

ROBERTA M. CORREA
MAYOR - COMMISSIONER

ANNIE H. DAVIS
COMMISSIONER

JUSTIN R. CAMPBELL, SR.
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



MARCIA G. CARTY, CPA, CGFO
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC
CITY CLERK

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT

AGENDA
CITY COMMISSION MEETING
April 24, 2025 at 6:00 PM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. April 10, 2025

3. PUBLIC RECOGNITION/PRESENTATIONS

- a. IN THE SPOTLIGHT - Employee of the Month

4. CITY MANAGER AND ADMINISTRATIVE REPORTS

- a. City Manager Verbal Update
- b. Financial Report for the six months ended on March 31 2025.

5. PUBLIC COMMENTS

- a. **Public Comments** - (Speakers limited to three minutes - no action taken on items)
- b. **Commission and Staff Response**

6. CONSENT AGENDA

- a. ADOPT RESOLUTION 2025-R-53 granting a special events permit to Branteria Cooper for a Block Party which will be held on May 3rd 2025 from 2pm until 9pm.
- b. ADOPT RESOLUTION 2025-R-59 granting a special events permit to Christ Witness Church for the annual May Day Celebration to be held 05/03/2025 and 05/04/2025 from 10 am until pm.
- c. Release of Lien 512 N. 5th Street
- d. Adopt Resolution R-2025-61 Approving Public Transportation Grant Agreement (PTGA) with FDOT for Runway Pavement Marking Rehabilitation at Palatka Municipal Airport in the Amount of \$200,000 (100% GRANT FUNDED)
- e. ADOPT RESOLUTION 2025-R-35 (Amended) Authorizing the submission of a Hurricane Loss Mitigation Grant (HLMP) application to the Florida Department of Emergency Services (FDEM) for the City of Palatka's 3 Areas of Erosion Project in the amount of \$206,882 (100% GRANT FUNDED)

- f. RATIFICATION of CRA Board approval for budget transfer for 2 FTE Police Services and .5 FTE CRA Code Enforcement Officer in the Downtown Business District
- g. ADOPT RESOLUTION 2025-R-62 - Grievance Policy
- h. Adopt Resolution 2025-R-63 – Approving Work Order #2 with Hanson Professional Services Inc. in the Amount of \$148,184.75 for Post-Design Services for the Northeast/Northwest Water Main Improvements Project (100% GRANT FUNDED).

7. REGULAR BUSINESS

- a. Recess for 10 minutes at 7:30 PM.
- b. DISCUSSION/DIRECTION - Putnam County Chamber of Commerce funding request for \$50,000
- c. DISCUSSION/DIRECTION - Homelessness in Palatka
- d. Moody Road Lift Station Upgrade
- e. Francis Shortcut Lift Station

8. COMMISSIONER COMMENTS

9. ADJOURN

Upcoming Events	Board Vacancies
1. April 26 Bass Tournament 4:00 a.m.-6:00 p.m.	Library Board - 3 Vacancies
2. May 1 Historic Preservation Board 4:00 p.m.	Planning Board - 2 Vacancies
3. May 3 Law Enforcement Special Olympic Torch Run 8:00 a.m.-4:00 p.m.	Tree Board - 1 Vacancy
4. May 3 Papa Rays 2nd Annual Car Show 3:00 p.m.-8:00 p.m.	
5. May 3 71st Annual Mug Race 8:00 a.m. (Memorial Bridge)	
6. May 6 Planning Board 4:00 p.m.	
7. May 8 Palatka City Commission Meeting 6:00 p.m.	
8. May 9 Spring, Summer Jam Series 6:00 p.m. - 10:00 p.m.	
9. May 15–17 Wolfson’s Children’s Bass Tournament	
10. May 18 Mental Health Awareness Day 4:00 p.m.- 8:30 p.m.	
11. May 21-24 Blue Crab Festival	
12. May 22 Palatka City Commission Meeting	

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Regular meetings 2nd and 4th Thursdays of each month at 6:00 PM

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Commission Meeting Minutes April 10, 2025

Invocation

The invocation was led by Pastor Mulberry.

The Pledge of Allegiance

Commissioner Jones led the Pledge of Allegiance.

Roll Call

Attendance: Mayor Correa, Commissioner Davis, Commissioner Campbell, Commissioner Jones and Commissioner Borom were present.

Approval of Minutes

Vote: Commissioner Campbell moved to approve the minutes from March 18, 2025, and March 27, 2025. Commissioner Davis seconded the motion, and it passed unanimously.

Public Recognition/Presentations

Proclamation for Bartram Trail Celebration

Mayor Correa read the proclamation, which was accepted by Bartram Trail Committee of Putnam County

Vote: Commissioner Borom moved to approve the proclamation. The motion was seconded by Commissioner Campbell and passed unanimously.

City Manager and Administrative reports

Summer Internship Program

Ms. Jones provided a comprehensive overview of the program, highlighting that all departments will have the chance to participate in an internship opportunity.

Grievance Policy

Ms. Jones discussed the grievance policy, outlining the procedure to be followed in the event an employee has a grievance.

Charter Review Committee Update

Ms. West and Mr. Hill provided the Charter Review update, detailing the current progress, the timeline, and the tasks that still need to be completed.

Commissioner Campbell moved to approve the appointment of a person to the CRC as an emergency item. The motion, seconded by Commissioner Davis, was passed unanimously.

201 N. 2nd STREET ▪ PALATKA, FLORIDA ▪ 32177

PHONE: 386-329-0100

www.palatka-fl.gov

FAX: 386-329-0106

Commissioner Davis proposed appointing Margret Ellington to the CRC. The motion, seconded by Commissioner Jones, passed unanimously.

Airport Advisory Update

Mr. McNair provided a comprehensive update on the airport developments, highlighting the significant increase in business activity the airport has experienced.

City Manager Verbal Report

Ms. Carty presented her verbal report to the City Commission, addressing the significant changes in water quality and announcing that inspections will transition from every 90 days to every 5 years.

Public Comments

"Mr. Vickers addressed the Palatka Police Department, expressing his suggestion to display identification numbers on police cars for easier recognition.

Commission and Staff Responses

Chief Shaw responded to Mr. Vickers' comment.

Consent Agenda

Mayor Correa announced that Item A, H and I would be pulled from the consent agenda.

Vote: Commissioner Campbell moved to approve all remaining items, excluding Items A, H, and I. The motion was seconded by Commissioner Davis and passed unanimously.

A: Adopting a Resolution 2025-R-51 Authorizing the submission of a Hazard Mitigation Grant.

After a brief discussion and explanation of the grant and resolution by Daphne Brusoe and Joe Verrechio, the commission proceeded to vote on the matter.

Vote: Commissioner Davis moved to approve Resolution 2025-R-51. The motion, seconded by Commissioner Campbell, was carried unanimously.

H and I: Commissioner Campbell moved to approve appointing Mary Jane Rosa to the Historic

Vote: Preservation Board and Allen Bush to the General Employee Pension Board. The motion was seconded by Commissioner Borom and passed unanimously.

Regular Business Items

Commissioner Davis appointment to North Central Florida Homeless Continuum of Care

Mayor Correa announced Commissioner Davis's appointment.

Vote: Commissioner Campbell moved to approve Commissioner Davis's appointment. The motion, seconded by Commissioner Jones, was passed unanimously.

Public Hearings

Ordinance 2025-12 Annexation of Property located at 1609 Edgemoor Street

Vote: Commissioner Cambell moved to approve Ordinance 2025-12. Commissioner Davis seconded the motion, and it passed unanimously.

Ordinance 2025-14 Rezoning property located at 1609 Edgemoor Street.

Commissioner Davis moved to approve Ordinance 2025-14. Commissioner Cambell seconded the motion, and it passed unanimously.

Ordinance 2025-18 Rezoning property located at 1822 Twigg Street

Commissioner Cambell moved to approve Ordinance 2025-18. Commissioner Davis seconded the motion, and it passed unanimously.

Ordinance 2025-06 Annexation of property located at 5019 Crill Ave. Palatka, Florida into the corporate limits of the City of Palatka, Florida. Parcel No. 10-10-26-0000-0271-0000, Ordinance 25-07 Amendment of the Future Land Use Map of the Adopted Comprehensive Plan regarding property located at 5019 Crill Ave. Ordinance 25-8 Rezoning property located at 5019 Crill Ave. Palatka, Florida from Putnam County Agriculture (AG) to City of Palatka Single Family Residential (R-1).

The three Ordinances listed above were help over for a continuance.

Vote: Commissioner Davis moved to approve a continuance of ordinances 2025-06, 2025-07, and 2025-08 until the next meeting. The motion, seconded by Commissioner Campbell, passed with a vote of 4-1, with Commissioner Jones dissenting

Commissioner Comments and Adjournment:

Commissioner Davis shared her reflections on a recent trip around Palatka using the Ride Share bus, during which she engaged with residents about the program. She also highlighted the Girl Scout program and the opportunities it provides to girls in the community.

Commissioner Borom shared highlights from the trip he and Chief Shaw took with the children of Palatka to the Magic game, where the children had the exciting opportunity to stand on the court. He expressed gratitude to Ms. Carty for her generous donation, which helped fund the trip.

Commissioner Campbell announced that the Palatka Police Athletic League will be hosting a summer camp with the theme 'Around the World in Seven Weeks.' The camp will run Monday through Friday from 7:20 a.m. to 3:30 p.m., with a cost of \$200.00. He also shared details about line dancing sessions, which will take place at the former Jenkins school from 6:00 p.m. to 7:30 p.m.

Mayor Correa announced a discussion regarding the National Registry for Downtown Palatka, scheduled for April 22nd at 5:30 p.m. This meeting is intended for business and property owners but all are welcome.

Adjournment: Commissioner Jones moved to adjourn the meeting. Commissioner Campbell seconded the motion, which passed unanimously.

City Manager Verbal Update

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	JW memo to CM re foreclosures 4-17-25
2.	CITY MANAGER verbal report 04-24-25
3.	FMIT



MEMORANDUM

TO: Marcia Carty, City Manager

FROM: Jane West, City Attorney

RE: Foreclosure cases update

DATE: April 17, 2025

Background and procedure:

The City of Palatka has approximately 340 open and active code enforcement cases. When a property is identified by either a citizen complaint or staff as having a code violation, a code enforcement officer goes to the property to confirm the complaint. They identify and photo-document the violation and a notice of violation is issued. The property owner is given time to correct the violation – or “come into compliance.” Usually, this is precisely what happens. In some cases however, the notice of violation is ignored. If this happens, the code enforcement officers set the matter for a Special Magistrate hearing. The Special Magistrate conducts an evidentiary hearing that is prescribed by Florida Statutes. The property owner is given additional amount of time to correct the violation. If the violation is not corrected, a lien is eventually placed on the property. Typically, a fine in the amount of \$25 per day, per violation, is assessed. If the property owner brings the property into compliance, they can seek a lien reduction.

How we get to a foreclosure lawsuit:

Many code enforcement liens issued by the City have been sitting on the property with no action being taken for years. As part of the Blight-to-Bright¹ initiative, we have been methodically working through the cases to identify those that meet certain criteria, which include: 1) The amount of the lien; 2) The condition of the property (is it severe blight? Is it causing an imminent public health threat? And 3) Is the property homesteaded? **If the property is homesteaded, we leave it alone – it is legally impermissible for the City to foreclose on any lien encumbering homesteaded property.** If the property meets our criteria, we proceed with filing a foreclosure. To date, we have been targeting vacant and abandoned properties. The reason for this is because there are so many in the City. In addition, there is no appetite to displace someone from their residence, even if it isn’t homesteaded, we are mindful of the financial struggle that our residents face. We have not evicted anyone from their home. Properties owned by out-of-town institutional investors are target properties. In our experience, these property owners frequently fail to provide even the basic maintenance of their properties.

¹ The Blight-to-Bright program is an interdepartmental initiative that consists of Code Enforcement, Planning, Police, Fire, Legal, Project Management and CRA.

Abatements

Abatement is another tool available to code enforcement. It is the act of reducing a code violation so that compliance can be achieved. Often, that means demolition, but it could mean something less, like securing a dangerous building with fencing and locks. The City has two mechanisms available for abatement – filing in circuit court or summary order abatement by the City Manager, Police Chief and Fire Chief.

Foreclosures:

	221 S. 5 TH ST - MUNAFO HOLDINGS - ST AUGUSTINE - \$95K 314 EMMETT ST - 1815 LARKIN AVE LLC - ORLANDO - \$23K 1122 BRONSON ST - JOHN KASTNER - ORMOND BEACH - \$89K N. 17 TH ST - DIVERSIFIED HOLDINGS - UTAH - \$122K 319 N. 7 TH ST - ANNETTE EVANS - ORLANDO - \$20K 424 EMMETT ST - MARIA CORP OF SEMINOLE - TAMPA - \$123K (SETTLED) 1819 MADISON ST - JOHN KASTNER - ORMOND BEACH - \$44K (PAID)	

CITY MANAGER'S VERBAL REPORT

- I. Riverfront Floating Dock project:** Bob Matthews and his team (Brothers Marine) had a recent site meeting last week at the location.

After reviewing the existing setup, Bob confirmed that what's currently in place does not align with the original permits issued by the Army Corps of Engineers. However, the good news is that they're working to modify what's already there to bring it into compliance, rather than starting from scratch.

His team, which includes Connie Webble, a renowned permit technician who works with both the DEP and the Army Corps of Engineers to ensure that any changes made and the new permit they're working on will meet all necessary compliance standards.

As part of this effort, Public Works will need to remove some boulders and rocks from the water and introduce five aquatic plant species. Bob's team already has three of the required species and is working with a koi fishpond distributor to source the remaining two. They also have the Bald Cypress trees available, which were part of the original planting plan. Bob expects to have a more detailed update on the plant availability by next week. In addition, he will be sending us two quotes:

1. One for remediation of the existing paperwork for both DEP and the Army Corps of Engineers.
2. Another for the annual updates required by the Army Corps as outlined in the original permit.

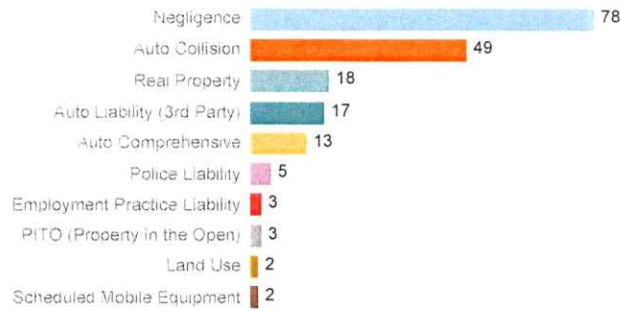
Bob is very enthusiastic about the project and is doing everything he can to keep it moving forward smoothly. If we have any questions or concerns, he's available at (904) 219-4386.

- II. Water Quality** - Public Works, division of Water Treatment has secured permission not to insert the notice in the utilities bill.
- III. Community Affairs** has started the 90 Day Challenge
- IV. FMIT 5-year EMR Improvement** (attached). Action taken by Human Resources is to schedule all drivers of City-owned vehicles to take driver prevention course, instructed by FMIT.
- V. Vector security** – Annex is started and Jenkins and other sensitive buildings are planned as well.

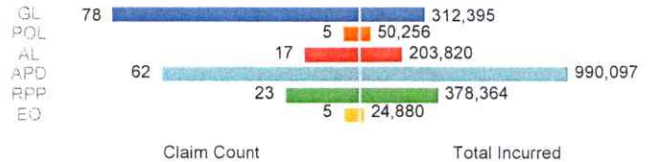


Reporting Date: 2/28/2025 Member: 0448 - City of Palatka All Event Description Recent Years: 5

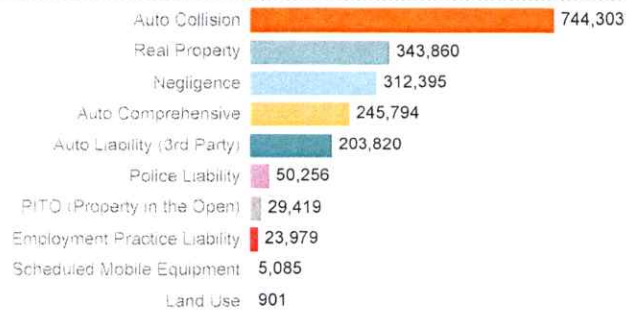
Claims by Claim Type



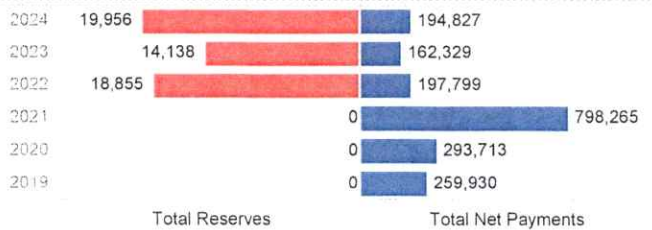
Summary by LOB



Losses by Claim Type



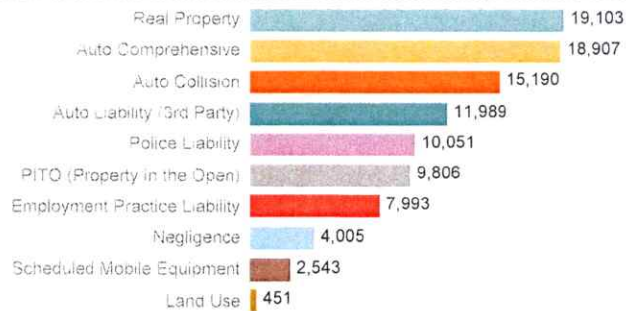
Current Claim Financials by Fund Year



Losses by Location Type

Location Type Description	Claim Count	Total Net Payments	Total Incurred	Total Reserves
Intersection	16	463,667	465,874	2,207
Other	16	388,653	394,564	5,910
GL - Other Location	15	301,693	301,693	0
Streets/Roadway (Not an In..)	33	203,725	222,770	19,046
Parking Lot	13	219,683	219,683	0
AL - Other Location	1	103,507	103,507	0
Null	25	75,300	98,316	23,015
Off Road - Not Paved (Sho..)	1	68,191	68,191	0
Sidewalk	10	35,849	38,620	2,771
Street/Roadway/Parking Lots	51	18,032	18,032	0
Municipal Building Non-Lea..	1	12,860	12,860	0
Police Department	1	4,442	4,442	0
Private Property	2	4,306	4,306	0
Recreation Area	1	3,985	3,985	0
Highway/Parkway/Interstate..	1	2,970	2,970	0
Building	1	0	0	0
Home	2	0	0	0

Severity - Avg. Loss per Claim



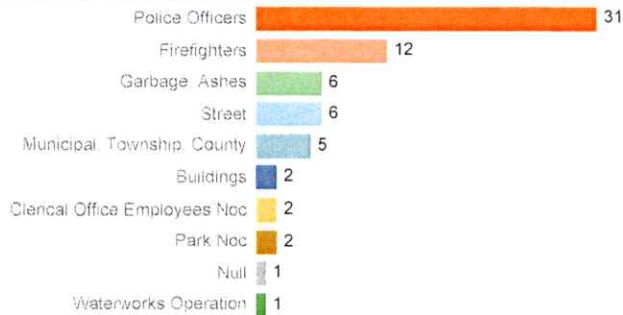
Top 10 Claims

Claim Number	AL Paid	APD Paid	EO Paid	GL Paid	POL Paid	RPP Paid	Total Incurred	Total Reserves
VA2022104151		186,717					186,717	0
VA2022103485		176,145					176,145	0
GC2022104752				157,008			157,008	0
VA2021100848	152,846						152,046	0
GC2020098520						133,750	133,675	0
VA2024283480		103,507					103,507	0
GC2021101246				90,500			90,500	0
GC2022109708						82,998	82,998	0
VA2024283479		68,191					68,191	0
VA2023112273		46,713					63,893	18,668
Grand Total	204,429	1,014,398	24,880	309,624	50,256	352,572	1,959,812	52,949

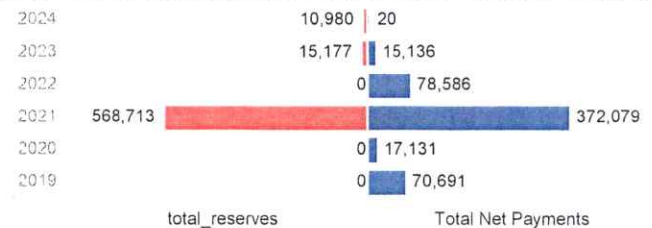


Reporting Date	Member	All	Event Description	Recent Years
2/28/2025	0448 - City of Palatka			5

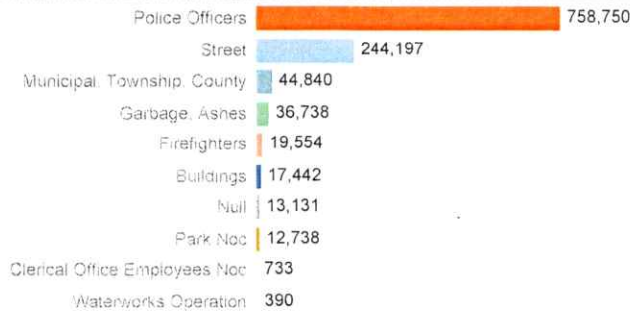
Claims by Department



Current Financials by Fund Year



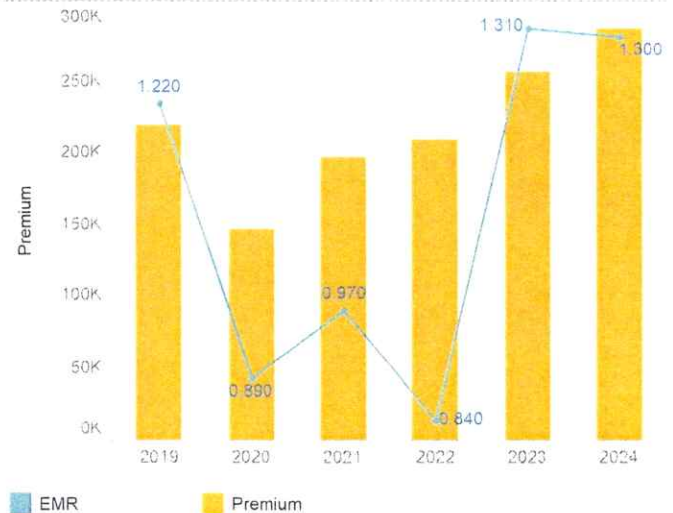
Losses by Department



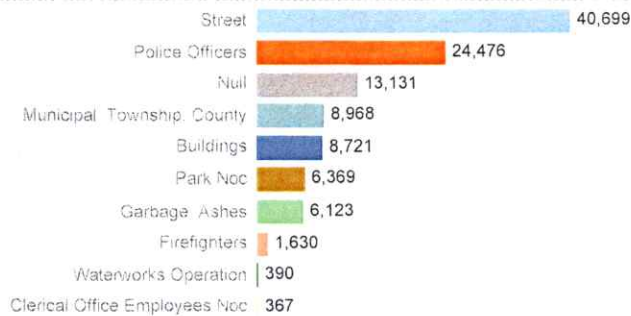
Losses by Claim Type

Claim Type Description	Claim Count	Total Net Payments	Total Reserves	Total Incurred
Became Lost Time	6	168,923	547,628	716,551
Lost Time	14	328,239	21,084	349,324
Medical Only	40	54,483	26,157	80,640
Controverted - Denied Claim	1	1,998	0	1,998
First Aid	7	0	0	0

EMR Development



Severity - Avg. Loss per Claim



Top 10 Claims

Claim Number	Indemnity Paid	Medical Paid	Expense Paid	Total Paid	Total Recovery	Total Reserves	Total Incurred
WC2022156512	30,666	45,720	16,748	93,134	801	547,628	639,962
WC2022154227	1,014	210,592	6,146	217,751	0	21,084	238,836
WC2023160565	0	33,722	600	34,322	0	0	34,322
WC2019146599	939	31,907	19	32,866	95	0	32,771
WC2022157509	3,205	19,079	1,977	24,261	0	0	24,261
WC2022156023	9,226	5,143	5,192	19,561	0	0	19,561
WC2023159792	0	7,732	5,439	13,171	0	0	13,171
WC2021151177	0	13,145	0	13,145	14	0	13,131
WC2020148399	393	12,106	22	12,522	21	0	12,501
WC2022156140	7,089	5,083	28	12,200	0	0	12,200
Grand Total	69,191	443,045	44,817	557,053	3,411	594,870	1,148,513

Financial Report for the six months ended on March 31 2025.

Financial Report for the six months of the fiscal period ended on March 31, 2025 (for the six months of the fiscal year 2025)

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

On a monthly basis the Finance Department prepare the Statements of Revenue and Expenses for both General and Enterprise funds. Attached are the reports for the fiscal period ended on March 31, 2025 (for the six months of fiscal year 2025).

PROJECT ANALYSIS

The annual budget is \$76,294,114, of which 28% has been actualized in revenues and 24% in expenditures year-to-date. 50% should have been earned and spent, but due to a substantial part of the City's transactions based on income from grants, the actual numbers are lower. It is expected by the end of the third quarter, the percentage will increase and will be closer to 75% or 65% of the budgeted amounts. Analysis is being prepared separating grants from operating revenues and expenditures, to ensure the departments are on track for operational spending. Revenues exceeded expenditures by \$3,200,323, equaling 15% of gross revenues. All funds generated more revenue than expenditures, except for the Better Place Fund, due to spending more City funds than grant funds, and only six months of transactions were processed.

Staff Recommendation

Review the Financial Reports and approve for acceptance.

ATTACHMENTS

1.	SUMMARIZED CITY WIDE REVENUES AND EXPENDITURES MARCH 2025
2.	DETAILED GOVERNMENTAL FUNDS REVENUES AND EXPENDITURES MARCH 25
3.	DETAILED ENTERPRISE FUNDS REVENUES AND EXPENDITURES MARCH 25

**CITY OF PALATKA SUMMARIZED REVENUES AND
EXPENSES FOR THE SIX MONTHS (YTD)
BUDGET VERSUS ACTUAL
FOR THE FISCAL PERIOD ENDED MARCH 31, 2025**

CITY OF PALATKA REVENUES AND EXPENSES FOR THE FIVE MONTHS ENDED MARCH 31, 2025

YTD-Total Citywide Budget and Actual			Airport Fund		
Revenues	Budget	Actuals	Budget	Actuals	
Total Citywide	\$ 76,294,114	\$ 21,317,020	REVENUES		
			Federal & State Grants	\$1,971,035	\$501,297
			Operating Revenues	\$1,493,524	\$511,166
			Other Revenues	\$6,050	\$70,002
			Transfers	\$284,340	\$142,170
			Fund Balance/Reserves - PY	\$38,155	\$0
			Total Revenues	\$ 3,793,104	\$ 1,224,635
					28%
					24%
					15%
Expenditures	Budget	Actuals	EXPENSES		
Total Citywide	\$ (76,294,114)	\$ (18,116,697)	Personnel Expenses	\$416,953	\$207,370
			Operating Expenses	\$1,162,854	\$328,477
			Capital Outlay	\$1,980,487	\$375,004
			Debt Service	\$55,543	\$5,543
			Reimbursements	\$177,268	\$88,634
			Fund Balance/Reserves - PY		
			Total Expenditures	\$ 3,793,104	\$ 1,005,028
			Net Results	\$0	\$ 219,607
Net Results	Budget	Actuals			
Total Citywide	\$ -	\$ 3,200,323			
General Fund Revenues			ARPA Fund		
Sources	Budget	Actuals	Budget	Actuals	
Property Taxes	\$4,575,379	\$3,469,449	REVENUES		
Local Option Taxes	\$549,032	\$279,594	Revenues	\$1,546,460	\$193,738
Utility Service Taxes	\$1,457,362	\$670,711	Total Revenues	\$1,546,460	\$ 193,738
Communication Service Tax	\$386,723	\$199,946	EXPENSES		
Licenses/Permits	\$116,946	\$68,800	Operating Expenses	\$864,578	\$55,000
Franchise/Impact Fees	\$1,940,860	\$711,666	Capital Outlay	\$681,882	\$15,177
Special Assessments	\$2,048,871	\$1,764,853	Fund Balance/Reserves - PY	\$0	
State/Federal Grants	\$1,022,000	\$157,079	Total Expenses	\$ 1,546,460	\$ 70,177
State Shared Revenues	\$1,148,258	\$532,376	Net Results	\$ -	\$ 123,561
Grants from Local Units	\$0	\$0			
Charges for Service	\$240,480	\$71,282	Golf Course Fund		
Fines and Forfeits	\$158,052	\$105,752	Departments	Budget	Actuals
Miscellaneous Revenues	\$636,121	\$666,621	City Commission	\$555,689	\$184,471
Transfers In	\$788,774	\$388,008	City Manager	\$646,226	\$64,979
Contributions/Reimbursements	\$1,983,203	\$991,602	City Clerk's Office	\$277,069	\$110,983
Debt Proceeds	\$1,000,000	\$0	REVENUES		
Fund Balance/Reserves - PY	\$5,576,765	\$0	Restaurant Lease	\$56,035	\$31,430
Total Revenues	\$23,628,826	\$ 10,077,737	Reimbursements	\$29,406	\$14,894
General Fund Expenditures					
Departments	Budget	Actuals			
City Commission	\$555,689	\$184,471			
City Manager	\$646,226	\$64,979			
City Clerk's Office	\$277,069	\$110,983			

CITY OF PALATKA REVENUES AND EXPENSES FOR THE FIVE MONTHS ENDED MARCH 31, 2025

General Fund Expenditures Continued			Profit Sharing Agreement	\$49,920	
			Other Revenues	\$569	
Finance Department	\$597,955	\$331,767	Transfers In	\$38,647	\$19,324
Human Resources	\$286,110	\$129,039	Fund Balance/Reserves - PY	\$0	
Facilities Maintenance	\$556,829	\$252,099	Total Revenues	\$174,577	\$ 65,648
Information Technology	\$345,557	\$137,030			
General Administration - City Hall	\$189,738	\$95,219			
Legal Counsel	\$252,492	\$125,448	EXPENSES		
Other Government Services	\$1,010,893	\$1,118,344	Maintenance Expenditures	\$28,600	\$12,112
Building & Zoning	\$441,974	\$188,389	Maintenance Capital Exp	\$0	\$0
Police Department	\$5,527,854	\$2,615,161	Club House Operating Exp	\$120,787	\$28,442
Code Enforcement	\$317,163	\$125,122	Club House Capital	\$25,000	\$7,382
Fire Department	\$3,986,501	\$1,795,544	Transfers	\$191	\$96
Streets	\$2,711,340	\$549,742	Debt Service	\$0	
Cemetery	\$135,327	\$40,172	Fund Balance/Reserves - PY	\$0	
Cultural Services	\$248,988	\$64,117	Total Expenditures	\$ 174,577	\$ 48,031
Recreation	\$517,049	\$148,905			
Parks	\$1,063,059	\$110,712	Net Results	\$ -	\$ 17,617
Price Martin Center	\$59,744	\$14,023			
Water Taxis	\$78,575	\$40,418			
Jenkins Gymnasium	\$103,737	\$27,111			
Transfers	\$543,950	\$223,561			
Contingencies	\$0	\$0			
Fund Balance/Reserves - PY	\$3,175,007	\$0			
Total Expenditures	\$23,628,826	\$8,492,356			
General Fund Net	\$0	\$ 1,585,381			

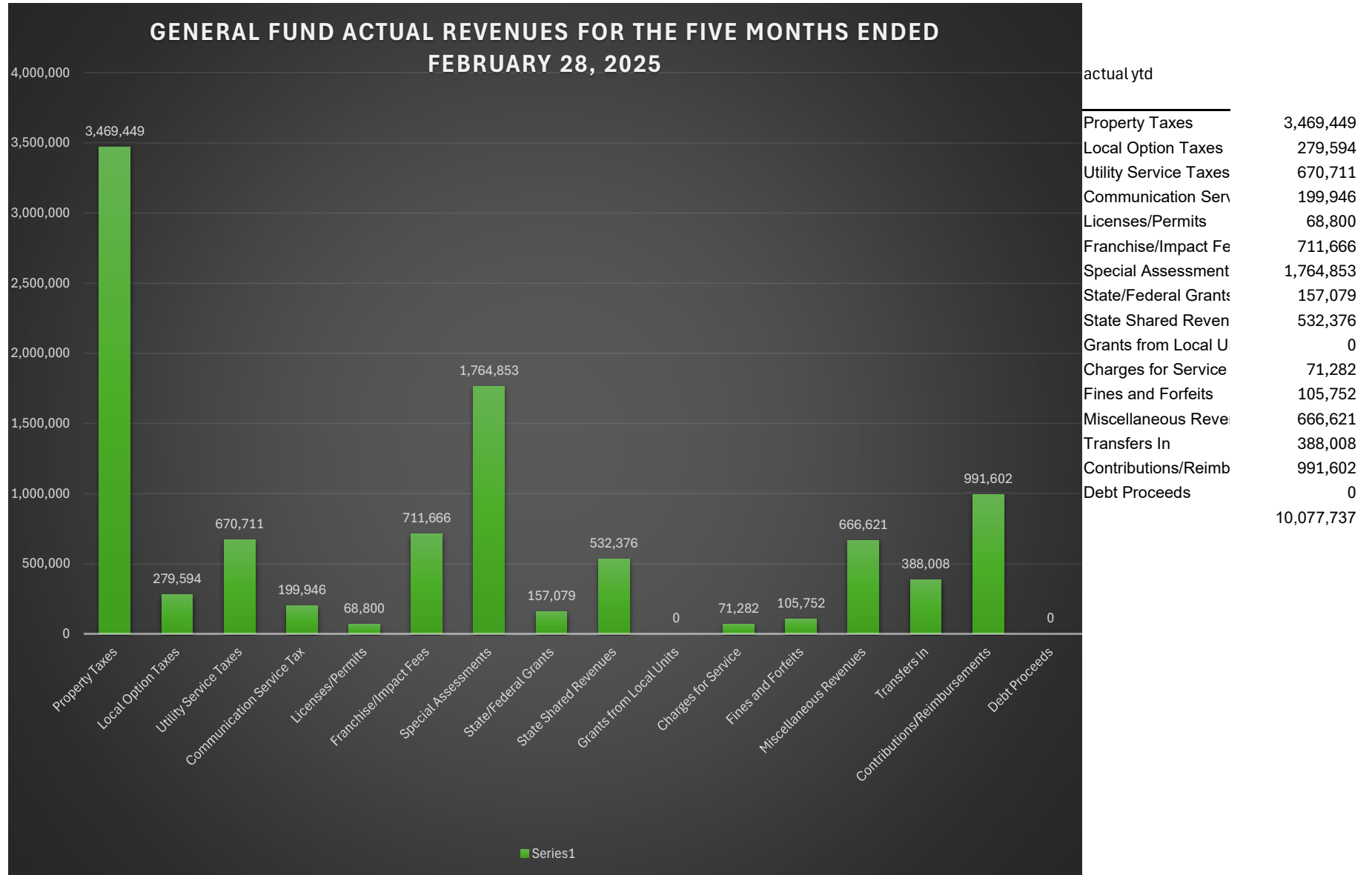
Better Place Plan Fund			Sanitation Fund		
	Budget	Actuals		Budget	Actuals
REVENUES			REVENUES		
Discretionary Infrastructure Surtax	\$1,315,996	\$689,052	Charges for Services	\$3,519,391	\$1,753,153
State/Federal Grants	\$9,763,603	\$200,416	Contributions	\$111,229	\$55,614
Transfers In	\$1,011,206	\$130,818	Other Revenue	\$15,944	\$278
Loan Proceeds	\$1,398,941	\$0	Debt Service	\$0	\$0
Fund Balance/Reserves - PY	\$1,456,514	\$0	Fund Balance/Reserves - PY	\$360,357	\$0
Total Revenues	\$ 14,946,260	\$ 1,020,285	Total Revenues	\$ 4,006,921	\$ 1,809,045

CITY OF PALATKA REVENUES AND EXPENSES FOR THE FIVE MONTHS ENDED MARCH 31, 2025

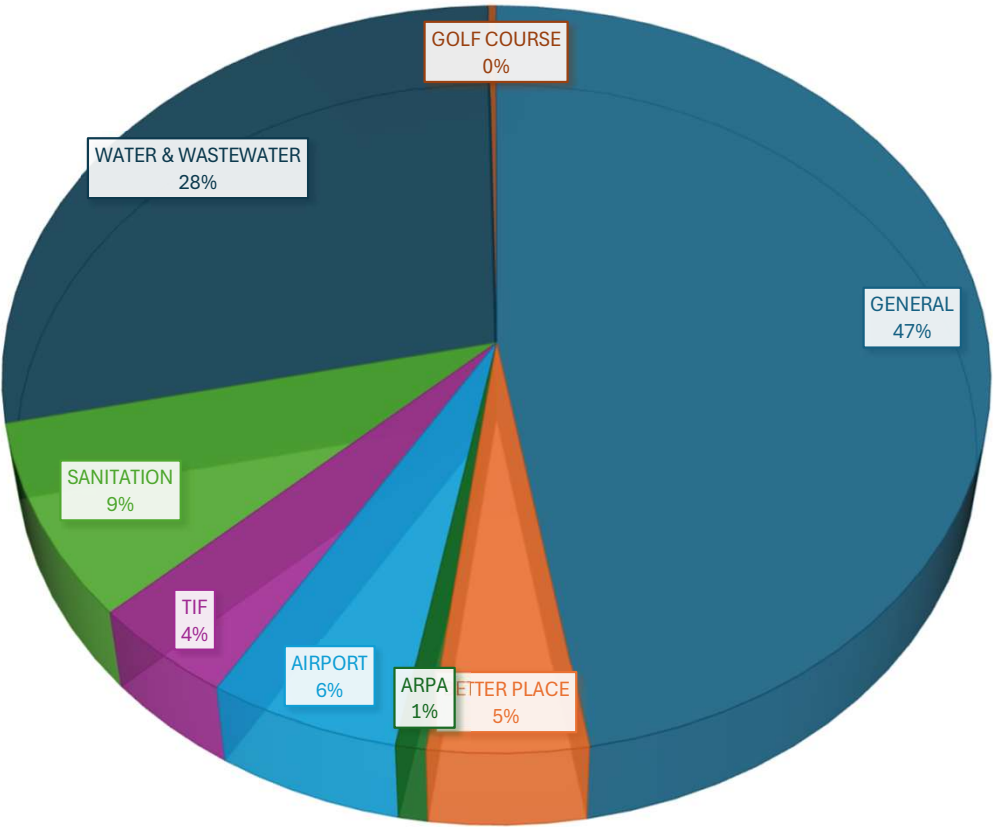
EXPENSES			EXPENSES		
Operating Expenses	\$0	\$74	Garage Maintenance	\$271,290	\$146,540
Capital Outlay	\$5,517,569	\$904,604	Sanitation Department	\$2,371,655	\$878,419
Debt Service	\$94,000	\$80,637	Capital Outlay	\$100,000	\$83,679
Grant Matches	\$9,168,569	\$202,318	Debt Service	\$318,960	\$118,695
Transfers Out	\$166,122	\$44,720	Transfers Out	\$372,584	\$186,292
Fund Balance/Reserves - PY			Fund Balance/Reserves - PY	\$572,432	\$0
Total Expenses	\$ 14,946,260	\$ 1,232,353	Total Expenditures	\$ 4,006,921	\$ 1,413,626
Net Results	\$ -	\$ (212,068)	Net Results	\$ -	\$ 395,419

Utility Fund			Tax Increment Fund		
Budget	Actuals		Budget	Actuals	
REVENUES			REVENUES		
Federal & State Grants	\$8,354,470	\$1,559,057	Property Tax	\$964,820	\$931,104
Water & Waste/Sewer Charges	\$9,120,081	\$4,386,209	Other Revenues	\$0	\$0
Other Revenues	\$1,990,743	\$49,561	Fund Balance/Reserves - PY	\$1,224,008	\$0
Transfers	\$121,228	\$0	Total Revenues	\$ 2,188,828	\$ 931,104
Fund Balance/Reserves - PY	\$6,422,614	\$0			
Total Revenues	\$26,009,136	\$ 5,994,827			
EXPENSES			EXPENSES		
Water Plant	\$3,293,129	\$545,333	Downtown Historic	\$523,858	\$88,168
Sewer/Wastewater Plant	\$6,467,066	\$1,577,810	South Historic	\$463,591	\$4,511
Water & Sewer Distribution	\$9,067,509	\$1,676,708	North Historic	\$144,545	\$1,550
Utility Administration	\$797,159	\$162,596	Transfers	\$946,232	\$0
Debt	\$1,460,396	\$538,773	Reimbursements	\$110,602	\$124,052
Transfers	\$3,200,878	\$1,135,626	Fund Balance/Reserves - PY		
Fund Balance/Reserves - PY	\$1,723,000		Total Expenses	\$2,188,828	\$218,281
Total Expenditures	\$ 26,009,136	\$ 5,636,845			
Net Results	\$ -	\$ 357,982	Net Results	\$ -	\$ 712,823

CITY OF PALATKA REVENUES AND EXPENSES FOR THE FIVE MONTHS ENDED MARCH 31, 2025

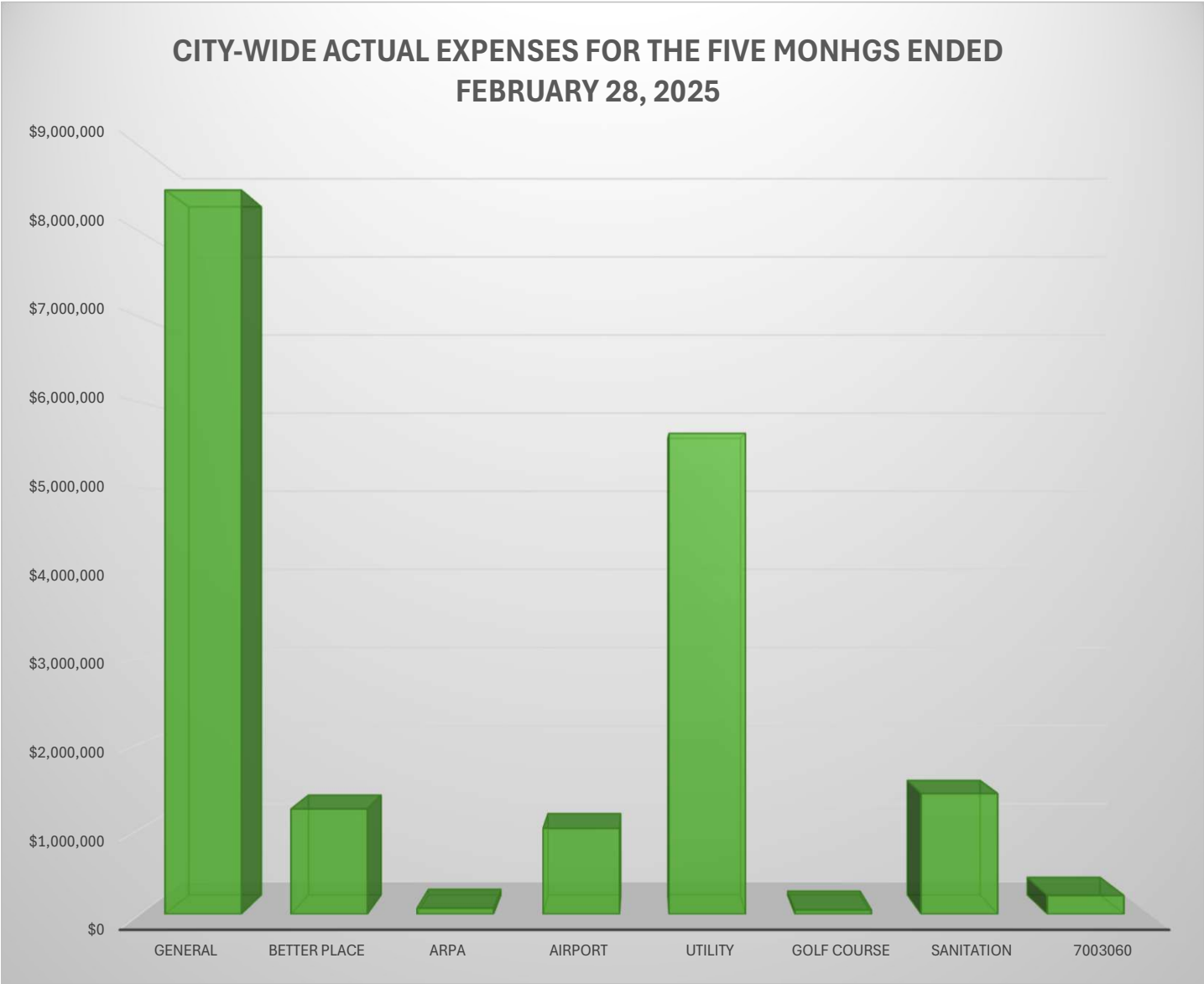


CITY-WIDE ACTUAL REVENUES FOR THE FIVE MONTHS ENDED
FEBRUARY 28, 2025



\$10,077,737 GENERAL
\$1,020,285 BETTER PLACE
\$193,738 ARPA
\$1,224,635 AIRPORT
\$931,104 TIF
\$1,809,045 SANITATION
\$5,994,827 WATER & WASTEWATE
\$65,648 GOLF COURSE

CITY OF PALATKA REVENUES AND EXPENSES FOR THE FIVE MONTHS ENDED MARCH 31, 2025



GENERAL	
BETTER PLACE	\$1,192,140
ARPA	\$162,195
AIRPORT	\$595,157
UTILITY	\$3,970,501
GOLF COURSE	\$46,246
SANITATION	\$1,211,978
TIF	\$124,842

CITY OF PALATKA REVENUES AND EXPENSES FOR THE FIVE MONTHS ENDED MARCH 31, 2025

REVENUE RESERVES' BUDGET BALANCE

FUND DESCRIPTION	FUND NUMBER	FUND BUDGET BALANCE	RESERVE BUDGET BALANCE	PERCENTAGE
General Fund	001	\$23,628,826	\$5,576,765	23.6%
Airport Fund	005	\$3,793,104	\$38,155	1.0%
TIF Fund	030	\$2,188,828	\$1,224,008	55.9%
Utiltities	041	\$26,009,136	\$6,422,614	24.7%
Sanitation	043	\$4,006,921	\$360,357	9.0%
Golf Course	042	\$174,577	\$0	0.0%
Better Place	101	\$14,946,260	\$1,456,514	9.7%
ARPA	300	\$1,546,460	\$0	0.0%
TOTAL RESERVES - CITYWIDE		\$76,294,114	\$15,078,413	20%

Best Practices for General Fund Reserves

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

CONCLUSION - Palatka's reserved general fund balance is budgeted at 23.6%, which exceeds best practice guidance by 6.9%. The enterprise funds does not have a requirement, but is still budgeted.

CITY OF PALATAKA

GOVERNMENTAL FUNDS

- **GENERAL**
- **TAX INCREMENT**
- **BETTER PLACE**
- **ARPA**

**CITY OF PALATKA DETAILED STATEMENT OF REVENUES
AND EXPENSES FOR GENERAL FUND**

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
GENERAL FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
311 PROPERTY TAXES									
001-00-311-0-0100	CURRENT AD VALOREM TAXES	\$4,233,748	\$3,222,157	\$4,562,899	\$180,991	\$3,456,511		\$1,106,388	75.75%
001-00-311-0-0200	DELINQUENT AD VALOREM TAXES	\$12,000	\$11,063	\$12,480	\$0	\$12,938		(\$458)	103.67%
	TOTAL	\$4,245,748	\$3,233,220	\$4,575,379	\$180,991	\$3,469,449		\$1,105,930	75.83%
LOCAL OPTION, USE & FUEL TAXES									
001-00-312-4-1000	LOCAL OPTION GAS TAX	\$353,679	\$165,372	\$325,945	\$22,897	\$165,808		\$160,137	50.87%
001-00-312-4-2000	2010 LOCAL GAS TAX	\$234,248	\$111,641	\$223,087	\$17,084	\$113,786		\$109,301	51.01%
	TOTAL	\$587,927	\$277,013	\$549,032	\$39,981	\$279,594		\$269,438	50.92%
UTILITY SERVICES TAXES									
001-00-314-1-0000	UTILITY TAX ELECTRIC	\$892,500	\$525,565	\$1,055,536	\$83,606	\$520,260		\$535,276	49.29%
001-00-314-3-0000	UTILITY TAX WATER	\$231,000	\$148,140	\$291,384	\$24,535	\$102,593		\$188,791	35.21%
001-00-314-4-0000	UTILITY TAX GAS	\$100,000	\$61,158	\$109,442	\$0	\$44,919		\$64,523	41.04%
001-00-314-7-0000	UTILITY TAX FUEL OIL	\$0	\$122	\$0	\$0	\$0		\$0	0.00%
001-00-314-8-0000	UTILITY TAX PROPANE	\$2,000	\$1,300	\$1,000	\$927	\$2,939		(\$1,939)	293.86%
	TOTAL	\$1,225,500	\$736,285	\$1,457,362	\$109,069	\$670,711		\$786,651	46.02%
COMMUNICATION SERVICE TAXES									
001-00-315-0-1000	TELE COMMUNICATION SERVICE TA	\$338,915	\$188,553	\$386,723	\$33,859	\$199,946		\$186,777	51.70%
	TOTAL	\$338,915	\$188,553	\$386,723	\$33,859	\$199,946		\$186,777	51.70%
LICENSES/PERMITS									
001-00-316-0-1000	OCCUPATIONAL BUSINESS TAX	\$45,110	\$18,011	\$46,914	\$4,004	\$40,289		\$6,625	85.88%
001-00-322-0-2000	BUILDING PERMITS	\$20,000	\$100	\$20,800	\$0	\$0		\$20,800	0.00%
001-00-322-0-2100	BUILDING & ZONING REVENUES	\$47,338	\$25,554	\$49,232	\$5,565	\$28,512		\$20,721	57.91%
001-00-322-0-2200	ZONING SWPPP FEES COLLECTED	\$0	\$4,950	\$0	\$0	\$0		\$0	0.00%
	TOTAL	\$112,448	\$48,615	\$116,946	\$9,569	\$68,800		\$48,146	58.83%
FRANCHISE FEES									
001-00-323-1-0000	FRANCHISE FEES ELECTRIC	\$900,000	\$532,205	\$936,000	\$0	\$513,810		\$422,190	54.89%
001-00-323-4-1000	FRANCHISE FEE - GAS AUTHORITY	\$250,000	\$117,428	\$260,000	\$48,826	\$123,699		\$136,301	47.58%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
	IMPACT FEES								
001-00-324-1-1010	IMPACT FEES-POLICE	\$0	\$14,790	\$88,819	\$634	\$9,052		\$79,767	10.19%
001-00-324-1-2010	IMPACT FEES-FIRE	\$0	\$25,393	\$151,861	\$1,084	\$15,495		\$136,366	10.20%
001-00-324-3-1010	IMPACT FEES-TRANSPORTATION	\$0	\$174,052	\$185,049	\$3,222	\$17,718		\$167,331	9.57%
001-00-324-6-1010	IMPACT FEES-PARKS & RECREATION	\$0	\$47,838	\$319,131	\$2,278	\$31,892		\$287,239	9.99%
	TOTAL	\$1,150,000	\$911,707	\$1,940,860	\$56,044	\$711,666		\$1,229,194	36.67%
	SPECIAL ASSESSMENTS								
001-00-325-2-1000	FIRE ASSESSMENT FEES	\$1,840,168	\$1,593,363	\$2,048,871	\$108,226	\$1,764,853		\$284,018	86.14%
	TOTAL	\$1,840,168	\$1,593,363	\$2,048,871	\$108,226	\$1,764,853		\$284,018	86.14%
	OTHER PERMITS & FEES								
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
	STATE/FEDERAL GRANTS & PILOTS								
001-00-331-2-2500	BULLET PROOF VEST GRT-POLICE	\$0	\$0	\$8,774	\$0	\$0		\$8,774	0.00%
001-00-331-2-3601	COPS GRANT 2014-2015	\$0	\$0	\$194,624	\$0	\$0		\$194,624	0.00%
001-00-331-2-5503	USDA POLICE VEHICLES	\$0	\$0	\$250,000	\$0	\$0		\$250,000	0.00%
001-00-331-2-5900	VOCA GRANT V13045	\$35,000	\$10,664	\$36,266	\$6,817	\$21,894		\$14,372	60.37%
001-00-331-2-6314	FIRE GRANT EMPLOYEES	\$0	\$32,882	\$0	\$0	\$0		\$0	0.00%
001-00-331-2-6319	2023 JAG C 8C107 Laptop Comput	\$20,749	\$0	\$21,000	\$0	\$20,597		\$403	98.08%
001-00-331-2-6320	Rural Violent Crime Reduction	\$0	\$17,100	\$0	\$0	\$0		\$0	0.00%
001-00-331-2-6321	2023 JAGC	\$0	\$0	\$10,000	\$0	\$0		\$10,000	0.00%
001-00-331-2-6322	Fed DEM HMGP 4486-106-R wind r	\$0	\$0	\$287,655	\$0	\$0		\$287,655	0.00%
001-00-331-2-6323	2024 JAG D 6N045 Street Crimes	\$0	\$0	\$28,681	\$0	\$0		\$28,681	0.00%
001-00-331-5-1003	FEMA FED Hurricane Ian	\$0	\$59,463	\$0	\$0	\$0		\$0	0.00%
001-00-333-0-1000	PAYMENTS IN LIEU OF TAX (PHA)	\$0	\$855	\$0	\$0	\$28,153		(\$28,153)	0.00%
001-00-334-2-0102	SAFE GRANT	\$74,000	\$0	\$70,000	\$59,764	\$86,434		(\$16,434)	123.48%
001-00-334-5-5002	DEO COMMUNITY PLANNING TECH	\$0	\$0	\$75,000	\$0	\$0		\$75,000	0.00%
001-00-334-5-5003	DEO STRATEGIC REVITALIZATION G	\$0	\$0	\$40,000	\$0	\$0		\$40,000	0.00%
	TOTAL	\$129,749	\$120,964	\$1,022,000	\$66,580	\$157,079		\$864,921	15.37%
	STATE SHARED REVENUES								
001-00-335-1-2000	STATE REVENUE SHARING	\$498,303	\$244,753	\$484,680	\$35,627	\$219,646		\$265,034	45.32%
001-00-335-1-4000	MOBILE HOME LICENSE TAX	\$5,000	\$3,629	\$5,200	\$225	\$3,273		\$1,927	62.94%
001-00-335-1-5000	ALCOHOLIC BEVERAGE TAX	\$14,000	\$12,070	\$14,560	\$0	\$18,900		(\$4,340)	129.81%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-00-335-1-6000	SALES TAX 1/2 cent REVENUE (95	\$656,574	\$278,037	\$629,258	\$47,942	\$283,925		\$345,333	45.12%
001-00-335-2-1000	FIREFIGHTERS SUPPLEMENTAL COI	\$4,000	\$1,260	\$4,160	\$0	\$0		\$4,160	0.00%
001-00-335-4-9000	FUEL TAX REBATE QTRLY	\$10,000	\$0	\$10,400	\$0	\$6,632		\$3,768	63.77%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$1,187,877	\$539,748	\$1,148,258	\$83,794	\$532,376		\$615,882	46.36%
	GRANTS/LOCAL UNITS								
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
	SHARED REV OTHER LOCAL UNITS								
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
	CHARGES FOR SERVICES								
001-00-341-0-3001	CODE ENFORCEMENT-ADMIN FEES	\$2,000	\$10,786	\$20,000	\$0	\$0		\$20,000	0.00%
001-00-341-0-3002	CODE ENFORCEMENT-VACANT PRC	\$2,500	\$400	\$2,600	\$1,000	\$2,600		\$0	100.00%
001-00-341-0-9001	CODE ENFORCEMENT-MISC FEES	\$12,000	\$5,150	\$12,480	\$1,170	\$7,020		\$5,460	56.25%
001-00-341-9-2000	ZONING CONVENIENCE FEE	\$1,000	\$456	\$1,040	\$132	\$792		\$248	76.15%
001-00-342-1-1002	POLICE DEPT-ADMIN TOW FEES	\$11,000	\$4,663	\$11,440	\$1,200	\$4,420		\$7,020	38.63%
001-00-342-1-1003	POLICE DEPT-INVESTIGATIVE COST	\$12,000	\$5,350	\$12,480	\$0	\$4,993		\$7,487	40.01%
001-00-342-1-1004	POLICE DEPT-RECORDS REQUESTS	\$4,000	\$2,202	\$4,160	\$500	\$2,440		\$1,720	58.65%
001-00-342-1-1005	POLICE DEPT-ADMIN FEES	\$3,000	\$440	\$3,120	\$0	\$0		\$3,120	0.00%
001-00-342-1-1006	POLICE DEPT-OFFENDER PAYMENT	\$1,500	\$1,445	\$1,560	\$0	\$750		\$810	48.08%
001-00-342-1-1007	MARSHALLS PD-OT REIMBURSEMEN	\$20,000	\$11,457	\$20,800	\$0	\$8,730		\$12,070	41.97%
001-00-342-1-1009	POLICE DEPT-MISCELLANEOUS	\$0	\$8	\$0	\$0	\$0		\$0	#DIV/0!
001-00-342-2-1000	FIRE SERVICES	\$60,000	\$59,200	\$62,400	\$0	\$0		\$62,400	0.00%
001-00-342-5-1000	FIRE INSPECTION FEES	\$40,000	\$4,550	\$41,600	\$450	\$8,738		\$32,862	21.01%
001-00-343-8-1000	CEMETERY SERVICES	\$12,500	\$9,003	\$13,000	\$4,090	\$16,735		(\$3,735)	128.73%
001-00-347-2-1001	SPECIAL EVENT FEES	\$1,500	\$1,130	\$1,560	\$0	\$350		\$1,210	22.44%
001-00-347-2-2500	SPONSORSHIP-RECREATION	\$5,400	\$3,000	\$5,616	\$0	\$10,434		(\$4,818)	185.79%
001-00-347-2-3000	BOOKER/LEFTY TURNER FIELD	\$600	\$150	\$624	\$0	\$0		\$624	0.00%
001-00-347-3-1000	BRONSON HOUSE	\$500	\$0	\$520	\$0	\$0		\$520	0.00%
001-00-347-3-1001	ST JOHNS RIVER CENTER-RENTALS-	\$10,000	\$797	\$10,400	\$0	\$0		\$10,400	0.00%
001-00-347-4-1004	Parks Dept OT reimbursement	\$9,500	\$4,928	\$9,880	\$0	\$180		\$9,700	1.82%
001-00-347-4-1005	Cultural OT reimbursement	\$2,000	\$0	\$2,080	\$0	\$0		\$2,080	0.00%
001-00-347-5-1000	PRICE MARTIN CENTER	\$3,000	\$3,889	\$3,120	\$0	\$3,100		\$20	99.36%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$214,000	\$129,002	\$240,480	\$8,542	\$71,282		\$169,198	29.64%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
FINES/FORFEITS									
001-00-351-1-1000	COURT FINES	\$30,000	\$20,506	\$31,200	\$3,066	\$16,761		\$14,439	53.72%
001-00-351-3-1000	POLICE EDUCATION	\$2,000	\$1,472	\$2,080	\$269	\$1,355		\$725	65.16%
001-00-354-0-1000	CODE ENFORCEMENT-LIEN FINES	\$60,000	\$9,469	\$63,440	\$0	\$17,780		\$45,660	28.03%
001-00-354-0-1001	CODE ENFORCEMENT - LEGAL LIEN	\$20,000	\$5,917	\$20,000	\$0	\$3,670		\$16,330	18.35%
001-00-359-0-0500	EVIDENCE FUND	\$0	\$0	\$24,172	\$0	\$31,509		(\$7,337)	130.35%
001-00-359-0-1100	FALSE ALARM FINES	\$16,500	\$11,762	\$17,160	\$0	\$3,720		\$13,440	21.68%
001-00-359-0-2000	SPECIAL POLICE TRUST REV	\$0	\$0	\$0	\$0	\$29,256		(\$29,256)	0.00%
001-00-359-0-3000	ABATEMENT FINES	\$0	\$0	\$0	\$0	\$1,700		(\$1,700)	0.00%
TOTAL		\$128,500	\$49,127	\$158,052	\$3,335	\$105,752		\$52,300	66.91%
MISCELLANEOUS REVENUES									
001-00-361-1-1000	INTEREST EARNINGS	\$175,000	\$263,894	\$182,000	\$51,411	\$311,272		(\$129,272)	171.03%
001-00-361-1-1001	INTEREST-MONEY MARKET	\$1,000	\$4,947	\$1,040	\$2,663	\$13,595		(\$12,555)	1307.20%
001-00-361-1-1002	INTEREST FROM GAS AUTHORITY	\$0	\$6,823	\$0	\$12,043	\$17,947		(\$17,947)	0.00%
001-00-362-0-1000	MISC RENTS	\$42,000	\$2,825	\$43,680	\$0	\$1,550		\$42,130	3.55%
001-00-362-0-2000	LAND RENT/LEASE	\$0	\$0	\$0	\$0	\$4,000		(\$4,000)	0.00%
001-00-362-0-3000	AMTRAK RENT	\$2,000	\$850	\$2,080	\$0	\$1,020		\$1,060	49.04%
001-00-364-0-1000	CEMETERY LOTS	\$55,000	\$20,375	\$57,200	\$9,000	\$33,000		\$24,200	57.69%
001-00-364-0-1010	CEMETERY LOTS RESTRICTED	\$11,000	\$9,641	\$11,440	\$5,150	\$17,150		(\$5,710)	149.91%
001-00-364-0-4900	SURPLUS EQUIPMENT-GENERAL	\$22,400	\$0	\$23,296	\$0	\$0		\$23,296	0.00%
001-00-364-0-4902	SURPLUS HAMMOCK HALL 429 KIRK	\$7,532	\$0	\$7,833	\$0	\$0		\$7,833	0.00%
001-00-366-0-1100	CONTRIBUTION - RECREATION	\$2,000	\$1,500	\$2,080	\$0	\$3,900		(\$1,820)	187.50%
001-00-366-0-1150	Libra Philanthropies Foundatio	\$15,000	\$0	\$4,250	\$0	\$0		\$4,250	0.00%
001-00-366-0-1300	RECREATION - REGISTRATION	\$2,000	\$1,830	\$2,080	\$1,475	\$1,800		\$280	86.54%
001-00-366-0-1400	RECREATION FIELD RENTALS	\$600	\$0	\$624	\$0	\$0		\$624	0.00%
001-00-366-0-1700	WELLNESS GRANT - FL BLUE	\$5,000	\$5,602	\$5,200	\$0	\$0		\$5,200	0.00%
001-00-366-0-2510	FIRE DECONTAMINATION GRANT	\$15,512	\$0	\$13,012	\$0	\$0		\$13,012	0.00%
001-00-366-0-2515	FL BAR INTERN GRANT	\$3,000	\$0	\$0	\$0	\$0		\$0	0.00%
001-00-366-0-6000	CONTRIBUTION - ANTIQUE FIRE TR	\$0	\$224	\$0	\$0	\$0		\$0	0.00%
001-00-366-0-7601	CONTRIBUTIONS - SP EVENT JONES	\$1,925	\$1,950	\$2,002	\$0	\$0		\$2,002	0.00%
001-00-366-0-8000	CONTRIBUTION - FIREWORKS	\$5,000	\$0	\$5,200	\$0	\$0		\$5,200	0.00%
001-00-366-0-8001	CONTRIBUTION - MAYOR'S RECEIPT	\$7,000	\$600	\$7,280	\$0	\$0		\$7,280	0.00%
001-00-366-0-8002	CONTRIBUTION - SPECIAL EVENTS	\$500	\$1,500	\$520	\$0	\$0		\$520	0.00%
001-00-366-0-8500	CONTRIBUTION - FIRE PUBLIC EDU	\$500	\$2,000	\$520	\$250	\$2,000		(\$1,480)	384.62%
001-00-369-3-1000	REFUNDS & REIMBURSEMENTS	\$5,000	\$86	\$5,200	\$0	\$267		\$4,933	5.14%
001-00-369-3-2000	FEMA REIMBURSEMENT	\$273,000	\$18,276	\$50,000	\$0	\$0		\$50,000	0.00%
001-00-369-3-3500	OPIOID SETTLEMENT TRUST FUND R	\$0	\$0	\$0	\$13,838	\$13,838		(\$13,838)	0.00%
001-00-369-9-0500	MISC REVENUE	\$35,000	\$53,834	\$36,400	(\$8,563)	\$32,237		\$4,163	88.56%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-00-369-9-1000	FDOT ISLAND RIGHT OF WAY MAINT	\$51,655	\$25,828	\$53,721	\$12,914	\$12,914		\$40,807	24.04%
001-00-369-9-1001	E-PAYABLES REVENUE SHARE	\$1,500	\$1,176	\$1,560	\$183	\$992		\$568	63.60%
001-00-369-9-2000	INSURANCE CLAIMS - GENERAL	\$0	\$184,881	\$0	\$0	\$199,138		(\$199,138)	0.00%
001-00-369-9-3000	FDOT LIGHTING MAINTENANCE	\$40,059	\$0	\$41,661	\$0	\$0		\$41,661	0.00%
001-00-369-9-3001	FDOT TRAFFIC SIGNAL MAINTENAN	\$74,082	\$70,393	\$76,242	\$0	\$0		\$76,242	0.00%
	TOTAL	\$854,265	\$679,034	\$636,121	\$100,363	\$666,621		(\$30,500)	104.79%
	TRANSFERS IN								
001-00-381-0-1400	TRANSFER FROM UTILITY FUND-FRA	\$506,217	\$253,109	\$526,466	\$43,872	\$263,233		\$263,233	50.00%
001-00-381-0-1500	TRANSFER FROM SANITATION FUNCI	\$156,718	\$78,359	\$160,110	\$13,343	\$80,055		\$80,055	50.00%
001-00-381-0-1900	TRANSFER FROM BETTER PLACE	\$129,000	\$3,358	\$102,198	\$11,180	\$44,720		\$57,478	43.76%
	TOTAL	\$791,935	\$334,826	\$788,774	\$68,395	\$388,008		\$400,766	49.19%
	REIMBURSEMENTS								
001-00-382-0-1000	CONTRIB FROM UTILITIES	\$1,240,186	\$620,093	\$1,482,666	\$123,556	\$741,333		\$741,333	50.00%
001-00-382-0-2000	CONTRIB FROM GOLF	\$215	\$108	\$191	\$16	\$96		\$95	50.01%
001-00-382-0-3000	CONTRIB FROM SANITATION	\$179,976	\$89,988	\$212,474	\$17,706	\$106,237		\$106,237	50.00%
001-00-382-0-5001	ADMIN EXP REIMB-AIRPORT GRANT:	\$164,918	\$82,459	\$177,268	\$14,772	\$88,634		\$88,634	50.00%
001-00-382-0-6000	CONTRIB FROM TAX INCREMENT	\$42,594	\$21,297	\$110,604	\$9,217	\$55,302		\$55,302	50.00%
001-00-382-0-7000	CONTRIB FROM PENSION FUNDS	\$53,625	\$27,000	\$0	\$0	\$0		\$0	0.00%
	TOTAL	\$1,681,514	\$840,945	\$1,983,203	\$165,267	\$991,602		\$991,601	50.00%
	DEBT PROCEEDS								
001-00-384-0-1000	LOAN PROCEEDS	\$185,723	\$185,723	\$1,000,000	\$0	\$0		\$1,000,000	0.00%
001-00-384-0-1001	LOAN PROCEEDS PD VEHICLES	\$463,355	\$463,355	\$0	\$0	\$0		\$0	0.00%
	TOTAL	\$649,078	\$649,078	\$1,000,000	\$0	\$0		\$1,000,000	0.00%
	TOTAL OPERATING & OTHER REV	\$15,137,624	\$10,331,480	\$18,052,061	\$1,034,014	\$10,077,737		\$7,974,324	55.83%
	CASH BALANCE FORWARD								
001-00-301-0-1000	OPERATING CASH BALANCE FORW/	\$4,480,772	\$0	\$4,480,772	\$0	\$0		\$4,480,772	0.00%
001-00-301-0-1001	EVIDENCE FUND BALANCE FORWA/	\$7,282	\$0	\$7,282	\$0	\$0		\$7,282	0.00%
001-00-301-0-1002	LOT DEMOLITION/CLEANUP BALAN/	\$22,075	\$0	\$22,075	\$0	\$0		\$22,075	0.00%
001-00-301-0-1006	INSURANCE CONTINGENCY BALAN	\$624,444	\$0	\$624,444	\$0	\$0		\$624,444	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-00-301-0-1009	SPECIAL CEMETERY BALANCE FORV	\$118,889	\$0	\$118,889	\$0	\$0		\$118,889	0.00%
001-00-301-0-1010	SPECIAL POLICE BALANCE FORWAI	\$61,271	\$0	\$61,271	\$0	\$0		\$61,271	0.00%
001-00-301-0-1012	HAND GUN CLASSES BALANCE FOF	\$7,637	\$0	\$7,637	\$0	\$0		\$7,637	0.00%
001-00-301-0-1013	FIRE PUBLIC EDUCATION BALANCE	\$24,937	\$0	\$24,937	\$0	\$0		\$24,937	0.00%
001-00-301-0-1019	RED LIGHT CAMERA BALANCE FORV	\$49,988	\$0	\$49,988	\$0	\$0		\$49,988	0.00%
001-00-301-0-1021	LANDSCAPING CODE FEE BALANCE	\$61,663	\$0	\$61,663	\$0	\$0		\$61,663	0.00%
001-00-301-0-1022	I&E EVIDENCE BALANCE FORWARD	\$7,523	\$0	\$7,523	\$0	\$0		\$7,523	0.00%
001-00-301-0-1023	PARKS BANK -DONATIONS	\$284	\$0	\$284	\$0	\$0		\$284	0.00%
001-00-301-0-1024	FIRE CAPITAL REPLACEMENT BALAN	\$88,000	\$0	\$110,000	\$0	\$0		\$110,000	0.00%
	TOTAL	\$5,554,765	\$0	\$5,576,765	\$0	\$0		\$5,576,765	0.00%
	TOTAL REV, TRANFERS & CASH BAL	\$20,692,389	\$10,331,480	\$23,628,826	\$1,034,014	\$10,077,737		\$13,551,089	42.65%

GENERAL FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3

CITY COMMISSION

PERSONNEL SERVICES

001-01-511-1-1110	COMMISSIONERS SALARIES	\$111,300	\$58,480	\$120,161	\$8,888	\$58,480	\$0	\$61,681	48.67%
001-01-511-1-1200	LEGISLATIVE ASST SALARIES	\$16,600	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
001-01-511-1-1210	COMMISS ACCRUED PAYROLL	\$0	-1,825.02	\$0	\$0	\$0	\$0	\$0	0.00%
001-01-511-1-2100	FICA TAX EXPENSE	\$10,702	\$4,369	\$9,192	\$666	\$4,384	\$0	\$4,808	47.69%
001-01-511-1-2200	RETIREMENT EXPENSE	\$43,089	\$17,823	\$36,889	\$2,793	\$17,779	\$3,751	\$15,359	48.20%
001-01-511-1-2300	HEALTH AND LIFE INSURANCE	\$34,449	\$3,678	\$17,376	\$621	\$4,052	\$0	\$13,324	23.32%
	TOTAL	\$216,140	\$82,525	\$183,618	\$12,968	\$84,695	\$3,751	\$95,172	46.13%

OPERATING EXPENSES

001-01-511-3-3100	PROFESSIONAL SERVICES	\$72,350	\$36,030	\$85,146	\$7,947	\$54,119	\$30,000	\$1,027	63.56%
001-01-511-3-4022	SCHOOLING/CONF-MAYOR	\$14,502	\$908	\$10,000	\$135	\$170	\$1,157	\$8,673	1.70%
001-01-511-3-4023	SCHOOLING/CONF-Commissioner	\$17,100	1,763.03	\$10,000	\$836	\$1,178	\$3,362	\$5,460	11.78%
001-01-511-3-4024	SCHOOLING/CONF-COMM CAMPBI	\$14,493	\$1,615	\$10,000	\$1,221	\$3,350	\$1,248	\$5,401	33.50%
001-01-511-3-4025	SCHOOLING/CONF-COMM DAVIS	\$16,422	\$1,294	\$10,000	\$1,746	\$1,826	\$2,315	\$5,859	18.26%
001-01-511-3-4026	SCHOOLING/CONF-COMM BOROM	\$16,976	\$3,208	\$10,000	\$1,321	\$2,239	\$1,637	\$6,125	22.39%
001-01-511-3-4100	COMMUNICATIONS SERVICES	\$6,000	\$6,493	\$6,240	\$2,038	\$3,590	\$0	\$2,650	57.54%
001-01-511-3-4800	ADVERTISING	\$11,575	\$3,469	\$14,000	\$450	\$5,444	\$4,556	\$4,000	38.88%
001-01-511-3-4901	SPECIAL EVENTS & PROJECTS - Ma	\$5,902	3,300.00	\$12,602	\$0	\$2,000	\$0	\$10,602	15.87%
001-01-511-3-4903	SPECIAL EVENTS & PROJECTS - Co	\$12,425	\$6,460	\$15,965	\$0	\$4,592	\$132	\$11,241	28.76%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-01-511-3-4904	SPECIAL EVENTS & PROJECTS - Co	\$5,200	\$300	\$14,900	\$0	\$1,500	\$1,500	\$11,900	10.07%
001-01-511-3-4905	SPECIAL EVENTS & PROJECTS - Co	\$8,822	\$3,994	\$10,000	\$0	\$4,238	\$188	\$5,574	42.38%
001-01-511-3-4906	SPECIAL EVENTS & PROJECTS - Co	\$8,465	\$3,968	\$13,997	\$0	\$4,289	\$0	\$9,708	30.64%
001-01-511-3-4907	MAYOR'S RECEPTION	\$15,000	\$5,032	\$10,000	\$1,059	\$1,059	\$96	\$8,845	10.59%
001-01-511-3-4910	NEFLC	\$3,675	150.00	\$5,000	\$0	\$205	\$315	\$4,480	4.10%
001-01-511-3-4930	CITIZENS TRANSPORTATION	\$0	\$0	\$25,000	\$0	\$0	\$0	\$25,000	0.00%
001-01-511-3-5100	OFFICE SUPPLIES	\$500	\$294	\$520	\$0	\$244	\$249	\$28	46.87%
001-01-511-3-5260	UNIFORMS	\$500	\$112	\$520	\$0	\$269	\$50	\$201	51.76%
001-01-511-3-5280	OPERATING SUPPLIES	\$3,089	\$866	\$3,213	\$184	\$1,044	\$12	\$2,157	32.48%
001-01-511-3-5283	SBDC	\$12,000	\$4,000	\$8,099	\$0	\$2,500	\$0	\$5,599	30.87%
001-01-511-3-5284	AWARDS/RECONGNITION	\$3,440	307.76	\$5,000	\$0	\$451	\$189	\$4,360	9.03%
001-01-511-3-5286	YOUTH AMBASSADOR PROGRAM	\$500	\$163	\$520	\$0	\$147	\$0	\$373	28.27%
001-01-511-3-5400	MEMBR,SUBSCRIPT,DUES	\$4,700	\$2,719	\$5,000	\$0	\$3,055	\$756	\$1,189	61.10%
	TOTAL	\$253,636	\$86,445	\$285,722	\$16,938	\$97,509	\$47,762	\$140,451	34.13%
	CAPITAL OUTLAY								
001-01-511-6-6400	CAPITAL OUTLAY	\$62,000	\$0	\$59,480	\$2,267	\$2,267	\$36,018	\$21,194	3.81%
	TOTAL	\$62,000	\$0	\$59,480	\$2,267	\$2,267	\$36,018	\$21,194	3.81%
	COMMISSIONER INTERNS								
001-01-512-1-1200	REGULAR SALARIES	\$34,000	\$633	\$24,960	\$0	\$0	\$0	\$24,960	0.00%
001-01-512-1-2100	FICA TAX EXPENSE	\$1,836	\$48	\$1,909	\$0	\$0	\$0	\$1,909	0.00%
	TOTAL	\$35,836	\$682	\$26,869	\$0	\$0	\$0	\$26,869	0.00%
	DEPARTMENT TOTAL	\$567,612	\$169,652	\$555,689	\$32,174	\$184,471	\$87,531	\$283,687	33.20%
	CITY MANAGER'S OFFICE								
	PERSONNEL SERVICES								
001-20-512-1-1100	EXECUTIVE SALARIES	\$259,866	\$84,098	\$304,203	\$0	\$13,037	\$0	\$291,166	4.29%
001-20-512-1-1200	REGULAR SALARIES	\$95,659	\$32,356	\$70,980	\$5,208	\$32,855	\$0	\$38,125	46.29%
001-20-512-1-1210	ACCRUED SALARIES	\$0	-2,339.18	\$0	\$0	\$0	\$0	\$0	0.00%
001-20-512-1-2100	FICA TAX EXPENSE	\$27,198	\$8,833	\$28,701	\$398	\$3,511	\$0	\$25,190	12.23%
001-20-512-1-2200	RETIREMENT EXPENSE	\$109,502	\$35,780	\$115,181	\$1,599	\$11,812	\$0	\$103,369	10.26%
001-20-512-1-2300	HEALTH AND LIFE INSURANCE	\$51,846	\$11,498	\$56,728	\$3	\$21	\$0	\$56,707	0.04%
	TOTAL	\$544,071	\$170,226	\$575,793	\$7,209	\$61,236	\$0	\$514,557	10.64%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
OPERATING EXPENSES									
001-20-512-3-3100	PROFESSIONAL SERVICES	\$12,000	\$0	\$15,000	\$0	\$100	\$0	\$14,900	0.67%
001-20-512-3-3120	PRE-EMPLOYMENT EXPENSE	\$95	\$95	\$99	\$0	\$84	\$0	\$15	85.11%
001-20-512-3-4021	SCHOOLING/CONF-CITY MANAGER	\$13,500	\$2,140	\$18,000	\$1,166	\$2,338	\$2,092	\$13,570	12.99%
001-20-512-3-4100	COMMUNICATIONS SERVICES	\$1,656	\$602	\$2,296	\$75	\$803	\$0	\$1,493	34.98%
001-20-512-3-4200	POSTAGE AND FREIGHT	\$800	\$13	\$832	\$1	\$2	\$0	\$830	0.25%
001-20-512-3-4400	RENTALS AND LEASES	\$467	\$213	\$486	\$0	\$0	\$427	\$59	0.00%
001-20-512-3-4630	VEHICLE MAINTENANCE	\$1,000	\$125	\$1,040	\$25	\$125	\$343	\$572	12.02%
001-20-512-3-4700	PRINTING AND BINDING	\$200	\$0	\$600	\$0	\$0	\$0	\$600	0.00%
001-20-512-3-5000	FINES & FEES	\$0	\$143	\$0	\$0	\$146	\$0	(\$146)	#DIV/0!
001-20-512-3-5100	OFFICE SUPPLIES	\$1,000	\$302	\$1,200	\$0	\$0	\$0	\$1,200	0.00%
001-20-512-3-5210	GAS AND LUBRICANTS	\$2,000	\$571	\$2,080	\$26	\$26	\$0	\$2,054	1.27%
001-20-512-3-5260	UNIFORMS	\$480	\$67	\$600	\$0	\$0	\$0	\$600	0.00%
001-20-512-3-5280	OPERATING SUPPLIES	\$2,405	\$1,380	\$3,000	\$70	\$117	\$1,292	\$1,590	3.91%
001-20-512-3-5400	MEMBR,SUBSCRIPT,DUES	\$4,560	\$586	\$5,200	\$0	\$0	\$0	\$5,200	0.00%
TOTAL		\$40,163	\$6,237	\$50,433	\$1,364	\$3,743	\$4,154	\$42,536	7.42%
CAPITAL OUTLAY									
001-20-512-6-6400	CAPITAL OUTLAY	\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000	0.00%
TOTAL		\$0	\$0	\$20,000	\$0	\$0	\$0	\$20,000	0.00%
DEPARTMENT TOTAL		\$584,234	\$176,463	\$646,226	\$8,573	\$64,979	\$4,154	\$577,093	10.06%
CITY CLERK'S OFFICE									
PERSONNEL SERVICES									
001-21-512-1-1100	EXECUTIVE SALARIES	\$59,765	\$29,149	\$64,155	\$5,208	\$38,166	\$0	\$25,989	59.49%
001-21-512-1-1200	REGULAR SALARIES	\$32,533	\$6,024	\$81,674	\$3,738	\$21,319	\$0	\$60,355	26.10%
001-21-512-1-1210	ACCRUED SALARIES	\$0	-1,005.55	\$0	\$0	\$0	\$0	\$0	0.00%
001-21-512-1-1400	OVERTIME	\$0	\$13	\$0	\$140	\$1,226	\$0	(\$1,226)	0.00%
001-21-512-1-2100	FICA TAX EXPENSE	\$7,061	\$2,505	\$11,156	\$688	\$4,613	\$0	\$6,543	41.35%
001-21-512-1-2200	RETIREMENT EXPENSE	\$28,428	\$10,793	\$44,770	\$2,789	\$15,490	\$0	\$29,280	34.60%
001-21-512-1-2300	HEALTH AND LIFE INSURANCE	\$12,599	\$4,684	\$13,785	\$3	\$2,146	\$0	\$11,639	15.57%
TOTAL		\$140,386	\$52,163	\$215,540	\$12,566	\$82,961	\$0	\$132,579	38.49%
OPERATING EXPENSES									

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-21-512-3-3100	PROFESSIONAL SERVICES	\$7,857	\$5,224	\$19,471	\$0	\$13,174	\$0	\$6,297	67.66%
001-21-512-3-3120	PRE-EMPLOYMENT EXPENSE	\$150	\$150	\$376	\$0	\$299	\$0	\$77	79.54%
001-21-512-3-3400	CONTRACTUAL SERVICES	\$14,743	\$14,743	\$10,533	\$0	\$9,542	\$0	\$991	90.59%
001-21-512-3-4027	SCHOOLING/CONF-CITY CLERK	\$5,000	\$1,918	\$9,975	\$1,172	\$1,242	\$774	\$7,959	12.45%
001-21-512-3-4100	COMMUNICATIONS SERVICES	\$500	\$242	\$520	\$75	\$205	\$0	\$315	39.38%
001-21-512-3-4200	POSTAGE AND FREIGHT	\$200	\$80	\$208	\$0	\$34	\$0	\$174	16.46%
001-21-512-3-4400	RENTALS AND LEASES	\$3,471	\$1,385	\$3,610	\$231	\$1,385	\$1,385	\$839	38.38%
001-21-512-3-4700	PRINTING AND BINDING	\$600	\$216	\$104	\$11	\$127	\$0	(\$23)	122.26%
001-21-512-3-4810	LEGAL ADVERTISING	\$6,355	\$878	\$6,609	\$78	\$1,141	\$3,859	\$1,609	17.27%
001-21-512-3-5000	FINES & FEES	\$250	\$0	\$260	\$0	\$6	\$0	\$254	2.31%
001-21-512-3-5100	OFFICE SUPPLIES	\$500	\$333	\$520	\$95	\$434	\$0	\$86	83.54%
001-21-512-3-5260	UNIFORMS	\$200	\$50	\$208	\$0	\$91	\$0	\$117	43.70%
001-21-512-3-5280	OPERATING SUPPLIES	\$2,495	\$565	\$7,115	\$12	\$70	\$230	\$6,815	0.99%
001-21-512-3-5400	MEMBR,SUBSCRIPT,DUES	\$500	\$0	\$2,020	\$173	\$273	\$323	\$1,425	13.49%
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	TOTAL	\$42,821	\$25,784	\$61,529	\$1,846	\$28,023	\$6,571	\$26,935	45.54%
	CAPITAL OUTLAY								
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	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
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	DEPARTMENT TOTAL	\$183,207	\$77,947	\$277,069	\$14,411	\$110,983	\$6,571	\$159,514	40.06%
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	FINANCE								
	PERSONNEL SERVICES								
001-22-513-1-1100	EXECUTIVE SALARIES	\$122,062	\$59,942	\$128,037	\$13,965	\$84,868	\$0	\$43,169	66.28%
001-22-513-1-1200	REGULAR SALARIES	\$247,679	\$112,790	\$250,615	\$18,090	\$128,549	\$0	\$122,066	51.29%
001-22-513-1-1210	ACCRUED SALARIES	\$0	-5,834.87	\$0	\$0	\$0	\$0	\$0	#DIV/0!
001-22-513-1-1400	OVERTIME	\$6,300	\$1,489	\$6,552	\$2,700	\$8,085	\$0	(\$1,533)	123.40%
001-22-513-1-2100	FICA TAX EXPENSE	\$28,767	\$12,882	\$10,296	\$2,581	\$16,559	\$0	(\$6,263)	160.83%
001-22-513-1-2200	RETIREMENT EXPENSE	\$111,150	\$53,441	\$118,258	\$10,670	\$65,966	\$0	\$52,292	55.78%
001-22-513-1-2300	HEALTH AND LIFE INSURANCE	\$55,938	\$14,398	\$41,224	\$3,226	\$19,131	\$0	\$22,093	46.41%
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	TOTAL	\$571,896	\$249,106	\$554,982	\$51,231	\$323,158	\$0	\$231,824	58.23%
	OPERATING EXPENSES								
001-22-513-3-3100	PROFESSIONAL SERVICES	\$4,930	\$3,285	\$2,600	\$298	\$298	\$0	\$2,302	11.46%
001-22-513-3-3120	PRE-EMPLOYMENT EXPENSE	\$270	\$100	\$156	\$0	\$299	\$0	(\$143)	191.71%
001-22-513-3-3200	ACCOUNTING AND AUDITING	\$24,617	0.00	\$24,617	\$0	\$0	\$6,471	\$18,146	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-22-513-3-4020	SCHOOLING, CONFERENCE, ETC	\$5,000	\$2,018	\$7,280	\$499	\$499	\$0	\$6,781	6.85%
001-22-513-3-4100	COMMUNICATIONS SERVICES	\$600	\$283	\$624	\$0	\$167	\$0	\$457	26.81%
001-22-513-3-4200	POSTAGE AND FREIGHT	\$2,050	\$1,066	\$780	\$227	\$914	\$0	(\$134)	117.18%
001-22-513-3-4400	RENTALS AND LEASES	\$800	337.86	\$1,132	\$92	\$551	\$551	\$30	48.69%
001-22-513-3-4700	PRINTING AND BINDING	\$1,100	\$395	\$1,144	\$228	\$930	\$0	\$214	81.26%
001-22-513-3-5000	FINES & FEES	\$0	\$130	\$0	\$0	\$3,808	\$0	(\$3,808)	0.00%
001-22-513-3-5100	OFFICE SUPPLIES	\$1,630	\$547	\$1,820	\$0	\$497	\$0	\$1,323	27.33%
001-22-513-3-5260	UNIFORMS	\$500	0.00	\$520	\$0	\$0	\$233	\$287	0.00%
001-22-513-3-5280	OPERATING SUPPLIES	\$3,000	\$418	\$1,780	\$160	\$545	\$0	\$1,235	30.62%
001-22-513-3-5400	MEMBR,SUBSCRIPT,DUES	\$500	\$0	\$520	\$0	\$100	\$0	\$420	19.23%
	TOTAL	\$44,997	\$8,579	\$42,973	\$1,504	\$8,609	\$7,254	\$27,110	20.03%
	CAPITAL OUTLAY								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	DEPARTMENT TOTAL	\$616,893	\$257,686	\$597,955	\$52,735	\$331,767	\$7,254	\$258,934	55.48%
	HUMAN RESOURCES								
	PERSONNEL SERVICES								
001-25-513-1-1100	EXECUTIVE SALARIES	\$81,119	\$32,356	\$82,173	\$6,048	\$40,739	\$0	\$41,434	49.58%
001-25-513-1-1200	SALARY	\$44,226	\$20,501	\$42,525	\$3,462	\$22,692	\$0	\$19,833	53.36%
001-25-513-1-1210	ACCRUED SALARIES	\$0	-1,689.39	\$0	\$0	\$0	\$0	\$0	0.00%
001-25-513-1-1400	OVERTIME	\$0	\$399	\$0	\$0	\$339	\$0	(\$339)	0.00%
001-25-513-1-2100	FICA TAX EXPENSE	\$9,589	\$3,926	\$9,539	\$702	\$4,726	\$0	\$4,813	49.55%
001-25-513-1-2200	RETIREMENT EXPENSE	\$38,606	\$16,315	\$38,282	\$2,920	\$19,490	\$0	\$18,792	50.91%
001-25-513-1-2300	HEALTH AND LIFE INSURANCE	\$14,087	\$6,635	\$15,413	\$1,223	\$7,951	\$0	\$7,462	51.59%
	TOTAL	\$187,627	\$80,132	\$187,932	\$14,355	\$95,938	\$0	\$91,994	51.05%
	OPERATING EXPENSES								
001-25-513-3-3100	PROFESSIONAL SERVICES	\$19,500	\$2,935	\$20,000	\$13,690	\$18,131	\$0	\$1,869	90.66%
001-25-513-3-3120	PRE-EMPLOYMENT EXPENSE	\$200	\$0	\$208	\$0	\$160	\$0	\$48	76.70%
001-25-513-3-4020	SCHOOLING, CONFERENCE, ETC	\$3,700	\$1,043	\$4,160	\$0	\$948	\$0	\$3,212	22.78%
001-25-513-3-4100	COMMUNICATIONS SERVICES	\$1,192	\$523	\$512	\$75	\$468	\$0	\$44	91.42%
001-25-513-3-4200	POSTAGE AND FREIGHT	\$200	\$72	\$208	\$45	\$197	\$0	\$11	94.52%
001-25-513-3-4310	NATURAL GAS	\$200	\$141	\$0	\$0	\$0	\$0	\$0	0.00%
001-25-513-3-4400	RENTALS AND LEASES	\$600	\$213	\$624	\$36	\$213	\$213	\$197	34.18%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-25-513-3-4700	PRINTING AND BINDING	\$492	\$252	\$512	\$108	\$465	\$0	\$47	90.72%
001-25-513-3-4800	ADVERTISING	\$10,800	\$1,693	\$8,500	\$0	\$6,347	\$691	\$1,462	74.67%
001-25-513-3-5000	FEES & FINES	\$325	\$73	\$130	\$0	\$208	\$0	(\$78)	160.05%
001-25-513-3-5100	OFFICE SUPPLIES	\$1,000	\$307	\$1,040	\$0	\$310	\$95	\$635	29.80%
001-25-513-3-5260	UNIFORMS	\$100	\$0	\$104	\$0	\$0	\$0	\$104	0.00%
001-25-513-3-5280	OPERATING SUPPLIES	\$7,100	\$238	\$4,160	\$12	\$828	\$0	\$3,332	19.90%
001-25-513-3-5288	EMPLOYEE RECOGNITION SUPPLIE:	\$500	\$130	\$520	\$81	\$252	\$0	\$268	48.53%
001-25-513-3-5400	MEMBR,SUBSCRIPT,DUES	\$800	\$270	\$520	\$0	\$0	\$0	\$520	0.00%
001-25-513-3-5500	WELLNESS PROGRAM	\$12,000	\$6,052	\$12,480	\$1,750	\$4,576	\$1,000	\$6,904	36.66%
	TOTAL	\$58,709	\$13,943	\$53,678	\$15,796	\$33,102	\$2,000	\$18,577	61.67%
	CAPITAL OUTLAY								
001-25-513-6-6400	CAPITAL OUTLAY	\$0	\$0	\$44,500	\$0	\$0	\$0	\$44,500	0.00%
	TOTAL	\$0	\$0	\$44,500	\$0	\$0	\$0	\$44,500	0.00%
	DEPARTMENT TOTAL	\$246,336	\$94,075	\$286,110	\$30,151	\$129,039	\$2,000	\$155,071	45.10%
	FACILITIES MAINTENANCE								
	PERSONNEL SERVICES								
001-23-519-1-1100	EXECUTIVE SALARIES	\$124,214	\$61,272	\$127,082	\$13,246	\$52,904	\$0	\$74,178	41.63%
001-23-519-1-1200	REGULAR SALARIES	\$126,922	\$33,269	\$122,577	\$6,653	\$55,131	\$0	\$67,446	44.98%
001-23-519-1-1210	ACCRUED SALARIES	\$0	-3,229.97	\$0	\$0	\$0	\$0	\$0	0.00%
001-23-519-1-1400	OVERTIME	\$6,300	\$1,011	\$6,552	\$643	\$5,341	\$0	\$1,211	81.52%
001-23-519-1-2100	FICA TAX EXPENSE	\$19,694	\$7,189	\$19,600	\$1,459	\$8,189	\$0	\$11,411	41.78%
001-23-519-1-2200	RETIREMENT EXPENSE	\$77,350	\$29,264	\$78,657	\$6,306	\$34,676	\$0	\$43,981	44.08%
001-23-519-1-2300	HEALTH AND LIFE INSURANCE	\$80,363	\$11,821	\$39,214	\$3,836	\$22,180	\$0	\$17,034	56.56%
001-23-519-1-2500	UNEMPLOYMENT COMP	\$0	\$0	\$0	\$0	\$238	\$0	(\$238)	0.00%
	TOTAL	\$434,843	\$140,596	\$393,682	\$32,143	\$178,659	\$0	\$215,023	45.38%
	OPERATING EXPENSES								
001-23-519-3-3100	PROFESSIONAL SERVICES	\$15,000	\$2,770	\$12,135	\$188	\$1,422	\$0	\$10,713	11.72%
001-23-519-3-3120	PRE-EMPLOYMENT EXPENSE	\$1,000	\$95	\$1,040	\$0	\$150	\$0	\$890	14.38%
001-23-519-3-4020	SCHOOLING, CONFERENCE, ETC	\$5,000	340.85	\$5,200	\$0	\$2,545	\$0	\$2,655	48.94%
001-23-519-3-4100	COMMUNICATIONS SERVICES	\$1,258	\$485	\$1,308	\$168	\$903	\$0	\$405	69.03%
001-23-519-3-4400	RENTALS AND LEASES	\$1,500	\$241	\$1,560	\$40	\$241	\$241	\$1,078	15.43%
001-23-519-3-4610	BUILDING MAINTENANCE	\$8,000	\$949	\$8,320	\$450	\$5,184	\$25	\$3,111	62.31%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-23-519-3-4620	EQUIPMENT MAINTENANCE	\$5,000	0.00	\$5,200	\$0	\$44	\$0	\$5,156	0.85%
001-23-519-3-4630	VEHICLE MAINTENANCE	\$5,000	\$2,035	\$5,200	\$0	\$3,169	\$0	\$2,031	60.94%
001-23-519-3-5100	OFFICE SUPPLIES	\$1,000	\$197	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
001-23-519-3-5210	GAS AND LUBRICANTS	\$6,500	\$1,098	\$6,760	\$239	\$1,674	\$0	\$5,086	24.76%
001-23-519-3-5250	SMALL TOOLS	\$6,000	3,066.39	\$6,240	\$0	\$1,047	\$65	\$5,128	16.77%
001-23-519-3-5260	UNIFORMS	\$2,000	\$729	\$2,080	\$142	\$876	\$0	\$1,204	42.12%
001-23-519-3-5280	OPERATING SUPPLIES	\$6,000	\$4,783	\$6,240	\$54	\$1,691	\$220	\$4,329	27.10%
001-23-519-3-5400	MEMBR,SUBSCRIPT,DUES	\$2,000	\$0	\$2,080	\$0	\$0	\$0	\$2,080	0.00%
	TOTAL	\$65,258	\$16,788	\$64,403	\$1,281	\$18,945	\$551	\$44,907	29.42%
	CAPITAL OUTLAY								
001-23-519-6-6400	CAPITAL OUTLAY	\$17,422	\$0	\$45,000	\$0	\$45,000	\$0	\$0	100.00%
	TOTAL	\$17,422	\$0	\$45,000	\$0	\$45,000	\$0	\$0	100.00%
	DEBT SERVICE								
001-23-517-7-7101	PRINCIPAL PUBLIC WORKS BLDG	\$6,638	\$0	\$12,788	\$0	\$0	\$0	\$12,788	0.00%
001-23-517-7-7201	INTEREST PUBLIC WORKS BLDG	\$11,368	\$0	\$21,966	\$0	\$0	\$0	\$21,966	0.00%
	TOTAL	\$18,006	\$0	\$34,754	\$0	\$0	\$0	\$34,754	0.00%
	TRANSFERS ADMINISTRATIVE								
001-23-519-9-9104	REIMB FLEET MAINTENANCE	\$13,034	\$6,517	\$18,990	\$1,583	\$9,495	\$0	\$9,495	50.00%
	TOTAL	\$13,034	\$6,517	\$18,990	\$1,583	\$9,495	\$0	\$9,495	50.00%
	DEPARTMENT TOTAL	\$548,563	\$163,900	\$556,829	\$35,007	\$252,099	\$551	\$304,179	45.27%
	INFORMATION TECHNOLOGY DEPT								
	PERSONNEL SERVICES								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	OPERATING EXPENSES								
001-17-516-3-3100	PROFESSIONAL SERVICES	\$165,965	\$81,365	\$175,724	\$15,093	\$65,293	\$88,468	\$21,964	37.16%
001-17-516-3-4100	COMMUNICATIONS SERVICES	\$0	\$450	\$1,000	\$0	\$50	\$0	\$950	5.00%
001-17-516-3-5241	SOFTWARE	\$42,438	\$4,223	\$50,353	\$0	\$4,865	\$0	\$45,488	9.66%
001-17-516-3-5242	HARDWARE	\$31,520	\$16,183	\$20,000	\$4,371	\$15,910	\$1,247	\$2,843	79.55%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-17-516-3-5401	SOFTWARE SUBSCRIPT, LICENSES	\$117,460	\$61,053	\$98,480	\$8,303	\$50,912	\$58,211	(\$10,643)	51.70%
	TOTAL	\$357,383	\$163,274	\$345,557	\$27,767	\$137,030	\$147,926	\$60,601	39.65%
	CAPITAL OUTLAY								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	DEBT SERVICE								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	DEPARTMENT TOTAL	\$357,383	\$163,274	\$345,557	\$27,767	\$137,030	\$147,926	\$60,601	39.65%
	GENERAL ADMIN - CITY HALL								
	PERSONNEL SERVICES								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	OPERATING EXPENSES								
001-04-513-3-3100	PROFESSIONAL SERVICES	\$6,000	\$2,720	\$3,000	\$0	\$589	\$0	\$2,411	19.63%
001-04-513-3-4100	COMMUNICATIONS SERVICES	\$5,000	\$1,550	\$5,200	\$385	\$1,620	\$0	\$3,580	31.15%
001-04-513-3-4200	POSTAGE AND FREIGHT	\$2,450	\$156	\$2,600	\$29	\$672	\$0	\$1,928	25.83%
001-04-513-3-4320	ELECTRICITY	\$9,000	\$3,686	\$9,360	\$712	\$4,021	\$0	\$5,339	42.96%
001-04-513-3-4400	RENTALS AND LEASES	\$2,803	\$360	\$2,915	\$0	\$300	\$1,620	\$995	10.28%
001-04-513-3-4610	CITY HALL BUILDING MAINTENANCE	\$107,182	\$137,220	\$25,000	\$267	\$17,729	\$1,850	\$5,420	70.92%
001-04-513-3-4615	ANNEX BUILDING EXP	\$26,012	\$0	\$25,000	\$5,580	\$10,675	\$1,714	\$12,611	42.70%
001-04-513-3-4620	EQUIPMENT MAINTENANCE	\$1,250	\$274	\$4,160	\$0	\$500	\$417	\$3,243	12.02%
001-04-513-3-4700	PRINTING AND BINDING	\$6,300	\$2,768	\$3,640	\$974	\$3,119	\$1,386	(\$865)	85.67%
001-04-513-3-5100	OFFICE SUPPLIES	\$5,000	\$2,369	\$5,200	\$349	\$2,154	\$2,002	\$1,044	41.42%
001-04-513-3-5230	JANITORIAL SUPPLIES	\$1,500	\$537	\$4,560	\$75	\$256	\$340	\$3,965	5.61%
	TOTAL	\$172,497	\$151,641	\$90,635	\$8,370	\$41,634	\$9,329	\$39,673	45.94%
	CAPITAL OUTLAY								
001-04-513-6-6445	CITY HALL BUILDING IMPROVEMEN	\$0	\$0	\$43,324	\$23,500	\$30,302	\$6,343	\$6,679	69.94%
001-04-513-6-6450	ANNEX HALL BUILDING IMPROVEMI	\$119,338	\$0	\$50,000	\$9,155	\$17,504	\$176	\$32,319	35.01%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
	TOTAL	\$119,338	\$0	\$93,324	\$32,655	\$47,806	\$6,519	\$38,999	51.23%
	LEGAL COUNSEL								
	PERSONNEL SERVICES								
001-04-514-1-1000	EXECUTIVE SALARIES	\$153,920	\$77,098	\$162,785	\$12,522	\$81,874	\$0	\$80,911	50.30%
001-04-514-1-1210	LEGAL PAYROLL ACCRUAL	\$0	-2,458.74	\$0	\$0	\$0	\$0	\$0	0.00%
001-04-514-1-2100	FICA TAXES	\$11,775	\$5,815	\$12,453	\$935	\$6,117	\$0	\$6,336	49.12%
001-04-514-1-2200	RETIREMENT-GENERAL	\$47,407	\$23,702	\$49,975	\$3,844	\$25,092	\$0	\$24,883	50.21%
001-04-514-1-2300	HEALTH AND LIFE INSURANCE	\$30,784	\$2,905	\$7,951	\$612	\$3,976	\$0	\$3,975	50.00%
	TOTAL	\$243,886	\$107,062	\$233,164	\$17,913	\$117,058	\$0	\$116,106	50.20%
	OPERATING EXPENSES								
001-04-514-3-3100	PROFESSIONAL SERVICES	\$4,000	\$1,113	\$4,160	\$265	\$3,525	\$0	\$635	84.75%
001-04-514-3-3110	FL BAR INTERN EXP	\$3,000	0.00	\$3,000	\$0	\$0	\$0	\$3,000	0.00%
001-04-514-3-4020	SCHOOLING/CONF-CITY ATTORNEY	\$5,000	\$974	\$5,200	\$1,148	\$1,355	\$0	\$3,845	26.06%
001-04-514-3-4200	POSTAGE & FREIGHT OUTGOING	\$0	\$1	\$0	\$0	\$0	\$0	\$0	0.00%
001-04-514-3-5000	FINES & FEES	\$0	\$37	\$0	\$0	\$116	\$0	(\$116)	0.00%
001-04-514-3-5260	UNIFORMS	\$200	\$0	\$208	\$0	\$0	\$0	\$208	0.00%
001-04-514-3-5280	OPERATING SUPPLIES	\$1,000	173.43	\$1,040	\$49	\$333	\$104	\$603	32.03%
001-04-514-3-5400	Membership, subscription, dues	\$5,500	\$2,108	\$5,720	\$889	\$3,061	\$2,606	\$53	53.51%
	TOTAL	\$18,700	\$4,406	\$19,328	\$2,352	\$8,390	\$2,709	\$8,228	43.41%
	CAPITAL OUTLAY								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	DEBT SERVICE								
001-04-517-7-7101	PRINCIPAL-2020 ADMIN VEHICLE T	\$5,624	5,624.40	\$5,727	\$0	\$5,727	\$0	\$0	100.00%
001-04-517-7-7201	INTEREST-2020 ADMIN VEHICLE TD	\$155	\$155	\$52	\$0	\$52	\$0	(\$0)	100.23%
	TOTAL	\$5,779	\$5,780	\$5,779	\$0	\$5,779	\$0	\$0	100.00%
	OTHER GOVERNMENT SERVICES								
	OPERATING EXPENSES								

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-04-519-3-3100	PROFESSIONAL SERVIES	\$12,399	1,920.00	\$37,895	\$320	\$1,600	\$2,240	\$34,055	4.22%
001-04-519-3-3420	FIREWORKS - SPECIAL EVENTS	\$40,000	\$0	\$41,600	\$0	\$2,500	\$0	\$39,100	6.01%
001-04-519-3-4500	LIABILITY INSURANCE	\$447,468	311,149.03	\$584,830	\$267,370	\$798,372	\$0	(\$213,542)	136.51%
001-04-519-3-4510	INSURANCE CLAIMS REIMBURSABL	\$0	\$2,989	\$0	\$0	\$0	\$0	\$0	0.00%
001-04-519-3-4810	LEGAL ADVERTISING	\$1,000	0.00	\$1,040	\$0	\$4	\$0	\$1,036	0.38%
001-04-519-3-4920	PROPERTY TAX	\$0	\$7,670	\$0	\$50	\$1,728	\$0	(\$1,728)	0.00%
001-04-519-3-4930	SPECIAL EVENTS	\$0	0.00	\$24,000	\$0	\$24,000	\$0	\$0	100.00%
001-04-519-3-4951	BLUE CRAB EVENT	\$52,601	\$50,000	\$50,000	\$0	\$0	\$2,559	\$47,441	0.00%
	TOTAL	\$553,468	\$373,728	\$739,365	\$267,740	\$828,203	\$4,799	(\$93,637)	112.02%
	CAPITAL OUTLAY								
001-04-519-6-6120	LAND PURCHASE	\$46,810	\$36,135	\$24,682	\$0	\$0	\$0	\$24,682	0.00%
	TOTAL	\$46,810	\$36,135	\$24,682	\$0	\$0	\$0	\$24,682	0.00%
	GRANTS & AIDS								
001-04-519-1-2400	WORKERS COMP	\$139,500	\$135,431	\$201,846	\$72,772	\$269,640	\$0	(\$67,794)	133.59%
	TOTAL	\$139,500	\$135,431	\$201,846	\$72,772	\$269,640	\$0	(\$67,794)	133.59%
	CAPITAL GRANTS								
001-04-519-8-8210	CHAMBER OF COMMERCE	\$5,000	\$5,000	\$5,000	\$0	\$5,000	\$0	\$0	100.00%
001-04-519-8-8220	DEO STRATEGIC REVITALIZATION G	\$0	\$0	\$40,000	\$0	\$15,500	\$24,500	\$0	38.75%
	TOTAL	\$5,000	\$5,000	\$45,000	\$0	\$20,500	\$24,500	\$0	45.56%
	DEPARTMENT	\$1,304,978	\$819,183	\$1,453,123	\$401,800	\$1,339,011	\$47,856	\$66,256	92.15%
	PLANNING & ZONING DEPARTMENT								
	PERSONNEL SERVICES								
001-02-524-1-1100	EXECUTIVE SALARIES	\$91,101	\$44,462	\$105,105	\$8,181	\$52,085	\$0	\$53,020	49.56%
001-02-524-1-1200	REGULAR SALARIES	\$109,686	\$48,643	\$139,139	\$10,161	\$60,874	\$0	\$78,265	43.75%
001-02-524-1-1210	ACCRUED SALARIES	\$0	-2,683.50	\$0	\$0	\$0	\$0	\$0	0.00%
001-02-524-1-1400	OVERTIME	\$1,050	\$850	\$1,092	\$0	\$423	\$0	\$669	38.70%
001-02-524-1-2100	FICA TAX EXPENSE	\$15,441	\$6,870	\$18,768	\$1,369	\$8,465	\$0	\$10,303	45.10%
001-02-524-1-2200	RETIREMENT EXPENSE	\$61,842	\$23,675	\$75,318	\$5,631	\$34,634	\$0	\$40,684	45.98%
001-02-524-1-2300	HEALTH AND LIFE INSURANCE	\$28,327	\$6,359	\$30,994	\$3,180	\$14,812	\$0	\$16,182	47.79%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
	TOTAL	\$307,447	\$128,175	\$370,416	\$28,521	\$171,292	\$0	\$199,124	46.24%
	OPERATING EXPENSES								
001-02-524-3-3100	PROFESSIONAL SERVICES	\$94,500	\$7,647	\$15,000	\$0	\$0	\$14,560	\$440	0.00%
001-02-524-3-3120	PRE-EMPLOYMENT EXPENSE	\$350	\$245	\$374	\$0	\$223	\$0	\$151	59.72%
001-02-524-3-4020	SCHOOLING, CONFERENCE, ETC	\$8,900	\$1,591	\$8,806	\$1,179	\$1,179	\$1,443	\$6,184	13.38%
001-02-524-3-4100	COMMUNICATIONS SERVICES	\$629	\$242	\$654	\$74	\$342	\$0	\$312	52.33%
001-02-524-3-4200	POSTAGE AND FREIGHT	\$1,500	\$601	\$1,560	\$24	\$947	\$0	\$613	60.71%
001-02-524-3-4310	NATURAL GAS	\$744	\$0	\$1,600	\$0	\$34	\$0	\$1,566	2.14%
001-02-524-3-4330	CREDIT CARD FEES	\$500	\$700	\$520	\$82	\$1,116	\$0	(\$596)	214.58%
001-02-524-3-4400	RENTALS AND LEASES	\$4,500	\$1,603	\$4,680	\$450	\$2,703	\$2,703	(\$725)	57.75%
001-02-524-3-4620	EQUIPMENT MAINTENANCE	\$1,500	\$0	\$1,560	\$0	\$0	\$0	\$1,560	0.00%
001-02-524-3-4630	VEHICLE MAINTENANCE	\$750	\$10	\$780	\$0	\$0	\$0	\$780	0.00%
001-02-524-3-4700	PRINTING AND BINDING	\$255	\$0	\$752	\$0	\$1,020	\$0	(\$268)	135.61%
001-02-524-3-4810	LEGAL ADVERTISING	\$14,000	\$7,608	\$14,560	\$870	\$5,374	\$7,626	\$1,560	36.91%
001-02-524-3-5000	FEES & FINES	\$50	\$0	\$52	\$0	\$71	\$0	(\$19)	135.81%
001-02-524-3-5100	OFFICE SUPPLIES	\$1,500	\$559	\$1,560	\$0	\$130	\$0	\$1,430	8.36%
001-02-524-3-5210	GAS AND LUBRICANTS	\$750	\$445	\$780	\$83	\$292	\$0	\$488	37.45%
001-02-524-3-5260	UNIFORMS	\$900	\$0	\$312	\$0	\$0	\$122	\$190	0.00%
001-02-524-3-5280	OPERATING SUPPLIES	\$5,500	\$550	\$5,720	\$736	\$3,340	\$0	\$2,380	58.40%
001-02-524-3-5400	MEMBR,SUBSCRIPT,DUES	\$10,516	\$0	\$12,288	\$325	\$325	\$171	\$11,792	2.64%
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	TOTAL	\$147,344	\$21,801	\$71,558	\$3,823	\$17,097	\$26,624	\$27,837	23.89%
	CAPITAL OUTLAY								
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	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
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	DEPARTMENT TOTAL	\$454,791	\$149,977	\$441,974	\$32,344	\$188,389	\$26,624	\$226,961	42.62%
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	POLICE DEPARTMENT								
	PERSONNEL SERVICES								
001-07-521-1-1100	EXECUTIVE SALARIES	\$421,910	\$194,388	\$420,147	\$33,122	\$227,315	\$0	\$192,832	54.10%
001-07-521-1-1101	VOCA MATCH EXEC SALARIES	\$0	\$4,428	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-1200	REGULAR SALARIES	\$1,277,701	\$709,469	\$1,693,056	\$132,431	\$861,810	\$0	\$831,246	50.90%
001-07-521-1-1210	ACCRUED SALARIES	\$0	-32,436.01	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-1220	CLERICAL SALARIES	\$265,609	\$100,821	\$274,839	\$16,647	\$152,100	\$0	\$122,739	55.34%
001-07-521-1-1221	VOCA SALARIES	\$0	\$18,293	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-1300	OTHER SALARIES & WAGES	\$13,850	\$0	\$0	\$0	\$0	\$0	\$0	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-07-521-1-1400	OVERTIME	\$201,726	\$92,411	\$207,000	\$17,324	\$152,388	\$0	\$54,612	73.62%
001-07-521-1-2100	FICA TAX EXPENSE	\$166,831	\$80,302	\$199,056	\$14,803	\$103,737	\$0	\$95,319	52.11%
001-07-521-1-2101	FICA TAX VOCA EXPENSE	\$0	\$1,075	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-2102	FICA TAX VOCA MATCH EXPENSE	\$0	\$267	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-2200	RETIREMENT-CLERICAL BENEFIT	\$81,808	\$28,286	\$84,375	\$5,128	\$44,018	\$0	\$40,357	52.17%
001-07-521-1-2201	PENSION-POLICE BENEFIT	\$339,000	\$182,744	\$451,477	\$31,682	\$215,084	\$0	\$236,393	47.64%
001-07-521-1-2202	RETIREMENT-VOCA CLERICAL BENE	\$0	\$5,503	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-2203	RETIREMENT-VOCA MATCH BENEFI	\$0	\$865	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-2300	HEALTH AND LIFE INSURANCE	\$490,480	\$223,793	\$539,255	\$44,921	\$290,587	\$0	\$248,668	53.89%
001-07-521-1-2401	WORKERS COMP VOCA	\$0	\$28	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-2402	WORKERS COMP VOCA MATCH	\$0	\$147	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-2500	UNEMPLOYMENT COMP	\$0	\$0	\$0	\$0	\$30	\$0	(\$30)	0.00%
001-07-521-1-2601	WORKERS COMP VOCA CONTRA	\$0	(\$28)	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-1-2602	WORKERS COMP VOCA MATCH COI	\$0	(\$147)	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL	\$3,258,915	\$1,642,646	\$3,869,205	\$296,057	\$2,047,069	\$0	\$1,822,136	52.91%
	OPERATING EXPENSES								
001-07-521-3-3100	PROFESSIONAL SERVICES	\$80,293	\$54,709	\$121,240	\$601	\$90,492	\$14,242	\$16,506	74.64%
001-07-521-3-3120	PRE-EMPLOYMENT EXPENSE	\$5,000	\$1,499	\$4,000	\$1,205	\$2,615	\$355	\$1,029	65.39%
001-07-521-3-3500	CONFIDENTIAL INFORMANTS - I&E	\$6,000	\$325	\$6,000	\$0	\$0	\$0	\$6,000	0.00%
001-07-521-3-4020	SCHOOLING, CONFERENCE, ETC	\$23,100	\$19,812	\$15,800	\$2,850	\$10,910	\$292	\$4,598	69.05%
001-07-521-3-4100	COMMUNICATIONS SERVICES	\$35,520	\$17,177	\$35,520	\$3,192	\$14,530	\$0	\$20,990	40.91%
001-07-521-3-4200	OUTGOING POSTAGE/FREIGHT	\$1,450	\$352	\$1,450	\$126	\$385	\$0	\$1,065	26.58%
001-07-521-3-4320	ELECTRICITY	\$11,500	\$5,114	\$11,500	\$753	\$4,857	\$0	\$6,643	42.23%
001-07-521-3-4330	CREDIT CARD FEES	\$50	\$0	\$50	\$0	\$0	\$0	\$50	0.00%
001-07-521-3-4380	ANIMAL CONTROL	\$2,000	\$0	\$10,000	\$0	\$10,000	\$0	\$0	100.00%
001-07-521-3-4390	K-9 CARE	\$4,400	\$1,350	\$4,400	\$183	\$2,171	\$140	\$2,089	49.35%
001-07-521-3-4400	RENTALS AND LEASES	\$6,200	\$3,267	\$6,200	\$297	\$3,276	\$1,718	\$1,206	52.83%
001-07-521-3-4500	LIABILITY, AUTO, PROPERTY INSU	\$0	\$0	\$0	\$0	\$2,731	\$0	(\$2,731)	0.00%
001-07-521-3-4510	INSURANCE CLAIMS REIMBURSABL	\$0	\$34,367	\$0	\$3,353	\$24,501	\$0	(\$24,501)	0.00%
001-07-521-3-4610	BUILDING MAINTENANCE	\$30,000	\$9,363	\$29,000	\$5,056	\$18,795	\$9,729	\$476	64.81%
001-07-521-3-4620	EQUIPMENT MAINTENANCE	\$8,230	\$3,847	\$8,230	\$322	\$4,934	\$1,683	\$1,613	59.96%
001-07-521-3-4630	VEHICLE MAINTENANCE	\$50,000	\$27,314	\$58,000	\$12,014	\$31,014	\$2,319	\$24,667	53.47%
001-07-521-3-4640	RADIO MAINTENANCE	\$500	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-3-4650	RANGE MAINTENANCE	\$1,000	\$358	\$1,000	\$0	\$159	\$793	\$49	15.86%
001-07-521-3-4680	STORM CLEANUP/REPAIR	\$0	\$0	\$0	\$0	\$1,319	\$0	(\$1,319)	0.00%
001-07-521-3-4700	PRINTING AND BINDING	\$3,600	\$1,280	\$2,100	\$365	\$1,117	\$0	\$983	53.17%
001-07-521-3-4950	POLICE ATHLETIC LEAGUE	\$15,000	\$0	\$15,000	\$0	\$0	\$0	\$15,000	0.00%
001-07-521-3-5000	FINES & FEES	\$0	\$69	\$0	\$0	\$242	\$0	(\$242)	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-07-521-3-5100	OFFICE SUPPLIES	\$1,500	\$403	\$1,500	\$119	\$408	\$26	\$1,066	27.19%
001-07-521-3-5210	GAS AND LUBRICANTS	\$160,000	\$55,922	\$134,500	\$9,738	\$56,460	\$0	\$78,040	41.98%
001-07-521-3-5230	JANITORIAL SUPPLIES	\$2,000	\$1,249	\$2,000	\$266	\$918	\$0	\$1,082	45.92%
001-07-521-3-5260	UNIFORMS	\$19,050	\$8,560	\$19,050	\$894	\$5,826	\$4,230	\$8,994	30.58%
001-07-521-3-5280	OPERATING SUPPLIES	\$28,100	\$17,636	\$43,400	\$9,586	\$22,758	\$2,252	\$18,391	52.44%
001-07-521-3-5281	SPECIAL POLICE TRUST EXPENSE	\$10,000	\$0	\$10,000	\$0	\$0	\$0	\$10,000	0.00%
001-07-521-3-5282	EVIDENCE FUND EXPENSE	\$0	\$0	\$22,672	\$48	\$3,824	\$16,101	\$2,747	16.87%
001-07-521-3-5400	MEMBR,SUBSCRIPT,DUES	\$1,075	\$435	\$1,725	\$175	\$1,335	\$0	\$390	77.39%
	TOTAL	\$505,568	\$264,407	\$564,337	\$51,143	\$315,576	\$53,879	\$194,882	55.92%
	CAPITAL OUTLAY								
001-07-521-6-6400	CAPITAL OUTLAY	\$221,766	\$40,153	\$110,000	\$0	\$0	\$0	\$110,000	0.00%
001-07-521-6-6401	VEHICLE PURCHASES	\$545,755	\$463,516	\$353,985	\$0	\$0	\$345,577	\$8,408	0.00%
	TOTAL	\$767,521	\$503,670	\$463,985	\$0	\$0	\$345,577	\$118,408	0.00%
	GRANTS & AIDS								
001-07-521-8-8320	BULLETPROOF GRANT-50% CITY	\$4,388	\$3,830	\$4,388	\$0	\$683	\$0	\$3,705	15.56%
001-07-521-8-8370	BULLETPROOF GRANT	\$4,388	\$3,830	\$4,388	\$0	\$683	\$0	\$3,705	15.56%
001-07-521-8-8516	Rural Violent Crime Reduction	\$15,000	\$15,000	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-521-8-8517	SAFE GRANT Equipment	\$42,000	\$29,340	\$10,000	\$0	\$0	\$0	\$10,000	0.00%
001-07-521-8-8531	2023 JAGC	\$20,749	\$0	\$21,000	\$0	\$0	\$0	\$21,000	0.00%
001-07-521-8-8532	USDA GRANT POLICE CARS	\$0	\$0	\$250,000	\$0	\$0	\$250,000	\$0	0.00%
001-07-521-8-8540	2024 JAG D 6N045 Street Crimes	\$0	\$0	\$6,275	\$0	\$5,926	\$0	\$349	94.44%
001-07-521-8-8541	2024 JAG C 6N204	\$0	\$0	\$22,406	\$0	\$0	\$0	\$22,406	0.00%
	TOTAL	\$86,525	\$52,000	\$318,457	\$0	\$7,291	\$250,000	\$61,166	2.29%
	DEBT SERVICE								
001-07-517-7-7101	PRINCIPAL-2019 BB&T POLICE VEH	\$57,070	\$57,070	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-517-7-7106	PRINCIPAL-2020 POLICE CARS TD	\$103,764	\$103,764	\$105,653	\$0	\$105,653	\$0	(\$0)	100.00%
001-07-517-7-7107	LEASE-POLICE CARS	\$85,442	\$84,000	\$84,000	\$0	\$84,000	\$0	\$0	100.00%
001-07-517-7-7108	PRINCIPAL- AMERIS LOAN #281 20	\$56,600	\$0	\$96,867	\$0	\$42,004	\$0	\$54,863	43.36%
001-07-517-7-7201	INTEREST-2019 BB&T POLICE VEHI	\$936	\$936	\$0	\$0	\$0	\$0	\$0	0.00%
001-07-517-7-7206	INTEREST-2020 POLICE CARS TD e	\$2,867	\$2,867	\$961	\$0	\$961	\$0	(\$0)	100.05%
001-07-517-7-7207	INTEREST-BB&T POL VEH 2021	\$2,405	\$1,442	\$2,448	\$0	\$963	\$0	\$1,485	39.35%
001-07-517-7-7208	INTEREST - AMERIS LOAN #281 20	\$11,400	\$0	\$21,941	\$0	\$11,644	\$0	\$10,297	53.07%
	TOTAL	\$320,484	\$250,080	\$311,870	\$0	\$245,226	\$0	\$66,644	78.63%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
DEPARTMENT TOTAL		\$4,939,013	\$2,712,801	\$5,527,854	\$347,200	\$2,615,161	\$649,457	\$2,263,236	47.31%
CODE ENFORCEMENT									
PERSONNEL SERVICES									
001-19-521-1-1200	REGULAR SALARIES	\$130,734	\$61,822	\$139,659	\$11,795	\$71,968	\$0	\$67,691	51.53%
001-19-521-1-1210	ACCRUED SALARIES	\$0	(\$2,328)	\$0	\$0	\$0	\$0	\$0	0.00%
001-19-521-1-1400	OVERTIME	\$1,260	\$1,151	\$1,310	\$0	\$214	\$0	\$1,096	16.35%
001-19-521-1-2100	FICA TAX EXPENSE	\$10,098	\$4,640	\$10,784	\$882	\$5,379	\$0	\$5,405	49.88%
001-19-521-1-2200	RETIREMENT EXPENSE	\$40,266	\$18,812	\$43,278	\$3,621	\$20,650	\$0	\$22,628	47.71%
001-19-521-1-2300	HEALTH AND LIFE INSURANCE	\$50,655	\$14,638	\$55,425	\$1,229	\$17,754	\$0	\$37,671	32.03%
TOTAL		\$233,013	\$98,735	\$250,456	\$17,527	\$115,964	\$0	\$134,492	46.30%
OPERATING EXPENSES									
001-19-521-3-3100	PROFESSIONAL SERVICES	\$15,200	\$1,977	\$15,808	\$600	\$2,400	\$6,300	\$7,108	15.18%
001-19-521-3-3110	Professional Services Orange D	\$3,000	\$0	\$0	\$770	\$2,920	\$0	(\$2,920)	0.00%
001-19-521-3-3120	PRE-EMPLOYMENT EXPENSE	\$300	\$0	\$408	\$384	\$384	\$0	\$24	94.13%
001-19-521-3-4020	SCHOOLING, CONFERENCE, ETC.	\$2,000	\$1,499	\$4,000	\$0	\$230	\$0	\$3,770	5.75%
001-19-521-3-4100	COMMUNICATIONS SERVICES	\$972	\$485	\$1,000	\$75	\$410	\$0	\$591	40.95%
001-19-521-3-4200	POSTAGE AND FREIGHT	\$1,770	\$807	\$1,700	\$125	\$729	\$0	\$971	42.89%
001-19-521-3-4400	RENTALS AND LEASES	\$1,000	\$71	\$1,040	\$12	\$71	\$71	\$898	6.84%
001-19-521-3-4630	VEHICLE MAINTENANCE	\$2,000	\$158	\$2,080	\$0	\$80	\$0	\$2,000	3.85%
001-19-521-3-4700	PRINTING AND BINDING	\$900	\$32	\$1,104	\$172	\$323	\$0	\$781	29.22%
001-19-521-3-4810	LEGAL ADS	\$1,000	\$366	\$2,000	\$84	\$390	\$810	\$800	19.48%
001-19-521-3-5000	FINES & FEES	\$60	\$15	\$62	\$0	\$0	\$0	\$62	0.00%
001-19-521-3-5100	OFFICE SUPPLIES	\$400	\$84	\$416	\$0	\$39	\$343	\$34	9.49%
001-19-521-3-5120	ABATEMENT, LOT CLEANUP, DEMO	\$54,877	\$2,322	\$23,085	\$0	\$0	\$0	\$23,085	0.00%
001-19-521-3-5210	GAS AND LUBRICANTS	\$900	\$76	\$936	\$45	\$45	\$0	\$891	4.77%
001-19-521-3-5230	FILINGS AND MISC LEGAL FEES	\$3,700	\$675	\$12,048	\$1,035	\$1,138	\$1,182	\$9,728	9.44%
001-19-521-3-5260	UNIFORMS	\$300	\$0	\$500	\$0	\$0	\$0	\$500	0.00%
001-19-521-3-5280	OPERATING SUPPLIES	\$500	\$17	\$520	\$0	\$0	\$0	\$520	0.00%
TOTAL		\$88,879	\$8,582	\$66,707	\$3,302	\$9,158	\$8,706	\$48,843	13.73%
CAPITAL OUTLAY									
001-19-521-6-6450	CAPITAL IMPROVEMENT	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL		\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
DEPARTMENT TOTAL		\$326,892	\$107,317	\$317,163	\$20,828	\$125,122	\$8,706	\$183,335	39.45%
FIRE DEPARTMENT									
PERSONNEL SERVICES									
001-08-522-1-1100	EXECUTIVE SALARIES	\$191,755	\$98,270	\$317,252	\$16,361	\$109,858	\$0	\$207,394	34.63%
001-08-522-1-1200	REGULAR SALARIES	\$1,290,431	\$624,510	\$1,334,864	\$111,031	\$765,698	\$0	\$569,166	57.36%
001-08-522-1-1210	ACCRUED SALARIES	\$0	(\$29,957)	\$0	\$0	\$0	\$0	\$0	0.00%
001-08-522-1-1220	CLERICAL SALARIES	\$36,130	\$18,286	\$76,575	\$5,781	\$27,912	\$0	\$48,663	36.45%
001-08-522-1-1300	OTHER SALARIES & WAGES	\$0	\$5,304	\$0	\$0	\$480	\$0	(\$480)	0.00%
001-08-522-1-1400	OVERTIME	\$147,000	\$90,450	\$150,000	\$10,706	\$77,327	\$0	\$72,673	51.55%
001-08-522-1-2100	FICA TAX EXPENSE	\$127,397	\$61,294	\$143,720	\$10,557	\$72,391	\$0	\$71,329	50.37%
001-08-522-1-2200	CLERICAL RETIREMENT	\$11,128	\$7,222	\$23,509	\$1,775	\$8,673	\$0	\$14,836	36.89%
001-08-522-1-2201	FIRE PENSION	\$459,478	\$250,434	\$531,981	\$43,994	\$303,424	\$0	\$228,557	57.04%
001-08-522-1-2300	HEALTH AND LIFE INSURANCE	\$345,353	\$135,807	\$291,982	\$28,053	\$181,413	\$0	\$110,569	62.13%
TOTAL		\$2,608,672	\$1,261,621	\$2,869,883	\$228,258	\$1,547,176	\$0	\$1,322,708	53.91%
OPERATING EXPENSES									
001-08-522-3-3100	PROFESSIONAL SERVICES	\$29,674	\$775	\$30,000	\$175	\$1,030	\$0	\$28,970	3.43%
001-08-522-3-3120	PRE-EMPLOYMENT EXPENSE	\$6,360	(\$25)	\$17,000	\$0	\$204	\$16,700	\$96	1.20%
001-08-522-3-3410	CONTRACTUAL SERVICES	\$2,350	\$0	\$9,500	\$0	\$8,042	\$0	\$1,458	84.66%
001-08-522-3-4020	SCHOOLING, CONFERENCE, ETC	\$21,300	\$13,049	\$20,000	\$3,266	\$8,855	\$1,367	\$9,778	44.28%
001-08-522-3-4100	COMMUNICATION SERVICES	\$12,500	\$6,415	\$15,000	\$907	\$4,802	\$0	\$10,198	32.01%
001-08-522-3-4200	POSTAGE AND FREIGHT	\$300	\$92	\$500	\$35	\$127	\$38	\$336	25.30%
001-08-522-3-4310	NATURAL GAS	\$1,700	\$870	\$2,800	\$435	\$1,622	\$0	\$1,178	57.92%
001-08-522-3-4320	ELECTRICITY	\$14,000	\$6,790	\$18,000	\$974	\$6,258	\$0	\$11,742	34.77%
001-08-522-3-4330	CREDIT CARD FEES	\$50	\$0	\$100	\$0	\$0	\$0	\$100	0.00%
001-08-522-3-4400	RENTALS AND LEASES	\$1,386	\$551	\$2,500	\$92	\$551	\$551	\$1,398	22.05%
001-08-522-3-4500	LIABILITY INSURANCE	\$0	\$0	\$0	\$0	\$2,731	\$0	(\$2,731)	#DIV/0!
001-08-522-3-4510	INSURANCE CLAIMS REIMBURSABL	\$0	\$24,000	\$0	\$0	\$0	\$109,829	(\$109,829)	#DIV/0!
001-08-522-3-4610	BUILDING MAINTENANCE	\$26,500	\$9,878	\$30,000	\$1,400	\$7,682	\$15,935	\$6,382	25.61%
001-08-522-3-4620	EQUIPMENT MAINTENANCE	\$17,157	\$6,914	\$15,000	\$920	\$8,850	\$1,179	\$4,971	59.00%
001-08-522-3-4630	VEHICLE MAINTENANCE	\$96,001	\$47,965	\$80,000	\$2,678	\$46,784	\$1,422	\$31,793	58.48%
001-08-522-3-4640	RADIO MAINTENANCE	\$1,904	\$1,904	\$2,500	\$0	\$1,750	\$0	\$750	70.00%
001-08-522-3-4680	STORM CLEANUP/REPAIR	\$840	\$0	\$1,000	\$0	\$653	\$0	\$347	65.25%
001-08-522-3-4700	PRINTING AND BINDING	\$846	\$287	\$500	\$98	\$347	\$0	\$153	69.36%
001-08-522-3-5000	FINES & FEES	\$300	\$184	\$300	\$0	\$159	\$0	\$141	53.02%
001-08-522-3-5100	OFFICE SUPPLIES	\$1,538	\$1,254	\$3,000	\$688	\$1,994	\$0	\$1,006	66.46%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-08-522-3-5140	FIRE CODE ENFORCEMENT	\$7,600	\$7,060	\$8,000	\$0	\$2,756	\$1,299	\$3,945	34.45%
001-08-522-3-5210	GAS AND LUBRICANTS	\$36,600	\$18,067	\$44,000	\$2,723	\$14,976	\$0	\$29,024	34.04%
001-08-522-3-5230	JANITORIAL SUPPLIES	\$3,683	\$1,373	\$5,000	\$108	\$1,983	\$0	\$3,017	39.66%
001-08-522-3-5250	SMALL TOOLS	\$9,500	\$5,073	\$8,500	\$0	\$2,695	\$4,907	\$898	31.70%
001-08-522-3-5260	UNIFORMS	\$63,485	\$10,141	\$54,400	\$5,647	\$11,873	\$9,349	\$33,177	21.83%
001-08-522-3-5270	PUBLIC SAFETY SCHOLARSHIP FIRE	\$10,270	\$2,247	\$20,000	\$399	\$3,934	\$139	\$15,927	19.67%
001-08-522-3-5280	OPERATING SUPPLIES	\$25,317	\$19,655	\$28,600	\$4,481	\$18,620	\$9,864	\$116	65.10%
001-08-522-3-5290	FIRE PUB ED EXPENSE	\$6,000	\$0	\$3,000	\$615	\$1,079	\$0	\$1,921	35.97%
001-08-522-3-5400	MEMBR, SUBSCRIPT, DUES	\$2,319	\$1,306	\$3,000	\$59	\$1,698	\$250	\$1,052	56.59%
	TOTAL	\$399,480	\$185,825	\$422,200	\$25,699	\$162,055	\$172,830	\$87,315	38.38%
	CAPITAL OUTLAY								
001-08-522-6-6400	CAPITAL OUTLAY	\$0	\$0	\$322,940	\$22,900	\$81,216	\$32,569	\$209,155	25.15%
001-08-522-6-6401	VEHICLE PURCHASE	\$0	\$0	\$51,861	\$0	\$0	\$40,229	\$11,632	0.00%
001-08-522-6-6421	FIREHOUSE SUBS - GRANT	\$39,025	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
001-08-522-6-6422	USAR Grant	\$24,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
001-08-522-6-6460	FIRE CAPITAL REPLACEMENT	\$20,579	\$8,938	\$0	\$0	\$0	\$0	\$0	0.00%
001-08-522-6-6470	CITY MATCH FIRE - DECONTAMINAT	\$5,171	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
001-08-522-6-6480	City Match DEM HMGP 4486-106-R	\$0	\$0	\$31,962	\$0	\$5,098	\$4,284	\$22,580	15.95%
001-08-522-8-1000	FIRE GRANT - DECONTAMINATION	\$15,512	\$10,341	\$0	\$0	\$0	\$0	\$0	0.00%
001-08-522-8-2400	Fed DEM HMGP 4486-106-R wind r	\$0	\$0	\$287,655	\$0	\$0	\$0	\$287,655	0.00%
001-08-572-6-6423	FIRE GRANT	\$132,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL	\$236,287	\$19,279	\$694,418	\$22,900	\$86,314	\$77,082	\$531,022	12.43%
	DEBT SERVICE								
001-08-517-7-7102	PRINCIPAL-2016 USBANCORP LEAS	\$0	\$3,734	\$0	\$0	\$0	\$0	\$0	0.00%
001-08-517-7-7202	INTEREST-2016 USBANCORP LEASE	\$0	\$34	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL	\$0	\$3,768	\$0	\$0	\$0	\$0	\$0	0.00%
	DEPARTMENT TOTAL	\$3,244,439	\$1,470,492	\$3,986,501	\$276,857	\$1,795,544	\$249,912	\$1,941,044	45.04%
	STREETS								
	PERSONNEL SERVICES								
001-09-541-1-1100	EXECUTIVE SALARIES	\$56,084	\$28,886	\$61,152	\$4,704	\$32,394	\$0	\$28,758	52.97%
001-09-541-1-1200	REGULAR SALARIES	\$153,246	\$80,840	\$255,919	\$15,481	\$114,791	\$0	\$141,128	44.85%
001-09-541-1-1210	ACCRUED SALARIES	\$0	(\$3,999)	\$0	\$0	\$0	\$0	\$0	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-09-541-1-1400	OVERTIME	\$21,000	\$4,768	\$21,840	\$380	\$10,295	\$0	\$11,545	47.14%
001-09-541-1-2100	FICA TAX EXPENSE	\$17,620	\$8,530	\$25,927	\$1,538	\$11,827	\$0	\$14,100	45.62%
001-09-541-1-2200	RETIREMENT EXPENSE	\$70,942	\$34,585	\$104,046	\$6,314	\$47,739	\$0	\$56,307	45.88%
001-09-541-1-2300	HEALTH AND LIFE INSURANCE	\$94,413	\$19,447	\$50,816	\$3,794	\$24,982	\$0	\$25,834	49.16%
	TOTAL	\$413,305	\$173,058	\$519,700	\$32,211	\$242,028	\$0	\$277,672	46.57%
	OPERATING EXPENSES								
001-09-541-3-3100	PROFESSIONAL SERVICES	\$58,000	\$33,469	\$40,000	\$1,922	\$14,158	\$6,460	\$19,382	35.39%
001-09-541-3-3120	PRE-EMPLOYMENT EXPENSE	\$1,000	\$394	\$1,040	\$45	\$195	\$0	\$845	18.70%
001-09-541-3-3430	TREE MAINTENANCE & PLANTING	\$5,000	\$0	\$5,200	\$0	\$0	\$350	\$4,850	0.00%
001-09-541-3-3440	TREE REMOVAL	\$24,000	\$6,300	\$40,000	\$600	\$13,500	\$0	\$26,500	33.75%
001-09-541-3-3460	RAILROAD SIGNAL MAINTENANCE	\$11,000	\$4,940	\$9,880	\$4,940	\$4,940	\$0	\$4,940	50.00%
001-09-541-3-4020	SCHOOLING, CONFERENCE, ETC	\$6,000	\$1,162	\$6,240	\$348	\$848	\$368	\$5,024	13.59%
001-09-541-3-4100	COMMUNICATIONS SERVICES	\$3,600	\$1,647	\$3,744	\$239	\$1,372	\$0	\$2,372	36.64%
001-09-541-3-4320	ELECTRICITY	\$200,000	\$85,449	\$202,561	\$19,196	\$97,065	\$0	\$105,496	47.92%
001-09-541-3-4400	RENTALS & LEASES	\$20,000	\$11,576	\$20,800	\$40	\$241	\$241	\$20,318	1.16%
001-09-541-3-4610	BUILDING MAINTENANCE	\$4,000	\$13	\$4,160	\$0	\$1,974	\$0	\$2,186	47.45%
001-09-541-3-4620	EQUIPMENT MAINTENANCE	\$30,000	\$18,511	\$26,200	\$218	\$16,584	\$0	\$9,616	63.30%
001-09-541-3-4630	VEHICLE MAINTENANCE	\$25,000	\$11,218	\$26,000	\$841	\$8,054	\$1,740	\$16,206	30.98%
001-09-541-3-4660	TRAFFIC LIGHT REPAIR	\$42,235	\$7,914	\$76,242	\$2,639	\$23,280	\$946	\$52,016	30.53%
001-09-541-3-4661	STREET LIGHT REPAIR	\$22,535	\$0	\$14,596	\$0	\$0	\$0	\$14,596	0.00%
001-09-541-3-4662	STREET SIGNS	\$20,000	\$6,442	\$32,800	\$11,656	\$14,245	\$14,447	\$4,108	43.43%
001-09-541-3-4670	STORMWATER MAINTENANCE	\$55,000	\$18,490	\$57,200	\$6,323	\$20,451	\$19,460	\$17,289	35.75%
001-09-541-3-5000	FINES & FEES	\$0	\$62	\$0	\$0	\$797	\$0	(\$797)	0.00%
001-09-541-3-5100	OFFICE SUPPLIES	\$1,000	\$938	\$1,040	\$0	\$602	\$51	\$387	57.87%
001-09-541-3-5210	GAS AND LUBRICANTS	\$30,000	\$11,782	\$41,600	\$1,702	\$11,176	\$0	\$30,424	26.87%
001-09-541-3-5230	JANITORIAL SUPPLIES	\$1,000	\$631	\$1,040	\$35	\$822	\$57	\$161	79.05%
001-09-541-3-5250	SMALL TOOLS	\$10,000	\$8,929	\$10,400	\$576	\$965	\$745	\$8,689	9.28%
001-09-541-3-5260	UNIFORMS	\$3,500	\$1,428	\$3,640	\$244	\$1,837	\$44	\$1,759	50.47%
001-09-541-3-5270	CHEMICALS AND FERTILIZERS	\$5,000	\$0	\$5,200	\$0	\$46	\$0	\$5,154	0.88%
001-09-541-3-5280	OPERATING SUPPLIES	\$24,000	\$17,430	\$20,800	\$48	\$6,983	\$456	\$13,362	33.57%
001-09-541-3-5283	INMATE OPERATING SUPPLIES	\$10,000	\$1,889	\$10,400	\$84	\$894	\$0	\$9,506	8.59%
001-09-541-3-5330	PAVING ROAD REPAIRS	\$85,000	\$79,282	\$79,154	\$6,670	\$15,742	\$18,846	\$44,566	19.89%
001-09-541-3-5340	SIDEWALK REPAIRS	\$56,000	\$55,425	\$71,240	\$0	\$3,640	\$44,884	\$22,716	5.11%
001-09-541-3-5400	Memberships, Subscriptions, Du	\$1,500	\$0	\$1,560	\$0	\$418	\$0	\$1,142	26.77%
	TOTAL	\$754,370	\$385,322	\$812,737	\$58,366	\$260,829	\$109,094	\$442,814	32.09%
	CAPITAL OUTLAY								

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-09-541-6-6400	CAPITAL OUTLAY	\$42,846	\$0	\$50,000	\$0	\$0	\$48,802	\$1,198	0.00%
001-09-541-6-6401	Vehicle purchase	\$185,723	\$173,167	\$0	\$0	\$0	\$0	\$0	0.00%
001-09-541-6-6431	PAVING ROAD RENOVATIONS	\$0	\$0	\$885,525	\$0	\$0	\$0	\$885,525	0.00%
001-09-541-6-6453	RIVER ST RETAINING WALL	\$0	\$0	\$256,676	\$0	\$0	\$0	\$256,676	0.00%
	TOTAL	\$228,569	\$173,167	\$1,192,201	\$0	\$0	\$48,802	\$1,143,399	0.00%
	DEBT SERVICE								
001-09-517-7-7132	PRINCIPAL-N TIF ROAD RECONSTR	\$11,918	\$23,836	\$12,352	\$0	\$12,133	\$0	\$219	98.23%
001-09-517-7-7133	PRINCIPAL- AMERIS LOAN #281 LI	\$29,429	\$0	\$38,742	\$0	\$16,799	\$0	\$21,943	43.36%
001-09-517-7-7134	PRINCIPAL PUBLIC WORKS BLDG	\$6,638	\$0	\$12,788	\$0	\$0	\$0	\$12,788	0.00%
001-09-517-7-7135	PRNCIPAL - ROAD PAVING LOAN	\$0	\$0	\$37,636	\$0	\$0	\$0	\$37,636	0.00%
001-09-517-7-7232	INTEREST-N TIF ROAD RECONSTR	\$8,983	\$7,597	\$6,541	\$0	\$3,800	\$0	\$2,741	58.10%
001-09-517-7-7233	INTEREST - AMERIS LOAN #281 LI	\$14,094	\$0	\$8,775	\$0	\$4,657	\$0	\$4,118	53.07%
001-09-517-7-7234	INTEREST PUBLIC WORKS BLDG	\$11,368	\$0	\$21,902	\$0	\$0	\$0	\$21,902	0.00%
001-09-517-7-7235	INTEREST - ROAD PAVING LOAN	\$0	\$0	\$28,976	\$0	\$0	\$0	\$28,976	0.00%
	TOTAL	\$82,430	\$31,433	\$167,712	\$0	\$37,390	\$0	\$130,322	22.29%
	TRANSFERS								
001-09-541-9-9104	REIMB FLEET MAINTENANCE	\$13,034	\$6,517	\$18,990	\$1,583	\$9,495	\$0	\$9,495	50.00%
	TOTAL	\$13,034	\$6,517	\$18,990	\$1,583	\$9,495	\$0	\$9,495	50.00%
	DEPARTMENT TOTAL	\$1,491,708	\$769,497	\$2,711,340	\$92,159	\$549,742	\$157,896	\$2,003,702	20.28%
	CEMETERY								
	PERSONNEL SERVICES								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	OPERATING EXPENSES								
001-14-569-3-3100	PROFESSIONAL SERVICES	\$10,550	\$4,235	\$10,972	\$40	\$3,604	\$210	\$7,158	32.85%
001-14-569-3-3440	TREE REMOVAL	\$30,000	\$0	\$31,200	\$0	\$2,700	\$0	\$28,500	8.65%
001-14-569-3-4100	COMMUNICATIONS SERVICES	\$2,300	\$1,023	\$2,385	\$315	\$1,069	\$0	\$1,316	44.82%
001-14-569-3-4320	ELECTRICITY	\$4,000	\$2,107	\$4,160	\$425	\$2,074	\$0	\$2,086	49.85%
001-14-569-3-4330	CREDIT CARD FEES	\$1,000	\$157	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
001-14-569-3-4610	BUILDING MAINTENANCE	\$10,000	\$319	\$10,400	\$34	\$187	\$0	\$10,213	1.80%
001-14-569-3-4650	GROUNDS MAINTENANCE	\$84,000	\$17,500	\$64,250	\$0	\$29,900	\$21,000	\$13,350	46.54%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-14-569-3-5100	OFFICE SUPPLIES	\$1,000	\$92	\$1,040	\$0	\$31	\$0	\$1,009	2.94%
001-14-569-3-5230	JANITORIAL SUPPLIES	\$500	\$197	\$520	\$0	\$0	\$0	\$520	0.00%
001-14-569-3-5250	SMALL TOOLS	\$1,000	\$0	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
001-14-569-3-5270	CHEMICALS & FERTILIZER	\$5,000	\$0	\$5,200	\$0	\$0	\$0	\$5,200	0.00%
001-14-569-3-5280	OPERATING SUPPLIES	\$3,000	\$146	\$3,120	\$1	\$607	\$0	\$2,513	19.46%
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	TOTAL	\$152,350	\$25,776	\$135,327	\$814	\$40,172	\$21,210	\$73,945	29.69%
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	CAPITAL OUTLAY								
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	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
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	DEPARTMENT TOTAL	\$152,350	\$25,776	\$135,327	\$814	\$40,172	\$21,210	\$73,945	29.69%
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	CULTURAL SERVICES								
	PERSONNEL SERVICES								
001-03-573-1-1200	REGULAR SALARIES	\$32,964	\$17,126	\$56,043	\$2,750	\$18,332	\$0	\$37,711	32.71%
001-03-573-1-1210	ACCRUED SALARIES	\$0	(\$749)	\$0	\$0	\$0	\$0	\$0	0.00%
001-03-573-1-1400	OVERTIME	\$1,575	\$1,439	\$1,638	\$155	\$1,146	\$0	\$492	69.95%
001-03-573-1-2100	FICA TAX EXPENSE	\$2,642	\$1,345	\$4,413	\$214	\$1,439	\$0	\$2,974	32.60%
001-03-573-1-2200	RETIREMENT EXPENSE	\$10,153	\$5,674	\$17,708	\$892	\$5,936	\$0	\$11,772	33.52%
001-03-573-1-2300	HEALTH AND LIFE INSURANCE	\$21,929	\$7,202	\$15,532	\$1,225	\$7,965	\$0	\$7,567	51.28%
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	TOTAL	\$69,263	\$32,037	\$95,334	\$5,237	\$34,818	\$0	\$60,516	36.52%
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	OPERATING EXPENSES								
001-03-573-3-3100	PROFESSIONAL SERVICES	\$2,569	\$585	\$4,960	\$0	\$0	\$294	\$4,666	0.00%
001-03-573-3-4020	SCHOOLING CONFERENCES	\$0	\$0	\$1,500	\$0	\$0	\$0	\$1,500	0.00%
001-03-573-3-4100	COMMUNICATION SERVICES	\$972	\$485	\$3,210	\$75	\$458	\$0	\$2,752	14.28%
001-03-573-3-4400	RENTALS AND LEASES	\$900	\$200	\$936	\$33	\$200	\$200	\$537	21.34%
001-03-573-3-4610	MAINTENANCE-BRONSON HOUSE	\$37,000	\$8,526	\$6,000	\$5	(\$804)	\$0	\$6,804	-13.40%
001-03-573-3-4611	MAINTENANCE-PUTNAM CO HIST S	\$2,000	\$0	\$2,600	\$0	\$0	\$0	\$2,600	0.00%
001-03-573-3-4612	MAINTENANCE-ST JOHNS RIVER CE	\$6,000	\$761	\$1,240	\$0	\$95	\$0	\$1,145	7.68%
001-03-573-3-4613	MAINTENANCE-LARIMER ARTS CEN	\$5,000	\$629	\$5,200	\$374	\$2,225	\$0	\$2,975	42.78%
001-03-573-3-4614	MAINTENANCE-TILGHMAN HOUSE	\$400	\$25	\$416	\$1	\$97	\$103	\$216	23.31%
001-03-573-3-4615	MAINTENANCE-TRAIN DEPOT	\$12,000	\$1,400	\$16,200	\$0	\$0	\$4,080	\$12,120	0.00%
001-03-573-3-4616	MAINTENANCE-WATERWORKS	\$5,000	\$2,100	\$5,200	\$0	\$0	\$0	\$5,200	0.00%
001-03-573-3-4617	HAMMOCK HALL-MAINTENANCE	\$300	\$26	\$0	\$0	\$0	\$0	\$0	#DIV/0!

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-03-573-3-4618	MAINTENANCE-WILLARD COOPER I	\$1,000	\$0	\$5,000	\$0	\$0	\$0	\$5,000	0.00%
001-03-573-3-4619	MAINTENANCE TERMINAL BUILDING	\$500	\$80	\$1,000	\$0	\$80	\$0	\$920	8.00%
001-03-573-3-4800	ADVERTISING	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
001-03-573-3-4910	SPECIAL EVENT-ST JOHNS RIVER C	\$7,000	\$0	\$35,200	\$746	\$13,536	\$0	\$21,664	38.45%
001-03-573-3-4911	FIELD TRIPS-ST JOHNS RIVER CEN	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
001-03-573-3-4912	River Center - grant expense	\$0	\$0	\$10,000	\$0	\$0	\$0	\$10,000	0.00%
001-03-573-3-5000	FINES & FEES	\$100	\$0	\$104	\$0	\$0	\$0	\$104	0.00%
001-03-573-3-5222	MERCHANDISE-ST JOHNS RIVER CE	\$1,500	\$0	\$1,560	\$0	\$0	\$0	\$1,560	0.00%
001-03-573-3-5230	JANITORIAL SUPPLIES	\$1,000	\$837	\$1,040	\$45	\$376	\$0	\$664	36.13%
001-03-573-3-5260	UNIFORMS	\$200	\$0	\$208	\$0	\$0	\$0	\$208	0.00%
001-03-573-3-5280	OPERATING-BRONSON HOUSE	\$9,000	\$4,114	\$9,360	\$720	\$5,684	\$1,275	\$2,402	60.72%
001-03-573-3-5281	OPERATING-PUTNAM CO HIST SOCI	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
001-03-573-3-5282	OPERATING-ST JOHNS RIVER CENTE	\$9,000	\$4,223	\$3,360	\$539	\$3,052	\$250	\$58	90.83%
001-03-573-3-5283	OPERATING-LARIMER ARTS CENTER	\$500	\$0	\$520	\$0	\$200	\$0	\$320	38.46%
001-03-573-3-5286	OPERATING-WATERWORKS	\$7,200	\$3,500	\$5,200	\$731	\$3,084	\$113	\$2,003	59.31%
001-03-573-3-5289	OPERATING-TERMINAL BUILDING	\$2,000	\$971	\$2,080	\$172	\$1,017	\$0	\$1,063	48.89%
001-03-573-3-5290	HOLIDAY EVENT - Jingle Jam	\$251	\$242	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL	\$112,892	\$28,704	\$123,654	\$3,441	\$29,299	\$6,314	\$88,041	23.69%
	CAPITAL OUTLAY								
001-03-573-6-6400	CAPITAL OUTLAY	\$0	\$0	\$30,000	\$0	\$0	\$0	\$30,000	0.00%
	TOTAL	\$0	\$0	\$30,000	\$0	\$0	\$0	\$30,000	0.00%
	DEPARTMENT TOTAL	\$182,155	\$60,741	\$248,988	\$8,677	\$64,117	\$6,314	\$178,557	25.75%
	RECREATION								
	PERSONNEL SERVICES								
001-06-572-1-1100	EXECUTIVE SALARIES	\$68,221	\$33,163	\$72,618	\$5,586	\$35,010	\$0	\$37,608	48.21%
001-06-572-1-1200	REGULAR SALARIES	\$72,626	\$28,147	\$122,123	\$3,843	\$32,085	\$0	\$90,038	26.27%
001-06-572-1-1210	ACCRUED SALARIES	\$0	(\$2,331)	\$0	\$0	\$0	\$0	\$0	0.00%
001-06-572-1-1400	OVERTIME	\$1,575	\$104	\$1,638	\$0	\$288	\$0	\$1,350	17.60%
001-06-572-1-2100	FICA EXPENSE	\$10,895	\$4,311	\$15,023	\$678	\$4,840	\$0	\$10,183	32.22%
001-06-572-1-2200	RETIREMENT EXPENSE	\$43,381	\$17,585	\$60,288	\$2,895	\$18,444	\$0	\$41,844	30.59%
001-06-572-1-2300	HEALTH AND LIFE INSURANCE	\$44,612	\$22,664	\$48,813	\$3,862	\$25,106	\$0	\$23,707	51.43%
	TOTAL	\$241,310	\$103,642	\$320,503	\$16,864	\$115,773	\$0	\$204,730	36.12%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
OPERATING EXPENSES									
001-06-572-3-3100	PROFESSIONAL SERVICES	\$3,112	\$458	\$7,260	\$0	\$200	\$430	\$6,630	2.75%
001-06-572-3-3120	PRE-EMPLOYMENT EXPENSE	\$900	\$255	\$500	\$0	\$0	\$0	\$500	0.00%
001-06-572-3-4020	SCHOOLING/CONFERENCES	\$2,500	\$320	\$3,500	\$0	\$0	\$0	\$3,500	0.00%
001-06-572-3-4100	COMMUNICATIONS SERVICES	\$1,440	\$784	\$2,508	\$78	\$450	\$0	\$2,058	17.96%
001-06-572-3-4310	NATURAL GAS	\$1,700	\$285	\$1,768	\$0	\$0	\$0	\$1,768	0.00%
001-06-572-3-4320	ELECTRICITY	\$3,000	\$888	\$3,120	\$0	\$0	\$0	\$3,120	0.00%
001-06-572-3-4322	ELECTRICITY-FRED GREEN PARK	\$1,500	\$715	\$1,560	\$146	\$694	\$0	\$867	44.46%
001-06-572-3-4325	ELECTRICITY-FORRESTER FIELD	\$500	\$148	\$520	\$45	\$203	\$0	\$317	39.13%
001-06-572-3-4326	ELECTRICITY-SHAW BUCK RECREAT	\$500	\$123	\$520	\$28	\$146	\$0	\$374	28.00%
001-06-572-3-4329	ELECTRICITY-BOOKER PARK	\$1,200	\$439	\$1,248	\$69	\$351	\$0	\$897	28.10%
001-06-572-3-4330	CREDIT CARD FEES-REC	\$300	\$128	\$312	\$97	\$119	\$0	\$193	38.18%
001-06-572-3-4400	RENTALS AND LEASES	\$800	\$200	\$832	\$33	\$200	\$200	\$432	24.01%
001-06-572-3-4510	INSURANCE CLAIMS REIMBURSABL	\$0	\$8,420	\$0	\$0	\$0	\$0	\$0	0.00%
001-06-572-3-4610	BUILDING MAINTENANCE	\$10,000	\$1,567	\$2,500	\$335	\$1,472	\$243	\$785	58.86%
001-06-572-3-4620	EQUIPMENT MAINTENANCE	\$1,000	\$0	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
001-06-572-3-4630	VEHICLE MAINTENANCE	\$2,000	\$1,510	\$2,080	\$351	\$756	\$0	\$1,324	36.32%
001-06-572-3-4651	MAINTENANCE-FRED GREEN PARK	\$15,667	\$6,275	\$17,294	\$1,046	\$6,275	\$6,275	\$4,744	36.28%
001-06-572-3-4653	MAINTENANCE-BOOKER PARK	\$15,667	\$6,654	\$17,294	\$1,046	\$6,554	\$6,275	\$4,465	37.89%
001-06-572-3-4654	MAINTENANCE-FORRESTER FIELD	\$14,000	\$6,274	\$15,460	\$1,046	\$6,275	\$6,275	\$2,910	40.59%
001-06-572-3-4655	MAINTENANCE-SHAW BUCK RECRE	\$15,667	\$6,274	\$17,294	\$1,046	\$6,275	\$6,275	\$4,744	36.28%
001-06-572-3-4700	PRINTING AND BINDING	\$1,090	\$586	\$1,500	\$0	\$0	\$0	\$1,500	0.00%
001-06-572-3-5000	FEES & FINES	\$100	\$149	\$104	\$28	\$165	\$0	(\$61)	158.43%
001-06-572-3-5100	OFFICE SUPPLIES	\$500	\$77	\$520	\$0	\$0	\$0	\$520	0.00%
001-06-572-3-5210	GAS AND LUBRICANTS	\$2,910	\$1,069	\$3,640	\$67	\$903	\$0	\$2,737	24.80%
001-06-572-3-5230	JANITORIAL SUPPLIES	\$600	\$477	\$624	\$0	\$447	\$0	\$177	71.61%
001-06-572-3-5260	UNIFORMS	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
001-06-572-3-5270	CHEMICALS & FERTILIZER	\$1,000	\$0	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
001-06-572-3-5280	OPERATING SUPPLIES	\$3,690	\$1,846	\$12,838	\$0	\$1,165	\$338	\$11,335	9.07%
001-06-572-3-5281	PROGRAMS	\$12,388	\$5,994	\$10,400	\$0	\$486	\$248	\$9,667	4.67%
	TOTAL	\$114,231	\$51,914	\$127,796	\$5,461	\$33,132	\$26,559	\$68,106	25.93%
CAPITAL OUTLAY									
001-06-572-6-6450	CAPITAL IMPROVEMENT	\$164,500	\$0	\$64,500	\$0	\$0	\$0	\$64,500	0.00%
001-06-572-8-5200	Libra Philanthropies Foundatio	\$15,000	\$0	\$4,250	\$0	\$0	\$1,374	\$2,876	0.00%
	TOTAL	\$179,500	\$0	\$68,750	\$0	\$0	\$1,374	\$67,376	0.00%
	DEPARMENT	\$535,041	\$155,556	\$517,049	\$22,325	\$148,905	\$27,932	\$340,212	28.80%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
PARKS									
PERSONNEL SERVICES									
001-15-572-1-1200	REGULAR SALARIES	\$98,550	\$28,874	\$105,105	\$2,688	\$30,885	\$0	\$74,220	29.38%
001-15-572-1-1210	ACCRUED SALARIES	\$0	(\$1,110)	\$0	\$0	\$0	\$0	\$0	0.00%
001-15-572-1-1400	OVERTIME	\$6,300	\$1,329	\$6,552	\$69	\$2,050	\$0	\$4,502	31.28%
001-15-572-1-2100	FICA TAX EXPENSE	\$8,021	\$2,241	\$8,542	\$211	\$2,504	\$0	\$6,038	29.31%
001-15-572-1-2200	RETIREMENT EXPENSE	\$30,354	\$9,209	\$34,279	\$846	\$9,908	\$0	\$24,371	28.90%
001-15-572-1-2300	HEALTH AND LIFE INSURANCE	\$35,525	\$6,635	\$12,895	\$3	\$2,770	\$0	\$10,125	21.48%
TOTAL		\$178,750	\$47,178	\$167,373	\$3,818	\$48,116	\$0	\$119,257	28.75%
OPERATING EXPENSES									
001-15-572-3-3100	PROFESSIONAL SERVICES	\$30,000	\$6,823	\$37,440	\$71	\$1,967	\$5,287	\$30,186	5.25%
001-15-572-3-3120	PRE-EMPLOYMENT EXPENSE	\$1,000	\$0	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
001-15-572-3-3440	TREE REMOVAL	\$15,000	\$0	\$15,600	\$0	\$8,415	\$0	\$7,185	53.94%
001-15-572-3-4020	TRAINING, SCHOOLING, ETC	\$3,000	\$820	\$3,120	\$0	\$0	\$0	\$3,120	0.00%
001-15-572-3-4100	COMMUNICATIONS SERVICES	\$1,400	\$541	\$1,456	\$127	\$617	\$0	\$839	42.37%
001-15-572-3-4310	NATURAL GAS	\$200	\$79	\$208	\$20	\$94	\$0	\$114	45.42%
001-15-572-3-4321	DOWNTOWN/RIVERFRONT ELECTRI	\$10,000	\$4,811	\$10,400	\$953	\$4,974	\$0	\$5,426	47.83%
001-15-572-3-4323	ELECTRICITY-HANK BRYAN PARK	\$5,000	\$147	\$5,200	\$28	\$145	\$0	\$5,055	2.80%
001-15-572-3-4400	RENTALS AND LEASES	\$3,000	\$0	\$3,120	\$0	\$0	\$0	\$3,120	0.00%
001-15-572-3-4610	BUILDING MAINTENANCE	\$1,500	\$0	\$1,560	\$0	\$0	\$0	\$1,560	0.00%
001-15-572-3-4620	EQUIPMENT MAINTENANCE	\$10,000	\$70	\$10,400	\$414	\$844	\$0	\$9,556	8.11%
001-15-572-3-4630	VEHICLE MAINTENANCE	\$5,000	\$3,278	\$5,200	\$0	\$0	\$2,315	\$2,885	0.00%
001-15-572-3-4651	MAINTENANCE-FRED GREEN PARK	\$4,000	\$57	\$10,000	\$0	\$43	\$0	\$9,957	0.43%
001-15-572-3-4652	MAINTENANCE-HANK BRYAN PARK	\$12,000	\$3,183	\$8,500	\$0	\$17	\$6,270	\$2,213	0.20%
001-15-572-3-4653	MAINTENANCE-BOOKER PARK	\$11,000	\$5,265	\$10,000	\$0	\$0	\$6,500	\$3,500	0.00%
001-15-572-3-4654	MAINTENANCE-FORRESTER FIELD	\$6,000	\$0	\$6,240	\$0	\$0	\$0	\$6,240	0.00%
001-15-572-3-4655	MAINTENANCE-SHAW BUCK RECRE	\$1,000	\$0	\$10,000	\$13	\$13	\$0	\$9,987	0.13%
001-15-572-3-4656	MAINTENANCE-WESTOVER PARK	\$6,000	\$0	\$6,240	\$0	\$0	\$0	\$6,240	0.00%
001-15-572-3-4657	MAINTENANCE-PLAYGROUND 12TH	\$2,000	\$0	\$6,240	\$0	\$0	\$0	\$6,240	0.00%
001-15-572-3-4658	MAINTENANCE - RIVERFRONT	\$50,000	\$19,304	\$73,000	\$0	\$22,665	\$5,195	\$45,140	31.05%
001-15-572-3-4659	MAINTENANCE-EDGEMOORE & HU	\$6,000	\$0	\$6,240	\$0	\$0	\$0	\$6,240	0.00%
001-15-572-3-4662	DOWNTOWN MAINTENANCE & LIGH	\$10,000	\$1,107	\$10,400	\$0	\$0	\$0	\$10,400	0.00%
001-15-572-3-4663	MAINTENANCE-BIKE TRAIL	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
001-15-572-3-5100	OFFICE SUPPLIES	\$1,000	\$496	\$1,040	\$0	\$114	\$0	\$926	10.92%
001-15-572-3-5210	GAS AND LUBRICANTS	\$3,000	\$44	\$3,120	\$0	\$0	\$0	\$3,120	0.00%
001-15-572-3-5230	JANITORIAL SUPPLIES	\$1,000	\$64	\$1,040	\$0	\$254	\$116	\$670	24.41%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-15-572-3-5250	SMALL TOOLS	\$9,825	\$518	\$10,218	\$730	\$3,763	\$0	\$6,455	36.83%
001-15-572-3-5260	UNIFORMS	\$2,000	\$0	\$2,080	\$0	\$0	\$0	\$2,080	0.00%
001-15-572-3-5270	CHEMICALS & FERTILIZER	\$5,000	\$0	\$5,200	\$0	\$0	\$0	\$5,200	0.00%
001-15-572-3-5280	OPERATING SUPPLIES	\$16,000	\$6,105	\$10,400	\$186	\$677	\$1,193	\$8,530	6.50%
001-15-572-3-5283	INMATE OPERATING SUPPLIES	\$3,000	\$1,318	\$3,120	\$188	\$786	\$0	\$2,334	25.19%
001-15-572-3-5400	MEMBR,SUBSCRIPT,DUES	\$1,000	\$0	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
	TOTAL	\$235,425	\$54,032	\$279,382	\$2,729	\$45,387	\$26,876	\$207,119	16.25%
	CAPITAL OUTLAY								
001-15-572-6-6310	PARK IMPROVEMENT EXPENSE	\$129,000	\$68,340	\$110,000	\$0	\$0	\$0	\$110,000	0.00%
001-15-572-6-6400	CAPITAL OUTLAY	\$13,994	\$0	\$50,000	\$0	\$0	\$21,257	\$28,743	0.00%
001-15-572-6-6403	SPLASH PAD	\$0	\$0	\$375,000	\$0	\$0	\$2,000	\$373,000	0.00%
001-15-572-6-6450	CAPITAL IMPROVEMENTS	\$26,500	\$6,486	\$27,560	\$0	\$7,714	\$47	\$19,799	27.99%
	TOTAL	\$169,494	\$74,826	\$562,560	\$0	\$7,714	\$23,304	\$531,542	1.37%
	DEBT SERVICE								
001-15-517-7-7101	PRINCIPAL PUBLIC WORKS BLDG	\$6,638	\$0	\$12,788	\$0	\$0	\$0	\$12,788	0.00%
001-15-517-7-7201	INTEREST PUBLIC WORKS BLDG	\$11,368	\$0	\$21,966	\$0	\$0	\$0	\$21,966	0.00%
	TOTAL	\$18,006	\$0	\$34,754	\$0	\$0	\$0	\$34,754	0.00%
	TRANSFERS								
001-15-572-9-9104	REIMB FLEET MAINTENCE	\$13,034	\$6,517	\$18,990	\$1,583	\$9,495	\$0	\$9,495	50.00%
	TOTAL	\$13,034	\$6,517	\$18,990	\$1,583	\$9,495	\$0	\$9,495	50.00%
	DEPARTMENT TOTAL	\$614,709	\$182,552	\$1,063,059	\$8,130	\$110,712	\$50,180	\$902,167	10.41%
	PRICE MARTIN CENTER								
	OPERATING EXPENSES								
001-26-579-3-4100	COMMUNICATIONS SERVICES	\$1,070	\$482	\$832	\$192	\$560	\$0	\$272	67.30%
001-26-579-3-4310	NATURAL GAS	\$800	\$369	\$832	\$62	\$351	\$0	\$481	42.24%
001-26-579-3-4320	ELECTRICITY	\$12,000	\$6,604	\$12,480	\$1,106	\$7,289	\$0	\$5,191	58.41%
001-26-579-3-4610	BUILDING MAINTENANCE	\$9,730	\$2,862	\$10,400	\$70	\$2,325	\$1,335	\$6,740	22.36%
001-26-579-3-4620	EQUIPMENT MAINTENANCE	\$3,000	\$600	\$3,120	\$100	\$997	\$600	\$1,523	31.96%
001-26-579-3-4650	GROUPS MAINTENANCE	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
001-26-579-3-4680	STORM CLEANUP	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-26-579-3-5230	JANITORIAL SUPPLIES	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
001-26-579-3-5280	OPERATING SUPPLIES	\$500	\$77	\$520	\$0	\$0	\$0	\$520	0.00%
	TOTAL	\$28,600	\$10,995	\$29,744	\$1,529	\$11,523	\$1,935	\$16,286	38.74%
	CAPITAL OUTLAY								
001-26-579-6-6400	CAPITAL OUTLAY	\$0	\$0	\$30,000	\$0	\$2,500	\$0	\$27,500	8.33%
	TOTAL	\$0	\$0	\$30,000	\$0	\$2,500	\$0	\$27,500	8.33%
	DEPARTMENT TOTAL	\$28,600	\$10,995	\$59,744	\$1,529	\$14,023	\$1,935	\$43,786	23.47%
	WATER TAXIS								
	OPERATING EXPENSES								
001-27-549-3-4500	LIABILITY INSURANCE	\$27,629	\$31,940	\$36,110	\$19,474	\$19,469	\$0	\$16,641	53.92%
001-27-549-3-4610	TAXI TERMINAL BUILDING EXPENSE	\$0	\$0	\$9,465	\$3,361	\$4,024	\$5,079	\$361	42.52%
001-27-549-3-4630	RIVERBOAT MAINTENANCE	\$37,000	\$6,535	\$32,480	\$5,631	\$15,532	\$10,214	\$6,734	47.82%
001-27-549-3-4680	STORM CLEANUP/REPAIR	\$0	\$0	\$0	\$0	\$1,392	\$0	(\$1,392)	0.00%
001-27-549-3-5000	FINES & FEES	\$500	\$39	\$520	\$0	\$0	\$0	\$520	0.00%
	TOTAL	\$65,129	\$38,514	\$78,575	\$28,466	\$40,418	\$15,293	\$22,864	51.44%
	CAPITAL OUTLAY								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	DEPARTMENT TOTAL	\$65,129	\$38,514	\$78,575	\$28,466	\$40,418	\$15,293	\$22,864	51.44%
	JENKINS GYMNASIUM								
	PERSONNEL SERVICES								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	OPERATING EXPENSES								
001-40-572-3-3100	PROFESSIONAL SERVICES	\$13,500	\$7,488	\$14,040	\$899	\$6,014	\$350	\$7,677	42.83%
001-40-572-3-4100	COMMUNICATION SERVICES	\$500	\$413	\$650	\$0	\$0	\$0	\$650	0.00%
001-40-572-3-4320	ELECTRICITY	\$20,000	\$5,310	\$20,800	\$2,211	\$8,971	\$0	\$11,829	43.13%
001-40-572-3-4500	LIABILITY INSURANCE	\$9,600	\$6,471	\$12,547	\$0	(\$2)	\$0	\$12,549	-0.02%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-40-572-3-4610	BUILDING MAINTENANCE	\$35,000	\$1,878	\$25,000	\$0	\$9,175	\$4,955	\$10,870	36.70%
001-40-572-3-4650	GROUNDS MAINTENANCE	\$0	\$0	\$5,200	\$0	\$0	\$0	\$5,200	0.00%
001-40-572-3-5230	JANITORIAL SUPPLIES	\$1,000	\$281	\$2,000	\$0	\$810	\$12	\$1,178	40.48%
001-40-572-3-5280	OPERATING SUPPLIES	\$2,000	\$325	\$8,500	\$1,808	\$2,145	\$0	\$6,355	25.23%
		-----	-----	-----	-----	-----	-----	-----	-----
	TOTAL	\$81,600	\$22,164	\$88,737	\$4,919	\$27,111	\$5,317	\$56,309	30.55%
		-----	-----	-----	-----	-----	-----	-----	-----
	CAPITAL OUTLAY								
001-40-572-6-6400	CAPITAL OUTLAY	\$0	\$0	\$15,000	\$0	\$0	\$0	\$15,000	0.00%
		-----	-----	-----	-----	-----	-----	-----	-----
	TOTAL	\$0	\$0	\$15,000	\$0	\$0	\$0	\$15,000	0.00%
		-----	-----	-----	-----	-----	-----	-----	-----
	DEPARTMENT	\$81,600	\$22,164	\$103,737	\$4,919	\$27,111	\$5,317	\$71,309	26.13%
		-----	-----	-----	-----	-----	-----	-----	-----
	TRANSFERS								
001-81-581-9-9130	TRANSFER TO TIF	\$346,243	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
001-81-581-9-9140	TRANSFER TO GOLF FUND	\$53,700	\$26,850	\$38,647	\$3,221	\$19,323	\$0	\$19,324	50.00%
001-81-581-9-9150	TRANSFER TO BETTER PLACE FUND	\$307,470	\$0	\$186,202	\$15,517	\$62,067	\$0	\$124,135	33.33%
001-81-581-9-9160	TRANSFER TO AIRPORT FUND	\$284,340	\$142,170	\$284,340	\$23,695	\$142,170	\$0	\$142,170	50.00%
		-----	-----	-----	-----	-----	-----	-----	-----
	DEPARTMENT TOTAL	\$991,753	\$169,020	\$509,189	\$42,432	\$223,561	\$0	\$285,628	43.91%
		-----	-----	-----	-----	-----	-----	-----	-----
	CONTINGENCIES								
	TOTAL EXPENDITURES	\$17,517,386	\$7,797,583	\$20,419,058	\$1,489,300	\$8,492,356	\$1,524,620	\$10,402,082	41.59%
		-----	-----	-----	-----	-----	-----	-----	-----
	RESERVES								
001-83-581-9-9900	OPERATING CASH RESERVE	\$2,141,003	\$0	\$2,151,003	\$0	\$0	\$0	\$2,151,003	0.00%
001-83-581-9-9901	EVIDENCE FUND RESERVE	\$7,282	\$0	\$7,282	\$0	\$0	\$0	\$7,282	0.00%
001-83-581-9-9902	LOT DEMOLITION/CLEANUP RESERV	\$22,075	\$0	\$22,075	\$0	\$0	\$0	\$22,075	0.00%
001-83-581-9-9909	SPECIAL CEMETERY RESERVE	\$118,889	\$0	\$118,889	\$0	\$0	\$0	\$118,889	0.00%
001-83-581-9-9910	SPECIAL POLICE RESERVE	\$61,271	\$0	\$61,271	\$0	\$0	\$0	\$61,271	0.00%
001-83-581-9-9912	HAND GUN CLASSES RESERVE	\$7,637	\$0	\$7,637	\$0	\$0	\$0	\$7,637	0.00%
001-83-581-9-9913	FIRE PUBLIC EDUCATION RESERVE	\$24,937	\$0	\$24,937	\$0	\$0	\$0	\$24,937	0.00%
001-83-581-9-9921	LANDSCAPING CODE FEE RESERVE	\$61,663	\$0	\$61,663	\$0	\$0	\$0	\$61,663	0.00%
001-83-581-9-9922	INSURANCE RESERVE BUDGET ACC	\$624,444	\$0	\$624,444	\$0	\$0	\$0	\$624,444	0.00%
001-83-581-9-9923	PARKS BANK ACCT- DONATIONS	\$284	\$0	\$284	\$0	\$0	\$0	\$284	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
001-83-581-9-9924	POLICE I&E ACCOUNT	\$7,523	\$0	\$7,523	\$0	\$0	\$0	\$7,523	0.00%
001-83-581-9-9925	FIRE CAPITAL REPLACEMENT RESEF	\$88,000	\$0	\$88,000	\$0	\$0	\$0	\$88,000	0.00%
	DEPARTMENT TOTAL	\$3,165,008	\$0	\$3,175,008	\$0	\$0	\$0	\$3,175,008	0.00%
	TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	\$20,682,394	\$7,797,583	\$23,594,066	\$1,489,300	\$8,492,356	\$1,524,620	\$13,577,090	35.99%

**CITY OF PALATKA DETAILED STATEMENT OF REVENUES
AND EXPENSES FOR TAX INCREMENT FUND**

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
TIF REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
PROPERTY TAXES									
030-00-311-0-3100	DOWNTOWN REDEV COUNTY SHARE	\$ 355,722	\$ 332,808	\$ 402,603	\$ -	\$ 377,908		\$ 24,695	93.87%
030-00-311-0-3110	DOWNTOWN REDEV CITY SHARE	\$ 244,538	\$ 240,835	\$ 276,766	\$ -	\$ 276,764		\$ 2	100.00%
030-00-311-0-3200	SOUTH HISTORIC COUNTY SHARE	\$ 109,900	\$ 106,447	\$ 129,505	\$ -	\$ 122,470		\$ 7,035	94.57%
030-00-311-0-3220	SOUTH HISTORIC CITY SHARE	\$ 75,549	\$ 77,030	\$ 89,027	\$ -	\$ 89,027		\$ (0)	100.00%
030-00-311-0-3300	NORTH HISTORIC COUNTY SHARE	\$ 38,049	\$ 36,145	\$ 39,657	\$ -	\$ 37,673		\$ 1,984	95.00%
030-00-311-0-3330	NORTH HISTORIC CITY SHARE	\$ 26,156	\$ 26,156	\$ 27,262	\$ -	\$ 27,262		\$ 0	100.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$ 849,914	\$ 819,422	\$ 964,820	\$ -	\$ 931,104		\$ 33,716	96.51%
OTHER REVENUES									
030-00-366-0-0003	CONTRIBUTION - BENCHES	\$ -	\$ 2,200	\$ -	\$ -	\$ -		\$ -	0.00%
030-00-365-0-2000	SALE OF HAMMOCK HALL 429 KIRBY	\$ 131,926	\$ -	\$ -	\$ -	\$ -		\$ -	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$ 131,926	\$ 2,200	\$ -	\$ -	\$ -		\$ -	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL REVENUES	\$ 981,840	\$ 821,622	\$ 964,820	\$ -	\$ 931,104		\$ 33,716	96.51%
		-----	-----	-----	-----	-----		-----	-----
CASH BALANCE FORWARD									
030-00-301-0-0001	DOWNTOWN REDEVELOPMENT FORWARD	\$ 923,777	\$ -	\$ 839,383	\$ -	\$ -		\$ 839,383	0.00%
030-00-301-0-0002	SOUTH HISTORIC BALANCE FORWARD	\$ 122,286	\$ -	\$ 299,314	\$ -	\$ -		\$ 299,314	0.00%
030-00-301-0-0003	NORTH HISTORIC BALANCE FORWARD	\$ 62,739	\$ -	\$ 85,311	\$ -	\$ -		\$ 85,311	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$ 1,108,802	\$ -	\$ 1,224,008	\$ -	\$ -		\$ 1,224,008	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL REV, TRF & CASH BALANCES	\$ 2,090,642	\$ 821,622	\$ 2,188,828	\$ -	\$ 931,104		\$ 1,257,724	42.54%
		-----	-----	-----	-----	-----		-----	-----

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
TIF EXPENDITURES / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
DOWNTOWN									
030-30-580-1-1100	EXEC SALARIES TIFDT	\$0	\$0	\$ 38,500	\$ 2,996	\$ 9,025	\$ -	\$ 29,475	23.44%
030-30-580-1-2100	FICA TAX EXP TIF DT	\$0	\$0	\$ 2,945	\$ 192	\$ 653	\$ -	\$ 2,292	22.17%
030-30-580-1-2200	RETIREMENT EXP TIF DT	\$0	\$0	\$ 11,820	\$ 920	\$ 2,771	\$ -	\$ 9,049	23.44%
030-30-580-1-2300	HEALTH AND LIFE INSUR TIF DT	\$0	\$0	\$ 8,140	\$ 969	\$ 969	\$ -	\$ 7,171	11.90%
030-30-580-3-3100	PROFESSIONAL SERVICES	\$104,012	\$6,950	\$ 75,000	\$ -	\$ 980	\$ -	\$ 74,020	1.31%
030-30-580-3-3105	SMALL BUSINESS DEVELOPMENT CEN	\$12,000	\$6,000	\$ 25,000	\$ -	\$ 3,750	\$ -	\$ 21,250	15.00%
030-30-580-3-3109	MAINTENANCE CONTRACT	\$35,000	\$2,250	\$ 35,000	\$ 450	\$ 2,250	\$ 3,150	\$ 29,600	6.43%
030-30-580-3-3200	AUDIT EXPENSE	\$10,675	\$0	\$ 10,775	\$ -	\$ -	\$ -	\$ 10,775	0.00%
030-30-580-3-5280	MISC EXPENSES	\$3,400	\$0	\$ 2,100	\$ -	\$ 9	\$ -	\$ 2,091	0.43%
030-30-580-3-5401	FRA ANNUAL DUES, TRAINING & CO	\$4,000	\$644	\$ 5,000	\$ 611	\$ 611	\$ -	\$ 4,389	12.22%
030-30-580-3-5402	DEO ANNUAL DUES	\$175	\$130	\$ 175	\$ -	\$ 148	\$ -	\$ 27	84.57%
030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHTS	\$25,000	\$12,818	\$ 30,000	\$ -	\$ 29,134	\$ -	\$ 866	97.11%
030-30-580-6-6314	RECRUITMENT PROJECT	\$25,000	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
030-30-580-6-6316	WAYFINDING	\$15,000	\$0	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000	0.00%
030-30-580-6-6319	BUILDING IMPROVEMENT GRANT	\$121,000	\$0	\$ 160,000	\$ -	\$ 30,000	\$ -	\$ 130,000	18.75%
030-30-580-6-6320	LANDSCAPING	\$40,000	\$0	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000	0.00%
030-30-580-6-6321	SITE AMENITIES	\$20,000	\$0	\$ 10,000	\$ 6,900	\$ 6,900	\$ -	\$ 3,100	69.00%
030-30-580-6-6328	PUBLIC ART	\$10,000	\$0	\$ 23,000	\$ -	\$ 968	\$ -	\$ 22,032	4.21%
030-30-580-6-6329	PROPERTY AQUISITION	\$25,000	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
030-30-580-6-6400	CAPITAL OUTLAY	\$50,000	\$0	\$ 73,403	\$ -	\$ -	\$ -	\$ 73,403	0.00%
TOTAL		\$500,262	\$28,791	\$523,858	\$13,037	\$88,168	\$3,150	\$432,540	16.83%
TRANSFERS									
030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	\$28,112	\$14,056	\$ 76,744	\$ 6,395	\$ 38,372	\$ -	\$ 38,372	50.00%
030-30-580-9-9132	TRANSFER TO UTILITY FUND-POTAB	\$89,565	\$0	\$ 93,148	\$ -	\$ -	\$ -	\$ 93,148	0.00%
030-30-580-9-9134	TRANSFER TO BETTER PLACE - STR	\$867,831	\$0	\$ 825,004	\$ 68,750	\$ 68,750	\$ -	\$ 756,254	8.33%
TOTAL		\$985,508	\$14,056	\$994,896	\$75,146	\$107,122	\$0	\$887,774	10.77%
DEPARTMENT TOTAL		\$1,485,770	\$42,847	\$1,518,754	\$88,183	\$195,290	\$3,150	\$1,320,314	12.86%
SOUTH HISTORIC									
030-31-580-1-1100	EXEC SALARIES TIFSouth	\$0	\$0	\$ 12,100	\$ 942	\$ 2,880	\$ -	\$ 9,220	23.80%
030-31-580-1-2100	FICA TAX EXP TIFSouth	\$0	\$0	\$ 926	\$ 60	\$ 209	\$ -	\$ 717	22.52%
030-31-580-1-2200	RETIREMENT EXP TIFSouth	\$0	\$0	\$ 3,715	\$ 289	\$ 884	\$ -	\$ 2,831	23.80%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
030-31-580-1-2300	HEALTH AND LIFE INSUR TIFSouth	\$0	\$0	\$ 2,558	\$ 305	\$ 305	\$ -	\$ 2,254	11.90%
030-31-580-3-3100	PROFESSIONAL SERVICES	\$17,016	\$0	\$ 7,700	\$ -	\$ -	\$ -	\$ 7,700	0.00%
030-31-580-3-3200	AUDIT EXPENSE	\$3,355	\$0	\$ 3,355	\$ -	\$ -	\$ -	\$ 3,355	0.00%
030-31-580-3-5280	MISC EXPENSES	\$867	\$0	\$ 650	\$ -	\$ -	\$ -	\$ 650	0.00%
030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	\$3,500	\$148	\$ 1,500	\$ 198	\$ 198	\$ -	\$ 1,302	13.20%
030-31-580-3-5402	DEO ANNUAL DUES	\$110	\$30	\$ 110	\$ -	\$ 36	\$ -	\$ 74	32.73%
030-31-580-6-6120	LAND PURCHASE	\$30,000	\$9,800	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
030-31-580-6-6329	BUILDING IMPROVEMENT GRANT	\$65,000	\$0	\$ 160,734	\$ -	\$ -	\$ -	\$ 160,734	0.00%
030-31-580-6-6333	SIGNAGE	\$3,000	\$0	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000	0.00%
030-31-580-6-6337	SITE AMENITIES	\$3,000	\$0	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000	0.00%
030-31-580-6-6341	LANDSCAPING	\$4,000	\$0	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000	0.00%
030-31-580-6-6343	CAPITAL OUTLAY	\$60,733	\$0	\$ 109,865	\$ -	\$ -	\$ -	\$ 109,865	0.00%
030-31-580-6-6344	324 RIVER ST REPAIRS TILGHMAN	\$121,193	\$0	\$ 155,378	\$ -	\$ -	\$ -	\$ 155,378	0.00%
	TOTAL	\$311,774	\$9,978	\$463,591	\$1,793	\$4,511	\$0	\$459,080	0.97%
	TRANSFERS								
030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH POT	\$27,000	\$0	\$ 28,080	\$ -	\$ -	\$ -	\$ 28,080	0.00%
030-31-580-9-9105	REIMB GENERAL	\$8,501	\$4,251	\$ 26,167	\$ 2,181	\$ 13,083	\$ -	\$ 13,084	50.00%
	TOTAL	\$35,501	\$4,251	\$54,247	\$2,181	\$13,083	\$0	\$41,164	24.12%
	DEPARTMENT TOTAL	\$347,275	\$14,228	\$517,838	\$3,974	\$17,595	\$0	\$500,243	3.40%
	NORTH HISTORIC								
030-32-580-1-1100	EXEC SALARIES TIFNorth	\$0	\$0	\$ 4,400	\$ 342	\$ 988	\$ -	\$ 3,412	22.46%
030-32-580-1-2100	FICA TAX EXP TIFNorth	\$0	\$0	\$ 337	\$ 22	\$ 71	\$ -	\$ 266	21.16%
030-32-580-1-2200	RETIREMENT EXP TIFNorth	\$0	\$0	\$ 1,351	\$ 105	\$ 303	\$ -	\$ 1,048	22.45%
030-32-580-1-2300	HEALTH LIFE INSURA TIFNorth	\$0	\$0	\$ 930	\$ 111	\$ 111	\$ -	\$ 819	11.91%
030-32-580-3-3100	PROFESSIONAL SERVICES	\$8,815	\$0	\$ 2,600	\$ -	\$ -	\$ -	\$ 2,600	0.00%
030-32-580-3-3200	AUDIT EXPENSE	\$1,220	\$0	\$ 1,220	\$ -	\$ -	\$ -	\$ 1,220	0.00%
030-32-580-3-5280	MISC EXPENSES	\$983	\$0	\$ 250	\$ -	\$ -	\$ -	\$ 250	0.00%
030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	\$1,984	\$0	\$ 500	\$ 61	\$ 61	\$ -	\$ 439	12.18%
030-32-580-3-5402	DEO ANNUAL DUES	\$16	\$16	\$ 16	\$ -	\$ 16	\$ -	\$ -	100.00%
030-32-580-6-6319	BUILDING IMPROVEMENT GRANT	\$50,000	\$78	\$ 83,661	\$ -	\$ -	\$ -	\$ 83,661	0.00%
030-32-580-6-6322	GENERAL CAPITAL IMPROVEMENTS	\$50,000	\$0	\$ 49,280	\$ -	\$ -	\$ -	\$ 49,280	0.00%
	TOTAL	\$113,018	\$94	\$144,545	\$641	\$1,550	\$0	\$142,995	1.07%
	TRANSFERS								

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	\$5,981	\$2,991	\$ 7,693	\$ 641	\$ 3,846	\$ -	\$ 3,847	50.00%
	TOTAL	\$5,981	\$2,991	\$7,693	\$641	\$3,846	\$0	\$3,847	50.00%
	DEPARTMENT TOTAL	\$118,999	\$3,085	\$152,238	\$1,282	\$5,397	\$0	\$146,841	3.55%
	TOTAL EXPENDITURES	\$1,952,044	\$60,160	\$2,188,830	\$93,439	\$218,281	\$3,150	\$1,967,399	9.97%
	CONTINGENCIES & RESERVES								
030-30-580-9-9901	CONTINGENCY/RESERVE-DOWNTOWN	\$40,257	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
030-31-580-9-9901	CONTINGENCY/RESERVE - SOUTH	\$91,193	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
030-32-580-9-9901	CONTINGENCY/RESERVE - NORTH	\$7,148	\$0	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
	TOTAL	\$138,598	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	\$2,090,642	\$60,160	\$2,188,830	\$93,439	\$218,281	\$3,150	\$1,967,399	9.97%

**CITY OF PALATKA DETAILED STATEMENT OF REVENUES
AND EXPENSES FOR BETTER PLACE FUND**

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
BETTER PLACE PLAN REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
LOCAL OPTION, USE & FUEL TAXES									
101-00-312-6-0000	DISCRETIONARY SALES SURTAX	\$1,329,788	\$630,814	\$1,315,996	\$78,695	\$689,052		\$626,944	52.36%
	TOTAL	\$1,329,788	\$630,814	\$1,315,996	\$78,695	\$689,052		\$626,944	52.36%
STATE/FEDERAL GRANTS & PILOTS									
101-00-331-2-5508	USDA RBDG SIDEWALK IMPRVMNT	\$150,000	\$0	\$100,000	\$0	\$0		\$100,000	0.00%
101-00-331-2-5509	USDA PATROL CARS APPROPRIATION	\$0	\$0	\$250,000	\$0	\$0		\$250,000	0.00%
101-00-331-3-9006	CDBG MIT IRMA IR042	\$543,585	\$0	\$994,048	\$0	\$13,095		\$980,953	1.32%
101-00-331-3-9007	HMGP Kay Larkin FD	\$113,887	\$0	\$287,655	\$0	\$0		\$287,655	0.00%
101-00-331-3-9008	Fed RAISE	\$300,000	\$0	\$1,500,000	\$0	\$0		\$1,500,000	0.00%
101-00-331-4-1000	Fed DOT SS4A	\$480,000	\$0	\$480,000	\$0	\$0		\$480,000	0.00%
101-00-331-7-7004	CDBG CARES COVID SIDEWALKS	\$2,402,347	\$0	\$2,000,000	\$0	-\$1,142		\$2,001,142	-0.06%
101-00-334-2-3000	PRICE MARTIN RETROFIT SHELTER	\$584,685	\$0	\$1,050,000	\$5,778	\$13,468		\$1,036,532	1.28%
101-00-334-6-1000	AFFORDABLE HOUSING APPROPRIATI	\$1,000,000	\$0	\$950,000	\$5,900	\$13,050		\$936,950	1.37%
101-00-334-7-7009	DOS AACH JENKINS GRANT	\$329,270	\$0	\$484,000	\$131,475	\$137,837		\$346,163	28.48%
101-00-334-7-7010	DHR BRONSON HOUSE	\$0	\$0	\$367,900	\$0	\$0		\$367,900	0.00%
101-00-334-9-1100	FDOT Downtown Streetscapes Pha	\$329,270	\$0	\$1,200,000	\$0	\$20,108		\$1,179,892	1.68%
101-00-337-7-0002	SHAW BUCK PARK IMPROVEMENTS	\$0	\$0	\$50,000	\$0	\$2,000		\$48,000	4.00%
101-00-337-7-0003	PALM BOWL PARK IMPROVEMENTS	\$0	\$0	\$50,000	\$0	\$2,000		\$48,000	4.00%
	TOTAL	\$6,233,044	\$0	\$9,763,603	\$143,153	\$200,416		\$9,563,187	2.05%
TRANSFERS IN									
101-00-381-0-1004	TRANSFER FROM TAX INCREMENT -	\$867,831	\$0	\$825,004	\$68,750	\$68,750		\$756,254	8.33%
101-00-381-0-1200	TRANSFER FROM GENERAL	\$307,470	\$0	\$186,202	\$15,517	\$62,067		\$124,135	33.33%
	TOTAL	\$1,175,301	\$0	\$1,011,206	\$84,267	\$130,818		\$880,388	12.94%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMBE R	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
DEBT PROCEEDS									
101-00-384-0-1000	LOAN/LEASE PROCEEDS	\$1,251,000	\$1,251,000	\$1,398,941	\$0	\$0		\$1,398,941	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$1,251,000	\$1,251,000	\$1,398,941	\$0	\$0		\$1,398,941	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL OPERATING & OTHER REV	\$9,989,133	\$1,881,814	\$13,489,746	\$306,115	\$1,020,285		\$12,469,461	7.56%
		-----	-----	-----	-----	-----		-----	-----
CASH BALANCE FORWARD									
101-00-301-0-1007	BETTER PLACE BALANCE FORWARD	\$1,142,179	\$0	\$1,456,514	\$0	\$0		\$1,456,514	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$1,142,179	\$0	\$1,456,514	\$0	\$0		\$1,456,514	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL REV, TRF & CASH BALANCES	\$11,131,312	\$1,881,814	\$14,946,260	\$306,115	\$1,020,285		\$13,925,975	6.83%
		-----	-----	-----	-----	-----		-----	-----

BETTER PLACE PLAN EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3

BETTER PLACE PLAN

OPERATING EXPENSES									
101-18-519-3-3100	PROFESSIONAL SERVICES	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
101-18-519-3-3103	GRANT APPLICATION FEES	\$40,000	\$5,000	\$0	\$0	\$0	\$0	\$0	0.00%
101-18-519-3-5000	FINES & FEES	\$0	\$0	\$0	\$0	\$74	\$0	-\$74	0.00%
		-----	-----	-----	-----	-----	-----	-----	-----
	TOTAL	\$60,000	\$5,000	\$0	\$0	\$74	\$0	-\$74	0.00%
CAPITAL OUTLAY									
101-18-519-6-6310	SIDEWALKS	\$39,000	\$0	\$5,768	\$0	\$0	\$0	\$5,768	0.00%
101-18-519-6-6330	PUBLIC WORKS BUILDING	\$1,251,000	\$543,274	\$1,398,941	\$5,280	\$7,180	\$173,779	\$1,217,982	0.51%
101-18-519-6-6400	STORMWATER	\$151,476	\$0	\$150,000	\$0	\$0	\$0	\$150,000	0.00%
101-18-519-6-6455	RESURFACING & STRIPING	\$785,604	\$0	\$1,823,394	\$0	\$423,394	\$0	\$1,400,000	23.22%
101-18-519-6-6457	HANK BRYAN PARK RESTROOM	\$105,000	\$0	\$135,270	\$0	\$110,580	\$24,690	\$0	81.75%
101-18-519-6-6459	PRICE MARTIN IMPROVEMENTS	\$25,000	\$0	\$25,000	\$0	\$0	\$0	\$25,000	0.00%
101-18-519-6-6467	CITY SHARE DOWNTOWN STREETSCAP	\$500,000	\$119,309	\$486,323	\$6,600	\$6,600	\$66,605	\$413,118	1.36%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMBE R	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
101-18-519-6-6472	HMGP Kay Larkin FD CITY MATCH	\$12,570	\$0	\$31,962	\$0	\$0	\$0	\$31,962	0.00%
101-18-519-6-6473	DOS AACH JENKINS CITY MATCH	\$499,626	\$5,508	\$482,000	\$0	\$356,850	\$38,185	\$86,965	74.04%
101-18-519-6-6475	City Match Fed DOT SS4A	\$55,916	\$0	\$241,000	\$0	\$0	\$0	\$241,000	0.00%
101-18-519-6-6476	City Match CDBG MIT IRMA IR042	\$30,000	\$0	\$30,000	\$0	\$0	\$0	\$30,000	0.00%
101-18-519-6-6477	CITY MATCH BRONSON HOUSE	\$0	\$0	\$137,634	\$0	\$0	\$5,973	\$131,661	0.00%
101-18-519-6-6478	FPL REID STREET MEDIAN 1 BRIDG	\$0	\$0	\$570,277	\$0	\$0	\$0	\$570,277	0.00%
	TOTAL	\$3,455,192	\$668,092	\$5,517,569	\$11,880	\$904,604	\$309,232	\$4,303,733	16.39%
	DEBT SERVICE								
101-18-517-7-7108	PRINCIPAL-PUMPER FIRE TRUCKS	\$69,724	\$69,724	\$79,833	\$0	\$72,080	\$0	\$7,753	90.29%
101-18-517-7-7208	INTEREST-PUMPER FIRE TRUCKS	\$13,622	\$10,364	\$14,167	\$2,649	\$8,557	\$0	\$5,610	60.40%
	TOTAL	\$83,346	\$80,088	\$94,000	\$2,649	\$80,637	\$0	\$13,363	85.78%
	GRANT MATCHES								
101-18-519-8-6210	PRICE MARTIN RETROFIT SHELTER	\$584,685	\$122,683	\$1,026,315	\$5,778	\$13,468	\$110,705	\$902,142	1.31%
101-18-519-8-6327	CDBG MIT IRMA IR042	\$543,585	\$69,417	\$994,048	\$0	\$13,095	\$105,085	\$875,868	1.32%
101-18-519-8-6364	DOS AACH JENKINS GRANT	\$329,270	\$4,730	\$156,338	\$2,839	\$137,837	\$251,176	-\$232,675	88.17%
101-18-519-8-8909	CDBG CARES COVID SIDEWALKS	\$2,402,347	\$33,718	\$2,000,000	\$0	\$760	\$288,725	\$1,710,515	0.04%
101-18-519-8-8934	HMGP Kay Larkin FD	\$113,887	\$0	\$287,655	\$0	\$0	\$0	\$287,655	0.00%
101-18-519-8-8935	USDA RBDG SIDEWALK IMPRVMNT	\$150,000	\$150,000	\$0	\$0	\$0	\$0	\$0	0.00%
101-18-519-8-8937	DOT SAFE STREETS 4 ALL	\$480,000	\$0	\$480,000	\$0	\$0	\$0	\$480,000	0.00%
101-18-519-8-8938	Fed RAISE GRANT	\$300,000	\$130	\$1,500,000	\$0	\$0	\$103,212	\$1,396,788	0.00%
101-18-519-8-8940	DEO Affordable Housing state	\$1,000,000	\$0	\$950,000	\$5,900	\$13,050	\$936,950	\$0	1.37%
101-18-519-8-8941	FDOT Downtown Streetscapes Pha	\$1,500,000	\$0	\$1,056,313	\$0	\$20,108	\$4,020	\$1,032,185	1.90%
101-18-519-8-8942	USDA PATROL CARS APPROPRIATION	\$0	\$0	\$250,000	\$0	\$0	\$0	\$250,000	0.00%
101-18-519-8-8943	DHR BRONSON HOUSE	\$0	\$0	\$367,900	\$0	\$0	\$12,127	\$355,773	0.00%
101-18-519-8-8944	SHAW BUCK PARK IMPROVEMENTS	\$0	\$0	\$50,000	-\$13	\$2,000	\$10,250	\$37,750	4.00%
101-18-519-8-8945	PALM BOWL PARK IMPROVEMENTS	\$0	\$0	\$50,000	\$0	\$2,000	\$250	\$47,750	4.00%
	TOTAL	\$7,403,774	\$380,678	\$9,168,569	\$14,504	\$202,318	\$1,822,499	\$7,143,752	2.21%
	TRANSFERS								
101-18-519-9-9100	TRANSFER TO GENERAL FUND	\$129,000	\$3,358	\$166,122	\$11,180	\$44,720	\$0	\$121,402	26.92%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMBE R	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_ YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
	TOTAL	\$129,000	\$3,358	\$166,122	\$11,180	\$44,720	\$0	\$121,402	26.92%
	DEPARTMENT TOTAL	\$11,131,312	\$1,137,216	\$14,946,260	\$40,214	\$1,232,353	\$2,131,731	\$11,582,176	8.25%
	TOTAL EXPENDITURES	\$11,131,312	\$1,137,216	\$14,946,260	\$40,214	\$1,232,353	\$2,131,731	\$11,582,176	8.25%
	DEPARTMENT TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	\$11,131,312	\$1,137,216	\$14,946,260	\$40,214	\$1,232,353	\$2,131,731	\$11,582,176	8.25%

**CITY OF PALATKA DETAILED STATEMENT OF REVENUES
AND EXPENSES FOR ARPA FUND**

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT_Y TD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
AMERICAN RESCUE PLAN REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
	LOCAL OPTION, USE & FUEL TAXES								
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
300-00-331-5-1000	STATE/FEDERAL GRANTS & PILOTS								
	ARPA REVENUE	\$1,972,392	\$169,661	\$1,546,460	\$31,543	\$193,738		\$1,352,722	12.53%
	TOTAL	\$1,972,392	\$169,661	\$1,546,460	\$31,543	\$193,738		\$1,352,722	12.53%
	DISPOSITION OF FIXED ASSETS								
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
	TRANSFERS IN								
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
	DEBT PROCEEDS								
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
	TOTAL OPERATING & OTHER REV	\$1,972,392	\$169,661	\$1,546,460	\$31,543	\$193,738		\$1,352,722	12.53%
	CASH BALANCE FORWARD								
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
	TOTAL REV, TRF & CASH BALANCES	\$1,972,392	\$169,661	\$1,546,460	\$31,543	\$193,738		\$1,352,722	12.53%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT_Y TD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
AMERICAN RESCUE PLAN EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
AMERICAN RESCUE PLAN ACT									
CAPITAL OUTLAY									
300-61-559-8-1200	OTHER PUBLIC HEALTH SERVICES	\$50,000	\$0	\$10,000	\$0	\$0	\$10,000	\$0	0.00%
300-62-559-8-2200	HOUSEHOLD ASSISTANCE UTILITY A	\$194,822	\$77,748	\$0	\$0	\$0	\$0	\$0	0.00%
300-62-559-8-2300	UTILITY AID ADMIN EXP - AZCARA	\$21,800	\$2,237	\$0	\$0	\$0	\$0	\$0	0.00%
300-62-559-8-2301	UTILITY AID AZCARATE SUPPLIES	\$1,428	\$327	\$0	\$0	\$0	\$0	\$0	0.00%
300-62-559-8-2900	SMALL BUSINESS ECONOMIC IMPACT	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
300-63-559-8-3110	HOUSING SUPPORT SERVICES FOR U	\$50,000	\$0	\$80,000	\$30,000	\$55,000	\$25,000	\$0	68.75%
300-63-559-8-3120	HOUSING SUPPORT OTHER HOUSING	\$490,243	\$128	\$490,115	\$0	\$0	\$490,115	\$0	0.00%
300-63-559-8-3130	Housing Support - Homelessness	\$0	\$0	\$99,770	\$0	\$0	\$0	\$99,770	0.00%
300-63-559-8-3300	EDUCATION ASSIST ACADEMIC SRVC	\$16,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
300-63-559-8-3400	EDUCATION ASSIST SOCIAL EMOT M	\$100,000	\$0	\$70,000	-\$15,000	\$0	\$70,000	\$0	0.00%
300-63-559-8-3500	EDUCATION ASSISTANCE OTHER	\$24,000	\$0	\$24,000	\$0	\$0	\$24,000	\$0	0.00%
300-65-559-8-5100	DW TREATMENT GAC Filters	\$278,181	\$8,617	\$256,967	\$4,018	\$4,018	\$252,949	\$0	1.56%
300-65-559-8-5110	DW TRANSMISS/DISTRIBUT Palm to	\$14,562	\$0	-\$1	\$0	\$0	\$0	-\$1	0.00%
300-65-559-8-5130	GIS CDBG N32 Palatka Heights	\$21,585	\$12,591	\$3,597	\$0	\$3,597	\$0	\$0	100.01%
300-65-559-8-5140	LEAD AND COPPER RULE	\$0	\$0	\$100,230	\$0	\$100,230	\$0	\$0	100.00%
300-66-559-8-6100	PROVISION OF GOVT SERVICES	\$25,000	\$0	\$25,000	\$0	\$0	\$25,000	\$0	0.00%
300-66-559-8-6101	RADIOS 800 MHZ - ARPA	\$109,770	\$68,013	\$5,310	\$0	\$0	\$5,311	-\$1	0.00%
300-66-559-8-6102	VACANT PROPERTY PURCHASES/ABAT	\$225,000	\$0	\$216,009	\$4,800	\$11,580	\$198,329	\$6,100	5.36%
300-66-559-8-6103	ROAD MAINTENANCE	\$250,000	\$0	\$165,463	\$7,725	\$19,313	\$146,151	\$0	11.67%
TOTAL		\$1,972,391	\$169,661	\$1,546,460	\$31,543	\$193,738	\$1,246,854	\$105,868	12.53%
GRANT MATCHES									
DEPARTMENT TOTAL		\$1,972,391	\$169,661	\$1,546,460	\$31,543	\$193,738	\$1,246,854	\$105,868	12.53%
TOTAL EXPENDITURES		\$1,972,391	\$169,661	\$1,546,460	\$31,543	\$193,738	\$1,246,854	\$105,868	12.53%
RESERVES									

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT_Y TD	UNENCUMBE RED	AVAILABLE BUDGET	PERCENT REALIZED
	DEPARTMENT TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
		-----	-----	-----	-----	-----	-----	-----	-----
	TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	\$1,972,391	\$169,661	\$1,546,460	\$31,543	\$193,738	\$1,246,854	\$105,868	12.53%
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CITY OF PALATKA

ENTERPRISE FUNDS

- **UTILITIES**
- **SANITATION**
- **AIRPORT**
- **GOLF COURSE**

**CITY OF PALATKA DETAILED STATEMENT OF REVENUES
AND EXPENSES FOR UTILITIES FUND**

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
WATER FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
GRANTS									
041-00-389-2-8107	FEMA HMGP 4283-66 LIFT STATION	\$0	\$15,789	\$334,000	\$0	\$0		\$334,000	0.00%
041-00-389-3-5010	CDBG MIT SANITARY WASTEWATER I	\$192,356	\$0	\$382,000	\$5,680	\$49,693		\$332,307	13.01%
041-00-389-5-2000	Fed CDBG DEO Madison to 11th	\$750,000	\$0	\$748,674	\$0	\$0		\$748,674	0.00%
041-00-389-5-3920	Fed DEO RIF St. Johns Ave Mose	\$0	\$0	\$0	\$322,716	\$429,749		-\$429,749	0.00%
041-00-389-6-3000	FDEP LPA0354 Sewer Main and Ma	\$2,000,000	\$0	\$1,625,000	\$29,593	\$205,648		\$1,419,352	12.66%
041-00-389-6-3100	FDEP Potable Water state North	\$3,500,000	\$0	\$2,100,000	\$0	\$0		\$2,100,000	0.00%
041-00-389-6-3200	FDEP Sewer Lining state	\$1,000,000	\$0	\$1,000,000	\$0	\$0		\$1,000,000	0.00%
041-00-389-7-1008	WWTP Biosolids LPR0004 FDEP	\$2,911,370	\$2,081,469	\$1,324,600	\$556,123	\$629,450		\$695,150	47.52%
041-00-389-7-1009	SJRWMD #35891 Madison to 11th	\$100,000	\$0	\$500,000	\$93,562	\$241,972		\$258,028	48.39%
041-00-334-3-5000	DEO Lift Station 16 Expansion	\$334,000	\$0	\$340,196	\$509	\$2,545		\$337,651	0.75%
041-00-334-3-5100	FDEP AND AND GRIT SG067	\$150,812	\$864,290	\$0	\$0	\$0		\$0	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$10,938,538	\$2,961,548	\$8,354,470	\$1,008,183	\$1,559,057		\$6,795,413	18.66%
CHARGES FOR SERVICES									
041-00-343-6-1000	WATER SALES	\$4,224,416	\$2,133,033	\$4,350,557	\$345,774	\$2,156,401		\$2,194,156	49.57%
041-00-343-6-1010	WATER TAPS & RENEWALS	\$50,171	\$11,727	\$51,676	\$6,000	\$11,500		\$40,176	22.25%
041-00-343-6-1040	PENALTIES	\$74,688	\$36,118	\$76,929	\$5,038	\$34,946		\$41,983	45.43%
041-00-343-6-1050	WATER RENEWALS-BILLED	\$0	\$1,000	\$0	\$0	\$0		\$0	0.00%
041-00-343-6-2000	BROKEN METERS/LOCKS	\$2,536	\$360	\$2,612	\$215	\$420		\$2,192	16.08%
041-00-343-6-3000	WASTEWATER SERVICE REVENUE	\$3,742,690	\$1,937,132	\$3,854,971	\$316,206	\$1,952,720		\$1,902,251	50.65%
041-00-343-6-3010	WASTEWATER TAPS/RENEWALS	\$49,481	\$18,277	\$50,965	\$15,000	\$15,000		\$35,965	29.43%
041-00-343-6-3020	SEPTIC DUMPING (WWTP)	\$210,243	\$114,616	\$216,550	\$16,160	\$108,225		\$108,325	49.98%
041-00-343-6-4000	WATER IMPACT FEES	\$256	\$43,625	\$251,326	\$6,732	\$52,734		\$198,592	20.98%
041-00-343-6-5000	WASTEWATER IMPACT FEES-NEW C	\$443	\$63,438	\$264,495	\$7,080	\$54,264		\$210,231	20.52%
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	TOTAL	\$8,354,924	\$4,359,326	\$9,120,081	\$718,204	\$4,386,209		\$4,733,872	48.09%
OTHER REVENUES									
041-00-361-1-1000	INTEREST-SERIES 98 SINKING FD	\$811	\$1,623	\$843	\$373	\$1,232		-\$389	146.09%
041-00-361-1-1100	INTEREST DW 540250	\$99	\$67	\$103	\$0	\$1		\$102	1.37%
041-00-362-0-1000	COMMUNICATION TOWER LEASE	\$27,829	\$22,324	\$28,942	\$22,993	\$22,993		\$5,949	79.45%
041-00-362-0-1005	TATER FARMS LAND LEASE	\$31,779	\$24,750	\$33,050	\$0	\$24,750		\$8,300	74.89%
041-00-364-0-4900	SURPLUS EQUIPMENT-WATER	\$7,704	\$0	\$8,012	\$0	\$0		\$8,012	0.00%
041-00-369-9-1000	OTHER REVENUE	\$7,810	\$21	\$8,122	\$0	\$63		\$8,059	0.77%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
041-00-369-9-1001	E-PAYABLES REVENUE SHARE	\$834	\$619	\$869	\$96	\$523		\$346	60.13%
041-00-384-0-1000	LOAN PROCEEDS	\$987,000	\$0	\$0	\$0	\$0		\$0	0.00%
041-00-384-0-1002	SRF 2019 MATCHING PROCEEDS DV	\$1,819,356	\$0	\$593,000	\$0	\$0		\$593,000	0.00%
041-00-384-0-1004	SRF DW54025 PROCEEDS Carbon F	\$1,007,402	\$0	\$1,317,802	\$0	\$0		\$1,317,802	0.00%
	TOTAL	\$3,890,624	\$49,403	\$1,990,743	\$23,463	\$49,561		\$1,941,182	2.49%
	TOTAL OPERATING REVENUES	\$23,184,086	\$7,370,278	\$19,465,294	\$1,749,850	\$5,994,827		\$13,470,467	30.80%
	TRANSFERS IN								
041-00-381-0-3000	TRANSFER FROM CENTRAL TIF POTA	\$89,565	\$0	\$93,148	\$0	\$0		\$93,148	0.00%
041-00-381-0-3100	TRANSFER FROM SOUTH TIF-POTAB	\$27,000	\$0	\$28,080	\$0	\$0		\$28,080	0.00%
	TOTAL	\$116,565	\$0	\$121,228	\$0	\$0		\$121,228	0.00%
	CASH BALANCE FOWARD								
041-00-301-0-0100	CASH BALANCE FOWARD	\$4,022,639	\$0	\$4,022,639	\$0	\$0		\$4,022,639	0.00%
041-00-301-0-0101	WATER IMPACT FEES BALANCE FOR	\$77,223	\$0	\$77,223	\$0	\$0		\$77,223	0.00%
041-00-301-0-0102	WASTEWATER IMPACT FEES BALANC	\$156,217	\$0	\$156,217	\$0	\$0		\$156,217	0.00%
041-00-301-1-0000	UTILITY CAPITAL REPLACEMENT BA	\$2,158,440	\$0	\$2,158,440	\$0	\$0		\$2,158,440	0.00%
041-00-301-1-7000	FRUFC REBATE-CAP PROJECTS ONL	\$8,095	\$0	\$8,095	\$0	\$0		\$8,095	0.00%
	TOTAL	\$6,422,614	\$0	\$6,422,614	\$0	\$0		\$6,422,614	0.00%
	TOTAL REV, TRF & CASH BALANCES	\$29,723,265	\$7,370,278	\$26,009,136	\$1,749,850	\$5,994,827		\$20,014,309	23.05%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
WATER FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
WATER PLANT									
PERSONNEL SERVICES									
041-11-533-1-1100	EXECUTIVE SALARIES	\$130,320	\$11,004	\$121,486	\$0	\$0	\$0	\$121,486	0.00%
041-11-533-1-1200	REGULAR SALARIES	\$380,096	\$167,181	\$279,553	\$23,687	\$162,066	\$0	\$117,487	57.97%
041-11-533-1-1210	ACCRUED SALARIES	\$0	-6,358.71	\$0	\$0	\$0	\$0	\$0	0.00%
041-11-533-1-1400	OVERTIME	\$47,250	\$30,391	\$49,140	\$3,042	\$12,841	\$0	\$36,299	26.13%
041-11-533-1-2100	FICA TAX EXPENSE	\$42,661	\$15,305	\$34,439	\$2,012	\$13,164	\$0	\$21,275	38.22%
041-11-533-1-2200	RETIREMENT EXPENSE	\$157,208	\$30,754	\$138,205	\$5,728	\$40,558	\$0	\$97,647	29.35%
041-11-533-1-2300	HEALTH AND LIFE INSURANCE	\$158,484	\$42,539	\$135,777	\$4,522	\$29,397	\$0	\$106,380	21.65%
	TOTAL	\$916,019	\$290,814	\$758,600	\$38,990	\$258,026	\$0	\$500,574	34.01%
OPERATING EXPENSES									
041-11-533-3-3100	PROFESSIONAL SERVICES	\$119,063	\$27,600	\$62,400	\$26,799	\$27,434	\$0	\$34,966	43.97%
041-11-533-3-3110	LAB/TESTING	\$25,000	\$2,930	\$30,000	\$1,661	\$4,455	\$903	\$24,642	14.85%
041-11-533-3-3120	PRE-EMPLOYMENT EXPENSE	\$800	\$270	\$312	\$0	\$160	\$0	\$152	51.13%
041-11-533-3-4020	SCHOOLING, CONFERENCE, ETC	\$6,800	\$1,151	\$8,000	\$0	\$1,329	\$150	\$6,521	16.61%
041-11-533-3-4100	COMMUNICATIONS SERVICES	\$5,000	\$2,271	\$5,200	\$516	\$1,520	\$0	\$3,680	29.24%
041-11-533-3-4200	POSTAGE AND FREIGHT	\$200	\$0	\$208	\$0	\$0	\$0	\$208	0.00%
041-11-533-3-4320	ELECTRICITY	\$170,000	\$74,354	\$170,000	\$12,754	\$67,142	\$0	\$102,858	39.50%
041-11-533-3-4400	RENTALS AND LEASES	\$1,000	\$213	\$1,040	\$36	\$213	\$213	\$613	20.51%
041-11-533-3-4500	LIABILITY INSURANCE	\$1,000	\$588	\$1,307	\$0	\$0	\$0	\$1,307	-0.02%
041-11-533-3-4610	BUILDING MAINTENANCE	\$19,500	\$4,934	\$25,000	\$1,361	\$6,410	\$1,789	\$16,802	25.64%
041-11-533-3-4620	EQUIPMENT MAINTENANCE	\$75,000	\$19,944	\$75,000	\$4,918	\$19,565	\$5,615	\$49,819	26.09%
041-11-533-3-4630	VEHICLE MAINTENANCE	\$1,000	\$0	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
041-11-533-3-4680	STORM REPAIR/CLEANUP	\$0	\$0	\$0	\$0	\$137	\$0	-\$137	0.00%
041-11-533-3-5000	FINES & FEES	\$500	\$316	\$520	\$0	\$123	\$0	\$397	23.69%
041-11-533-3-5100	OFFICE SUPPLIES	\$1,200	\$138	\$1,500	\$0	\$743	\$80	\$677	49.55%
041-11-533-3-5210	GAS AND LUBRICANTS	\$2,300	\$1,197	\$2,500	\$92	\$1,346	\$0	\$1,154	53.84%
041-11-533-3-5230	JANITORIAL SUPPLIES	\$1,500	\$300	\$1,560	\$32	\$340	\$0	\$1,220	21.79%
041-11-533-3-5250	SMALL TOOLS	\$2,000	\$747	\$4,000	\$397	\$1,358	\$0	\$2,642	33.95%
041-11-533-3-5260	UNIFORMS	\$5,000	\$3,004	\$5,500	\$318	\$2,669	\$0	\$2,831	48.53%
041-11-533-3-5270	CHEMICALS AND FERTILIZERS	\$125,000	\$43,024	\$250,000	\$0	\$57,812	\$50	\$192,138	23.12%
041-11-533-3-5280	OPERATING SUPPLIES	\$15,000	\$2,971	\$15,600	\$545	\$7,333	\$1,388	\$6,879	47.01%
041-11-533-3-5400	MEMBR,SUBSCRIPT,DUES	\$1,000	\$0	\$1,040	\$0	\$456	\$0	\$584	43.88%
	TOTAL	\$577,863	\$185,953	\$661,727	\$49,429	\$200,546	\$10,188	\$450,992	30.31%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
CAPITAL OUTLAY									
041-11-533-6-6330	SRF DW54025 Carbon Filters	\$1,007,402	\$455,975	\$1,317,802	\$0	\$0	\$468,853	\$848,949	0.00%
041-11-533-6-6380	WELL UPGRADES	\$50,000	\$0	\$55,000	\$0	\$0	\$0	\$55,000	0.00%
041-11-533-6-6400	CAPITAL OUTLAY	\$466,677	\$13,740	\$500,000	\$70,087	\$86,761	\$188,339	\$224,900	17.35%
TOTAL		\$1,524,079	\$469,714	\$1,872,802	\$70,087	\$86,761	\$657,192	\$1,128,849	4.63%
DEPARTMENT TOTAL		\$3,017,961	\$946,481	\$3,293,129	\$158,507	\$545,333	\$667,381	\$2,080,415	16.56%
SEWER/WASTEWATER PLANT									
PERSONNEL SERVICES									
041-12-535-1-1100	EXECUTIVE SALARIES	\$159,202	\$53,513	\$161,796	\$7,944	\$57,792	\$0	\$104,004	35.72%
041-12-535-1-1200	REGULAR SALARIES	\$375,000	\$203,834	\$432,368	\$36,449	\$248,623	\$0	\$183,745	57.50%
041-12-535-1-1210	ACCRUED SALARIES	\$0	-10,167.50	\$0	\$0	\$0	\$0	\$0	0.00%
041-12-535-1-1220	CLERICAL SALARY	\$47,564	\$23,994	\$49,467	\$3,864	\$24,753	\$0	\$24,714	50.04%
041-12-535-1-1400	OVERTIME	\$52,500	\$18,290	\$54,600	\$2,460	\$15,525	\$0	\$39,075	28.43%
041-12-535-1-2100	FICA TAX EXPENSE	\$48,521	\$22,055	\$53,415	\$3,773	\$25,833	\$0	\$27,582	48.36%
041-12-535-1-2200	RETIREMENT EXPENSE	\$179,184	\$84,374	\$197,594	\$11,945	\$80,657	\$0	\$116,937	40.82%
041-12-535-1-2300	HEALTH AND LIFE INSURANCE	\$150,532	\$62,779	\$139,594	\$14,097	\$89,789	\$0	\$49,805	64.32%
TOTAL		\$1,012,503	\$458,671	\$1,088,834	\$80,532	\$542,973	\$0	\$545,861	49.87%
OPERATING EXPENSES									
041-12-535-3-3100	PROFESSIONAL SERVICES	\$63,300	\$8,525	\$15,600	\$0	\$1,575	\$0	\$14,025	10.10%
041-12-535-3-3110	LAB/TESTING	\$62,000	\$25,908	\$55,000	\$2,652	\$26,737	\$0	\$28,263	48.61%
041-12-535-3-3120	PRE-EMPLOYMENT EXPENSE	\$1,500	\$160	\$1,560	\$0	\$0	\$0	\$1,560	0.00%
041-12-535-3-3440	TREE REMOVAL	\$0	\$0	\$1,560	\$0	\$0	\$0	\$1,560	0.00%
041-12-535-3-3460	RAILROAD CROSSING MAINTENANC	\$650	\$0	\$676	\$0	\$0	\$0	\$676	0.00%
041-12-535-3-4000	TRAVEL	\$1,200	\$0	\$1,248	\$0	\$0	\$0	\$1,248	0.00%
041-12-535-3-4020	SCHOOLING, CONFERENCE, ETC	\$6,500	\$499	\$6,760	\$0	\$40	\$337	\$6,383	0.59%
041-12-535-3-4100	COMMUNICATIONS SERVICES	\$9,900	\$4,516	\$10,296	\$1,032	\$4,698	\$0	\$5,598	45.63%
041-12-535-3-4200	POSTAGE AND FREIGHT	\$1,100	\$280	\$1,144	\$0	\$177	\$0	\$967	15.43%
041-12-535-3-4310	NATURAL GAS	\$6,000	\$2,473	\$6,240	\$462	\$2,546	\$0	\$3,694	40.80%
041-12-535-3-4320	ELECTRICITY	\$245,000	\$124,847	\$250,000	\$23,866	\$119,680	\$0	\$130,320	47.87%
041-12-535-3-4330	CREDIT CARD FEES	\$1,000	\$194	\$1,040	\$104	\$228	\$0	\$812	21.91%
041-12-535-3-4400	RENTALS AND LEASES	\$44,500	\$19,735	\$46,800	\$1,100	\$13,208	\$213	\$33,379	28.22%
041-12-535-3-4500	LIABILITY INSURANCE	\$1,100	\$588	\$1,438	\$0	\$0	\$0	\$1,438	-0.02%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
041-12-535-3-4610	BUILDING MAINTENANCE	\$4,000	\$200	\$4,160	\$40	\$200	\$0	\$3,960	4.81%
041-12-535-3-4620	EQUIPMENT MAINTENANCE	\$175,000	\$98,616	\$165,000	\$5,042	\$55,480	\$16,256	\$93,264	33.62%
041-12-535-3-4630	VEHICLE MAINTENANCE	\$6,200	\$633	\$3,328	\$0	\$1,281	\$96	\$1,950	38.50%
041-12-535-3-4680	STORM CLEANUP/REPAIR	\$0	\$0	\$0	\$0	\$236	\$0	-\$236	0.00%
041-12-535-3-4700	PRINTING AND BINDING	\$225	\$93	\$234	\$12	\$74	\$0	\$160	31.43%
041-12-535-3-5000	FINES & FEES	\$0	\$79	\$0	\$0	\$53	\$0	-\$53	0.00%
041-12-535-3-5100	OFFICE SUPPLIES	\$1,100	\$774	\$5,144	\$439	\$3,547	\$0	\$1,597	68.95%
041-12-535-3-5210	GAS AND LUBRICANTS	\$16,000	\$6,209	\$16,640	\$953	\$5,929	\$0	\$10,711	35.63%
041-12-535-3-5230	JANITORIAL SUPPLIES	\$1,600	\$316	\$624	\$16	\$228	\$0	\$396	36.47%
041-12-535-3-5250	SMALL TOOLS	\$6,500	\$907	\$6,760	\$0	\$3,518	\$0	\$3,242	52.04%
041-12-535-3-5260	UNIFORMS	\$9,200	\$4,333	\$9,568	\$621	\$4,488	\$527	\$4,553	46.91%
041-12-535-3-5270	CHEMICALS	\$87,000	\$30,788	\$90,480	\$7,200	\$35,648	\$100	\$54,733	39.40%
041-12-535-3-5280	OPERATING SUPPLIES	\$15,000	\$5,289	\$15,600	\$1,623	\$7,467	\$2,178	\$5,955	47.86%
041-12-535-3-5290	BIOSOLIDS DISPOSAL	\$84,000	\$41,977	\$56,160	\$2,199	\$26,164	\$0	\$29,996	46.59%
041-12-535-3-5400	MEMBR,SUBSCRIPT,DUES	\$550	\$0	\$572	\$0	\$209	\$0	\$363	36.51%
	TOTAL	\$850,125	\$377,939	\$773,632	\$47,361	\$313,409	\$19,708	\$440,515	40.51%
	CAPITAL OUTLAY								
041-12-535-6-6301	DEO Lift Station 16 Expansion	\$334,000	\$0	\$1,784,804	\$763	\$3,817	\$36,567	\$1,744,421	0.21%
041-12-535-6-6357	FEMA HMGP 4283-66 LIFT STATION	\$6,552	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
041-12-535-6-6359	WWTP Biosolids LPR0004 FDEP	\$2,911,371	\$1,238,081	\$1,324,600	\$556,123	\$629,450	\$569,621	\$125,529	47.52%
041-12-535-6-6450	CAPITAL IMPROVEMENTS	\$575,358	\$108,828	\$1,155,000	\$44,318	\$85,616	\$172,988	\$896,396	7.41%
	TOTAL	\$3,827,281	\$1,346,909	\$4,264,404	\$601,204	\$718,883	\$779,175	\$2,766,346	16.86%
	GRANTS								
041-12-535-8-6401	DEO Lift Station 16 Expansion	\$334,000	\$0	\$340,196	\$509	\$2,545	\$23,353	\$314,298	0.75%
041-12-535-8-6402	FDEP Sand and Grit SG067	\$150,812	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL	\$484,812	\$0	\$340,196	\$509	\$2,545	\$23,353	\$314,298	0.75%
	DEPARTMENT TOTAL	\$6,174,721	\$2,183,519	\$6,467,066	\$729,605	\$1,577,810	\$822,237	\$4,067,020	24.40%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
WATER/SEWER DISTRIBUTION									
PERSONNEL SERVICES									
041-13-536-1-1100	EXECUTIVE SALARIES	\$96,563	\$47,908	\$93,713	\$5,208	\$39,852	\$0	\$53,861	42.53%
041-13-536-1-1200	REGULAR SALARIES	\$386,652	\$165,631	\$394,254	\$23,738	\$207,266	\$0	\$186,988	52.57%
041-13-536-1-1210	ACCRUED SALARIES	\$0	-10,538.31	\$0	\$0	\$0	\$0	\$0	0.00%
041-13-536-1-1220	CLERICAL SALARY	\$35,544	\$17,952	\$36,966	\$2,779	\$16,378	\$0	\$20,588	44.30%
041-13-536-1-1400	OVERTIME	\$52,500	\$22,382	\$54,600	\$3,623	\$27,679	\$0	\$26,921	50.69%
041-13-536-1-2100	FICA TAX EXPENSE	\$43,701	\$18,011	\$44,334	\$2,590	\$21,209	\$0	\$23,125	47.84%
041-13-536-1-2200	RETIREMENT EXPENSE	\$159,778	\$67,053	\$177,916	\$8,462	\$71,373	\$0	\$106,543	40.12%
041-13-536-1-2300	HEALTH AND LIFE INSURANCE	\$182,913	\$73,829	\$161,318	\$10,354	\$73,704	\$0	\$87,614	45.69%
	TOTAL	\$957,651	\$412,766	\$963,101	\$56,755	\$457,462	\$0	\$505,639	47.50%
OPERATING EXPENSES									
041-13-536-3-3100	PROFESSIONAL SERVICES	\$65,000	\$28,427	\$33,965	\$3,843	\$30,368	\$455	\$3,142	89.41%
041-13-536-3-3120	PRE-EMPLOYMENT EXPENSE	\$1,000	\$62	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
041-13-536-3-4020	SCHOOLING, CONFERENCE, ETC	\$10,000	\$1,264	\$10,400	\$1,255	\$3,785	\$1,105	\$5,510	36.40%
041-13-536-3-4100	COMMUNICATIONS SERVICES	\$7,600	\$4,254	\$7,904	\$583	\$2,632	\$0	\$5,272	33.29%
041-13-536-3-4200	POSTAGE AND FREIGHT	\$100	\$0	\$104	\$0	\$0	\$0	\$104	0.00%
041-13-536-3-4310	NATURAL GAS	\$500	\$272	\$520	\$72	\$565	\$0	-\$45	108.68%
041-13-536-3-4320	ELECTRICITY	\$2,600	\$884	\$2,704	\$157	\$951	\$0	\$1,753	35.18%
041-13-536-3-4400	RENTALS AND LEASES	\$2,000	\$612	\$2,080	\$40	\$241	\$241	\$1,598	11.58%
041-13-536-3-4610	BUILDING MAINTENANCE	\$5,000	\$491	\$5,200	\$0	\$1,967	\$12	\$3,221	37.82%
041-13-536-3-4620	EQUIPMENT MAINTENANCE	\$13,010	\$2,317	\$20,800	\$0	\$11,047	\$0	\$9,753	53.11%
041-13-536-3-4630	VEHICLE MAINTENANCE	\$14,500	\$7,929	\$20,800	\$1,219	\$5,702	\$277	\$14,821	27.41%
041-13-536-3-4700	PRINTING AND BINDING	\$1,000	\$109	\$1,040	\$13	\$72	\$0	\$968	6.91%
041-13-536-3-4900	LEGAL ADVERTISING	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
041-13-536-3-5100	OFFICE SUPPLIES	\$1,000	\$695	\$1,040	\$0	\$937	\$0	\$103	90.09%
041-13-536-3-5210	GAS AND LUBRICANTS	\$25,000	\$10,224	\$41,600	\$1,620	\$10,788	\$0	\$30,812	25.93%
041-13-536-3-5230	JANITORIAL SUPPLIES	\$2,000	\$610	\$2,080	\$222	\$634	\$0	\$1,446	30.47%
041-13-536-3-5250	SMALL TOOLS	\$5,000	\$233	\$5,200	\$130	\$1,015	\$2,768	\$1,417	19.51%
041-13-536-3-5260	UNIFORMS	\$4,000	\$1,532	\$4,160	\$238	\$1,546	\$0	\$2,614	37.15%
041-13-536-3-5280	OPERATING SUPPLIES	\$15,000	\$8,308	\$30,800	\$455	\$4,052	\$173	\$26,575	13.16%
041-13-536-3-5330	ROAD REPAIRS	\$77,000	\$24,460	\$60,000	\$0	\$26,200	\$12,000	\$21,800	43.67%
	TOTAL	\$251,810	\$92,682	\$251,957	\$9,846	\$102,500	\$17,031	\$132,426	40.68%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
	CAPITAL OUTLAY								
041-13-536-6-6300	METERS AND METER REPAIR	\$30,035	\$13,035	\$31,236	\$0	\$5,500	\$0	\$25,736	17.61%
041-13-536-6-6320	WASTEWATER MATERIALS	\$13,000	\$0	\$18,720	\$0	\$4,956	\$0	\$13,764	26.48%
041-13-536-6-6330	PIPE AND FITTINGS	\$60,490	\$7,101	\$89,155	\$1,160	\$6,546	\$0	\$82,609	7.34%
041-13-536-6-6340	CONCRETE, FILL	\$15,000	\$10,482	\$15,600	\$0	\$4,270	\$11,330	\$0	27.37%
041-13-536-6-6372	CDBG MIT SANITARY WASTEWATER I	\$192,356	\$0	\$382,000	\$5,680	\$49,693	\$310,239	\$22,068	13.01%
041-13-536-6-6400	CAPITAL OUTLAY	\$156,547	\$123,816	\$62,800	\$0	\$22,008	\$0	\$40,792	35.05%
041-13-536-6-6450	CAPITAL IMPROVEMENTS	\$493,134	\$479,459	\$326,246	\$33,580	\$116,880	\$2,070	\$207,296	35.83%
041-13-536-6-6458	SRF 2019 DW54022 PALATKA HEIGH	\$1,819,356	\$630,823	\$593,000	\$311,976	\$313,927	\$0	\$279,073	52.94%
041-13-536-6-6464	SRF DW54022 Downtown Potable	\$0	\$0	\$23,219	\$0	\$23,219	\$0	\$0	100.00%
041-13-536-6-6467	CITY MATCH DEO MADISON 5TH TO	\$146,356	\$0	\$146,400	\$14,895	\$33,305	\$75,439	\$37,656	22.75%
041-13-536-6-6473	SRF DEO RIF St. Johns Ave Mose	\$555,531	\$86,660	\$213,620	\$0	\$88,821	\$0	\$124,799	41.58%
041-13-536-6-6474	PUBLIC WORKS PURCHASE	\$762,000	\$363,630	\$0	\$0	\$0	\$0	\$0	0.00%
041-13-536-8-6465	DEO RIF MOSELY TO RR	\$555,531	\$120,810	\$0	\$0	\$0	\$0	\$0	0.00%
041-13-536-8-6466	FDEP LPA0354 Sewer Main and Ma	\$2,000,000	\$0	\$1,625,000	\$29,593	\$205,648	\$542,637	\$876,716	12.66%
041-13-536-8-6467	Fed CDBG DEO Madison 5th to 11	\$750,000	\$309	\$748,674	\$0	\$0	\$56,000	\$692,674	0.00%
041-13-536-8-6468	FDEP Potable Water state North	\$3,500,000	\$0	\$2,100,000	\$0	\$0	\$0	\$2,100,000	0.00%
041-13-536-8-6469	FDEP Sewer Lining state	\$1,000,000	\$0	\$1,000,000	\$0	\$0	\$0	\$1,000,000	0.00%
041-13-536-8-6471	SJRWMD 35891 MADISON TO 11TH !	\$500,000	\$0	\$500,000	\$93,562	\$241,972	\$149,152	\$108,876	48.39%
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	TOTAL	\$12,549,336	\$1,836,124	\$7,875,670	\$490,446	\$1,116,746	\$1,146,867	\$5,612,057	14.18%
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	DEPARTMENT TOTAL	\$13,758,797	\$2,341,572	\$9,090,728	\$557,047	\$1,676,708	\$1,163,899	\$6,250,121	18.44%
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CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
WATER ADMINISTRATION									
PERSONNEL SERVICES									
041-29-536-1-1200	REGULAR SALARIES	\$177,639	\$26,410	\$173,744	\$6,119	\$27,823	\$0	\$145,921	16.01%
041-29-536-1-1210	ACCRUED SALARIES	\$0	-3,209.68	\$0	\$0	\$0	\$0	\$0	0.00%
041-29-536-1-1220	SALARIES CLERICAL	\$0	\$28,222	\$0	\$4,107	\$27,227	\$0	-\$27,227	0.00%
041-29-536-1-1300	OTHER SALARIES	\$0	\$35,309	\$0	\$5,482	\$31,113	\$0	-\$31,113	0.00%
041-29-536-1-1400	OVERTIME-WATER ADMIN	\$0	\$714	\$0	\$147	\$1,667	\$0	-\$1,667	0.00%
041-29-536-1-2100	FICA TAX EXPENSE	\$13,589	\$6,800	\$13,291	\$1,194	\$6,641	\$0	\$6,650	49.97%
041-29-536-1-2200	RETIREMENT EXPENSE	\$54,713	\$27,712	\$53,339	\$4,867	\$26,833	\$0	\$26,506	50.31%
041-29-536-1-2300	HEALTH AND LIFE INSURANCE	\$41,561	\$14,983	\$35,787	\$3,926	\$20,657	\$0	\$15,130	57.72%
041-29-536-1-2400	WORKERS COMP	\$25,303	\$24,571	\$36,612	\$0	\$9,561	\$0	\$27,051	26.12%
TOTAL		\$312,805	\$164,721	\$312,773	\$25,843	\$151,524	\$0	\$161,249	48.45%
OPERATING EXPENSES									
041-29-536-3-3100	PROFESSIONAL SERVICES	\$30,000	\$8,026	\$47,631	\$3,560	\$9,835	\$9,595	\$28,201	20.65%
041-29-536-3-3120	PRE-EMPLOYMENT EXPENSE	\$250	\$150	\$0	\$95	\$299	\$0	-\$299	0.00%
041-29-536-3-3200	ACCOUNTING AND AUDITING	\$30,738	\$0	\$30,738	\$0	\$0	\$8,093	\$22,645	0.00%
041-29-536-3-4020	SCHOOLING, CONFERENCE, ETC	\$5,575	\$0	\$6,240	\$0	\$0	\$567	\$5,673	0.00%
041-29-536-3-4100	COMMUNICATIONS SERVICES	\$1,175	\$603	\$1,040	\$112	\$597	\$0	\$443	57.37%
041-29-536-3-4200	POSTAGE AND FREIGHT	\$100	\$0	\$104	\$0	\$1	\$0	\$103	0.66%
041-29-536-3-4330	CREDIT CARD FEES	\$100	\$0	\$104	\$0	\$0	\$0	\$104	0.00%
041-29-536-3-4400	RENTALS AND LEASES	\$500	\$136	\$520	\$23	\$136	\$136	\$247	26.24%
041-29-536-3-4500	LIABILITY INSURANCE	\$249,676	\$166,469	\$346,321	\$0	-\$63	\$0	\$346,384	-0.02%
041-29-536-3-4620	EQUIPMENT MAINTENANCE	\$45,000	\$0	\$46,800	\$0	\$0	\$0	\$46,800	0.00%
041-29-536-3-5100	OFFICE SUPPLIES	\$200	\$164	\$208	\$0	\$197	\$0	\$11	94.82%
041-29-536-3-5280	OPERATING SUPPLIES	\$4,500	\$100	\$4,680	\$0	\$70	\$0	\$4,610	1.50%
TOTAL		\$367,814	\$175,647	\$484,386	\$3,790	\$11,072	\$18,391	\$454,923	2.29%
CAPITAL OUTLAY									
041-29-536-6-6474	PUBLIC WORKS BUILDING PURCHA:	\$225,000	\$107,371	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL		\$225,000	\$107,371	\$0	\$0	\$0	\$0	\$0	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 EXP _YTD	2025 BUDGET	CURRENT _MONTH	CURRENT _YTD	OUTSTANDI NG ENCUMBRA NCES	AVAILABLE BUDGET	PERCENT REALIZED
DEBT SERVICE									
041-13-517-7-7100	PRINCIPAL PUBLIC WORKS BUILDIN	\$12,169	\$0	\$23,375	\$0	\$0	\$0	\$23,375	0.00%
041-13-517-7-7200	INTEREST PUBLIC WORKS BLDG	\$20,841	\$0	\$40,151	\$0	\$0	\$0	\$40,151	0.00%
041-29-517-7-7120	PRINCIPAL DW541901	\$245,133	\$121,765	\$284,953	\$0	\$124,994	\$0	\$159,959	43.86%
041-29-517-7-7130	PRINCIPAL SERIES 2010A	\$229,200	\$229,200	\$233,113	\$0	\$233,113	\$0	\$0	100.00%
041-29-517-7-7140	PRINCIPAL SRF 2108 DW54022	\$403,664	\$0	\$517,904	\$0	\$0	\$0	\$517,904	0.00%
041-29-517-7-7160	PRINCIPAL WW 540230 SRF 2019	\$24,772	\$12,386	\$24,772	\$0	\$12,386	\$0	\$12,386	50.00%
041-29-517-7-7180	PRINCIPAL DW54025 SRF Carbon F	\$174,634	\$0	\$174,634	\$0	\$0	\$0	\$174,634	0.00%
041-29-517-7-7190	PRINCIPAL PUBLIC WORKS BLDG	\$3,644	\$0	\$6,887	\$0	\$0	\$0	\$6,887	0.00%
041-29-517-7-7220	INTEREST-DW541901	\$39,820	\$20,712	\$11,850	\$0	\$17,482	\$0	-\$5,632	147.53%
041-29-517-7-7230	INTEREST-SERIES 2010A	\$138,785	\$70,952	\$132,465	\$0	\$67,824	\$0	\$64,641	51.20%
041-29-517-7-7290	INTEREST PUBLIC WORKS BLDG	\$9,896	\$0	\$10,292	\$0	\$82,973	\$0	-\$72,681	806.19%
TOTAL		\$1,302,558	\$455,014	\$1,460,396	\$0	\$538,773	\$0	\$921,623	36.89%
DEPARTMENT TOTAL		\$2,208,177	\$902,753	\$2,257,555	\$29,633	\$701,369	\$18,391	\$1,537,795	31.07%
TOTAL EXPENDITURES		\$15,966,974	\$3,244,325	\$11,348,283	\$586,680	\$2,378,077	\$1,182,290	\$7,787,917	20.96%
TRANSFERS									
041-13-536-9-9104	REIMB FLEET MAINTENCE	\$37,240	\$18,620	\$54,258	\$4,521	\$27,129	\$0	\$27,129	50.00%
041-29-536-9-9100	UTILITY CAPITAL REPLACEMENT CO	\$810,569	\$0	\$895,798	\$0	\$0	\$0	\$895,798	0.00%
041-29-536-9-9101	REIMB GENERAL FUND-ADMIN EXP	\$1,240,186	\$620,093	\$1,482,666	\$123,556	\$741,333	\$0	\$741,333	50.00%
041-29-536-9-9103	REIMB GAS AUTHORITY	\$232,394	\$107,082	\$241,690	\$19,604	\$103,931	\$0	\$137,759	43.00%
041-29-536-9-9110	TRANSFER TO GENERAL FUND-FRAN	\$506,217	\$253,109	\$526,466	\$43,872	\$263,233	\$0	\$263,233	50.00%
TOTAL		\$2,826,606	\$998,903	\$3,200,878	\$191,553	\$1,135,626	\$0	\$2,065,252	35.48%
CONTINGENCIES & RESERVES									
041-29-536-9-9901	CONTINGENCY/RESERVE	\$1,727,001	\$0	\$1,723,000	\$0	\$0	\$0	\$1,723,000	0.00%
TOTAL		\$1,727,001	\$0	\$1,723,000	\$0	\$0	\$0	\$1,723,000	0.00%
TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES		\$29,713,263	\$7,373,229	\$26,032,356	\$1,666,344	\$5,636,845	\$2,671,907	\$17,723,603	21.65%

**CITY OF PALATKA DETAILED STATEMENT OF REVENUES
AND EXPENSES FOR SANITATION FUND**

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 21, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT_Y TD	UNENCU MBERED	AVAILABLE BUDGET	PERCENT REALIZED
SANITATION FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
CHARGES FOR SERVICES									
043-00-343-4-1000	GARBAGE FEES-RESIDENTIAL	\$3,334,312	\$1,722,662	\$3,467,684	\$271,619	\$1,725,922		\$1,741,762	49.77%
043-00-343-4-1040	PENALTIES-SANITATION	\$19,100	\$8,734	\$19,864	\$1,112	\$8,285		\$11,579	41.71%
043-00-343-4-1500	CONTAINER USAGE FEES	\$3,538	\$1,080	\$3,680	\$540	\$3,265		\$415	88.72%
043-00-343-4-2500	DUMPSTER DROP OFF FEE	\$15,580	\$12,660	\$16,203	\$1,160	\$8,660		\$7,543	53.45%
043-00-343-4-4150	EXTRA GARBAGE	\$11,500	\$27,398	\$11,960	\$1,603	\$7,021		\$4,939	58.71%
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	TOTAL	\$3,384,030	\$1,772,534	\$3,519,391	\$276,034	\$1,753,153		\$1,766,238	49.81%
OTHER REVENUES									
043-00-364-0-4900	SURPLUS EQUIPMENT-SANITATION	\$8,745	\$0	\$9,095	\$0	\$0		\$9,095	0.00%
043-00-369-9-1000	MISC REVENUE	\$0	\$500	\$6,240	\$0	\$0		\$6,240	0.00%
043-00-369-9-1001	E-PAYABLES REVENUE SHARE	\$586	\$329	\$609	\$51	\$278		\$331	45.60%
043-00-382-0-1000	CONTRIBUTION FROM GENERAL FUN	\$39,102	\$19,551	\$56,971	\$4,748	\$28,485		\$28,486	50.00%
043-00-382-0-2000	CONTRIBUTIONS FROM UTILITIES	\$37,240	\$18,620	\$54,258	\$4,522	\$27,129		\$27,129	50.00%
043-00-389-2-8107	FEMA FED Hurricane Ian	\$0	\$6,868	\$0	\$0	\$0		\$0	0.00%
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	TOTAL	\$85,673	\$45,868	\$127,173	\$9,320	\$55,892		\$71,281	43.95%
DEBT PROCEEDS									
043-00-384-0-1000	LOAN PROCEEDS	\$762,000	\$0	\$0	\$0	\$0		\$0	0.00%
043-00-384-1-0000	LOAN PROCEEDS	\$499,362	\$0	\$0	\$0	\$0		\$0	0.00%
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	TOTAL	\$1,261,362	\$0	\$0	\$0	\$0		\$0	0.00%
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	TOTAL REVENUES	\$4,731,065	\$1,818,402	\$3,646,564	\$285,354	\$1,809,045		\$1,837,519	49.61%
CASH BALANCE FORWARD									
043-00-302-0-0000	CASH BALANCE FORWARD	\$360,357	\$0	\$360,357	\$0	\$0		\$360,357	0.00%
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	TOTAL	\$360,357	\$0	\$360,357	\$0	\$0		\$360,357	0.00%
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	TOTAL REV, TRF & CASH BALANCES	\$5,091,422	\$1,818,402	\$4,006,921	\$285,354	\$1,809,045		\$2,197,876	45.15%
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CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 21, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT_Y TD	UNENCU MBERED	AVAILABLE BUDGET	PERCENT REALIZED
SANITATION FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
MAINTENANCE									
PERSONNEL SERVICES									
043-28-534-1-1200	REGULAR SALARIES	\$100,056	\$69,214	\$153,534	\$12,677	\$85,018	\$0	\$68,516	55.37%
043-28-534-1-1210	ACCRUED SALARIES	\$0	-2,003.58	\$0	\$0	\$0	\$0	\$0	0.00%
043-28-534-1-1400	OVERTIME	\$7,500	\$5,454	\$7,800	\$884	\$5,220	\$0	\$2,580	66.92%
043-28-534-1-2100	FICA TAX EXPENSE	\$8,228	\$5,615	\$12,342	\$1,016	\$6,762	\$0	\$5,580	54.79%
043-28-534-1-2200	RETIREMENT EXPENSE	\$30,817	\$22,910	\$49,530	\$4,163	\$27,572	\$0	\$21,958	55.67%
043-28-534-1-2300	HEALTH AND LIFE INSURANCE	\$13,597	\$7,188	\$14,877	\$1,832	\$11,906	\$0	\$2,971	80.03%
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	TOTAL	\$160,198	\$108,378	\$238,083	\$20,573	\$136,478	\$0	\$101,605	57.32%
OPERATING EXPENSES									
043-28-534-3-3100	PROFESSIONAL SERVICES	\$2,500	\$112	\$2,600	\$16	\$162	\$65	\$2,372	6.24%
043-28-534-3-3120	PRE-EMPLOYMENT EXPENSE	\$180	\$150	\$187	\$0	\$0	\$0	\$187	0.00%
043-28-534-3-3200	ACCOUNTING AND AUDITING	\$6,000	\$0	\$6,000	\$0	\$0	\$0	\$6,000	0.00%
043-28-534-3-4100	COMMUNICATIONS SERVICES	\$1,000	\$242	\$1,040	\$37	\$205	\$0	\$835	19.69%
043-28-534-3-4320	ELECTRICITY	\$0	\$531	\$0	\$196	\$702	\$0	-\$702	0.00%
043-28-534-3-4610	BUILDING MAINTENANCE	\$3,500	\$0	\$10,000	\$0	\$7,319	\$8	\$2,674	73.19%
043-28-534-3-4620	EQUIPMENT MAINTENANCE	\$1,500	\$288	\$3,500	\$0	\$121	\$0	\$3,379	3.44%
043-28-534-3-4630	VEHICLE MAINTENANCE	\$2,000	\$0	\$2,080	\$0	\$150	\$0	\$1,930	7.21%
043-28-534-3-5100	OFFICE SUPPLIES	\$1,000	\$951	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
043-28-534-3-5230	JANITORIAL SUPPLIES	\$2,000	\$603	\$2,080	\$101	\$503	\$0	\$1,577	24.18%
043-28-534-3-5250	SMALL TOOLS	\$2,500	\$1,128	\$2,600	\$31	\$31	\$101	\$2,467	1.21%
043-28-534-3-5260	UNIFORMS	\$2,000	\$892	\$2,080	\$176	\$870	\$0	\$1,210	41.81%
043-28-534-3-5280	OPERATING SUPPLIES	\$2,000	\$402	\$0	\$0	\$0	\$0	\$0	0.00%
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	TOTAL	\$26,180	\$5,298	\$33,207	\$558	\$10,062	\$174	\$22,971	30.30%
CAPITAL OUTLAY									
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	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
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	DEPARTMENT TOTAL	\$186,378	\$113,676	\$271,290	\$21,131	\$146,540	\$174	\$124,576	54.02%
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CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 21, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT_Y TD	UNENCU MBERED	AVAILABLE BUDGET	PERCENT REALIZED
SANITATION									
PERSONNEL SERVICES									
043-10-534-1-1100	EXECUTIVE SALARIES	\$117,835	\$58,028	\$116,361	\$6,658	\$44,582	\$0	\$71,779	38.31%
043-10-534-1-1200	REGULAR SALARIES	\$613,312	\$246,832	\$625,911	\$37,727	\$272,645	\$0	\$353,266	43.56%
043-10-534-1-1210	ACCRUED SALARIES	\$0	-\$10,140	\$0	\$0	\$0	\$0	\$0	0.00%
043-10-534-1-1400	OVERTIME	\$63,000	\$48,391	\$65,520	\$11,265	\$50,362	\$0	\$15,158	76.87%
043-10-534-1-2100	FICA TAX EXPENSE	\$55,933	\$26,259	\$61,796	\$4,193	\$27,717	\$0	\$34,079	44.85%
043-10-534-1-2200	RETIREMENT EXPENSE	\$225,193	\$89,742	\$247,992	\$15,548	\$98,486	\$0	\$149,506	39.71%
043-10-534-1-2300	HEALTH AND LIFE INSURANCE	\$148,269	\$59,105	\$129,297	\$8,451	\$55,360	\$0	\$73,937	42.82%
043-10-534-1-2400	WORKERS COMP	\$29,092	\$28,247	\$42,094	\$0	\$10,992	\$0	\$31,102	26.11%
TOTAL		\$1,252,634	\$546,464	\$1,288,971	\$83,841	\$560,144	\$0	\$728,827	43.46%
OPERATING EXPENSES									
043-10-534-3-3100	PROFESSIONAL SERVICES	\$118,320	\$60,944	\$130,000	\$337	\$17,127	\$1,955	\$110,917	13.17%
043-10-534-3-3120	PRE-EMPLOYMENT EXPENSE	\$3,000	\$840	\$1,560	\$250	\$976	\$0	\$584	62.57%
043-10-534-3-3200	ACCOUNTING AND AUDITING	\$4,884	\$0	\$4,884	\$0	\$0	\$1,294	\$3,590	0.00%
043-10-534-3-3470	PUTNAM COUNTY TIPPING FEE	\$250,000	\$101,313	\$260,000	\$18,845	\$101,942	\$0	\$158,058	39.21%
043-10-534-3-4020	SCHOOLING, CONFERENCE, ETC	\$6,000	\$449	\$6,240	-\$90	\$3,975	\$0	\$2,265	63.70%
043-10-534-3-4100	COMMUNICATIONS SERVICES	\$7,000	\$1,294	\$7,280	\$271	\$1,154	\$0	\$6,126	15.85%
043-10-534-3-4200	POSTAGE AND FREIGHT	\$25	\$0	\$26	\$0	\$0	\$0	\$26	0.00%
043-10-534-3-4310	NATURAL GAS	\$1,000	\$341	\$1,040	\$86	\$631	\$0	\$409	60.67%
043-10-534-3-4320	ELECTRICITY	\$6,000	\$1,889	\$6,240	\$412	\$2,314	\$0	\$3,926	37.09%
043-10-534-3-4400	RENTALS AND LEASES	\$4,000	\$1,557	\$26,000	\$440	\$1,262	\$12,056	\$12,682	4.86%
043-10-534-3-4500	LIABILITY INSURANCE	\$70,237	\$46,470	\$91,798	\$0	-\$18	\$0	\$91,816	-0.02%
043-10-534-3-4610	BUILDING MAINTENANCE	\$2,500	\$409	\$15,600	\$75	\$7,484	\$156	\$7,960	47.97%
043-10-534-3-4620	EQUIPMENT MAINTENANCE	\$1,500	\$109	\$1,560	\$0	-\$1,663	\$1,112	\$2,111	-106.63%
043-10-534-3-4630	VEHICLE MAINTENANCE	\$242,000	\$112,206	\$221,257	\$31,293	\$88,284	\$40,809	\$92,164	39.90%
043-10-534-3-4700	PRINTING AND BINDING	\$3,500	\$109	\$3,640	\$13	\$72	\$0	\$3,568	1.97%
043-10-534-3-4800	ADVERTISEMENTS	\$1,000	\$0	\$10,400	\$0	\$0	\$0	\$10,400	0.00%
043-10-534-3-5000	FEES & FINES	\$2,000	\$348	\$2,080	\$350	\$772	\$0	\$1,308	37.11%
043-10-534-3-5100	OFFICE SUPPLIES	\$1,000	\$130	\$1,040	\$0	\$1,021	\$0	\$19	98.21%
043-10-534-3-5210	GAS AND LUBRICANTS	\$170,000	\$71,912	\$156,000	\$10,756	\$69,434	\$0	\$86,566	44.51%
043-10-534-3-5230	JANITORIAL SUPPLIES	\$1,000	\$946	\$1,040	\$45	\$877	\$179	-\$16	84.34%
043-10-534-3-5250	SMALL TOOLS	\$5,000	\$25	\$5,000	\$74	\$426	\$0	\$4,574	8.53%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 21, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT_Y TD	UNENCU MBERED	AVAILABLE BUDGET	PERCENT REALIZED
043-10-534-3-5260	UNIFORMS	\$9,000	\$3,362	\$9,360	\$566	\$3,772	\$0	\$5,588	40.30%
043-10-534-3-5280	OPERATING SUPPLIES	\$12,000	\$6,276	\$12,480	\$1,904	\$6,685	\$1,286	\$4,510	53.56%
043-10-534-3-5285	CUSTOMER REPAIRS	\$4,000	\$1,140	\$4,160	\$0	\$0	\$0	\$4,160	0.00%
043-10-534-3-5290	GARBAGE CONTAINERS/DUMPSTERS	\$80,000	\$39,540	\$104,000	\$0	\$11,748	\$0	\$92,252	11.30%
	TOTAL	\$1,004,966	\$451,608	\$1,082,685	\$65,627	\$318,275	\$58,847	\$705,563	29.40%
	CAPITAL OUTLAY								
043-10-534-6-6400	CAPITAL OUTLAY	\$206,494	\$0	\$15,000	\$0	\$0	\$0	\$15,000	0.00%
043-10-534-6-6401	VEHICLE PURCHASE	\$499,362	\$0	\$85,000	\$0	\$83,679	\$0	\$1,321	98.45%
043-10-534-6-6474	PUBLIC WORKS BUILDING PURCHASE	\$762,000	\$363,630	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL	\$1,467,856	\$363,630	\$100,000	\$0	\$83,679	\$0	\$16,321	83.68%
	DEBT SERVICE								
043-10-517-7-7100	PRINCIPAL- AMERIS LOAN #281 SA	\$146,896	\$0	\$104,394	\$0	\$45,268	\$0	\$59,126	43.36%
043-10-517-7-7112	PRINCIPAL-2016 USBANCORP LEASE	\$34,900	\$27,866	\$36,296	\$0	\$0	\$0	\$36,296	0.00%
043-10-517-7-7113	PRINCIPAL-BB&T CLAMSHELL-SERVI	\$36,427	\$36,386	\$37,884	\$0	\$11,407	\$0	\$26,477	30.11%
043-10-517-7-7114	PRINCIPAL-FRONT LOADER	\$47,967	\$47,967	\$49,886	\$0	\$48,840	\$0	\$1,046	97.90%
043-10-517-7-7115	PRINCIPAL PUBLIC WORKS BLDG	\$12,169	\$0	\$23,375	\$0	\$0	\$0	\$23,375	0.00%
043-10-517-7-7200	INTEREST- AMERIS LOAN #281 SAN	\$13,000	\$0	\$23,646	\$0	\$12,549	\$0	\$11,097	53.07%
043-10-517-7-7212	INTEREST-2016 USBANCORP LEASE	\$900	\$251	\$936	\$0	\$0	\$0	\$936	0.00%
043-10-517-7-7213	INTEREST-BB&T CLAMSHELL-SERVIC	\$975	\$784	\$1,014	\$0	\$187	\$0	\$827	18.45%
043-10-517-7-7214	INTEREST-FRONT LOADER	\$1,325	\$1,325	\$1,378	\$0	\$444	\$0	\$934	32.25%
043-10-517-7-7215	INTEREST PUBLIC WORKS BLDG	\$20,841	\$0	\$40,151	\$0	\$0	\$0	\$40,151	0.00%
	TOTAL	\$315,400	\$114,578	\$318,960	\$0	\$118,695	\$0	\$200,265	37.21%
	DEPARTMENT TOTAL	\$4,040,856	\$1,476,280	\$2,790,616	\$149,469	\$1,080,794	\$58,847	\$1,650,975	38.73%
	TOTAL EXPENDITURES	\$4,227,234	\$1,589,957	\$3,061,906	\$170,599	\$1,227,334	\$59,021	\$1,775,551	40.08%
	TRANSFERS								

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 21, 2025

ACCOUNT_NUMB ER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT_Y TD	UNENCU MBERED	AVAILABLE BUDGET	PERCENT REALIZED
043-10-534-9-9101	REIMB GENERAL FUND-ADMIN EXP	\$179,976	\$89,988	\$212,474	\$17,706	\$106,237	\$0	\$106,237	50.00%
043-10-534-9-9110	TRANSFER TO GENERAL FUND-FRANC	\$156,718	\$78,359	\$160,110	\$13,343	\$80,055	\$0	\$80,055	50.00%
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	TOTAL	\$336,694	\$168,347	\$372,584	\$31,049	\$186,292	\$0	\$186,292	50.00%
	CONTINGENCIES & RESERVES								
043-10-534-9-9900	CONTINGENCY/RESERVE	\$116,730	\$0	\$124,437	\$0	\$0	\$0	\$124,437	0.00%
043-10-534-9-9901	CAPITAL REPLACEMENT CONTINGENI	\$430,764	\$0	\$447,995	\$0	\$0	\$0	\$447,995	0.00%
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	TOTAL	\$547,494	\$0	\$572,432	\$0	\$0	\$0	\$572,432	0.00%
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	TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	\$5,111,422	\$1,758,303	\$4,006,922	\$201,648	\$1,413,626	\$59,021	\$2,534,275	35.28%
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**CITY OF PALATKA DETAILED STATEMENT OF REVENUES
AND EXPENSES FOR AIRPORT FUND**

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ M ONTH	CURRENT_ YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
AIRPORT REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
FEDERAL GRANTS									
005-00-389-2-8109	FAA West Taxilanes & Apron Fed	\$755,061	\$0	\$17,000	\$0	-\$2,303		\$19,303	-13.55%
005-00-389-2-8110	Fed FAA Taxiway "E"cho	\$193,590	\$0	\$131,925	\$0	\$67,024		\$64,901	50.80%
005-00-389-2-8932	FAA AIRPORT AGIS SURVEY & MAPP	\$0	\$0	\$137,025	\$0	\$2,025		\$135,000	1.48%
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	TOTAL	\$948,651	\$0	\$285,950	\$0	\$66,746		\$219,204	23.34%
STATE GRANTS									
005-00-389-3-7500	FDOT MASTER PLAN APD49	\$0	\$0	\$285,000	\$7,691	\$16,401		\$268,599	5.75%
005-00-389-3-8000	RCO LEASE (BEACON GRANT)	\$0	\$342	\$0	\$342	\$342		-\$342	0.00%
005-00-389-3-8906	FDOT GRANT OBSTRUCTION/TREE RE	\$0	\$0	\$0	\$0	\$25,314		-\$25,314	0.00%
005-00-389-3-8920	FDOT Taxiway A WEST, Phase II	\$16,104	\$0	\$0	\$0	\$0		\$0	0.00%
005-00-389-3-8921	FDOT FUEL TRUCK PTGA G2340	\$242,000	\$0	\$0	\$0	\$0		\$0	0.00%
005-00-389-3-8922	FDOT West Taxilanes & Apron st	\$83,896	\$0	\$15,621	\$0	\$82,643		-\$67,022	529.05%
005-00-389-3-8923	FDOT RWY 9 Obstruction Tree Re	\$575,000	\$0	\$539,479	\$161,200	\$170,014		\$369,465	31.51%
005-00-389-3-8924	FDOT Wildlife Hazard Assessmen	\$25,000	\$0	\$8,600	\$0	\$0		\$8,600	0.00%
005-00-389-3-8925	FDOT Bulk Hangar (W1-3) Apron	\$100,000	\$0	\$99,000	\$0	\$0		\$99,000	0.00%
005-00-389-3-8926	FDOT RWY 9/27 EXT feasibility	\$100,000	\$0	\$100,000	\$0	\$0		\$100,000	0.00%
005-00-389-3-8927	FDOT Access Control & Gate Imp	\$100,000	\$0	\$104,846	\$51,873	\$51,873		\$52,974	49.47%
005-00-389-3-8928	FDOT CORPORATE	\$262,500	\$0	\$262,500	\$0	\$0		\$262,500	0.00%
005-00-389-3-8929	FDOT Emergency Generators	\$250,000	\$0	\$248,000	\$80,291	\$80,291		\$167,709	32.38%
005-00-389-3-8930	FDOT TAXIWAY 'E'CHO	\$21,510	\$0	\$14,660	\$0	\$7,447		\$7,213	50.80%
005-00-389-3-8931	FDOT AIRPORT AGIS SURVEY & MAP	\$0	\$0	\$15,225	\$0	\$225		\$15,000	1.48%
005-00-389-3-8932	FDOT Airport RW 9/27 E END APP	\$0	\$0	\$500,000	\$0	\$0		\$500,000	0.00%
005-00-389-3-8933	FDOT WILDLIFE HAZARD TRENCH F	\$0	\$0	\$600,000	\$0	\$0		\$600,000	0.00%
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	TOTAL	\$1,776,010	\$342	\$2,792,931	\$301,397	\$434,551		\$2,358,380	15.56%
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	TOTAL GRANTS	\$2,724,661	\$342	\$3,078,881	\$301,397	\$501,297		\$2,577,584	16.28%
OPERATING REVENUES									
005-00-344-1-1010	100 LL AVIATION FUEL	\$630,000	\$97,540	\$630,000	\$30,347	\$180,258		\$449,742	28.61%
005-00-344-1-1020	JET A AVIATION FUEL	\$400,000	\$101,347	\$400,000	\$7,636	\$137,084		\$262,916	34.27%
005-00-344-1-1030	DONATIONS-FLY-IN EVENT	\$20,000	\$0	\$20,000	\$0	\$0		\$20,000	0.00%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT _YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
005-00-344-1-1200	TIE DOWN FEES/VEHICLE PARKING	\$4,000	\$2,353	\$4,000	\$367	\$2,718		\$1,282	67.95%
005-00-344-1-1400	VENDING	\$800	\$0	\$800	\$0	\$0		\$800	0.00%
005-00-344-1-1700	AVIATION LUBRICANTS	\$2,000	\$706	\$2,000	\$77	\$725		\$1,275	36.26%
005-00-344-1-1800	MERCHANDISE SALES	\$1,000	\$391	\$1,000	\$105	\$434		\$566	43.42%
005-00-362-0-1000	HANGAR RENTALS	\$392,524	\$182,375	\$392,524	\$24,345	\$169,957		\$222,567	43.30%
005-00-362-0-1100	HANGAR MAINT FEE	\$19,200	\$10,376	\$19,200	\$1,425	\$10,815		\$8,385	56.33%
005-00-362-0-2000	LAND LEASE	\$4,000	\$2,040	\$4,000	\$425	\$2,125		\$1,875	53.13%
005-00-362-0-3000	BUILDING RENTAL	\$20,000	\$8,777	\$20,000	\$875	\$7,050		\$12,950	35.25%
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	TOTAL	\$1,493,524	\$405,904	\$1,493,524	\$65,602	\$511,166		\$982,358	34.23%
	OTHER REVENUES								
005-00-364-0-1001	LOSS ON SALE/DISPOSAL OF ASSET	\$0	\$0	\$0	\$0	\$60,825		-\$60,825	0.00%
005-00-365-0-0000	SURPLUS EQUIPMENT-AIRPORT	\$2,250	\$0	\$2,250	\$0	\$0		\$2,250	0.00%
005-00-365-0-1001	SURPLUS LAND-SALE	\$0	\$139,458	\$0	\$0	\$0		\$0	0.00%
005-00-369-9-1000	MISCELLANEOUS REVENUES	\$3,500	\$4,931	\$3,500	\$282	\$3,796		-\$296	108.46%
005-00-369-9-1001	E-PAYABLES REVENUE SHARE	\$300	\$324	\$300	\$50	\$274		\$26	91.25%
005-00-369-9-2000	REFUNDS/REIMBURSEMENTS	\$0	\$0	\$0	\$0	\$873		-\$873	0.00%
005-00-369-9-4000	INSURANCE CLAIMS - AIRPORT	\$0	\$0	\$0	\$0	\$4,235		-\$4,235	0.00%
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	TOTAL	\$6,050	\$144,714	\$6,050	\$332	\$70,002		-\$63,952	1157.07%
	TRANSFERS								
005-00-381-0-0000	TRANSFER FROM GENERAL	\$284,340	\$142,170	\$284,340	\$23,695	\$142,170		\$142,170	50.00%
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	TOTAL	\$284,340	\$142,170	\$284,340	\$23,695	\$142,170		\$142,170	50.00%
	LOAN PROCEEDS								
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
	TOTAL REVENUES	\$4,508,575	\$693,130	\$4,862,795	\$391,026	\$1,224,635		\$3,638,160	25.18%
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	CASH BALANCE FORWARD								
005-00-301-0-0000	OPERATING CASH BALANCE FORWARD	\$38,155	\$0	\$38,155	\$0	\$0		\$38,155	0.00%
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	TOTAL	\$38,155	\$0	\$38,155	\$0	\$0		\$38,155	0.00%
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	TOTAL REV, TRFS & CASH BALANCE	\$4,546,730	\$693,130	\$4,900,950	\$391,026	\$1,224,635		\$3,676,315	24.99%
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CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT _YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
AIRPORT EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
	PERSONNEL SERVICES								
005-05-542-1-1100	EXECUTIVE SALARIES	\$92,186	\$45,467	\$101,010	\$7,770	\$48,452	\$0	\$52,558	47.97%
005-05-542-1-1200	REGULAR SALARIES	\$177,162	\$70,634	\$173,750	\$14,784	\$92,228	\$0	\$81,522	53.08%
005-05-542-1-1210	ACCRUED SALARIES	\$0	-\$3,937	\$0	\$0	\$0	\$0	\$0	0.00%
005-05-542-1-1400	OVERTIME	\$7,350	\$6,093	\$7,644	\$333	\$5,784	\$0	\$1,860	75.67%
005-05-542-1-2100	FICA TAX EXPENSE	\$21,167	\$9,036	\$21,604	\$1,702	\$10,919	\$0	\$10,685	50.54%
005-05-542-1-2200	RETIREMENT EXPENSE	\$82,959	\$29,194	\$86,698	\$5,564	\$34,929	\$0	\$51,769	40.29%
005-05-542-1-2300	HEALTH AND LIFE INSURANCE	\$8,364	\$8,479	\$18,463	\$2,664	\$13,025	\$0	\$5,438	70.55%
005-05-542-1-2400	WORKERS COMP	\$5,380	\$5,224	\$7,784	\$0	\$2,033	\$0	\$5,751	26.11%
	TOTAL	\$394,568	\$170,190	\$416,953	\$32,817	\$207,370	\$0	\$209,583	49.73%
	OPERATING EXPENSES								
005-05-542-3-3100	PROFESSIONAL SERVICES	\$29,500	\$645	\$29,500	\$8,743	\$8,793	\$70	\$20,637	29.81%
005-05-542-3-3120	PRE-EMPLOYMENT EXPENSE	\$1,000	\$0	\$1,000	\$0	\$150	\$0	\$850	14.95%
005-05-542-3-3200	ACCOUNTING AND AUDITING	\$5,287	\$0	\$5,287	\$0	\$0	\$1,398	\$3,889	0.00%
005-05-542-3-4020	SCHOOLING, CONFERENCE, ETC	\$5,000	\$341	\$5,000	\$0	\$0	\$0	\$5,000	0.00%
005-05-542-3-4100	COMMUNICATIONS SERVICES	\$16,000	\$1,964	\$16,000	\$458	\$1,349	\$0	\$14,652	8.43%
005-05-542-3-4200	POSTAGE AND FREIGHT	\$300	\$0	\$300	\$0	\$0	\$0	\$300	0.00%
005-05-542-3-4310	NATURAL GAS	\$1,000	\$507	\$1,000	\$75	\$579	\$0	\$422	57.85%
005-05-542-3-4315	UTILITIES-WATER	\$8,000	\$4,111	\$8,000	\$556	\$3,445	\$0	\$4,555	43.06%
005-05-542-3-4320	ELECTRICITY	\$20,000	\$10,858	\$20,000	\$2,273	\$12,544	\$0	\$7,456	62.72%
005-05-542-3-4330	CREDIT CARD FEES	\$30,000	\$35	\$30,000	\$0	\$0	\$0	\$30,000	0.00%
005-05-542-3-4400	RENTALS AND LEASES	\$11,700	\$9,213	\$11,700	\$36	\$213	\$213	\$11,273	1.82%
005-05-542-3-4500	LIABILITY INSURANCE	\$67,754	\$55,825	\$84,083	\$0	\$7,123	\$0	\$76,960	8.47%
005-05-542-3-4510	INSURANCE CLAIMS REIMBURSABLE	\$0	\$0	\$0	\$0	\$4,735	\$0	-\$4,735	0.00%
005-05-542-3-4610	BUILDING MAINTENANCE	\$25,000	\$4,667	\$25,000	\$1,921	\$7,272	\$14,574	\$3,154	29.09%
005-05-542-3-4615	HANGAR MAINTENANCE	\$30,000	\$471	\$30,000	\$0	\$7,761	\$2,682	\$19,557	25.87%
005-05-542-3-4620	EQUIPMENT/FIELD MAINTENANCE	\$28,500	\$11,087	\$28,500	\$1,611	\$10,928	\$4,907	\$12,665	38.34%
005-05-542-3-4630	VEHICLE MAINTENANCE	\$5,000	\$328	\$5,000	\$125	\$413	\$15	\$4,572	8.26%
005-05-542-3-4650	GROUNDS LANDSCAPING	\$56,000	\$21,478	\$56,000	\$0	\$20,851	\$30,070	\$5,080	37.23%
005-05-542-3-4800	ADVERTISING	\$5,000	\$0	\$5,000	\$0	\$0	\$0	\$5,000	0.00%
005-05-542-3-4810	LEGAL ADVERTISING	\$1,000	\$78	\$1,000	\$66	\$210	\$390	\$400	21.04%
005-05-542-3-4900	FLY-IN EVENT-EXPENSES	\$20,000	\$0	\$20,000	\$0	\$0	\$0	\$20,000	0.00%
005-05-542-3-5000	FEES & FINES	\$0	\$125	\$0	\$0	\$90	\$0	-\$90	0.00%
005-05-542-3-5100	OFFICE SUPPLIES	\$1,500	\$647	\$1,500	\$0	\$701	\$0	\$799	46.72%
005-05-542-3-5170	100LL FUEL	\$532,500	\$89,233	\$491,684	\$34,610	\$149,090	\$0	\$342,594	30.32%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_ DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ M ONTH	CURRENT_ YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
005-05-542-3-5180	JET A FUEL	\$294,000	\$75,064	\$264,000	\$30,216	\$87,793	\$701	\$175,506	33.25%
005-05-542-3-5210	GAS AND LUBRICANTS	\$2,500	\$888	\$2,500	\$112	\$667	\$0	\$1,833	26.69%
005-05-542-3-5220	GENERAL MERCHANDISE	\$5,000	\$2,034	\$5,000	\$0	\$216	\$498	\$4,286	4.31%
005-05-542-3-5230	JANITORIAL SUPPLIES	\$2,500	\$932	\$2,500	\$275	\$1,221	\$0	\$1,279	48.86%
005-05-542-3-5260	UNIFORMS	\$500	\$0	\$500	\$0	\$0	\$0	\$500	0.00%
005-05-542-3-5280	OPERATING SUPPLIES	\$6,000	\$1,014	\$6,000	\$233	\$1,468	\$0	\$4,532	24.47%
005-05-542-3-5400	MEMBR,SUBSCRIPT,DUES	\$6,800	\$1,401	\$6,800	\$216	\$866	\$0	\$5,934	12.74%
	TOTAL	\$1,217,341	\$292,945	\$1,162,854	\$81,523	\$328,477	\$55,518	\$778,859	28.25%
	CAPITAL OUTLAY								
005-05-542-6-6309	FDOT WEST TAXILANES & APRON ST	\$100,000	\$9,925	\$15,621	\$0	\$0	\$0	\$15,621	0.00%
005-05-542-6-6346	FAA West Taxilanes & Apron Cit	\$16,779	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
005-05-542-6-6450	CAPITAL IMPROVEMENTS	\$22,920	\$0	\$9,452	\$0	\$0	\$0	\$9,452	0.00%
005-05-542-8-6303	FDOT Taxiway "E"CHO	\$21,510	\$575	\$14,660	\$0	\$7,447	\$2,644	\$4,569	50.80%
005-05-542-8-6307	FDOT FUEL TRUCK PTGA G2340	\$242,000	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
005-05-542-8-6308	FAA West Taxilanes & Apron Fed	\$755,061	\$8,550	\$17,000	\$0	\$0	\$0	\$17,000	0.00%
005-05-542-8-6310	Fed FAA Taxiway "E"cho	\$193,590	\$5,175	\$131,925	\$0	\$67,024	\$23,793	\$41,108	50.80%
005-05-542-8-6311	FDOT RWY 9 Obstruction Tree Re	\$575,000	\$2,500	\$539,479	\$161,200	\$170,014	\$35,876	\$333,588	31.51%
005-05-542-8-6312	FDOT Wildlife Hazard Assessmen	\$25,000	\$1,000	\$8,600	\$0	\$0	\$0	\$8,600	0.00%
005-05-542-8-6314	FDOT Bulk Hangar (W1-3) Apron	\$100,000	\$0	\$99,000	\$0	\$0	\$98,945	\$55	0.00%
005-05-542-8-6315	FDOT RWY 9/27 EXT feasibility	\$100,000	\$0	\$100,000	\$0	\$0	\$0	\$100,000	0.00%
005-05-542-8-6316	FDOT Access Control & Gate Imp	\$100,000	\$0	\$104,846	\$51,873	\$51,873	\$38,128	\$14,846	49.47%
005-05-542-8-6317	AIRPORT FDOT CORPORATE HANGAR	\$262,500	\$0	\$262,500	\$0	\$0	\$0	\$262,500	0.00%
005-05-542-8-6318	FDOT Emergency Generators	\$250,000	\$0	\$248,000	\$59,995	\$59,995	\$0	\$188,005	24.19%
005-05-542-8-6319	FAA AIRPORT AGIS SURVEY & MAPP	\$0	\$0	\$137,025	\$0	\$2,025	\$135,000	\$0	1.48%
005-05-542-8-6320	FDOT AIRPORT AGIS SURVEY & MAP	\$0	\$0	\$15,225	\$0	\$225	\$12,750	\$2,250	1.48%
005-05-542-8-6321	FDOT AIRPORT MASTER PLAN	\$0	\$0	\$285,000	\$7,691	\$16,401	\$268,599	\$0	5.75%
005-05-542-8-6322	FDOT Airport RW 9/27 E END APP	\$0	\$0	\$500,000	\$0	\$0	\$0	\$500,000	0.00%
005-05-542-8-6323	FDOT WILDLIFE HAZARD TRENCH F	\$0	\$0	\$600,000	\$0	\$0	\$0	\$600,000	0.00%
	TOTAL	\$2,764,360	\$27,725	\$3,088,333	\$280,759	\$375,004	\$615,734	\$2,097,595	12.14%
	DEBT SERVICE								
005-05-517-7-7140	PRINCIPAL-AIRPORT VEHICLE	\$5,395	\$5,395	\$5,493	\$0	\$5,493	\$0	\$0	100.00%
005-05-517-7-7141	PRINCIPAL - GENERAL FUND LOAN	\$0	\$0	\$50,000	\$0	\$0	\$0	\$50,000	0.00%
005-05-517-7-7240	INTEREST-AIRPORT VEHICLE	\$149	\$149	\$50	\$0	\$50	\$0	\$0	99.96%
	TOTAL	\$5,544	\$5,544	\$55,543	\$0	\$5,543	\$0	\$50,000	9.98%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_M ONTH	CURRENT _YTD	UNENCUM BERED	AVAILABLE BUDGET	PERCENT REALIZED
	TOTAL EXPENDITURES	----- \$4,381,813 -----	----- \$496,404 -----	----- \$4,723,683 -----	----- \$395,099 -----	----- \$916,394 -----	----- \$671,252 -----	----- \$3,136,037 -----	----- 19.40% -----
005-05-542-9-9100	TRANSFERS, CONT, RESERVES								
	REIMB GENERAL FUND-ADMIN EXP	\$164,918	\$82,459	\$177,268	\$14,772	\$88,634	\$0	\$88,634	50.00%
	TOTAL	----- \$164,918 -----	----- \$82,459 -----	----- \$177,268 -----	----- \$14,772 -----	----- \$88,634 -----	----- \$0 -----	----- \$88,634 -----	----- 50.00% -----
	TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	----- \$4,546,731 -----	----- \$578,863 -----	----- \$4,900,951 -----	----- \$409,871 -----	----- \$1,005,028 -----	----- \$671,252 -----	----- \$3,224,671 -----	----- 20.51% -----

**CITY OF PALATKA DETAILED STATEMENT OF REVENUES
AND EXPENSES FOR GOLF COURSE FUND**

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_Y TD	UNENCUM BERED	UNREALIZED	PERCENT REALIZED
GOLF COURSE REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
OPERATING REVENUES									
042-00-347-2-2510	MISC REVENUE/SERVICE CHARGES	\$547	\$0	\$569	\$0	\$0		\$569	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$547	\$0	\$569	\$0	\$0		\$569	0.00%
GRANTS									
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
OTHER REVENUES									
042-00-369-9-1000	REFUNDS/REIMBURSEMENTS	\$1,875	\$0	\$1,950	\$0	\$44		\$1,906	2.24%
042-00-369-9-1002	RESTAURANT LEASE	\$53,880	\$26,940	\$56,035	\$4,490	\$31,430		\$24,605	56.09%
042-00-369-9-1003	UTILITY REIMBURSEMENT-RESTAURA	\$26,400	\$11,566	\$27,456	\$1,955	\$14,851		\$12,605	54.09%
042-00-369-9-1004	PROFIT SHARING FRANCHISE AGREE	\$61,442	\$0	\$49,920	\$0	\$0		\$49,920	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$143,597	\$38,506	\$135,361	\$6,445	\$46,324		\$89,037	34.22%
TRANSFERS IN									
042-00-389-9-0001	TRANSFER FROM GENERAL FUND	\$53,700	\$26,850	\$38,647	\$3,221	\$19,324		\$19,323	50.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$53,700	\$26,850	\$38,647	\$3,221	\$19,324		\$19,323	50.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL OPERATING & OTHER REV	\$197,844	\$65,356	\$174,577	\$9,665	\$65,648		\$108,929	37.60%
		-----	-----	-----	-----	-----		-----	-----
CASH BALANCE FORWARD									
		-----	-----	-----	-----	-----		-----	-----
	TOTAL	\$0	\$0	\$0	\$0	\$0		\$0	0.00%
		-----	-----	-----	-----	-----		-----	-----
	TOTAL REV, TRF & CASH BALANCES	\$197,844	\$65,356	\$174,577	\$9,665	\$65,648		\$108,929	37.60%
		-----	-----	-----	-----	-----		-----	-----

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_Y TD	UNENCUM BERED	UNREALIZED	PERCENT REALIZED
GOLF COURSE EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 50.00 % Yr Complete For Fiscal Year: 2025 / 3									
MAINTENANCE									
PERSONNEL SERVICES									
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
OPERATING EXPENSES									
042-16-572-3-3440	TREE REMOVAL	\$7,500	\$0	\$7,800	\$0	\$4,600	\$0	\$3,200	58.97%
042-16-572-3-4400	RENTAL AND LEASES	\$0	\$15,079	\$0	\$0	\$2,513	\$0	-\$2,513	0.00%
042-16-572-3-4410	OPERATING LEASES	\$12,500	\$0	\$13,000	\$0	\$0	\$0	\$13,000	0.00%
042-16-572-3-4650	IRRIGATION SUPPLIES	\$7,500	\$4,996	\$7,800	\$0	\$4,999	\$4,999	-\$2,198	64.09%
	TOTAL	\$27,500	\$20,075	\$28,600	\$0	\$12,112	\$4,999	\$11,489	59.83%
CAPITAL OUTLAY									
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	DEPARTMENT TOTAL	\$27,500	\$20,075	\$28,600	\$0	\$12,112	\$4,999	\$11,489	59.83%
CLUB HOUSE									
PERSONNEL SERVICES									
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
OPERATING EXPENSES									
042-24-572-3-3200	ACCOUNTING AND AUDITING	\$7,500	\$0	\$7,500	\$0	\$0	\$0	\$7,500	0.00%
042-24-572-3-4100	COMMUNICATIONS SERVICES	\$3,500	\$604	\$3,640	\$237	\$576	\$0	\$3,064	15.83%
042-24-572-3-4310	NATURAL GAS	\$3,000	\$0	\$3,120	\$0	\$0	\$0	\$3,120	0.00%
042-24-572-3-4320	ELECTRICITY	\$25,000	\$8,997	\$26,000	\$1,532	\$8,355	\$0	\$17,645	32.14%

CITY OF PALATKA STATEMENT OF REVENUES AND EXPENSES FOR THE ONE AND FIVE MONTHS ENDED MARCH 31, 2025

ACCOUNT_ NUMBER	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 YTD	2025 BUDGET	CURRENT_ MONTH	CURRENT_Y TD	UNENCUM BERED	UNREALIZED	PERCENT REALIZED
042-24-572-3-4400	RENTALS AND LEASES	\$78,048	\$39,024	\$63,300	\$0	\$19,512	\$0	\$43,788	30.82%
042-24-572-3-4500	LIABILITY INSURANCE	\$7,500	\$4,706	\$9,802	\$0	-\$2	\$0	\$9,804	-0.02%
042-24-572-3-4610	BUILDING MAINTENANCE	\$1,000	\$0	\$1,040	\$0	\$0	\$0	\$1,040	0.00%
042-24-572-3-4630	CART MAINTENANCE	\$5,000	\$0	\$5,200	\$0	\$0	\$0	\$5,200	0.00%
042-24-572-3-5280	OPERATING SUPPLIES	\$500	\$0	\$520	\$0	\$0	\$0	\$520	0.00%
042-24-572-3-5400	MEMBR,SUBSCRIPT,DUES	\$639	\$0	\$665	\$0	\$0	\$0	\$665	0.00%
	TOTAL	\$131,687	\$53,331	\$120,787	\$1,769	\$28,442	\$0	\$92,345	23.55%
	CAPITAL OUTLAY								
042-24-572-6-6450	CONTRACT CAPITAL IMPROVEMENTS	\$38,442	\$35,870	\$25,000	\$0	\$7,382	\$7,950	\$9,668	29.53%
	TOTAL	\$38,442	\$35,870	\$25,000	\$0	\$7,382	\$7,950	\$9,668	61.33%
	DEBT SERVICE								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	TRANSFERS								
042-24-572-9-9100	REIMB GENERAL FUND-ADMIN EXP	\$215	\$108	\$191	\$16	\$96	\$0	\$95	50.01%
	TOTAL	\$215	\$108	\$191	\$16	\$96	\$0	\$95	50.01%
	DEPARTMENT TOTAL	\$170,344	\$89,309	\$145,978	\$1,785	\$35,919	\$7,950	\$102,109	30.05%
	TOTAL EXPENDITURES	\$197,844	\$109,384	\$174,578	\$1,785	\$48,031	\$12,949	\$113,598	34.93%
	TRFS, CONTINGENCIES, RESERVES								
	TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.00%
	TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	\$197,844	\$109,384	\$174,578	\$1,785	\$48,031	\$12,949	\$113,598	34.93%

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

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

None

**ADOPT RESOLUTION 2025-R-53 granting a special events permit to Branteria Cooper for a Block Party which will be held on May 3rd 2025 from 2pm until 9pm.
Branteria Cooper for a Block Party which will be held on May 3rd 2025 from 2pm until 9pm with set up being from 1pm until 2pm.**

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Branteria Cooper is requesting a permit for amplified sound and road closures of Eagle 20th from Washington to Bronson.

BACKGROUND

Branteria Cooper is hosting her 3rd annual Block Party, which will be held on May 3rd 2025 from 2pm until 9pm with setup from 1pm until 2pm. They will be providing food and will play music for guests to enjoy.

PROJECT ANALYSIS

Special events team met and agreed upon request. Community Affairs will present it to the Commissioners for approval.

Staff Recommendation

The Staff Recommendation is that the application be approved, and the resolution be adopted as this is an annual event and the people in the community enjoy coming together.

ATTACHMENTS

1.	Power Point Bday Block Party
2.	3rd annual Birthday block party Resolution
3.	3rd annual bday block party application

Staff Report

Agenda Item

Agenda Item Name

- Staff Report Header

- ADOPT RESOLUTION 2025-R-53 granting a special events permit to Branteria Cooper for a Block Party which will be held on May 3rd, 2025, from 2pm until 9pm.

- Application Request

- Branteria Cooper is requesting a permit for amplified sound and road closures of Eagle 20th from Washington to Bronson.

- Background

- Branteria Cooper is hosting her 3rd annual Block Party which will be held on May 3rd, 2025, from 2pm until 9pm with setup from 1pm until 2pm. They will be providing food and will play music for guests to enjoy.

Staff Report

Agenda Item #

Agenda Item Name

- Background, continued
- Project Analysis
 - Community Affairs director will present it to the Commissioners for approval.
- Staff Recommendation
 - The Staff Recommendation is that the application be approved, and the resolution be adopted as this is an annual event and the people in the community enjoy coming together.

RESOLUTION NO. 2025-R-53

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO BRANTERIA COOPER FOR THE 3RD ANNUAL BIRTHDAY BLOCK PARTY WHICH WIL BE HELD ON MAY 3RD 2025, SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES EAGLE 20TH FROM WASHINGTON TO BROSON; AND PROVIDING FOR SCRIVENER’S ERRORS

WHEREAS Branteria Cooper has made an event application for the 3rd annual Birthday Block Party which is scheduled from 1pm until 9pm.

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

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

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

- Section 1:** That Special Events Permit for the 3rd Annual Birthday Block Party is hereby granted to Community Affairs with the following provisions and stipulations:
- a.** A Class “B” Special Events Permit is hereby granted for the event to be held on May 3rd 2025, during the hours provided in the application
 - b.** Road closures of Eagle 20th from Washington to Bronson on the date and time as noted on the Permit Application.

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

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 24th day of April 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: Brantena Cooper
Address: 800 North 20th St Email: Cooperbrantena@yahoo.com
Palatka FL 32177 Phone: (407) 417-8724

2. Secondary Contact: Clarence Hall
Address: Same Email: mrautoconcierge@gmail.com
Phone: (386) 916-6587

3. Event Sponsor/Organization: Birthday party

Block Attach a certificate of Tax Exemption if applicable.

4. Name of Event: Birthday party

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

Catered food

* she has signatures
from people in neighborhood

* put signs up to
advise resident about
Road closures

6. Event Location (911 Address): _____

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

eagle 20th from washington st to Branson

from _____ to _____

from _____ to _____

from _____ to _____

from _____ to Lvm 4/2 Jcriz

from _____ to _____

from _____ to _____

from _____ to _____

from _____ to _____

8. Onsite representatives during the event:

Name: _____

Cell Phone: _____

Name: _____

Cell Phone: _____

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

Date(s) of Event: Hours: Amplified Sound: Alcohol: Attendance

Setup:

5/3/25 8:00 am to 9:00 pm 3:00 pm to 9:00 pm : to :

Event:

5/3/25 2:00 pm to 9:00 pm 2:00 pm to 9:00 pm : to : _____

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

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

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

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

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

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

Breakdown:

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

Palatka PD (12 cones)
putting cones out
Host will block the road

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

100-150

11. Number and type of auxiliary vehicles/ equipment:

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

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

Include date and time:

/ / : to : : to : _____

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

14. Number of staff/ volunteer: _____ Uniform identification: _____

REQUIRED ATTACHMENTS

- ☐ Site Plan (see checklist)
 - Parking
 - Number and location of food vendors
 - Number and location of arts and craft vendors, concessions and/or sponsor/promoter(s) stands
 - Street Closures/Barricades/Detours
 - Garbage Containers
 - Parade/Marching Route
 - Event Headquarters
 - Number and location of temporary signs/banners
 - Sound system(s) location
 - Location of temporary structures, fences, grandstands, bandstands, judges stands, bleachers, hospitality tents, booths, etc.
 - Main emergency vehicle access to site
 - Location of security and emergency vehicle parking on site
 - Carnival location (if any)
 - Number/location of portable toilets
- ☐ Tentative Schedule of Events
- ☐ 501(C) (3) Certificate of Exemption # _____
- ☐ Nonprofit articles of incorporation, charter and mission statement
- ☐ Consent letter (event property): property owners on which special event location is held if not city owned
- ☐ Fire resistive rating certificates (tents, fabrics, etc.)
- ☐ Example of special event vendor permits provided
- ☐ Special event certificate of insurance- city as "additional insured" (if carnival, aircraft or watercraft rides are planned, need certificates from those vendors)
 - List certificates required: _____
- ☐ Alcohol liability certificate of insurance- city as "additional insured"
- ☐ Alcohol license (copy)
- ☐ Signed Conditions and Agreement Form

SPECIAL EVENTS FEES

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

15. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES

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

- ☐ **CLASS A:** \$300.00 per day (attendance: 1,001 and up per day) **Permit Filing Deadline: 60 days prior to event**
- ☐ **CLASS B:** \$100.00 per day (attendance: 101 - 1,000 per day) **Permit Filing Deadline: 60 days prior to event**
- ☐ **CLASS C:** \$50.00 per day (attendance: 1- 100 per day with limited impact on traffic and parking- events such as Weddings, Fishing tournaments with less than 40 boats, etc.) **Permit Filing Deadline: 30 days prior to event**

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

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

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

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

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

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

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

- (a) Prior to the issuance of a special event permit the applicant(s) shall execute an indemnification form which provides that the applicant(s) agrees to hold harmless and indemnify the city, its officers, agents and employees against any loss, damage, or expense (including all costs and reasonable attorney's fees) suffered by the city for:
 - (1) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the city as an inducement to the granting of the permit.
 - (2) Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant on public property by applicant's agents, employees, invitee and/or any other persons.
- (b) At least seven days prior to the first day of any special event, the applicant shall furnish to the special events coordinator proof of liability insurance protection, in an amount of not less than \$1,000,000.00 per person for bodily injury or death, \$2,000,000.00 per occurrence for bodily injury or death and \$500,000.00 per occurrence for property damage, naming the city as "additional insured".
- (c) If alcoholic beverages are to be dispensed, served, sold or distributed at an outdoor event, the applicant(s) shall in addition provide liquor liability insurance in the amount of \$500,000.00 which shall name the city as additional insured.

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

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

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

- 1.) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the City of Palatka as an inducement to the granting of the permit.
- 2.) Any claims, suits, actions, damages, or cause of actions for any personal injury, loss of life, or damages to personal or real property sustained by reason of, result of, or by presence of the applicant(s) on public property by applicant's agents, employees, invitee, and/or any other persons.

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

Branteria Cooper

Signature of Applicant

3/6/25

Date

State of Fla. County of Putnam

The foregoing application is acknowledged before me this 6 day of March, 2025, by Branteria Cooper, who is personally known to me, or who has/have produced D/L as identification.

NOTARY SEAL



PETER WILLOTT
Notary Public
State of Florida
Comm# HH349690
Expires 1/12/2027

Peter Willott
Signature of Notary Public, State of Fla.

APPLICATION APPROVED

Special Events Coordinator

Date

Chief of Police

Date

Special Events Vendor Requirements

1. A 12 foot clear area must be maintained in front of each vendor site. This clear area will allow for the passage of emergency response vehicles. Assure there is at least a 12 foot clearance for emergency vehicles to be able to pass. All streets must remain open at all times. Make sure an apparatus can have a straight path and not have to zig zag around tents. Barricades can be used to close traffic, but no permanent blockages such as tents, vehicles, concession trailers, pools, etc.
2. Temporary vendor tents and/or canopies of 200 square feet or less and without food preparation are exempt from fire retardant requirements. Tent stakes, guide ropes, etc. will be clearly marked with a visible warning, i.e. flag, barricade tape, or protective cap. Protect from injuries by making sure there is some highly visible tape or protection cover over tent stakes.
3. Temporary electrical cords and hoses will not cross any street and where crossing sidewalks, will be protected and pose no trip hazard. All electric will be GFCI protected. NFPA 70. Make sure all cord connections are off the ground and protected by GFCI. If they have a cord or hose crossing a sidewalk, they need to tape it down or cover with a carpet to prevent trip hazards. If possible, run the cord overhead.
4. A 44" accessible clear path maintained on all city sidewalks. FBC Ch.11. Sometimes vendors pile boxes behind their tent. Make sure the public has at least a 44" clear path on the sidewalks.
5. Generators will be located to the rear of a vendor space, have a fire extinguisher, and be sound deadened. Make sure the generator has a muffler and well away from public and combustibles. Must have extinguisher. Make sure the gas can is stored in a safe place away from an ignition source.

Food Vendors

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

Exceptions:

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

Vendor RV Camping

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

ANTI-HUMAN TRAFFICKING AFFIDAVIT

I, Brantena Cooper, on behalf of

(Name of Company/Individual/Organization/Association/Non-governmental entity)

hereby attest under penalty of perjury that our organization does not use coercion of labor or services, as defined in Fla. Stat. 787.06, in any part of the operation of our organization.

Brantena Cooper
Signature

3/16/25
Date

Brantena Cooper
Print Name

Title – must be an officer or a
Representative of the nongovernmental entity

STATE OF FLORIDA
COUNTY OF PUTNAM

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization this 6 day of March, 2025, by Brantena Cooper, to me personally known to be the person described in and who executed the foregoing instrument, or who produced appropriate identification, and acknowledged before me the execution of same.



PETER WILLOTT
Notary Public
State of Florida
Comm# HH349690
Expires 1/12/2027

Peter Willott
Notary Public

My commission expires:

1/12/2027.

**City of Palatka
Indemnification & Hold Harmless Agreement**

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

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

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

Brantea cooper

Signature of Applicant

Name of Facility being used

Brantea cooper

Print Name of Applicant

Date of Use

State of Florida County of Putnam

The foregoing application is acknowledged before me this 6th day of March, 2025, by Brantea Cooper, who is personally known to me, or who has/have produced FLPL as identification.

C160-076-50-564-0

NOTARY SEAL



Karen J Hayes
Signature of Notary Public, State of Florida

Neighbors Supporting Block Party
on May 3, 2025 in the area
of Eagle St, 20th St.

1. Attamease Simmons
2. Michelle Atkins 821 N 20th St
3. Laphonda King 821 N 20th St
4. ~~Donna~~ 1917 Washington St
5. Kymara Beal 708 North 20th St.
6. Gasmin Jones Maxwell 2109 Eagle Street
7. Lizzyus Bailey 814 North 20th Street
8. Will Montgomery 1904 Eagle St
9. Tony B. Bums 1908 Eagle St.
10. Betty J. Brown 1908 Eagle St.
11. Bryce Craven
12. Aundray Harris 1913 Eagle St.
13. Frederick Brock 2007 Eagle St.
14. Steve Watts 1907 Eagle St.
15. Ray Rodger 708 North Street 32177
16. Robert Shelton, Jr. 2005 Washington Street
17. Elizabeth Branton 722 N 21st
18. 2 Hayden Dornie

Staff Report

Agenda Item

Agenda Item Name

- Staff Report Header

- Christ Witness Church is preparing for the annual May Day Celebration which will be held on 05/06/2025 from 10 am until 1pm. Set up will be from 7am until 10am.

- Application Request

- Danny and Althea Crumpton are requesting road closures of N13th Street from Madison Street to Olive Street from 7am until 2pm. They are also requesting 1 police officer to be present to ensure the safety of the participants and so that no one tries to move cones.

- Background

- This annual event, hosted by Christ Witness Church will have food, bounce houses, hayrides, flag football and many other activities and games.

Staff Report

Agenda Item #

Agenda Item Name

- Background, continued
- Project Analysis
 - Community Affairs director will present it to the Commissioners for approval.
- Staff Recommendation
 - The Staff Recommendation is that the application be approved, and the resolution be adopted for this annual event that is put together on the first Saturday in May for the Church members and their families by Chirst Witness Church.

Release of Lien 512 N. 5th Street
Address: 512 N. 5th Street
Parcel No.: 42-10-27-6850-0330-0120
Applicant: Patricia Rose Devlin

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Release the code enforcement lien encumbering the property as it constitutes a cloud on title.

BACKGROUND

The property is under contract to be sold and an old code enforcement lien was found during the title search. The case number is 2019-023 in iWorqs but there are no photographs of the original violations in the report. The report was very vague and the case reflects that it is closed and in compliance. Code enforcement conducted a current inspection of the property to confirm the same.

PROJECT ANALYSIS

Staff Recommendation

Release the lien.

ATTACHMENTS

1.	Lien for 512 N 5th St
2.	Release of Lien 512 N 5th Street 4-24-2025

**CODE ENFORCEMENT BOARD OF THE
CITY OF PALATKA, FLORIDA**

CITY OF PALATKA, Petitioner,
vs
Patricia R Devlin, Respondent(s)

COMPLAINT NO. 201900023

FINDING OF FACT, CONCLUSIONS OF LAW AND ORDER

THIS CAUSE having come before the Board for public hearing on August 28, 2019, after due notice to the Respondent; and, the Board having received sworn testimony and evidence at said hearing; it is now,

DETERMINED THAT:

I. FINDINGS OF FACT AND CONCLUSIONS OF LAW:

- a) The Respondent(s) is the owner of property described as 512 N 5th St, Putnam County Tax parcel number 42-10-27-6850-0330-0120, located within the City of Palatka, Putnam County, Florida.
- b) Conditions at the property at issue constituted violations of Section 30-32 Prohibited Conditions and Public Nuisance; Section 30-213 Responsibilities of mortgagee and owners of vacant, blighted, unsecured or abandoned structures, the Palatka Municipal Code.
- c) The Respondent(s) was previously notified of the above-described code violations but failed to correct the violations prior to the hearing at which this matter was considered.

**IT IS ACCORDINGLY ORDERED THAT:
II. ORDER:**

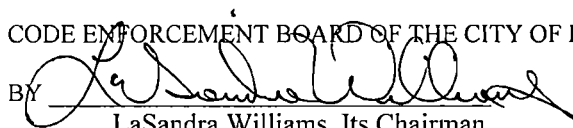
Inst: 201954016234 Date: 09/10/2019 Time: 3:34PM By: ST, DC,
Tim Smith, Putnam, County Page 1 of 1 B: 1553 P: 1800

- a) The Respondent(s) shall correct the conditions which constitute the code violations described above on or before the 28th day of September, 2019, or if said conditions are not corrected, a fine in the amount of \$25.00 per day is hereby assessed and levied on the above-described property, effective on the 28th day of September, 2019, to continue until the conditions are corrected.
- b) Administrative costs will be assessed after the property is brought into compliance.
- c) The fine described in paragraph a), as well as the costs described in paragraph b), shall constitute a lien upon the property described herein when this document is recorded within the official records of Putnam County, Florida.

DONE AND ORDERED this 28th day of August, 2019, at Palatka, Putnam County, Florida.

CODE ENFORCEMENT BOARD OF THE CITY OF PALATKA FLORIDA

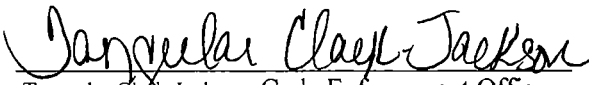
BY


LaSandra Williams, Its Chairman

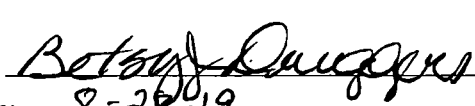
I HEREBY CERTIFY that a true and correct copy of the above and foregoing Findings of Fact, Conclusions of Law and Order has been furnished by ☐ Certified mail, ☐ Regular mail, to the Respondent and/or authorized representative at 512 N 5th St, Palatka, FL 32177 this 28th day of August, 2019.

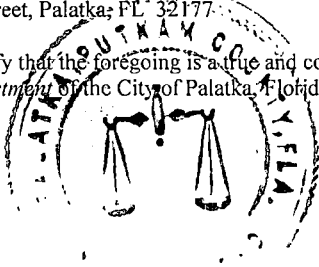
Prepared by:

Tangerlar Clark-Jackson, City of Palatka
110 N 11th Street, Palatka, FL 32177


Tangerlar Clark-Jackson, Code Enforcement Officer

I hereby certify that the foregoing is a true and correct copy of the same, as appears on record in the office of the *Planning, Building, and Zoning Department* of the City of Palatka, Florida.

By: , City Clerk.
Date: 8-28-19



Prepared by and return to:
Jane West, Esq.
City Attorney
201 N. 2nd Street
Palatka, FL 32177

RELEASE OF LIEN

THE CITY OF PALATKA, a political subdivision of the State of Florida, hereby fully releases that obligation imposed by Code Enforcement Complaint No. 201900023, recorded at Official Record Book 1553, Page 1800 on September 10, 2019, arising out of code violations at 512 N 5th St., Palatka, Florida 32177 against the owner of the property, Patricia R Devlin.

In consideration of funds received by the City of Palatka, receipt of which is acknowledged, the City of Palatka releases this property, and all other property encumbered by this lien pursuant to Fla. Stat. 162.09. The lien in the amount is hereby deemed fully satisfied and released.

Description of Property:
Address: 512 N 5th St., Palatka, Florida
Parcel No.: 42-10-27-6850-0330-0120

DATED THIS 24th day of April 2025.

CITY OF PALATKA

ATTEST:

BY: _____
ROBERTA M. CORREA
Mayor

City Clerk

Adopt Resolution R-2025-61 Approving Public Transportation Grant Agreement (PTGA) with FDOT for Runway Pavement Marking Rehabilitation at Palatka Municipal Airport in the Amount of \$200,000 (100% GRANT FUNDED)

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The City of Palatka respectfully requests approval to adopt Resolution 2025-R-XX authorizing the execution of the Public Transportation Grant Agreement (PTGA) between the City and the Florida Department of Transportation (FDOT) for the Runway Marking Rehabilitation Project at Palatka Municipal Airport. The total grant award is \$200,000.

BACKGROUND

The Florida Department of Transportation (FDOT), through its Aviation Grant Program, has allocated funding in the amount of **\$200,000** to the City of Palatka for the purpose of rehabilitating runway pavement markings on **Runways 9/27 and 17/35** at the Palatka Municipal Airport (Lt. Kay Larkin Field). This project is necessary to maintain airfield safety and FAA compliance.

The PTGA outlines the terms and conditions of the award, including project scope, financial reimbursement, timeline, and reporting requirements. FDOT requires a resolution adopted by the City Commission to authorize execution of the agreement and the commencement of the project.

PROJECT ANALYSIS

The scope of work for this project includes consultant and design fees, construction inspection costs, mobilization/demobilization, pavement marking removal, surface preparation, new pavement markings, and installation of required safety barricades.

This project is 100% funded by FDOT and does not require any matching funds from the City. The PTGA term extends through **June 30, 2027**, with all eligible work required to be completed and invoiced prior to that date. Timely adoption of the resolution and execution of the PTGA will allow the City to meet FDOT's deadline for submission of partially executed documents in **early May 2025**.

Staff Recommendation

Staff recommends **adoption of Resolution 2025-R-XX** authorizing the Mayor and/or City Manager to execute the PTGA with FDOT for the Runway Marking Rehabilitation Project and to take all necessary actions to administer the grant in compliance with state requirements.

ATTACHMENTS

1.	DRAFT PTGA - FM#427549-4 - 28J Runway Markings
2.	2025-R-61 THE EXECUTION OF A PUBLIC TRANSPORTATION GRANT AGREEMENT (PTGA) WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE RUNWAY MARKING

**PUBLIC TRANSPORTATION
GRANT AGREEMENT**

Financial Project Number(s): (item-segment-phase-sequence) 427549-4-94-01	Fund(s): Work Activity Code/Function: 215 Federal Award Identification Number (FAIN) – Transit only: N/A	DDR Object Code: 751000 Org. Code: 55022020228 Vendor Number: VF596000401043	FLAIR Category: 088719
Contract Number:	Federal Award Date: N/A		
CFDA Number: N/A	Agency UEI Number:		
CFDA Title: N/A			
CSFA Number: 55.004			
CSFA Title: Aviation Grant Program			

THIS PUBLIC TRANSPORTATION GRANT AGREEMENT ("Agreement") is entered into _____, by and between the State of Florida, Department of Transportation, ("Department"), and City of Palatka, ("Agency"). The Department and the Agency are sometimes referred to in this Agreement as a "Party" and collectively as the "Parties."

NOW, THEREFORE, in consideration of the mutual benefits to be derived from joint participation on the Project, the Parties agree to the following:

- 1. Authority.** The Agency, by Resolution or other form of official authorization, a copy of which is attached as **Exhibit "D", Agency Resolution** and made a part of this Agreement, has authorized its officers to execute this Agreement on its behalf. The Department has the authority pursuant to Section(s) 332.007, Florida Statutes, to enter into this Agreement.
- 2. Purpose of Agreement.** The purpose of this Agreement is to provide for the Department's participation in Palatka Apt Pavement Marking Rehabilitation for Runways 9-27 and 17-35, as further described in **Exhibit "A", Project Description and Responsibilities**, attached and incorporated into this Agreement ("Project"), to provide Department financial assistance to the Agency, state the terms and conditions upon which Department funds will be provided, and to set forth the manner in which the Project will be undertaken and completed.
- 3. Program Area.** For identification purposes only, this Agreement is implemented as part of the Department program area selected below (select all programs that apply):

- ☒ **Aviation**
- ☐ **Seaports**
- ☐ **Transit**
- ☐ **Intermodal**
- ☐ **Rail Crossing Closure**
- ☐ **Match to Direct Federal Funding** (Aviation or Transit)
- ☐ (Note: Section 15 and Exhibit G do not apply to federally matched funding)
- ☐ **Other**

- 4. Exhibits.** The following Exhibits are attached and incorporated into this Agreement:

- ☒ Exhibit A: Project Description and Responsibilities
- ☒ Exhibit B: Schedule of Financial Assistance
- ☐ *Exhibit B1: Deferred Reimbursement Financial Provisions
- ☐ *Exhibit B2: Advance Payment Financial Provisions
- ☐ *Exhibit B3: Alternative Advanced Pay (Transit Bus Program)
- ☒ *Exhibit C: Terms and Conditions of Construction
- ☒ Exhibit D: Agency Resolution
- ☒ Exhibit E: Program Specific Terms and Conditions
- ☒ Exhibit E1: Prohibition Based on Health Care Choices
- ☐ Exhibit E2: Exterior Vehicle Wrap, Tinting, Paint, Marketing and Advertising (Transit)

**PUBLIC TRANSPORTATION
GRANT AGREEMENT**

- ☒ Exhibit F: Contract Payment Requirements
☒ *Exhibit G: Audit Requirements for Awards of State Financial Assistance
☐ *Exhibit H: Audit Requirements for Awards of Federal Financial Assistance
☐ *Exhibit I: Certification of Disbursement of Payment to Vehicle and/or Equipment Vendor
☐ *Additional Exhibit(s):

*Indicates that the Exhibit is only attached and incorporated if applicable box is selected.

5. Time. Unless specified otherwise, all references to “days” within this Agreement refer to calendar days.

6. Term of Agreement. This Agreement shall commence upon full execution by both Parties (“Effective Date”) and continue through June 30, 2027. If the Agency does not complete the Project within this time period, this Agreement will expire unless an extension of the time period is requested by the Agency and granted in writing by the Department prior to the expiration of this Agreement. Expiration of this Agreement will be considered termination of the Project. The cost of any work performed prior to the Effective Date or after the expiration date of this Agreement will not be reimbursed by the Department.

a. ☐ If this box is checked the following provision applies:

Unless terminated earlier, work on the Project shall commence no later than the day of , or within days of the issuance of the Notice to Proceed for the construction phase of the Project (if the Project involves construction), whichever date is earlier. The Department shall have the option to immediately terminate this Agreement should the Agency fail to meet the above-required dates.

7. Amendments, Extensions, and Assignment. This Agreement may be amended or extended upon mutual written agreement of the Parties. This Agreement shall not be renewed. This Agreement shall not be assigned, transferred, or otherwise encumbered by the Agency under any circumstances without the prior written consent of the Department.

8. Termination or Suspension of Project. The Department may, by written notice to the Agency, suspend any or all of the Department's obligations under this Agreement for the Agency's failure to comply with applicable law or the terms of this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected.

a. Notwithstanding any other provision of this Agreement, if the Department intends to terminate the Agreement, the Department shall notify the Agency of such termination in writing at least thirty (30) days prior to the termination of the Agreement, with instructions to the effective date of termination or specify the stage of work at which the Agreement is to be terminated.

b. The Parties to this Agreement may terminate this Agreement when its continuation would not produce beneficial results commensurate with the further expenditure of funds. In this event, the Parties shall agree upon the termination conditions.

c. If the Agreement is terminated before performance is completed, the Agency shall be paid only for that work satisfactorily performed for which costs can be substantiated. Such payment, however, may not exceed the equivalent percentage of the Department's maximum financial assistance. If any portion of the Project is located on the Department's right-of-way, then all work in progress on the Department right-of-way will become the property of the Department and will be turned over promptly by the Agency.

d. In the event the Agency fails to perform or honor the requirements and provisions of this Agreement, the Agency shall promptly refund in full to the Department within thirty (30) days of the termination of the Agreement any funds that were determined by the Department to have been expended in violation of the Agreement.

**PUBLIC TRANSPORTATION
GRANT AGREEMENT**

- e. The Department reserves the right to unilaterally cancel this Agreement for failure by the Agency to comply with the Public Records provisions of Chapter 119, Florida Statutes.

9. Project Cost:

- a. The estimated total cost of the Project is \$200,000. This amount is based upon **Exhibit "B", Schedule of Financial Assistance**. The timeline for deliverables and distribution of estimated amounts between deliverables within a grant phase, as outlined in **Exhibit "B", Schedule of Financial Assistance**, may be modified by mutual written agreement of the Parties and does not require execution of an **Amendment to the Public Transportation Grant Agreement**. The timeline for deliverables and distribution of estimated amounts between grant phases requires an amendment executed by both Parties in the same form as this Agreement.
- b. The Department agrees to participate in the Project cost up to the maximum amount of \$200,000 and, the Department's participation in the Project shall not exceed 100.00% of the total eligible cost of the Project, and as more fully described in **Exhibit "B", Schedule of Financial Assistance**. The Agency agrees to bear all expenses in excess of the amount of the Department's participation and any cost overruns or deficits involved.

10. Compensation and Payment:

- a. **Eligible Cost.** The Department shall reimburse the Agency for allowable costs incurred as described in **Exhibit "A", Project Description and Responsibilities**, and as set forth in **Exhibit "B", Schedule of Financial Assistance**.
- b. **Deliverables.** The Agency shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The Project and the quantifiable, measurable, and verifiable units of deliverables are described more fully in **Exhibit "A", Project Description and Responsibilities**. Modifications to the deliverables in **Exhibit "A", Project Description and Responsibilities** requires a formal written amendment.
- c. **Invoicing.** Invoices shall be submitted no more often than monthly by the Agency in detail sufficient for a proper pre-audit and post-audit, based on the quantifiable, measurable, and verifiable deliverables as established in **Exhibit "A", Project Description and Responsibilities**. Deliverables and costs incurred must be received and approved by the Department prior to reimbursement. Requests for reimbursement by the Agency shall include an invoice, progress report, and supporting documentation for the deliverables being billed that are acceptable to the Department. The Agency shall use the format for the invoice and progress report that is approved by the Department.
- d. **Supporting Documentation.** Supporting documentation must establish that the deliverables were received and accepted in writing by the Agency and must also establish that the required minimum standards or level of service to be performed based on the criteria for evaluating successful completion as specified in **Exhibit "A", Project Description and Responsibilities** has been met. All costs invoiced shall be supported by properly executed payrolls, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of charges as described in **Exhibit "F", Contract Payment Requirements**.
- e. **Travel Expenses.** The selected provision below is controlling regarding travel expenses:
- ☒ Travel expenses are NOT eligible for reimbursement under this Agreement.
- ☐ Travel expenses ARE eligible for reimbursement under this Agreement. Bills for travel expenses specifically authorized in this Agreement shall be submitted on the Department's

**PUBLIC TRANSPORTATION
GRANT AGREEMENT**

Contractor Travel Form No. 300-000-06 and will be paid in accordance with Section 112.061, Florida Statutes, and the most current version of the Department's Disbursement Handbook for Employees and Managers.

- f. Financial Consequences.** Payment shall be made only after receipt and approval of deliverables and costs incurred unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, Florida Statutes, or the Department's Comptroller under Section 334.044(29), Florida Statutes. If the Department determines that the performance of the Agency is unsatisfactory, the Department shall notify the Agency of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the Department. The Agency shall, within thirty (30) days after notice from the Department, provide the Department with a corrective action plan describing how the Agency will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the Department, the Agency will not be reimbursed. If the deficiency is subsequently resolved, the Agency may bill the Department for the amount that was previously not reimbursed during the next billing period. If the Agency is unable to resolve the deficiency, the funds shall be forfeited at the end of the Agreement's term.
- g. Invoice Processing.** An Agency receiving financial assistance from the Department should be aware of the following time frames. Inspection or verification and approval of deliverables shall take no longer than 20 days from the Department's receipt of the invoice. The Department has 20 days to deliver a request for payment (voucher) to the Department of Financial Services. The 20 days are measured from the latter of the date the invoice is received or the deliverables are received, inspected or verified, and approved.

If a payment is not available within 40 days, a separate interest penalty at a rate as established pursuant to Section 55.03(1), Florida Statutes, will be due and payable, in addition to the invoice amount, to the Agency. Interest penalties of less than one (1) dollar will not be enforced unless the Agency requests payment. Invoices that have to be returned to an Agency because of Agency preparation errors will result in a delay in the payment. The invoice payment requirements do not start until a properly completed invoice is provided to the Department.

A Vendor Ombudsman has been established within the Department of Financial Services. The duties of this individual include acting as an advocate for Agency who may be experiencing problems in obtaining timely payment(s) from a state agency. The Vendor Ombudsman may be contacted at (850) 413-5516.

- h. Records Retention.** The Agency shall maintain an accounting system or separate accounts to ensure funds and projects are tracked separately. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these records shall be furnished to the Department upon request. Records of costs incurred include the Agency's general accounting records and the Project records, together with supporting documents and records, of the Contractor and all subcontractors performing work on the Project, and all other records of the Contractor and subcontractors considered necessary by the Department for a proper audit of costs.
- i. Progress Reports.** Upon request, the Agency agrees to provide progress reports to the Department in the standard format used by the Department and at intervals established by the Department. The Department will be entitled at all times to be advised, at its request, as to the status of the Project and of details thereof.

**PUBLIC TRANSPORTATION
GRANT AGREEMENT**

- j. **Submission of Other Documents.** The Agency shall submit to the Department such data, reports, records, contracts, and other documents relating to the Project as the Department may require as listed in **Exhibit "E", Program Specific Terms and Conditions** attached to and incorporated into this Agreement.
- k. **Offsets for Claims.** If, after Project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement that it has with the Agency owing such amount if, upon written demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department.
- l. **Final Invoice.** The Agency must submit the final invoice on the Project to the Department within 120 days after the completion of the Project. Invoices submitted after the 120-day time period may not be paid.
- m. **Department's Performance and Payment Contingent Upon Annual Appropriation by the Legislature.** The Department's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. If the Department's funding for this Project is in multiple fiscal years, a notice of availability of funds from the Department's project manager must be received prior to costs being incurred by the Agency. See **Exhibit "B", Schedule of Financial Assistance** for funding levels by fiscal year. Project costs utilizing any fiscal year funds are not eligible for reimbursement if incurred prior to funds approval being received. The Department will notify the Agency, in writing, when funds are available.
- n. **Limits on Contracts Exceeding \$25,000 and Term more than 1 Year.** In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:
- "The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years; and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000 and which have a term for a period of more than 1 year."
- o. **Agency Obligation to Refund Department.** Any Project funds made available by the Department pursuant to this Agreement that are determined by the Department to have been expended by the Agency in violation of this Agreement or any other applicable law or regulation shall be promptly refunded in full to the Department. Acceptance by the Department of any documentation or certifications, mandatory or otherwise permitted, that the Agency files shall not constitute a waiver of the Department's rights as the funding agency to verify all information at a later date by audit or investigation.
- p. **Non-Eligible Costs.** In determining the amount of the payment, the Department will exclude all Project costs incurred by the Agency prior to the execution of this Agreement, costs incurred after the expiration of the Agreement, costs that are not provided for in **Exhibit "A", Project**

**PUBLIC TRANSPORTATION
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Description and Responsibilities, and as set forth in **Exhibit “B”, Schedule of Financial Assistance**, costs agreed to be borne by the Agency or its contractors and subcontractors for not meeting the Project commencement and final invoice time lines, and costs attributable to goods or services received under a contract or other arrangement that has not been approved in writing by the Department. Specific unallowable costs may be listed in **Exhibit “A”, Project Description and Responsibilities**.

11. General Requirements. The Agency shall complete the Project with all practical dispatch in a sound, economical, and efficient manner, and in accordance with the provisions in this Agreement and all applicable laws.

- a. Necessary Permits Certification.** The Agency shall certify to the Department that the Agency’s design consultant and/or construction contractor has secured the necessary permits.
- b. Right-of-Way Certification.** If the Project involves construction, then the Agency shall provide to the Department certification and a copy of appropriate documentation substantiating that all required right-of-way necessary for the Project has been obtained. Certification is required prior to authorization for advertisement for or solicitation of bids for construction of the Project, even if no right-of-way is required.
- c. Notification Requirements When Performing Construction on Department’s Right-of-Way.** In the event the cost of the Project is greater than \$250,000.00, and the Project involves construction on the Department’s right-of-way, the Agency shall provide the Department with written notification of either its intent to:
 - i.** Require the construction work of the Project that is on the Department’s right-of-way to be performed by a Department prequalified contractor, or
 - ii.** Construct the Project utilizing existing Agency employees, if the Agency can complete said Project within the time frame set forth in this Agreement.
- d.** ☐ If this box is checked, then the Agency is permitted to utilize its own forces and the following provision applies: **Use of Agency Workforce.** In the event the Agency proceeds with any phase of the Project utilizing its own forces, the Agency will only be reimbursed for direct costs (this excludes general overhead).
- e.** ☐ If this box is checked, then the Agency is permitted to utilize **Indirect Costs: Reimbursement for Indirect Program Expenses** (select one):
 - i.** ☐ Agency has selected to seek reimbursement from the Department for actual indirect expenses (no rate).
 - ii.** ☐ Agency has selected to apply a de minimus rate of 15% to modified total direct costs. Note: The de minimus rate is available only to entities that have never had a negotiated indirect cost rate. When selected, the de minimus rate must be used consistently for all federal awards until such time the agency chooses to negotiate a rate. A cost policy statement and de minimis certification form must be submitted to the Department for review and approval.
 - iii.** ☐ Agency has selected to apply a state or federally approved indirect cost rate. A federally approved rate agreement or indirect cost allocation plan (ICAP) must be submitted annually.
- f. Agency Compliance with Laws, Rules, and Regulations, Guidelines, and Standards.** The Agency shall comply and require its contractors and subcontractors to comply with all terms

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and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this Project.

- g. Claims and Requests for Additional Work.** The Agency shall have the sole responsibility for resolving claims and requests for additional work for the Project. The Agency will make best efforts to obtain the Department's input in its decisions. The Department is not obligated to reimburse for claims or requests for additional work.

12. Contracts of the Agency:

- a. Approval of Third Party Contracts.** The Department specifically reserves the right to review and approve any and all third party contracts with respect to the Project before the Agency executes or obligates itself in any manner requiring the disbursement of Department funds, including consultant and purchase of commodities contracts, or amendments thereto. If the Department chooses to review and approve third party contracts for this Project and the Agency fails to obtain such approval, that shall be sufficient cause for nonpayment by the Department. The Department specifically reserves unto itself the right to review the qualifications of any consultant or contractor and to approve or disapprove the employment of the same. If Federal Transit Administration (FTA) funds are used in the Project, the Department must exercise the right to third party contract review.
- b. Procurement of Commodities or Contractual Services.** It is understood and agreed by the Parties hereto that participation by the Department in a project with the Agency, where said project involves the purchase of commodities or contractual services where purchases or costs exceed the Threshold Amount for CATEGORY TWO per Section 287.017, Florida Statutes, is contingent on the Agency complying in full with the provisions of Section 287.057, Florida Statutes. The Agency's Authorized Official shall certify to the Department that the Agency's purchase of commodities or contractual services has been accomplished in compliance with Section 287.057, Florida Statutes. It shall be the sole responsibility of the Agency to ensure that any obligations made in accordance with this Section comply with the current threshold limits. Contracts, purchase orders, task orders, construction change orders, or any other agreement that would result in exceeding the current budget contained in **Exhibit "B", Schedule of Financial Assistance**, or that is not consistent with the Project description and scope of services contained in **Exhibit "A", Project Description and Responsibilities** must be approved by the Department prior to Agency execution. Failure to obtain such approval, and subsequent execution of an amendment to the Agreement if required, shall be sufficient cause for nonpayment by the Department, in accordance with this Agreement.
- c. Consultants' Competitive Negotiation Act.** It is understood and agreed by the Parties to this Agreement that participation by the Department in a project with the Agency, where said project involves a consultant contract for professional services, is contingent on the Agency's full compliance with provisions of Section 287.055, Florida Statutes, Consultants' Competitive Negotiation Act. In all cases, the Agency's Authorized Official shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act.
- d. Disadvantaged Business Enterprise (DBE) Policy and Obligation.** It is the policy of the Department that DBEs, as defined in 49 C.F.R. Part 26, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with Department funds under this Agreement. The DBE requirements of applicable federal and state laws and regulations apply to this Agreement. The Agency and its contractors agree to ensure that DBEs have the opportunity to participate in the performance of this Agreement. In this regard, all recipients and contractors shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that the DBEs have the opportunity to compete for and perform contracts. The Agency and its contractors

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and subcontractors shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts, entered pursuant to this Agreement.

13. Maintenance Obligations. In the event the Project includes construction or the acquisition of commodities then the following provisions are incorporated into this Agreement:

- a. The Agency agrees to accept all future maintenance and other attendant costs occurring after completion of the Project for all improvements constructed or commodities acquired as part of the Project. The terms of this provision shall survive the termination of this Agreement.

14. Sale, Transfer, or Disposal of Department-funded Property:

- a. The Agency will not sell or otherwise transfer or dispose of any part of its title or other interests in real property, facilities, or equipment funded in any part by the Department under this Agreement without prior written approval by the Department.
- b. If a sale, transfer, or disposal by the Agency of all or a portion of Department-funded real property, facilities, or equipment is approved by the Department, the following provisions will apply:
 - i. The Agency shall reimburse the Department a proportional amount of the proceeds of the sale of any Department-funded property.
 - ii. The proportional amount shall be determined on the basis of the ratio of the Department funding of the development or acquisition of the property multiplied against the sale amount, and shall be remitted to the Department within ninety (90) days of closing of sale.
 - iii. Sale of property developed or acquired with Department funds shall be at market value as determined by appraisal or public bidding process, and the contract and process for sale must be approved in advance by the Department.
 - iv. If any portion of the proceeds from the sale to the Agency are non-cash considerations, reimbursement to the Department shall include a proportional amount based on the value of the non-cash considerations.
- c. The terms of provisions "a" and "b" above shall survive the termination of this Agreement.
 - i. The terms shall remain in full force and effect throughout the useful life of facilities developed, equipment acquired, or Project items installed within a facility, but shall not exceed twenty (20) years from the effective date of this Agreement.
 - ii. There shall be no limit on the duration of the terms with respect to real property acquired with Department funds.

15. Single Audit. The administration of Federal or State resources awarded through the Department to the Agency by this Agreement may be subject to audits and/or monitoring by the Department. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of Federal awards or State financial assistance or limit the authority of any state agency inspector general, the State of Florida Auditor General, or any other state official. The Agency shall comply with all audit and audit reporting requirements as specified below.

Federal Funded:

- a. In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, monitoring procedures may include but not be limited to on-site visits by

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Department staff and/or other procedures, including reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to Federal awards provided through the Department by this Agreement. By entering into this Agreement, the Agency agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Department, State of Florida Chief Financial Officer (CFO), or State of Florida Auditor General.

- b. The Agency, a non-Federal entity as defined by 2 CFR Part 200, Subpart F – Audit Requirements, as a subrecipient of a Federal award awarded by the Department through this Agreement, is subject to the following requirements:
- i. In the event the Agency expends a total amount of Federal awards equal to or in excess of the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, the Agency must have a Federal single or program-specific audit conducted for such fiscal year in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements. **Exhibit “H”, Audit Requirements for Awards of Federal Financial Assistance**, to this Agreement provides the required Federal award identification information needed by the Agency to further comply with the requirements of 2 CFR Part 200, Subpart F – Audit Requirements. In determining Federal awards expended in a fiscal year, the Agency must consider all sources of Federal awards based on when the activity related to the Federal award occurs, including the Federal award provided through the Department by this Agreement. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR Part 200, Subpart F – Audit Requirements. An audit conducted by the State of Florida Auditor General in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, will meet the requirements of this part.
 - ii. In connection with the audit requirements, the Agency shall fulfill the requirements relative to the auditee responsibilities as provided in 2 CFR Part 200, Subpart F – Audit Requirements.
 - iii. In the event the Agency expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards, the Agency is exempt from Federal audit requirements for that fiscal year. However, the Agency must provide a single audit exemption statement to the Department at FDOTSingleAudit@dot.state.fl.us no later than nine months after the end of the Agency’s audit period for each applicable audit year. In the event the Agency expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards in a fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, the cost of the audit must be paid from non-Federal resources (*i.e.*, the cost of such an audit must be paid from the Agency’s resources obtained from other than Federal entities).
 - iv. The Agency must electronically submit to the Federal Audit Clearinghouse (FAC) at <https://harvester.census.gov/facweb/> the audit reporting package as required by 2 CFR Part 200, Subpart F – Audit Requirements, within the earlier of 30 calendar days after receipt of the auditor’s report(s) or nine months after the end of the audit period. The FAC is the repository of record for audits required by 2 CFR Part 200, Subpart F – Audit Requirements. However, the Department requires a copy of the audit reporting package also be submitted to FDOTSingleAudit@dot.state.fl.us within the earlier of 30 calendar days after receipt of the auditor’s report(s) or nine months after the end of the audit period as required by 2 CFR Part 200, Subpart F – Audit Requirements.

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v. Within six months of acceptance of the audit report by the FAC, the Department will review the Agency's audit reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate action on all deficiencies has been taken pertaining to the Federal award provided through the Department by this Agreement. If the Agency fails to have an audit conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, the Department may impose additional conditions to remedy noncompliance. If the Department determines that noncompliance cannot be remedied by imposing additional conditions, the Department may take appropriate actions to enforce compliance, which actions may include but not be limited to the following:

1. Temporarily withhold cash payments pending correction of the deficiency by the Agency or more severe enforcement action by the Department;
2. Disallow (deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
3. Wholly or partly suspend or terminate the Federal award;
4. Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and Federal awarding agency regulations (or in the case of the Department, recommend such a proceeding be initiated by the Federal awarding agency);
5. Withhold further Federal awards for the Project or program;
6. Take other remedies that may be legally available.

vi. As a condition of receiving this Federal award, the Agency shall permit the Department or its designee, the CFO, or State of Florida Auditor General access to the Agency's records, including financial statements, the independent auditor's working papers, and project records as necessary. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is complete or the dispute is resolved.

vii. The Department's contact information for requirements under this part is as follows:

Office of Comptroller, MS 24
605 Suwannee Street
Tallahassee, Florida 32399-0450
FDOTSingleAudit@dot.state.fl.us

State Funded:

- a. In addition to reviews of audits conducted in accordance with Section 215.97, Florida Statutes, monitoring procedures to monitor the Agency's use of state financial assistance may include but not be limited to on-site visits by Department staff and/or other procedures, including reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to state financial assistance awarded through the Department by this Agreement. By entering into this Agreement, the Agency agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The Agency further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the Department, the Department of Financial Services (DFS), or State of Florida Auditor General.
- b. The Agency, a "nonstate entity" as defined by Section 215.97, Florida Statutes, as a recipient of state financial assistance awarded by the Department through this Agreement, is subject to the following requirements:

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- i. In the event the Agency meets the audit threshold requirements established by Section 215.97, Florida Statutes, the Agency must have a State single or project-specific audit conducted for such fiscal year in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. **Exhibit "G", Audit Requirements for Awards of State Financial Assistance**, to this Agreement indicates state financial assistance awarded through the Department by this Agreement needed by the Agency to further comply with the requirements of Section 215.97, Florida Statutes. In determining the state financial assistance expended in a fiscal year, the Agency shall consider all sources of state financial assistance, including state financial assistance received from the Department by this Agreement, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.
- ii. In connection with the audit requirements, the Agency shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General.
- iii. In the event the Agency does not meet the audit threshold requirements established by Section 215.97, Florida Statutes, the Agency is exempt for such fiscal year from the state single audit requirements of Section 215.97, Florida Statutes. However, the Agency must provide a single audit exemption statement to the Department at FDOTSingleAudit@dot.state.fl.us no later than nine months after the end of the Agency's audit period for each applicable audit year. In the event the Agency does not meet the audit threshold requirements established by Section 215.97, Florida Statutes, in a fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, Florida Statutes, the cost of the audit must be paid from the Agency's resources (*i.e.*, the cost of such an audit must be paid from the Agency's resources obtained from other than State entities).
- iv. In accordance with Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, copies of financial reporting packages required by this Agreement shall be submitted to:

Florida Department of Transportation
Office of Comptroller, MS 24
605 Suwannee Street
Tallahassee, Florida 32399-0405
FDOTSingleAudit@dot.state.fl.us

And

State of Florida Auditor General
Local Government Audits/342
111 West Madison Street, Room 401
Tallahassee, FL 32399-1450
Email: flaudgen_localgovt@aud.state.fl.us

- v. Any copies of financial reporting packages, reports, or other information required to be submitted to the Department shall be submitted timely in accordance with Section 215.97, Florida Statutes, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, as

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applicable.

- vi. The Agency, when submitting financial reporting packages to the Department for audits done in accordance with Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General, should indicate the date the reporting package was delivered to the Agency in correspondence accompanying the reporting package.
 - vii. Upon receipt, and within six months, the Department will review the Agency's financial reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate corrective action on all deficiencies has been taken pertaining to the state financial assistance provided through the Department by this Agreement. If the Agency fails to have an audit conducted consistent with Section 215.97, Florida Statutes, the Department may take appropriate corrective action to enforce compliance.
 - viii. As a condition of receiving state financial assistance, the Agency shall permit the Department or its designee, DFS, or the Auditor General access to the Agency's records, including financial statements, the independent auditor's working papers, and project records as necessary. Records related to unresolved audit findings, appeals, or litigation shall be retained until the action is complete or the dispute is resolved.
- c. The Agency shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date the audit report is issued and shall allow the Department or its designee, DFS, or State of Florida Auditor General access to such records upon request. The Agency shall ensure that the audit working papers are made available to the Department or its designee, DFS, or State of Florida Auditor General upon request for a period of five years from the date the audit report is issued, unless extended in writing by the Department.

16. Notices and Approvals. Notices and approvals referenced in this Agreement must be obtained in writing from the Parties' respective Administrators or their designees.

17. Restrictions, Prohibitions, Controls and Labor Provisions:

- a. **Convicted Vendor List.** A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- b. **Discriminatory Vendor List.** In accordance with Section 287.134, Florida Statutes, an entity or affiliate who has been placed on the Discriminatory Vendor List, kept by the Florida Department of Management Services, may not submit a bid on a contract to provide goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity.

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- c. **Non-Responsible Contractors.** An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied, or have further been determined by the Department to be a non-responsible contractor, may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the Agency.
- d. **Prohibition on Using Funds for Lobbying.** No funds received pursuant to this Agreement may be expended for lobbying the Florida Legislature, judicial branch, or any state agency, in accordance with Section 216.347, Florida Statutes.
- e. **Unauthorized Aliens.** The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. If the contractor knowingly employs unauthorized aliens, such violation will be cause for unilateral cancellation of this Agreement.
- f. **Procurement of Construction Services.** If the Project is procured pursuant to Chapter 255, Florida Statutes, for construction services and at the time of the competitive solicitation for the Project, 50 percent or more of the cost of the Project is to be paid from state-appropriated funds, then the Agency must comply with the requirements of Section 255.0991, Florida Statutes.
- g. **E-Verify.** The Agency shall:
 - i. Utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Agency during the term of the contract; and
 - ii. Expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.
- h. **Projects with Non-profit Organizations.** Pursuant to Section 216.1366, Florida Statutes, if the Agency is a nonprofit organization as defined in Section 215.97(2)(m), Florida Statutes, the Agency shall provide documentation to indicate the amount of state funds:
 - i. Allocated to be used during the full term of this Agreement for remuneration to any member of the board of directors or an officer of the Agency
 - ii. Allocated under each payment by the Department to be used for remuneration of any member of the board of directors or an officer of the Agency. The documentation must indicate the amounts and recipients of the remuneration.

Such information will be posted by the Department to the Florida Accountability Contract Tracking System maintained pursuant to Section 215.985, F.S., and must additionally be posted to the Agency's website, if the Agency is a non-profit organization and maintains a website. The Agency shall utilize the Department's Form 350-090-19, Compensation to Non-Profits Using State Funds, for purposes of documenting the compensation. The subject Form is required for every contract for services executed, amended, or extended on or after July 1, 2023, with non-profit organizations.

Pursuant to Section 216.1366, F.S., the term:

- i. "Officer" means a chief executive officer, chief financial officer, chief operating officer, or any other position performing and equivalent function.

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- ii. "Remuneration" means all compensation earned by or awarded to personnel, whether paid or accrued, regardless of contingency, including bonuses, accrued paid time off, severance payments, incentive payments, contributions to a retirement plan or in-kind payments, reimbursements, or allowances for moving expenses, vehicles and other transportation, telephone services, medical services, housing and meals.
- iii. "State Funds" means funds paid from the General Revenue Fund or any state trust fund, funds allocated by the Federal Government and distributed by the state, or funds appropriated by the Federal Government and distributed by the state, or funds appropriated by the state for distribution through any grant program. The term does not include funds used for the Medicaid program.

- b. **Design Services and Construction Engineering and Inspection Services.** If the Project is wholly or partially funded by the Department and administered by a local governmental entity, except for a seaport listed in Section 311.09, Florida Statutes, or an airport as defined in Section 332.004, Florida Statutes, the entity performing design and construction engineering and inspection services may not be the same entity.

15. Indemnification and Insurance:

- a. It is specifically agreed between the Parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof, a third party beneficiary under this Agreement, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement. The Agency guarantees the payment of all just claims for materials, supplies, tools, or labor and other just claims against the Agency or any subcontractor, in connection with this Agreement. Additionally, to the extent permitted by law and as limited by and pursuant to the provisions of Section 768.28, Florida Statutes, the Agency shall indemnify, defend, and hold harmless the State of Florida, Department of Transportation, including the Department's officers and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Agency and persons employed or utilized by the Agency in the performance of this Agreement. Nothing contained in this paragraph is intended to nor shall it constitute a waiver of the Department's or the Agency's sovereign immunity. This indemnification shall survive the termination of this Agreement. Additionally, the Agency agrees to include the following indemnification in all contracts with contractors/subcontractors and consultants/subconsultants who perform work in connection with this Agreement:

"To the fullest extent permitted by law, the Agency's contractor/consultant shall indemnify, defend, and hold harmless the Agency and the State of Florida, Department of Transportation, including the Department's officers and employees, from liabilities, damages, losses and costs, including, but not limited to, reasonable attorney's fees, to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the contractor/consultant and persons employed or utilized by the contractor/consultant in the performance of this Agreement.

This indemnification shall survive the termination of this Agreement."

- b. The Agency shall provide Workers' Compensation Insurance in accordance with Florida's Workers' Compensation law for all employees. If subletting any of the work, ensure that the subcontractor(s) and subconsultant(s) have Workers' Compensation Insurance for their employees in accordance with Florida's Workers' Compensation law. If using "leased employees" or employees obtained through professional employer organizations ("PEO's"), ensure that such employees are covered by Workers' Compensation Insurance through the

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PEO's or other leasing entities. Ensure that any equipment rental agreements that include operators or other personnel who are employees of independent contractors, sole proprietorships, or partners are covered by insurance required under Florida's Workers' Compensation law.

- c. If the Agency elects to self-perform the Project, then the Agency may self-insure. If the Agency elects to hire a contractor or consultant to perform the Project, then the Agency shall carry, or cause its contractor or consultant to carry, Commercial General Liability insurance providing continuous coverage for all work or operations performed under this Agreement. Such insurance shall be no more restrictive than that provided by the latest occurrence form edition of the standard Commercial General Liability Coverage Form (ISO Form CG 00 01) as filed for use in the State of Florida. The Agency shall cause, or cause its contractor or consultant to cause, the Department to be made an Additional Insured as to such insurance. Such coverage shall be on an "occurrence" basis and shall include Products/Completed Operations coverage. The coverage afforded to the Department as an Additional Insured shall be primary as to any other available insurance and shall not be more restrictive than the coverage afforded to the Named Insured. The limits of coverage shall not be less than \$1,000,000 for each occurrence and not less than a \$5,000,000 annual general aggregate, inclusive of amounts provided by an umbrella or excess policy. The limits of coverage described herein shall apply fully to the work or operations performed under the Agreement, and may not be shared with or diminished by claims unrelated to the Agreement. The policy/ies and coverage described herein may be subject to a deductible and such deductibles shall be paid by the Named Insured. No policy/ies or coverage described herein may contain or be subject to a Retention or a Self-Insured Retention unless the Agency is a state agency or subdivision of the State of Florida that elects to self-perform the Project. Prior to the execution of the Agreement, and at all renewal periods which occur prior to final acceptance of the work, the Department shall be provided with an ACORD Certificate of Liability Insurance reflecting the coverage described herein. The Department shall be notified in writing within ten days of any cancellation, notice of cancellation, lapse, renewal, or proposed change to any policy or coverage described herein. The Department's approval or failure to disapprove any policy/ies, coverage, or ACORD Certificates shall not relieve or excuse any obligation to procure and maintain the insurance required herein, nor serve as a waiver of any rights or defenses the Department may have.
- d. When the Agreement includes the construction of a railroad grade crossing, railroad overpass or underpass structure, or any other work or operations within the limits of the railroad right-of-way, including any encroachments thereon from work or operations in the vicinity of the railroad right-of-way, the Agency shall, or cause its contractor to, in addition to the insurance coverage required above, procure and maintain Railroad Protective Liability Coverage (ISO Form CG 00 35) where the railroad is the Named Insured and where the limits are not less than \$2,000,000 combined single limit for bodily injury and/or property damage per occurrence, and with an annual aggregate limit of not less than \$6,000,000. The railroad shall also be added along with the Department as an Additional Insured on the policy/ies procured pursuant to the paragraph above. Prior to the execution of the Agreement, and at all renewal periods which occur prior to final acceptance of the work, both the Department and the railroad shall be provided with an ACORD Certificate of Liability Insurance reflecting the coverage described herein. The insurance described herein shall be maintained through final acceptance of the work. Both the Department and the railroad shall be notified in writing within ten days of any cancellation, notice of cancellation, renewal, or proposed change to any policy or coverage described herein. The Department's approval or failure to disapprove any policy/ies, coverage, or ACORD Certificates shall not relieve or excuse any obligation to procure and maintain the insurance required herein, nor serve as a waiver of any rights the Department may have.
- e. When the Agreement involves work on or in the vicinity of utility-owned property or facilities, the utility shall be added along with the Department as an Additional Insured on the Commercial General Liability policy/ies procured above.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
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Form 725-000-01
STRATEGIC
DEVELOPMENT
OGC 03/25

16. Miscellaneous:

- a. Environmental Regulations.** The Agency will be solely responsible for compliance with all applicable environmental regulations and for any liability arising from non-compliance with these regulations, and will reimburse the Department for any loss incurred in connection therewith.
- b. Non-Admission of Liability.** In no event shall the making by the Department of any payment to the Agency constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the Agency and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.
- c. Severability.** If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.
- d. Agency not an agent of Department.** The Agency and the Department agree that the Agency, its employees, contractors, subcontractors, consultants, and subconsultants are not agents of the Department as a result of this Agreement.
- e. Bonus or Commission.** By execution of the Agreement, the Agency represents that it has not paid and, also agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.
- f. Non-Contravention of State Law.** Nothing in the Agreement shall require the Agency to observe or enforce compliance with any provision or perform any act or do any other thing in contravention of any applicable state law. If any of the provisions of the Agreement violate any applicable state law, the Agency will at once notify the Department in writing so that appropriate changes and modifications may be made by the Department and the Agency to the end that the Agency may proceed as soon as possible with the Project.
- g. Execution of Agreement.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute the same Agreement. A facsimile or electronic transmission of this Agreement with a signature on behalf of a party will be legal and binding on such party.
- h. Federal Award Identification Number (FAIN).** If the FAIN is not available prior to execution of the Agreement, the Department may unilaterally add the FAIN to the Agreement without approval of the Agency and without an amendment to the Agreement. If this occurs, an updated Agreement that includes the FAIN will be provided to the Agency and uploaded to the Department of Financial Services' Florida Accountability Contract Tracking System (FACTS).
- i. Inspector General Cooperation.** The Agency agrees to comply with Section 20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with Section 20.055(5), Florida Statutes.
- j. Law, Forum, and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. In the event of a conflict between any portion of the contract and Florida law, the laws of Florida shall prevail. The Agency agrees to waive forum and venue and that the Department shall determine the forum and venue in which any dispute under this Agreement is decided.

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IN WITNESS WHEREOF, the Parties have executed this Agreement on the day and year written above.

AGENCY City of Palatka

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

By: _____

By: _____

Name: _____

Name: James M. Knight, P.E.

Title: _____

Title: Urban Planning and Modal AdministratorSTATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION
Legal Review:

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
GRANT AGREEMENT EXHIBITS**

Form 725-000-02
STRATEGIC
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EXHIBIT A

Project Description and Responsibilities

A. Project Description (description of Agency's project to provide context, description of project components funded via this Agreement (if not the entire project)): Palatka Apt Pavement Marking Rehabilitation for Runways 9-27 and 17-35

B. Project Location (limits, city, county, map): Palatka Municipal/Lt Kay Larkin Field/Palatka, FL/Putnam

C. Project Scope (allowable costs: describe project components, improvement type/service type, approximate timeline, project schedule, project size): As required by 215.971, F.S., this scope of work includes but is not limited to consultant and design fees, survey costs, construction inspection costs, mobilization and demobilization, pavement marking removal, surface preparation, pavement markings, and safety barricades, including all materials, equipment, labor, and incidentals required to mark runways 9/27 and 17/35 at Palatka Municipal Airport. The Sponsor will comply with Aviation Program Assurances.

D. Deliverable(s):

The project scope identifies the ultimate project deliverables. Deliverables for requisition, payment and invoice purposes will be the incremental progress made toward completion of project scope elements. Supporting documentation will be quantifiable, measurable, and verifiable, to allow for a determination of the amount of incremental progress that has been made, and provide evidence that the payment requested is commensurate with the accomplished incremental progress and costs incurred by the Agency.

E. Unallowable Costs (including but not limited to): Travel related charges

F. Transit Operating Grant Requirements (Transit Only):

Transit Operating Grants billed as an operational subsidy will require an expenditure detail report from the Agency that matches the invoice period. The expenditure detail, along with the progress report, will be the required deliverables for Transit Operating Grants. Operating grants may be issued for a term not to exceed three years from execution. The original grant agreement will include funding for year one. Funding for years two and three will be added by amendment as long as the grantee has submitted all invoices on schedule and the project deliverables for the year have been met.

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EXHIBIT B**Schedule of Financial Assistance**

FUNDS AWARDED TO THE AGENCY AND REQUIRED MATCHING FUNDS PURSUANT TO THIS AGREEMENT
CONSIST OF THE FOLLOWING:

A. Fund Type and Fiscal Year:

Financial Management Number	Fund Type	FLAIR Category	State Fiscal Year	Object Code	CSFA/CFDA Number	CSFA/CFDA Title or Funding Source Description	Funding Amount
427549-4-94-01	DDR	088719	2025	751000	55.004	Aviation Grant Program	\$200,000.00
Total Financial Assistance							\$200,000.00

B. Estimate of Project Costs by Grant Phase:

Phases*	State	Local	Federal	Totals	State %	Local %	Federal %
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Environmental/Design/Construction	\$200,000.00	\$0.00	\$0.00	\$200,000.00	100.00	0.00	0.00
Capital Equipment/ Preventative Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Match to Direct Federal Funding	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Mobility Management (Transit Only)	\$0.00	\$0.00	\$0.00	\$0.00	0.00	0.00	0.00
Totals	\$200,000.00	\$0.00	\$0.00	\$200,000.00			

*Shifting items between these grant phases requires execution of an Amendment to the Public Transportation Grant Agreement.

Scope Code and/or Activity Line Item (ALI) (Transit Only)	
Common Name/UZA Name (Transit Only)	

BUDGET/COST ANALYSIS CERTIFICATION AS REQUIRED BY SECTION 216.3475, FLORIDA STATUTES:

I certify that the cost for each line item budget category (grant phase) has been evaluated and determined to be allowable, reasonable, and necessary as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Kyle Coffman

Department Grant Manager Name

Signature

Date

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- a. The Agency understands that it is responsible for the preparation and certification of all design plans for the Project. The Agency shall hire a qualified consultant for the design phase of the Project or, if applicable, the Agency shall require their design-build contractor or construction management contractor to hire a qualified consultant for the design phase of the Project.
- b. Execution of this Agreement by both Parties shall be deemed a Notice to Proceed to the Agency for the design phase or other non-construction phases of the Project. If the Project involves a construction phase, the Agency shall not begin the construction phase of the Project until the Department issues a Notice to Proceed for the construction phase. Prior to commencing the construction work described in this Agreement, the Agency shall request a Notice to Proceed from the Department's Project Manager, Kyle Coffman (email: kyle.coffman@dot.state.fl.us) or from an appointed designee. Any construction phase work performed prior to the execution of this required Notice to Proceed is not subject to reimbursement.
- c. The Agency will provide one (1) copy of the final design plans and specifications and final bid documents to the Department's Project Manager prior to bidding or commencing construction of the Project.
- d. The Agency shall require the Agency's contractor to post a payment and performance bond in accordance with applicable law(s).
- e. The Agency shall be responsible to ensure that the construction work under this Agreement is performed in accordance with the approved construction documents, and that the construction work will meet all applicable Agency and Department standards.
- f. Upon completion of the work authorized by this Agreement, the Agency shall notify the Department in writing of the completion of construction of the Project; and for all design work that originally required certification by a Professional Engineer, this notification shall contain an Engineer's Certification of Compliance, signed and sealed by a Professional Engineer, the form of which is attached to this Exhibit. The certification shall state that work has been completed in compliance with the Project construction plans and specifications. If any deviations are found from the approved plans or specifications, the certification shall include a list of all deviations along with an explanation that justifies the reason to accept each deviation.

2. Construction on the Department's Right of Way. If the Project involves construction on the Department's right-of-way, then the following provisions apply to any and all portions of the Project that are constructed on the Department's right-of-way:

- a. The Agency shall hire a qualified contractor using the Agency's normal bid procedures to perform the construction work for the Project. The Agency must certify that the installation of the Project is completed by a Contractor prequalified by the Department as required by Section 2 of the Standard Specifications for Road and Bridge Construction (2016), as amended, unless otherwise approved by the Department in writing or the Contractor exhibits past project experience in the last five years that are comparable in scale, composition, and overall quality to the site characterized within the scope of services of this Project.

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- b. Construction Engineering Inspection (CEI) services will be provided by the Agency by hiring a Department prequalified consultant firm including one individual that has completed the Advanced Maintenance of Traffic Level Training, unless otherwise approved by the Department in writing. The CEI staff shall be present on the Project at all times that the contractor is working. Administration of the CEI staff shall be under the responsible charge of a State of Florida Licensed Professional Engineer who shall provide the certification that all design and construction for the Project meets the minimum construction standards established by Department. The Department shall approve all CEI personnel. The CEI firm shall not be the same firm as that of the Engineer of Record for the Project. The Department shall have the right, but not the obligation, to perform independent assurance testing during the course of construction of the Project. Notwithstanding the foregoing, the Department may issue a written waiver of the CEI requirement for portions of Projects involving the construction of bus shelters, stops, or pads.
- c. The Project shall be designed and constructed in accordance with the latest edition of the Department's Standard Specifications for Road and Bridge Construction, the Department Design Standards, and the Manual of Uniform Traffic Control Devices (MUTCD). The following guidelines shall apply as deemed appropriate by the Department: the Department Structures Design Manual, AASHTO Guide Specifications for the Design of Pedestrian Bridges, AASHTO LRFD Bridge Design Specifications, Florida Design Manual, Manual for Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (the "Florida Green Book"), and the Department Traffic Engineering Manual. The Agency will be required to submit any construction plans required by the Department for review and approval prior to any work being commenced. Should any changes to the plans be required during construction of the Project, the Agency shall be required to notify the Department of the changes and receive approval from the Department prior to the changes being constructed. The Agency shall maintain the area of the Project at all times and coordinate any work needs of the Department during construction of the Project.
- d. The Agency shall notify the Department a minimum of 48 hours before beginning construction within Department right-of-way. The Agency shall notify the Department should construction be suspended for more than 5 working days. The Department contact person for construction is ____.
- e. The Agency shall be responsible for monitoring construction operations and the maintenance of traffic (MOT) throughout the course of the Project in accordance with the latest edition of the Department Standard Specifications, section 102. The Agency is responsible for the development of a MOT plan and making any changes to that plan as necessary. The MOT plan shall be in accordance with the latest version of the Department Design Standards, Index 600 series. Any MOT plan developed by the Agency that deviates from the Department Design Standards must be signed and sealed by a professional engineer. MOT plans will require approval by the Department prior to implementation.
- f. The Agency shall be responsible for locating all existing utilities, both aerial and underground, and for ensuring that all utility locations be accurately documented on the construction plans. All utility conflicts shall be fully resolved directly with the applicable utility.
- g. The Agency will be responsible for obtaining all permits that may be required by other agencies or local governmental entities.
- h. It is hereby agreed by the Parties that this Agreement creates a permissive use only and all improvements located on the Department's right-of-way resulting from this Agreement shall become the property of the Department. Neither the granting of the permission to use the Department right of way nor the placing of facilities upon the Department property shall operate to create or vest any property right to or in the Agency, except as may otherwise be provided in separate agreements. The Agency shall not acquire any right, title, interest or

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estate in Department right of way, of any nature or kind whatsoever, by virtue of the execution, operation, effect, or performance of this Agreement including, but not limited to, the Agency's use, occupancy or possession of Department right of way. The Parties agree that this Agreement does not, and shall not be construed to, grant credit for any future transportation concurrency requirements pursuant to Chapter 163, F.S.

- i. The Agency shall not cause any liens or encumbrances to attach to any portion of the Department's property, including but not limited to, the Department's right-of-way.
- j. The Agency shall perform all required testing associated with the design and construction of the Project. Testing results shall be made available to the Department upon request. The Department shall have the right to perform its own independent testing during the course of the Project.
- k. The Agency shall exercise the rights granted herein and shall otherwise perform this Agreement in a good and workmanlike manner, with reasonable care, in accordance with the terms and provisions of this Agreement and all applicable federal, state, local, administrative, regulatory, safety and environmental laws, codes, rules, regulations, policies, procedures, guidelines, standards and permits, as the same may be constituted and amended from time to time, including, but not limited to, those of the Department, applicable Water Management District, Florida Department of Environmental Protection, the United States Environmental Protection Agency, the United States Army Corps of Engineers, the United States Coast Guard and local governmental entities.
- l. If the Department determines a condition exists which threatens the public's safety, the Department may, at its discretion, cause construction operations to cease and immediately have any potential hazards removed from its right-of-way at the sole cost, expense, and effort of the Agency. The Agency shall bear all construction delay costs incurred by the Department.
- m. The Agency shall be responsible to maintain and restore all features that might require relocation within the Department right-of-way.
- n. The Agency will be solely responsible for clean up or restoration required to correct any environmental or health hazards that may result from construction operations.
- o. The acceptance procedure will include a final "walk-through" by Agency and Department personnel. Upon completion of construction, the Agency will be required to submit to the Department final as-built plans and an engineering certification that construction was completed in accordance to the plans. Submittal of the final as-built plans shall include one complete set of the signed and sealed plans on 11" X 17" plan sheets and an electronic copy prepared in Portable Document Format (PDF). Prior to the termination of this Agreement, the Agency shall remove its presence, including, but not limited to, all of the Agency's property, machinery, and equipment from Department right-of-way and shall restore those portions of Department right of way disturbed or otherwise altered by the Project to substantially the same condition that existed immediately prior to the commencement of the Project.
- p. If the Department determines that the Project is not completed in accordance with the provisions of this Agreement, the Department shall deliver written notification of such to the Agency. The Agency shall have thirty (30) days from the date of receipt of the Department's written notice, or such other time as the Agency and the Department mutually agree to in writing, to complete the Project and provide the Department with written notice of the same (the "Notice of Completion"). If the Agency fails to timely deliver the Notice of Completion, or if it is determined that the Project is not properly completed after receipt of the Notice of Completion, the Department, within its discretion may: 1) provide the Agency with written authorization granting such additional time as the Department deems appropriate to correct the deficiency(ies); or 2) correct the deficiency(ies) at the Agency's sole cost and expense,

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without Department liability to the Agency for any resulting loss or damage to property, including, but not limited to, machinery and equipment. If the Department elects to correct the deficiency(ies), the Department shall provide the Agency with an invoice for the costs incurred by the Department and the Agency shall pay the invoice within thirty (30) days of the date of the invoice.

- q. The Agency shall implement best management practices for erosion and pollution control to prevent violation of state water quality standards. The Agency shall be responsible for the correction of any erosion, shoaling, or water quality problems that result from the construction of the Project.
- r. Portable Traffic Monitoring Site (PTMS) or a Telemetry Traffic Monitoring Site (TTMS) may exist within the vicinity of your proposed work. It is the responsibility of the Agency to locate and avoid damage to these sites. If a PTMS or TTMS is encountered during construction, the Department must be contacted immediately.
- s. During construction, highest priority must be given to pedestrian safety. If permission is granted to temporarily close a sidewalk, it should be done with the express condition that an alternate route will be provided, and shall continuously maintain pedestrian features to meet Americans Disability Act (ADA) standards.
- t. Restricted hours of operation will be as follows, unless otherwise approved by the Department's District Construction Engineer or designee (insert hours and days of the week for restricted operation):
- u. Lane closures on the state road system must be coordinated with the Public Information Office at least two weeks prior to the closure. The contact information for the Department's Public Information Office is:

Insert District PIO contact info:

Note: (Highlighted sections indicate need to confirm information with District Office or appropriate DOT person managing the Agreement)

3. **Engineer's Certification of Compliance.** The Agency shall complete and submit and if applicable Engineer's Certification of Compliance to the Department upon completion of the construction phase of the Project.

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PUBLIC TRANSPORTATION GRANT AGREEMENT
BETWEEN
THE STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION
and _____

PROJECT DESCRIPTION: _____

DEPARTMENT CONTRACT NO.: _____

FINANCIAL MANAGEMENT NO.: _____

In accordance with the Terms and Conditions of the Public Transportation Grant Agreement, the undersigned certifies that all work which originally required certification by a Professional Engineer has been completed in compliance with the Project construction plans and specifications. If any deviations have been made from the approved plans, a list of all deviations, along with an explanation that justifies the reason to accept each deviation, will be attached to this Certification. Also, with submittal of this certification, the Agency shall furnish the Department a set of "as-built" plans for construction on the Department's Right of Way certified by the Engineer of Record/CEI.

By: _____, P.E.

SEAL:

Name: _____

Date: _____

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EXHIBIT D

AGENCY RESOLUTION

PLEASE SEE ATTACHED

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EXHIBIT E

**PROGRAM SPECIFIC TERMS AND CONDITIONS - AVIATION
AVIATION PROGRAM ASSURANCES**

A. General.

1. The assurances herein shall form an integral part of the Agreement between the Department and the Agency.
2. These assurances delineate the obligations of the Parties to this Agreement to ensure their commitment and compliance with specific provisions of **Exhibit "A", Project Description and Responsibilities**, and **Exhibit "B", Schedule of Financial Assistance**, as well as serving to protect public investment in public-use airports and the continued viability of the Florida Aviation System.
3. The Agency shall comply with the assurances as specified in this Agreement.
4. The terms and assurances of this Agreement shall remain in full force and effect throughout the useful life of a facility developed; equipment acquired; or Project items installed within a facility for an airport development or noise compatibility program project, but shall not exceed 20 years from the effective date of this Agreement.
5. There shall be no limit on the duration of the terms and assurances of this Agreement regarding Exclusive Rights and Airport Revenue so long as the property is used as a public airport.
6. There shall be no limit on the duration of the terms and assurances of this Agreement with respect to real property acquired with funds provided by this Agreement.
7. Subject to appropriations, the Department shall continue to comply with its financial commitment to this Project under the terms of this Agreement, until such time as the Department may determine that the Agency has failed to comply with the terms and assurances of this Agreement.
8. An Agency that has been determined by the Department to have failed to comply with either the terms of these Assurances, or the terms of the Agreement, or both, shall be notified, in writing, by the Department, identifying the specifics of the non-compliance and any corrective action by the Agency to remedy the failure.
9. Failure by the Agency to satisfactorily remedy the non-compliance shall absolve the Department's continued financial commitment to this Project and immediately require the Agency to repay the Department the full amount of funds expended by the Department on this Project.
10. Any history of failure to comply with the terms and assurances of an Agreement will jeopardize the Agency's eligibility for further state funding of airport projects by the Department.

B. Agency Compliance Certification.

1. **General Certification.** The Agency hereby certifies, with respect to this Project, it will comply, within its authority, with all applicable, current laws and rules of the State of Florida and applicable local governments, as well as Department policies, guidelines, and requirements, including but not limited to, the following (latest version of each document):
 - a. **Florida Statutes (F.S.)**
 - Chapter 163, F.S., Intergovernmental Programs
 - Chapter 329, F.S., Aircraft: Title; Liens; Registration; Liens
 - Chapter 330, F.S., Regulation of Aircraft, Pilots, and Airports
 - Chapter 331, F.S., Aviation and Aerospace Facilities and Commerce
 - Chapter 332, F.S., Airports and Other Air Navigation Facilities
 - Chapter 333, F.S., Airport Zoning

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b. Florida Administrative Code (FAC)

- Chapter 73C-41, FAC, Community Planning; Governing the Procedure for the Submittal and Review of Local Government Comprehensive Plans and Amendments
- Chapter 14-60, FAC, Airport Licensing, Registration, and Airspace Protection
- Section 62-256.300, FAC, Open Burning, Prohibitions
- Section 62-701.320(13), FAC, Solid Waste Management Facility Permit Requirements, General, Airport Safety

c. Local Government Requirements

- Airport Zoning Ordinance
- Local Comprehensive Plan

d. Department Requirements

- Eight Steps of Building a New Airport
- Florida Airport Revenue Use Guide
- Florida Aviation Project Handbook
- Guidebook for Airport Master Planning
- Airport Compatible Land Use Guidebook

- 2. Construction Certification.** The Agency hereby certifies, with respect to a construction-related project, that all design plans and specifications will comply with applicable federal, state, local, and professional standards, as well as Federal Aviation Administration (FAA) Advisory Circulars (AC's) and FAA issued waivers thereto, including but not limited to, the following:

a. Federal Requirements

- FAA AC 70/7460-1, Obstruction Marking and Lighting
- FAA AC 150/5300-13, Airport Design
- FAA AC 150/5370-2, Operational Safety on Airports During Construction
- FAA AC 150/5370-10, Standards for Specifying Construction of Airports

b. Local Government Requirements

- Local Building Codes
- Local Zoning Codes

c. Department Requirements

- Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways (Commonly Referred to as the "Florida Green Book")
- Manual on Uniform Traffic Control Devices
- Section 14-60.007, FAC, Airfield Standards for Licensed Airports
- Standard Specifications for Construction of General Aviation Airports
- Design Guidelines & Minimum Standard Requirements for T-Hangar Projects

- 3. Land Acquisition Certification.** The Agency hereby certifies, regarding land acquisition, that it will comply with applicable federal and/or state policies, regulations, and laws, including but not limited to the following:

a. Federal Requirements

- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970
- National Environmental Policy of 1969
- FAA Order 5050.4, National Environmental Policy Act Implementing Instructions for Airport Projects
- FAA Order 5100.37B, Land Acquisition and Relocation Assistance for Airport Projects

b. Florida Requirements

- Chapter 73, F.S., Eminent Domain (re: Property Acquired Through Condemnation)
- Chapter 74, F.S., Proceedings Supplemental to Eminent Domain (re: Condemnation)
- Section 286.23, F.S., Public Business: Miscellaneous Provisions

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C. Agency Authority.

1. **Legal Authority.** The Agency hereby certifies, with respect to this Agreement, that it has the legal authority to enter into this Agreement and commit to this Project; that a resolution, motion, or similar action has been duly adopted or passed as an official act of the airport sponsor's governing body authorizing this Agreement, including assurances contained therein, and directing and authorizing the person identified as the official representative of the governing body to act on its behalf with respect to this Agreement and to provide any additional information as may be required.
2. **Financial Authority.** The Agency hereby certifies, with respect to this Agreement, that it has sufficient funds available for that portion of the Project costs which are not paid by the U.S. Government or the State of Florida; that it has sufficient funds available to assure future operation and maintenance of items funded by this Project, which it will control; and that authority has been granted by the airport sponsor governing body to commit those funds to this Project.

D. Agency Responsibilities. The Agency hereby certifies it currently complies with or will comply with the following responsibilities:

1. Accounting System.

- a. The Agency shall create and maintain a separate account to document all of the financial transactions related to the airport as a distinct entity.
- b. The accounting records shall be kept by the Agency or its authorized representative in accordance with Generally Accepted Accounting Principles and in an accounting system that will facilitate an effective audit in accordance with the 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards and Section 215.97, F.S., Florida Single Audit Act.
- c. The Department has the right to audit and inspect all financial records of the Agency upon reasonable notice.

2. Good Title.

- a. The Agency holds good title, satisfactory to the Department, to the airport or site thereof, or gives assurance, satisfactory to the Department, that good title will be obtained.
- b. For noise compatibility program projects undertaken on the airport sponsor's property, the Agency holds good title, satisfactory to the Department, to that portion of the property upon which state funds will be expended, or gives assurance, satisfactory to the Department, that good title will be obtained.

3. Preserving Rights and Powers.

- a. The Agency shall not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms and assurances of this Agreement without the written approval of the Department. Further, the Agency shall act promptly to acquire, extinguish, or modify, in a manner acceptable to the Department, any outstanding rights or claims of right of others which would interfere with such performance by the Agency.
- b. If an arrangement is made for management and operation of the airport by any entity or person other than the Agency or an employee of the Agency, the Agency shall reserve sufficient rights and authority to ensure that the airport will be operated and maintained in accordance with the terms and assurances of this Agreement.

4. Hazard Removal and Mitigation.

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- a. For airport hazards located on airport controlled property, the Agency shall clear and protect terminal airspace required for instrument and visual operations at the airport (including established minimum flight altitudes) by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.
- b. For airport hazards not located on airport controlled property, the Agency shall work in conjunction with the governing public authority or private land owner of the property to clear and protect terminal airspace required for instrument and visual operations at the airport (including established minimum flight altitudes) by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards. The Agency may enter into an agreement with surrounding property owners or pursue available legal remedies to remove potential hazards to air navigation.

5. Airport Compatible Land Use.

- a. The Agency assures that appropriate airport zoning ordinances are in place consistent with Section 333.03, F.S., or if not in place, that it will take appropriate action necessary to ensure local government adoption of an airport zoning ordinance or execution of an interlocal agreement with another local government body having an airport zoning ordinance, consistent with the provisions of Section 333.03, F.S.
- b. The Agency assures that it will disapprove or oppose any attempted alteration or creation of objects, natural or man-made, dangerous to navigable airspace or that would adversely affect the current or future levels of airport operations.
- c. The Agency assures that it will disapprove or oppose any attempted change in local land use development regulations that would adversely affect the current or future levels of airport operations by creation or expansion of airport incompatible land use areas.

6. Consistency with Local Government Plans.

- a. The Agency assures the Project is consistent with the currently existing and planned future land use development plans approved by the local government having jurisdictional responsibility for the area surrounding the airport.
- b. The Agency assures that it has given fair consideration to the interest of local communities and has had reasonable consultation with those parties affected by the Project.
- c. The Agency shall consider and take appropriate actions, if deemed warranted by the Agency, to adopt the current, approved Airport Master Plan into the local government comprehensive plan.

7. Consistency with Airport Master Plan and Airport Layout Plan.

- a. The Agency assures that the project, covered by the terms and assurances of this Agreement, is consistent with the most current Airport Master Plan.
- b. The Agency assures that the Project, covered by the terms and assurances of this Agreement, is consistent with the most current, approved Airport Layout Plan (ALP), which shows:
 - 1) The boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the Agency for airport purposes and proposed additions thereto;
 - 2) The location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars, and roads), including all proposed extensions and reductions of existing airport facilities; and
 - 3) The location of all existing and proposed non-aviation areas on airport property and of all existing improvements thereon.

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- c. The Agency assures that it will not make or permit any changes or alterations on the airport or any of its facilities that are not consistent with the Airport Master Plan and the Airport Layout Plan, as approved by the Department.
- d. Original Airport Master Plans and Airport Layout Plans and each amendment, revision, or modification thereof, will be subject to the approval of the Department.

8. Airport Financial Plan.

- a. The Agency assures that it will develop and maintain a cost-feasible Airport financial plan to accomplish the projects necessary to achieve the proposed airport improvements identified in the Airport Master Plan and depicted in the Airport Layout Plan, and any updates thereto. The Agency's Airport financial plan must comply with the following conditions:
 - 1) The Airport financial plan will be a part of the Airport Master Plan.
 - 2) The Airport financial plan will realistically assess project phasing considering availability of state and local funding and likelihood of federal funding under the FAA's priority system.
 - 3) The Airport financial plan will not include Department funding for projects that are inconsistent with the local government comprehensive plan.
- b. All Project cost estimates contained in the Airport financial plan shall be entered into and kept current in the Florida Aviation Database (FAD) Joint Automated Capital Improvement Program (JACIP) website.

- 9. Airport Revenue.** The Agency assures that all revenue generated by the airport will be expended for capital improvement or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the air transportation of passengers or property, or for environmental or noise mitigation purposes on or off the airport.

10. Fee and Rental Structure.

- a. The Agency assures that it will maintain a fee and rental structure for facilities and services at the airport that it will make the airport as self-sustaining as possible under the circumstances existing at the particular airport.
- b. If this Agreement results in a facility that will be leased or otherwise produce revenue, the Agency assures that the price charged for that facility will be based on the market value.

11. Public-Private Partnership for Aeronautical Uses.

- a. If the airport owner or operator and a person or entity that owns an aircraft or an airport tenant or potential tenant agree that an aircraft hangar or tenant-specific facility, respectively, is to be constructed on airport property for aircraft storage or tenant use at the expense of the aircraft owner or tenant, the airport owner or operator may grant to the aircraft owner or tenant of the facility a lease that is subject to such terms and conditions on the facility as the airport owner or operator may impose, subject to approval by the Department.
- b. The price charged for said lease will be based on market value, unless otherwise approved by the Department.

12. Economic Nondiscrimination.

- a. The Agency assures that it will make the airport available as an airport for public use on reasonable terms without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public.
 - 1) The Agency may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.

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- 2) The Agency may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

- b. The Agency assures that each airport Fixed-Based Operator (FBO) shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other FBOs making the same or similar uses of such airport and utilizing the same or similar facilities.

13. Air and Water Quality Standards. The Agency assures that all projects involving airport location, major runway extension, or runway location will be located, designed, constructed, and operated so as to comply with applicable air and water quality standards.

14. Operations and Maintenance.

- a. The Agency assures that the airport and all facilities, which are necessary to serve the aeronautical users of the airport, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable federal and state agencies for maintenance and operation, as well as minimum standards established by the Department for State of Florida licensing as a public-use airport.
 - 1) The Agency assures that it will not cause or permit any activity or action thereon which would interfere with its use for airport purposes.
 - 2) Except in emergency situations, any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Department.
 - 3) The Agency assures that it will have arrangements for promptly notifying airmen of any condition affecting aeronautical use of the airport.
- b. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when adverse weather conditions interfere with safe airport operations.

15. Federal Funding Eligibility.

- a. The Agency assures it will take appropriate actions to maintain federal funding eligibility for the airport and it will avoid any action that renders the airport ineligible for federal funding.
- b. If the Agency becomes ineligible for federal funding of airport projects, such determination will render the Agency ineligible for state funding of airport projects.

16. Project Implementation.

- a. The Agency assures that it will begin making expenditures or incurring obligations pertaining to this Project within one year after the effective date of this Agreement.
- b. The Agency may request a one-year extension of this one-year time period, subject to approval by the Department District Secretary or designee.
- c. Failure of the Agency to make expenditures, incur obligations or receive an approved extension may allow the Department to terminate this Agreement.

17. Exclusive Rights. The Agency assures that it will not permit any exclusive right for use of the airport by any person providing, or intending to provide, aeronautical services to the public.

18. Airfield Access.

- a. The Agency assures that it will not grant or allow general easement or public access that opens onto or crosses the airport runways, taxiways, flight line, passenger facilities, or any area used for emergency

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equipment, fuel, supplies, passengers, mail and freight, radar, communications, utilities, and landing systems, including but not limited to flight operations, ground services, emergency services, terminal facilities, maintenance, repair, or storage, except for those normal airport providers responsible for standard airport daily services or during special events at the airport open to the public with limited and controlled access.

- b. The Agency assures that it will not grant or allow general easement or public access to any portion of the airfield from adjacent real property which is not owned, operated, or otherwise controlled by the Agency without prior Department approval.

19. Retention of Rights and Interests. The Agency will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the real property shown as airport owned or controlled on the current airport layout plan without prior written approval by the Department. It will not sell, lease, encumber, terminate, waive, or otherwise transfer or dispose of any part of its title, rights, or other interest in existing noise easements or aviation easements on any property, airport or non-airport, without prior written approval by the Department. These assurances shall not limit the Agency's right to lease airport property for airport-compatible purposes.

20. Consultant, Contractor, Scope, and Costs.

- a. The Department has the right to disapprove the Agency's employment of consultants, contractors, and subcontractors for all or any part of this Project if the specific consultants, contractors, or subcontractors have a record of poor project performance with the Department.
- b. Further, the Department maintains the right to disapprove the proposed Project scope and cost of professional services.

21. Planning Projects. For all planning projects or other aviation studies, the Agency assures that it will:

- a. Execute the project per the approved project narrative or with approved modifications.
- b. Furnish the Department with such periodic project and work activity reports as indicated in the approved scope of services.
- c. Make such project materials available for public review, unless exempt from public disclosure.
 - 1) Information related to airport security is considered restricted information and is exempt from public dissemination per Sections 119.071(3) and 331.22 F.S.
 - 2) No materials prepared under this Agreement shall be subject to copyright in the United States or any other country.
- d. Grant the Department unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this Agreement.
- e. If the Project involves developing an Airport Master Plan or an Airport Layout Plan, and any updates thereto, it will be consistent with provisions of the Florida Aviation System Plan, will identify reasonable future growth of the airport and the Agency will comply with the Department airport master planning guidebook, including:
 - 1) Provide copies, in electronic and editable format, of final Project materials to the Department, including computer-aided drafting (CAD) files of the Airport Layout Plan.
 - 2) Develop a cost-feasible financial plan, approved by the Department, to accomplish the projects described in the Airport Master Plan or depicted in the Airport Layout Plan, and any updates thereto. The cost-feasible financial plan shall realistically assess Project phasing considering availability of state and local funding and federal funding under the FAA's priority system.
 - 3) Enter all projects contained in the cost-feasible plan in the Joint Automated Capital Improvement Program (JACIP).

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- f. The Agency understands and agrees that Department approval of this Agreement or any planning material developed as part of this Agreement does not constitute or imply any assurance or commitment on the part of the Department to approve any pending or future application for state aviation funding.
- g. The Agency will submit master planning draft and final deliverables for Department and, if required, FAA approval prior to submitting any invoices to the Department for payment.

22. Land Acquisition Projects. For the purchase of real property, the Agency assures that it will:

- a. **Laws.** Acquire the land in accordance with federal and/or state laws governing such action.
- b. **Administration.** Maintain direct control of Project administration, including:
 - 1) Maintain responsibility for all related contract letting and administrative procedures related to the purchase of real property.
 - 2) Secure written Department approval to execute each agreement for the purchase of real property with any third party.
 - 3) Ensure a qualified, State-certified general appraiser provides all necessary services and documentation.
 - 4) Furnish the Department with a projected schedule of events and a cash flow projection within 20 calendar days after completion of the review appraisal.
 - 5) Establish a Project account for the purchase of the land.
 - 6) Collect and disburse federal, state, and local project funds.
- c. **Reimbursable Funds.** If funding conveyed by this Agreement is reimbursable for land purchase in accordance with Chapter 332, F.S., the Agency shall comply with the following requirements:
 - 1) The Agency shall apply for a FAA Airport Improvement Program grant for the land purchase within 60 days of executing this Agreement.
 - 2) If federal funds are received for the land purchase, the Agency shall notify the Department, in writing, within 14 calendar days of receiving the federal funds and is responsible for reimbursing the Department within 30 calendar days to achieve normal project federal, state, and local funding shares per Chapter 332, F.S.
 - 3) If federal funds are not received for the land purchase, the Agency shall reimburse the Department within 30 calendar days after the reimbursable funds are due in order to achieve normal project state and local funding shares as described in Chapter 332, F.S.
 - 4) If federal funds are not received for the land purchase and the state share of the purchase is less than or equal to normal state and local funding shares per Chapter 332, F.S., when reimbursable funds are due, no reimbursement to the Department shall be required.
- d. **New Airport.** If this Project involves the purchase of real property for the development of a new airport, the Agency assures that it will:
 - 1) Apply for federal and state funding to construct a paved runway, associated aircraft parking apron, and connecting taxiway within one year of the date of land purchase.
 - 2) Complete an Airport Master Plan within two years of land purchase.
 - 3) Complete airport construction for basic operation within 10 years of land purchase.
- e. **Use of Land.** The Agency assures that it shall use the land for aviation purposes in accordance with the terms and assurances of this Agreement within 10 years of acquisition.
- f. **Disposal of Land.** For the disposal of real property the Agency assures that it will comply with the following:
 - 1) For land purchased for airport development or noise compatibility purposes, the Agency shall, when the land is no longer needed for such purposes, dispose of such land at fair market value and/or make available to the Department an amount equal to the state's proportionate share of its market value.

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- 2) Land will be considered to be needed for airport purposes under this assurance if:
 - a) It serves aeronautical purposes such as a runway protection zone or as a noise buffer.
 - b) Revenue from uses of such land contributes to airport financial self-sufficiency.
- 3) Disposition of land under Sections D.22.f.1. or D.22.f.2. of this Exhibit, above, shall be subject to retention or reservation of any interest or right therein needed to ensure such land will only be used for purposes compatible with noise levels related to airport operations.
- 4) Revenues from the sale of such land must be accounted for as outlined in Section D.1. of this Exhibit, and expended as outlined in Section D.9. of this Exhibit.

23. Construction Projects. The Agency assures that it will:**a. Project Certifications.** Certify Project compliances, including:

- 1) Consultant and contractor selection comply with all applicable federal, state and local laws, rules, regulations, and policies.
- 2) All design plans and specifications comply with federal, state, and professional standards and applicable FAA advisory circulars, as well as the minimum standards established by the Department for State of Florida licensing as a public-use airport.
- 3) Completed construction complies with all applicable local building codes.
- 4) Completed construction complies with the Project plans and specifications with certification of that fact by the Project Engineer.

b. Design Development. For the plans, specifications, construction contract documents, and any and all other engineering, construction, and contractual documents produced by the Engineer, which are hereinafter collectively referred to as "plans", the Engineer will certify that:

- 1) The plans shall be developed in accordance with sound engineering and design principles, and with generally accepted professional standards.
- 2) The plans shall be consistent with the intent of the Project as defined in Exhibit A and Exhibit B of this Agreement.
- 3) The Project Engineer shall perform a review of the certification requirements listed in Section B.2. of this Exhibit, Construction Certification, and make a determination as to their applicability to this Project.
- 4) Development of the plans shall comply with all applicable laws, ordinances, zoning and permitting requirements, public notice requirements, and other similar regulations.

c. Inspection and Approval. The Agency assures that:

- 1) The Agency will provide and maintain competent technical supervision at the construction site throughout the Project to assure that the work conforms to the plans, specifications, and schedules approved by the Department, as applicable, for the Project.
- 2) The Agency assures that it will allow the Department to inspect the work and that it will provide any cost and progress reporting, as may be required by the Department.
- 3) The Agency assures that it will take the appropriate corrective action necessary, as required by the Department, for work which does not conform to the Department standards.

d. Pavement Preventive Maintenance. The Agency assures that for a project involving replacement or reconstruction of runway or taxiway pavement it has implemented an airport pavement maintenance management program and that it will use such program for the useful life of any pavement constructed, reconstructed, or repaired with state financial assistance at the airport.

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24. Noise Mitigation Projects. The Agency assures that it will:

- a. Government Agreements.** For all noise compatibility projects that are carried out by another unit of local government or are on property owned by a unit of local government other than the Agency, the Agency shall enter into an agreement with that government body.
 - 1)** The local agreement, satisfactory to the Department, shall obligate the unit of local government to the same terms and assurances that apply to the Agency.
 - 2)** The Agency assures that it will take steps to enforce the local agreement if there is substantial non-compliance with the terms of the local agreement.
- b. Private Agreements.** For noise compatibility projects on privately owned property:
 - 1)** The Agency shall enter into an agreement with the owner of that property to exclude future actions against the airport.
 - 2)** The Agency assures that it will take steps to enforce such agreement if there is substantial non-compliance with the terms of the agreement.

- End of Exhibit E -

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Exhibit E1

PROGRAM SPECIFIC TERMS AND CONDITIONS

(Prohibition on Discrimination Based on Health Care Choices)

This exhibit forms an integral part of the Agreement between the Department and the Agency.

1. **Statutory Reference.** Section 339.08, F.S. and Section 381.00316, F.S.
2. **Statutory Compliance.** Pursuant to Section 339.08, F.S., the Department may not expend state funds to support a project or program of certain entities if the entity is found to be in violation of Section 381.00316, F.S. The Department shall withhold state funds until the entity is found to be in compliance with Section 381.00316, F.S. This shall apply to any of the following entities:
 - a. A public transit provider as defined in s. 341.031(1), F.S.;
 - b. An authority created pursuant to chapter 343, F.S., chapter 348, F.S., or chapter 349, F.S.; c. A public-use airport as defined in s. 332.004, F.S.; or
 - d. A port listed in s. 311.09(1), F.S.

- End of Exhibit E1 -

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EXHIBIT F

**Contract Payment Requirements
Florida Department of Financial Services, Reference Guide for State Expenditures
Cost Reimbursement Contracts**

Invoices for cost reimbursement contracts must be supported by an itemized listing of expenditures by category (salary, travel, expenses, etc.). Supporting documentation shall be submitted for each amount for which reimbursement is being claimed indicating that the item has been paid. Documentation for each amount for which reimbursement is being claimed must indicate that the item has been paid. Check numbers may be provided in lieu of copies of actual checks. Each piece of documentation should clearly reflect the dates of service. Only expenditures for categories in the approved agreement budget may be reimbursed. These expenditures must be allowable (pursuant to law) and directly related to the services being provided.

Listed below are types and examples of supporting documentation for cost reimbursement agreements:

(1) Salaries: A payroll register or similar documentation should be submitted. The payroll register should show gross salary charges, fringe benefits, other deductions and net pay. If an individual for whom reimbursement is being claimed is paid by the hour, a document reflecting the hours worked times the rate of pay will be acceptable.

(2) Fringe Benefits: Fringe Benefits should be supported by invoices showing the amount paid on behalf of the employee (e.g., insurance premiums paid). If the contract specifically states that fringe benefits will be based on a specified percentage rather than the actual cost of fringe benefits, then the calculation for the fringe benefits amount must be shown.

Exception: Governmental entities are not required to provide check numbers or copies of checks for fringe benefits.

(3) Travel: Reimbursement for travel must be in accordance with Section 112.061, Florida Statutes, which includes submission of the claim on the approved State travel voucher or electronic means.

(4) Other direct costs: Reimbursement will be made based on paid invoices/receipts. If nonexpendable property is purchased using State funds, the contract should include a provision for the transfer of the property to the State when services are terminated. Documentation must be provided to show compliance with Department of Management Services Rule 60A-1.017, Florida Administrative Code, regarding the requirements for contracts which include services and that provide for the contractor to purchase tangible personal property as defined in Section 273.02, Florida Statutes, for subsequent transfer to the State.

(5) In-house charges: Charges which may be of an internal nature (e.g., postage, copies, etc.) may be reimbursed on a usage log which shows the units times the rate being charged. The rates must be reasonable.

(6) Indirect costs: If the contract specifies that indirect costs will be paid based on a specified rate, then the calculation should be shown.

Contracts between state agencies, and/or contracts between universities may submit alternative documentation to substantiate the reimbursement request that may be in the form of FLAIR reports or other detailed reports.

The Florida Department of Financial Services, online Reference Guide for State Expenditures can be found at this web address: https://myfloridacfo.com/docs-sf/accounting-and-auditing-libraries/manuals/agencies/reference-guide-for-state-expenditures.pdf?sfvrsn=b4cc3337_6

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EXHIBIT G

AUDIT REQUIREMENTS FOR AWARDS OF STATE FINANCIAL ASSISTANCE

THE STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT CONSIST OF THE FOLLOWING:

SUBJECT TO SECTION 215.97, FLORIDA STATUTES:~

Awarding Agency: Florida Department of Transportation

State Project Title: Aviation Grant Program

CSFA Number: 55.004

***Award Amount:** \$200,000

*The award amount may change with amendments

Specific project information for CSFA Number 55.004 is provided at: <https://apps.fldfs.com/fsaa/searchCatalog.aspx>

COMPLIANCE REQUIREMENTS APPLICABLE TO STATE RESOURCES AWARDED PURSUANT TO THIS AGREEMENT:

State Project Compliance Requirements for CSFA Number 55.004 are provided at:
<https://apps.fldfs.com/fsaa/searchCompliance.aspx>

The State Projects Compliance Supplement is provided at: <https://apps.fldfs.com/fsaa/compliance.aspx>

RESOLUTION NO. 2025-R-61

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE EXECUTION OF A PUBLIC TRANSPORTATION GRANT AGREEMENT (PTGA) WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE RUNWAY MARKING REHABILITATION PROJECT AT PALATKA MUNICIPAL AIRPORT (28J); AUTHORIZING THE MAYOR OR CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; AND PROVIDING FOR SCRIVENER’S ERRORS.

WHEREAS, the City of Palatka owns and operates the Palatka Municipal Airport (28J), a public-use airport located in Putnam County, Florida; and

WHEREAS, the Florida Department of Transportation (FDOT) has made available grant funding through the Aviation Grant Program under Financial Management Number (FM#) 427549-4-94-01 to support the Runway Marking Rehabilitation Project for Runways 9/27 and 17/35 at Palatka Municipal Airport; and

WHEREAS, the City has received a draft Public Transportation Grant Agreement (PTGA) from FDOT in the amount of \$200,000.00, which represents 100% of the estimated project cost; and

WHEREAS, it is in the best interest of the City of Palatka to proceed with the execution of the PTGA and authorize staff to administer the grant and complete the project in compliance with FDOT requirements.

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

- 1. The City Commission hereby approves the execution of the Florida Department of Transportation Public Transportation Grant Agreement (PTGA) for the Runway Marking Rehabilitation Project at Palatka Municipal Airport under FM# 427549-4-94-01.
- 2. The Mayor or City Manager is authorized to execute the PTGA and all required documents, including assurances, certifications, and amendments necessary to carry out the terms of the agreement.
- 3. The City Manager is further authorized, without further action by the City Commission, to correct any scrivener’s errors in this Resolution and related documents, provided such corrections do not affect the intent of this Resolution.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 24th day of April 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

ADOPT RESOLUTION 2025-R-35 (Amended) Authorizing the submission of a Hurricane Loss Mitigation Grant (HLMP) application to the Florida Department of Emergency Services (FDEM) for the City of Palatka's 3 Areas of Erosion Project in the amount of \$206,882 (100% GRANT FUNDED)

ADOPT RESOLUTION 2025-R-35 (Amended) Authorizing the submission of a Hurricane Loss Mitigation Grant (HLMP) application to the Florida Department of Emergency Services (FDEM) for the City of Palatka's 3 Areas of Erosion Project in the amount of \$206,882 (100% GRANT FUNDED)

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

ADOPT RESOLUTION 2025-R-35 (Amended) Authorizing the submission of a Hurricane Loss Mitigation Grant (HLMP) application to the Florida Department of Emergency Services (FDEM) for the City of Palatka's 3 Areas of Erosion Project in the amount of \$206,882 (100% GRANT FUNDED)

BACKGROUND

During the HLMP application process, the FDEM initially identified the Tree Trimming project as the strongest candidate for funding based on early guidance provided during the NOI phase. However, following changes to the HLMP Notice of Funding Availability (NOFA) and updated eligibility guidelines, the City was advised by FDEM that the 3 Areas of Erosion Project — addressing flooding in three critical areas of the City — would now present a greater likelihood of funding success.

As a result, the City elected to revise its project selection, moving forward with the 3 Areas of Erosion Project in the amount of \$206,882 in place of the original Tree Trimming project estimated at \$203,000. The City's Resolution must be updated to reflect this change in project scope and cost. No other modifications to the Resolution are required at this time.

PROJECT ANALYSIS

The proposed project addresses critical stormwater infrastructure deficiencies in the areas of 1st and Madison, N. 18th and Madison, and Kirby Road. Much of the City of Palatka's stormwater system is between 80 and 100 years old, resulting in frequent infrastructure failures, public safety hazards, and increased legal liability. These three locations have been identified as high-priority areas requiring immediate mitigation to reduce the risk of property

damage, ensure public safety, and prevent further system deterioration.

Staff Recommendation

ADOPT RESOLUTION 2025-R-35 (Amended) Authorizing the submission of a Hurricane Loss Mitigation Grant (HLMP) application to the Florida Department of Emergency Services (FDEM) for the City of Palatka's 3 Areas of Erosion Project in the amount of \$206,882 (100% GRANT FUNDED)

ATTACHMENTS

1.	2025-R-35 HMLP 3 Areas of Erosion
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RESOLUTION NO. 2025-R-35

A REVISION TO RESOLUTION NO. 2025-R-35 AUTHORIZING THE SUBMISSION OF A HURRICANE LOSS MITIGATION GRANT (HLMP) APPLICATION TO FLORIDA DEPARTMENT OF EMERGENCY SERVICES (FDEM) FOR CITY OF PALATKA'S 3 AREAS OF EROSION PROJECT FOR \$206,882; (100% GRANT FUNDED); AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS, FDEM has made available to local governments' mitigation funding under Hurricane Loss Mitigation funds through section 215.555(7)(c), Florida Statutes; and

WHEREAS, the City of Palatka wishes to apply to secure funding to mitigate flood damage through the City of Palatka 3 Areas of Erosion project; and

NOW THEREFORE, be it resolved as follows:

1. That the Mayor, City Manager and Grants Administrator are hereby authorized to submit an application to the FDEM HLMP Grant Application Cycle
2. That the City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this Resolution, a corrected copy will be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 24th day of April 2025.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

CITY ATTORNEY

RATIFICATION of CRA Board approval for budget transfer for 2 FTE Police Services and .5 FTE CRA Code Enforcement Officer in the Downtown Business District

Address:

Parcel No.:

Applicant:

STAFF REPORT

DATE: April 24, 2025

TO: City of Palatka City Commission

FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	CRA Meeting Minutes February 10, 2025
2.	2024-R-__ AMENDING THE 2024-2025 FY GENERAL FUND AND TIF BUDGET FOR POLICE SERVICES
3.	Budget Amendment
4.	POLICE AND CODE ENFORCEMENT COST TO CRA

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

MINUTES
CITY OF PALATKA
February 10, 2025

1. CALL TO ORDER

a. Invocation

The invocation was made by Commissioner Davis.

b. Pledge of Allegiance

The pledge of allegiance was led by County Commissioner Pellicer.

c. Roll Call

Mayor Correa, Commissioner Davis, Commissioner Borom, Commissioner Jones, Commissioner Campbell, Commissioner Pellicer and Theresa Jackson were present.

Staff: City Attorney Jane West, Interim City Manager/Finance Director Marcia Carty, City Clerk Karen Hayes, CRA Manager Kristen Odom, and Project Manager Carlos Britto

2. APPROVAL OF MINUTES Commissioner Campbell moved to approve the minutes. Commissioner Davis seconded the motion, which passed unanimously.

a. December 9, 2024

3. PUBLIC COMMENTS There were no 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

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:

After discussion and questions, the CRA Board recommended Kristin Odom to get some solid numbers and to poll the residents in the areas on what they might like to get gas, solar or electric lights.

b. RECOMMENDATION OF AWARD Building Improvement Grant September 2024 Cycle

Building Improvement Grant September 2024 Cycle

After discussion on the grant program, the consensus was to let the application remain as is and to allow work that has already been completed allowed towards the grant.

Ms. Carty stated she would like to pull an item 4b-h.

Commissioner Jones moved to recuse himself from this vote and stated he has a relative that applied for a grant.

- a) 1010 Main St., Palatka, FL 32177

Commissioner Davis moved to recommend the approval of 1010 Main Street grant. Commissioner Borom seconded the motion which passed unanimously.

- b) 113 S 8th St., Palatka, FL 32177

Commissioner Borom moved to recommend the approval of 113 S 8th Street grant. Commissioner Pellicer seconded the motion which passed unanimously.

- c) 720 St. Johns Ave., Palatka, FL 32177

Commissioner Davis moved to recommend the approval of 720 St. Johns Avenue grant. Commissioner Campbell seconded the motion, which passed unanimously.

- d) 310 Main St., Palatka, FL 32177

Commissioner Borom moved to recommend the approval of 310 Main Street grant. Commissioner Campbell seconded the motion which passed unanimously.

- e) 214 St. Johns Ave., Palatka, FL 32177

Theresa Jackson moved to recommend the approval of 214 St. Johns Avenue grant. Commissioner Borom seconded the motion which passed unanimously.

- f) 912 St. Johns Ave., Palatka, FL 32177

Commissioner Borom moved to recommend the approval of 912 St. Johns Avenue grant. Commissioner Davis seconded the motion which passed unanimously.

- g) 706 St. Johns Ave., Palatka, FL 32177

Commissioner Borom moved to recommend the approval of 706 St. Johns Avenue grant. Commissioner Pellicer seconded the motion which passed unanimously.

- h) 420 Kirby St., Palatka, FL 32177

This item was removed by Ms. Carty because of a conflict of interest.

- c. DISCUSSION/DIRECTION - City of Palatka LED Sign

After discussion the direction was to move forward with this item and get more clarity on the sign itself.

- d. DISCUSSION/DIRECTION - CRA Code Enforcement Officer

After discussion the consensus was to move forward hiring a full-time code enforcement officer for the City of Palatka and the CRA districts.

Public Comment:

Jeremy Alexander spoke about the code enforcement department and a job well done by Eddie Cutwright.

- e. DISCUSSION/DIRECTION - Police Bicycle Patrol

Based on the analysis, staff recommended moving forward with the establishment of the Police Bicycle Patrol in the Central Business District.

Public Comment

Sam Deputy spoke about the previous shootings and how they have affected the business owners. He is in total support of Chief Shaw getting fully funded for his request.

Vote: Commissioner Davis moved to approve the staff recommendations. Commissioner Borom seconded the motion, which passed unanimously.

- f. Interim City Manager/CRA Coordinator Updates

Kristen Odom, and Carlos Dominguez Britto spoke on the streetscape and gave the updates. Ms. Carty stated she would send the report to the CRA Board. She also stated she will get the reports to repair the street so the City can move forward with the streetscape plan.

5. REPORTS

- a. Financial Report for the Quarter Ended December 31, 2024

Ms. Carty read the financial report to the CRA Board.

- b. Small Business Development Center Report

Rick Paul gave the small business development report to the CRA Board. He also requested the newsletter be posted on the website and the CRA page.

- 6. ADJOURN Commissioner Jones moved to adjourn the meeting. Commissioner Borom seconded the motion, which passed unanimously.

RESOLUTION NO. 2024-R-_____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, AMENDING THE 2024-2025 FY GENERAL FUND BUDGET TO RECOGNIZE REIMBURSEMENT FROM THE TAX INCREMENT FUND (TIF) AND INCREASE POLICE DEPARTMENT AND CODE ENFORCEMENT EXPENDITURES FOR CONTRACTED TIF SERVICES; AND PROVIDING FOR SCRIVENER’S ERRORS

WHEREAS the funding for the Tax Increment Fund (TIF) Police Bicycle Patrol contracted with the Police Department and Code Enforcement Department was not budgeted in Fiscal Year 2024-2025 Budget; and

WHEREAS a budget amendment is necessary to budget the revenue associated with the expenses in Fiscal Year 2024-2025.

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

- 1. The revenues and expenses of the City of Palatka General Fund 001 and Tax Increment Fund 030 Budget for the Fiscal Year 2024-2025 are amended as follows:

Account Number	Account Description	Original/Adjusted Budget	Increase	Decrease	Adjusted Budget
GENERAL FUND					
REVENUES:					
001-00-382-0-6001	REIMBURSEMENT FROM TAX INCREMENT	-	219,318	-	219,318
TOTAL REVENUES		-	219,318	-	219,318
EXPENDITURES:					
001-07-521-1-1200	REGULAR SALARIES	1,693,056	93,333	-	1,786,389
001-07-521-1-2100	FICA TAX EXPENSE	199,056	7,140	-	206,196
001-07-521-1-2201	PENSION-POLICE BENEFIT	451,477	16,265	-	467,742
001-07-521-1-2300	HEALTH AND LIFE INSURANCE	539,255	16,800	-	556,055
001-07-521-3-5260	UNIFORMS	19,050	4,440	-	23,490
001-07-521-3-5280	OPERATING SUPPLIES	43,400	45,231	-	88,631
001-19-521-1-1200	REGULAR SALARIES	139,659	25,792	-	165,451
001-19-521-1-2100	FICA TAX EXPENSE	10,784	1,973	-	12,757
001-19-521-1-2200	RETIREMENT EXPENSE	43,278	4,906	-	48,184
001-19-521-1-2300	HEALTH AND LIFE INSURANCE	55,125	3,438	-	58,563
TOTAL EXPENDITURES:		3,194,140	219,318	-	3,413,458

TAX INCREMENT FUND - CRA					
EXPENDITURES:					
030-30-580-9-9108	REIMBURSEMENT-CONTR POLICE SERVICES	-	128,246	-	128,246
030-30-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR SERVICES	-	25,276	-	25,276
030-30-580-9-9134	TRANSFER TO BETTER PLACE-STREETSCAPES	825,004	-	(153,522)	671,482
030-31-580-9-9108	REIMBURSEMENT-CONTR POLICE SERVICES	-	40,306	-	40,306
030-31-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR SERVICES	-	7,944	-	7,944
030-31-580-6-6343	CAPITAL OUTLAY	109,865	-	(48,250)	61,615
030-32-580-9-9108	REIMBURSEMENT-CONTR POLICE SERVICES	-	14,657	-	14,657
030-32-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR SERVICES	-	2,889	-	2,889
030-32-580-6-6343	CAPITAL OUTLAY	109,865	-	(17,545)	92,320
TOTAL EXPENDITURES:		1,044,734	219,318	219,318	3,413,458

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

PASSED by the City Commission of the City of Palatka, Florida, this ____ day of April 2025.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

CITY ATTORNEY

Budget Amendment in compliance with February 10th, 2025 Community Redevelopment Agency Meeting Regular Business item e. Discussion/Direction - Police Bicycle Patrol directive to implement two Bicycle Police Officers and one Code Enforcement Officer.

To amend FY 2024-2025 General Fund and Tax Increment Fund Budget to recognize reimbursement from Tax Increment Fund (TIF) and increase the Police Department and Code Enforcement Department expenditures for contracted TIF services.

STAFF REPORT

DATE: April 14, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

The funding for the Tax Increment Fund (TIF) Police Bicycle Patrol contracted with the Police Department and Code Enforcement Department was not budgeted in the Fiscal Year 2024-2025 Budget. The Budget Amendment is necessary to comply with the February 10th, 2025, Community Redevelopment Agency directive for Police Bicycle Patrol and Code Enforcement Office contracted services.

BACKGROUND

The Budget Amendment is necessary to comply with the State of Florida and the Charter of the City of Palatka, and sound financial management practices. Budget requirements include maintaining a balanced budget and prohibition against entering into encumbrances for which there is not sufficient appropriations.

PROJECT ANALYSIS

Staff Recommendation

Staff Recommends Approving the Budget Amendment for FY 2024-2024 for General Fund 001 and Tax Increment Fund (TIF) - 030.

ATTACHMENTS

1.	2024-R-__ AMENDING THE 2024-2025 FY GENERAL FUND AND TIF BUDGET FOR POLICE SERVICES
2.	POLICE AND CODE ENFORCEMENT COST TO CRA
3.	CRA Meeting Minutes February 10, 2025

City of Palatka, Florida
Amendment to the 2024-2025 Budget
Attachement A

Fund No.: 001 - General Fund
030 - Tax Increment Fund

Account Number	Account Description	Original/Adjusted Budget	Increase	Decrease	Adjusted Budget
GENERAL FUND					
REVENUES:					
001-00-382-0-6001	REIMBURSEMENT FROM TAX IN	-	219,318	-	219,318
TOTAL REVENUES		-	219,318	-	219,318
EXPENDITURES:					
001-07-521-1-1200	REGULAR SALARIES	1,693,056	93,333	-	1,786,389
001-07-521-1-2100	FICA TAX EXPENSE	199,056	7,140	-	206,196
001-07-521-1-2201	PENSION-POLICE BENEFIT	451,477	16,265	-	467,742
001-07-521-1-2300	HEALTH AND LIFE INSURANCE	539,255	16,800	-	556,055
001-07-521-3-5260	UNIFORMS	19,050	4,440	-	23,490
001-07-521-3-5280	OPERATING SUPPLIES	43,400	45,231	-	88,631
001-19-521-1-1200	REGULAR SALARIES	139,659	25,792	-	165,451
001-19-521-1-2100	FICA TAX EXPENSE	10,784	1,973	-	12,757
001-19-521-1-2200	RETIREMENT EXPENSE	43,278	4,906	-	48,184
001-19-521-1-2300	HEALTH AND LIFE INSURANCE	55,125	3,438	-	58,563
TOTAL EXPENDITURES:		3,194,140	219,318	-	3,413,458
TAX INCREMENT FUND - CRA					
EXPENDITURES:					
030-30-580-9-9108	REIMBURSEMENT-CONTR POLIC	-	128,246	-	128,246
030-30-580-9-9109	REIMBURSEMENT-CONTR CODE	-	25,276	-	25,276
030-30-580-9-9134	TRANSFER TO BETTER PLACE-ST	825,004	-	(153,522)	671,482
030-31-580-9-9108	REIMBURSEMENT-CONTR POLIC	-	40,306	-	40,306
030-31-580-9-9109	REIMBURSEMENT-CONTR CODE	-	7,944	-	7,944
030-31-580-6-6343	CAPITAL OUTLAY	109,865	-	(48,250)	61,615
030-32-580-9-9108	REIMBURSEMENT-CONTR POLIC	-	14,657	-	14,657
030-32-580-9-9109	REIMBURSEMENT-CONTR CODE	-	2,889	-	2,889
030-31-580-6-6343	CAPITAL OUTLAY	109,865	-	(17,546)	92,319
TOTAL EXPENDITURES:		1,044,734	219,318	(219,318)	1,044,734

New Officer Equipment Cost	
Uniform	Cost
3-Duty Pants	\$240.00
3-Duty Shirts	\$200.00
1-Class A Shirt	\$75
1-Class A Pant	\$75.00
1-Jacket	\$150.00
1-Rain Coat	\$50.00
1-Traffic Vest	\$50.00
1-POLICE Hat	\$30.00
1-Guardian Carrier and Pouches	\$500.00
1-Ballistic Vest	\$700.00
1-Metal Badge/Plastic Badge/Collar Brass	\$150.00
	\$2,220.00
Gear	Cost
1-Duty Belt	\$130.00
1-Holster Set (Gun/Mags/Cuff/OC)	\$225.00
1-Handcuffs	\$30.00
1-Leg Irons	\$70.00
1-Hobble	\$30.00
1-Flashlight	\$150.00
1-Fingerprint Kit	\$50.00
1-PPE/First Aid Kit/Water Bottle/Towels/Gloves-Fire extinguisher/Narcan	\$250.00
Total Cost for Gear	\$935.00
Vehicle/Equipment	Cost
1-Vehicle with radio	\$66,000.00
	\$66,000.00
Weapons	Cost
1-Glock 45 9mm with MOS and Light	\$1,200.00
1-Smith and Wesson .223 Rifle/Light/Red Dot/Sling	\$1,300.00
1-Axon X26P Taser with 2 Cartridges/Battery	\$2,000.00
1-Expandable Baton	\$75.00
1-OC Spray	\$30.00
	\$4,605.00
Electronic/Technology	Cost
1-Panasonic FZ-55 Laptop/Charger	\$3,500.00
1-Motorola APEX 6000 Portable Radio	LIST-\$7600 Plus Programming
1-Motorola Battery/Charger/Shoulder Mic/Carrier	Included in Above
1-Camera (Canon PowerShot GLPH360HS/Case)	\$225.00
1-Orbic Hot Spot	\$200.00
1-Easy Street Draw Software	\$350.00 Once
1-AED	\$1,500

	\$13,375.00
Total One Time Purchase Cost	\$86,150.00
Officer Base Salary	\$44,772
Benefits-Pension/FICA/Ins/	\$20,102.62
Holiday Pay	\$1,894.64
1-Email/Office 365-Fees	\$300 Annually
1-Axon Body Camera/Fees	Contract-Approximately \$2000 Annually
1-LEFTA License Fee	\$100
1-Hot Spot Fees	Contract-Approximately \$500 Annually
1-SmartCop/NetMotion Licenses	\$150 Annually
Annual Re-occurring Cost per Officer	\$69,819.26
Bicycle for two persons	\$650.00
Total Initial Start up Cost	\$156,019.26

City of Palatka, Florida
TWO POLICE OFFICERS & CODE ENFORCEMENT COST ALLOCATION
Attachement B

Police

Account Number	Description	Budget	Adjusted Budget	CRA FOR 1
001-07-521-1-1200	REGULAR SALARIES	\$ 1,700,056	\$ 1,693,056	\$ 46,667
001-07-521-1-2100	FICA TAX EXPENSE	\$ 199,056	\$ 199,056	\$ 3,570
001-07-521-1-2201	PENSION-POLICE BENEFIT	\$ 451,477	\$ 451,477	\$ 8,133
001-07-521-1-2300	HEALTH AND LIFE INSURANCE	\$ 539,255	\$ 539,255	\$ 8,400
001-07-521-3-5260	UNIFORMS	\$ 19,050	\$ 19,050	\$ 2,220
001-07-521-3-5280	OPERATING SUPPLIES	\$ 43,400	\$ 43,400	\$ 22,615

\$ 91,604

Code Enforcement

Account Number	Description	Budget	Adjusted Budget	CRA FOR 1
001-19-521-1-1200	REGULAR SALARIES	\$ 139,659	\$ 139,659	\$ 25,792
001-19-521-1-2100	FICA TAX EXPENSE	\$ 10,784	\$ 10,784	\$ 1,973
001-19-521-1-2200	RETIREMENT EXPENSE	\$ 43,278	\$ 43,278	\$ 4,906
001-19-521-1-2300	HEALTH AND LIFE INSURANCE	\$ 55,425	\$ 55,425	\$ 3,438

\$ 36,109

CRA FOR 2

\$ 93,333

\$ 7,140

\$ 16,265

\$ 16,800

\$ 4,440

\$ 45,230

\$ 183,209

\$ 219,318

Account Number	Description	Budget	Adjusted Budge
030-30-580-1-1100	EXEC SALARIES TIFDT	\$ 38,500	\$ 38,500
030-30-580-1-2100	FICA TAX EXP TIF DT	\$ 2,945	\$ 2,945
030-30-580-1-2200	RETIREMENT EXP TIF DT	\$ 11,820	\$ 11,820
030-30-580-1-2300	HEALTH AND LIFE INSUR TIF DT	\$ 8,140	\$ 8,140
030-30-580-3-3100	PROFESSIONAL SERVICES	\$ 25,000	\$ 75,000
030-30-580-3-3105	SMALL BUSINESS DEVELOPMENT CENTER	\$ 25,000	\$ 25,000
030-30-580-3-3109	MAINTENANCE CONTRACT	\$ 35,000	\$ 35,000
030-30-580-3-3200	AUDIT EXPENSE	\$ 10,775	\$ 10,775
030-30-580-3-5280	MISC EXPENSES	\$ 2,100	\$ 2,100
030-30-580-3-5401	FRA ANNUAL DUES, TRAINING CONFERENC	\$ 5,000	\$ 5,000
030-30-580-3-5402	DEO ANNUAL DUES	\$ 175	\$ 175
030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHTS	\$ 30,000	\$ 30,000
030-30-580-6-6316	WAYFINDING	\$ 3,000	\$ 3,000
030-30-580-6-6319	BUILDING IMPROVEMENT GRANT	\$ 150,000	\$ 160,000
030-30-580-6-6320	LANDSCAPING	\$ 10,000	\$ 10,000
030-30-580-6-6321	SITE AMENITIES	\$ 10,000	\$ 10,000
030-30-580-6-6328	PUBLIC ART	\$ 23,000	\$ 23,000
030-30-580-6-6400	CAPITAL OUTLAY	\$ 133,403	\$ 73,403
030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	\$ 76,744	\$ 76,744
030-30-580-9-9108	REIMB - CONTRACTED POLICE SERVICES		
030-30-580-9-9109	REIMB - CONTRACTED CODE ENFORCEMNT SERVICES		
030-30-580-9-9132	TRANSFER TO UTILITY FUND-POTABLE LINE	\$ 93,148	\$ 93,148
030-30-580-9-9134	TRANSFER TO BETTER PLACE - STREETSCAP	\$ 825,004	\$ 825,004
030-31-580-1-1100	EXEC SALARIES TIFSouth	\$ 12,100	\$ 12,100
030-31-580-1-2100	FICA TAX EXP TIFSouth	\$ 926	\$ 926
030-31-580-1-2200	RETIREMENT EXP TIFSouth	\$ 3,715	\$ 3,715
030-31-580-1-2300	HEALTH AND LIFE INSUR TIFSouth	\$ 2,558	\$ 2,558
030-31-580-3-3100	PROFESSIONAL SERVICES	\$ 7,700	\$ 7,700
030-31-580-3-3200	AUDIT EXPENSE	\$ 3,355	\$ 3,355
030-31-580-3-5280	MISC EXPENSES	\$ 650	\$ 650
030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	\$ 1,500	\$ 1,500
030-31-580-3-5402	DEO ANNUAL DUES	\$ 110	\$ 110
030-31-580-6-6329	BUILDING IMPROVEMENT GRANT	\$ 160,734	\$ 160,734
030-31-580-6-6333	SIGNAGE	\$ 1,000	\$ 1,000
030-31-580-6-6337	SITE AMENITIES	\$ 1,000	\$ 1,000
030-31-580-6-6341	LANDSCAPING	\$ 3,000	\$ 3,000
030-31-580-6-6343	CAPITAL OUTLAY	\$ 109,865	\$ 109,865
030-31-580-6-6344	324 RIVER ST REPAIRS TILGHMAN HOUSE	\$ 155,378	\$ 155,378
030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH POTABLE LI	\$ 28,080	\$ 28,080
030-31-580-9-9105	REIMB GENERAL	\$ 26,167	\$ 26,167
030-31-580-9-9108	REIMB - CONTRACTED POLICE SERVICES		
030-31-580-9-9109	REIMB - CONTRACTED CODE ENFORCEMNT SERVICES		
030-32-580-1-1100	EXEC SALARIES TIFNorth	\$ 4,400	\$ 4,400
030-32-580-1-2100	FICA TAX EXP TIFNorth	\$ 337	\$ 337
030-32-580-1-2200	RETIREMENT EXP TIFNorth	\$ 1,351	\$ 1,351
030-32-580-1-2300	HEALTH LIFE INSURA TIFNorth	\$ 930	\$ 930
030-32-580-3-3100	PROFESSIONAL SERVICES	\$ 2,600	\$ 2,600

030-32-580-3-3200	AUDIT EXPENSE	\$	1,220	\$	1,220
030-32-580-3-5280	MISC EXPENSES	\$	250	\$	250
030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	\$	500	\$	500
030-32-580-3-5402	DEO ANNUAL DUES	\$	16	\$	16
030-32-580-6-6319	BUILDING IMPROVEMENT GRANT	\$	83,661	\$	83,661
030-32-580-6-6322	GENERAL CAPITAL IMPROVEMENTS	\$	49,280	\$	49,280
030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	\$	7,693	\$	7,693
030-32-580-9-9108	REIMB - CONTRACTED POLICE SERVICES				
030-32-580-9-9109	REIMB - CONTRACTED CODE ENFORCEMNT SERVICES				
	** GRAND TOTAL **	\$	2,188,830	\$	2,188,830

CRA SERVICE REVISED BUDGET

\$	128,246	\$	128,246
\$	25,276	\$	25,276

\$	(153,522)	\$	671,482
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\$	(48,250)	\$	61,615
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\$	40,306	\$	40,306
\$	7,944	\$	7,944

\$	(17,545)
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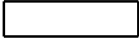
\$	14,657	\$	14,657
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\$	2,889	\$	2,889
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	30 downtown	31 south	32 north	
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	183208.52	128245.964	40305.8744	14656.682 183208.52
	\$ 36,108.80	\$ 25,276.16	\$ 7,943.94	\$ 2,888.70
	\$ 219,317.32	\$ 153,522.12	\$ 48,249.81	\$ 17,545.39

New Officer Equipment Cost	
Uniform	Cost
3-Duty Pants	\$240.00
3-Duty Shirts	\$200.00
1-Class A Shirt	\$75
1-Class A Pant	\$75.00
1-Class A Tie	\$15.00
1-Jacket	\$150.00
1-Rain Coat	\$50.00
1-Traffic Vest	\$50.00
1-POLICE Hat	\$30.00
1-Guardian Carrier and Pouches	\$500.00
1-Ballistic Vest	\$700.00
1-Metal Badge/Plastic Badge/Collar Brass	\$150.00
	\$2,235.00
Gear	Cost
1-Duty Belt	\$130.00
1-Holster Set (Gun/Mags/Cuff/OC)	\$225.00
1-Handcuffs	\$30.00
1-Leg Irons	\$70.00
1-Hobble	\$30.00
1-Flashlight	\$150.00
1-Fingerprint Kit	\$50.00
1-PPE/First Aid Kit/Water Bottle/Towels/Gloves-Fire extinguisher/Narcan	\$250.00
Total Cost for Gear	\$935.00
Vehicle/Equipment	Cost
1-Vehicle with radio	\$66,000.00
	\$66,000.00
Weapons	Cost
1-Glock 45 9mm with MOS and Light	\$1,200.00
1-Smith and Wesson .223 Rifle/Light/Red Dot/Sling	\$1,300.00
1-Axon X26P Taser with 2 Cartridges/Battery	\$2,000.00
1-Expandable Baton	\$75.00
1-OC Spray	\$30.00
	\$4,605.00
Electronic/Technology	Cost
1-Panasonic FZ-55 Laptop/Charger	\$3,500.00
1-Motorola APEX 6000 Portable Radio	LIST-\$7600 Plus Programming
1-Motorola Battery/Charger/Shoulder Mic/Carrier	Included in Above
1-Camera (Canon PowerShot GLPH360HS/Case)	\$225.00
1-Orbic Hot Spot	\$200.00
1-Easy Street Draw Software	\$350.00 Once
1-AED	\$1,500
	\$13,375.00
Total One Time Purchase Cost	\$86,150.00

Officer Base Salary	\$44,772
Benefits-Pension/FICA/Ins/	\$20,102.62
Holiday Pay	\$1,894.64
1-Email/Office 365-Fees	\$300 Annually
1-Axon Body Camera/Fees	Contract-Approximately \$2000 Annually
1-LEFTA License Fee	\$100
1-Hot Spot Fees	Contract-Approximately \$500 Annually
1-SmartCop/NetMotion Licenses	\$150 Annually
Annual Re-occurring Cost per Officer	\$69,819.26
Total Initial Start up Cost	\$156,034.26

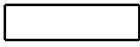


New Officer Equipment Cost	
Uniform	Cost
3-Duty Pants	\$240.00
3-Duty Shirts	\$200.00
1-Class A Shirt	\$75
1-Class A Pant	\$75.00
1-Class A Tie	\$15.00
1-Jacket	\$150.00
1-Rain Coat	\$50.00
1-Traffic Vest	\$50.00
1-POLICE Hat	\$30.00
1-Guardian Carrier and Pouches	\$500.00
1-Ballistic Vest	\$700.00
1-Metal Badge/Plastic Badge/Collar Brass	\$150.00
	\$2,235.00
Gear	Cost
1-Duty Belt	\$130.00
1-Holster Set (Gun/Mags/Cuff/OC)	\$225.00
1-Handcuffs	\$30.00
1-Leg Irons	\$70.00
1-Hobble	\$30.00
1-Flashlight	\$150.00
1-Fingerprint Kit	\$50.00
1-PPE/First Aid Kit/Water Bottle/Towels/Gloves-Fire extinguisher/Narcan	\$250.00
Total Cost for Gear	\$935.00
Weapons	Cost
1-Glock 45 9mm with MOS and Light	\$1,200.00
1-Smith and Wesson .223 Rifle/Light/Red Dot/Sling	\$1,300.00
1-Axon X26P Taser with 2 Cartridges/Battery	\$2,000.00
1-Expandable Baton	\$75.00
1-OC Spray	\$30.00
	\$4,605.00
Electronic/Technology	Cost
1-Panasonic FZ-55 Laptop/Charger	\$3,500.00
1-Motorola APEX 6000 Portable Radio	LIST-\$7600 Plus Programming
1-Motorola Battery/Charger/Shoulder Mic/Carrier	Included in Above
1-Orbic Hot Spot	\$200.00
1-Easy Street Draw Software	\$350.00 Once
	\$11,650.00
Total One Time Purchase Cost	\$19,425.00
Officer Base Salary	\$44,772
Benefits-Pension/FICA/Ins/	\$20,102.62
Holiday Pay	\$1,894.64
1-Email/Office 365-Fees	\$300 Annually
1-Axon Body Camera/Fees	Contract-Approximately \$2000 Annually

1-LEFTA License Fee	\$100
1-Hot Spot Fees	Contract-Approximately \$500 Annually
1-SmartCop/NetMotion Licenses	\$150 Annually
Annual Re-occurring Cost per Officer	\$69,819.26
Total Initial Start up Cost	\$89,244.26

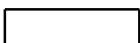


New Officer Equipment Cost	
Vehicle/Equipment	Cost
1-Vehicle with radio	\$66,000.00
	\$66,000.00
Electronic/Technology	Cost
1-Camera (Canon PowerShot GLPH360HS/Case)	\$225.00
1-AED	\$1,500
	\$1,725.00
Total One Time Purchase Cost	\$67,725.00
Officer Base Salary	\$44,772
Benefits-Pension/FICA/Ins/	\$20,102.62
Holiday Pay	\$1,894.64
1-Email/Office 365-Fees	\$300 Annually
1-Axon Body Camera/Fees	Contract-Approximately \$2000 Annually
1-LEFTA License Fee	\$100
1-Hot Spot Fees	Contract-Approximately \$500 Annually
1-SmartCop/NetMotion Licenses	\$150 Annually
Annual Re-occurring Cost per Officer	\$69,819.26
Next Budget Plus Annual Cost	\$137,544.26



New Officer Equipment Needs	
Uniform	Cost
3-Duty Pants	\$240.00
3-Duty Shirts	\$200.00
1-Class A Shirt	\$75
1-Class A Pant	\$75.00
1-Class A Tie	\$15.00
1-Jacket	\$150.00
1-Rain Coat	\$50.00
1-Guardian Carrier and Pouches	\$500.00
1-Ballistic Vest	\$700.00
1-Metal Badge/Plastic Badge/Collar Brass	\$150.00
	\$2,155.00
Gear	Cost
1-Duty Belt	\$130.00
1-Holster Set (Gun/Mags/Cuff/OC)	\$225.00
1-Handcuffs	\$30.00
1-Leg Irons	\$70.00
1-Hobble	\$30.00
1-Flashlight	\$150.00
1-Fingerprint Kit	\$50.00
1-First Aid Kit/Water Bottle	\$55.00
Total Cost for Gear	\$740.00
Weapons	Cost
1-Smith and Wesson .223 Rifle/Light/Red Dot/Sling	\$1,300.00
1-Axon X26P Taser with 2 Cartridges/Battery	\$2,000.00
1-Expandable Baton	\$75.00
1-OC Spray	\$30.00
	\$3,405.00
Electronic/Technology	Cost
1-Motorola APEX 6000 Portable Radio	LIST-\$7600 Plus Programming
1-Motorola Battery/Charger/Shoulder Mic/Carrier	Included in Above
	\$7,600.00
Total One Time Purchase Cost	\$13,900.00
Officer Base Salary	\$44,772
Benefits-Pension/FICA/Ins/	\$20,102.62
Holiday Pay	\$1,894.64
1-Email/Office 365-Fees	\$300 Annually
1-Axon Body Camera/Fees	Contract-Approximately \$2000 Annually

1-LEFTA License Fee	\$100
1-Hot Spot Fees	Contract-Approximately \$500 Annually
1-SmartCop/NetMotion Licenses	\$150 Annually
Annual Re-occurring Cost per Officer	\$69,819.26
Total Initial Start up Cost	\$83,719.26



ADOPT RESOLUTION 2025-R-62 - Grievance Policy

Address:

Parcel No.:

Applicant:

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Approve an updated grievance policy which outlines in detail the processes for handling grievances within the organization

BACKGROUND

This policy was brought before the commission in 2023 and was suspended while waiting for the appointment of a permanent City Manager. All changes which were recommended when this policy was first introduced have been added. Policy is being brought back to the commission for adoption.

PROJECT ANALYSIS

Staff Recommendation

This grievance policy be adopted in the Personnel Policy and Procedures Appendix 10 for the City of Palatka.

ATTACHMENTS

1.	RESOLUTION GRIEVANCE POLICY
2.	Updated Grievance Procedure with recommened changes

RESOLUTION 2025-R-62

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, ADOPTING THE PROPOSED GRIEVANCE POLICY AS APPENDIX 10 OF THE CITY PERSONNEL POLICY, AND PROVIDING FOR SCRIVENER’S ERRORS

WHEREAS, the City of Palatka adopted the Personnel Rules and Regulations dated May 9, 1986 and subsequently at different dates adopted revisions:

WHEREAS, The City of Palatka acknowledges the significance of having transparent and uniform processes for handling grievances within the organization.

WHEREAS, The existing grievance policy mandates procedures for addressing various tiers of management and elected representatives.

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

- 1. the Grievance Policy is hereby adopted to the City of Palatka Personnel Rules and Regulations.
- 2. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener’s errors, which do not affect the intent of this Resolution. A corrected copy shall be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida this 24th day of April 2025.

CITY OF PALATKA

By: MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

CITY ATTORNEY

SECTION 9.0: EMPLOYEE RELATIONS Grievance **Procedure~~GRIEVANCE~~ ~~PROCEDURE~~**

Anti-Discrimination Policy

The City of Palatka is an equal opportunity employer and does not discriminate based upon an individual's race, color, religion, sex (including pregnancy, childbirth, or related conditions), national origin, disability, age, marital status, sexual orientation, gender identity, genetic information, political affiliation, veteran status, military reserve unit obligations, or any other classification protected by applicable law.

Any act of discrimination by employees will not be tolerated. Any employee, who engages in any act of illegal discrimination, including sexual harassment, will be subject to immediate disciplinary action, including, in the sole discretion of the City, immediate termination.

Prohibition Against Retaliation

It is unlawful to retaliate against any employee who files a complaint or who cooperates in an investigation. The City prohibits any form of retaliation against any employee who in good faith files a complaint or assists with an investigation. Upon receipt of a report of retaliatory behavior, the City will promptly investigate the matter and will take appropriate action upon conclusion of the investigation.

Intentional False Reports

False accusations of unlawful discrimination can have a serious detrimental effect on the work, professional and personal life of an innocent man or woman. Individuals who make reports that are later found to have been intentionally false or made maliciously without regard for the truth may be subject to disciplinary action including termination.

Confidentiality

Complaints of discrimination will be kept as confidential as possible. Information will be released only on a "need to know" basis. You will not be subjected to retaliation by the City because you have reported what you believe to be an incident of discrimination.

Equal Employment Opportunity Policy

The City of Palatka is an equal opportunity employer committed to providing equal employment opportunity to all persons without regard to race, color, religion, sex (including pregnancy, childbirth, or related conditions), national origin, disability, age, marital status, sexual orientation, gender identity, genetic information, political affiliation, veteran status, military reserve unit obligations, or any other classification protected by applicable law.

As an employee, you are expected to observe both the spirit and the letter of this policy. You must not participate in or condone any form of discrimination, including harassment, with regard to recruiting, advertising, hiring, placement, promotion, transfer, compensation, benefits, disciplinary action, termination and all other privileges, terms and conditions of employment.

Your supervisor is responsible for establishing an environment where diversity is valued and which is free from all discrimination and harassment, including that which may be sexual, verbal, physical or visual in nature.

Employment Eligibility Policy

The City of Palatka will not discriminate against any individual because of citizenship status, as long as you can meet the documentation requirements of the Department of Homeland Security. In compliance with the Immigration Reform and Control Act (IRCA), you will be required to document your identity and employment authorization, including your U.S. citizenship.

Employees are responsible for initiating any documentation renewal processes and any administrative costs associated with those processes.

Employee Grievance Reporting & Investigatory Procedures

Intent:

All City employees shall have the following Grievance Procedures open to them:

- A. All employees who wish to express a grievance may do so, at any time, by reporting such grievance to their immediate supervisor. Any grievance or complaint to be made against an employee's supervisor, elected official or board member shall be reported to the Human Resources Department. Based upon the severity of the complaint, Human Resources may at its discretion consult with the

City Attorney and City Manager. The supervisor-receiving party shall discuss and explain any information to solve the grievance. Complaints against elected officials and board members shall be made to the Florida Commission on Ethics with a copy supplied to each Commissioner and City Manager.

~~B.~~ ~~If the immediate supervisor cannot give a satisfactory solution; the employee shall have the right to bring the grievance to the attention of the grievance committee, which is comprised of representatives of the various departments. The committee will hear the grievance and advise the employee as to its validity. If they feel so justified, they will take the grievance to the department head.~~

C. The ~~department head~~receiving party shall effect a solution of the grievance and, if not, the employee shall be referred to the City Manager, and the department head and Human Resources shall assist the employee in every way.

D. The City Manager will meet with any employee on any grievance, at any time to effect a solution.

~~E.~~ Public Safety departments are addressed by state "Bill of Rights".

General Requirements:

A. ~~All supervisors and department heads~~Upon being notified of a grievance the receiving party shall arrange to discuss ~~a the~~ grievance, within seventy-two (72) hours after the grievance request has been reported ~~to that supervisor, or department head.~~ If this is not possible due to illness, leaves of any reasons, etc., the acting supervisor shall do so.

B. Failure to resolve any grievances, either with or without discipline, within seventy-two (72) hours, automatically gives the employee the right to register the grievance with the City Manager, and the City Manager shall arrange a hearing of the grievance with the proper supervisor, department head, Human Resources, and ~~City Manager, or City Commission.~~ This applies to, both general and uniformed department employees, notwithstanding any union agreements.

City Manager Grievance Reporting & Investigatory Procedure

The following process is established to address employment complaints against the City Manager by City employees. The Mayor and the City Commission are encouraged to seek the advice and assistance of the Legal Department and/or Human Resources with any part of the process.

1. An employee shall submit to the their Department Head a written employment complaint against the City Manager. A copy of the written complaint shall be provided to the City Attorney and the Human Resources Department. Human Resources shall forward the complaint to the City Commission by the next business day after receipt.
2. Within two (2) business days of receipt of the complaint, or as soon as practicable, the mayor shall acknowledge receipt of the complaint in writing to the complainant. The City Attorney and/or Human Resources staff shall assist the Mayor in the issuance of a complaint acknowledgment.
3. The employment complaint shall be addressed by the Commission in executive session at a special called meeting of the Commission.
4. The Mayor may, but is not required to, place the City Manager on paid administrative leave until the next business meeting of the City Commission following receipt of the complaint by delivering written notice to the City Manager. Written notice may be delivered by someone other than the Mayor, either in person, by mailing to the City Manager's home address that is on file with the City, or other reasonable means. Paid administrative leave is temporary leave with pay and benefits.
5. At the next business meeting of the City Commission following receipt of the complaint, the City Commission may, but is not required to, place the City Manager on paid administrative leave by taking formal action, which may be accomplished by motion or resolution. If the Mayor previously placed the City Manager on paid administrative leave in accordance with this section, the City Commission must take formal Commission action in order for such leave to continue.
6. The City Commission will, as soon as practicable, determine by super-majority vote whether the complaint should be investigated. Investigations shall be conducted by a third-party with assistance from the City City's Legal and/or Human Resources Departments. City

Commissioners shall not conduct an investigation or communicate with the complainant and investigator outside of executive session.

7. After completion of the investigation, or within thirty (30) calendar days if no investigation has been undertaken, the City Commission shall make a final decision through formal Commission action, including what, if any, steps should be taken with regard to the resolution of the complaint. If the City Commission determines that removal of the City Manager is appropriate, the city manager must be furnished at least thirty (30) days before the effective date of his or her removal with a formal statement in the form of a resolution passed by a super-majority vote of the city commission stating the Commission's intention to remove him or her and the reasons therefore. Upon passage of the resolution stating the Commission's intention to remove the manager, the Commission by a similar vote may suspend him or her from duty, but his or her pay shall continue until his or her removal becomes effective.
8. Once a final decision has been made by the City Commission, the Human Resources Department shall communicate to the complainant the resolution of the complaint.

The provisions of this policy are not intended to limit any other remedies available by law.

Section 504 Grievance Procedure and the ADA

The City of Palatka recognizes its duty to provide equal employment opportunities to all qualified persons, including individuals with disabilities in accordance with the Americans with Disabilities Act (ADA) of 1993, as amended. The City is committed to making reasonable accommodations available to individuals with disabilities who seek employment and will, upon request, afford qualified employees with disabilities reasonable accommodation to perform the essential functions of their job, except in circumstances where it creates an undue hardship to the Company or creates a safety risk to others.

Questions regarding or requests for reasonable accommodations should be directed to your supervisor or City Manager. Once the reasonable accommodation is defined and implemented, you will be expected to perform the essential functions of your job to the same or similar job standards as established for non-disabled employees.

The City of Palatka has adopted an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by Housing and Urban Development/Florida Division of Community Affairs Regulations implementing section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794). Section 504 states, in part, that "no otherwise qualified handicapped individual.... shall, solely by reason of his handicap, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Complaints should be addressed to:

~~Jonathan Griffith, Interim~~ City Manager
City of Palatka
201 N. 2nd Street
Palatka, Florida 32177
(904) 329-0100

who has been designated to coordinate section 504 compliance efforts.

Procedures:

- A. A complaint should be filed in writing, or verbally. And should contain the name and address of the person filing it, and briefly describe the alleged violation of the regulations.
- B. A complaint should be filled within fifteen (15) days after the complainant becomes aware of the alleged violation (Processing of allegations of discrimination, which occurred before his grievance procedure was in place, will be considered on a case-by-case basis).
- C. An investigation, as may be appropriate, shall follow a filing of a complaint. The investigation shall be conducted by the City Manager. These rules contemplate informal, but thorough investigations, affording all interested persons and their representatives, if any, an opportunity to submit evidence relevant to a complaint. Under the Housing and Urban Development/Florida Division of Community Affairs Regulations, the City of Palatka need not process complaints from applicants for employment, or from applicants for admission to post-secondary educational institutions.
- D. A written determination as to the validity of the

complaint, and a description of the Resolution, if any, shall be issued by ~~Michael J. Czymber~~, City Manager, and a copy forwarded to the complainants no later than fifteen (15) days after its filing.

- A. The Section 504 Coordinator shall maintain the files and records of the City of Palatka, relating to the complaints filed.

Adopt Resolution 2025-R-63 – Approving Work Order #2 with Hanson Professional Services Inc. in the Amount of \$148,184.75 for Post-Design Services for the Northeast/Northwest Water Main Improvements Project (100% GRANT FUNDED).

Address:

Parcel No.:

Applicant:

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The City of Palatka requests approval to execute Work Order #2 with Hanson Professional Services Inc., under the existing Master Consulting Services Agreement, for Post-Design Services related to the Northeast/Northwest Water Main Improvements Project. The total amount of the proposal is **\$148,184.75**, and the project is **100% funded** through the Florida Department of Environmental Protection (FDEP) under Grant Agreement No. LPA0602.

BACKGROUND

The City entered into Grant Agreement No. LPA0602 with the Florida Department of Environmental Protection (FDEP) on **March 18, 2024**, to fund the replacement of aging water infrastructure in the Northeast and Northwest quadrants of the city. The project involves replacing existing water mains with new PVC water lines to improve reliability, reduce leaks, and enhance water quality.

Under **Work Order #1**, Hanson developed the construction plans and design documents for the project. Their continued involvement ensures consistency and efficiency in the next phases of the project.

As the project transitions to construction, **Work Order #2** has been submitted by Hanson to provide Post-Design Services necessary for bidding, construction oversight, and GIS integration of the new infrastructure.

PROJECT ANALYSIS

Hanson Professional Services Inc. has submitted a proposal (Work Order #2) for Post-Design Services which includes the following tasks:

- **Bid Administration:** assistance during the bid advertisement and contractor selection

process.

- **Construction Administration:** management support including RFIs, pay application reviews, shop drawing approvals, and inspections.
- **Construction Observation:** part-time field observation over the estimated 330-day construction period.
- **As-Built/GIS Integration:** updating the City's GIS database with completed as-built drawings and data.

The total cost of the work order is **\$148,184.75**, to be billed on a lump sum basis over the 360-day duration. All services are eligible under the FDEP grant, requiring no match or cost share from the City.

Staff Recommendation

Staff recommends **adopting Resolution 2025-R-63** authorizing the City Manager to execute Work Order #2 with Hanson Professional Services Inc. in the amount of **\$148,184.75** for Post-Design Services for the Northeast/Northwest Water Main Improvements Project. This work is necessary for the successful implementation of the FDEP-funded infrastructure upgrade and will ensure the City remains in compliance with the grant agreement and project schedule.

ATTACHMENTS

1.	NE-NW Water Main PDS_Proposal
2.	2025-R-63 APPROVING WORK ORDER #2 WITH HANSON PROFESSIONAL SERVICES INC. FOR POST-DESIGN SERVICES ASSOCIATED WITH THE NORTHEASTNORTHWEST WATER MAIN IM

April 8, 2025

**SCOPE OF SERVICES
MASTER CONSULTING SERVICES AGREEMENT
WORK ORDER #2 – POST DESIGN SERVICES
NORTHEAST/NORTHWEST WATER MAIN IMPROVEMENTS**

CITY OF PALATKA, FLORIDA

PROJECT DESCRIPTION

The City of Palatka (City) is requesting Hanson Professional Services Inc. (Consultant) to provide professional services for Bid Administration, Construction Administration, Construction Observation, and As-Built/GIS Integration services during the construction phase of the **Northwest/Northeast Water Main Improvements (Project)**. The intent of the project is to replace the aging water main with new PVC water mains.

This proposal presents our scope of services and period of service/compensation amount.

I. SCOPE OF SERVICES

TASK 1 – BID ADMINISTRATION

A PDF copy of the Final Bid Documents (plans and specifications) will be provided to the City for use in advertising the Project. The City will be responsible for advertising the Project. Below is a list of tasks to be performed during the bid administration phase of this Project.

Task 1.1 – Bid Administration Services

The Consultant will provide assistance as needed to clarify comments and/or questions related to the Bid Documents. The following subtasks are anticipated.

1. Coordinate Bid Number/Advertisement documents.
2. Respond to technical questions relating to the Bid Documents.
3. Prepare any necessary Addenda required during the bidding process.
4. Review contractor bids and provide an award recommendation letter to the City.

TASK 2 – CONSTRUCTION ADMINISTRATION SERVICES

Below is a list of tasks to be performed during the construction phase of this Project.

Task 2.1 – Construction Administration Services

The Consultant will provide construction administration services on behalf of the City for the Project improvements. The following subtasks are anticipated.

1. Conduct one (1) pre-construction meeting with the City, Contractor, and any Subcontractors.
2. Address Request for Information (RFI) from Contractor during construction.
3. Review Contractor shop drawings for PVC piping, valves, fire hydrants, miscellaneous appurtenances, etc., that are required in accordance with the Project specifications.
4. Review/Submit contractor prepared Prepare partial clearance certifications for FDEP approval. Estimated at 15 partial clearances.

5. Review Contractor pay requests and provide recommendation to City.
6. Review/Approve As-Built Plans.
7. Substantial Completion Walk Through and Punch list Items.
8. Final Completion Walk Through.

TASK 3 – CONSTRUCTION OBSERVATION SERVICES

Task 3.1 – Construction Observation Services

The Consultant will provide part time observation of the construction operations performed by the Contractor. The following subtasks are anticipated under this task based upon total construction duration estimated at 330 days (300 days to Substantial Completion and 30 days to Final Completion):

1. Provide part time (5 hrs/Week for 47 weeks maximum) Construction Observation for the proposed improvements.
2. Attend bi-weekly progress meetings.
3. Witness the Bacteriological Sample Collection.
4. Witness the pressure testing.

TASK 4 – AS-BUILT/GIS INTEGRATION

The Consultant will integrate the as-builts provided by the contractor during construction into their existing GIS water main Geodatabase. This project will continue those efforts to get the GIS Geodatabase up to date for use by the public works staff.

Task 4.1 – ArcGIS Integration

The contractor will provide as-builts for the project in order to complete the FDEP certification required to place the new water main into service. Those as-builts and associated excel tables will be used to update the City's GIS water infrastructure Geodatabase. The attributes provided in the as-builts will be verified before upload to the GIS Geodatabase and will generally consist of existing water main sizes, material type, valve locations, valve sizes, bends and hydrant locations.

Task 4.2 – ArcGIS Integration

The Consultant will perform a field review once the GIS files have been updated. Any corrections noted during the field review will be made before the Geodatabase is made active for other users.

II. PERIOD OF SERVICE / COMPENSATION AMOUNT

Period of service and compensation amount is based upon final construction completion anticipated to be within 360 calendar days.

Charges for professional services performed by the Consultant for all services listed in the Scope of Services will be made on a lump sum basis of \$148,184.75. Billings will be issued at least monthly and will be based on the estimated percentage of the total Scope of Services that has been completed.

Project duration and/or other circumstances that require additional time and effort to complete the Project beyond that indicated herein may result in additional compensation to the Consultant in accordance with acceptance and authorization by the City.

III. PROJECT SERVICES EXCLUSIONS / OTHER

1. Additional Project permitting requirements beyond that previously provided by others are not required/included.
2. Additional subconsultant Project support services are not required/included.
3. Utilities coordination is not required/included.
4. Additional services that may be determined/required beyond that provided herein will require a mutually acceptable scope/fee supplement agreement prior to initiating same.
5. City is responsible to provide its own additional construction observation requirements to supplement the time commitment by the Consultant indicated herein.

Terms and conditions in executing the proposed scope of services presented herein will be in accordance with the City-Hanson Master Consulting Services Agreement, date January 23, 2025.

If this proposal is acceptable to you, a signature on the enclosed copy of this letter will serve as our authorization to proceed.

PROPOSED BY CONSULTANT :

Hanson Professional Services Inc.



Daryl R. Myers, PE
Senior Project Manager

Approved by :



Signature

David K. Kemp
Name

Vice President
Title

4/8/2025
Date

ACCEPTED BY OWNER :

City of Palatka, Florida
Owner Name

Signature

Name

Title

Date

ATTEST :

Signature

Name

Title

EXHIBIT A CITY OF PALATKA CONTRACT FEE SUMMARY Northeast/Northwest Water Main Improvement Post Design				
PART I - GENERAL				
1. Project NW/NE Water Main Post Design		2. Work Authorization RFQ 2024-07		
3. Consultant Name Hanson Professional Services Inc		4. Date of Proposal 4/8/2025		
PART II - LABOR RELATED COSTS				
5. Direct Labor	Hourly Rate	Estimated Hours	Estimated Cost	TOTALS
Chief Engineer	\$ 360.00	0	\$ -	
Project Manager	\$ 290.00	83	\$ 24,070.00	
Senior Engineer	\$ 294.00	25	\$ 7,350.00	
Engineer 1	\$ 153.50	284	\$ 43,594.00	
Engineering Intern	\$ 123.00	195	\$ 23,985.00	
GIS Specialist/Planner	\$ 178.00	112	\$ 19,936.00	
Senior Designer	\$ 186.50	114	\$ 21,261.00	
Secretary/Clerical	\$ 111.00	20	\$ 2,220.00	
Total Direct Labor	\$ 170.97	833	\$ 142,416.00	
Subtotal Direct Labor				\$ 142,416.00
PART III - OTHER COSTS				
6. Miscellaneous Direct Costs (Lump Sum)				
Mileage/Misc Expenses			\$ 5,768.75	
MISCELLANEOUS DIRECT COSTS SUBTOTAL			\$ 5,768.75	\$ 5,768.75
7. Subcontracts (Lump Sum)				
			\$ -	
SUBCONTRACTS (LUMP SUM) SUBTOTAL				
TOTAL LUMP SUM AMOUNT (Items 5, 6, and 7)				\$ 148,184.75
8. Reimbursable Costs (Limiting Amount)				
TOTAL REIMBURSABLE COSTS				\$0.00
PART IV - SUMMARY				
TOTAL AMOUNT OF CONTRACT (Lump Sum plus Reimbursables) (Items 5, 6, 7, and 8)				\$ 148,184.75

BIDDING, CONSTRUCTION ADMINISTRATION, CONSTRUCTION OBSERVATION, & GIS INTEGRATION

CONSULTANT NAME: Hanson Professional Services Inc

ESTIMATOR NAME: Daryl Myers, PE

DATE: 4/8/2025

PROJECT NAME: NW/NE Water Main Post Design

FROM: NA

TO: NA

TASK ITEM		SCALE 1"=	UNIT	NO. OF UNITS	NO. OF SHEETS	HRS PER UNIT	TOTAL STAFF-HOURS	COMMENTS
1	Bid Administration							
	Bid Number/Advertisement		LS	1		4	4	
	Respond to RFI's		LS	1		16	16	
	Prepare/Issue Addenda		LS	1		16	16	
	Review Bids/Bid Recommendation		LS	1		4	4	
					Task 1 Subtotal		40	
2	Construction Administration							
	Pre-Construction Meeting		LS	1		4	4	
	Address RFI's		LS	1		40	40	
	Shop Drawing Review		LS	1		16	16	
	Review Pay Requests		LS	1		24	24	2 hrs/pay app @ 13 pay app
	Review /Submit FDEP Partial Clearance		LS	1		60	60	15 anticipated
	Substantial Completion Walk Through		LS	1		8	8	
	Final Completion Walk Through		LS	1		8	8	
	Progress Reporting		LS	1		94	94	2 hrs @ 47 weeks
					Task 2 Subtotal		254	
3	Construction Observation							
	Weekly Visits by PE		LS	1		235	235	47 Wks * 5 hours
	Progress Meetings		LS	1		24	24	Bi weekly progress meetings
					Task 3 Subtotal		259	
4	As-Built/GIS Integration							
	Import As-Built Data Tables		LS	1		40	40	
	Modify Attribute Tables		LS	1		80	80	
	Connect As-Built Attributes		LS	1		160	160	
					Task 4 Subtotal		280	
GRAND TOTALS							833	

PRIME CONSULTANT
ESTIMATE OF WORK EFFORT, FEE AND EXPENSES
BIDDING, CONSTRUCTION ADMINISTRATION, CONSTRUCTION OBSERVATION & GIS INTEGRATION

CONSULTANT:		Hanson Professional Services Inc						PROJECT NAME:		NW/NE Water Main Post Design									
RFP NUMBER:		RFQ 2024-07						FROM: NA		TO: NA									
ESTIMATOR NAME / DATE:		Daryl Myers, PE 4/8/2025						PROJECT LENGTH:											
TASK ITEM	Chief Engineer RATE = \$ 360.00		Project Manager RATE = \$ 290.00		Senior Engineer RATE = \$ 294.00		Engineer 1 RATE = \$ 153.50		Engineering Intern RATE = \$ 123.00		GIS Specialist/Planner RATE = \$ 178.00		Senior Designer RATE = \$ 186.50		Secretary/Clerical RATE = \$ 111.00		TOTAL HOURS BY ACTIVITY	SALARY COST BY ACTIVITY	
	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST	STAFF HOURS	LABOR COST			
1 Bid Administration	0	\$ -	4	\$ 1,160.00	0	\$ -	20	\$ 3,070.00	0	\$ -	0	\$ -	12	\$ 2,238.00	4	\$ 444.00	36	\$ 6,468.00	
2 Construction Administration	0	\$ -	25	\$ 7,250.00	25	\$ 7,350.00	64	\$ 9,824.00	38	\$ 4,674.00	0	\$ -	102	\$ 19,023.00	0	\$ -	254	\$ 48,121.00	
3 Construction Observation	0	\$ -	26	\$ 7,540.00	0	\$ -	130	\$ 19,955.00	101	\$ 12,423.00	0	\$ -	0	\$ -	2	\$ 222.00	257	\$ 39,918.00	
4 As-Built/GIS Integration	0	\$ -	28	\$ 8,120.00	0	\$ -	70	\$ 10,745.00	56	\$ 6,888.00	112	\$ 19,936.00	0	\$ -	14	\$ 1,554.00	266	\$ 45,689.00	
PROJECT TOTALS	0	\$ -	83	\$ 24,070.00	25	\$ 7,350.00	284	\$ 43,594.00	195	\$ 23,985.00	112	\$ 19,936.00	114	\$ 21,261.00	20	\$ 2,220.00	813	\$ 140,196.00	

RESOLUTION NO. 2025-R-61

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, APPROVING WORK ORDER #2 WITH HANSON PROFESSIONAL SERVICES INC. FOR POST-DESIGN SERVICES ASSOCIATED WITH THE NORTHEAST/NORTHWEST WATER MAIN IMPROVEMENTS PROJECT; AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; AND PROVIDING FOR SCRIVENER’S ERRORS.

WHEREAS, the City of Palatka has entered into Grant Agreement No. LPA0602 with the Florida Department of Environmental Protection (FDEP) for the Northeast/Northwest Water Main Improvements Project; and

WHEREAS, the project is fully funded through the FDEP grant to support the replacement of aging water mains and improve water infrastructure within the City; and

WHEREAS, Hanson Professional Services Inc. previously completed the design of the project under Work Order #1 as part of the Master Consulting Services Agreement executed on January 23, 2025; and

WHEREAS, the City has received a proposal from Hanson Professional Services Inc. for Work Order #2 in the lump sum amount of \$148,184.75 to perform Post-Design Services including bid administration, construction administration, construction observation, and GIS integration services; and

WHEREAS, it is in the best interest of the City of Palatka to proceed with the approval and execution of Work Order #2 to ensure timely implementation and grant compliance.

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

1. The City Commission hereby approves Work Order #2 with Hanson Professional Services Inc. in the amount of \$148,184.75 for Post-Design Services for the Northeast/Northwest Water Main Improvements Project as outlined in FDEP Grant Agreement No. LPA0602.
2. The City Manager is authorized to execute Work Order #2 and all necessary documents, including any related certifications, amendments, or authorizations required to carry out the terms of this resolution.
3. The City Manager is further authorized, without further action by the City Commission, to correct any scrivener’s errors in this Resolution or associated documents, provided such corrections do not affect the intent of this Resolution.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 24th day of April 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

DISCUSSION/DIRECTION - Memorandum of Agreement Between CRA and Putnam County Chamber of Commerce

STAFF REPORT

DATE: April 14, 2025
TO: City of Palatka Community Redevelopment Agency
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

At the October 14, 2024, Community Redevelopment Agency (CRA) meeting, the Putnam County Chamber of Commerce (PCCC) requested funding to support the Elevate Putnam initiative and other economic development services related to the City of Palatka's CRA. The Elevate Putnam initiative is a 5-year strategic plan to advance economic growth within Putnam County. Its core objectives include targeted economic growth, talent attraction and development, and enhancing the region's quality of place and brand identity. In response to the request, the CRA voted to move forward with a \$50,000 funding request for this initiative.

PROJECT ANALYSIS

Upon reviewing the request for funding from the CRA, staff discovered that the CRA is not authorized to allocate funds to entities that promote tourism and economic development, as outlined in Attorney General Opinion 2010-40. This opinion clarifies that grants to entities which promote tourism and economic development, as well as to nonprofits providing socially beneficial programs are outside the scope of the community redevelopment act.

While the Elevate Putnam initiative aligns with broader county-wide economic development objectives, its goals extend beyond the scope and CRA area. Allocating CRA funds toward this initiative would not be consistent with current legal interpretations.

Staff Recommendation

Staff recommends redirecting the PCCC funding request to the City Commission, with the funding sourced from the General Fund rather than the CRA budget.

ATTACHMENTS

1.	Elevate Putnam County Case for Investment Booklet
2.	Draft Memorandum of Agreement
3.	Attorney General Opinion 2010-40

2024 – 2028

ELEVATE

PUTNAM COUNTY

A Five-Year Strategic Initiative to Accelerate
Economic Growth in Putnam County, Florida

CASE FOR INVESTMENT

A MESSAGE FROM THE CAMPAIGN CO-CHAIRS

With unwavering enthusiasm and a steadfast commitment to the future of our beloved Putnam County, we reach out to you today as Co-Chairs of the Elevate Putnam initiative. Together, we are eager to share our comprehensive five-year strategic plan aimed at propelling our community towards unprecedented economic growth and revitalization.

Putnam County is rich in potential, blessed with abundant natural resources, breathtaking landscapes, and a resilient spirit ingrained in the fabric of its residents. However, recent years have brought forth formidable challenges, from stagnant job growth to a widening gap in per capita income compared to neighboring counties. Decisive action is needed to steer our county back onto the path of prosperity.

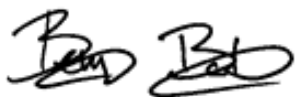
The Elevate Putnam initiative, forged upon the solid groundwork laid by the Putnam County Chamber of Commerce and the Putnam County Economic Development Council (PCEDC), stands ready to confront these challenges head-on. Our strategic blueprint focuses on three pillars: Targeted Economic Growth, Talent Attraction & Development, and Quality of Place & Brand Identity.

This is an extraordinary moment for Putnam County, as Northeast Florida experiences an unprecedented surge in growth. Highlighted in a June 2023 Bloomberg article, our region has emerged as a beacon for companies seeking new horizons. The article's reference to a staggering \$100 billion wealth migration to the Southeast underscores the immense economic potential and opportunity that lies within our grasp.

The success of the Elevate Putnam initiative hinges upon the collective efforts of our entire community. As residents, business owners, and stakeholders, your support and investment are essential to realizing our vision for a prosperous Putnam County. Together, we have the power to create 750 additional jobs, attract \$500 million in new capital investment, and position Putnam County as a premier destination for businesses and talent.

We invite you to embark on this transformative journey towards economic revitalization and community prosperity. Your active participation in the Elevate Putnam initiative will not only shape the destiny of our county but also leave an enduring legacy for generations to come.

Thank you for your steadfast commitment to Putnam County. Together, let us elevate Putnam to unprecedented heights of success.



Benjie Bates
Bates, Hewett & Floyd



Charlie Douglas
Douglas Law Firm

CAMPAIGN CO-CHAIRS



Benjie Bates
Bates, Hewett & Floyd



Charlie Douglas
Douglas Law Firm



Karla Flagg
*Karl N. Flagg Serenity
Memorial Chapel*



Jerry McClellan
Seminole Electric



Jini McCool Robbins
J&B Glass



Joe Pickens
St. Johns River State College

In Memory of Danny Martinez



Danny Martinez moved to Palatka in the 1950s with his wife Katherine, where he began working as a Research Chemical Engineer for Hudson Pulp & Paper Corp. In 1979 when Georgia-Pacific acquired Hudson, Martinez became plant manager. Danny and his wife were involved with numerous organizations across Putnam County including Haven Hospice, Rodeheaver Boys Ranch, Boy Scouts of America, and many more. Community members say that Martinez was one of the most significant leaders to come through Putnam County. He was lovingly nicknamed Martinez “The Godfather” because he listened methodically, was a purpose driven leader and included everyone in his decisions. His memory will forever be cherished, and his legacy will continue to inspire us all.



PUTNAM COUNTY BUSINESS PARK

CHAMBER ACHIEVEMENTS AND ECONOMIC MILESTONES

Founded in 1930, the Putnam County Chamber of Commerce is nearing 100 years of dedicated service to the community. With a commitment to excellence, we've maintained Accreditation since 1987, earning the prestigious Five-Star Accreditation since 2015. Our chamber is comprised of nearly 400 dedicated members, each contributing to our collective mission. Additionally, we are honored to have received the #1 Chamber in the US award twice from the Association of Chamber of Commerce Executives, recognizing our unwavering dedication to driving economic growth and prosperity in Putnam County.

The Chamber serves as the cornerstone of economic development in Putnam County, dedicated to fostering growth and prosperity through a range of strategic initiatives. Our mission encompasses:



Job Creation
Facilitating the development of high-quality, competitive-wage employment opportunities within our community.



Workforce Development
Collaborating on workforce initiatives aimed at enhancing skills and education levels, ensuring a highly qualified workforce capable of meeting current and future demands.



Business Expansion
Cultivating an environment conducive to the health and expansion of existing businesses, driving sustained growth.



Partnership Enhancement
Strengthening and expanding relationships at regional, state, and federal levels to bolster economic opportunities for our community.



Business Support
Providing comprehensive resources and a nurturing environment to empower local businesses to thrive and succeed.



Government Collaboration
Maintaining close ties with governmental entities and fostering coordinated economic development activities through the Putnam County Economic Development Council.



Market Outreach
Actively promoting Putnam County as an attractive investment destination for target industries across the United States and around the globe.

Together, we strive to propel Putnam County forward as a vibrant hub of innovation, opportunity, and prosperity.

MISSION STATEMENT:

The Putnam County Chamber of Commerce is the principal leader in the promotion of commerce. Our mission is to be a creative force that promotes a better quality of life, excellence in leadership, coordination, and responsible development of business enterprises.

RECENT ECONOMIC DEVELOPMENT SUCCESS:



CertainTeed
\$235 million capital investment, creating 115 primary jobs
Announced 2023



Seminole Electric
\$800 million gas generation unit capital investment
Completed 2023



Florida Power & Light
\$360 million capital investment, generating 200 temporary construction jobs
Completed 2022

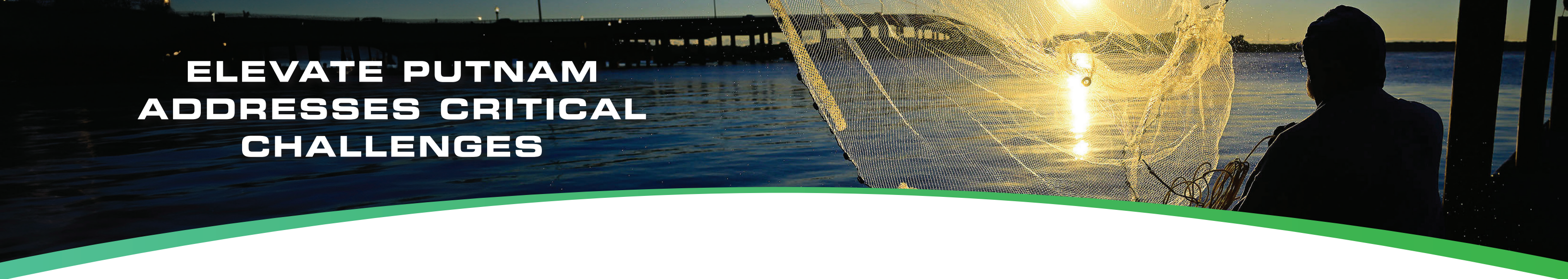


Georgia-Pacific
\$800 million capital investment expansion, creating 80 primary jobs
Completed 2021



COMARCO
\$12 million capital investment, resulting in the creation of 120 jobs
Completed 2020





ELEVATE PUTNAM ADDRESSES CRITICAL CHALLENGES

Economic Recovery Disparities:

Despite Putnam County's long history of economic dynamism, it has not fully recovered from the loss of key industries during the Great Recession of 2008-2012 with neighboring counties experiencing economic booms.

High Poverty Rate:

Putnam County ranks 64th among Florida's 67 counties in the number of persons living in poverty per capita.

Disparate Per Capita Income:

Putnam County's per capita income in 2022 was \$22,815, 35% lower than Florida's average and 39% lower than the national average.

Lagging Wage Rates:

Putnam County's 2023 weekly wage rates were \$874, 30% lower than neighboring counties such as Jacksonville/Duval County, 18% lower than St. Johns County, and 26% lower than Florida's statewide average.

Higher Than Average Unemployment:

Putnam County's unemployment rate at 4.3%, as of March 2024, is 28% higher than Florida's average, 20% higher than Duval County, and 12% higher than the US average.

Increasingly Longer Commute Trends:

Over 58% of Putnam County's workforce commute to work outside of the county.

Higher than Average Median Age:

The median age in Putnam County is 45 years old, 5% higher than Florida's average of 42.7 and 13% higher than the national average of 39.

Significant Drop in Labor Force:

From 2009 to 2020, the Putnam County labor force experienced consistent declines with a loss of nearly 20%.

Funding Discrepancy for Economic Development:

Putnam County's economic development efforts are funded significantly less than many of its peer counties in the Northeast Florida Region. On average, communities spend \$8 per capita on economic development, whereas Putnam County's existing investment is significantly lower at around \$2 per capita.

Poor Educational Performance and a Lack of New Single-Family Housing:

Challenges with educational performance and available housing options persist, impacting community growth and development, with poor performing rates and near stagnant new single-family housing permits.

Competition for Incentives and Shovel-Ready Sites:

Putnam County lacks available Shovel-Ready business and manufacturing sites with utilities or established timeline for connection in place.

Tourism and Natural Resource Utilization:

Putnam County has seen increasing hotel occupancy and hotel motel tax revenue but lacks a conference center, venue space with parking, and ample outdoor activity rental offerings.

High Vacancy in Downtowns and Commercial Corridors:

Putnam County's commercial areas and historic downtowns have high vacancy rates with a heavy need for revitalization to continue beyond the immediate waterfront areas.

ELEVATE

PUTNAM COUNTY

A FIVE-YEAR STRATEGIC INITIATIVE TO ACCELERATE
ECONOMIC GROWTH IN PUTNAM COUNTY, FLORIDA

(2024-2028)



In recent years, concerted efforts led by the Putnam County Board of Commissioners, our municipalities and Chamber Leadership have revitalized economic growth prospects. The Elevate Putnam initiative builds upon this momentum, aligning with a holistic strategic plan. This plan prioritizes improving quality of life, increasing prosperity, and reducing poverty, with a focus on enhancing support for existing businesses, addressing the skilled labor shortage, and fostering regional collaboration.

AS PART OF OUR KEY ASPIRATIONS,
ELEVATE PUTNAM AIMS TO:



1

**Create an Environment for
Business Growth:**
Establish conditions that foster business
growth and profitability within the county.



2

Enhance Market Understanding:
Deepen our understanding of existing
businesses and market opportunities,
enabling more targeted and
effective support.



3

Champion Regional Collaboration:
Lead efforts to foster collaboration
across the region, attracting additional
investment and opportunities for growth.



PILLAR I: TARGETED ECONOMIC GROWTH

STRATEGIES:



Goal:

Expand and retain existing industries in Putnam County while fostering entrepreneurship and innovation.

KEY OBJECTIVES:

1

Grow Existing Businesses:

Provide support and resources to facilitate the growth of established businesses in Putnam County.

2

Attract New Firms and Capital Investment:

Implement strategies to attract new businesses and increase capital investment, thereby expanding the tax base.

3

Market Putnam County as a Business-Friendly Destination:

Aggressively market and promote Putnam County as an ideal location for businesses to thrive.

4

Support Entrepreneurial Culture:

Foster an environment conducive to high-growth entrepreneurship, providing the necessary support and infrastructure for entrepreneurs to thrive.

5

Maintain Competitive Advantages:

Continuously assess and strengthen Putnam County's competitive advantages to ensure sustained economic growth and prosperity.

Business Retention & Expansion (BRE) Program Development:

- Hire dedicated staff to focus on BRE efforts, supporting the Vice President of Economic Development on Attraction Leads.
- Establish and maintain a formal, consistent BRE program, actively engaging with existing employers in primary trade sectors.

Site & Building Inventory Management:

- Maintain an online platform for comprehensive site and building inventory, facilitating efficient access to information for potential investors and developers.

Infrastructure Development for Shovel-Ready Sites:

- Advocate for and influence the development of infrastructure necessary for the creation of "Shovel-Ready Sites," collaborating with both public and private property owners to ensure readiness for investment.

Promotion and Marketing:

- Increase internal and external advertising and promotion of Putnam County through various channels, including economic development trade publications, social media platforms, podcasts, etc.

Targeted Industry Attraction:

- Attract new employers in industries where Putnam County has demonstrated emerging competitive advantages, focusing on sectors such as advanced manufacturing, logistics and distribution, technology, and aerospace maintenance, repair, and operations (MRO).

Downtown Revitalization Support:

- Strengthen downtown areas by identifying and implementing proven programs that lead to community development and investments, securing necessary funding for initiatives such as Retail Strategies.

Entrepreneurship and Innovation Support:

- Support an environment and culture of entrepreneurship and innovation conducive to high-growth entrepreneurs, collaborating with local Small Business Development Center (SBDC) to foster entrepreneurship within the county through initiatives like business challenges and pitch competitions.

Infrastructure Enhancement:

- Ensure that fundamental advantages concerning workforce, infrastructure, and amenities are fostered to support business expansion and development, with a focus on infrastructure improvements (water, wastewater, electric, gas, and broadband) to viable development sites within the County.

Five-Year Investment: \$1,200,000



PILLAR II: TALENT ATTRACTION & DEVELOPMENT



Goal:

Forge partnerships to align education, training, business, and social services, fostering a culture of lifelong educational attainment in Putnam County.

KEY OBJECTIVES:

1

Strengthen Education-Workforce Alignment:

Enhance collaboration between education and workforce systems to ensure alignment with industry needs.

2

Revitalize Chamber Workforce Development Task Force:

Reactivate and empower the Chamber Workforce Development Task Force to drive initiatives focused on talent development.

3

Explore ACT Work-Ready Certification:

Investigate the process of obtaining an ACT Work-Ready Certified Community Designation to enhance workforce readiness.

4

Develop Home-Grown Talent:

Implement programs to nurture local talent, fostering their skills and capabilities within Putnam County.

5

Retain Top Talent:

Implement strategies to retain talented young individuals within Putnam County, creating an environment that encourages them to stay.

6

Attract Skilled Professionals:

Develop initiatives to attract skilled professionals to Putnam County, expanding the local workforce with talented individuals.

STRATEGIES:

Enhance Collaboration Between Training Providers and Employers:

- Organize regular meetings of the Task Force to facilitate communication, coordination, and collaboration between training providers and employers regarding needed training programs.

Facilitate ACT Work-Ready Certification:

- Coordinate efforts between local training providers and employers to obtain ACT Work-Ready Certification, enhancing workforce readiness in Putnam County.

Invest in Workforce Development Training:

- Ensure Chamber staff are certified in the IEDC-ACCE Workforce Development Fundamentals Course to enhance expertise in talent development initiatives.

Expand Career and Technical Education (CTE) Programs:

- Support the expansion of Career and Technical Education Programs and the development of demand-driven education and training programs.

Promote Educational Attainment and Talent Retention:

- Support all initiatives aimed at increasing educational attainment and talent retention within Putnam County.

Track Graduates' Attainment and Employment:

- Establish a system to track recent Putnam County School District (PCSD) graduates to assess baseline attainment and employment status.

Promote Internship and Apprenticeship Opportunities:

- Promote local companies offering internship opportunities and advocate for the creation of formalized internship and apprenticeship programs, as well as jobs for high school students.

Facilitate Industry and Guidance Counselor Collaboration:

- Convene industry representatives and PCSD guidance counselors to align education and training programs with industry needs.

Enhance Awareness of Workforce Development Programs:

- Increase businesses' knowledge of available workforce development programs to encourage participation and utilization.

Promote Job Opportunities in Putnam County:

- Attract new residents and workers by promoting job opportunities available in Putnam County through various channels.

Offer Leadership Development Programs:

- Provide leadership development programs such as Leadership Putnam and Campaign School to engage and train new leaders in both public and private-sector roles.

Highlight Career Opportunities in Major Industries:

- Continue to lead activities that showcase the favorable working environment and career opportunities within Putnam County's major industries.

Explore Labor Attraction Programs and Policies:

- Investigate programs and policies aimed at attracting labor to Putnam County to meet workforce demands.



PILLAR III: QUALITY OF PLACE AND BRAND IDENTITY



Goal:
Develop physical infrastructure and community branding to attract new residents and businesses while promoting innovation and fostering community pride in Putnam County.

KEY OBJECTIVES:

1

Promote Innovation in Education and Systems:

Highlight innovative initiatives in education and other systems throughout Putnam County.

2

Enhance Neighborhoods and Activity Centers:

Cultivate vibrant and attractive neighborhoods, corridors, and activity centers.

3

Improve Connectivity and Sustainability:

Expand opportunities for walking, biking, and transit use to connect people and places, while supporting the sustainability of the natural environment and agricultural assets.

4

Promote Putnam County Branding:

Encourage the use of Putnam County brand elements among local organizations and promote the county via the Elevate Putnam initiative to external audiences.

5

Foster Community Pride:

Build community pride and understanding among internal audiences, enhancing engagement and support for Putnam County's growth and development.

STRATEGIES:

Promote Local Entrepreneurship:

- Expand and promote the "Buy Local" initiative to support entrepreneurship and small business growth within Putnam County.

Support Educational Innovation:

- Actively support the implementation of the Putnam County School System Strategic Plan to foster educational innovation and excellence.

Support Innovation at St. Johns River State College:

- Provide support for St. Johns River State College and its innovation initiatives to drive educational excellence and economic development.

Promote Cultural and Historical Heritage:

- Promote and celebrate the rich cultural and historical heritage of Putnam County to enhance community pride and attract visitors.

Address Tourism Growth Challenges:

- Convene key stakeholders to discuss and address challenges impeding tourism growth, such as parking shortages, sports infrastructure, and accommodations with meeting space.

Promote Recreational Opportunities:

- Support and promote the diverse recreational opportunities in Putnam County, particularly those associated with the outdoors and the St. Johns River.

Digital Promotion of County's Beauty:

- Utilize digital platforms to showcase the natural beauty of Putnam County and beautify gateways into the county to create positive first impressions for visitors.

Revitalize Central Business Districts:

- Support the redevelopment of central business districts in Palatka and other towns within Putnam County to enhance economic vitality and community vibrancy.
- Lead a brand marketing initiative to highlight Putnam County's positive attributes and consolidate its identity.

Engage Site Selection Consultants and Influencers:

- Assume primary responsibility for communicating the Putnam brand to site selection consultants, influencers, and companies within targeted industry sectors.

Explore Tourism Growth Funding:

- Engage the Tourist Development Council and Board of County Commissioners to explore impactful usage of excess bed tax revenue to further tourism growth.

Promote Local Products and Job Opportunities:

- Develop dedicated pages on the website to showcase locally made products and job opportunities offered by local employers.

Collaborate with Ambassadors and Stakeholders:

- Coordinate and collaborate with other ambassadors and stakeholders to maximize efforts and achieve shared goals in promoting Putnam County's quality of place and brand identity.

ELEVATE PUTNAM FUNDING STRATEGY

The goals of Elevate Putnam are ambitious, align with our public and private sector community partners, and will positively impact Putnam County well beyond the five-year strategic plan. Such an aggressive plan requires broad community support to achieve our goal of \$3 million in total funding. The information below provides a summary of the investment to be made.

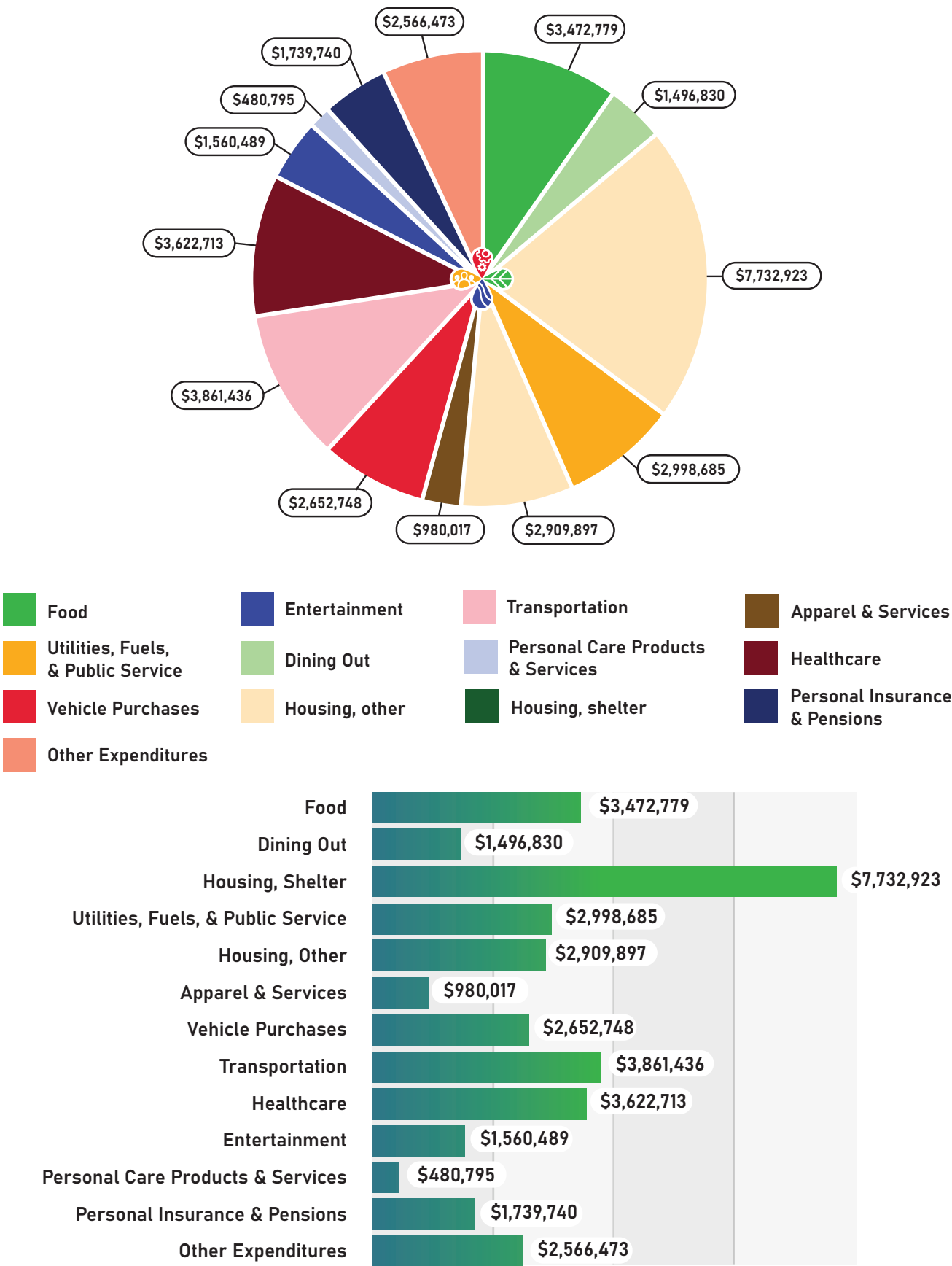
STRATEGY	ANNUAL	5-YEAR
Targeted Economic Growth	\$ 240,000	\$ 1,200,000
Talent Attraction & Development	\$ 150,000	\$ 750,000
Quality of Place & Brand Identity	\$ 210,000	\$ 1,050,000
Total Five-Year Budget	\$ 600,000	\$ 3,000,000

PROJECTED ECONOMIC IMPACT

The following indicates as to the overall economic impact on Putnam County of the Elevate Putnam outcomes of creating 750 new jobs and \$500 million in associated capital investment.

Number of New Primary Jobs	750
Primary Wage Rate Paid (hourly)	\$33.81
Total Direct Payroll	\$52,749,100
Total Payroll	\$65,264,000
Total Jobs	970
Indirect Jobs Created	220
Indirect Wage Rate Paid (hourly)	\$27.32

ANNUAL CONSUMER EXPENDITURE SPENDING BY CATEGORY



MEASURES OF SUCCESS

Elevate Putnam comes at the perfect time for our community. We've weathered economic storms through vital partnerships across healthcare, government, education, and the business community. Putnam County needs to capitalize on regional successes and take our community to its full potential.

PERFORMANCE MEASURES FOR THE PROPOSED FIVE-YEAR INITIATIVE:



- Create 750 additional jobs in Putnam County from attraction and expansion efforts.
- Secure new jobs that pay wages exceeding the current average median worker earnings of \$45,426.
- Attract \$500 million in new capital investment.
- Develop an online Scorecard of Key Performance Indicators (KPI's) that investors can always see.
- Establish an Investors Advisory Council to monitor economic development initiatives and focus financial resources to address targeted objectives.

“

For years Putnam County has been a place that exports talent to other cities, a place that people drove through. This is changing. Why? Because a group of dedicated community members who asked the question “Why not Palatka?” There are so many great characteristics: an award-winning college, a beautiful river, and a downtown with great bones.

To show others a community is worth investing in, it is important for local folks to lead the way. All cities stopped or slowed due to Covid, which created an even playing field. This is Palatka's time. It has the enthusiasm, the opportunities, the momentum, and most importantly the people.

I love “Elevate Putnam” County. And I know how pleased Danny Martinez would be to see the progress in making this community the best place for all citizens.

Quint Studer

Author of Building a Vibrant Community:
How Citizen-Powered Change is Reshaping America

”





ELEVATE

PUTNAM COUNTY



 386.328.1503  1100 REID ST, PALATKA, FL 32177

 PUTNAMCOUNTYCHAMBER.COM

HOMELESSNESS STRATEGIES

The city is pursuing the same initiatives implemented in Los Angeles county in California, which includes prevention, supporting or wrap around services, housing stability, and housing accessibility and affordability.

Specifically, in the City of Palatka, we are addressing the matter with a two-prong approach – short-term and long-term.

Short-term strategies will include the following:

- ✚ Increasing Police visibility and enforcement in key areas, such as the Riverfront Park and entrance to the existing location which house the unhoused or homeless population during 5:30 PM – 7:00 PM (when they are waiting to enter the facility) and 7:00 AM – 8:30 AM (when they are leaving the facility);
- ✚ Identifying a location where they can be taken to engage in learning activities, social interaction and reentry. There will be activities at the location, such as expunging records, applying for social and medical services and housing with Palatka Housing Authority, etc.
- ✚ The timeline to establish a place to move the unhoused individuals to during the period of searching for a new location away from the Downtown district during the hours of 7:00 AM to 5:00 PM, is expected to be the following:
 - May 15 – identify properties (owned by the City or others)
 - July 1 – compliance with all regulatory requirements (adult daycare or other types of educational type setting (vocational training)
 - September 1 – to start the program

For long-term solutions, the following suggestions are proposed:

- ✚ The creation of a task force which will include one commissioner. This task force will focus on finding solutions, such as a shelter that provides services during both night and day, including wrap-around support and vocational training.
- ✚ Purchase of a facility which can be used for sheltering 24 hours.
- ✚ The identification of property (2 acres) to build/create a “Tiny Home Village”
- ✚ Purchase 10 tiny homes and make ready for occupancy, including permitting, utilities, with landscaping and fencing.
- ✚ Community engagement meetings
- ✚ Write grants and receive donations
- ✚ Visit other tiny home communities to understand what works
- ✚ Understand volunteer resources which are available and identify the stakeholders



✚ There are two critical components to this strategy:

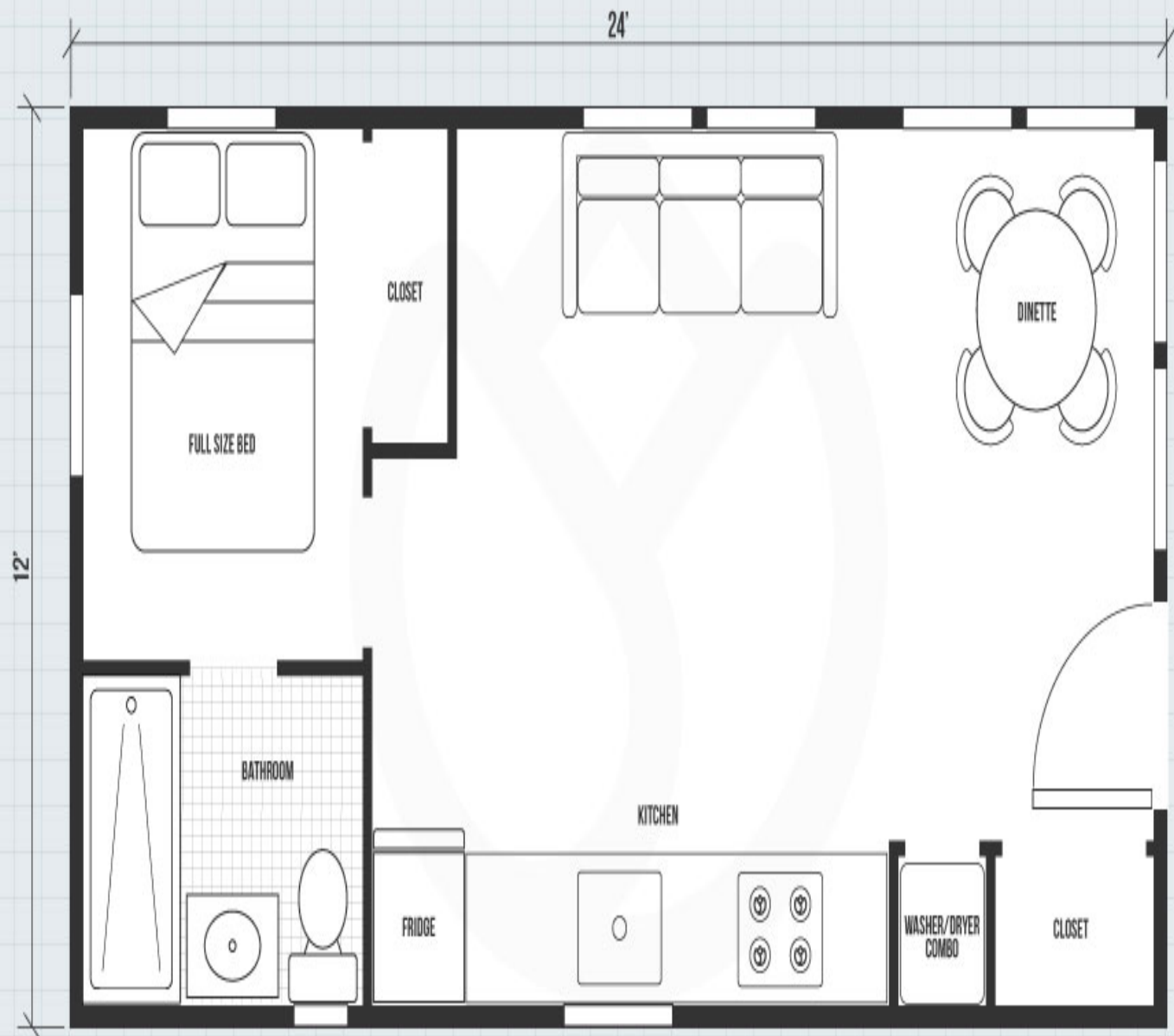
1. Securing a shelter in a suitable location which the neighborhood will accept.
2. Identifying a space for daytime services to be provided, where comprehensive services, including educational and vocational training, counseling, and referrals can be offered. We will seek resources from The Homeless and Housing Resource Center (HHRC)
3. Funding to establish both the short-term and long-term goals – grants and donations. Currently, in the budget there is approximately \$200,000 which can be allocated for homelessness (ARPA), due to the LEAD project being completed for almost \$100,000 less than budgeted. But there will need to be funding for the future to sustain the activity. Some examples are:
 1. Projects for Assistance in Transition from Homelessness (PATH)
 2. SSI/SSDI Outreach , Access and Recovery (SOAR)
 3. Grants for the Benefit of homeless Individuals (GBHI)

In conclusion, the City of Palatka is in the midst of researching and reviewing the city's resources to address this dire issue which is affecting the entire city and the county, as well. It is a project which will ultimately be contracted out to community -based organizations with experience or expertise in homelessness.

This is the infancy stage of the City of Palatka's response to homelessness in our city.



12' X 24' TINY HOUSE FLOORPLAN #2







Moody Road Lift Station Upgrade
Approval Request for Upgrade at Moody Road Station 25 and 29

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Below is the summary of the Moody Road Station #25 Upgrade:

BACKGROUND

Project Overview: This project represents the second phase of dual lift station upgrades designed to support the growth of the City of Palatka. The first phase, upgrading Winn-Dixie (Station #29, located at 901 Hwy 19 South), was completed on April 8, 2025. With this upgrade for Moody Road (Station #25, located at 101 N Moody Road), we aim to increase capacity in an area where new townhouses are under construction and the existing infrastructure is insufficient.

PROJECT ANALYSIS

- **In-House Execution:** Staff will carry out the project in-house, which substantially reduces costs and leads to faster completion times. At Winn-Dixie, we completed a similar upgrade in less than one month—far ahead of the anticipated 15-16 months—and saved approximately \$60,000.
- **Proposed Equipment:** Staff is requesting approval to install an All Prime XS-8X pump skid at the Moody Road Pump Station. Our experience with these pumps in previous projects has been very positive due to their performance and durability. This new installation is projected to save the City roughly \$150,000 and reduce completion time by over two years.
- **Sole Source Justification:** A sole source letter is attached, designating Power and Pumps as the exclusive distributor for these pump types.

Staff Recommendation

Staff is requesting approval for the installation of the pump skid, which is essential to move forward with the infrastructural enhancements needed for the City's growth. Please note that the funding for this upgrade is contained within the current budget.

ATTACHMENTS

1.	Moody Lift Station
----	--------------------

POWER&PUMPS

AN INCOSS COMPANY

803 N Myrtle Ave
Jacksonville, FL 32204-1033
Phone 904.356.5881

QUOTATION

Quote Expires On: 05/09/2025

Quote Number	
1463575	
Quote Date	Page
03/28/2025	1 of 2

Bill To:

CITY OF PALATKA
201 N. 2ND STREET
PALATKA, FL 32177
US

Ship To:

CITY OF PALATKA
3010 BROWNS LANDING RD
PALATKA, FL 32177
US

386-329-0100

Customer ID: 1063913

Requested By: MATT MORS

Customer Reference / RFQ #				Terms	Quoted By	
MOODY LIFT STATION ALL PRIME SKIDS QUOTE				Net 30	RICK.DENUCCI	
Quantities				Item ID	Unit Price	Extended Price
Quantity	Allocated	Remaining	Unit Of Measure	Item Description		

Delivery Instructions: BEST WAY GROUND PPD & ALLOW TO JOBSITE * FOB JACKSONVILLE, FL * PLEASE ALLOW APPX 6-8 WEEKS TO SHIP ARO PENDING PRIOR SALES OR SUPPLY CHAIN ISSUES

2.00	0.00	2.00	EA	ALLPXS-8-SKID-50HP-1150RPM-DIRECT	36644.05	73288.10
ALL PRIME XS-8X PUMP SKID ALL PRIME XS-8S SELF PRIMING SOLIDS HANDLING PUMP WITH FABRICATED STEEL DIRECT DRIVE BASE, 50 HP 1150 RPM TEFC 230/460/3/60 PREMIUM EFFICIENT MOTOR, COUPLING, OSHA GUARD, AUTO AIR RELIEF VALVE, GAUGES AND DRAIN KIT						
1.00	0.00	1.00	EA	DYNA250317D	0.00	0.00
DUPLEX PANEL, 240V, 3PH, 4W, 50HP N3R 304SS ENCL, 120VAC FLOAT, PUMP FUSED DISCONNECTS, SPD, GFCI ON INNER DOOR, COOLING FANS, 22MM OPERATORS, ALARM BEACON W/ HORN						
2.00	0.00	2.00	EA	MPELPMR-1	0.00	0.00
PUMP MONITOR RELAY INCLUDES SOCKET						
4.00	0.00	4.00	EA	ANCHS50NO	0.00	0.00
S50NO 50' NORMALLY OPEN FLOATS						
1.00	0.00	1.00	EA	CONE6AHBXL	0.00	0.00
6AHB XL CABLE RACK 6 PRONG 316SS						
2.00	0.00	2.00	EA	DANF01270668/R1	0.00	0.00
FC-202P37KT2P66H2XGC3XXSXXXAXBXCXXXXDX VLT® AQUA Drive FC- 202, (P37K) 50HP, 3PH, 240V, NEMA 4X W/ Backplate, RFI FILTER, CONFORMAL COATED BOARDS, MAINS DISCONNECT, INPUT FUSE,						
2.00	0.00	2.00	EA	TOSH0506SDSR41A-P	0.00	0.00
0506SDSR41A-P 50H 1200R 3P 60H 230/460V						

POWER&PUMPS

AN MCE COMPANY

803 N Myrtle Ave
Jacksonville, FL 32204-1033
Phone 904.356.5881

QUOTATION

Quote Expires On: 05/09/2025

Quote Number	
1463575	
Quote Date	Page
03/28/2025	2 of 2

Quantities				Item ID	Unit Price	Extended Price
Quantity	Allocated	Remaining	Unit Of Measure	Item Description		

TEFC, 365T

Total Lines: 7

SUB-TOTAL: 73,288.10**TAX:** 0.00**AMOUNT DUE:** 73,288.10

NOTE: Modified products are non-returnable/non-cancellable.

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All returns must have prior approval. All returns are subject to a minimum 25% restock fee.

Decontamination forms must be completed and signed by the customer before return of product to Power & Pump - Jacksonville

Every sale of goods or performance of services by POWER & PUMPS, INC. (P&P), a Division of Motion and Control Enterprises, LLC (MCE) is exclusively subject to, and expressly conditioned upon, your acceptance of the terms in this Order Acknowledgement and MCE's Terms and Conditions, which are available at <https://mceautomation.com/terms-conditions> and made a part of this agreement as if fully set forth herein. Acceptance of goods or services shall constitute conclusive acceptance of MCE's Terms and Conditions. Any proposed terms and conditions that purport to conflict with, alter, differ from, or add to MCE's Terms and Conditions are hereby specifically objected to and are not a part of any order or agreement unless specifically agreed to in a signed writing by an authorized representative of POWER & PUMPS, INC. (P&P), a Division of Division of Motion and Control Enterprises, LLC (MCE)

Credit Card Convenience Notice: A convenience fee of 3% will be charged for each credit card transaction processed.

Notice: All invoices are subject to a 5% import tariff as a result of tariffs imposed by the US Government Executive Orders.



ALL PRIME PUMPS
803 N. Myrtle Ave.
Jacksonville, Florida 32204
p.800-803-0353
www.allprimepumps.com

Date: February 12, 2024

ALL PRIME PUMPS – Equipment Representation in Florida

To Whom It May Concern:

By the prior agreement executed, Power & Pumps Inc., headquartered in Jacksonville FL is our authorized distributor for the state of Florida, for all the "All Prime Pumps" products or services for all markets as referenced in the executed agreement.

We look forward to serving our customers requirements through our many valued authorized representatives like Power & Pumps. Please reach out to me if you need any other information so that All Prime Pumps can serve your future pumping requirements.

Regards,

A handwritten signature in black ink that reads "Daniel Orr". The signature is fluid and cursive, with the first name being more prominent than the last.

Daniel Orr
Distribution Sales Manager

ALL PRIME PUMPS
AN MCD COMPANY
M: 863-581-6513
O: 800-803-0353 ext. 4116

STAFF REPORT

DATE: April 24, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

This proposal outlines an upgrade to an existing lift station that is showing age-related vulnerabilities. The base plate is exhibiting signs of developing weakness and requires replacement before further deterioration jeopardizes the station's structural integrity.

BACKGROUND

- **Proposed Actions:**
 1. Replace the deteriorating base plate.
 2. Change over the pumps to the Shinmaywa brand, which has demonstrated a reduced clogging frequency compared to the equipment currently in use. This change is expected to result in long-term savings on maintenance and service call-outs.

PROJECT ANALYSIS

- **Budget and Scheduling:** This project is funded under our current Capital Budget for this fiscal year and is scheduled for execution accordingly.
- **Efficiency Benefits:** With this new configuration, future upgrades can be handled in-house, saving the City both time and considerable cost.
- **Sole Source Justification:** A sole source letter has been provided confirming that Power and Pumps is the exclusive distributor for Shinmaywa pumps in this area.

Staff Recommendation

Staff respectfully request that the Commission approve this proposal to expedite the necessary repairs and upgrades at Francis Shortcut Station #21 before further deterioration leads to service issues.

ATTACHMENTS

1.	Francis Shortcut Lift Station
----	-------------------------------

Francis

POWER&PUMPS

AN MCD COMPANY

803 N Myrtle Ave
Jacksonville, FL 32204-1033
Phone 904.356.5881

QUOTATION

Quote Expires On: 04/10/2025

Quote Number	
1463271	
Quote Date	Page
03/11/2025	1 of 4

Bill To:

CITY OF PALATKA
201 N. 2ND STREET
PALATKA, FL 32177
US

Ship To:

CITY OF PALATKA
3010 BROWNS LANDING RD
PALATKA, FL 32177
US

386-329-0100

Customer ID: 1063913

Requested By: MATT MORS

Customer Reference / RFQ #				Terms	Quoted By	
FRANCES ST LIFT STATION				Net 30	RICK.DENUCCI	
Quantities				Item ID	Unit Price	Extended Price
Quantity	Allocated	Remaining	Unit Of Measure	Item Description		
Delivery Instructions: BEST WAY GROUND PPD & ALLOW TO JOBSITE						
1.00	0.00	1.00	EA	FRANCES_L.S. FRANCES LIFT STATION	38831.95	38831.95
2.00	0.00	2.00	EA	SHIN4CNWX43.7T2E_37-4/50FT 5HP 208-230/3/60 4In ANSI 3In SOLIDS SHINMAYWA EXPLOSION PROOF SUBMERSIBLE SEWAGE PUMP W/ 50FT CABLE	0.00	0.00
2.00	0.00	2.00	EA	SHINM78932-A ANSI 4In DISCHARGE TYPE P4CY CNWX GUIDE RAIL SYSTEM (CAST IRON SLIDE BRACKET CAST S.S. GUIDE HOLDER	0.00	0.00
80.00	0.00	80.00	FT	EAST105911 2" S-40 T316L SS PIPE SRL A312	0.00	0.00
4.00	0.00	4.00	EA	ANCHS50NO S50NO 50' NORMALLY OPEN FLOATS	0.00	0.00
1.00	0.00	1.00	EA	CONE6AHBXL 6AHB XL CABLE RACK 6 PRONG 316SS	0.00	0.00
50.00	0.00	50.00	FT	SOUTCHA-03191 CHAIN 3/8 SS T-316	0.00	0.00
2.00	0.00	2.00	EA	SOUTSHA-11947 SHA-11947 SHACKLE 5/8" 316 SS	0.00	0.00
2.00	0.00	2.00	EA	MPELPMR-1 PUMP MONITOR RELAY INCLUDES SOCKET	0.00	0.00
1.00	0.00	1.00	EA	HALL072G3248BAAABA00AA PART ROUND HATCH COVER	0.00	0.00

POWER&PUMPS

AN INCEP COMPANY

803 N Myrtle Ave
Jacksonville, FL 32204-1033
Phone 904.356.5881

QUOTATION

Quote Expires On: 04/10/2025

Quote Number	
1463271	
Quote Date	Page
03/11/2025	2 of 4

Quantities				Item ID	Unit Price	Extended Price
Quantity	Allocated	Remaining	Unit Of Measure	Item Description		
1.00	0.00	1.00	EA	The above 1/4" aluminum access cover plate w/ 72" O.D. for 60" I.D. basin to have T316 s.stl. hrdw., padlock bar, z-bar, 32" x 48" single door access w/hold open arm & 300 psf load rating. DYNA230612-1R3 DUPLEX PUMP CONTROL PANEL (120V FLOAT) 208-240V, 3PH, 4W, 5HP, N3R 304SS ENCL, BUILD FOR 5 HP WITH PARTS FOR FUTURE 10HP, 30FLA OL'S AND PUMP CB'S WILL NEED TO BE CHANGED FOR 10HP.	0.00	0.00

POWER&PUMPS

AN MCCOY COMPANY

803 N Myrtle Ave
Jacksonville, FL 32204-1033
Phone 904.356.5881

QUOTATION

Quote Expires On: 04/10/2025

Quote Number	
1463271	
Quote Date	Page
03/11/2025	3 of 4

Quantities				Item ID	Unit Price	Extended Price
Quantity	Allocated	Remaining	Unit Of Measure	Item Description		

Order Line Notes:

1 CB. 3 Pole. 100 A. 25KAIC @ 240,18KAIC
480V 2 EA
2 CB. Multiwire Connector: 125A. 3 P. 6w.14-6
1 EA
3 SLIDING BAR INTERLOCK KIT EG
CIRCUIT BREAKERS 1 EA
4 GEN RECPT, R-S JRSA1044F 10AMP, 4P
4W 1 EA
5 SPD. 3 Phase. 4 Wire. 208/240/480 Volt. 40
KA/Phase 1 EA
6 MOUNTING KIT, SPD, SDS 1 EA
7 CB. 3 Pole. 30 A. 25/18 KAIC@480/600 VAC
2 EA
8 CB.. 1P. 10A. 120/240V. Q frame 10KAIC 1
EA
9 CB. Front Mnt. Clip. 1P. Q Frame 1 EA
10 Hatsection, EGE 4 EA
11 PDB, 1P, 175A, 2/0-6, (6) 4-14 OUT 1 EA
12 Starter. FVNR. NEMA Size 2. 45A. 10/15/25
HP. 208/240/480V. 2 EA
13 Aux. Contact. NEMA 2 NO. side mtd. W/
Size 00-2 2 EA
14 Thermal O/L Heater
Pack.3P.Bimetallic.Ambient compensated.ST 2
EA
15 BASE. 8PIN DIN RAIL SOCKET 600V 1 EA
16 ALTERNATOR. 120VAC. DPDT CROSS
WIRED WITH SW 1 EA
17 CUST SUPPLIED PUMP MONITOR RELAY
PMR-1 1 EA
18 RELAY, FINDER, 4PDT, 120V 6 EA
19 RELAY SOCKET, FINDER, BLUE 6 EA
20 STROBE, RED, 120V 1 EA
21 ALARM HORN, 120V, INTEGRAL
SILENCE 1 EA
22 FUSE, HOLDER, ALLEN BRADLEY 2
POLE, CLASS CC, 30A 1 EA
23 FUSES LOT 1 EA
24 GFCI, 20A 1 EA
25 ETM. 6 DIGIT. REDINGTON, 120VAC.
ROUND 2 EA
26 SW. Plastic Latch 800F 2 EA
27 PILOT. Monolithic. 22mm(IP66. 4/13. IP66).
Green. Integrat 2 EA
28 SW. 3 Position Selector Switch. 22mm-
Plastic. Maintained. 2 EA
29 SW. Contact Block. 22.5mm. 1 N.O.. Screw.
800F 4 EA
30 Standard Feed-Thru Terminal Block 10A
300V 33 EA
31 TERMINAL BLOCK, ALLEN-B, 1P, 30 EA
32 Terminal Block End Anchor 6 EA

POWER&PUMPS

AN MCE COMPANY

803 N Myrtle Ave
Jacksonville, FL 32204-1033
Phone 904.356.5881

QUOTATION

Quote Expires On: 04/10/2025

Quote Number	
1463271	
Quote Date	Page
03/11/2025	4 of 4

Quantities				Item ID	Unit Price	Extended Price
Quantity	Allocated	Remaining	Unit Of Measure	Item Description		
				33 ENCL, N3R 304SS, 42X30X12 W/ INNER DOOR & BACKPANEL 1 EA		

Total Lines: 11

SUB-TOTAL: 38,831.95**TAX:** 0.00**AMOUNT DUE:** 38,831.95

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ShinMaywa (America), Ltd.
10737 Gateway West Suite 240
El Paso, TX 79935

May 21, 2024

Reference: Sole Source

To Whom It May Concern:

ShinMaywa (America), Ltd. is proud to work with Power & Pumps, Inc. of Jacksonville, FL as one of our distributors for our line of CNWX, CNX, and CNXH submersible non-clog pumps.

Until further notice, Power & Pumps, Inc. is the Exclusive Distributor for ShinMaywa (America), Ltd. products for the municipal market in these counties in Florida - Alachua, Baker, Bradford, Brevard, Broward, Charlotte, Citrus, Clay, Collier, Columbia, Dade, Desoto, Dixie, Duval, Flagler, Gilchrist, Glades, Hamilton, Hardee, Hernando, Hendry, Highlands, Hillsborough, Indian River, Jefferson, Lafayette, Lake, Lee, Leon, Levy, Madison, Manatee, Marion, Martin, Monroe, Nassau, Okeechobee, Orange, Osceola, Palm Beach, Pasco, Pinellas, Polk, Putnam, St. John, St. Lucie, Sarasota, Seminole, Sumter, Suwannee, Taylor, Union, Volusia, and Wakula.

All orders for new and replacement pumps & parts should be placed directly through Power & Pumps, Inc.

Power & Pumps, Inc. is also the ShinMaywa (America), Ltd. Authorized Service Center (ASC) for the counties in Florida referenced above. As our ASC, Power & Pumps, Inc. provides warranty service and standard repairs.

ShinMaywa (America), Ltd. offers a unique line of submersible non-clog pumps for the municipal market. Please contact Power & Pumps, Inc. if there are any questions about our line of pumps.

Sincerely,

Andrew W. Herndon
Andrew W. Herndon
Sales Manager
ShinMaywa (America), Ltd.