

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
CITY MANAGER

WALTON PELLICER
BOCC REPRESENTATIVE

TERESA JACKSON
COMMUNITY REPRESENTATIVE

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC
CITY CLERK

CHANTEL PIERRE
FINANCE DIRECTOR

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

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. October 23, 2025

3. PUBLIC COMMENTS

4. REGULAR BUSINESS

- a. Special Event Grant Application Approval

5. REPORTS

- a. FY 24-25 Unspent Revenue Carry Over Report
- b. Update on landscaping along St. Johns Avenue and side streets
- c. CRA Districts - Code compliance report
- d. Update on the Tilghman House
- e. City Manager Report

6. ADJOURN

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

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

WALTON PELLICER BOCC
REPRESENTATIVE

TERESA JACKSON COMMUNITY
REPRESENTATIVE

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC CITY
CLERK



Regular meeting 2nd Monday bimonthly each even month at 5:00 PM

Community Redevelopment Meeting October 23, 2025, Minutes

Invocation

The invocation was led by Pastor Mulberry

Pledge of Allegiance

The Pledge of Allegiance was led by Commissioner Pellicer.

Roll Call

Commissioner Pellicer, Commissioner Jones, Commissioner Cambell, Commissioner Davis, and Mayor Correa were present. Commissioner Borom and Teresa Jackson were excused.

APPROVAL OF MINUTES

September 25, 2025

Vote: Commissioner Davis moved to approve the minutes as printed. Commissioner Campbell seconded the motion which passed unanimously.

PUBLIC COMMENTS

Vicky Duke spoke about the Tilghman house and stated she was glad to see some bids on the work.

Rick Paul from Small Business Development Center spoke about the report

REGULAR BUSINESS

November and December Meeting Dates:

After discussion the meeting dates were set for November 10, 2025, and December 8, 2025, both will be at 5:00 p.m.

Award of Contract to Plus Point Construction for Tilghman House Repairs. IBT-2025-10 in the amount of \$224.900 as the second lowest and most responsive bidder.

Vote: Commissioner Campbell moved to approve the contract for Plus Point Construction. Commissioner Davis seconded the motion which passed unanimously.

Formalize decision on updating the CRA plan

Vote: Commissioner Davis moved to approve option 2 as presented in the commission packets for updating the CRA plan. Commissioner Pellicer seconded the motion. Roll call was taken. Commissioner Davis; aye, Commissioner Campbell; nay. Commissioner Jones; nay. Commissioner Pellicer; aye, Mayor Correa, aye. The motion passed 3-2.

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

PHONE: 386-329-0100

www.palatka-fl.gov

FAX: 386-329-0106

Reports

Financial Reports August-September 2025

Ms. Pierre gave the financial reports for August and September to the CRA board.

City Manager Verbal Report

Ms. Carty stated they are in transition now with no CRA Manager. So together with her and the Planning Director, Mr. Aghemo, they are continuing operations and moving forward. Ms. Carty stated they have identified, a new vendor to help the city with beautification of St. John's Avenue. So, everyone should start seeing more services with landscaping. A report will be forthcoming and as it relates to our LED sign. Our anticipation is that it will be completed by November 2nd.

Police CRA

Chief Newcomb presented just a quick overview of what the CRA team is doing or has done, in the last 30 days, specifically for September of 2025. He stated there were two reports: One report was an information report where a citizen wanted a report written just on some things that were happening in the neighborhood. And the other report was in reference to what we call a suspicious person that was walking around late at night, did not appear to be up to do anything good. So, they were identified, and a report was generated in case something came up missing the following day.

Christmas Lights

Mayor Correa asked about Christmas lights.

Public Works Director Joe Verrechio stated speaking with Miller Lighting up to this point, we had managed to incorporate them to install solar lights in all those positions. Last year, we put in battery powered lights and we're going out there almost daily changing. This year they are going to install solar lights to keep it from those trees. So, it should look a lot better. Also, as the city completes the streetscape, the electricity will be restored.

Commissioner Davis asked Ms. Carty if there was a targeted timeline to hire a CRA Manager.

Ms. Carty stated she hopes to have one hired no later than November 30, 2025.

Commissioner Campbell asked about CRA funding for banners for the downtown district.

ADJOURN

Commissioner Campbell moved to adjourn the meeting. Commissioner Pellicer seconded the motion.



MEMORANDUM

TO: Marcia Carty, City Manger

FROM: Kristin Odom, CRA Coordinator

RE: CRA Special Event Grant Program Description for FY 2025-2026

DATE: August 7, 2025

CRA staff proposes launching a Special Event Grant Program in Fiscal Year 2025–2026. To support this initiative, staff is recommending that the Board allocate \$15,000. This program will support public events held within the Central Business District that align with the goals and strategies outlined in the CRA Plan. This initiative aims to enhance and expand events that activate public spaces, attract visitors, and contribute to downtown revitalization.

Program Overview

The program will provide limited financial support specifically for City-incurred costs related to public services, such as police, fire, sanitation, public works, and permitting. CRA staff have coordinated with the Community Affairs Department, who have expressed support for the initiative and will assist with providing service cost estimates and continue managing special event permitting.

Legal Basis & Compliance

To ensure alignment with Florida Statutes and [Attorney General Opinion 2010-40](#), funding will be strictly limited to public service costs. The City Attorney has reviewed the proposed framework and confirmed its legality, provided the following conditions are met:

- Funds are used solely for City-provided services, not private expenses
- The program is clearly aligned with CRA Plan goals (specifically Goal 10, Strategies 2, 3, and 4)
- The program includes a scoring system and post-event reporting to ensure measurable public benefit

Program Summary

- Purpose: Support events that generate public benefit and reinforce CRA goals
- Eligible Costs: City services only (police, fire, sanitation, permitting)
- Event Eligibility Criteria:
 - Must take place in the Central Business District
 - Must be open to the public
 - Must anticipate at least 500 attendees
 - Must be a new or emerging event (established no more than 3 years prior to applying)
- Application Requirements:
 - City service cost estimate
 - Permit verification
 - Event budget
 - Marketing plan (including use of CRA logo on all flyers and event advertisements)
 - Post-event report
- Approval Process: All applications must be reviewed and approved by the CRA Board at a public meeting
- Ongoing Compliance:
 - Funds will not be disbursed until a complete post-event report is submitted
 - Events must clearly demonstrate alignment with CRA strategies

Sample City Service Costs for Past Events

Below are examples of typical City service costs that event organizers currently pay for events held in the Central Business District:

- Blue Crab Festival – \$23,385
- Azalea Festival – \$13,608
- Bass Elite Event – \$13,608
- Christmas Parade – \$3,300
- 4th of July Celebration – \$2,687

**CITY OF PALATKA CRA TIF REVENUES AND EXPENSES FOR THE YEAR ENDED 09/30/2025
AND UNSPENT REVENUES APPROPRIATION CARRYOVER TO FISCAL YEAR 2025-2026**

ACCOUNT_NO.	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_BUDGET	CURRENT_YTD		UNREALIZED	%
TIF REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 100.00 % Yr Complete For Fiscal Year: 2025 / 9								
PROPERTY TAXES								
030-00-311-0-3100	DOWNTOWN REDEV COUNTY SI	\$355,722	\$332,808	\$402,603	\$377,908		\$24,695	93.86%
030-00-311-0-3110	DOWNTOWN REDEV CITY SHAR	\$244,538	\$240,835	\$276,766	\$276,764		\$2	99.99%
030-00-311-0-3200	SOUTH HISTORIC COUNTY SHAF	\$109,900	\$106,447	\$129,505	\$122,470		\$7,035	94.56%
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 SHAF	\$38,049	\$36,145	\$39,657	\$37,673		\$1,984	94.99%
030-00-311-0-3330	NORTH HISTORIC CITY SHARE	\$26,156	\$26,156	\$27,262	\$27,262		\$0	99.99%
	TOTAL	\$849,914	\$819,422	\$964,820	\$931,104		\$33,716	97.00%
OTHER REVENUES								
030-00-366-0-0003	CONTRIBUTION - BENCHES	\$0	\$2,200	\$0	\$0		\$0	0.00%
030-00-365-0-2000	SALE OF HAMMOCK HALL 429 KI	\$131,926	\$143,502	\$0	\$0		\$0	0.00%
030-00-365-0-2500	PROCEEDS FROM SALE OF SUR	\$0	\$51,000	\$0	\$0		\$0	0.00%
	TOTAL	\$131,926	\$196,702	\$0	\$0		\$0	0.00%
	TOTAL REVENUES	\$981,840	\$1,016,124	\$964,820	\$931,104		\$33,716	97.00%
CASH BALANCE FORWARD								
030-00-301-0-0001	DOWNTOWN REDEVELOPMENT	\$923,777	\$0	\$839,383	\$0		\$839,383	0.00%
030-00-301-0-0002	SOUTH HISTORIC BALANCE FOF	\$122,286	\$0	\$299,314	\$0		\$299,314	0.00%
030-00-301-0-0003	NORTH HISTORIC BALANCE FOF	\$62,739	\$0	\$85,311	\$0		\$85,311	0.00%
	TOTAL	\$1,108,802	\$0	\$1,224,008	\$0		\$1,224,008	0.00%
	TOTAL REV, TRF & CASH BALAN	\$2,090,642	\$1,016,124	\$2,188,828	\$931,104		\$1,257,724	43.00%

**CITY OF PALATKA CRA TIF REVENUES AND EXPENSES FOR THE YEAR ENDED 09/30/2025
AND UNSPENT REVENUES APPROPRIATION CARRYOVER TO FISCAL YEAR 2025-2026**

ACCOUNT_NO.	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_BUDGET	CURRENT_YTD		UNREALIZED	%
TIF EXPENDITURES / 100.00 % Yr Complete For Fiscal Year: 2025 / 9								
DOWNTOWN								
030-30-580-1-1100	EXEC SALARIES TIFDT	\$0	\$0	\$38,500	\$33,037	\$0	\$5,463	85.80%
030-30-580-1-2100	FICA TAX EXP TIF DT	\$0	\$0	\$2,945	\$2,210	\$0	\$735	75.03%
030-30-580-1-2200	RETIREMENT EXP TIF DT	\$0	\$0	\$11,820	\$10,142	\$0	\$1,678	85.80%
030-30-580-1-2300	HEALTH AND LIFE INSUR TIF DT	\$0	\$0	\$8,140	\$8,051	\$0	\$89	98.90%
030-30-580-3-3100	PROFESSIONAL SERVICES	\$104,012	\$10,304	\$75,000	\$11,779	\$0	\$63,221	15.70%
030-30-580-3-3105	SMALL BUSINESS DEVELOPMEN	\$12,000	\$12,000	\$25,000	\$18,750	\$0	\$6,250	75.00%
030-30-580-3-3109	MAINTENANCE CONTRACT	\$35,000	\$5,400	\$35,000	\$4,950	\$450	\$29,600	14.14%
030-30-580-3-3200	AUDIT EXPENSE	\$10,675	\$11,213	\$10,775	\$8,927	\$0	\$1,848	82.84%
030-30-580-3-4020	DOWNTOWN-SCHOOL,CONF,TR	\$0	\$0	\$1,120	\$657	\$0	\$463	58.66%
030-30-580-3-5280	MISC EXPENSES	\$3,400	\$0	\$840	\$9	\$0	\$831	1.06%
030-30-580-3-5281	DOWNTOWN OPS SUPPLIES	\$0	\$0	\$140	\$69	\$0	\$71	49.47%
030-30-580-3-5401	FRA ANNUAL DUES, TRAINING &	\$4,000	\$841	\$5,000	\$611	\$0	\$4,389	12.22%
030-30-580-3-5402	DEO ANNUAL DUES	\$175	\$130	\$175	\$148	\$0	\$27	84.57%
030-30-580-3-5404	SELLING ECP PROPERTY SOLD	\$0	\$11,576	\$0	\$0	\$0	\$0	0.00%
030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHT	\$25,000	\$23,713	\$30,000	\$29,134	\$0	\$866	97.11%
030-30-580-6-6314	RECRUITMENT PROJECT	\$25,000	\$25,000	\$0	\$0	\$0	\$0	0.00%
030-30-580-6-6316	WAYFINDING	\$15,000	\$0	\$3,000	\$0	\$0	\$3,000	0.00%
030-30-580-6-6319	BUILDING IMPROVEMENT GRAN	\$121,000	\$5,376	\$160,000	\$87,897	\$0	\$72,103	54.93%
030-30-580-6-6320	LANDSCAPING	\$40,000	\$2,857	\$10,000	\$0	\$0	\$10,000	0.00%
030-30-580-6-6321	SITE AMENITIES	\$20,000	\$19,330	\$10,000	\$9,745	\$0	\$255	97.45%
030-30-580-6-6328	PUBLIC ART	\$10,000	\$4,389	\$23,000	\$968	\$0	\$22,032	4.20%
030-30-580-6-6329	PROPERTY AQUISITION	\$25,000	\$14,385	\$0	\$0	\$0	\$0	0.00%
030-30-580-6-6400	CAPITAL OUTLAY	\$50,000	\$0	\$73,403	\$0	\$0	\$73,403	0.00%
TOTAL		\$500,262	\$146,513	\$523,858	\$227,084	\$450	\$296,324	43.00%
TRANSFERS								
030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	\$28,112	\$28,112	\$76,744	\$76,744	\$0	\$0	99.99%
030-30-580-9-9108	REIMBURSEMENT-CONTR POLIC	\$0	\$0	\$128,246	\$54,258	\$0	\$73,988	23.07%
030-30-580-9-9109	REIMBURSEMENT-CONTR CODE	\$0	\$0	\$25,276	\$10,694	\$0	\$14,582	23.07%
030-30-580-9-9132	TRANSFER TO UTILITY FUND-PC	\$89,565	\$0	\$93,148	\$0	\$0	\$93,148	0.00%
030-30-580-9-9134	TRANSFER TO BETTER PLACE -	\$867,831	\$0	\$671,482	\$116,855	\$0	\$554,627	15.05%
TOTAL		\$985,508	\$28,112	\$994,896	\$258,551	\$0	\$736,345	21.00%
DOWNTOWN	DEPARTMENT TOTAL	\$1,485,770	\$174,625	\$1,518,754	\$485,634	\$450	\$1,032,670	29.00%

**CITY OF PALATKA CRA TIF REVENUES AND EXPENSES FOR THE YEAR ENDED 09/30/2025
AND UNSPENT REVENUES APPROPRIATION CARRYOVER TO FISCAL YEAR 2025-2026**

ACCOUNT_NO.	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_BUDGET	CURRENT_YTD		UNREALIZED	%
SOUTH HISTORIC								
030-31-580-1-1100	EXEC SALARIES TIFSouth	\$0	\$0	\$12,100	\$7,496	\$0	\$4,604	61.94%
030-31-580-1-2100	FICA TAX EXP TIFSouth	\$0	\$0	\$926	\$507	\$0	\$419	54.77%
030-31-580-1-2200	RETIREMENT EXP TIFSouth	\$0	\$0	\$3,715	\$2,301	\$0	\$1,414	61.94%
030-31-580-1-2300	HEALTH AND LIFE INSUR TIFSou	\$0	\$0	\$2,558	\$1,567	\$0	\$991	61.24%
030-31-580-3-3100	PROFESSIONAL SERVICES	\$17,016	\$0	\$7,700	\$0	\$0	\$7,700	0.00%
030-31-580-3-3200	AUDIT EXPENSE	\$3,355	\$3,474	\$3,355	\$2,779	\$0	\$576	82.83%
030-31-580-3-4020	SOUTH- SCHOOL,CONF,TRAVEL	\$0	\$0	\$347	\$206	\$0	\$141	59.47%
030-31-580-3-5280	MISC EXPENSES	\$867	\$0	\$259	\$250	\$0	\$9	96.36%
030-31-580-3-5281	SOUTH OPS SUPPLIES	\$0	\$0	\$43	\$22	\$0	\$22	50.16%
030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	\$3,500	\$184	\$1,500	\$198	\$0	\$1,302	13.20%
030-31-580-3-5402	DEO ANNUAL DUES	\$110	\$30	\$110	\$36	\$0	\$74	32.72%
030-31-580-6-6120	LAND PURCHASE	\$30,000	\$27,193	\$0	\$0	\$0	\$0	0.00%
030-31-580-6-6329	BUILDING IMPROVEMENT GRAN	\$65,000	\$79	\$160,734	\$0	\$0	\$160,734	0.00%
030-31-580-6-6333	SIGNAGE	\$3,000	\$0	\$1,000	\$0	\$0	\$1,000	0.00%
030-31-580-6-6337	SITE AMENITIES	\$3,000	\$0	\$1,000	\$0	\$0	\$1,000	0.00%
030-31-580-6-6341	LANDSCAPING	\$4,000	\$0	\$3,000	\$0	\$0	\$3,000	0.00%
030-31-580-6-6343	CAPITAL OUTLAY	\$60,733	\$0	\$61,615	\$0	\$0	\$61,615	0.00%
030-31-580-6-6344	324 RIVER ST REPAIRS TILGHMA	\$121,193	\$0	\$155,378	\$0	\$0	\$155,378	0.00%
TOTAL		\$311,774	\$30,960	\$415,341	\$15,362	\$0	\$399,979	4.00%
TRANSFERS								
030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH I	\$27,000	\$0	\$28,080	\$0	\$0	\$28,080	0.00%
030-31-580-9-9105	REIMB GENERAL	\$8,501	\$8,501	\$26,167	\$26,167	\$0	\$0	99.99%
030-31-580-9-9108	REIMBURSEMENT-CONTR POLIC	\$0	\$0	\$40,306	\$17,053	\$0	\$23,253	23.07%
030-31-580-9-9109	REIMBURSEMENT-CONTR CODE	\$0	\$0	\$7,944	\$3,361	\$0	\$4,583	23.07%
TOTAL		\$35,501	\$8,501	\$102,497	\$46,580	\$0	\$55,917	36.00%
SOUTH HISTORIC DEPARTMENT TOTAL		\$347,275	\$39,461	\$517,838	\$61,942	\$0	\$455,896	10.00%
NORTH HISTORIC								
030-32-580-1-1100	EXEC SALARIES TIFNorth	\$0	\$0	\$4,400	\$2,667	\$0	\$1,733	60.60%
030-32-580-1-2100	FICA TAX EXP TIFNorth	\$0	\$0	\$337	\$180	\$0	\$157	53.38%
030-32-580-1-2200	RETIREMENT EXP TIFNorth	\$0	\$0	\$1,351	\$819	\$0	\$532	60.59%
030-32-580-1-2300	HEALTH LIFE INSURA TIFNorth	\$0	\$0	\$930	\$695	\$0	\$235	74.69%
030-32-580-3-3100	PROFESSIONAL SERVICES	\$8,815	\$0	\$2,600	\$0	\$0	\$2,600	0.00%
030-32-580-3-3200	AUDIT EXPENSE	\$1,220	\$1,263	\$1,220	\$1,011	\$0	\$209	82.88%
030-32-580-3-4020	NORTH- SCHOOL,CONF,TRAVEL	\$0	\$0	\$133	\$75	\$0	\$58	56.54%

**CITY OF PALATKA CRA TIF REVENUES AND EXPENSES FOR THE YEAR ENDED 09/30/2025
AND UNSPENT REVENUES APPROPRIATION CARRYOVER TO FISCAL YEAR 2025-2026**

ACCOUNT_NO.	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_BUDGET	CURRENT_YTD		UNREALIZED	%
030-32-580-3-5280	MISC EXPENSES	\$983	\$0	\$101	\$0	\$0	\$101	0.00%
030-32-580-3-5281	NORTH OPS SUPPLIES	\$0	\$0	\$17	\$8	\$0	\$9	47.65%
030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	\$1,984	\$27	\$500	\$61	\$0	\$439	12.18%
030-32-580-3-5402	DEO ANNUAL DUES	\$16	\$16	\$16	\$16	\$0	\$0	100.00%
030-32-580-6-6319	BUILDING IMPROVEMENT GRAN	\$50,000	\$120	\$83,661	\$0	\$0	\$83,661	0.00%
030-32-580-6-6322	GENERAL CAPITAL IMPROVEME	\$50,000	\$38,197	\$31,734	\$0	\$0	\$31,734	0.00%
TOTAL		\$113,018	\$39,623	\$126,999	\$5,531	\$0	\$121,468	4.00%
TRANSFERS								
030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	\$5,981	\$5,981	\$7,693	\$7,693	\$0	\$0	99.99%
030-32-580-9-9108	REIMBURSEMENT-CONTR POLIC	\$0	\$0	\$14,657	\$6,201	\$0	\$8,456	23.07%
030-32-580-9-9109	REIMBURSEMENT-CONTR CODE	\$0	\$0	\$2,889	\$1,222	\$0	\$1,667	23.07%
TOTAL		\$5,981	\$5,981	\$25,239	\$15,116	\$0	\$10,123	47.00%
NORTH HISTORIC DEPARTMENT TOTAL		\$118,999	\$45,604	\$152,238	\$20,647	\$0	\$131,591	11.00%
ALL DISTRICTS	TOTAL EXPENDITURES	\$1,952,044	\$259,690	\$2,188,830	\$568,224	\$450	\$1,620,156	23.00%
CONTINGENCIES & RESERVES								
030-30-580-9-9901	CONTINGENCY/RESERVE-DOWNT	\$40,257	\$0	\$0	\$0	\$0	\$0	0.00%
030-31-580-9-9901	CONTINGENCY/RESERVE - SOUTH	\$91,193	\$0	\$0	\$0	\$0	\$0	0.00%
030-32-580-9-9901	CONTINGENCY/RESERVE - NORTH	\$7,148	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL		\$138,598	\$0	\$0	\$0	\$0	\$0	0.00%
ALL DISTRICTS	TOTAL EXPENDITURES, TRANSFERS, CONTINGENCIES & RESERVES	\$2,090,642	\$259,690	\$2,188,830	\$568,224	\$450	\$1,620,156	23.00%

**CITY OF PALATKA CRA TIF REVENUES AND EXPENSES FOR THE YEAR ENDED 09/30/2025
AND UNSPENT REVENUES APPROPRIATION CARRYOVER TO FISCAL YEAR 2025-2026**

ACCOUNT_NO.	ACCOUNT_DESCRIPTION	2024 BUDGET	2024 REV_YTD	2025_BUDGET	CURRENT_YTD		UNREALIZED	%
-------------	---------------------	-------------	--------------	-------------	-------------	--	------------	---

Fiscal Year 2024-2025 Net Results
--

Total Revenues	\$931,104
Total Expenditures, Encumbrances, and Transfers	<u>\$568,674</u>
Net Results	<u><u>\$362,430</u></u>

Total Unspent Revenues as of 09/30/2025
--

From Fiscal Year Ended 09/30/2025	\$362,430
From Carryforward From Prior Years	<u>\$1,337,263</u>
Total Unspent Revenues to Carryforward in FY 2025-206	<u><u>\$1,699,693</u></u>

Funds Appropriated for Projects in FY 2025-2026
--

Potable water line replacement	\$130,000
Phase III - St. Johns Avenue Streetscape	\$911,684
Historic Building Revitalization - Tilghman	\$300,000
Historic Building Revitalization - Larimer	\$150,000
Building Improvement Cost Share Grants	<u>\$208,009</u>
Total Obligated in FY 2025-2026	<u><u>\$1,699,693</u></u>

Palatka CRA 2025-2026 Key Initiatives

Florida Statutes Requirement for Unspent Funds at Year End

Criteria: Section 163.387, Florida Statutes, requires that on the last day of a CRA's fiscal year, any money remaining in the CRA's trust fund after the payment of expenses pursuant to State law shall be administered through one of the following:

- Returned to each taxing authority which paid the increment in the proportion that the amount of the payment of such taxing authority bears to the total amount paid into the trust fund by all taxing authorities for that year.
- Used to reduce the amount of any indebtedness to which increment revenues are pledged.
- Deposited into an escrow account for the purpose of later reducing any indebtedness to which increment revenues were pledged.
- Appropriate to a specific redevelopment project pursuant to an approved community redevelopment plan.

Overview For Fiscal Year 2025–2026, The Palatka Community Redevelopment Area and Agency (CRA)

The Community Redevelopment Plan addresses the unique needs of the three (3) tax increment districts – Central Business (Downtown Palatka), North Historic District, and South Historic District. The CRA recognizes the importance of reinvigorating downtown Palatka, to create an economically sustainable and vibrant area. The City has adopted the updated community redevelopment plan. The plan was updated on October 11, 2021. The Plan outlines a four-point action plan:

1. Infrastructure Improvements
2. Establish and Reinforce Connections
3. Activate Opportunity Sites
4. Encourage Private Sector Investment

Key Initiatives for FY 2025–26

The Palatka Community Redevelopment Area and Agency (CRA) have identified the following key initiatives for the upcoming fiscal year. These priorities reflect the board's direction, commissioner guidance, and the CRA Plan, and are designed to deliver both visible community improvements and long-term redevelopment outcomes.

Residential Stabilization & Homeownership

- Continue the Building Improvement Grant Program to assist homeowners with property repairs, safety upgrades, and exterior enhancements that improve neighborhood quality of life.

Palatka CRA 2025-2026 Key Initiatives

Commercial Corridor Revitalization

- Consider implementing a Block-by-Block Commercial Incentive Program focused on key nodes along the corridor to create visible clusters of revitalized businesses.
- Allocate funding to maintain daily litter removal, pressure cleaning, and landscaping to maintain an inviting business environment.
- Advance gateway projects by applying for grant funds, landscaping, and wayfinding improvements to strengthen corridor branding and create a cohesive identity.
- Consider launching an Innovation Center to provide space for entrepreneurship, business incubation, and workforce development.

Public Safety & Code Enforcement

- Support Innovative Community Policing initiatives in collaboration with local law enforcement to improve safety and activate public spaces.
- Strengthen Code Enforcement efforts to address property maintenance issues and reduce blight.

Mobility & Infrastructure Improvements/Establish and Reinforce Connections

- Continue the allocation of funding for streetscape improvements. Enhance the public realm through streetscape, landscaping, and gateway projects that promote connectivity and district identity. This includes initiatives like planting shade trees and providing better landscaping for signage. The scope of improvements will be monitored through stakeholder input during FY 25–26.
- Conduct a study to determine if a Community Shuttle Service will improve mobility and support residents, workers, and businesses with local transportation.

Activate Opportunity Sites

- Established relationships with food trucks and continuing to expand the marina boathouse with water taxi and other activities.

Workforce & Business Support

- Expand Workforce Training Programs to prepare residents for jobs in trades, construction, and emerging industries.
- Provide technical assistance and outreach to small businesses through consultant support and strategic partner (SBIDC).

CRA Office & Operational Efficiency

- Continue enhancing the recently established CRA office to maximize operational efficiency, improve service delivery, and strengthen the agency's independent capacity to manage redevelopment initiatives.

Four Seasons Lawn and Landscaping started providing services to the CRA in October 2025, which included street and curbside maintenance from 1st Street heading west on St Johns Avenue to the railroad tracks, including each block north and south in between (side streets). Maintenance was expanded and includes mowing, trimming, spraying weeds, and blowing surfaces clean of debris. Four Seasons Lawn and Landscaping is a professional, friendly and reliable landscaping company, dedicated to providing high-quality landscaping services for clients throughout Florida. The owners, Shane and Michele Ellison have been very responsive to the needs of the CRA district.

November CRA

November 10, 2025

Code Compliance CRA Report for September 25, 2025 thru

November 10, 2025

Harold Bartelli, Code Compliance Officer

September 25, 2025 – November 10, 2025

(12) New Cases (3) Pending

120 S 6TH ST PALATKA

300 ST JOHNS AV PALATKA

312 OAK ST PALATKA

(9) Closed cases/come into Compliance

201 N 1ST ST # BLDG 1 PALATKA

202 S 9TH ST PALATKA

100 MEMORIAL PKWY PALATKA

519 MAIN ST PALATKA

418 RIVER ST PALATKA

603 EMMETT ST PALATKA

400 EMMETT ST PALATKA

411 LAUREL ST PALATKA

220 S 4TH ST PALATKA

Attending the Historic Board Meetings to learn more about the workings of the area and what the Board expects from the folks in these areas.

Foot patrols in several areas about grass being overgrown and growing onto the sidewalks. Also, there are several tree cutting issues, permits required vises just trimming trees.

Attended citizen Meet and greet downtown. Continue to be proactive in downtown area for upcoming holidays making sure businesses are complying with all codes and all areas are kept in a neat and orderly fashion.

CASE REPORT ACTIVITY FOR NORTH HISTORIC DISTRICT

Case Number	Case Date	Property Address	Violation Description	Complaint Type	CRA District Status	Closed
2025178	10/16/2025	201 N 1ST ST # BLDG 1 PALATKA	working without permit	Property Maintenance	North	10/16/2025

CASE REPORT ACTIVITY FOR CENTRAL BUSINESS DISTRICT

Case Number	Case Date	Property Address	Violation Description	Complaint Type	CRA District Status	Closed
2025181	10/16/2025	202 S 9TH ST PALATKA	building without permit	Building Code Violation	Central Business	10/28/2025
2025182	10/16/2025	120 S 6TH ST PALATKA	overspray on windows/unpainted wood/unassembled bricks/porch soffit/material on porch/unkept yard	Property Maintenance	Central Business	
2025184	10/17/2025	100 MEMORIAL PKWY PALATKA	no permit	Other	Central Business	10/22/2025
2025185	10/20/2025	300 ST JOHNS AV PALATKA	property Maintenance	Property Maintenance	Central Business	
2025190	10/30/2025	519 MAIN ST PALATKA		Other	Central Business	10/30/2025
2025192	11/04/2025	312 OAK ST PALATKA	no permit	Property Maintenance	Central Business	

CASE REPORT ACTIVITY FOR SOUTH HISTORIC DISTRICT

Case Number	Case Date	Property Address	Violation Description	Complaint Type	CRA District Status	Closed
2025177	10/14/2025	418 RIVER ST PALATKA	no tree permit	Property Maintenance	South	10/14/2025
2025183	10/16/2025	603 EMMETT ST PALATKA	No C.O.A	Building Code Violation	South	10/21/2025
2025188	10/28/2025	400 EMMETT ST PALATKA	Parking in yard	Other	South	10/30/2025
2025189	10/28/2025	411 LAUREL ST PALATKA	truck in yard	Other	South	10/30/2025
2025191	10/31/2025	220 S 4TH ST PALATKA	Proper lighting on the american flags. See Title 4 chapter 1 in the flag code for proper lighting.	Other	South	11/05/2025

Tilghman House Project Update

On **10/29/2025**, the City executed a contract with **Plus Point Construction LLC** for the Tilghman House project. A **pre-construction meeting** was held on **11/5/2025**, and the **Notice to Proceed (NTP)** was issued for **11/06/2025**

Following discussions with the **Palatka Art League**, we were informed that their annual Christmas sales will be taking place **seven days a week from 8:00 AM to 5:00 PM**. In consideration of the potential impact that construction activities could have on their sales and holiday events, the **start of construction has been rescheduled to December 26, 2025**

In the meantime, the contractor is actively working on:

- Securing the required permits from both the City and County
- Ordering materials to ensure readiness for the new start date

The contractor has also submitted the **project schedule**, which is included below for your reference.

PROJECT SCHEDULE

TILGHMAN HOUSE REPAIRS

324 River St Palatka FL 32177

Start Date: 11.06.2025 / End Date: 03.06.2026

11.06.2025 – 12.25.2025
Mobilization: Material/ Permitting
12.26.2025 – 01.09.2026
Demo & Begin Siding Installation/ Structural Repairs
01.10.2026 – 01.25.2026
Complete Siding Install/ Structural Repairs & Window Repairs
01.26.2026 – 02.09.2026
Complete Window Repair & Prep House for Paint
02.10.2026 – 02.22.2026
Prime & Paint
02.23.2026 – 03.06.2026
Final Inspections & Closeout

1. The City of Palatka is updating its Comprehensive Plan, which is the blueprint that helps guide how our community grows and thrives. This plan reflects the vision we developed together last year, and now we want your input to ensure it truly represents Palatka's future. On October 15, 2025, a second meeting was held at St. Johns River Center, to inform the constituents about what the Comprehensive Plan is and why it matters, review draft updates for each chapter, and share their ideas and receive feedback.

The CRA is also awaiting the results of the grant application submitted by Halff, with Lara Dietrich. Halff prepared the CBD 5-Year Strategic Action Plan. The next step is to start implementation of the strategies identified in the plan.

Port Consolidated

- Plan A – If the City is awarded the FY 25/26 CPTA Grant which supports the efforts necessary to position the Port Consolidated site to be repurposed, then this action would result in a feasibility study that would identify the highest and best uses for the site while it continues to be remediated. The Comprehensive Plan, the Ordinance Code, and the CRA CBD Plan support the multitude of uses allowable and desirable for the gateway to the City parcel. If the feasibility study identifies gaps in the Comprehensive Plan, Ordinance Code, or CBD Plan that may cause for concern, those issues may be addressed through administrative changes to the land development regulations.
- Plan B – Advertise an RFQ to brokers who have the understanding of the important role the site should play in the City's profile, economy, and future. This will provide a transparent and fair opportunity for someone with the reach necessary to attract brokers who have the clientele to develop this site to its highest and best use, as well as benefit the city financially.
- Plan C — Review short-term possibilities for the use of the property, which includes storage, business incubator, and innovation center. An innovation center is a testament to our commitment to a better future, and a place where innovative theories and principles come to life. It is a dedicated hub where entrepreneurs, researchers, our esteemed STEM partners and community leaders join forces to explore and co-create transformative solutions — an open collaborative space for everyone to create and shape our community's future.

2. Park equipment is being installed at the Riverfront Park.

3. CRA Coordinator position is being advertised. Several persons have expressed interest, including contractual services providers. There has been discussion whether the position should be upgraded to CRA Manager. Currently, Human Resources is performing an

analysis of the three (3) levels of CRA supervision — Coordinator, Manager, or Director. The results will be communicated, with the related salary ranges.