products installed indoors are not eligible for coverage.	1 Each



GUTHMAN SIGNS



Vantage LED Key Features

LED Display



Low Power

Lower operational costs, Vantage displays require up to 70% less power than other leading manufacturers.



Upgradeable

Our Flex Product lines utilize uniform module sizes and design features that allow field upgrades to higher resolutions or more colors in the future.



Edge to Edge

Borders take up space, Vantage displays provide 100% active display delivering brilliant content.



Ready to Install

No building blocks. Vantage displays are assembled, tested and ready to install with confidence.

SM Infinity Software



Custom Content

Our 1 year content package harnesses the creative expertise of professional graphic designers to create brilliant content for your display.



Emergency Alerts

With SM Infinity's FEMA integration, Vantage displays can automatically display emergency messages to aid and support the community.



User Roles

Set different permission levels per user to divide the workflow. Allow marketing to request and approve content, while administrative team members develop content schedules.



Smart Messages

Deliver targeted marketing by scheduling messages based on days of the week, time of the day or drive impulse sales with conditional messages based on weather conditions.

The Vantage Team



7 Year Parts Warranty

Vantage Displays include a 7-year parts warranty, with options to add extra peace of mind with a 7-year on-site labor warranty.



US Based Support

Get the support you need with our team of US based telephone technicians. On the ready to help you resolve issues in a flash.



Focused on Your Growth

Our team of industry veterans are working hard each day to deliver products, services and knowledge resources, so that you can stay focused on your organizational growth.



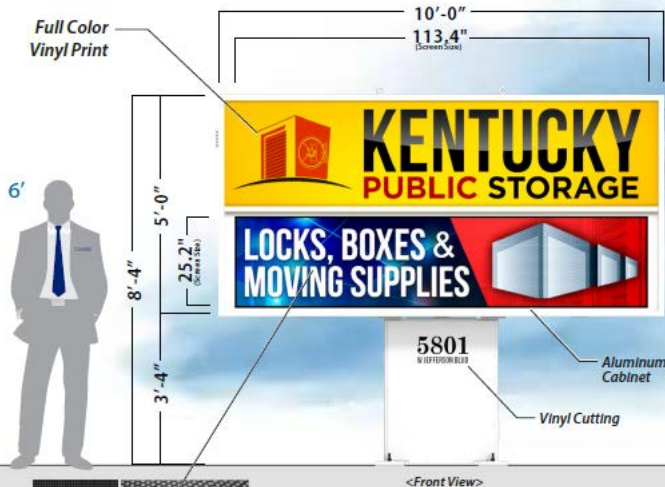
Helpful Resources

From training resources and support for Display Owners, to demos, video renderings, product training and co-branded marketing for Dealers, our team is ready to help.

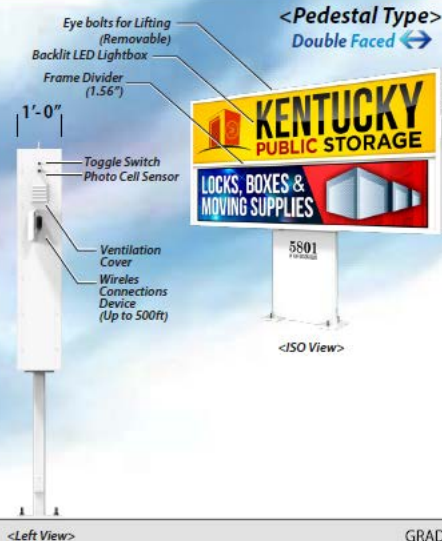
4. TV Liquidator

AIO105-SP1049SMD-DF
(40" PEDESTAL HEIGHT)

SCALE: 3/8" = 1'
WHEN PRINTING, SET PAGE SCALING TO "NONE".

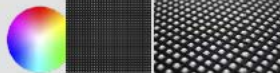


<Front View>



<Left View>

GRADE



10mm Pitch, Full Color LED
25.2"x113.4" Display Dimension
64 x 288 Pixel Dimension
Wifi Wireless, PC Data Input Type
Max. 8 line Text HD Image / Video Contents Available

CABINET SURFACE COLOR
:RAL9003 - SIGNAL WHITE

TV Liquidator
U.S. Distributor of LED Signs

PUBLIC STORAGE CLIENT NAME	AIO105-SP1049SMD-DF MODEL NUMBER	FT / IN UNIT	TV LIQUIDATOR SALES CONSULTANT	00 / 00 / 2019 DATE
5801 W. JEFFERSON BLVD. ADDRESS		AIO 105 SERIES / 40" HEIGHT PEDESTAL TYPE / DOUBLE FACE SIGNAGE / PC-WIFI DATA INPUT DESCRIPTION		
PG 1 OF 1		APPROVED BY: DATE:		

5801 W. JEFFERSON BLVD. LOS ANGELES, CA 90016
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5801 W. Jefferson Blvd. Los Angeles, CA 90016

Phone 888-885-7740 | Fax: 424-298-8490

www.TVLiquidator.com

Quote

AIO 105

10mm SMD

HD FULL COLOR

Quantity	Item	Description	Unit Price	Line Total
1	AIO-105	Double Sided - 5' x 10' ID Cabinet with 40" Pedestal	\$29,785.00	\$29,785.00
		64px x 288px - 10mm SMD HD Full Color LED Sign / 1-8 Rows of Text		
		Wireless Antenna System & State Sealed Engineering Docs Included		
		Full Color Text, Images, Video and Graphic Animations		
		Free Shipping / Free Lifetime Support / Free 3 Year Warranty		

If you have any questions regarding this quote, or would like to place an order please contact:

Christopher Hay - General Manager

Phone: 888-885-7740 Ext 103

info@tvliquidator.com

(Available M-F 8am-4pm PST)

Subtotal

\$29,785.00

Shipping

\$0.00

Sales Tax

\$0.00

TOTAL

\$29,785.00

Specifications Per Sign Face				
Cabinet Width	Cabinet Height	Cabinet Depth	Pedestal Height	Pixel Matrix
120"	60"	12"	40"	64 X 288
Pixels	LEDs	Amps - Avg	Amps - Max	Weight
18,432	55,296	4.3	12.8	TBD
AC Power / Voltage	Adjustable Brightness	LED's Per Pixel:	Pitch/ Resolution	Operating Temperature
120 V	90 – 9,000 NITS	1R, 1G ,1B	10 mm SMD	-40F to +140F
Programming Type	Software	Warranty	Maintenance	Lead Time
PC Version	TVL Software	3 Years	Front Accessible	5-6 Weeks

Our LED Monument Signs Attract Customers and Increase Sales

Lowest Prices - We sell thousands of signs direct to the public. We're also a major supplier to hundreds of sign stores and Internet resellers across the USA and Canada. Thanks to our massive sales volume, we're able to offer the lowest prices on top quality LED signs. Sign stores and other Internet sites sell our signs for almost double our prices. So, you save big money when you order a sign directly from us and have your handyman install it. We do not charge sales tax for customers outside of California

Free Shipping in USA and Canada - We are a proud American company. Our corporate offices, showroom, manufacturing and shipping facilities are located in Los Angeles. We ship our monument signs in crates for free to anywhere in the United States and Canada. Just call 888-885-7740.

The Industry Leader - We ship LED signs to businesses in every industry and all types of government locations. No other company can match our experience and expertise. Our team of experts take all orders over the phone so we can make sure our customers are very satisfied and get exactly what they need.

Best Customer Service - Call us at 888-885-7740 or email us at info@tvliquidator.com. Our experts can answer your questions and help you with anything you need. We have free lifetime telephone technical support. We can even show you how to program your sign with our easy to use software. We want to help you improve your business. We take care of our customers.



TV Liquidator

U.S. Distributor of LED Signs

ALL-IN-ONE MONUMENT SIGN

Completely Customizable - We have many shapes and sizes to fit your needs. Every part of your sign can be customized. Our design professionals will work with you to create the most beautiful logo sign. You can choose from over 200 colors for the cabinet and pedestal. If you are unsure of what you need, we have you covered. Our design team has hundreds of design templates to get the ball rolling. We also offer many LED sign sizes. All of our HD Full Color LED signs can display 1, 2, 3- and 4-line messages. Display up to 8 lines at a time on larger sizes. Display full color text, images, logos, video, animations, and stunning special effects.

Top Quality and Weatherproof - We are constantly improving the quality and performance of our products. Our All-In-One Monument signs are the absolute best quality. We use an all-aluminum frame with a solid steel support structure. We finish the structure with durable powder coating paint. Our design can withstand the most extreme wind loads. Each monument is made with a high-grade double surface Lexan face, a Lexan vandal cover, and a climate-controlled cabinet.

The Best HD Full Color LED Signs - All of our custom monument signs come with state-of-the-art 10mm HD Full Color LED signs. Our signs are better, brighter and have more features than other LED signs. They have low energy consumption which saves up to 90% in energy costs. They're completely silent. Advertise 24 hours a day with minimal power usage. We use high performance LED modules and the highest-grade Meanwell power supply.

Wireless LED Sign Programming - Program signs wirelessly with our easy-to-use LED sign software. You can write and store hundreds of different rotating messages in the comfort of your office from up to 500' away. Upload your own images, animations, video, audio, tables, and text. Display date, time, countdown clock and stop watch. Schedule ads to display at certain dates and times.

USA and Canada Certifications - All of our all in one monument signs are designed and manufactured here in the USA with domestic and foreign parts. They are built to a higher standard than other monument signs. They are FCC Compliant, UL Compliant, CSA Compliant, and Met lab Certified. They come with a proof of certification label with a corresponding serial number which helps to verify that your sign is safe and meets local requirements. They are completely weatherproof with easy front access. They have new advanced features.

Do It Yourself Installation - Our All-In-One Monument signs come ready to go with our Universal Mounting System. We provide an installation template, diagrams and instruction manuals for easy setup. Simply lay the foundation, connect the electricity, and bolt the monument in place. You can do it yourself or use a handyman.

Free 3 Year Warranty - Our signs are built to last. If you leave them on 24 hours a day 7 days a week, they'll work great for at least 11 years maintenance free. We have the best warranty in the industry. It covers all parts and factory labor. We have free lifetime telephone technical and programming support. Every sign is built in Los Angeles with strict quality control and top-quality craftsmanship. They are inspected and completely tested before delivery to our customers.

If you have any questions or would like to place an order,
Call us toll free: 888-885-7740 Email: info@tvliquidator.com

THANK YOU FOR YOUR BUSINESS!

5. Signs Plus

10'0"

2'0"
5'0"
3'0"
3'6"



2'8"

Reference #: **sk- 137973-4a**
Product Manager: **Rob P**
Date: **January 29, 2025**

ID Face Vinyl: **Digital Print**
ID Cabinet & Mount Color:
PMS294c Blue/RAL 5005
LED Display: **Full Color**



SIGNS PLUS
NEW IDEAS-NEW TECHNOLOGY, INC.
800-848-4262
info@SignsPlusSigns.com
www.SignsPlusSigns.com



APPROVAL

DATE

PRINT NAME

SIGNATURE

A FAX SIGNATURE IS BINDING UPON BOTH PARTIES

Custom artwork by Signs Plus is provided as an example and is not intended to represent an exact match for ink, vinyl, paint or LED colors. With the exception of our Polyarmour products, masonry and brickwork are not included in the proposed quote. Measurements shown are approximations and final product dimensions may vary. Original Signs Plus design - reproduction is prohibited.



NEW IDEAS - NEW TECHNOLOGY, INC.

4242 McIntosh Ln, Sarasota, Florida 34232

t. 800-848-4262 f. 941-378-4062

City of Palatka

201 N 2nd street

Palatka FL 32177

Attention: Kristin

Rob Probus

Product Manager

robp@signsplussigns.com

Quote #: 137973-Q4B

Date: Jan 31, 2025

Qty	Description
1	10mm Ascend LED Sign: Double Sided 5' 0"x 10' 0" (HxW) - Active LED Screen Size of 3' 0"x 10' 0" (HxW) with a Pixel Matrix of 120x 400 - High Resolution with 48,000 Pixels Per Side, in a Double Sided Configuration - 1'x 2' Self-contained Aluminum Modular System Replaces Traditional LED Cabinet - Display Text, Graphics, Images, and Video Clips - Brightness, up to 10,000 Nits, Average LED Life: 100,000 Hours - Fully Sealed & Waterproof Aluminum LED Panels, IP67 Rated, Front & Back - 6-YEAR Limited Warranty & 10-YEAR Part Availability for LED Panels. Refer to Warranty Document for Complete Details. - Ascend Media Player, Always-on Cloud Based Software Included - Industrial Waterproof Controller, Quad-core Processor, 16 GB On-board Storage PLUS Cloud Storage - Remote Diagnostics - Lifetime In-house Tech Support Included - Remote Calibration for LED Panel Brightness - 100% Solid State System. Zero Moving Parts - LED Panels have No Internal Serviceable Parts - LED Panels Removeable with Quick & Easy Latch System - Bidirectional Data-flow Between LED Panels - Non-daisy Chained PRECISE POWER Control System - Fanless System with Solid Aluminum Heatsinks - 60 Frames per Second for Smoother & More Realistic Imaging - Image Refresh Rate >3,000 HZ for Reduced Motion Blur - 16.7 Quadrillion Colors (On Average the Human Eye can Distinguish 710 Million Colors) - 100 Levels of Auto Brightness Control - ISO 9001 Certified Factory Compliance: FCC Part 15 & ETL Double Sided 2' 0"x 10' 0" Identification Cabinet with Internal LED Illumination - All Aluminum with Welded Unitized Construction and Industrial Graffiti Resistant Finish - Unbreakable Polycarbonate Face(s) with Internal 3m Vinyl Graphics - Graphics, Colors, and Text per Customer Approved Artwork - Pedestal Mount: 3' 6"x 2' 8" (HxW); Overall Sign Height: 8' 6" - Entire Sign Engineered for 125mph Wind Load, Exposure B Electrical Requirements: 1 Circuit, 240-Volt, Max Draw: 13.3 Amps
1	Remote Diagnostics & Sign Communication Via Cell Data Modem with a Life-of-the-Sign Prepaid Data Plan
1	Web Based / Cloud Hosting Software Included
1	*****Optional Signs Plus Installation please add \$7,000.00*****

Prices are valid for 30 days. Unless otherwise noted in Special Instructions freight & applicable sales tax will be added to your invoice. Organizations exempt from sales tax must include exempt certificate with order.

Total Investment: \$36,875.00

Terms

- Authorized purchase order accepted with order. Payment of total invoice amount is due 10 days from the sign(s) ship date.

Unless otherwise indicated in the buyer approved sign installation agreement, Form SIA-0422.2, sign permits, footers, sign erection, electrical service, electrical connection and planters or other decorative masonry or other structures are the responsibilities of the buyer. All signs subject to zoning and code per city/county. Signs Plus furnishes engineered footer drawings when applicable. Buyer acknowledges and agrees that any cancellation may result in charges that exceed the deposit. In the event of payment default disruptions of the LED display operation may occur. The Buyer is responsible for all collection costs incurred by Signs Plus, including but not limited to court costs, filing fees and attorney fees. All legal proceedings will be in Sarasota County, Florida. A 2% convenience fee applies to all credit card transactions.

Special Instructions

Ascend LED & ID Warranty - Refer to Signs Plus Warranty for Complete Details

- Limited Lifetime Warranty on Material & Workmanship on Entire Sign.

- Lifetime Replacement of Makrolon Faces due to Breakage by Vandalism.

- 5-year Parts Warranty on ID Cabinet's LED Illumination.

- 6-year LED manufacturer's advanced replacement parts warranty with Lifetime Technical Support.

- Lifetime FREE web-based software training and support.

- 10-year parts availability guarantee.

Approval / Authorization

I have read and fully understand the contents of this document and I agree to the stated terms and conditions.

Authorized Signature: _____

Title: _____ Date: _____

Customer:	Ship Sign To:	Invoice To:
City of Palatka 201 N 2nd street Palatka, FL 32177 Attention: Kristin	City of Palatka 201 N 2nd street Palatka, FL 32177 Attention: Kristin	City of Palatka 201 N 2nd street Palatka, FL 32177 Attention: Kristin

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Signs Plus, New Ideas-New Technology, Inc	
2 Business name/disregarded entity name, if different from above Signs Plus	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) See instructions. 4242 McIntosh Lane	Requester's name and address (optional)
6 City, state, and ZIP code Sarasota, FL 34232	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► R.H.K. Ling	Date ► 2/9/2024
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



ASCEND

TO HIGHER RESOLUTION



We're Making Something Different.

Signs Plus Ascend uses our Advanced Modular System with ultra-bright LEDs, lightweight aluminum frames and waterproof aluminum LED panels. This transformative 100% solid-state design with its future proof functional elements results in long term value.



Get In Touch



800-848-4262



info@signsplussigns.com



4242 McIntosh Ln, Sarasota, FL 34232

New Ideas New Technology

Present your message with a Full Color LED sign to grab the attention of passersby with something truly eye-catching. LED signs of the past have large pixel pitches resulting in coarse images with little detail.

That's why Signs Plus introduced our Ascend high resolution LED screens that will become the focal point and transform your presence within your community.

*Increase your prominence with the Ascend and make the focal point **YOUR LOCATION.***

www.signsplus.com



**SIGNS
PLUS** 
NEW IDEAS-NEW TECHNOLOGY, INC.



ASCEND



Ascend Raises Your Organization to the **TOP LEVEL**

**We're Making
Something Different**



- ✓ **Precise Power Control**
20% Energy Savings
Creates Less Heat
Longer Life
- ✓ **Future Proof**
Upgrade to Higher Resolution or add LED Panels to Increase Size or Both! Without Replacing Your Sign.
- ✓ **Remote Diagnostics & Lifetime Technical Support**
Our In-house Team Provides Support for the Life of Your Sign.
- ✓ **No Internal Servicable Parts**
Traditional LED Cabinets have Dozens. The Ascend Advanced Modular System has ZERO.



NEW IDEAS = BETTER SPECS.

Signs Plus Ascend uses our Advanced Modular System with ultra-bright LEDs, lightweight aluminum frames and waterproof aluminum LED panels. This transformative 100% solid-state design with its future proof functional elements results in long term value.



Light Weight Frames

Combining structural aluminum and CNC Machining for extreme precision and reduced weight.



Connectivity

Network with Wi-Fi, Ethernet, Fiber Optic or Cellular Technology.



Waterproof LED Panel

IP 67 Rating.
Fully Sealed LED Modules
Increased Lifespan
IP67 Rating, Front and Back



Ascend Media Player

Always-on Cloud Software
Control with Remote
Diagnostic System.



6-Year Warranty

6-Year Module Replacement
Plus 10-Year Parts
Availability Guarantee.



SMD LEDs

Ultra Bright up to 10,000 nits
100,000 Hours Lifetime
More colors than the Eyes
Can See!



LED Display Control

Program Display with PC, Mac,
Smartphone, Tablet, or any other
Internet-connected Device.



A smaller pixel pitch of 4, 6, or 8mm produce higher resolution creating sharper images with crisp details..

A larger pixel pitch of 12, 16 or 20mm results in low resolution and coarse images with little to no details..



ASCEND

Technical Specifications

to Higher Resolution

Pixel Pitch	LED Panel Matrix	Pixels per Square Foot	Min. Text Size	Brightness	LEDs per Pixel
8mm	40 x 80	1,600	2.4"	10,000 Nits	1R, 1B, 1G (SMD)
6mm	48 x 96	2,304	2"	10,000 Nits	1R, 1B, 1G (SMD)

Full Color 281 Quadrillion Colors

Average LED life 100,000 hours

Control type Waterproof Industrial Solid-state Quad-core CPU&GPU Controller

Communication Options Direct Ethernet, Wireless, Fiber, Verizon

Video File Formats AVI, WMV, MPG, RM/RMVB, MOV, DAT, VOB, MP4, FLV,

Text Formats TXT, RTF, WORD, PPT, Excel, etc.

Image Formats BMP, JPG, PNG, TIF, GIF, etc.

Refresh Rate > 3,000 HZ for Reduced Motion Blur

Frame Rate ≥ 60 frames-per-second for Smoother & More Realistic Imaging

Dimming 100 levels - Light Sensor or Software

Software Ascend Media Player, Always-on Cloud

Operating System Cloud OS, Connect using PC, Mac, iPad,

Storage Capacity Cloud Storage

LED Panel Construction Patented Aluminum LED Panels, 100% Solid State System, Zero Moving Parts

Cabinet Construction Ascend LED Panels Eliminates Traditional LED Cabinet

Service LED Panels have No Internal Serviceable Parts

Tech Support Remote Diagnostics with Lifetime In-House Tech Support

LED Module Weatherability IP67 Rated - Front and Back - Fully

Thermal Control Advanced Solid Aluminum Heat Sink Technology

Data-flow Bidirectional Data-flow Between LED Panels

Power Control Non-daisy Chained PRECISE POWER Control System

Sign Face & Structural Warranty Limited Lifetime Warranty

Removing LED Panels Easy & Fast Latch System

Future Proof Easy Upgrade of Pixel Pitch or Larger Screen Size

Calibration Remote Calibration for LED Panel Brightness

Working Voltage AC 110-volt to 240-volt ± 15%, 50-60-HZ, Sign Size Specific

Certifications UL, ETL, FCC, RoHS, ISO 9001

LED Panel Warranty 6-year LED Panel Replacement Warranty

∞ Researchers say a healthy human eye distinguishes between 1 - 10 millions colors, we've got them all covered!

∞ Refer to sign quote for specific warranty information for your sign

∞ All components are certified to comply with FCC Rules, Part 15

**SIGNS
PLUS**

NEW IDEAS-NEW TECHNOLOGY, INC.

info@SignsPlusSigns.com

800.848.4262



Page 316 of 380

6. Stewart Signs



Stewart Signs
 ONE SIGN, ONE COMPANY

1-800-237-3928 stewartsigns.com

Atlas 10.66mm 60x210

Sk: 1053942-2 Cust: 1359022

1/27/2025 F/aDix PROPOSAL

Scale: 5/8"=1' ID/Support Color: Blue

Signature _____

Date _____

Please confirm that all lettering, colors and graphics are correct before signing. Changes to artwork after signature is received will incur a \$500 art change fee.



Prepared for

City of Palatka
201 North 2nd Street
Palatka, FL 32177

Prepared by

Alex Dix
adix@stewartsigns.com
1.888.237.3928 x2090

DESCRIPTION	PRICE
Double Sided Full Color Atlas Outdoor LED Sign Borderless and front-serviceable modular LED display. LED display • 10.66mm full color at 60 pixels high by 210 pixels wide (12,600 total pixels per side) • Active display area 2'1" x 7'4" (15.4 square feet per side) • Double sided LED cabinet, size 2'1" x 7'4" • 1 to 7 rows of text and use your own images and video clips • 10-year parts availability guarantee (see warranty for info) • ETL Listed and FCC Part 15 compliant See full display capabilities Communication method Communication provided by cellular modem and LIFETIME Cell Connect data plan. See full specifications Sign structure and faces • Double sided 3' x 7'4" identification sign cabinet • Paint color: Black • Graphics digitally printed on 3M™ vinyl and adhered to inside of sign face • TUFFAK® SL flat faces removable via right and left retainers • Double matchplate mount, matchplate hw • Leg height: 3'6", Mount on-center dimension: 2'8", Overall sign height: 8'7" • Minimum wind load rating: 120mph, exposure B • Lifetime warranty on structure & faces, including vandalism (see warranty for info) Electrical specifications • Total number of required 20 amp 120v circuits will be provided on engineer drawing. Max draw for whole sign: 10.2 amps. Custom options • 150 Windload	\$27,708.38 
Software SignCommand.com Cloud-based LED Sign Software FREE for the lifetime of the product. Control your sign from anywhere using any device. No monthly fees. Learn more.	Included
Freight • Shipping of sign from factory to location	Included

Special instructions

Installation INCLUDED

Total: \$27,708.38
+ any applicable sales tax
Payment terms: 50% Down, Balance due 10 days after shipment

INITIALS

Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

SHIPPING INFORMATION

Invoices

CITY OF PALATKA
201 N 2ND ST
PALATKA, FL 32177-3735

All items not specified here will be shipped to:

City of Palatka
201 North 2nd Street
Palatka, FL 32177

Shipping terms: FOB Origin. Storage and other freight services may be added to your invoice should they be required. Unless managed installation services are included, customer is responsible for unloading of sign upon delivery. Signs greater than 6 feet wide are not eligible for lift gate services.

TERMS & CONDITIONS (*unless noted elsewhere in this quote)

TAX: Any applicable sales tax will be added to your invoice. Organizations exempt from sales tax must include exemption certificate with order.

PERMITS: Permits and zoning are the responsibilities of the buyer. Check with your city or county zoning office for proper permitting procedures in your area. Sealed engineer drawings available at additional cost.

INSTALLATION: Installation of footers, erection, electrical service to sign site, electrical hook-up, removal and/or disposal of any existing signage, and any decorative masonry are the responsibilities of the buyer. Managed installation services are available at additional cost.

CANCELLATION: Any cancellation may be subject to cancellation, return, and/or restocking fees. A late fee of 1.5% per month will be charged on any overdue balances. In the event of a payment default, customer will be responsible for all of Stewart Signs' costs of collection, including but not limited to court costs, filing fees and attorney fees.

SUPPORT: US-based phone and internet support are provided FREE for the lifetime of the product. A premier service warranty is available at additional cost.

SOFTWARE: By purchasing the SignCommand.com software product, you are agreeing with the Website Terms of Use (<https://www.signcommand.com/terms>) and Software End User License Agreement (<https://www.signcommand.com/eula>).

COMMUNICATION: Connectivity requires cell service at sign site. Must be within the United States (including Puerto Rico) with 4G LTE coverage shown on the Verizon Coverage Map (<https://www.stewartsigns.com/verizon-map>).

DATA PLAN: By purchasing the Cell Connect Data Plan, you are agreeing with the Data Plan Terms and Conditions (<https://www.signcommand.com/data-plan>).

I have read and understand the Terms & Conditions above.

INITIALS

ORDERING INSTRUCTIONS

1. Review this quote for accuracy. Initial each page of the quote. Sign and date the quote here.
2. Review any corresponding artwork provided with this quote. Check all spelling and colors. Sign and date the artwork.
3. Submit both documents along with your deposit payment to your sign consultant. Speak with your consultant about payment method options.
4. If your organization is sales tax exempt, provide your sales tax exemption certificate with order.

Customer's authorized signature for quote #1053942-2

SIGNATURE

PRINT NAME

DATE

Alex Dix

Alex Dix, Sign Consultant

1/28/2025

Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

Limited Product Warranty ("Limited Warranty")

Definition of Warranty Coverage:

- 1) Stewart Signs (the "Company") expressly warrants to the original purchaser ("You" or "Buyer" or "Owner" or "Customer") that, for a period of five (5) years from the date of shipment (the "Warranty Period"), the electronic displays and the associated Company products (the "Product") will be reasonably free of material defects in materials and workmanship impacting Product fit, form and/or function. During the Warranty Period, the Company will, at its discretion, repair or replace any defective covered Product. The Owner will be responsible for removing and reinstalling any and all repaired or replacement parts. This Limited Warranty only applies to the Company's Product if installed, used, and maintained in the manner recommended by Company, and this Limited Warranty is conditioned upon compliance with all such instructions. Lifetime telephone support for the Product is provided, as needed.
- 2) In the event the Product is damaged during shipping, it is the responsibility of the Buyer to refuse delivery, causing the Product to be returned to the manufacturer for repair. Title to the Product passes to the Buyer upon the Company's delivery to the freight carrier. The Company assumes no liability for damage caused by careless handling or poor installation, except for work completed by employees of the Company.
- 3) Any information or suggestion by the Company with respect to the Product concerning applications, specifications or compliance with zoning, codes and standards is provided solely for your convenience and without any representation as to accuracy or suitability. You must verify and test the suitability of any information with respect to the Product for your specific application.
- 4) Sign Structure and Sign Face: In the event the sign structure or identification/changeable copy portion of the sign malfunctions under normal use and service thereof DURING THE LIFE OF THE SIGN due to material defects in workmanship or materials, the Company will, at its option, repair or replace any defective materials.
- 5) Vandalism to Sign Faces: This Limited Warranty covers polycarbonate faces against breakage due to vandalism DURING THE LIFE OF THE SIGN. Warranty protection does not extend to these surfaces if damaged by gunshots, or when damaged coincident with damage to the sign cabinet in which the faces are installed. LED panels are also covered from vandalism for the duration of the electronics portion of the Limited Warranty (5 years). Excludes Cornerstone monument signs and other Cornerstone components.
- 6) Failed electronic parts or assemblies will be repaired or replaced, at the sole discretion of the Company. Replacement or repaired parts are warranted to be free from material defects in material or workmanship for ninety (90) days, or for the remainder of the Warranty Period of the Product they are replacing or in which they are installed, whichever is longer.
- 7) The Company will repair failed LED pixels if greater than one quarter of one percent (0.25%) of the total number of pixels in the sign have failed in one (1) calendar year, provided the sign is installed with the recommended ventilation system for its location. The definition of pixel failure is when all LEDs in the pixel will no longer emit light. Pixel repair is performed at the Company Repair Center. It is common knowledge within the sign industry that all LEDs degrade and produce less light as they age. Eventually the LEDs will require replacement even though the LEDs will still emit light. This Limited Warranty does not cover normal LED degradation.
- 8) Customer Obligations:
Failure by the Customer to properly maintain the Product will void coverage for affected components. The Customer shall notify the Company immediately of equipment failure and allow the Company full and free access to the Product when required. Waiver of liability or other restriction shall not be imposed as a site access requirement. The Customer is responsible for all costs and management oversight associated with providing the Company access to the Product, providing the necessary machines, communication facilities and other equipment, inclusive of but not limited to lifting equipment. Should on-site repair be required, Customer is required to have a responsible individual on-site to provide access to the Product as well as sign off on a completed work order.
- 9) Exclusions and Restrictions:
The Company reserves the right to restrict service, limit replacement parts, or invalidate this Limited Warranty to Customers whose account balance is past due.
This Limited Warranty specifically excludes any on-site labor required to service the covered Product, including diagnosis, removal, and installation of parts and/or products. Any on-site service required by the Customer of Company technicians or a local Company-authorized service provider is billable to the Customer based on an agreed-upon written quote.
This Limited Warranty does not apply to software. Software is covered by a separate agreement, which appears in the Company's software license agreement.
ID cabinet LED illumination and power supply are covered for two (2) years, when purchased as a system.
- 10) This Limited Warranty specifically does not cover the following:
 - a) Third-party communication devices such as wireless devices and modems, which are covered by a separate electronic communication warranty. This includes the Ubiquiti wireless radios provided by Stewart Signs, which carry a one (1) year warranty from ship date when purchased with a new sign.
 - b) Damage to Product that has been moved from its original installation location or is mounted in a mobile structure.
 - c) Cosmetic damage to the Product (including but not limited to scratches and dents that do not otherwise affect the fit, form or functionality of the Product or materially impair its use).
 - d) Recovery or transfer of any data or software stored on the Product not originally installed on the Product by the Company.

INITIALS

Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

- 11) This Limited Warranty specifically does not cover conditions, defects or damage caused by or resulting from the following:
- a) Defects caused by: unreasonable or unintended use of Product; improper or unauthorized handling; accident; omission; neglect; vandalism (unless otherwise noted in this Limited Warranty); misuse; physical abuse; installation, use and/or fabrication, and maintenance of the Product by any party other than the Company.
 - b) Damage (not resulting from manufacturing defects) that occurs while the Product is in the Owner's control and/or possession, unless otherwise noted in this Limited Warranty.
 - c) Extreme physical or electrical stress or interference; environmental conditions beyond the Company's control, such as man-made or naturally occurring salt air/fog, electrochemical oxidation or corrosion and/or metallic pollutants. Also not covered is normal wear and tear; inadequate, improper, or surges of electrical power; lightning, floods, fire, acts of God, war, terrorism, or other external causes, including Force Majeure.
 - d) Unauthorized modification, including installation of third-party software on the Product.
 - e) Product modification or service by anyone other than: (a) the Company, (b) a Company-authorized service provider, or (c) Customer's own installation of Company approved parts with instruction from the Company. Service to damaged or malfunctioning Product which has not been ordered or authorized by the Company's Customer Satisfaction Department is not covered under this Limited Warranty and will automatically invalidate this Limited Warranty.
 - f) Computer viruses, Trojan horses, worms, self-replicating code or like destructive code which was not included in the Product by the Company.
 - g) Products installed with known or visible manufacturing defects at the time of installation.
- 12) The Company will provide and be responsible for the cost of shipping parts from the Company to the Customer, with the exception of sign faces replaced due to vandalism. Standard shipping via the United States Postal Service or other commercial parcel delivery company is the default method of delivery. Expedited delivery is available to the Customer at his or her expense.
- 13) Warranty claims must be registered with the Company within thirty (30) days of damage or malfunction. To register a claim, the Customer must contact the Company at the location specified below and provide (a) his or her name and any other required contact information, (b) Product and purchase descriptions, and (c) the nature of the defect. The Company reserves the right (at its sole discretion) to require proof of original purchase (e.g. paid invoice, receipt) and to visit the site of the installation or to require documentation of the claim before assuming any responsibility under the provisions of this Limited Warranty.
- 14) THE LIMITED WARRANTIES SET FORTH HEREIN ARE THE ONLY WARRANTIES MADE BY THE COMPANY IN CONNECTION WITH THE PRODUCT. THE COMPANY CANNOT AND DOES NOT MAKE ANY IMPLIED OR EXPRESS WARRANTIES WITH RESPECT TO THE PRODUCT, AND DISCLAIMS ALL OTHER WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE COMPANY'S SOLE OBLIGATION UNDER THIS LIMITED WARRANTY SHALL BE TO REPAIR OR REPLACE MALFUNCTIONING OR DEFECTIVE PARTS OF THE PRODUCT. BUYER ASSUMES ALL RISK WHATSOEVER AS TO THE RESULT OF THE USE OF THE PRODUCT PURCHASED, WHETHER USED SINGULARLY OR IN COMBINATION WITH ANY OTHER PRODUCTS OR SUBSTANCES.
- 15) NO CLAIM BY BUYER OF ANY KIND, INCLUDING CLAIMS FOR INDEMNIFICATION, SHALL BE GREATER IN AMOUNT THAN THE PURCHASE PRICE OF THE PRODUCT WITH RESPECT TO WHICH DAMAGES ARE CLAIMED. IN NO EVENT SHALL COMPANY BE LIABLE TO BUYER IN TORT, CONTRACT OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, PUNITIVE OR EXEMPLARY DAMAGES, OR FOR LOSS OF PROFIT, REVENUE OR USE, IN CONNECTION WITH, ARISING OUT OF, OR AS A RESULT OF, THE SALE, DELIVERY, SERVICING, USE OR LOSS OF USE OF THE PRODUCT SOLD HEREUNDER, OR FOR ANY LIABILITY THAT BUYER HAS TO ANY THIRD PARTY WITH RESPECT THERETO.

10-Year Parts Guarantee - Stewart Signs provides a 10-year parts guarantee for our LED signage. While hardware can change year over year, we will have available suitable hardware to allow the continued use of your signage for 10-years from the ship date of the sign. Changes in hardware include but are not limited to: visual hardware changes, software changes, or control system upgrades.

Contact Information:

Stewart Signs Customer Satisfaction
2201 Cantu Court, Suite 215
Sarasota, FL 34232
Phone: 855-841-4624
Web: www.stewartsigns.com/support/

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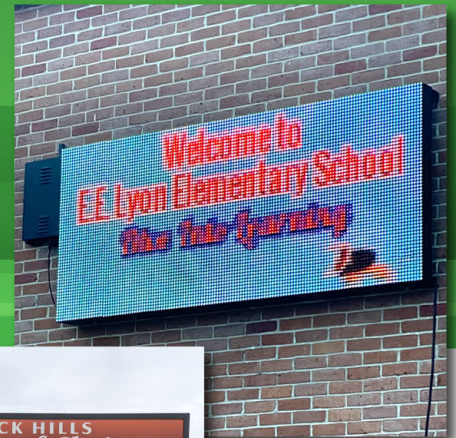
INITIALS

STEWART SIGNS

Atlas Series



This borderless, modular LED sign is available as an LED display-only or in a complete sign system with identification cabinet and support structure. Make a **big impact** at a great value!



Borderless display
fits a variety of
support structures

Open cabinet
design in back
for fanless cooling



Powered by
SignCommand®
Cloud-based Software



LEARN MORE ABOUT LED SIGNS AT

stewartsigns.com/led-sign-education

Stewart Signs
ONE SIGN, ONE COMPANY

AtlasFlyer-SS231101

1.800.237.3928
stewartsigns.com

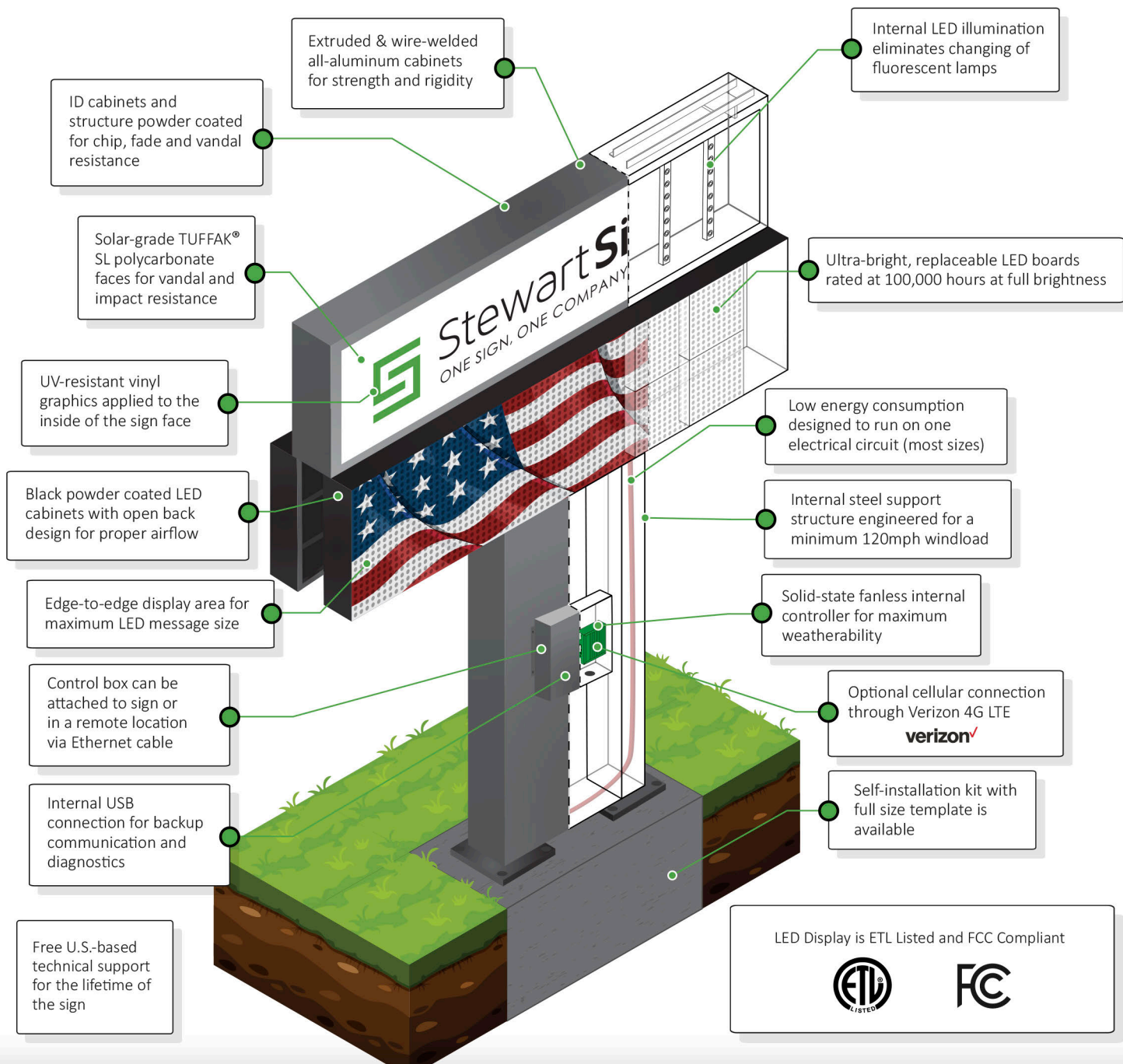
55
YEARS
OF EXCELLENCE

Page 323 of 380

ANATOMY OF THE ATLAS LED FROM STEWART SIGNS



*See warranty for details



LEARN MORE AT

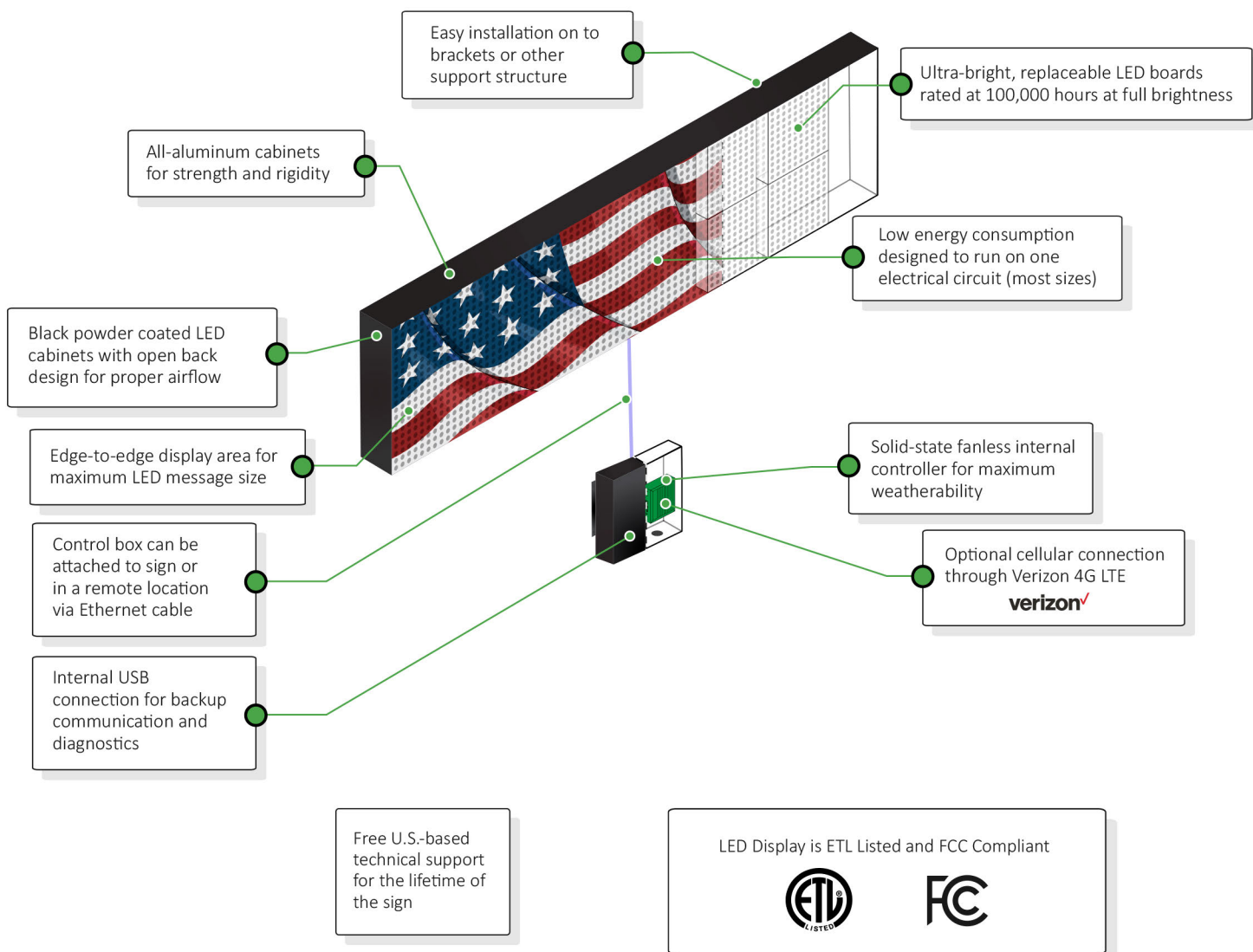
stewartsigns.com/outdoor-led-signs



stewartsigns.com ■ 800-237-3928



ANATOMY OF THE CABINET-ONLY ATLAS LED FROM STEWART SIGNS



LEARN MORE AT
stewartsigns.com/outdoor-led-signs



stewartsigns.com ■ 800-237-3928



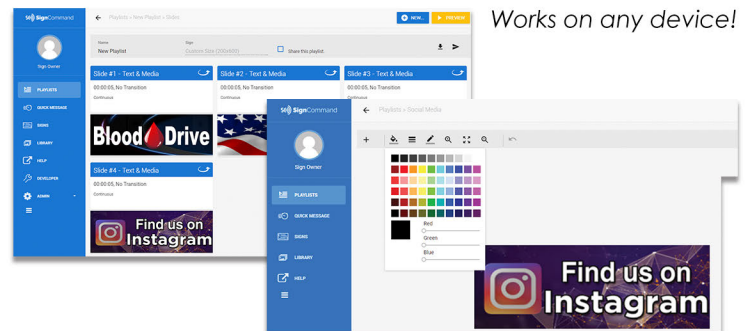


Create and send amazing messages from anywhere
with the **easiest** LED sign software in the cloud!

Sign owners have told us that they want sign software that's easy to use and can be accessed from any device. Software with powerful editing and scheduling capabilities, built from the ground-up with security in mind. Software that **just works** and requires no installation or complex network setup.

Introducing SignCommand, the next generation in LED sign control. From a built-in library of video clips to easy collaboration with other users, your sign message will become a **powerful voice** for your organization. Get more from your sign with the power of the cloud!

See videos and more at
stewartsigns.com/software



Access From Anywhere

From home or work, computer or phone, you can change your sign message with no software setup.



The Media You Need

Search, preview and add from our constantly expanding graphics library, right inside the application.



Your Message, On Your Time

Advanced scheduling options allow for highly customized messages based on date and time.



Eye-Catching Special Effects

Many built-in transition and text effects will increase interest and attention in your sign message.



Delivering Peace-of-Mind

Offering features like two-factor authentication, it's built from the ground-up with a focus on security.



A Network of Support

Remote diagnostics and monitoring allow us to fix existing problems and prevent future ones.



stewartsigns.com ■ 800-237-3928

SignCommandFlyer-SS231001



The leader in **secure and reliable**
cloud application hosting.

Works across **all** operating systems.



SignCommand®

Built-in Graphics Library

Generate attention and interest in your message!

With your investment in LED technology, the messages that you display will now have the power to be **more effective than any other communication**. But not just any content will have the impact you're after. Plain text messages can get lost in a crowded visual landscape, and many organizations don't have the resources to create their own dynamic sign graphics.

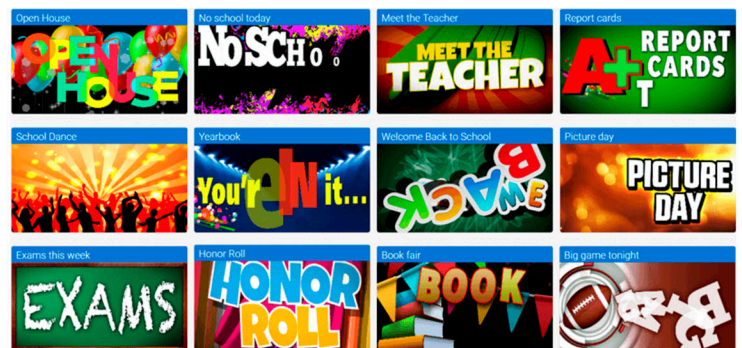
SignCommand offers a **built-in and constantly expanding library** of graphics and video animations. These media files are created and optimized by artists that specialize in sign content creation, and will turn a sign that can be read into a sign that will be read.

Learn more and see graphics in action at stewartsigns.com/library

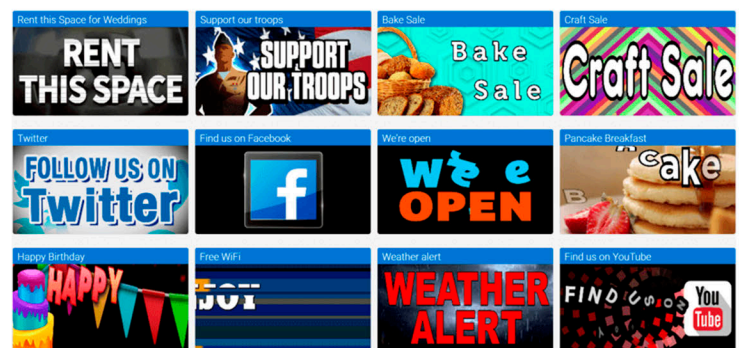
Ask your sign consultant for SignCommand demo account access to view the library!



Church & Religious



School & Educational



Business & General
... and many more!

OVER 2,000 ITEMS AVAILABLE!

* Amount of image detail available on the LED display is determined by the matrix size. Examples shown here for demonstration purposes only.

StewartSigns
ONE SIGN, ONE COMPANY

stewartsigns.com ■ 800-237-3928

LibraryFlyer-SS231001

WE ARE STEWART SIGNS

AMERICA'S PREMIER SIGN COMPANY

Stewart Signs is a national sign company with a local approach. Since 1968, we've provided signs for **tens-of-thousands of satisfied customers** across the country and around the world. From the frozen landscapes of Alaska to the hurricane-prone coasts of Florida, we provide our signs through the easiest process in the industry.



Over 60,000 signs nationwide

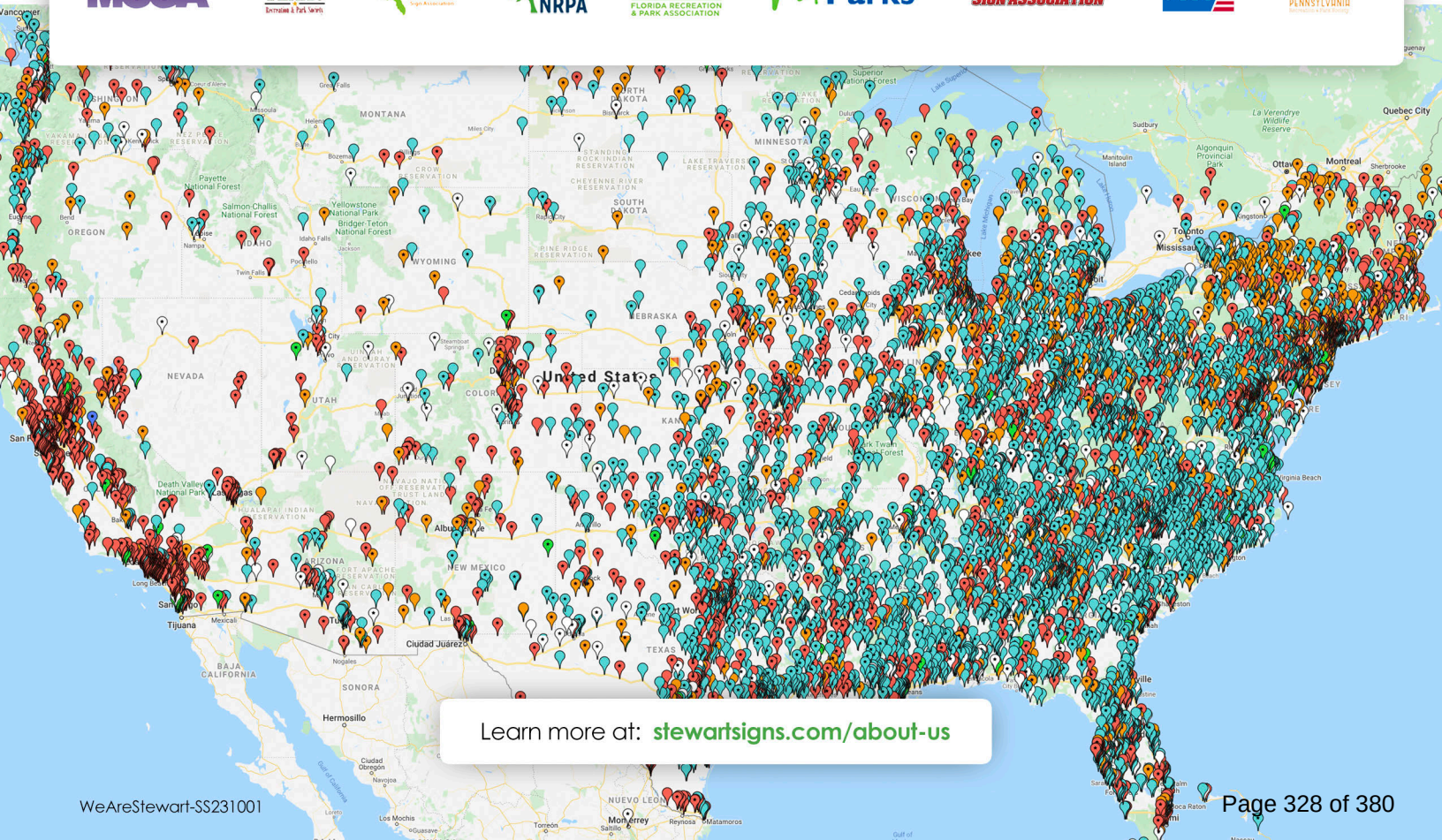


We are BBB accredited with an A+ rating



Our customers find success with our signs

We are endorsed by many denominational organizations and hold many contracts and memberships.



Learn more at: stewartsigns.com/about-us

TECHNICAL SPECIFICATIONS FOR THE

Atlas Series

Available Pixel Pitches

Physical pixel pitch	6.67mm	8.88mm	10.66mm	16mm
Module pixels (H) x (W)	48 x 48	36 x 36	30 x 30	20 x 20
Color options	Full color	Full color	Full color	Full color
LEDs per pixel	1 SMD	1 SMD	1R / 1B / 1G	1R / 1B / 1G
Minimum character height	1.8"	2.4"	2.8"	4.4"
Maximum NIT rating	Up to 10,000 nits	Up to 10,000 nits	Up to 10,000 nits	Up to 10,000 nits

Features

Video formats	AVI, MOV, MP4, MPG, WMV
Still image formats	JPG, BMP, PNG, TIF, GIF
Refresh rate	Up to 1,200 Hz
Frame rate	Up to 60 frames-per-second
Control type	SignCommand media player in control box
Storage capacity	32 gigabyte solid state drive
Communication options	Cell Connect, Direct Connect, Wireless, USB
Dimming	100 levels - automatic, scheduled or manual
Air circulation	None, open back
Cabinet construction	All aluminum with screws
Cabinet IP rating	IP65 (front), IP54 (back)
Service access	Front serviceable
Product warranty	5-year LED parts warranty, lifetime sign face and structure parts warranty*
Parts availability	10-year parts availability guarantee on LED display components*
Tech support	Unlimited from our in-house Stewart technical support team
Graphics capability	Text, animation, images and pre-recorded video clips
Voltage	120VAC, 208VAC or 240VAC, size specific
Average LED life	100,000 hours
Certifications	ETL and CE
Viewing angle	140° horizontal
Software	SignCommand.com, our proprietary cloud-based LED software
Built-in graphics library	Over 2,000 pieces optimized for use on LED displays



* Refer to the sign quote for specific warranty information for your product.

FCC Notice

All components have been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. The user is cautioned that any changes or modifications not expressly approved by the party responsible for FCC compliance could void the user's authority to operate the equipment.



Sign for City of Palatka (1359022)

From Alex Dix <adix@stewartsigns.com>

Date Tue 1/28/2025 8:22 AM

To Kristin Odom <kodom@palatka-fl.gov>

📎 3 attachments (22 MB)

1053942-3-quote-2025-01-27_0932.pdf; 1053942-2-quote-2025-01-27_0932.pdf; 1053942-1-quote-2025-01-27_0932.pdf;

You don't often get email from adix@stewartsigns.com. [Learn why this is important](#)

Good morning Kristin!

Thank you again for your time last week and filling me in on the sign project. Based on our conversation and the location for the sign, I have attached the 3 proposals we discussed over the phone. All 3 quotes include installation. The Tekstar sign and the Atlas sign are built a little differently, so I included some literature explaining the differences.

These signs are capable of text, graphics, animations, videos, etc.

Your sign will come with LIFETIME:

1. Technical Support
2. Access to Sign Command Software
3. Vandal warranty on ID face and support structure
4. Data via Verizon Cell data modem

Below are some videos of different resolutions from our website:

10mm at 50 feet - <https://www.youtube.com/watch?v=7104qp2aRMg>

10mm VS 16mm - <https://www.youtube.com/watch?v=rKl49hOmSCg>

6,8,10,16mm Side by side - <https://www.youtube.com/watch?v=kuZMTHOPMjU>

8.8mm VS 6.67mm - <https://www.youtube.com/watch?v=PcOXQ3eJqYo>

Stewart Manufactured Signs:

- **Country of origin.** We manufacture our signs in the US. Most LED products (Not all) are drop shipped in from overseas.
- **Warranties.** We have lifetime warranty on workmanship and breakage caused by vandalism on the polycarbonate sign face and a 5-year warranty on the LEDs and the components.
- **Company reputation and reliability.** We've been in business for over 57 years, have manufactured over 60,000 signs, and have an A+ BBB rating.
- **Customer Support.** We have a designated support team located in the US, so you never have to worry about a single person trying to prioritize their time between making a sale and resolving a technical issue.
- **Additional fees.** There are no recurring fees after you purchase. Some companies charge monthly service fees, data fees, or software fees.
- **Remote connectivity.** With our software, you can access and program your sign from anywhere you have access to the internet.
- **Security.** We work with countless healthcare organizations and US military bases. Our security has been built around HIPPA and US government security protocols. In addition, we offer an

optional 2-factor authentication, ensuring only authorized users have access to your sign software.

- **Software.** Try before you buy. No matter how great an LED sign is, is the sign easy to use? Even if the other companies you're looking at don't have a demo version of the software, request a live tutorial to see the interface of what you'll be using. Our demo link is below, and we can setup a live tutorial with our software engineer upon request.

SIGN COMMAND DEMO

<https://my.signcommand.com>

municipal@signcommand.com

Password: **StewartSignsExclusive!**

I hope this information is helpful Kristin. I know you mentioned potentially having a direction/company selected within a couple of weeks. Please let me know if I can be available for a zoom/conference call to answer any questions and explain our offering as a company. I look forward to hearing back from you. Have a great day!

-Alex



Alex Dix

Territory Consultant

Email: adix@stewartsigns.com

Office: 1.888.237.3928 ext 2090 x 941-867-1844

Fax: 1.888.485.4280

StewartSigns.com | [About Us](#)

BuyBoard Contract # 690-23

TIPS Contract # 22010202

GSA Contract #47QSMA19D08R2

7. Stewart Signs



Stewart Signs
 ONE SIGN. ONE COMPANY
 1-800-237-3928 stewartsigns.com

TekStar Color 10.66mm 60x210
 Cabinet Size: 5'x8'
 Sk: 1053942-1 Cust: 1359022
 1/27/2025 F/aDix PROPOSAL
 Scale: 5/8"=1' Cabinet Color: Blue

Signature _____
 Date _____

Please confirm that all lettering, colors and graphics are correct before signing. Changes to artwork after signature is received will incur a \$500 art change fee.



Prepared for

City of Palatka

201 North 2nd Street
Palatka, FL 32177

Prepared by

Alex Dix

adix@stewartsigns.com
1.888.237.3928 x2090

DESCRIPTION	PRICE
Double Sided Full Color TekStar Outdoor LED Sign LED display integrated inside of an aluminum sign cabinet with solar-grade polycarbonate vandal cover to protect from impacts, vandalism and the sun. LED display • 10.66mm full color at 60 pixels high by 210 pixels wide (12,600 total pixels per side) • Active display area 2'1" x 7'4" (15.4 square feet per side) • 1 to 7 rows of text and use your own images and video clips • 10-year parts availability guarantee (see warranty for info) • Entire sign UL Listed and FCC Part 15 compliant See full display capabilities Communication method Communication provided by cellular modem and LIFETIME Cell Connect data plan. See full specifications Sign structure and faces • Double sided 5' x 8' sign cabinet with 12" deep extruded aluminum • TCI® industrial powder coat finish, color: ** TO BE DETERMINED ** • Graphics digitally printed on 3M™ vinyl and adhered to inside of sign face • Internal illumination with LED lamps • TUFFAK® SL pan-formed faces removable via internal retainers • Dual leg mount with cowling (creates pedestal appearance) • Leg height: 3'6", Leg width: 2'8", Overall sign height: 8'6" • Minimum wind load rating: 130mph, exposure C • Lifetime warranty on structure & faces, including vandalism (see warranty for info) Electrical specifications • One 20 amp circuit, 120 volts; Max draw: 10.3 amps	\$33,541.00 
Software SignCommand.com Cloud-based LED Sign Software FREE for the lifetime of the product. Control your sign from anywhere using any device. No monthly fees. Learn more.	Included
Freight • Shipping of sign from factory to location	Included

Special instructions

Installation INCLUDED

Total: \$33,541.00
+ any applicable sales tax
Payment terms: 50% Down, Balance due 10 days after shipment

INITIALS



Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

SHIPPING INFORMATION

Invoices

CITY OF PALATKA
201 N 2ND ST
PALATKA, FL 32177-3735

All items not specified here will be shipped to:

City of Palatka
201 North 2nd Street
Palatka, FL 32177

Shipping terms: FOB Origin. Storage and other freight services may be added to your invoice should they be required. Unless managed installation services are included, customer is responsible for unloading of sign upon delivery. Signs greater than 6 feet wide are not eligible for lift gate services.

TERMS & CONDITIONS (*unless noted elsewhere in this quote)

TAX: Any applicable sales tax will be added to your invoice. Organizations exempt from sales tax must include exemption certificate with order.

PERMITS: Permits and zoning are the responsibilities of the buyer. Check with your city or county zoning office for proper permitting procedures in your area. Sealed engineer drawings available at additional cost.

INSTALLATION: Installation of footers, erection, electrical service to sign site, electrical hook-up, removal and/or disposal of any existing signage, and any decorative masonry are the responsibilities of the buyer. Managed installation services are available at additional cost.

[Watch a typical freestanding sign installation.](#)

CANCELLATION: Any cancellation may be subject to cancellation, return, and/or restocking fees. A late fee of 1.5% per month will be charged on any overdue balances. In the event of a payment default, customer will be responsible for all of Stewart Signs' costs of collection, including but not limited to court costs, filing fees and attorney fees.

SUPPORT: US-based phone and internet support are provided FREE for the lifetime of the product. A premier service warranty is available at additional cost.

SOFTWARE: By purchasing the SignCommand.com software product, you are agreeing with the Website Terms of Use (<https://www.signcommand.com/terms>) and Software End User License Agreement (<https://www.signcommand.com/eula>).

COMMUNICATION: Connectivity requires cell service at sign site. Must be within the United States (including Puerto Rico) with 4G LTE coverage shown on the Verizon Coverage Map (<https://www.stewartsigns.com/verizon-map>).

DATA PLAN: By purchasing the Cell Connect Data Plan, you are agreeing with the Data Plan Terms and Conditions (<https://www.signcommand.com/data-plan>).

I have read and understand the Terms & Conditions above.

INITIALS

ORDERING INSTRUCTIONS

1. Review this quote for accuracy. Initial each page of the quote. Sign and date the quote here.
2. Review any corresponding artwork provided with this quote. Check all spelling and colors. Sign and date the artwork.
3. Submit both documents along with your deposit payment to your sign consultant. Speak with your consultant about payment method options.
4. If your organization is sales tax exempt, provide your sales tax exemption certificate with order.

Customer's authorized signature for quote #1053942-1

SIGNATURE

PRINT NAME

DATE

Alex Dix

Alex Dix, Sign Consultant

1/28/2025

Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

Limited Product Warranty ("Limited Warranty")

Definition of Warranty Coverage:

- 1) Stewart Signs (the "Company") expressly warrants to the original purchaser ("You" or "Buyer" or "Owner" or "Customer") that, for a period of five (5) years from the date of shipment (the "Warranty Period"), the electronic displays and the associated Company products (the "Product") will be reasonably free of material defects in materials and workmanship impacting Product fit, form and/or function. During the Warranty Period, the Company will, at its discretion, repair or replace any defective covered Product. The Owner will be responsible for removing and reinstalling any and all repaired or replacement parts. This Limited Warranty only applies to the Company's Product if installed, used, and maintained in the manner recommended by Company, and this Limited Warranty is conditioned upon compliance with all such instructions. Lifetime telephone support for the Product is provided, as needed.
- 2) In the event the Product is damaged during shipping, it is the responsibility of the Buyer to refuse delivery, causing the Product to be returned to the manufacturer for repair. Title to the Product passes to the Buyer upon the Company's delivery to the freight carrier. The Company assumes no liability for damage caused by careless handling or poor installation, except for work completed by employees of the Company.
- 3) Any information or suggestion by the Company with respect to the Product concerning applications, specifications or compliance with zoning, codes and standards is provided solely for your convenience and without any representation as to accuracy or suitability. You must verify and test the suitability of any information with respect to the Product for your specific application.
- 4) Sign Structure and Sign Face: In the event the sign structure or identification/changeable copy portion of the sign malfunctions under normal use and service thereof DURING THE LIFE OF THE SIGN due to material defects in workmanship or materials, the Company will, at its option, repair or replace any defective materials.
- 5) Vandalism to Sign Faces: This Limited Warranty covers polycarbonate faces against breakage due to vandalism DURING THE LIFE OF THE SIGN. Warranty protection does not extend to these surfaces if damaged by gunshots, or when damaged coincident with damage to the sign cabinet in which the faces are installed. LED panels are also covered from vandalism for the duration of the electronics portion of the Limited Warranty (5 years). Excludes Cornerstone monument signs and other Cornerstone components.
- 6) Failed electronic parts or assemblies will be repaired or replaced, at the sole discretion of the Company. Replacement or repaired parts are warranted to be free from material defects in material or workmanship for ninety (90) days, or for the remainder of the Warranty Period of the Product they are replacing or in which they are installed, whichever is longer.
- 7) The Company will repair failed LED pixels if greater than one quarter of one percent (0.25%) of the total number of pixels in the sign have failed in one (1) calendar year, provided the sign is installed with the recommended ventilation system for its location. The definition of pixel failure is when all LEDs in the pixel will no longer emit light. Pixel repair is performed at the Company Repair Center. It is common knowledge within the sign industry that all LEDs degrade and produce less light as they age. Eventually the LEDs will require replacement even though the LEDs will still emit light. This Limited Warranty does not cover normal LED degradation.
- 8) Customer Obligations:
Failure by the Customer to properly maintain the Product will void coverage for affected components. The Customer shall notify the Company immediately of equipment failure and allow the Company full and free access to the Product when required. Waiver of liability or other restriction shall not be imposed as a site access requirement. The Customer is responsible for all costs and management oversight associated with providing the Company access to the Product, providing the necessary machines, communication facilities and other equipment, inclusive of but not limited to lifting equipment. Should on-site repair be required, Customer is required to have a responsible individual on-site to provide access to the Product as well as sign off on a completed work order.
- 9) Exclusions and Restrictions:
The Company reserves the right to restrict service, limit replacement parts, or invalidate this Limited Warranty to Customers whose account balance is past due.
This Limited Warranty specifically excludes any on-site labor required to service the covered Product, including diagnosis, removal, and installation of parts and/or products. Any on-site service required by the Customer of Company technicians or a local Company-authorized service provider is billable to the Customer based on an agreed-upon written quote.
This Limited Warranty does not apply to software. Software is covered by a separate agreement, which appears in the Company's software license agreement.
ID cabinet LED illumination and power supply are covered for two (2) years, when purchased as a system.
- 10) This Limited Warranty specifically does not cover the following:
 - a) Third-party communication devices such as wireless devices and modems, which are covered by a separate electronic communication warranty. This includes the Ubiquiti wireless radios provided by Stewart Signs, which carry a one (1) year warranty from ship date when purchased with a new sign.
 - b) Damage to Product that has been moved from its original installation location or is mounted in a mobile structure.
 - c) Cosmetic damage to the Product (including but not limited to scratches and dents that do not otherwise affect the fit, form or functionality of the Product or materially impair its use).
 - d) Recovery or transfer of any data or software stored on the Product not originally installed on the Product by the Company.

INITIALS

Prepared for: City of Palatka • Palatka, FL

Prepared by: Alex Dix • adix@stewartsigns.com • 1.888.237.3928 x2090

- 11) This Limited Warranty specifically does not cover conditions, defects or damage caused by or resulting from the following:
- a) Defects caused by: unreasonable or unintended use of Product; improper or unauthorized handling; accident; omission; neglect; vandalism (unless otherwise noted in this Limited Warranty); misuse; physical abuse; installation, use and/or fabrication, and maintenance of the Product by any party other than the Company.
 - b) Damage (not resulting from manufacturing defects) that occurs while the Product is in the Owner's control and/or possession, unless otherwise noted in this Limited Warranty.
 - c) Extreme physical or electrical stress or interference; environmental conditions beyond the Company's control, such as man-made or naturally occurring salt air/fog, electrochemical oxidation or corrosion and/or metallic pollutants. Also not covered is normal wear and tear; inadequate, improper, or surges of electrical power; lightning, floods, fire, acts of God, war, terrorism, or other external causes, including Force Majeure.
 - d) Unauthorized modification, including installation of third-party software on the Product.
 - e) Product modification or service by anyone other than: (a) the Company, (b) a Company-authorized service provider, or (c) Customer's own installation of Company approved parts with instruction from the Company. Service to damaged or malfunctioning Product which has not been ordered or authorized by the Company's Customer Satisfaction Department is not covered under this Limited Warranty and will automatically invalidate this Limited Warranty.
 - f) Computer viruses, Trojan horses, worms, self-replicating code or like destructive code which was not included in the Product by the Company.
 - g) Products installed with known or visible manufacturing defects at the time of installation.
- 12) The Company will provide and be responsible for the cost of shipping parts from the Company to the Customer, with the exception of sign faces replaced due to vandalism. Standard shipping via the United States Postal Service or other commercial parcel delivery company is the default method of delivery. Expedited delivery is available to the Customer at his or her expense.
- 13) Warranty claims must be registered with the Company within thirty (30) days of damage or malfunction. To register a claim, the Customer must contact the Company at the location specified below and provide (a) his or her name and any other required contact information, (b) Product and purchase descriptions, and (c) the nature of the defect. The Company reserves the right (at its sole discretion) to require proof of original purchase (e.g. paid invoice, receipt) and to visit the site of the installation or to require documentation of the claim before assuming any responsibility under the provisions of this Limited Warranty.
- 14) THE LIMITED WARRANTIES SET FORTH HEREIN ARE THE ONLY WARRANTIES MADE BY THE COMPANY IN CONNECTION WITH THE PRODUCT. THE COMPANY CANNOT AND DOES NOT MAKE ANY IMPLIED OR EXPRESS WARRANTIES WITH RESPECT TO THE PRODUCT, AND DISCLAIMS ALL OTHER WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THE COMPANY'S SOLE OBLIGATION UNDER THIS LIMITED WARRANTY SHALL BE TO REPAIR OR REPLACE MALFUNCTIONING OR DEFECTIVE PARTS OF THE PRODUCT. BUYER ASSUMES ALL RISK WHATSOEVER AS TO THE RESULT OF THE USE OF THE PRODUCT PURCHASED, WHETHER USED SINGULARLY OR IN COMBINATION WITH ANY OTHER PRODUCTS OR SUBSTANCES.
- 15) NO CLAIM BY BUYER OF ANY KIND, INCLUDING CLAIMS FOR INDEMNIFICATION, SHALL BE GREATER IN AMOUNT THAN THE PURCHASE PRICE OF THE PRODUCT WITH RESPECT TO WHICH DAMAGES ARE CLAIMED. IN NO EVENT SHALL COMPANY BE LIABLE TO BUYER IN TORT, CONTRACT OR OTHERWISE, FOR ANY SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, RELIANCE, PUNITIVE OR EXEMPLARY DAMAGES, OR FOR LOSS OF PROFIT, REVENUE OR USE, IN CONNECTION WITH, ARISING OUT OF, OR AS A RESULT OF, THE SALE, DELIVERY, SERVICING, USE OR LOSS OF USE OF THE PRODUCT SOLD HEREUNDER, OR FOR ANY LIABILITY THAT BUYER HAS TO ANY THIRD PARTY WITH RESPECT THERETO.

10-Year Parts Guarantee - Stewart Signs provides a 10-year parts guarantee for our LED signage. While hardware can change year over year, we will have available suitable hardware to allow the continued use of your signage for 10-years from the ship date of the sign. Changes in hardware include but are not limited to: visual hardware changes, software changes, or control system upgrades.

Contact Information:

Stewart Signs Customer Satisfaction
2201 Cantu Court, Suite 215
Sarasota, FL 34232
Phone: 855-841-4624
Web: www.stewartsigns.com/support/

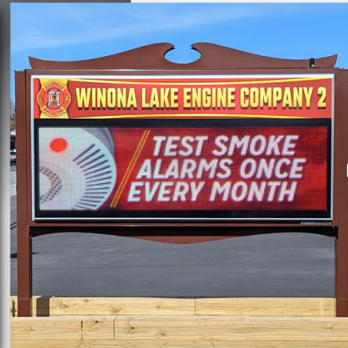
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INITIALS

STEWART SIGNS *TekStar Series*



The Stewart *TekStar* is a single-cabinet LED sign for organizations wanting a **dynamic presence at a great value**. The seamless, single-piece face of virtually unbreakable TUFFAK® SL covers both the sign graphics and the LED display.



LEARN MORE AT

stewartsigns.com/tekstar

 **Stewart Signs**
ONE SIGN, ONE COMPANY

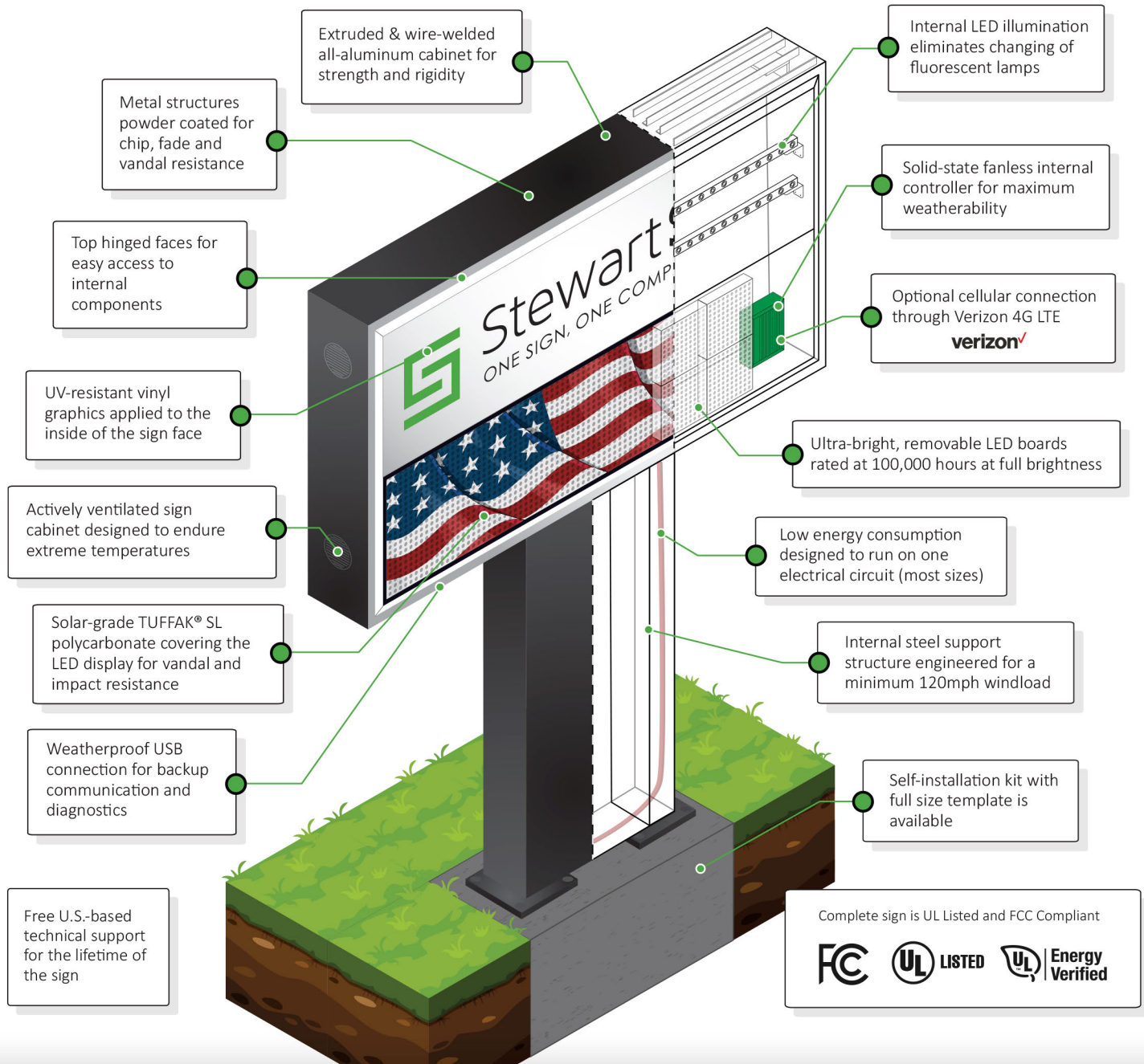
TekStarFlyerMunicipal-SS231101

1.800.237.3928
stewartsigns.com

55
YEARS
OF EXCELLENCE

Page 338 of 380

ANATOMY OF THE TEKSTAR LED FROM STEWART SIGNS



LEARN MORE AT
stewartsigns.com/tekstar



stewartsigns.com ■ 800-237-3928



VANDAL COVER FOR THE **TEKSTAR LED** FROM STEWART SIGNS



UNMATCHED PROTECTION

Our *TekStar* LED sign offers a unique vandal cover in front of the LED display. Made from a single piece of solar-grade TUFFAK® SL polycarbonate, this vandal cover helps **protect against impact, graffiti and UV light** which can degrade LEDs over time.

Most vandalism such as egg and spray paint can be removed with approved cleaners. A matte finish reduces glare and reflection. All *TekStar* signs include active ventilation that prevents overheating and extends the life of internal components.



Protect your sign investment!

SEE OUR VANDAL COVER IN ACTION AT
stewartsigns.com/vandal



stewartsigns.com ■ 800-237-3928

TekStarVandalCover-SS231101



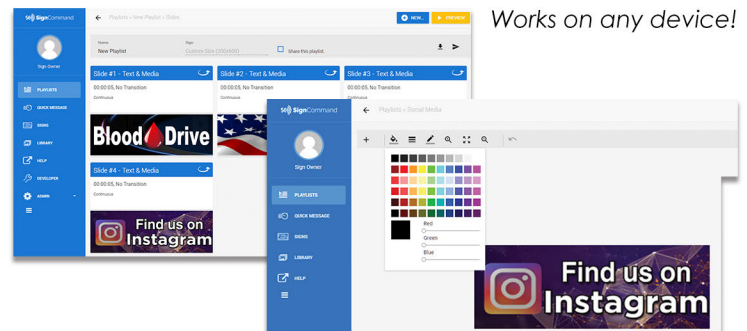


Create and send amazing messages from anywhere
with the **easiest** LED sign software in the cloud!

Sign owners have told us that they want sign software that's easy to use and can be accessed from any device. Software with powerful editing and scheduling capabilities, built from the ground-up with security in mind. Software that **just works** and requires no installation or complex network setup.

Introducing SignCommand, the next generation in LED sign control. From a built-in library of video clips to easy collaboration with other users, your sign message will become a **powerful voice** for your organization. Get more from your sign with the power of the cloud!

See videos and more at
stewartsigns.com/software



Access From Anywhere

From home or work, computer or phone, you can change your sign message with no software setup.



The Media You Need

Search, preview and add from our constantly expanding graphics library, right inside the application.



Your Message, On Your Time

Advanced scheduling options allow for highly customized messages based on date and time.



Eye-Catching Special Effects

Many built-in transition and text effects will increase interest and attention in your sign message.



Delivering Peace-of-Mind

Offering features like two-factor authentication, it's built from the ground-up with a focus on security.



A Network of Support

Remote diagnostics and monitoring allow us to fix existing problems and prevent future ones.



stewartsigns.com ■ 800-237-3928

SignCommandFlyer-SS231001



The leader in **secure and reliable**
cloud application hosting.

Works across **all** operating systems.





Built-in Graphics Library for Your Facility

Generate attention and interest in your message!

With your investment in LED technology, the messages that you display will now have the power to be **more effective than any other communication**. But not just any content will have the impact you're after. Plain text messages can get lost in a crowded visual landscape, and many organizations don't have the resources to create their own dynamic sign graphics.

SignCommand offers a **built-in and constantly expanding library** of graphics and video animations. These media files are created and optimized by artists that specialize in sign content creation, and will turn a sign that can be read into a sign that will be read.

Learn more and see graphics in action at stewartsigns.com/library

Ask your sign consultant for SignCommand demo account access to view the library!



Announce



Educate



Promote

OVER 2,000 ITEMS AVAILABLE!

* Amount of image detail available on the LED display is determined by the matrix size. Examples shown here for demonstration purposes only.



stewartsigns.com ■ 800-237-3928

LibraryFlyerMunicipal-SS231001

THERE'S A DIFFERENCE IN SIGNS... AND A

Difference in Sign Companies!

Commercial-grade Signs

These signs are built only with the **initial cost** in mind. Made for businesses or locations that change frequently over time, these signs degrade quickly and have a serviceable life of three to five years.

✗ The sign cabinet is made from thin steel may **rust and deform** under its own weight. Sides are joined with screws, bolts or adhesives that fail over time.

✗ Metal surfaces are unevenly wet-painted. The color **quickly fades** in direct sunlight and vandalism such as spray paint or egg is not easily removed.

✗ Sign faces are acrylic or plexiglass with low impact resistance. Material is not UV-resistant, and **yellows or cracks** as it degrades in the sun.

✗ The face artwork is printed or painted with non-solar-grade materials, and adhered to the outside of the sign face where it can be **scratched and peel**.

✗ The support structure or base plates are made of thin steel or aluminum that cannot support minimum wind-loads and may **fall over in high winds**.

✗ The sign is assembled out-in-the-field from individual components that **may not be listed** or match each other in color or style.

✗ There is a limited or no warranty on the above components. Any warranty **does not include incidents of vandalism**.

Institutional-grade Signs

These signs are built with **total cost-of-ownership** in mind. Made for organizations that want to make a one-time investment in their sign project for many years, they have a serviceable life of well over a decade.

✓ The sign cabinet is made from extruded aluminum that **resists corrosion** and retains its shape. Sides are miter-cut and joined by wire-welding the corners.

✓ Metal surfaces are cleaned and uniformly powder-coated for **superior chip, impact and fade resistance**. Vandalism can be removed with approved cleaners.

✓ Sign faces are made from solar-grade polycarbonate with superior impact resistance. UV protection is integrated into the material to **keep it clear**.

✓ The face artwork is digitally printed on solar-grade material and adhered to the inside of the sign face for **maximum protection** against the elements.

✓ The support structure and base plates are made of thick, powder-coated steel to support a **minimum wind-load rating of 120mph**.

✓ The entire sign is manufactured in a controlled environment to ensure a seamless look, and the **complete sign is UL or ETL Listed**.

✓ There is a lifetime warranty from a single company on all of these components, **including damage caused by vandalism**. See warranty for details.



THERE'S A DIFFERENCE IN SIGNS... AND A *Difference in Sign Companies!*

Your sign company matters.

A true institutional-grade sign comes from a **single source** that builds all of the sign components including the identification cabinet, LED cabinet, and support structure. Any warranty or service issues should be handled by the same company.

A **sign broker** is a company that only purchases the sign or its major components on behalf of the customer, **adding their markup** in the process.

A **sign integrator** assembles a sign from components purchased elsewhere, usually in-the-field using bolts or screws where they **may not fit together** tightly.

A **sign manufacturer** builds their complete sign product in a controlled environment, and provides all support and warranty service with **no middle-men**.

Knowing where your sign will truly come from is **key to the success** of your project. The reputation and longevity of the company is also important to ensure that they will be around tomorrow to support the sign you invest in today.

At Stewart Signs, we have been providing complete signs for over half a century. As the trusted partner for sign projects of all sizes, we believe in:

One sign, one company.

Questions to Ask

- How long has your company been in business?
- How many signs have you built, and are there any in my area I can visit?
- Is your complete sign manufactured by you and UL or ETL Listed?
- Is your company highly rated by independent third parties?
- Who do I contact if I have questions about my sign or its software?
- Who do I contact for warranty claims or service issues?

LEARN MORE ABOUT THE DIFFERENCES AT

stewartsigns.com/about-us

WE ARE STEWART SIGNS

AMERICA'S PREMIER SIGN COMPANY

Stewart Signs is a national sign company with a local approach. Since 1968, we've provided signs for **tens-of-thousands of satisfied customers** across the country and around the world. From the frozen landscapes of Alaska to the hurricane-prone coasts of Florida, we provide our signs through the easiest process in the industry.



Over 60,000 signs nationwide

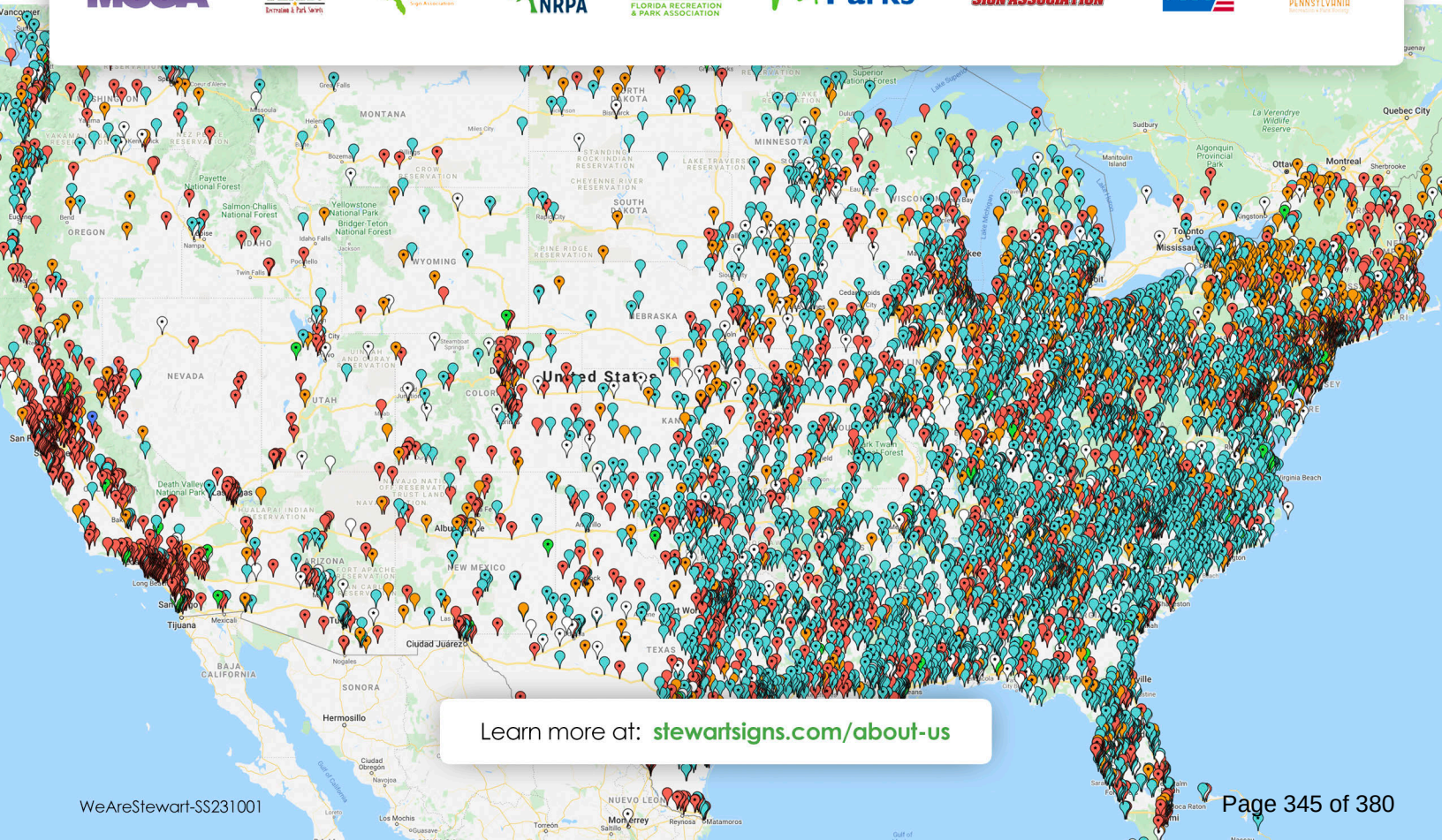


We are BBB accredited with an A+ rating



Our customers find success with our signs

We are endorsed by many denominational organizations and hold many contracts and memberships.



Learn more at: stewartsigns.com/about-us

TECHNICAL SPECIFICATIONS FOR THE

TekStar Series

Available Pixel Pitches

	6.67mm	8.88mm	10.66mm	16mm	20mm
Physical pixel pitch	6.67mm	8.88mm	10.66mm	16mm	20mm
Module pixels (H) x (W)	48 x 48	36 x 36	30 x 30	20 x 20	16 x 16
Color options	Full color	Full color	Full color	Full color	Full color
LEDs per pixel	1 SMD	1 SMD	1R / 1B / 1G	1R / 1B / 1G	1R / 1B / 1G
Minimum character height	1.8"	2.4"	2.8"	4.4"	5.5"
Maximum NIT rating	Up to 10,000 nits	Up to 10,000 nits	Up to 10,000 nits	Up to 10,000 nits	Up to 10,000 nits

Features

Video formats	AVI, MOV, MP4, MPG, WMV
Still image formats	JPG, BMP, PNG, TIF, GIF
Refresh rate	Up to 1,200 Hz
Frame rate	Up to 60 frames-per-second
Control type	On-board SignCommand media player
Storage capacity	32 gigabyte solid state drive
Communication options	Cell Connect, Direct Connect, Wireless, USB
Dimming	100 levels - automatic, scheduled or manual
Air circulation	Continually running fans
Cabinet construction	All aluminum with mitered, wire-welded corners
LED module IP rating	IP65 (front), IP54 (back)
Service access	Front serviceable - hinged cabinet lid
Product warranty	5-year LED parts warranty, lifetime sign face and structure parts warranty*
Parts availability	10-year parts availability guarantee on LED display components*
Tech support	Unlimited from our in-house Stewart technical support team
Graphics capability	Text, animation, images and pre-recorded video clips
Voltage	120VAC, 208VAC or 240VAC, size specific
Average LED life	100,000 hours
Certification	UL Listed #E50724
Viewing angle	140° horizontal
Software	SignCommand.com, our proprietary cloud-based LED software
Built-in graphics library	Over 2,000 pieces optimized for use on LED displays



* Refer to the sign quote for specific warranty information for your product.

FCC Notice

All components have been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. The user is cautioned that any changes or modifications not expressly approved by the party responsible for FCC compliance could void the user's authority to operate the equipment.



Sign for City of Palatka (1359022)

From Alex Dix <adix@stewartsigns.com>

Date Tue 1/28/2025 8:22 AM

To Kristin Odom <kodom@palatka-fl.gov>

📎 3 attachments (22 MB)

1053942-3-quote-2025-01-27_0932.pdf; 1053942-2-quote-2025-01-27_0932.pdf; 1053942-1-quote-2025-01-27_0932.pdf;

You don't often get email from adix@stewartsigns.com. [Learn why this is important](#)

Good morning Kristin!

Thank you again for your time last week and filling me in on the sign project. Based on our conversation and the location for the sign, I have attached the 3 proposals we discussed over the phone. All 3 quotes include installation. The Tekstar sign and the Atlas sign are built a little differently, so I included some literature explaining the differences.

These signs are capable of text, graphics, animations, videos, etc.

Your sign will come with LIFETIME:

1. Technical Support
2. Access to Sign Command Software
3. Vandal warranty on ID face and support structure
4. Data via Verizon Cell data modem

Below are some videos of different resolutions from our website:

10mm at 50 feet - <https://www.youtube.com/watch?v=7104qp2aRMg>

10mm VS 16mm - <https://www.youtube.com/watch?v=rKl49hOmSCg>

6,8,10,16mm Side by side - <https://www.youtube.com/watch?v=kuZMTHOPMjU>

8.8mm VS 6.67mm - <https://www.youtube.com/watch?v=PcOXQ3eJqYo>

Stewart Manufactured Signs:

- **Country of origin.** We manufacture our signs in the US. Most LED products (Not all) are drop shipped in from overseas.
- **Warranties.** We have lifetime warranty on workmanship and breakage caused by vandalism on the polycarbonate sign face and a 5-year warranty on the LEDs and the components.
- **Company reputation and reliability.** We've been in business for over 57 years, have manufactured over 60,000 signs, and have an A+ BBB rating.
- **Customer Support.** We have a designated support team located in the US, so you never have to worry about a single person trying to prioritize their time between making a sale and resolving a technical issue.
- **Additional fees.** There are no recurring fees after you purchase. Some companies charge monthly service fees, data fees, or software fees.
- **Remote connectivity.** With our software, you can access and program your sign from anywhere you have access to the internet.
- **Security.** We work with countless healthcare organizations and US military bases. Our security has been built around HIPPA and US government security protocols. In addition, we offer an

optional 2-factor authentication, ensuring only authorized users have access to your sign software.

- **Software.** Try before you buy. No matter how great an LED sign is, is the sign easy to use? Even if the other companies you're looking at don't have a demo version of the software, request a live tutorial to see the interface of what you'll be using. Our demo link is below, and we can setup a live tutorial with our software engineer upon request.

SIGN COMMAND DEMO

<https://my.signcommand.com>

municipal@signcommand.com

Password: **StewartSignsExclusive!**

I hope this information is helpful Kristin. I know you mentioned potentially having a direction/company selected within a couple of weeks. Please let me know if I can be available for a zoom/conference call to answer any questions and explain our offering as a company. I look forward to hearing back from you. Have a great day!

-Alex



Alex Dix

Territory Consultant

Email: adix@stewartsigns.com

Office: 1.888.237.3928 ext 2090 x 941-867-1844

Fax: 1.888.485.4280

StewartSigns.com | [About Us](#)

BuyBoard Contract # 690-23

TIPS Contract # 22010202

GSA Contract #47QSMA19D08R2

8. Signs Plus



Reference #: **sk- 137973-3a**
Product Manager: **Rob P**
Date: **January 29, 2025**

ID Face Vinyl: **Digital Print**
ID Cabinet & Mount Color:
PMS294c Blue/RAL 5005
LED Display: **Full Color**



SIGNS PLUS
NEW IDEAS-NEW TECHNOLOGY, INC.
800-848-4262
info@SignsPlusSigns.com
www.SignsPlusSigns.com



APPROVAL

DATE

PRINT NAME

SIGNATURE

A FAX SIGNATURE IS BINDING UPON BOTH PARTIES

Custom artwork by Signs Plus is provided as an example and is not intended to represent an exact match for ink, vinyl, paint or LED colors. With the exception of our Polyarmour products, masonry and brickwork are not included in the proposed quote. Measurements shown are approximations and final product dimensions may vary. Original Signs Plus design - reproduction is prohibited.



NEW IDEAS - NEW TECHNOLOGY, INC.

4242 McIntosh Ln, Sarasota, Florida 34232
t. 800-848-4262 f. 941-378-4062

City of Palatka

201 N 2nd street
Palatka FL 32177

Attention: Kristin

Rob Probus

Product Manager

robp@signsplussigns.com

Quote #: 137973-Q3B

Date: Jan 31, 2025

Qty	Description
1	10mm Ascend LED Sign: Double Sided 5' 0"x 8' 0" (HxW) - Active LED Screen Size of 3' 0"x 8' 0" (HxW) with a Pixel Matrix of 120x 320 - High Resolution with 38,400 Pixels Per Side, in a Double Sided Configuration - 1'x 2' Self-contained Aluminum Modular System Replaces Traditional LED Cabinet - Display Text, Graphics, Images, and Video Clips - Brightness, up to 10,000 Nits, Average LED Life: 100,000 Hours - Fully Sealed & Waterproof Aluminum LED Panels, IP67 Rated, Front & Back - 6-YEAR Limited Warranty & 10-YEAR Part Availability for LED Panels. Refer to Warranty Document for Complete Details. - Ascend Media Player, Always-on Cloud Based Software Included - Industrial Waterproof Controller, Quad-core Processor, 16 GB On-board Storage PLUS Cloud Storage - Remote Diagnostics - Lifetime In-house Tech Support Included - Remote Calibration for LED Panel Brightness - 100% Solid State System. Zero Moving Parts - LED Panels have No Internal Serviceable Parts - LED Panels Removeable with Quick & Easy Latch System - Bidirectional Data-flow Between LED Panels - Non-daisy Chained PRECISE POWER Control System - Fanless System with Solid Aluminum Heatsinks - 60 Frames per Second for Smoother & More Realistic Imaging - Image Refresh Rate >3,000 HZ for Reduced Motion Blur - 16.7 Quadrillion Colors (On Average the Human Eye can Distinguish 710 Million Colors) - 100 Levels of Auto Brightness Control - ISO 9001 Certified Factory Compliance: FCC Part 15 & ETL Double Sided 2' 0"x 8' 0" Identification Cabinet with Internal LED Illumination - All Aluminum with Welded Unitized Construction and Industrial Graffiti Resistant Finish - Unbreakable Polycarbonate Face(s) with Internal 3m Vinyl Graphics - Graphics, Colors, and Text per Customer Approved Artwork - Pedestal Mount: 3' 6"x 2' 8" (HxW); Overall Sign Height: 8' 6" - Entire Sign Engineered for 125mph Wind Load, Exposure B Electrical Requirements: 1 Circuit, 240-Volt, Max Draw: 10.7 Amps
1	Remote Diagnostics & Sign Communication Via Cell Data Modem with a Life-of-the-Sign Prepaid Data Plan
1	Web Based / Cloud Hosting Software Included
1	*****Optional Signs Plus Installation please add \$7,000.00*****

Prices are valid for 30 days. Unless otherwise noted in Special Instructions freight & applicable sales tax will be added to your invoice. Organizations exempt from sales tax must include exempt certificate with order.

Total Investment: \$31,590.00

Terms

- Authorized purchase order accepted with order. Payment of total invoice amount is due 10 days from the sign(s) ship date.

Unless otherwise indicated in the buyer approved sign installation agreement, Form SIA-0422.2, sign permits, footers, sign erection, electrical service, electrical connection and planters or other decorative masonry or other structures are the responsibilities of the buyer. All signs subject to zoning and code per city/county. Signs Plus furnishes engineered footer drawings when applicable. Buyer acknowledges and agrees that any cancellation may result in charges that exceed the deposit. In the event of payment default disruptions of the LED display operation may occur. The Buyer is responsible for all collection costs incurred by Signs Plus, including but not limited to court costs, filing fees and attorney fees. All legal proceedings will be in Sarasota County, Florida. A 2% convenience fee applies to all credit card transactions.

Special Instructions

Ascend LED & ID Warranty - Refer to Signs Plus Warranty for Complete Details

- Limited Lifetime Warranty on Material & Workmanship on Entire Sign.
- Lifetime Replacement of Makrolon Faces due to Breakage by Vandalism.
- 5-year Parts Warranty on ID Cabinet's LED Illumination.
- 6-year LED manufacturer's advanced replacement parts warranty with Lifetime Technical Support.
- Lifetime FREE web-based software training and support.
- 10-year parts availability guarantee.

Approval / Authorization

I have read and fully understand the contents of this document and I agree to the stated terms and conditions.

Authorized Signature: _____

Title: _____ Date: _____

Customer:	Ship Sign To:	Invoice To:
City of Palatka 201 N 2nd street Palatka, FL 32177 Attention: Kristin	City of Palatka 201 N 2nd street Palatka, FL 32177 Attention: Kristin	City of Palatka 201 N 2nd street Palatka, FL 32177 Attention: Kristin

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Signs Plus, New Ideas-New Technology, Inc	
2 Business name/disregarded entity name, if different from above Signs Plus	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) See instructions. 4242 McIntosh Lane	Requester's name and address (optional)
6 City, state, and ZIP code Sarasota, FL 34232	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► <i>R.H.K. Ling</i>	Date ► <i>2/9/2024</i>
------------------	---	------------------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



ASCEND

TO HIGHER RESOLUTION



We're Making Something Different.

Signs Plus Ascend uses our Advanced Modular System with ultra-bright LEDs, lightweight aluminum frames and waterproof aluminum LED panels. This transformative 100% solid-state design with its future proof functional elements results in long term value.



Get In Touch



800-848-4262



info@signsplussigns.com



4242 McIntosh Ln, Sarasota, FL 34232

New Ideas New Technology

Present your message with a Full Color LED sign to grab the attention of passersby with something truly eye-catching. LED signs of the past have large pixel pitches resulting in coarse images with little detail.

That's why Signs Plus introduced our Ascend high resolution LED screens that will become the focal point and transform your presence within your community.

*Increase your prominence with the Ascend and make the focal point **YOUR LOCATION.***

www.signsplus.com



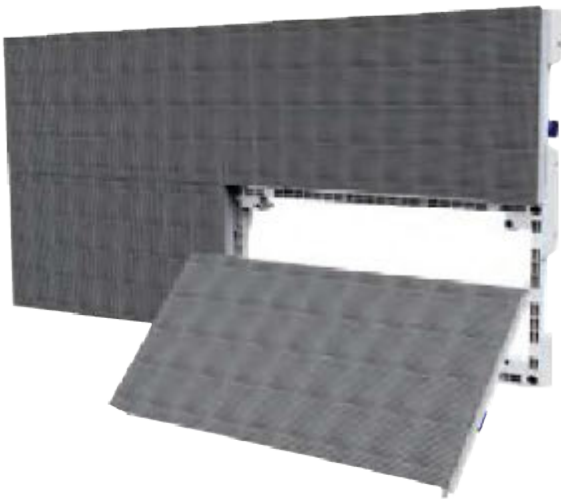
**SIGNS
PLUS+**
NEW IDEAS-NEW TECHNOLOGY, INC.



ASCEND



**We're Making
Something Different**



Ascend Raises Your Organization to the **TOP LEVEL**

- ✓ **Precise Power Control**
20% Energy Savings
Creates Less Heat
Longer Life
- ✓ **Future Proof**
Upgrade to Higher Resolution or
add LED Panels to Increase Size
or Both! Without Replacing Your
Sign.
- ✓ **Remote Diagnostics &
Lifetime Technical Support**
Our In-house Team Provides
Support for the Life of Your Sign.
- ✓ **No Internal Servicable Parts**
Traditional LED Cabinets
have Dozens. The Ascend
Advanced Modular System
has ZERO.



NEW IDEAS = BETTER SPECS.

Signs Plus Ascend uses our Advanced Modular System with ultra-bright LEDs, lightweight aluminum frames and waterproof aluminum LED panels. This transformative 100% solid-state design with its future proof functional elements results in long term value.



Light Weight Frames

Combining structural aluminum and CNC Machining for extreme precision and reduced weight.



Connectivity

Network with Wi-Fi, Ethernet, Fiber Optic or Cellular Technology.



Waterproof LED Panel

IP 67 Rating.
Fully Sealed LED Modules
Increased Lifespan
IP67 Rating, Front and Back



Ascend Media Player

Always-on Cloud Software
Control with Remote
Diagnostic System.



6-Year Warranty

6-Year Module Replacement
Plus 10-Year Parts
Availability Guarantee.



SMD LEDs

Ultra Bright up to 10,000 nits
100,000 Hours Lifetime
More colors than the Eyes
Can See!



LED Display Control

Program Display with PC, Mac,
Smartphone, Tablet, or any other
Internet-connected Device.



A smaller pixel pitch of 4, 6, or 8mm produce higher resolution creating sharper images with crisp details..

A larger pixel pitch of 12, 16 or 20mm results in low resolution and coarse images with little to no details..



ASCEND

Technical Specifications

to Higher Resolution

Pixel Pitch	LED Panel Matrix	Pixels per Square Foot	Min. Text Size	Brightness	LEDs per Pixel
8mm	40 x 80	1,600	2.4"	10,000 Nits	1R, 1B, 1G (SMD)
6mm	48 x 96	2,304	2"	10,000 Nits	1R, 1B, 1G (SMD)

Full Color	281 Quadrillion Colors
Average LED life	100,000 hours
Control type	Waterproof Industrial Solid-state Quad-core CPU&GPU Controller
Communication Options	Direct Ethernet, Wireless, Fiber, Verizon
Video File Formats	AVI, WMV, MPG, RM/RMVB, MOV, DAT, VOB, MP4, FLV,
Text Formats	TXT, RTF, WORD, PPT, Excel, etc.
Image Formats	BMP, JPG, PNG, TIF, GIF, etc.
Refresh Rate	> 3,000 HZ for Reduced Motion Blur
Frame Rate	≥ 60 frames-per-second for Smoother & More Realistic Imaging
Dimming	100 levels - Light Sensor or Software
Software	Ascend Media Player, Always-on Cloud
Operating System	Cloud OS, Connect using PC, Mac, iPad,
Storage Capacity	Cloud Storage
LED Panel Construction	Patented Aluminum LED Panels, 100% Solid State System, Zero Moving Parts
Cabinet Construction	Ascend LED Panels Eliminates Traditional LED Cabinet
Service	LED Panels have No Internal Serviceable Parts
Tech Support	Remote Diagnostics with Lifetime In-House Tech Support
LED Module Weatherability	IP67 Rated - Front and Back - Fully
Thermal Control	Advanced Solid Aluminum Heat Sink Technology
Data-flow	Bidirectional Data-flow Between LED Panels
Power Control	Non-daisy Chained PRECISE POWER Control System
Sign Face & Structural Warranty	Limited Lifetime Warranty
Removing LED Panels	Easy & Fast Latch System
Future Proof	Easy Upgrade of Pixel Pitch or Larger Screen Size
Calibration	Remote Calibration for LED Panel Brightness
Working Voltage	AC 110-volt to 240-volt ± 15%, 50-60-HZ, Sign Size Specific
Certifications	UL, ETL, FCC, RoHS, ISO 9001
LED Panel Warranty	<u>6-year LED Panel Replacement Warranty</u>

∞ Researchers say a healthy human eye distinguishes between 1 - 10 millions colors, we've got them all covered!

∞ Refer to sign quote for specific warranty information for your sign

∞ All components are certified to comply with FCC Rules, Part 15

**SIGNS
PLUS**

NEW IDEAS-NEW TECHNOLOGY, INC.

info@SignsPlusSigns.com

800.848.4262



STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The Community Redevelopment Agency (CRA) districts encompass areas that require targeted efforts for effective revitalization and community improvement. As these districts undergo development and change, strong code enforcement becomes increasingly essential. Currently, the Code Enforcement Office manages a larger area, which leads to divided attention and may hinder enforcement efforts within the CRA districts. To address this issue, appointing a full-time Code Enforcement Officer who dedicates part of their time specifically to the CRA districts will more effectively tackle code compliance issues and better support the objectives of the CRA.

PROJECT ANALYSIS

1. Purpose and Need:

A designated Code Enforcement Officer will focus on the particular needs and challenges faced by properties and businesses within the CRA districts. This targeted approach is expected to lead to higher compliance rates, which are crucial for maintaining property values and fostering economic growth.

2. Alignment with CRA Goals:

The CRA's mission is to reduce blight and enhance community quality. By strengthening code enforcement in the districts, the CRA can ensure that properties adhere to established standards, thereby contributing to the area's overall revitalization.

3. Community Engagement:

The Code Enforcement Officer will work with the CRA Coordinator and provide information to violators, the residents, and businesses in the CRA district.

Staff Recommendation

Staff recommends that the board discuss and provide guidance on whether resources should be allocated to hire a full-time Code Enforcement Officer. This officer would dedicate part of their

time to addressing code enforcement needs within the CRA districts.

ATTACHMENTS

1.	Code Enforcement Officer Job Description
----	--



Job Title: Code Enforcement Officer
Department: Community Services
FLSA: Non-Exempt
Pay Grade: G9
Effective: September 2021
Revised: September 2021

Position Summary

This position is a highly responsible position involving enforcement of various City ordinances and codes that affect health, safety, and welfare of the public. Responsible for enforcement of minimum housing standards, minimum maintenance standards for commercial buildings, environmental codes, abandoned or derelict properties, land development regulations, occupational licensing, and related codes and ordinances. Receives, investigates, and processes complaints; enforces city codes and ordinances; and prepares cases for code enforcement hearings.

Essential Duties and Responsibilities:

- Inputs and retrieves a variety of information using a computer terminal.
- Maintains files and records related to citations and violations.
- Prepares a variety of written reports, memoranda and correspondence.
- Photographs violations, create files; prepares investigative reports; prepares legal documents, including abatement and inspection warrants, and correspondence.
- Collects and safeguards evidence for civil property abatements and civil litigation.
- Receives and investigates complaints of City code and related laws; renders code enforcement action.
- Composes and issues courtesy notices, notices of violations, citations, correction notices, and stop work orders to ensure compliance.
- Prepares cases for code enforcement hearings; testifies in court as necessary on behalf of the City.
- Conducts follow-up investigations to ensure compliance with applicable codes.
- Makes routine inspections; identifies and corrects unsafe structures; prepares notices for the abatement of dangerous buildings.
- Seeks contractors bids to demolish unsafe structures; oversees onsite work to code specifications; provides information to violators, the general public, business community, and other government agency's regarding codes, laws, and ordinances.
- Responds to questions, complaints, and inquiries.



- Cites vehicles and coordinates the removal of abandoned and illegally parked vehicles; maintains reports on vehicle towing activities.
- Attends conferences, meetings, and hearings as required.
- Tracks enforcement issues over time.
- Assists the planning director in drafting and implementing programs and procedures directly related to code enforcement.
- Performs other duties as assigned.

Knowledge, Skills and Abilities:

- Knowledge of the various codes and inspection procedures and exercise a significant degree of initiative and independent judgment.
- Ability to effectively deal with emotional, angry citizens in a tactful manner.
- High level of attention to detail.
- Ability to use office equipment such as computers for various applications, phones, photocopiers, filing cabinets and fax machines.
- Ability to understand and follow oral and written instructions in English.
- Ability to prioritize and perform multiple tasks.
- Ability to manage time effectively.
- Computer proficiency in MS word, excel, access and the ability to learn other types of computer programs.
- Ability to track code enforcement issues overtime and follow up as needed.
- Knowledge of federal, state, and city codes and ordinances as apply to code enforcement issues.
- Knowledge of legal requirements for lien filing.
- Ability to identify code violations during the inspection of dwellings, premises, vacant lots, signs, etc.
- Ability to prepare reports and standard form letters.
- Ability to locate, read, and interpret legal descriptions and ownership records.
- Ability to maintain detailed files and records.
- Ability to operate a motor vehicle safely.

Education and/or Experience:

- Graduation from a standard high school or GED; a minimum of one-year experience in code enforcement or related work; or equivalent combination of education and experience.
- Certification by the Florida Association of Code Enforcement (FACE) in Levels I, II, III, or successful completion of all three levels of certification within 36 months of employment.
- Valid Florida driver's license required.



Environment & Physical Requirements

- Work is performed inside an office setting as well as outside in all weather conditions.
- Position requires frequent sitting.
- Exerting up to 10 pounds of force occasionally and/or small amount of force to lift, carry, push, pull or otherwise move objects.
- Descending and ascending stairs to and from basement.
- Picking up, typing, or otherwise working primarily with fingers rather than with whole hand as in handling.
- Perceiving the nature of sounds at normal speaking levels with or without correction.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities, and skills required of personnel in this position.

An individual must be able to perform the essential functions of the job with or without reasonable accommodation. To perform this job successfully, the incumbent(s) will possess the skills, aptitudes, and abilities to perform each duty proficiently. Some requirements may exclude individuals who pose a direct threat or significant risk to the health or safety of themselves or others. The requirements listed in this document are the minimum levels of knowledge, skills, or abilities.

This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

DISCUSSION/DIRECTION - Police Bicycle Patrol

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The City of Palatka's Central Business District serves as the heart of our community, attracting residents, businesses, and visitors alike. However, the increasing foot traffic and activity in the area has led to a need for enhanced safety measures to ensure public confidence and overall community wellbeing.

In response to concerns from stakeholders, including local businesses and residents, the establishment of a Police Bicycle Patrol has been proposed. This initiative aims to provide a visible police presence during peak hours, which have been identified as Thursday through Sunday from 2 PM to 7 PM.

PROJECT ANALYSIS

1. Benefits of a Bicycle Patrol:

- **Crime Deterrence:** A proactive police presence can deter criminal activity, leading to increased safety and enhanced quality of life for residents and visitors.
- **Direct Communication:** Officers on bicycles can interact with business owners and residents, creating opportunities for feedback and addressing concerns quickly.
- **Increased Visibility:** Officers on bicycles can enhance visibility and accessibility in the community, fostering trust and a closer relationship between law enforcement and the public.

2. Cost Considerations:

The estimated annual cost for one officer is \$46,800, while deploying two officers would result in a total annual cost of \$93,600. Additionally, there will be equipment costs associated with bicycles and necessary gear, which must be addressed in the budget.

3. Successful Examples from Other Florida Cities

Several cities in Florida have successfully implemented police bicycle patrols in their downtown areas, demonstrating significant positive outcomes. These cities include:

- City of Sarasota
- City of Mount Dora
- City of Winter Garden
- City of Key West
- Daytona Beach

Staff Recommendation

Based on the analysis, staff recommends moving forward with the establishment of the Police Bicycle Patrol in the Central Business District. This initiative aligns with the goals outlined in the Community Redevelopment Plan, which aims to enhance public safety, improve community relations, and foster a welcoming environment in the downtown area.

ATTACHMENTS

None

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The City of Palatka Community Redevelopment Agency (CRA) is undertaking two major redevelopment initiatives: (1) the St. Johns Avenue Streetscape Project and (2) the Finding of Necessity study for CRA boundary expansion and updating the Community Redevelopment Plan.

PROJECT ANALYSIS

1. St. Johns Avenue Streetscape Project

Current Status:

The St. Johns Avenue Streetscape Project is progressing toward completion, with architectural plans at 90% completion. The final design review is underway to ensure compliance with the Florida Department of Transportation (FDOT) standards. An informal meeting was held at City Hall on Monday, February 3, where Chris Silewski, an architect from Ayres, answered questions from business owners on St. Johns Avenue.

Key Focus Areas:

- Ensuring previous design decisions meet current FDOT guidelines.
- Incorporating electrical components for lighting, accessibility, and potential enhancements.
- Evaluating the feasibility of adding electricity and an irrigation system within budget constraints.

Budget & Priorities:

The project is funded at \$1.4 million. Community input remains a crucial factor in determining final priorities, particularly concerning sidewalk materials, lighting enhancements, and landscaping.

Timeline & Next Steps:

- **March 21, 2025:** Completion of final architectural plans.
- **September 2025:** Submission for FDOT review (approval may take up to six months).
- **October 2025:** Opening of project bidding process.
- **November 2025:** Selection of a contractor.
- **January 2026:** Project construction begins.
- **October-December 2026:** Phased project completion.

2. CRA Boundary Expansion & Community Redevelopment Plan Update

Current Status:

GAI Consultants, Inc. has started to conduct a Finding of Necessity (FON) study in accordance with Florida Statutes Chapter 163. This study will assess the feasibility of expanding the existing Community Redevelopment Agency (CRA) boundary, as outlined in the City's Request for Proposal (RFP) 2024-05. On Thursday, January 16, staff held a kick-off meeting with the GAI Consultants, Inc. team to discuss redevelopment goals and project objectives, review the steps involved in the Finding of Necessity, outline the project timeline, and clarify the scope of work. We are currently in the process of providing GAI Consultants, Inc., with all necessary information and data they have requested.

Staff Recommendation

ATTACHMENTS

1.	St. Johns Avenue Streetscape Project Update
2.	1.16.25 Kick-Off Meeting Summary
3.	FON Boundary Map



St. Johns Avenue Streetscape Project Update

Monday, February 3, 2025

The City of Palatka is committed to enhancing the sidewalks and overall streetscape along **St. Johns Avenue**, creating a safer, more accessible, and aesthetically pleasing environment for residents, businesses, and visitors. This community meeting allows those impacted by the project to receive updates, ask questions, and provide input to help shape the final design.

Project Overview & Current Status

The **St. Johns Avenue Streetscape Project** aims to improve pedestrian infrastructure while maintaining the character and functionality of this important corridor. **The architectural plans are currently 90% complete**, with final reviews underway to ensure compliance with the Florida Department of Transportation (FDOT) standards.

Key areas of focus include:

- Verifying that initial design decisions, made three years ago, remain compliant with FDOT guidelines.
- Incorporating electrical components to support **lighting, accessibility features, and potential enhancements**.
- Exploring the addition of **electricity and an irrigation system** to ensure long-term sustainability and aesthetics.

While **electricity and irrigation are not part of the original plans**, discussions are ongoing to determine whether these enhancements can be included within budget constraints.

Budget & Community Priorities

The **project budget is set at \$1.4 million**, which requires careful evaluation of priorities to ensure the most impactful improvements are made. Given financial limitations, community input is **essential** in determining which features should be prioritized.

We are actively considering:

- **Sidewalk materials and design** for durability and aesthetics.
- **Lighting enhancements** to improve safety and ambiance.
- **Landscaping elements** that contribute to the beauty and usability of the space.
- **Other improvements** based on public feedback and feasibility.

This meeting provides a platform for residents and business owners to voice their preferences, ensuring that the final streetscape reflects the needs and expectations of the community.

Project Timeline & Next Steps

The feedback collected during today's **February 3rd community meeting** will be reviewed and considered before finalizing the plans.

- **FDOT Review & Approval:** Per the grant agreement, FDOT approval may take up to six months once the final design is submitted in September 2025.
- **An architectural plan is expected to be completed by 3/21/25**
- **Bidding Process:** After FDOT approval, the project will be **advertised for bidding**, which will remain open for at least one month, starting October 2025.
- **Contractor Selection:** A contractor is expected to be secured by November **2025**.
- **Construction Start:** Work is anticipated to begin in **January 2026**.
- **Project Completion:** The project is targeted for completion between October and **December 2026** and will be completed in phases.

For more information, please contact Kristin Odom, CRA coordinator, at KOdom@Palatka-FL.Gov or Carlos Dominguez Brito, Palatka Projects/Grants Manager, at cdominguezbrito@palatka-fl.gov or call City Hall at (386)329-0100.

Meeting Minutes

Subject	City of Palatka CRA Plan Update Kick-Off Meeting
Meeting Date	01/16/2025
Project	City of Palatka CRA Plan Update
Attendees	Marcia Carty (City), Kristin Odom (City), Lorenzo Aghemo (City), Laura Smith (GAI), Tom Kohler (GAI), Claudia Ray (GAI)
Distribution	01/28/2025

Review Redevelopment Goals and Project Objectives

- ▶ Comprehensive Plan Update: The City is in the process of updating the Comprehensive Plan, which will be completed by May 2025. It is unclear which Comprehensive Plan elements will be updated, however there is interest in including language about infill development in the Comprehensive Plan.
- ▶ Discussion of potential for consolidation of the City's three discrete Redevelopment Trust Funds. GAI will explore this option and include recommendations and overview of other jurisdictions where such strategy has been deployed in the Redevelopment Plan Update.

Finding of Necessity Review

- ▶ GAI was instructed by the City to proceed with conducting a F.S. Chapter 163 compliant Finding of Necessity study for expansion of the existing Community Redevelopment Area(s) consistent with the study area boundary map depicted in Attachment A of the City's RFP 2024-05.

Proposed Project Timeline and Revised Scope

- ▶ Discussion of overall project timeline and scope of work. GAI will provide the City with refined scope of work outline and timeline for project completion.

Community Workshops & Stakeholders Meetings

- ▶ Workshops
 - Discussion regarding location and focus of community workshops. City direction is for two (2) community workshops to be held on the same day at a location in the expansion study area. GAI will coordinate with the City regarding dates, locations, and types of activities consistent with the project schedule timeline.
 - These workshops are envisioned to take place in the summer, City to discuss and confirm whether summer is acceptable.

GAI Consultants, Inc.
618 E. South Street
Suite 700
Orlando, Florida 32801

T 407.423.8398
gaiconsultants.com

A GAI Consultants, Inc. Service Group

▶ **Stakeholder Groups**

- Discussion regarding stakeholders within the CRA districts and expansion area. City direction is for interviews with up to three (3) stakeholder groups, with the City identifying the stakeholders and assisting with scheduling the stakeholder group interview.
- GAI will also conduct one-on-one interviews with each of the City's elected officials. GAI to coordinate with the City Clerk for scheduling interviews with elected officials.
- Stakeholder group interviews and elected official one-on-one interviews may be conducted virtually or in-person. If conducted in-person, all interviews will be scheduled to take place over the course of one day.

GIS Data and Relevant Plans/Projects

The City relies on the others at the County for GIS data and maps. List of current studies and plans relevant to the CRA:

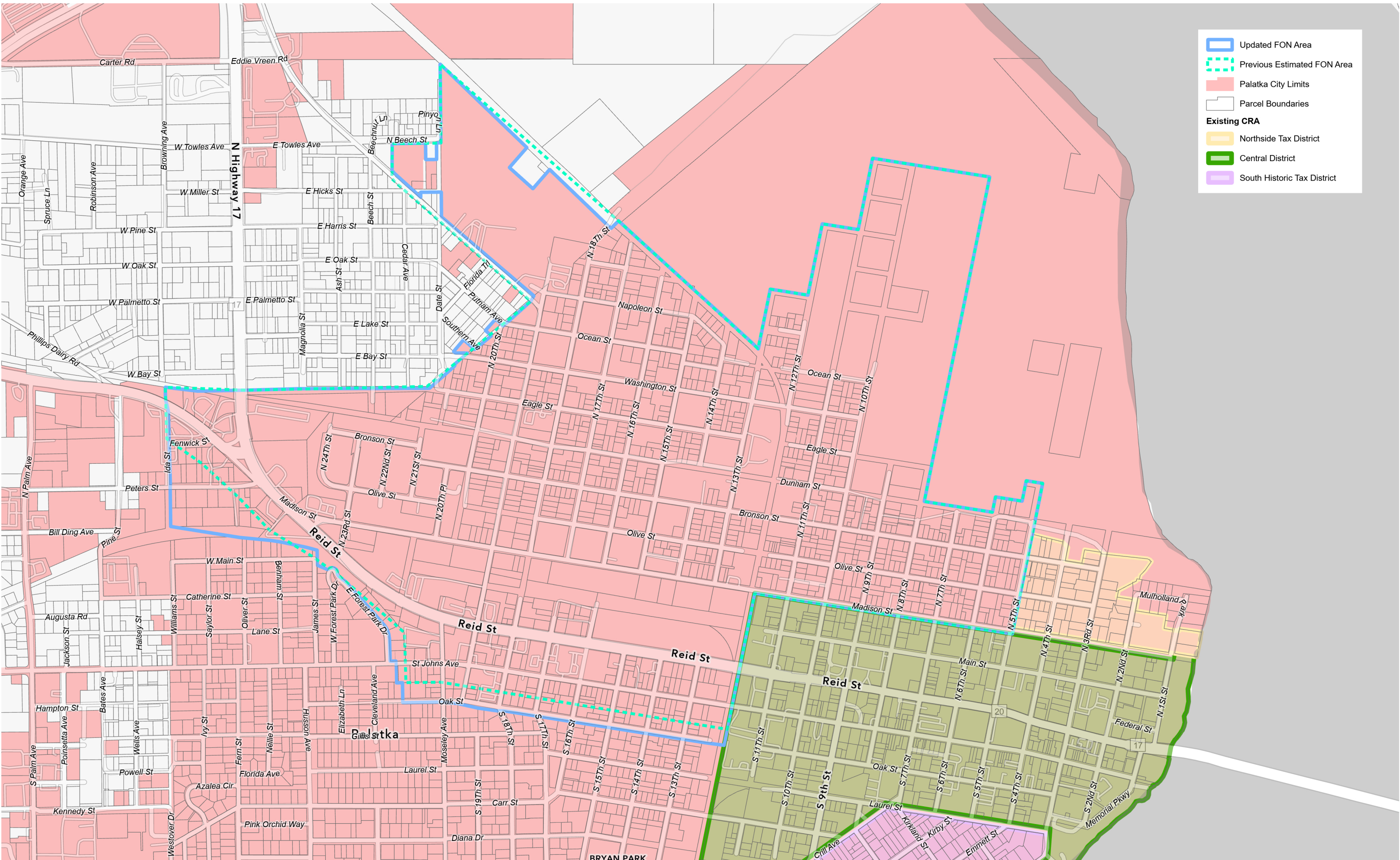
- ▶ Downtown District Strategic Plan – Halff Associates, Inc.
- ▶ Economic Development Plan - Northeast Florida Regional Council (NEFRC)
- ▶ Infrastructure Capacity Analysis - Florida Rural Water Association (FRWA)

Information/Data Request

GAI requests that the City provide the following information, if possible:

- ▶ Materials and Deliverables associated with the City's Comprehensive Plan Update which is currently underway. Contact information for consulting firm preparing City's Comprehensive Plan Update and permission to contact them directly.
- ▶ Materials and Materials and Deliverables associated with the Infrastructure Analysis currently underway by FRWA. Contact information for FRWA project manager and permission to contact them directly.
- ▶ Materials and Deliverables associated with the City's Downtown District Action Plan. Contact information for consulting firm preparing City's Downtown District Action Plan and permission to contact them directly.
- ▶ GIS shapefiles of the following for the City: Future Land Use Map, Zoning Map, CRA district boundaries, historic tax district boundaries.
- ▶ CRA Annual Financial Reports for the past 5-years.
- ▶ Contact information for NEFRC project manager who prepared City's Economic Development Plan and permission to contact them directly.

END NOTES



Updated FON Area

Previous Estimated FON Area

Palatka City Limits

Parcel Boundaries

Existing CRA

Northside Tax District

Central District

South Historic Tax District

Financial Report for the Quarter Ended December 31, 2024

Every meeting the CRA is presented with the most recent financial statement of revenue and expenditures.

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The commissioners are being asked to review the financial report.

BACKGROUND

PROJECT ANALYSIS

Total revenues received year-to date are \$538,049, consisting of the funds sent from Putnam County. Expenses and transfers are \$265,627, netting a year to date profit of \$272,422. Total budget is \$2,188,830, and 25% has been realized in revenues and 12% expended. More projects will be activated as the CRA coordinator activate and complete projects in progress.

Staff Recommendation

Accept the financial report

ATTACHMENTS

1.	CRA TIF DECEMBER 2024
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CITY OF PALATKA, FL
STATEMENT OF REVENUES AND EXPENSES
FOR THE QUARTER ENDED DECEMBER 2024

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_ BUDGET	CURRENT_ MONTH 2025	CURRENT_ YTD 2025	ENCUMBER ED	UNREALIZE D	PERCENT REALIZED
TIF REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 25.00 % Yr Complete For Fiscal Year: 2025 / 12									
PROPERTY TAXES									
030-00-311-0-3100	DOWNTOWN REDEV COUNTY SHARI	\$355,722	\$332,808	\$402,603	\$0	\$0		\$402,603	0.00%
030-00-311-0-3110	DOWNTOWN REDEV CITY SHARE	\$244,538	\$0	\$276,766	\$377,906	\$377,906		-\$101,140	136.54%
030-00-311-0-3200	SOUTH HISTORIC COUNTY SHARE	\$109,900	\$106,447	\$129,505	\$0	\$0		\$129,505	0.00%
030-00-311-0-3220	SOUTH HISTORIC CITY SHARE	\$75,549	\$0	\$89,027	\$122,470	\$122,470		-\$33,443	137.56%
030-00-311-0-3300	NORTH HISTORIC COUNTY SHARE	\$38,049	\$36,145	\$39,657	\$0	\$0		\$39,657	0.00%
030-00-311-0-3330	NORTH HISTORIC CITY SHARE	\$26,156	\$0	\$27,262	\$37,673	\$37,673		-\$10,411	138.18%
	TOTAL	\$849,914	\$475,400	\$964,820	\$538,049	\$538,049		\$426,771	56.00%
OTHER REVENUES									
030-00-366-0-0003	CONTRIBUTION - BENCHES	\$0	\$2,200	\$0	\$0	\$0		\$0	0.00%
030-00-365-0-2000	SALE OF HAMMOCK HALL 429 KIRBY	\$131,926	\$131,926	\$0	\$0	\$0		\$0	0.00%
	TOTAL	\$131,926	\$134,126	\$0	\$0	\$0		\$0	0.00%
	TOTAL REVENUES	\$981,840	\$609,527	\$964,820	\$538,049	\$538,049		\$426,771	56.00%
CASH BALANCE FORWARD									
030-00-301-0-0001	DOWNTOWN REDEVELOPMENT FOR	\$923,777	\$0	\$839,383	\$0	\$0		\$839,383	0.00%
030-00-301-0-0002	SOUTH HISTORIC BALANCE FORWAI	\$122,286	\$0	\$299,314	\$0	\$0		\$299,314	0.00%
030-00-301-0-0003	NORTH HISTORIC BALANCE FORWAI	\$62,739	\$0	\$85,311	\$0	\$0		\$85,311	0.00%
	TOTAL	\$1,108,802	\$0	\$1,224,008	\$0	\$0		\$1,224,008	0.00%
	TOTAL REV, TRF & CASH BALANCES	\$2,090,642	\$609,527	\$2,188,828	\$538,049	\$538,049		\$1,650,779	25.00%

CITY OF PALATKA, FL
STATEMENT OF REVENUES AND EXPENSES
FOR THE QUARTER ENDED DECEMBER 2024

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_ BUDGET	CURRENT_ MONTH 2025	CURRENT_ YTD 2025	ENCUMBER ED	UNREALIZE D	PERCENT REALIZED
TIF EXPENDITURES / 25.00 % Yr Complete For Fiscal Year: 2025 / 12									
DOWNTOWN									
030-30-580-1-1100	EXECUTIVE SALARIES	\$0	\$0	\$38,500	\$0	\$0	\$0	\$38,500	0.00%
030-30-580-1-2100	FICA TAX EXPENSE	\$0	\$0	\$2,945	\$0	\$0	\$0	\$2,945	0.00%
030-30-580-1-2200	RETIREMENT EXPENSE	\$0	\$0	\$11,820	\$0	\$0	\$0	\$11,820	0.00%
030-30-580-1-2300	HEALTH AND LIFE INSURANCE	\$0	\$0	\$8,140	\$0	\$0	\$0	\$8,140	0.00%
030-30-580-3-3100	PROFESSIONAL SERVICES	\$104,012	\$2,600	\$75,000	\$0	\$0	\$980	\$74,020	0.00%
030-30-580-3-3105	SMALL BUSINESS DEVELOPMENT CE	\$12,000	\$3,000	\$25,000	\$0	\$0	\$0	\$25,000	0.00%
030-30-580-3-3109	MAINTENANCE CONTRACT	\$35,000	\$900	\$35,000	\$0	\$450	\$4,950	\$29,600	1.28%
030-30-580-3-3200	AUDIT EXPENSE	\$10,675	\$0	\$10,775	\$0	\$0	\$0	\$10,775	0.00%
030-30-580-3-5280	MISC EXPENSES	\$3,400	\$0	\$2,100	\$0	\$0	\$0	\$2,100	0.00%
030-30-580-3-5401	FRA ANNUAL DUES, TRAINING & CO	\$4,000	\$644	\$5,000	\$0	\$0	\$0	\$5,000	0.00%
030-30-580-3-5402	DEO ANNUAL DUES	\$175	\$130	\$175	\$0	\$0	\$0	\$175	0.00%
030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHTS	\$25,000	\$0	\$30,000	\$0	\$0	\$29,134	\$866	0.00%
030-30-580-6-6314	RECRUITMENT PROJECT	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-30-580-6-6316	WAYFINDING	\$15,000	\$0	\$3,000	\$0	\$0	\$0	\$3,000	0.00%
030-30-580-6-6319	BUILDING IMPROVEMENT GRANT	\$121,000	\$0	\$150,000	\$0	\$0	\$0	\$150,000	0.00%
030-30-580-6-6320	LANDSCAPING	\$40,000	\$0	\$10,000	\$0	\$0	\$0	\$10,000	0.00%
030-30-580-6-6321	SITE AMENITIES	\$20,000	\$0	\$10,000	\$0	\$0	\$0	\$10,000	0.00%
030-30-580-6-6328	PUBLIC ART	\$10,000	\$0	\$23,000	\$968	\$968	\$0	\$22,032	4.20%
030-30-580-6-6329	PROPERTY AQUISITION	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-30-580-6-6400	CAPITAL OUTLAY	\$50,000	\$0	\$83,403	\$0	\$0	\$0	\$83,403	0.00%
TOTAL		\$500,262	\$7,273	\$523,858	\$968	\$1,418	\$35,064	\$487,377	0.00%
TRANSFERS									
030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	\$28,112	\$7,028	\$76,744	\$6,395	\$19,186	\$0	\$57,558	24.99%
030-30-580-9-9132	TRANSFER TO UTILITY FUND-POTAB	\$89,565	\$0	\$93,148	\$7,762	\$23,287	\$0	\$69,861	24.99%
030-30-580-9-9134	TRANSFER TO BETTER PLACE - STR	\$867,831	\$0	\$825,004	\$68,750	\$206,251	\$0	\$618,753	24.99%
TOTAL		\$985,508	\$7,028	\$994,896	\$82,908	\$248,724	\$0	\$746,172	25.00%
DEPARTMENT TOTAL		\$1,485,770	\$14,301	\$1,518,754	\$83,876	\$250,142	\$35,064	\$1,233,549	16.00%

CITY OF PALATKA, FL
STATEMENT OF REVENUES AND EXPENSES
FOR THE QUARTER ENDED DECEMBER 2024

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_ BUDGET	CURRENT_ MONTH 2025	CURRENT_ YTD 2025	ENCUMBER ED	UNREALIZE D	PERCENT REALIZED
SOUTH HISTORIC									
030-31-580-1-1100	EXECUTIVE SALARIES	\$0	\$0	\$12,100	\$0	\$0	\$0	\$12,100	0.00%
030-31-580-1-2100	FICA TAX EXPENSE	\$0	\$0	\$926	\$0	\$0	\$0	\$926	0.00%
030-31-580-1-2200	RETIREMENT EXPENSE	\$0	\$0	\$3,715	\$0	\$0	\$0	\$3,715	0.00%
030-31-580-1-2300	HEALTH AND LIFE INSURANCE	\$0	\$0	\$2,558	\$0	\$0	\$0	\$2,558	0.00%
030-31-580-3-3100	PROFESSIONAL SERVICES	\$17,016	\$0	\$7,700	\$0	\$0	\$0	\$7,700	0.00%
030-31-580-3-3200	AUDIT EXPENSE	\$3,355	\$0	\$3,355	\$0	\$0	\$0	\$3,355	0.00%
030-31-580-3-5280	MISC EXPENSES	\$867	\$0	\$650	\$0	\$0	\$0	\$650	0.00%
030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	\$3,500	\$148	\$1,500	\$0	\$0	\$0	\$1,500	0.00%
030-31-580-3-5402	DEO ANNUAL DUES	\$110	\$30	\$110	\$0	\$0	\$0	\$110	0.00%
030-31-580-6-6120	LAND PURCHASE	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-31-580-6-6329	BUILDING IMPROVEMENT GRANT	\$65,000	\$0	\$160,734	\$0	\$0	\$0	\$160,734	0.00%
030-31-580-6-6333	SIGNAGE	\$3,000	\$0	\$1,000	\$0	\$0	\$0	\$1,000	0.00%
030-31-580-6-6337	SITE AMENITIES	\$3,000	\$0	\$1,000	\$0	\$0	\$0	\$1,000	0.00%
030-31-580-6-6341	LANDSCAPING	\$4,000	\$0	\$3,000	\$0	\$0	\$0	\$3,000	0.00%
030-31-580-6-6343	CAPITAL OUTLAY	\$60,733	\$0	\$109,865	\$0	\$0	\$0	\$109,865	0.00%
030-31-580-6-6344	324 RIVER ST REPAIRS TILGHMAN	\$121,193	\$0	\$155,378	\$0	\$0	\$0	\$155,378	0.00%
TOTAL		\$311,774	\$178	\$463,591	\$0	\$0	\$0	\$463,591	0.00%
TRANSFERS									
030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH POT	\$27,000	\$0	\$28,080	\$2,340	\$7,020	\$0	\$21,060	25.00%
030-31-580-9-9105	REIMB GENERAL	\$8,501	\$2,125	\$26,167	\$2,181	\$6,542	\$0	\$19,625	24.99%
TOTAL		\$35,501	\$2,125	\$54,247	\$4,521	\$13,562	\$0	\$40,685	25.00%
DEPARTMENT TOTAL		\$347,275	\$2,303	\$517,838	\$4,521	\$13,562	\$0	\$504,276	3.00%

CITY OF PALATKA, FL
STATEMENT OF REVENUES AND EXPENSES
FOR THE QUARTER ENDED DECEMBER 2024

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_ BUDGET	CURRENT_ MONTH 2025	CURRENT_ YTD 2025	ENCUMBER ED	UNREALIZE D	PERCENT REALIZED
NORTH HISTORIC									
030-32-580-1-1100	EXECUTIVE SALARIES	\$0	\$0	\$4,400	\$0	\$0	\$0	\$4,400	0.00%
030-32-580-1-2100	FICA TAX EXPENSE	\$0	\$0	\$337	\$0	\$0	\$0	\$337	0.00%
030-32-580-1-2200	RETIREMENT EXPENSE	\$0	\$0	\$1,351	\$0	\$0	\$0	\$1,351	0.00%
030-32-580-1-2300	HEALTH AND LIFE INSURANCE	\$0	\$0	\$930	\$0	\$0	\$0	\$930	0.00%
030-32-580-3-3100	PROFESSIONAL SERVICES	\$8,815	\$0	\$2,600	\$0	\$0	\$0	\$2,600	0.00%
030-32-580-3-3200	AUDIT EXPENSE	\$1,220	\$0	\$1,220	\$0	\$0	\$0	\$1,220	0.00%
030-32-580-3-5280	MISC EXPENSES	\$983	\$0	\$250	\$0	\$0	\$0	\$250	0.00%
030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	\$1,984	\$0	\$500	\$0	\$0	\$0	\$500	0.00%
030-32-580-3-5402	DEO ANNUAL DUES	\$16	\$16	\$16	\$0	\$0	\$0	\$16	0.00%
030-32-580-6-6319	BUILDING IMPROVEMENT GRANT	\$50,000	\$78	\$83,661	\$0	\$0	\$0	\$83,661	0.00%
030-32-580-6-6322	GENERAL CAPITAL IMPROVEMENTS	\$50,000	\$0	\$49,280	\$0	\$0	\$0	\$49,280	0.00%
TOTAL		\$113,018	\$94	\$144,545	\$0	\$0	\$0	\$144,545	0.00%
TRANSFERS									
030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	\$5,981	\$1,495	\$7,693	\$641	\$1,923	\$0	\$5,770	24.99%
TOTAL		\$5,981	\$1,495	\$7,693	\$641	\$1,923	\$0	\$5,770	25.00%
DEPARTMENT TOTAL		\$118,999	\$1,589	\$152,238	\$641	\$1,923	\$0	\$150,315	1.00%
TOTAL EXPENDITURES		\$1,952,044	\$18,194	\$2,188,830	\$89,037	\$265,627	\$35,064	\$1,888,140	12.00%
CONTINGENCIES & RESERVES									
030-30-580-9-9901	CONTINGENCY/RESERVE-DOWNTOWN	\$40,257	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-31-580-9-9901	CONTINGENCY/RESERVE - SOUTH	\$91,193	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
030-32-580-9-9901	CONTINGENCY/RESERVE - NORTH	\$7,148	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL		\$138,598	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES		\$2,090,642	\$18,194	\$2,188,830	\$89,037	\$265,627	\$35,064	\$1,888,140	12.00%

Small Business Development Center Report

STAFF REPORT

DATE: February 10, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

Attached please find the SBDC Report.

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	SBDC Quarterly impact report - Palatka
2.	Small Business Workshop Series

Service Delivery

	City of Palatka	Putnam Co.	Consultant (Rick Paul)	UNF Region
Entrepreneurs Consulted	5	23	71	849
Total Consulting Hours	18	67	188	4,838
Number of Workshops & Events*	4	4	9	98
Attendees to Workshops & Events*	160	316	576	5,679
Jobs Created/Retained	2	3	7	105
Business Startups	1	2	3	29
Capital Investment	\$155	\$255	\$130,255	\$3.6 M

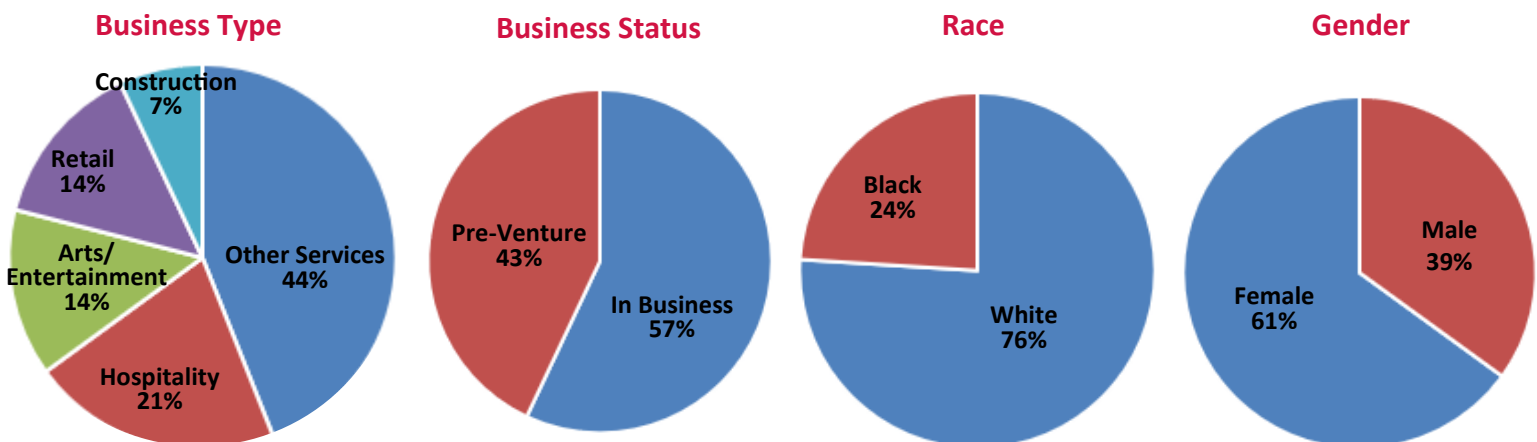
* Events include workshops, virtual and in-person speaking engagements, networking events, and popup shops.

Quarterly Highlights

- Florida SBDC at UNF consultant in Palatka, Rick Paul, hosted a lender roundtable in partnership with the U.S. SBA. The purpose of this event was to gather lenders in the area to further develop a working relationship. These networks will help our small business community and those entrepreneurs looking to launch or grow a business. Lenders who attended gained valuable insights on effective strategies and best practices that can help the small business community. Over a dozen lenders attended the event and shared great feedback.
- In November, Rick and other members of SBDC staff, attended the annual Florida Rural Economic Development Summit, presented by the North Florida Economic Development Partnership, Opportunity Florida and Florida Heartland. This summit featured a week of engaging presentations, discussions and networking opportunities all focused on shaping the future of rural economic development through innovative business strategies. Rick participated in sessions that will advance rural Florida (and Palatka/Putnam County) as a destination for economic opportunity and growth.



Client Characteristics *



* Represents Putnam County.

Small Business Workshop Series

Hosted in Hastings!



Presented by the SBDC at UNF in partnership with:



District 6970



Better Business Planning February 6

No matter the purpose – to evaluate the feasibility of starting a business or to present to a bank for funding – a business plan is a critical tool for successful small businesses. Get an overview of the format and content of a business plan and the resources to help get started.

Marketing Your Business February 13

This workshop will help you achieve your sales and marketing goals by understanding your products or services, customers, prospects and competitors through digital marketing platforms and social media.

Forecasting Revenues and Expenses February 20

This workshop will cover key topics such as identifying revenue streams, analyzing expenses, and creating realistic financial projections that align with your business goals. Attendees will get practical tools and strategies that can be applied immediately to enhance their financial planning capabilities.

The Florida SBDC at UNF is a member of the Florida SBDC Network, a statewide partnership program nationally accredited by the Association of America's SBDCs and funded in part by the U.S. Small Business Administration, Department of Defense, State of Florida and other private and public partners, with the University of West Florida serving as the network's lead host institution. Florida SBDC services are extended to the public on a nondiscriminatory basis. Language assistance services are available for limited English proficient individuals. Reasonable accommodations for persons with disabilities and/or limited English proficiency will be made if requested at least two weeks in advance. Contact Ali Stephens at 904.620.2441 or ali.stephens@unf.edu

Lenders and Loans: Close the Deal! February 27

Learn how to get the financing you need as well as help you understand what "kind" of funding (debt or equity) is more appropriate for your business. Learn how various loan programs work and hear from real lenders about what the banks look for when evaluating your loan package.

Workshop Details:

Cost: All classes are no cost!

Time: 6pm - 7:30pm

Location: Al Wilke Park Community Center
6150 South Main St.
Hastings, FL 32145

- This is a series of four classes, attendees are encouraged to attend all four
- Refreshments will be provided
- **SBDC staff will be on hand to help attendees create their LLC's during each session!**

Register Today!

www.unf.edu/sbdc