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.
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CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT

CHANTELL PIERRE
FINANCE DIRECTOR

AGENDA
CITY COMMISSION MEETING
December 11, 2025 at 6:00 PM

1. CALL TO ORDER

a. Invocation

b. Pledge of Allegiance

c. Roll Call

2. APPROVAL OF MINUTES

a. November 13, 2025

b. November 24, 2025

3. PUBLIC RECOGNITION/PRESENTATIONS

a. IN THE SPOTLIGHT - Department of the Quarter

b. Plaque - NSFA Flag Football - Commissioner Campbell

4. CITY MANAGER AND ADMINISTRATIVE REPORTS

a. Affordable Housing Grant - Home Repairs Task Presentation by St Johns Housing Partnership.

b. Affordable Housing Grant - Downpayment Assistance Task Presentation by Azcarate Consulting

c. 2026 Legislative Preview

d. Financial Report - October 2025

e. Police Department Staff Study

5. COMMISSIONER BOROM, COMMISSIONER DAVIS, COMMISSIONER JONES REPORTS.

6. PUBLIC COMMENTS

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

b. **Commission and Staff Response**

7. CONSENT AGENDA

a. ADOPT RESOLUTION 2025-R-165 granting a special events permit to the Community Affairs and Recreation Department for the Annual Jingle Jam event which will be held 12/20/2025.

b. ADOPT RESOLUTION 2025-R-170 Appointing the President of Downtown Palatka, Inc. to the Community Redevelopment Agency Board

c. ADOPT RESOLUTION 2025-R-172 Approving a wellfield protection property exchange with Teresa Davis

d. ADOPT RESOLUTION 2025-R-173 Awarding Contract to Eide Bailly LLP for RFP 2025-03 - Operational

Audit

e. ADOPT RESOLUTION 2025-R-175 Accepting $5,000 from the Woman's Club of Palatka, Inc. to the Palatka Fire Department for the Purchase of Firefighter Hoods.

f. ADOPT RESOLUTION NO. 2025-R-177 Supporting and endorsing the nomination of Saint Mary's Episcopal Church for listing in the National Register of Historic Places.

g. ADOPT RESOLUTION 2025-R-178 – Termination of Runway 9-27 Extension Feasibility Study and Request to Repurpose FDOT Grant Funds.

h. ADOPT RESOLUTION 2025-R-179 to award contract to MAER Construction for St Johns Avenue Streetscape Improvements (ITB-2025-11) FOR $1,368,085.20. (71% GRANT / 29% CRA FUNDS).

i. ADOPT RESOLUTION 2025-R-180 to Award Contract to Matthews DCCM for CEI Services for the St. Johns Streetscape Project in the Amount of $85,000 – 100% Grant Funded.

j. ADOPT RESOLUTION 2025-R-181 Ratifying the City's appropriation request for planning, design, and construction of the runway 9-27 extension at the Palatka Municipal Airport.

k. ADOPT RESOLUTION 2025-R-182 Adopting Putnam County's LMS Plan

l. ADOPT RESOLUTION 2025-R-183 Authorizing the purchase of replacement Meter MIUs for the water distribution system, from Neptune-Ferguson Waterworks for the amount of $224,665. This money is already budgeted in the Water/Sewer Capital Improvements.

m. ADOPT RESOLUTION 2025-R-184 Granting Approval of Purchase and Installation of a Neptune V5 LoRaWAN Gateway at Brown's Landing in the amount of $60,110.45

n. ADOPT RESOLUTION 2025-R-185 Authorization to Purchase Parts and Fittings for the repair and maintenance of the water distribution system through Fortiline in the amount $58,947.40.

o. ADOPT RESOLUTION 2025-R-186 Authorizing the Purchase of a New Way Cobra Magnum 25-yard read loader refuse truck for the sanitation department from Southern Sewer for the amount of $272,512.00.

p. ADOPT RESOLUTION 2025-R-188 Approving Change Orders No. 1 and No. 2 to Thomas May Construction Company for the Public Works Building at 10 Kay Larkin in the Total Amount of $140,383.66. The costs for these change orders will be covered by the project's existing approved funds.

q. ADOPT RESOLUTION 2025-R-189 Awarding Brother Marine Construction the River Front Park Floating Dock Project for the sum of $163,741.00

r. ADOPT RESOLUTION 2025-R-190: Authorizing the execution of a Florida Commerce Grant Agreement to support the redevelopment of the Port Consolidated Site. ($75,000 100% Grant Funded)

s. Release of Lien - Renell Miller - 319 N. 7th Street

t. Release of Lien - Kathleen Lahey - 2011 Country Club Terrace

u. Release of Lien - Tyler Rebecca Lynn - 1000 Mosley Avenue

v. Appoint Mr. Crowley to the Library Board

8. REGULAR BUSINESS

a. Recess for 10 minutes at 7:30 PM.

b. DISCUSSION/DIRECTION: Zoom attendance at City Commission and CRA meetings

c. DISCUSSION/DIRECTION: Commissioner performance evaluation of City Manager

d. DISCUSSION/DIRECTION - Pre-agenda meeting: Mayor/Commissioner attendance

9. PUBLIC HEARINGS

a. **Second Reading: Ordinance 2025-60,** Certified Recovery Residences Ordinance - 2025-60 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING PROCEDURES FOR REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR A PROCESS FOR REASONABLE ACCOMMODATION FROM LAND USE REGULATIONS; PROVIDING APPLICATION REQUIREMENTS, REVIEW PROCEDURES, AND TIMEFRAMES; PROVIDING FOR CONSISTENCY WITH FEDERAL LAW; PROVIDING FOR REVOCATION FOR CAUSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE. [Jane West, Esq.]

b. **Second Reading**: Ordinance 2025-61 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, VACATING AND ABANDONING THAT PORTION OF LAUREL STREET LOCATED BETWEEN S. 10TH STREET AND S. 11TH STREET AND ADJACENT TO PARCEL 42-10-27-6850-1600-0010, WITHIN THE CITY OF PALATKA, ACCORDING TO THAT COPY ON DICK'S MAP OF PALATKA ON FILE AT THE CIRCUIT CLERK OF COURT OF PUTNAM COUNTY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR SCRIVENER'S ERRORS. [Jane West, Esq.]

c. **First Reading**: Ordinance 2025-19 AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING REGULATIONS FOR SHORT-TERM VACATION RENTALS; PROVIDING FOR DEFINITIONS, REGISTRATION, INSPECTION, AND BUSINESS TAX RECEIPT REQUIREMENTS; PROVIDING FOR PENALTIES; PROVIDING FOR SCRIVENER'S ERRORS; SEVERABILITY; AND AN EFFECTIVE DATE. [Jane West, Esq.]

d. **First Reading:** Ordinance 2025-20: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CODE OF ORDINANCES TO PROHIBIT SMOKING AND VAPING IN ALL CITY PARKS; PROVIDING FOR DEFINITIONS; PROVIDING FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR SIGNAGE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; SCRIVENER'S ERRORS AND PROVIDING AN EFFECTIVE DATE. [Jane West, Esq.]

e. **Transmittal Hearing:** ORDINANCE 2025-21 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CITY'S COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3191, FLORIDA STATUTES; AMENDING AND UPDATING THE FUTURE LAND USE ELEMENT, TRANSPORTATION ELEMENT, HOUSING ELEMENT, PUBLIC FACILITIES ELEMENT, CONSERVATION ELEMENT, RECREATION AND OPEN SPACE ELEMENT, INTERGOVERNMENTAL ELEMENT, CAPITAL IMPROVEMENT ELEMENT, PROPERTY RIGHTS ELEMENT, HISTORIC PRESERVATION ELEMENT, ECONOMIC DEVELOPMENT ELEMENT; AUTHORIZING TRANSMITTAL TO THE FLORIDA DEPARTMENT OF COMMERCE;PROVIDING LEGISLATIVE FINDINGS; PROVIDING FOR SCRIVENERS'S ERRORS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. [Mr. Aghemo]

10. COMMISSIONER COMMENTS

11. ADJOURN

Upcoming Events	**Board Vacancies**
December 24-25, 2025 City Hall is Closed	Airport Advisory Board - 5 vacancies
HAPPY HOLIDAYS!	Board of Zoning Appeals - 3 vacancies
	Planning Board - 1 vacancy
	Tree Committee - 1 vacancy
	Library Board - 1 vacancy

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CITY of Palatka FLORIDA

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

Commission Meeting
November 13, 2025
Minutes

Invocation
Invocation was led by Pastor Mulberry

Pledge of Allegiance
The pledge of Allegiance was led by Commissioner Borom

Roll Call
Commissioner Davis, Commissioner Campbell, Commissioner Borom, and Mayor Correa were present. Commissioner Jone was present via Zoom.

Approval Of Minutes
October 15, 2025, Special Called Meeting, October 20, 2025, Special Called Meeting, October 23, 2025, Regular Meeting
Vote: Commissioner Campbell moved to approve the minutes as written. Commissioner Davis seconded the motion which passed unanimously.

PUBLIC RECOGNITION/PRESENTATIONS
Employee of the Month
Human Resource Manager Virginia Jones announced that Reno Fields has been selected as Employee of the Month.
Director of Community Affairs Eddie Cutwright, along with Commissioner Campbell, Commissioner Borom, and Commissioner Davis, all shared their appreciation for Mr. Fields. They highlighted his outstanding contributions to the Department of Community Affairs and emphasized the joy and positive impact he brings to the children he serves.

Charter Review Committee status update - Terrill Hill
Mr. Hill provided the Commission with updates on the Charter Review Committee (CRC) and outlined key upcoming dates related to the Charter process:
April 14, 2026 – Deadline for the CRC to present recommendations to the City Commission
May 6, 2026 – First Reading of Ordinance
May 28, 2026 – Second Reading of Ordinance
August 3, 2026 – Submission of amendments to the Supervisor of Elections **(**Charles Overturf**)**
November 5, 2026 – Election Day

Proclamation: Youth Homelessness (Hope) Month
Mayor Correa read the Proclamation for Youth Homelessness Month**.** Kelly Stone formally accepted the Proclamation on behalf of the community.
Vote: Commissioner Campbell moved to approve the Proclamation. Commissioner Borom seconded the motion which passed unanimously.

CITY MANAGER AND ADMINISTRATIVE REPORTS
Community Affairs Department update - Progress updates at Northside Community and Recreation
Community Affairs Director Eddie Cutright delivered a presentation to the Commissioners. He explained the new colors being introduced and provided updates on recent activities and developments at the Community Center**.**

Police Department update
Assistant Chief Newcomb provided the Commission with an update on the Police Department. He reported encouraging statistics, noting a 14% reduction in crime for the past year and a 19% reduction in crime for the last quarter.

City Manager Report
Ms. Carty provided her report to the Commission and shared several important updates: The city will be receiving a grant to support a long-term solution for the Port Consolidate Property. The grant will also fund a study to determine the most efficient use of the property**.** Airport consultants, Passaro Engineering**,** recommended that staff meet with FDOT to request a repurpose of the $100,000 previously granted for a feasibility study**.** Staff determined there was no justification for conducting the feasibility study and are preparing the formal request to FDOT. Ms. Carty announced that the city has received approval from the Army Corps of Engineers to replace the existing north floating dock structures.

MAYOR CORREA AND COMMISSIONER CAMPBELL REPORTS
Mayor Correa addressed the Commission with the following remarks: She spoke about the loss of Chris Carter, who had taken photographs for the city during the period between Mr. Willot and Ms. Hall. Mayor Correa stated she would like to begin attending Pre-Agenda Meetings again and invited some commissioners who wish to participate to do so. She also discussed Zoom attendanc**e**, noting that it is understandable to attend virtually in cases of illness, travel, or family emergencies. However, she emphasized the importance of maintaining a quorum in order for the Commission to conduct official business. Commissioner Campbell suggested putting the Zoom attendance on the agenda for the next meeting.
Commissioner Campbell addressed several topics during the meeting. He discussed the irrigation at the cemetery, noting he had spoken with Ms. Carty and Joe Verricho from Public Works, and that work is underway. He shared a conversation with Chief Shaw about the positive initiatives on the south side of town and suggested similar efforts be extended to the north side, as he believes a greater presence there would be beneficial. He reported receiving emails from students advocating against tobacco use and requested that city parks become smoke-free. Commissioner Campbell highlighted his recent visit to Browning Pierce Elementary**,** where he spoke to 5th, 6th, and 1st graders about the role of the Commission. He clarified that Boo on the Avenue is a sidewalk event**,** not a street-closing event. He emphasized the importance of the City Chaplain's role, noting the Chaplain has served for some time and suggesting that the Chaplain meet with Ms. Carty to share his vision, as many community situations could benefit from chaplain involvement.

PUBLIC COMMENTS

Public Comments

Founder and CEO of Imagine Arts and Entertainments Company**,** Shirley Edawards**,** addressed the Commission regarding her business. She expressed interest in receiving clarification on the protocol for use of the gallery. Ms. Edawards requested information on the prices and policies associated with the gallery. She also inquired about who is responsible for monitoring the Larimar**.**

Commission and Staff Response

Ms. **Carty** stated that she would like to meet with Ms. Edwards and take the time to answer her questions regarding the gallery, its policies, and oversight.

CONSENT AGENDA

ADOPT RESOLUTION 2025-R-158 Appointing Members of the Audit Selection Committee, ADOPT RESOLUTION 2025-R-159 City Of Palatka Granting The Public Works Department Permission to Purchase 2 New 2025 Ford F150 Work Trucks Through Beck Auto Sales, Inc. With Tallahassee Vehicle Contract 5180 ($89,986.64), ADOPT RESOLUTION 2025-R-160 approving the First Amendment to Water Taxi and Dock Services Agreement between Palatka Boathouse Marina, LLC (PBM) and City of Palatka ADOPT RESOLUTION 2025-R-161 Authorizing The Purchase Of A Sewage Pump For The 2 Pump Station Located At 840 River Street From Barneys Pumps As A Sole Source Provider For A Total Amount Of $82,447 (100% City Funded Capital Project). ADOPT RESOLUTION 2025-R-162, Approval of Work Order #4 with Hanson Professional Services Inc. for Post Design Services on 3 Areas of Flooding Project (CDBG-MIT-IRMA) for a Total Amount of $96,820.75 (100% Grant Funded), ADOPT RESOLUTION 2025-R-163 – Award of Construction Contract to DB Civil Construction, LLC for the CDBG-MIT-IRMA (3 Flooding Areas) Project in the Amount of $998,900.00 (100% Grant Funded), ADOPT RESOLUTION 2025-R-164 granting a special events permit to Develop Palatka Inc for Luminaries on St. Johns Ave on 12/20/2025 from 5pm until 10pm. ADOPT RESOLUTION 2025-R-166 Northside Community and Recreation is requesting final approval of the Funding Reimbursement application. ADOPT RESOLUTION 2025-R-167 Authorizing the purchase of new skid steer from Florida Coast Equipment, LLC, using Source well pricing for a total amount of $69,375.26 (100% City funded capital project) Adopt Resolution 2025-R-168 Authorizing the purchase of new flow meters and installation to AutoLogic LLC, in the amount of $26,000. (100% City funded capital project) ADOPT RESOLUTION 2025-R-169 Authorizing funds for S.C.A.D.A (Supervisory Control and Data Acquisition) rebuild, to AutoLogic LLC in the amount of $150,000 (100%City funded capital project), ADOPT RESOLUTION 2025-R-171 Viking Manor Speed Tables

Vote: Commissioner Campbell moved to approve the consent agenda. Commissioner Davis seconded the motion which passed unanimously.

REGULAR BUSINESS

Ratification of the 2026 Legislative Priorities

City Attorney Jane West addressed the Commission regarding two Appropriation Legislative Priorities**:**

Funding for a Ladder Truck: Ms. West explained that requesting funding for the ladder truck demonstrates the City's commitment ("skin in the game") and readiness to provide a substantial matching contribution.

Phased Appropriation Request for a New Master Lift Station: She noted the request is structured in two phases, allowing the city to seek funding across two separate legislative sessions.

Emergency Item: Discussion on the City Managers cure plan.

Vote: Commissioner Campbell moved to add the emergency item. Commissioner Davis seconded the motion which passed unanimously.

Discussion:

The 30-day cure period ends on November 21, 2025. A special called meeting will need to be scheduled. Commissioner Campbell suggested holding the meeting on November 24, 2025, at 5:00 p.m.

Commissioner Davis emphasized the need to evaluate whether the requirements of the cure period have been met. She asked Ms. Jones (HR) whether evaluations should be conducted individually before the special meeting or during the meeting itself**.**

Ms. Jones stated that evaluations should be taking place now. Each commissioner is to evaluate Ms. Carty individually and submit their evaluations to HR. HR will compile the results into a graded score, which will then be presented for collaborative discussion at the special-called meeting**.**

PUBLIC HEARINGS

ADOPT Ordinance 2025-57 Administrative Approval of Plats

Vote: Commissioner Campbell moved to adopt Ordinance 2025-57. Commissioner Borom seconded the motion which passed unanimously.

ADOPT Ordinance 2025-59 Municipal Civil Infraction Process for Violations of City Ordinances.

Vote: Commissioner Campbell moved to adopt Ordinance 2025-59. Commissioner Borom seconded the motion which passed unanimously.

Ordinance 2025-60, Certified Recovery Residences Ordinance - 2025-60 An Ordinance of The City of Palatka, Florida, Establishing Procedures for Review

Vote: Commissioner Campbell moved to approve Ordinance 2025-60. Commissioner Borom seconded the motion which passed unanimously**.**

Ordinance 2025-61 An Ordinance of The City of Palatka, Florida, Vacating and Abandoning That Portion of Laurel Street Located Between S. 10th Street and S. 11th Street

Vote: Commissioner Campbell moved to approve Ordinance 2025-61. Commissioner Borom seconded the motion which passed unanimously.

COMMISSIONER COMMENTS

Commissioner Davis asked Ms. Carty about the HR request to follow up and submit findings of the assessment**.** She also inquired whether this process is occurring in conjunction with the HR assessments for the Assistant City Manager and Assistant City Clerk positions**.**

Ms. Carty confirmed that staff have begun working on the assessment process. She noted that she is meeting with a professional to assist in this area**.** Ms. Carty stated she will have additional information to share at the next meeting**.**

ADJOURN

Commissioner Borom moved to adjourn. Commissioner Campbell seconded the motion.

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Special Called Meeting
November 24, 2025
Minutes

Invocation
Invocation was led by Pastor Mulberry.

Pledge of Allegiance
The Pledge of Allegiance was led by Commissioner Davis.

Roll Call
Commissioner Borom, Commissioner Jones, Commissioner Campbell, Commissioner Davis, and Mayor Correa were present.

Public Comments
There were no public comments not listed on the agenda.

REGULAR BUSINESS
City Manager Cure Evaluation
H.R. Manager explained the post 30-day cure evaluation for the City Manager.

Commissioner Davis stated that she met with the City Manager during her cure period and held a meeting on Friday morning with Ms. Carty to evaluate whether all requirements have been completed. Commissioner Davis explained that she is satisfied not only that Ms. Carty met the requirements during the cure period, but also that she went above and beyond in certain instances. Commissioner Davis further noted that Ms. Carty did not wait until the last minute to address the items but acted on them immediately. She expressed confidence that City Manager Ms. Carty fulfilled all obligations required during the cure period and is qualified to remain in her role as City Manager.

Commissioner Jones stated that he did not have the opportunity to meet with City Manager Ms. Carty during the cure period. He explained that while they had phone conversations in which Ms. Carty provided updates and discussed upcoming actions, two of the three scheduled meetings were postponed. Commissioner Jones expressed concern that this left him feeling less prioritized than other Commissioners. He emphasized that promptness and consistency in meetings are paramount, particularly during this crucial time.

He further noted that while evaluations proceeded, the Commission may benefit from additional follow-up. Commissioner Jones shared that he felt disappointed in the level of connection with Ms. Carty, which left him with questions. However, he acknowledged that Ms. Carty addressed those questions in her emails.

Commissioner Campbell stated that he met with Ms. Carty regarding the cure process, during which they discussed several matters and steps moving forward. He noted that two specific items were expected to be addressed in a public forum to confirm whether they had been resolved. If not, he emphasized that they should be documented in the file. Commissioner Campbell further explained that, based on the submission to HR, those items were not completed prior to this round. He reaffirmed his position, as stated in the motion previously approved by the Commission, that the matters should be documented in the file to properly close out the first grievance process.

Mayor Correa stated that she meets with Ms. Carty every Monday morning at 8:30 and has continued to do so throughout the cure period. She expressed that Ms. Carty completed all tasks requested in a timely manner, with the exception of one ongoing item, for which she should be credited. Mayor Correa noted that while she does have some concerns, she believes the Commission should conduct a formal evaluation of Ms. Carty outside of the cure process. She emphasized the importance of establishing both the evaluation and clear goals moving forward. Mayor Correa also stated that she agrees with Commissioner Campbell on the need to close out the previous grievance.

Commissioner Davis stated that she believes the previous grievance referenced by the Commission originated from an employee who no longer works for the city.Commissioner Campbell explained that, as part of the process to close out the previous grievance, the employee had attended one of the Commission's meetings and spoke. He noted that Ms. Carty was expected to complete certain training courses as part of that process, but those courses were not completed in their entirety.

Commissioner Campbell stated that he raised this issue at prior meetings and asked multiple times whether the courses had been completed, but did not receive a direct yes or no answer. He subsequently spoke with the representative responsible for the training, who confirmed that two courses were not fully completed. The representative expressed reluctance to sign documentation stating the courses were complete when they were not thoroughly finished. Commissioner Campbell emphasized that he brought this matter forward to ensure it was addressed openly. He reiterated that the motion approved during that meeting required that, if the courses were not completed, the matter be documented in Ms. Carty's file.

Mayor Correa stated she did have a conversation with Mr. Hanson, who is Ms. Carty's mentor. He stated he was positive and felt like she was putting in a great effort.

Commissioner Jones asked Ms. Carty to read her cure period letter and provide a summary of each class. Ms. Carty stated that the cure period had been very enlightening and that she learned a great deal. She noted that she became familiar with new terms such as psychometric assessment, amplification, and allyship. She explained that she took two classes on public sector leadership and ethics, where she gained perspective and a deeper understanding of the differences between the public and private sectors. She highlighted that the public sector is focused on community benefit, while the private sector is more profit-oriented. Ms. Carty also stated that she learned how to better listen to employees and completed a course in time management.
Commissioner Jones then asked Ms. Carty whether any of the allegations presented to the Commission could be considered against policy. Ms. Carty responded that perhaps the battery replacement and the changing of doorknobs, which occurred without her presence or request,

could be viewed as against policy. Commissioner Jones remarked, once someone rings that bell, it has been rung, and you just can't un-ring it. He then asked legal counsel whether any of the allegations were against policy.
Ms. Carty added that one item had been identified by her mentor, who advised her to submit a check to the City of Palatka for the value of items that had been at her house, which she confirmed she did.
Ms. West explained that the matter was not only against policy but also a violation of the Code of Ethics under Sunshine Law**.**

Commissioner Campbell asked whether the matter constituted a breach of policy and what actions would have been taken if it involved a regular employee rather than the City Manager. HR responded that several measures could have been considered in such a situation but emphasized that how the issue is cured is ultimately a decision for the City Commission. Commissioner Campbell stated for the record that this was the guide provided by HR. He further explained that the direction indicated several possible outcomes depending on the department head or supervisor overseeing the employee. Commissioner Campbell expressed his view that if the Commission is seeking a cure, it should come from the City Commission itself rather than staff.
Commissioner Jones noted that the Commission will need to collectively and independently decide whether the matter was cured. He then asked about the purpose of the payment.
Ms. Carty explained that her mentor advised her that if any value could be assigned to the situation, she should submit a payment to the city to avoid the appearance of accepting gifts. She stated that she did not direct anyone to go to her house or request any action but acknowledged that it occurred and took responsibility for it.

Commissioner Campbell asked Commissioner Jones whether he felt the cure had been met, noting that the direction ultimately comes from the Commission. Mayor Correa stated that she does not believe there is a cure for the matter. She emphasized that the only way forward is to ensure such issues do not occur again. Mayor Correa then asked if there were any further issues to discuss, adding that she feels it is time for the Commission to make some decisions.

Public Comment
Alegra Kitchens, Mackenzie Frey, Ms. Garris, Ms. McCaskill and Ms. Wise all spoke on behalf of Ms. Carty and expressed to the Commission Ms. Carty should be able to keep her job.

Commissioner Borom asked when the policy was established that allows the Mayor to make a unilateral decision to place the City Manager on administrative leave without Commission involvement. He also stated that he recalls the language in that policy.

Ms. West responded that she has discussed the language with the City Manager and that they plan to rework the policy.

Commissioner Davis stated that, based on the completion of the cure period, the positive results with staff, and the work accomplished within the City, she supports maintaining Ms. Marcia Carty as City Manager.Vote: Commissioner Davise moved that the Commission maintain Marcia Carty as City Manager. Commissioner Campbell seconded the motion. Roll call was taken. Commissioner Borom, aye; Commissioner Jones, aye; Commissioner Campbell, aye; Commissioner Davis, aye, Mator Correa, aye. The motion passed 5-0.

Commissioner Campbell stated that, before adjourning, he would like the Commission to take into consideration placing the evaluation on the agenda for the upcoming Commission meeting. He emphasized the importance of clearly identifying deadlines so that the Commission can properly maintain an up-to-date evaluation. Commissioner Campbell went on record stating that

the Commission had failed previously with other City Managers by not upholding evaluations, and he does not want another failure. He recommended that the evaluation be added to the agenda.

Commissioner Davis asked if the evaluation tool previously approved by the Commission could be made available for that meeting.

Adjourn
Commissioner Campbell moved to adjourn.

Affordable Housing Grant - Home Repairs Task Presentation by St Johns Housing Partnership.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The City of Palatka, in partnership with St. Johns Housing Partnership (SJHP), is presenting progress on **Task 1 of Deliverable 1** under the **Affordable Housing Appropriation Agreement** funded by the **Florida Department of Commerce**. This task is part of a broader initiative to rehabilitate homes for low-income residents, particularly seniors, in the Palatka area.

Total Budget for Task 1: $700,000
Amount Spent to Date: $400,000

BACKGROUND

The Affordable Housing Grant was established to address critical housing needs in underserved neighborhoods. The City of Palatka contracted SJHP to manage and execute home repairs and rehabilitation for eligible residents.

Target Population: Low-income homeowners, with a focus on seniors (60+)
Income Range of Beneficiaries: $10,788 – $38,240
Homes Impacted to Date: 12
Average Rehab Cost per Home: $40,000
Funding Source: Florida Department of Commerce

PROJECT ANALYSIS

The following homes have been successfully rehabilitated under Task 1:

✓ 1409 Laurel Street

New HVAC system
Electric panel upgrade
Window replacements
Privacy fence and water heater shed

✓ 815 North 14th Street

Roof replacement

Walk-in shower for accessibility
Kitchen cabinets, countertop, and flooring

✓ 206 Nellie Street

New roof and HVAC
Walk-in shower, vanity, and comfort-height toilet

✓ 1411 South 15th Street

Roof upgraded from shingles to metal
Porch decking and handrails repaired

✓ 520 North 9th Street

Kitchen cabinets and countertop
Bathroom tile and bathtub replacement

✓ 1107 Old Jacksonville Road

Full flooring replacement
23 windows replaced
Ramp removal

✓ 334 South 19th Street

Roof replacement with 30-year architectural shingles

These improvements have significantly enhanced the safety, accessibility, and energy efficiency of the homes, directly benefiting vulnerable residents.

Staff Recommendation

City staff recommends **continued support and funding disbursement** for the completion of Task 1. The project is on track, with 75% of Task 1 funds utilized and tangible outcomes already delivered.

ATTACHMENTS

1.	Palatka Rehab Projects Dec 2025

Neighborhood Home Repair and Restoration
St Johns Housing Partnership

Report to City of Palatka – December 2025

Funded by Florida Dept of Commerce

Recipients

- 12 homes impacted
- Average Rehab cost $40,000
- 8 seniors (aged 60 & older)
- Income range $10,788 - $38,240

1409 Laurel Street

- Installed new HVAC
- Replaced six inefficient windows
- Replaced electric panel
- Replaced privacy fence
- Constructed water heater shed

1409 Laurel Street

Replaced inefficient HVAC

Upgraded Electric panel

1409 Laurel Street

Replaced water heater with protective shed

Replaced old privacy fence

815 North 14th Street

- Installed new roof
- Removed tub, installed walk-in shower
- Replaced base and wall cabinets and kitchen countertop

815 North 14th Street

Replaced roof

Replaced kitchen cabinets, countertop

815 North 14th Street

Installed walk-in shower,

Improving accessibility

Replaced kitchen flooring

206 Nellie Street

- Installed new roof
- Installed new HVAC
- Removed tub, installed walk-in shower
- Replace bath vanity and sink

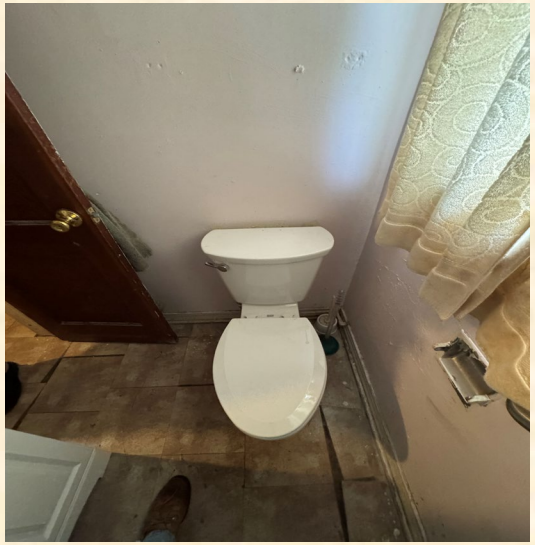
206 Nellie Street

Replaced Roof

Replaced HVAC and sealed ductwork

206 Nellie Street

Walk-in shower, new vanity with sink



New comfort height toilet

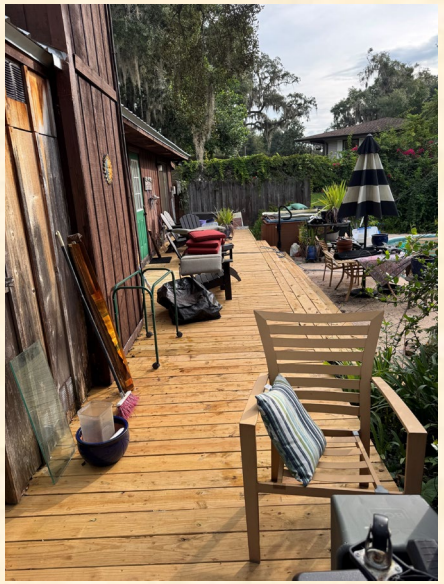
1411 South 15th Street

- Installed new roof
- Repair porch decking & handrails
- Replace rotten wood siding

1411 South 15th Street

Replaced Roof- shingles to metal

1411 South 15th Street



Replaced porch decking and handrails

520 North 9th Street

- Installed kitchen base & wall cabinets and countertop
- Replaced ceramic tile, hall bath

520 North 9th Street

Replaced kitchen cabinets and countertop

Replaced bathtub and tiled shower

1107 Old Jacksonville Rd

- Replaced all existing flooring
- Replaced 23 windows

1107 Old Jacksonville Rd

Old flooring

Installed new vinyl flooring

1107 Old Jacksonville Rd

Replaced
23 windows

Removed old ramp

334 South 19th Street

- Replaced roof

334 South 19th Street

Old roof- limited life expectancy

New roof-

30 year architectural shingles

Affordable Housing Grant - Downpayment Assistance Task Presentation by Azcarate Consulting

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The City of Palatka, in collaboration with Azcarate Consulting and St. Johns Housing Partnership, is presenting progress on **Task 2 of Deliverable 1** under the **Affordable Housing Appropriation Agreement**. This task focuses on **Downpayment Assistance (DPA)** to promote homeownership among low- to moderate-income residents.

Total Budget for Task 2: $300,000
Amount Spent to Date: $240,000 (12 families × $20,000 each)
Remaining Capacity: Funding available for 3 more families
Total Budget for Deliverable 1: $1,000,000 (Task 1: $700K, Task 2: $300K)

BACKGROUND

Launched on **March 1, 2025**, the Affordable Housing Program was designed to address three key areas:

1. **Homeownership (Downpayment Assistance)**
2. **Home Repairs**
3. **New Construction**

While all three components are vital, **homeownership** was identified as the **primary focus**. Azcarate Consulting led the DPA initiative, engaging local realtors, mortgage brokers, and lenders to support the program.

PROJECT ANALYSIS

✅ Program Requirements:

To qualify for the $20,000 DPA grant, applicants must:

Have a minimum **620 credit score**
Provide **2 years of verifiable income**
Complete a **HUD-certified first-time homebuyer course**
Purchase a home **within the City of Palatka**

✓ Program Impact:

12 families have successfully purchased homes
1 application is currently under review
2 additional families can still be funded

✓ Success Stories:

Kathy Melton: Long-time Palatka resident, first-time homeowner after personal loss
Clinton Johnson: Veteran, purchased a new Habitat home
Shawana Brinson: Skipped graduation to close on her home
Karen Bunch & Mia McCoy: Lifelong renters turned homeowners
La'Diamond Cobbs & Erin Owens: Moved into new homes, including new construction
Taketa Bright: Returned to Palatka to settle permanently
Hazel & Terry Mitchell: Lifelong Palatkans, now homeowners
Latanya "Tan" Whitfield: Former public housing resident, now a homeowner
Kenyausha Tobler: Mother of 8, now owns a home thanks to DPA

Staff Recommendation

City staff recommends continued support and promotion of the Downpayment Assistance Program. The initiative has demonstrated measurable success in expanding homeownership opportunities and stabilizing families within the community.

Next Steps:

Finalize assistance for the remaining 2 families
Evaluate potential for program expansion or renewal in 2026
Continue community outreach and education

ATTACHMENTS

1.	DPA program

CITY OF PALATKA AFFORDABLE HOUSING

Turning renters into Homeowners

AFFORDABLE HOUSING (DOWNPAYMENT ASSISTANCE)

On March 1st, The City of Palatka, in partnership with Azcarate Consulting and St. Johns Housing Initiative Partnership, launched the Affordable Housing Program. The program consisted of 3 parts, Homeownership (downpayment assistance), Home Repairs and new Construction. Although, there were 3 parts, creating more affordable housing within the city (homeownership) was the primary focus.

Azcarate Consulting Group oversaw the administration of the program, reaching out to local realtors, mortgage brokers and lenders to partner with the City.

HOMEOWNER DOWN PAYMENT ASSISTANCE

To qualify for the $20,000 down payment assistance, potential buyers must :

- Have at least a 620 credit score
- Verifiable income for 2 years
- Complete a 1st time homebuyer's course (HUD certified)
- And purchase a home, located in the City of Palatka

HOMEOWNER DOWNPAYMENT ASSISTANCE

Over 150 people attended the launch event, including the first buyer, Ms. Kathy Melton. The dream of homeownership seemed out of reach after losing her husband, however, Kathy kept the faith. Ms. Kathy has lived and worked in Palatka over 30 years and was able to purchase her first home in Palatka on April 4th.

and the dreams continued…….

HOMEOWNER DOWNPAYMENT ASSISTANCE

Clinton Johnson, a veteran, purchased a brand-new Habitat build, with the DPA funds.

Shawana Brinson, skipped her Bachelors degree graduation ceremony to close on her home. She said she has absolutely no regrets and would do it again!

HOMEOWNER DOWNPAYMENT ASSISTANCE

Ms. Karen Bunch (left) and Ms. Mia McCoy (right) both states their purchases would not have been possible without the assistance of the down payment program.

Both women have always rented and dreamed of homeownership.

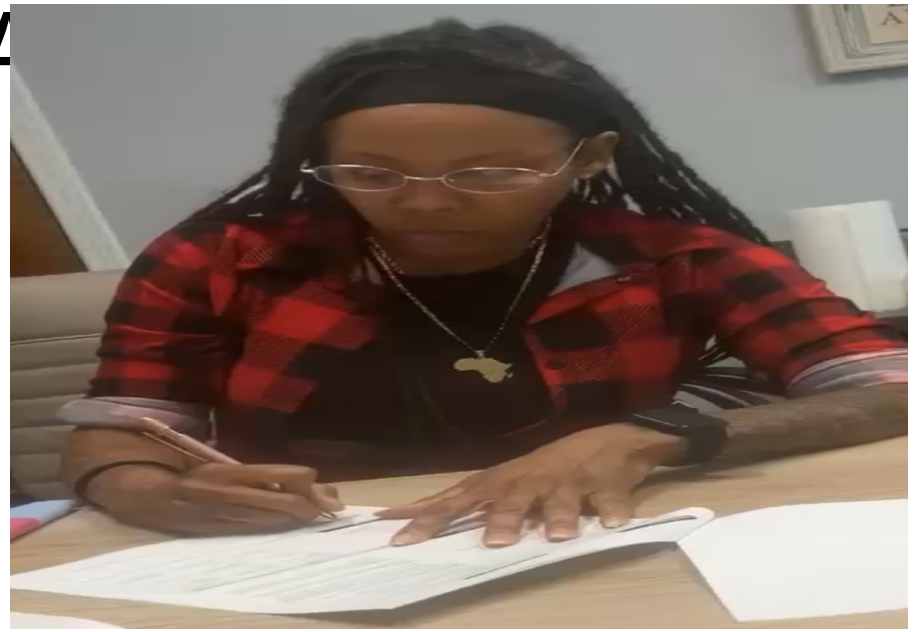
Ms. McCoy moved to Palatka from Orange Park.

HOMEOWNER DOWNPAYMENT ASSISTANCE

Ms. La'Diamond Cobbs and her fiancé was able to purchase a beautiful home in a quiet neighborhood with the funding.

DPA funds allowed Erin Owens to move out of her parents' home, straight into a new construction.

HOMEOWNER DOWNPAYMENT A



Taketa Bright grew up in Palatka but moved away for work. The Homeowner Downpayment assistance program afforded her the opportunity to return home and make Palatka her permanent residence.

Hazel and Terry Mitchell closed on their first home with the assistance. The Mitchells both grew up in Palatka and said, “it’s a dream come true.”

DOWNPAYMENT ASSISTANCE PROGRAM

Latanya Whitfield works for Palatka Housing Authority and resided in public Housing for years. She states she never imagined being able to afford her own home and even had some reservations about the purchase. She called Azcarate Consulting, with a lot of questions. However, after speaking with Ms. Christall and getting all of her questions answered, she said, “why not”. Ms. Latanya, better known by as Tan, now says, it was the best decision she ever made.

HOMEOWNER DOWNPAYMENT ASSISTANCE

Kenyausha Tobler and her family of 8, closed on their first home and states “homeownership would have never happened, without the down payment assistance program”.

“ My kids are so happy, I am so thankful to the City, Ms. Felicia (realtor), Ms. Christall, Ms. Takita, and Mr. Tim Chech (mortgage broker)

Ms. Tobler is pictured with her husband and 5 of their kids.

HOMEOWNER DOWNPAYMENT ASSISTANCE

With the money provided the City hoped to help at least 15 families; each receiving $20,000.

Since launching in March 2025, the program has successfully assisted 12 participants, (1 not pictured Nyeisha Parker) and there is currently 1 application under review.

Funding is available to help 2 more families

2026 LEGISLATIV PREVIEW

Jane West, Esq., City Attorney

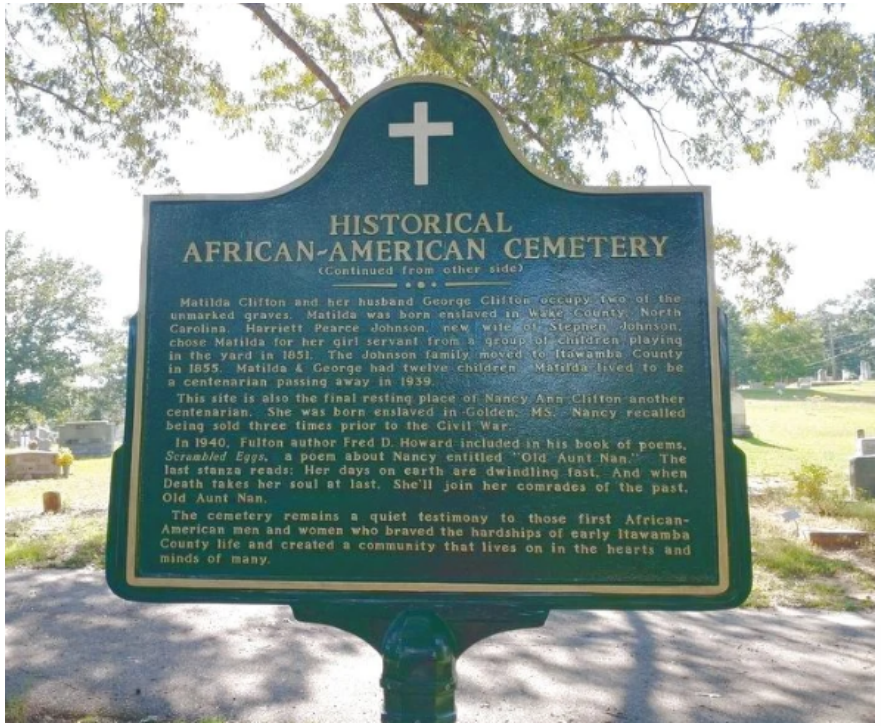
December 11, 2025

CITY of Palatka FLORIDA

SB 34 HISTORIC CEMETERIES

Sen. Sharief (D)

Requires local governments to approve applications from historic African-American cemeteries to change the land use category and zoning district of excess vacant land



CITY of Palatka FLORIDA

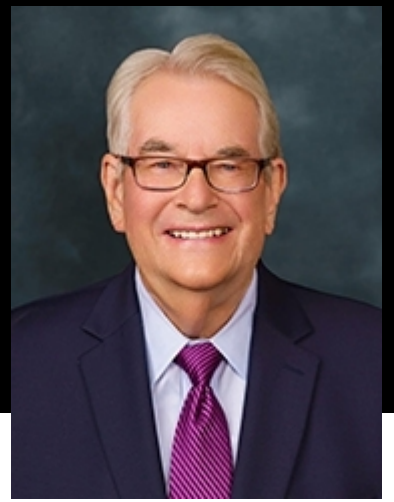
SB 44
ELECTRONIC PAYMENT OF PUBLIC RECORD FEES

Sen. Rouson (D)

Requires the City to provide an electronic option for payment of fees associated with a public record request.

CITY of Palatka FLORIDA

SB 48 HOUSING

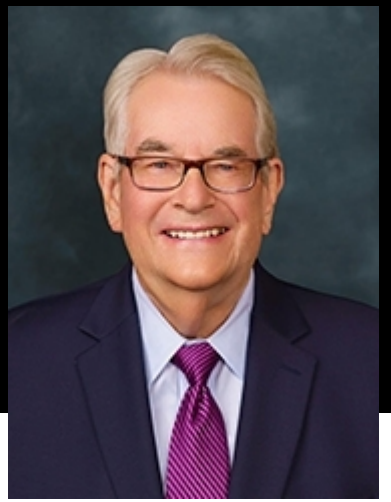


Sen. Gaetz (R)

Requires local government to adopt ADU in certain areas and requiring the Office of Program Policy Analysis and Governmental Accountability to evaluate the potential of tiny homes

CITY of Palatka FLORIDA

SB 92
EMPLOYEE PROTECTIONS



Sen. Gaetz (R)

Protects employees who submit written complaints to the Commission on Ethics or provide information to an investigator.

CITY of Palatka FLORIDA

SB 110
HOMESTEAD EXEMPTIONS

Sen. Arrington (D)

Revising the circumstances under which a person may have a homestead exemption.

CITY of Palatka FLORIDA

SB 118
ASSESSMENTS ON RV PARK

Sen. Truenow (R)

Assessments levied by local governments may not be levied against a certain portion of a RV site.

CITY of Palatka FLORIDA

SB 122
LOCAL BUSINESS TAXES

Sen. Truenow (R)

Repeals provisions relating to local business taxes.

CITY of Palatka FLORIDA

SB 156
CRIMINAL OFFENSES AGAINS
LAW ENFORCEMENT OFFICE

Sen. Leek (R)

Enhanced punishment for criminal offenses against law enforcement officers.

CITY of Palatka FLORIDA

SB 168
PUBLIC NUISANCES

Sen. Truenow (R)

Revises the list of places that may be declared a public nuisance to include gambling houses.

CITY of Palatka FLORIDA

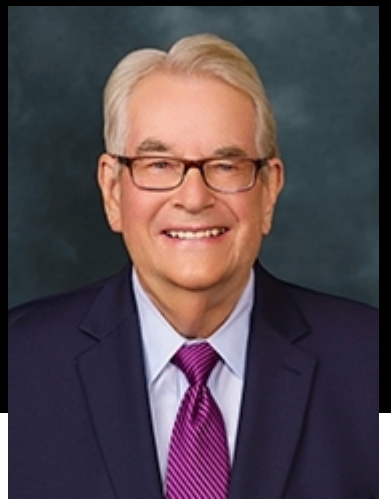
SB 208
LAND USE & DEVELOPMENT REGULATIONS

Sen. McClain (R)

Prohibits local governments from denying residential development based on lack of compatibility.

CITY of Palatka FLORIDA

SB 218
LAND USE REGULATIONS



Sen. Gaetz (R)

This is a SB 180 glitch bill that replaces all city and county local governments with “impacted local government” – it would potentially help Palatka.

CITY of Palatka FLORIDA

SB 248
PUBLIC RECORDS

Sen. Rodriguez (R)

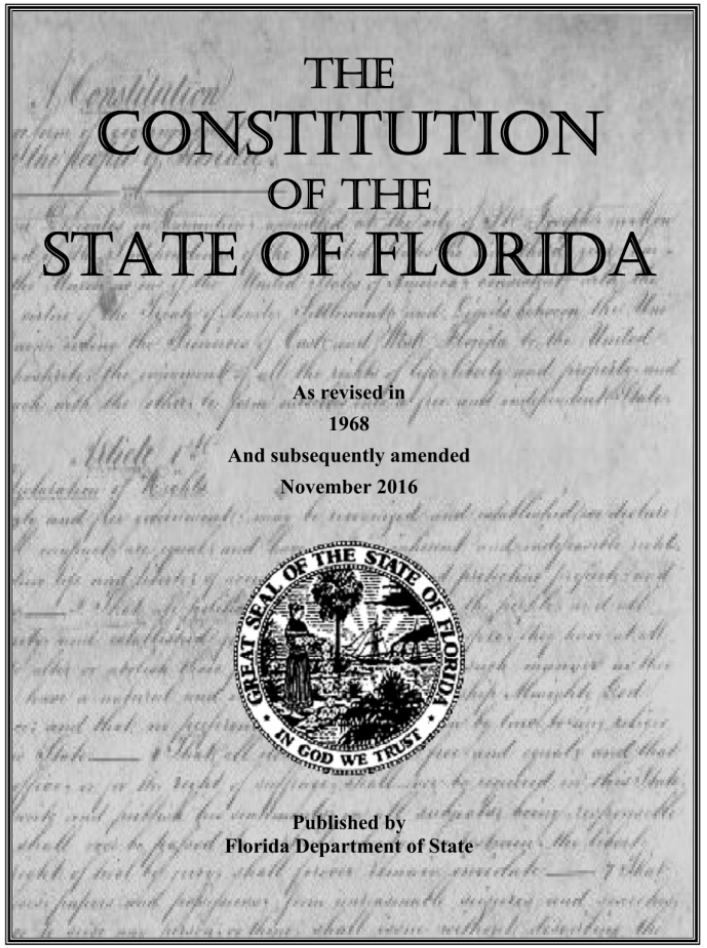
Creates a public record exemption for personal identifying and location information of municipal clerks and their staff.

CITY of Palatka FLORIDA

SJR 270,278/SB 272,276,280,2 HOMESTEAD EXEMPTIONS

Sen. Bernard (D)

Multiple proposals seeking to amend the Constitution to modify Florida's homestead exemption.



CITY of Palatka FLORIDA

QUESTIONS?

Bill #	Sponsor	Bill Title
SB 34	Sharief	Historic Cemeteries Program
SB 44	Rouson	Electronic Payment of Public Records Fees
SB 48	Gaetz	Housing
SB 92	Gaetz	Employee Protections
SB 110	Arrington	Homestead Exemptions
SB 118	Truenow	Assessments Levied on Recreational Vehicle Parks
SB 122	Truenow	Local Business Taxes
SB 156	Leek	Criminal Offenses Agaisnt Law Enforcement Officer
SB 168	Truenow	Public Nuisances
SB 208	McClain	Land Use and Development Regulations
SB 218	Gaetz	Land Use Regulations
SB 248	Rodriguez	Public Records/Municipal Clerks and their Staff
SJR 270	Bernard	Homestead Property Exemption for Persons Age 65 o
SB 272	Bernard	Homestead Exemption for Persons 65 and Older
SB 276	Bernard	Homestead Property Tax Benefits for Long-term Own
SJR 278	Bernard	Limitation on the Assessed Value of New Homestead
SB 280	Bernard	Assessment of Homestead Property
SB 286	Bernard	Assessment of Changes, Additions, or Improvements

Description
Requires local governments to approve applications from historic African-American cemeteries
Requires the City to provide an electroic option for payment of fees associated with a PRR
Requies local government to adopt ADU in certain areas and requiring the Office of Program Pc
Prohibiting agencies from taking specified actions against employees to the Commission on Eth
Revising the circumstances under which a person may have a homestead exemption
Assessments levied by local governments may not be levied against a certain portion of a RV s
Repealing provisions relating to local business taxes
Enhanced punishment
Revising the list of places that may be declared a public nuisance to include gambling houses
Prohibiting local land development regulations from requiring the denial of, or conditioning or delaying the appro
Defining the term "impacted local government" - this is the SB 180 glitch bill
Providing a PR exemption for personal identifying and location information of municipal clerk
Proposing amendments to the State Constitution to create a total exemption of homestead property from ad valo
Expanding the homestead exemption for persons 65 years and older to include a total exemption of homestead pr
Requiring that certain property be assessed at less than just value when the person who owns the property has ow
Proposing amendments to the State Constitution to limit the assessed value of new homestead property establishe
Limiting the assessed value upon change of ownership of homestead property having a prior assessed value below
Revising the manner of assessing the value of changes

Committee Stop	Committee Stop	Committee Stop
CA	GO	RC
GO	AEG	FP
CA	ATD	RC
GO	EE	RC
FT	AP	RC
CA	FT	AP
CA	FT	AP
CJ	ACJ	RC
CJ	CA	RC
CA	JU	RC
CA	JU	RC
CA	GO	RC

orem taxation, other than school district levies, for persons 65 years of age or older who ha
operty from ad valorem taxation, other than for school district levies, for certain persons
vned and used the property as his or her permanent residence for a specified timeframe; p
ed after a change of ownership which had an assessed value of less than a certain amount
a certain amount when the person acquiring the property is entitled to a homestead exem

Passed?	Notes
	ave owned and maintained the property as their permanent residence for at least 5 years and whose household in whose household income does not exceed a certain amount providing that the assessed value of such property shall be a certain amount and may not be increased under certa to no more than 150 percent of the assessed value of the property for the preceding year for ad valorem taxation nption

ıcome does not exceed a certain amount, adjusted annually by the cost-of-living index, and to provide

ain circumstances
ı purposes

e an effective date

Financial Report - October 2025

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The commissioners are being asked to review the financial report.

BACKGROUND

On a monthly basis, the Finance Department prepares the Statements of Revenue and Expenditures/Expenses for both General and Enterprise funds. Attached are the reports for the fiscal period that ended on October 31, 2025 (for the first month of fiscal year 2025-2026). The Finance Department is presenting FY2025-2026 Monthly Financial review of the City's financials. The purpose of the monthly financial review is to help us know how healthy the City's cash flow is and help evaluate department performance to see if the executive office needs to reallocate resources to achieve the financial goals for the City.

PROJECT ANALYSIS

Please note the annual budget has been divided equally into twelve periods for the purposes of this presentation. Actual cash flows may not follow this linear pattern of receipt or expenditure. Certain special revenue funds that are not part of the budget process are excluded from this report. The report also includes a comparison with the previous fiscal years' results through the same period. This feature will provide the reader with additional insight into all the funds operations. This report represents the completion of 8.33% of the 2026 fiscal year

Staff Recommendation

Review the Financial Reports and approve for acceptance.

ATTACHMENTS

1.	Unaudited Results of Operations for the Period ending October 31
2.	City of Palatka Summary Financial Report October 2025
3.	City of Palatka Monthly Financials October 2025
4.	City of Palatka Individual Fund Reports October 2025

Unaudited Results of Operations for the Period ending October 31, 2025

Please note that the annual budget has been divided equally into twelve periods for the purposes of this presentation. Actual cash flows may not follow this linear pattern of receipt or expenditure. Certain special revenue funds that are not part of the budget process are excluded from this report.

The report also includes a comparison with the previous fiscal year's results through the same period. This feature will provide the reader with additional insight into all the fund's operations.

This report represents the completion of 8.33% of the 2026 fiscal year.

Highlights

General Fund revenues year to date are $1,490,487 (representing 6% of the budgeted amounts for FY2026). General Fund expenditures year to date are $1,414,104 (representing 5% of the budgeted amounts for FY2026). General Fund encumbrances are $ 899,207 and are excluded from expenditures. Encumbrances are a function of the budget used to track and manage future expenditure by reserving funds for specific commitments before they are actually paid. General Fund cash and investments are $ 19.4 million. Palatka's reserved general fund balance is budgeted at 21.6%, exceeding best-practice guidance by 4.9%. The enterprise funds do not have a requirement but are still budgeted at 23.3%.

Airport Fund revenues year to date are $143,241 (representing 3% of the budgeted amounts for FY2026). Airport expenses year to date are $141,304 (representing 3% of the budgeted amounts for FY2026). ARPA Fund revenues/expenses year to date are $0). Better Place Plan Fund revenues year to date are $204,393 (representing 1% of the budgeted amounts for FY2026). Better Place Plan Fund expenditures year to date are $170,787, representing 1% of the budgeted amounts for FY2026.)

The Golf Course Fund revenues year to date are $7,823 (representing 4% of the budgeted amounts for FY2026). Golf Course Fund expenses year to date are $28,355 (representing 15% of the budgeted amounts for FY2026). Sanitation Fund revenues year to date $313,805 (representing 8% of the budgeted amounts for FY2026). Sanitation Fund expenses year to date are $219,080 (representing 5% of the budgeted amounts for FY2026). Utility Fund revenues year to date are $942,983 (representing 3% of the budgeted amounts for FY2026). Utility Fund expenses year to date are $921,320 (representing 3% of the budgeted amounts for FY2026). Tax Increment Fund (TIF) revenues year to date are $0. TIF expenses year to date are $159,134 (representing 6% of the budgeted amounts for FY2026).

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED OCTOBER 31, 2025

First Month YTD 10/31/2025 Total Citywide Budget and Actual

Revenues	Budget	Actuals
Total Citywide	**85,592,317.00**	**3,102,732.02**

Expenditures	Budget	Actuals
Total Citywide	**$ (85,592,317)**	**$ (3,054,084)**

Net Results	Budget	Actuals
Total Citywide	**$ -**	**$ 48,648**

General Fund Revenues

Sources	Budget	Actuals
Property Taxes	$4,628,086	$395,561
Local Option Taxes	$565,503	$46,472
Utility Service Taxes	$1,501,083	$155,474
Communication Service Tax	$400,852	$33,190
Licenses/Permits	$120,454	$25,789
Franchise/Impact Fees	$1,231,880	$168,831
Special Assessments	$2,292,138	$4,936
State/Federal Grants	$662,620	$5,000
State Shared Revenues	$1,136,764	$91,608
Impact Fees	$850,000	$0
Charges for Service	$221,456	$67,114
Fines and Forfeits	$211,503	$15,958
Miscellaneous Revenues	$1,641,663	$36,245
Transfers In	$1,658,567	$138,213
Contributions/Reimbursements	$2,169,468	$206,096
Debt Proceeds	$1,000,000	$0
Fund Balance/Reserves - PY	$5,576,765	$100,000
Total Revenues	**$25,868,802**	**$1,490,487**

Airport Fund

	Budget	Actuals
REVENUES		
Federal & State Grants	$2,412,335	$0
Operating Revenues	$1,539,108	$91,075
Other Revenues	$6,232	$25,499
Transfers	$200,000	$16,667
Cash Balance Forward	$172,020	$10,000
Total Revenues	**$ 4,329,695**	**$ 143,241**
Personnel Expenses	$483,697	$35,439
Operating Expenses	$1,146,627	$87,780
Capital Outlay	$2,524,334	$0
Debt Service	$50,000	$0
Reimbursements	$66,058	$18,086
Transfer, Contngencies, Reservs	$58,979	$0
Total Expenditures	**$ 4,329,695**	**$ 141,304**
Net Results	**$0**	**$ 1,937**

ARPA Fund

	Budget	Actuals
REVENUES	$1,283,471	$0
Revenues		
Total Revenues	**$1,283,471**	**$0**
EXPENSES		
Operating Expenses	$0	$0
Capital Outlay	$1,283,471	$0
Fund Balance/Reserves - PY		
Total Expenses	**$1,283,471**	**$0**
Net Results	**$ -**	**$ -**

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED OCTOBER 31, 2025

General Fund Expenditures

Departments	Budget	Actuals
City Commission	$561,464	$22,314
City Manager	$809,762	$29,741
City Clerk's Office	$167,458	$29,478

General Fund Expenditures Continued

Finance Department	$687,768	$44,428
Human Resources	$433,222	$15,605
Facilities Maintenance	$553,538	$38,944
Information Technology	$435,000	$4,784
General Administration - City Hall	$255,795	$2,329
Legal Counsel	$259,564	$19,792
Other Government Services	$1,110,900	$211,721
Building & Zoning	$730,660	$29,618
Police Department	$5,794,531	$458,573
Code Enforcement	$331,346	$22,499
Fire Department	$5,068,803	$305,771
Streets	$2,067,235	$75,707
Cemetery	$148,960	$915
Cultural Services	$205,467	$20,867
Recreation	$523,434	$17,624
Parks	$1,547,392	$12,527
Price Martin Center	$58,400	$1,936
Water Taxis	$97,600	$9,174
Jenkins Gymnasium	$159,076	$7,257
Transfers	$390,000	$32,500
Contingencies	$0	$0
Fund Balance/Reserves - PY	$3,471,427	$0
Total Expenditures	**$25,868,802**	**$1,414,104**
General Fund Net	**$0**	**$76,383**

Golf Course Fund

	Budget	Actuals
REVENUES		
Restaurant Lease	$58,837	$4,490
Reimbursements	$33,829	$0
Profit Sharing Agreement	$52,416	$0
Other Revenues	$597	$0
Transfers In	$40,000	$3,333
Fund Balance/Reserves - PY	$0	$0
Total Revenues	**$185,679**	**$7,823**
EXPENSES		
Maintenance Expenditures	$129,490	$23,342
Maintenance Capital Exp	$20,000	$0
Club House Operating Exp	$36,000	$4,998
Club House Capital	$0	$0
Transfers	$189	$15
Debt Service	$0	$0
Fund Balance/Reserves - PY	$0	$0
Total Expenditures	**$ 185,679**	**$ 28,355**
Net Results	**$ -**	**$ (20,532)**

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED OCTOBER 31, 2025

Better Place Plan Fund

	Budget	Actuals
REVENUES		
Discretionary Infrastructure Surtax	$1,465,659	$74,303
State/Federal Grants	$13,479,808	$0
Transfers In	$1,561,079	$130,090
Loan Proceeds	$1,387,948	$0
Fund Balance/Reserves - PY	$1,456,514	$0
Total Revenues	**$ 19,351,008**	**$ 204,393**
EXPENSES		
Operating Expenses	$105,428	$0
Capital Outlay	$5,419,159	$42,074
Debt Service	$185,185	$77,166
Grant Matches	$13,022,669	$0
Transfers Out	$618,567	$51,547
Fund Balance/Reserves - PY	$0	$0
Total Expenses	**$ 19,351,008**	**$ 170,787**
Net Results	$ -	**$ 33,606**

Sanitation Fund

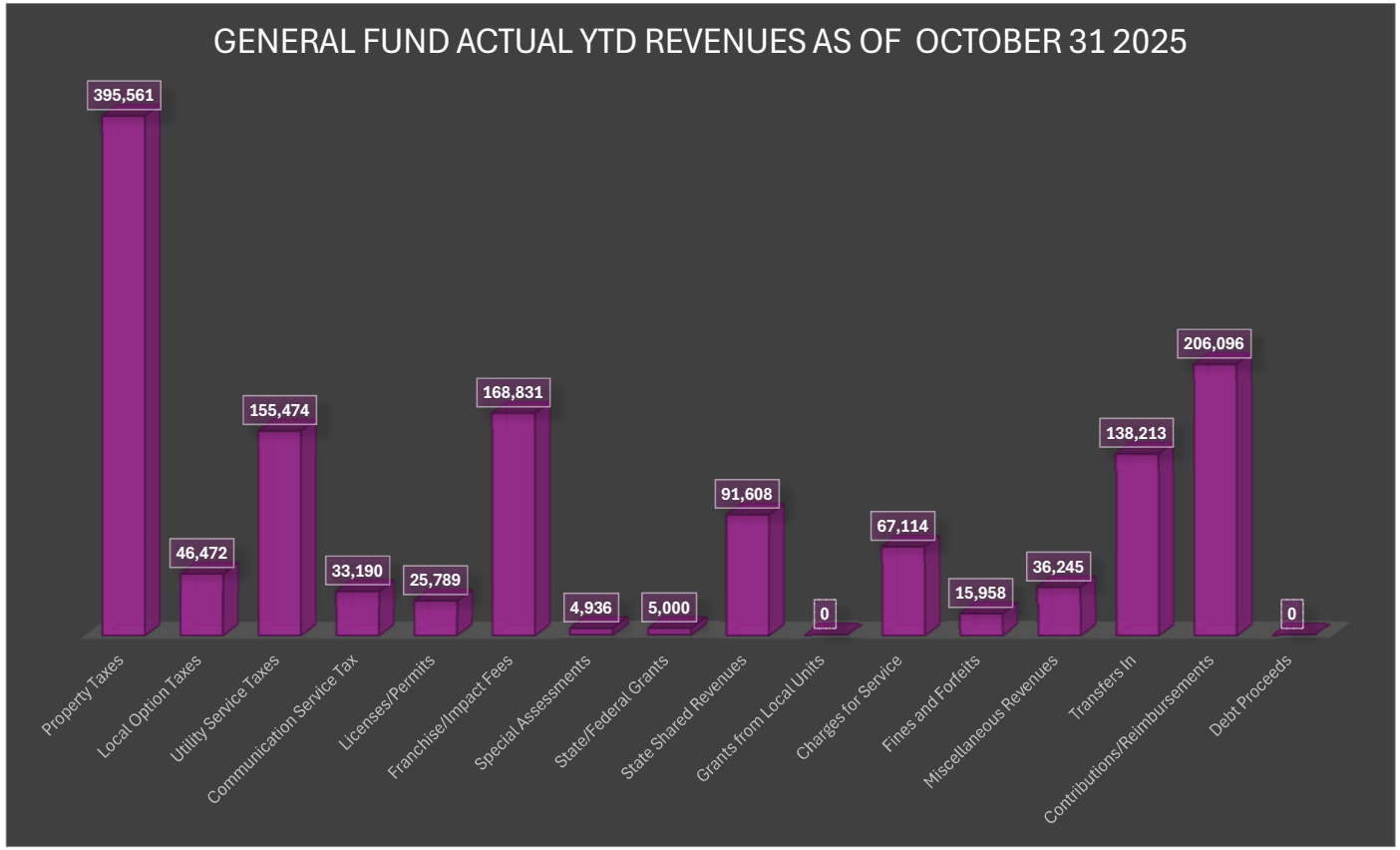
	Budget	Actuals
REVENUES		
Charges for Services	$3,624,973	$302,594
Contributions	$134,109	$11,176
Other Revenue	$16,158	$35
Debt Service	$0	$0
Fund Balance/Reserves - PY	$360,357	$0
Total Revenues	**$ 4,135,597**	**$ 313,805**
EXPENSES		
Garage Maintenance	$327,096	$15,475
Sanitation Department	$2,666,010	$172,578
Capital Outlay	$20,000	$0
Debt Service	$177,739	$0
Transfers Out	$372,320	$31,027
Fund Balance/Reserves - PY	$572,433	$0
Total Expenditures	**$ 4,135,597**	**$ 219,080**
Net Results	**$ -**	**$ 94,725**

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED OCTOBER 31, 2025

Utility Fund	Budget	Actuals
REVENUES		
Federal & State Grants	$10,282,287	$0
Water & Waste/Sewer Charges	$9,393,684	$757,051
Other Revenues	$1,394,706	$25,099
Transfers	$130,000	$10,833
Fund Balance/Reserves - PY	$6,422,614	$150,000
Total Revenues	**$27,623,291**	**$942,983**
EXPENSES		
Water Plant	$3,198,953	$60,958
Sewer/Wastewater Plant	$4,971,045	$108,717
Water & Sewer Distribution	$11,403,019	$98,175
Utility Administration	$810,931	$108,697
Debt	$1,444,061	$317,697
Transfers	$3,866,615	$227,077
Fund Balance/Reserves - PY	$1,928,668	$0
Total Expenditures	**$ 27,623,291**	**$ 921,320**
Net Results	$ -	**$ 21,663**

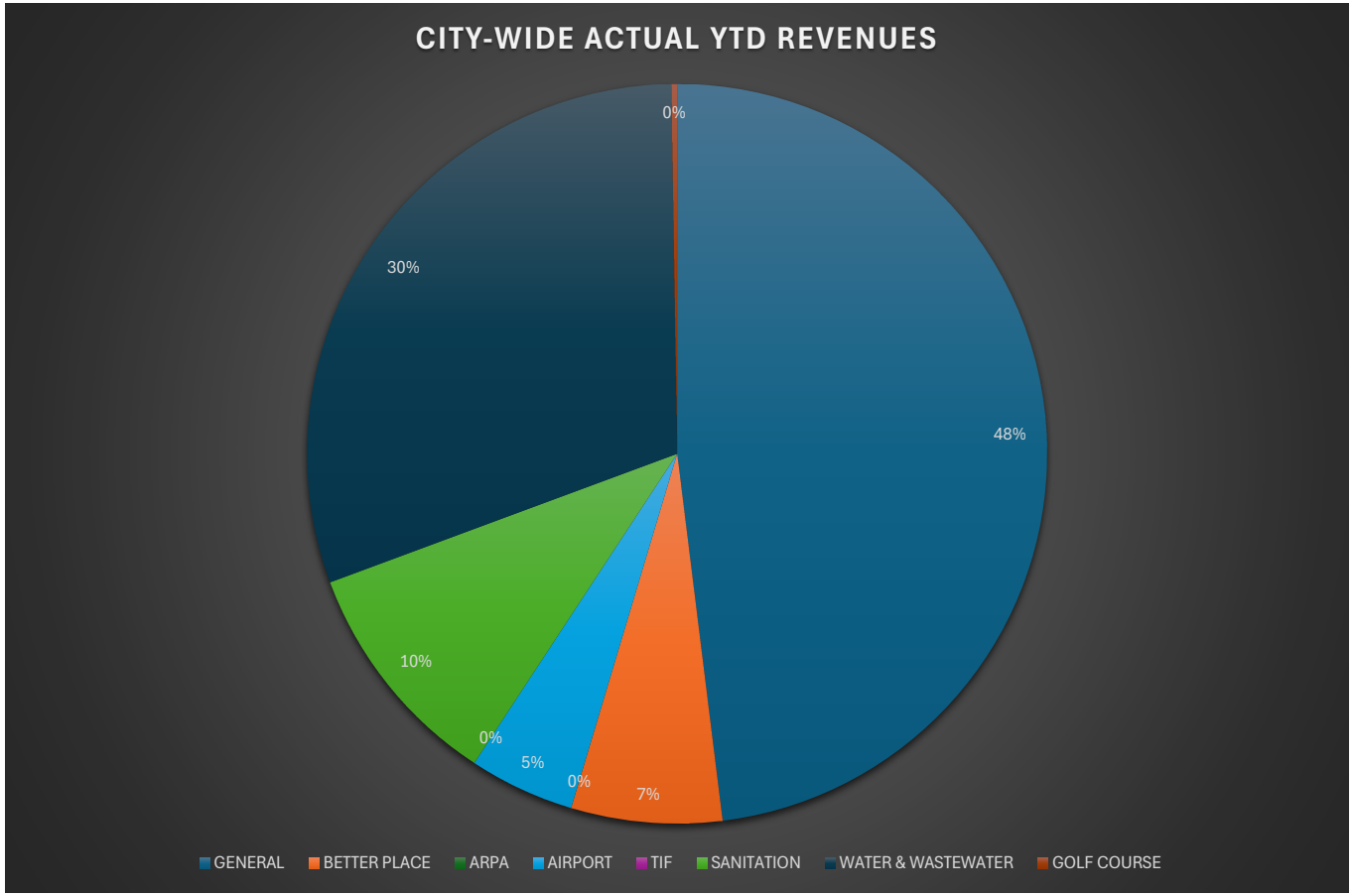
Tax Increment Fund	Budget	Actuals
REVENUES		
Property Tax	$1,115,081	$0
Other Revenues	$0	$0
Fund Balance/Reserves - PY	$1,699,693	$0
Total Revenues	**$ 2,814,774**	**$ -**
EXPENSES		
Downtown Historic	$663,938	$7,578
South Historic	$569,991	$2,544
North Historic	$99,971	$300
Transfers	$1,120,458	$93,372
Reimbursements	$360,416	$55,340
Fund Balance/Reserves - PY		
Total Expenses	**$2,814,774**	**$159,134**
Net Results	**$ -**	**$ (159,134)**

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED OCTOBER 31, 2025



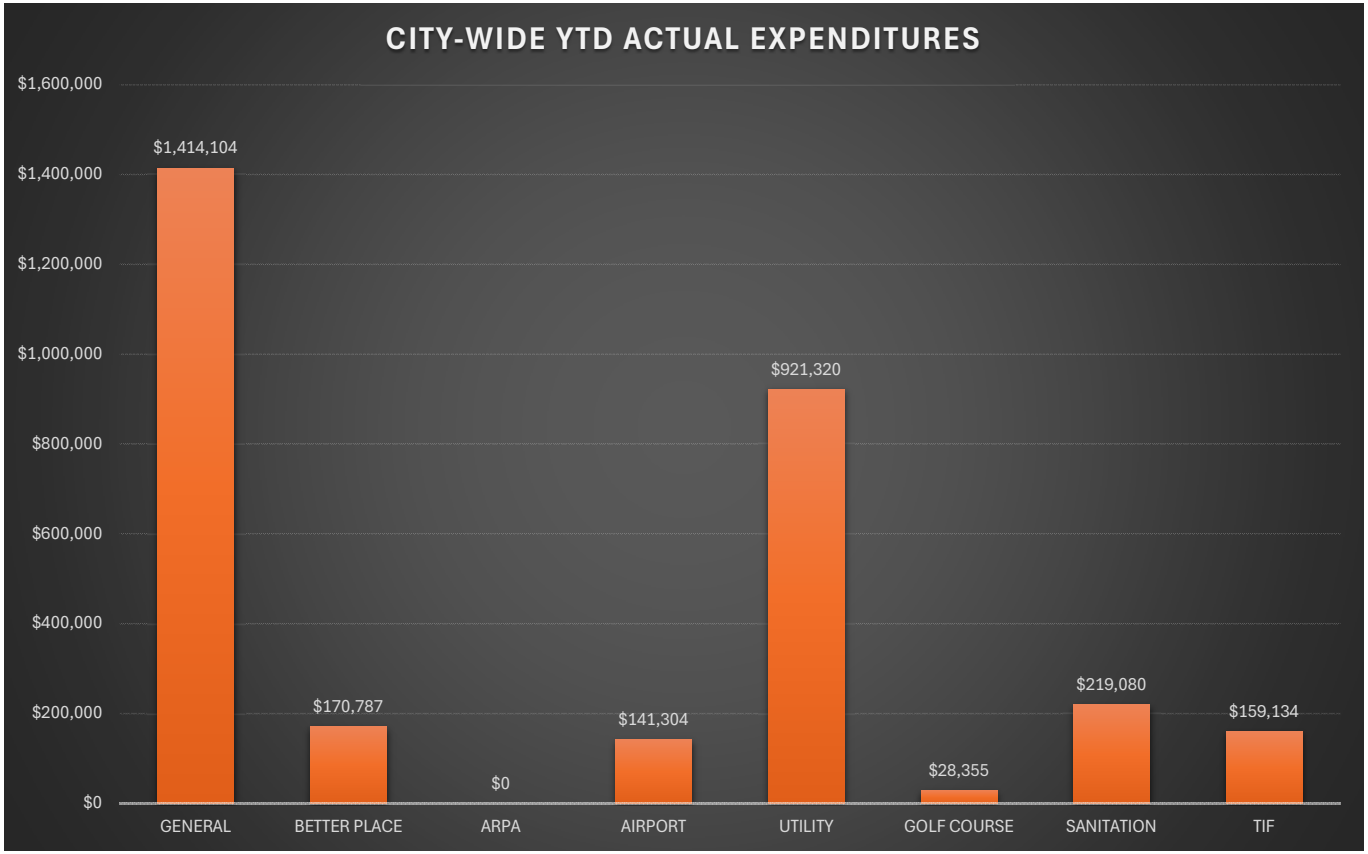
ACTUAL YTD GENERAL FUND REVENUES

Property Taxes	395,561
Local Option Taxes	46,472
Utility Service Taxes	155,474
Communication Service Tax	33,190
Licenses/Permits	25,789
Franchise/Impact Fees	168,831
Special Assessments	4,936
State/Federal Grants	5,000
State Shared Revenues	91,608
Grants from Local Units	0
Charges for Service	67,114
Fines and Forfeits	15,958
Miscellaneous Revenues	36,245
Transfers In	138,213
Contributions/Reimburseme	206,096
Debt Proceeds	0
	1,390,487



ACTUAL YTD CITY WIDE REVENUES	
$1,490,487	GENERAL
$204,393	BETTER PLACE
$0	ARPA
$143,241	AIRPORT
$0	TIF
$313,805	SANITATION
$942,983	WATER & WASTEWATE
$7,823	GOLF COURSE
$3,102,732	TOTAL

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED OCTOBER 31, 2025



ACTUAL YTD CITY WIDE EXPENDITURES	
$1,414,104	GENERAL
$170,787	BETTER PLACE
$0	ARPA
$141,304	AIRPORT
$921,320	UTILITY
$28,355	GOLF COURSE
$219,080	SANITATION
$159,134	TIF
$3,054,084	TOTAL

REVENUE RESERVES' BUDGET BALANCE

FUND DESCRIPTION	FUND NUMBER	FUND BUDGET BALANCE	RESERVE BUDGET BALANCE	PERCENTAGE
General Fund	001	$25,868,802	$5,576,765	21.6%
Airport Fund	005	$4,329,695	$172,020	4.0%
TIF Fund	030	$2,814,774	$1,699,693	60.4%
Utiltities	041	$27,623,291	$6,422,614	23.3%
Sanitation	043	$4,135,597	$360,357	8.7%
Golf Course	042	$185,679	$0	0.0%
Better Place	101	$19,351,008	$1,456,514	7.5%
ARPA	300	$1,283,471	$0	0.0%
TOTAL RESERVES - CITYWIDE		**$85,592,317**	**$15,687,963**	**0.183287047**

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 - Patlatka's reserved general fund balance is budgeted at 21.6%, which exceeds best practice guidance by 4.9%. The enterprise funds does not have a requirement, but is still budgeted.

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
2									
3				**GENERAL FUND**					
4									
5	GENERAL FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
6		**311 PROPERTY TAXES**							
7	001-00-311-0-0100	CURRENT AD VALOREM TAXES	4,615,232.00	384,603.00	384,603.00		4,230,629.00	0.00%	
8	001-00-311-0-0200	DELINQUENT AD VALOREM TAXES	12,854.00	10,958.09	10,958.09		1,895.91	85.25%	
9			---	---	---		---	---	
10		TOTAL	4,628,086.00	395,561.09	395,561.09		4,232,524.91	0.00%	
11									
12		**LOCAL OPTION, USE & FUEL TAXES**							
13	001-00-312-4-1000	LOCAL OPTION GAS TAX	335,723.00	28,133.64	28,133.64		307,589.36	8.38%	
14	001-00-312-4-2000	2010 LOCAL GAS TAX	229,780.00	18,337.92	18,337.92		211,442.08	7.98%	
15			---	---	---		---	---	
16		TOTAL	565,503.00	46,471.56	46,471.56		519,031.44	8.00%	
17									
18		**UTILITY SERVICES TAXES**							
19	001-00-314-1-0000	UTILITY TAX ELECTRIC	1,087,202.00	121,328.57	121,328.57		965,873.43	11.15%	
20	001-00-314-3-0000	UTILITY TAX WATER	300,126.00	26,630.90	26,630.90		273,495.10	8.87%	
21	001-00-314-4-0000	UTILITY TAX GAS	112,725.00	0.00	0.00		112,725.00	0.00%	
22	001-00-314-8-0000	UTILITY TAX PROPANE	1,030.00	7,514.97	7,514.97		-6,484.97	729.60%	
23			---	---	---		---	---	
24		TOTAL	1,501,083.00	155,474.44	155,474.44		1,345,608.56	10.00%	
25									
26		**COMMUNICATION SERVICE TAXES**							
27	001-00-315-0-1000	TELE COMMUNICATION SERVICE TAX	400,852.00	33,190.46	33,190.46		367,661.54	8.27%	
28			---	---	---		---	---	
29		TOTAL	400,852.00	33,190.46	33,190.46		367,661.54	8.00%	
30									
31		**LICENSES/PERMITS**							
32	001-00-316-0-1000	OCCUPATIONAL BUSINESS TAX	48,321.00	12,022.75	12,022.75		36,298.25	24.88%	
33	001-00-322-0-2000	BUILDING PERMITS	21,424.00	0.00	0.00		21,424.00	0.00%	
34	001-00-322-0-2100	BUILDING & ZONING REVENUES	50,709.00	13,766.00	13,766.00		36,943.00	27.14%	
35			---	---	---		---	---	
36		TOTAL	120,454.00	25,788.75	25,788.75		94,665.25	21.00%	
37									

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
38		**FRANCHISE FEES**							
39	001-00-323-1-0000	FRANCHISE FEES ELECTRIC	964,080.00	154,715.98	154,715.98		809,364.02	16.04%	
40	001-00-323-4-1000	FRANCHISE FEE - GAS AUTHORITY	267,800.00	14,115.26	14,115.26		253,684.74	5.27%	
41			----------	----------	----------		----------	----------	
42									
43		**IMPACT FEES**							
44	001-00-324-1-1010	IMPACT FEES-POLICE	101,357.00	0.00	0.00		101,357.00	0.00%	
45	001-00-324-1-2010	IMPACT FEES-FIRE	173,297.00	0.00	0.00		173,297.00	0.00%	
46	001-00-324-3-1010	IMPACT FEES-TRANSPORTATION	211,169.00	0.00	0.00		211,169.00	0.00%	
47	001-00-324-6-1010	IMPACT FEES-PARKS & RECREATION	364,177.00	0.00	0.00		364,177.00	0.00%	
48			----------	----------	----------		----------	----------	
49		TOTAL	2,081,880.00	168,831.24	168,831.24		1,913,048.76	8.00%	
50									
51		**SPECIAL ASSESSMENTS**							
52	001-00-325-2-1000	FIRE ASSESSMENT FEES	2,292,138.00	4,935.67	4,935.67		2,287,202.33	0.21%	
53			----------	----------	----------		----------	----------	
54		TOTAL	2,292,138.00	4,935.67	4,935.67		2,287,202.33	0.00%	
55									
56		**OTHER PERMITS & FEES**							
57			----------	----------	----------		----------	----------	
58		TOTAL	0.00	0.00	0.00		0.00	0.00%	
59									
60		**STATE/FEDERAL GRANTS & PILOTS**							
61	001-00-331-2-2500	BULLET PROOF VEST GRT-POLICE	9,037.00	0.00	0.00		9,037.00	0.00%	
62	001-00-331-2-3601	COPS GRANT 2014-2015	162,187.00	0.00	0.00		162,187.00	0.00%	
63	001-00-331-2-4900	FDOT PED PIER MEMORIAL BRIDGE	6,000.00	0.00	0.00		6,000.00	0.00%	
64	001-00-331-2-5503	FDLE POLICE VEHICLES	0.00	0.00	0.00		0.00	0.00%	
65	001-00-331-2-5900	VOCA GRANT V13045	0.00	0.00	0.00		0.00	0.00%	
66	001-00-331-2-6319	2023 JAG C 8C107 Laptop Comput	22,740.00	0.00	0.00		22,740.00	0.00%	
67	001-00-331-2-6321	2023 JAGC	0.00	0.00	0.00		0.00	0.00%	
68	001-00-331-2-6322	Fed DEM HMGP 4486-106-R wind r	287,656.00	0.00	0.00		287,656.00	0.00%	
69	001-00-331-2-6323	2024 JAG D 6N045 Street Crimes	0.00	0.00	0.00		0.00	0.00%	
70	001-00-333-0-1000	PAYMENTS IN LIEU OF TAX (PHA)	30,000.00	5,000.00	5,000.00		25,000.00	16.66%	
71	001-00-334-2-0102	SAFE GRANT	70,000.00	0.00	0.00		70,000.00	0.00%	
72	001-00-334-5-5002	DEO COMMUNITY PLANNING TECH AS	75,000.00	0.00	0.00		75,000.00	0.00%	
73	001-00-334-5-5003	DEO STRATEGIC REVITALIZATION G	0.00	0.00	0.00		0.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
74			----------	----------	----------		----------	----------	
75		TOTAL	662,620.00	5,000.00	5,000.00		657,620.00	1.00%	
76									
77		**STATE SHARED REVENUES**							
78	001-00-335-1-2000	STATE REVENUE SHARING	501,105.00	39,890.42	39,890.42		461,214.58	7.96%	
79	001-00-335-1-4000	MOBILE HOME LICENSE TAX	5,356.00	179.74	179.74		5,176.26	3.35%	
80	001-00-335-1-5000	ALCOHOLIC BEVERAGE TAX	14,997.00	0.00	0.00		14,997.00	0.00%	
81	001-00-335-1-6000	SALES TAX 1/2 cent REVENUE (95	594,140.00	47,169.68	47,169.68		546,970.32	7.93%	
82	001-00-335-2-1000	FIREFIGHTERS SUPPLEMENTAL COMP	4,285.00	0.00	0.00		4,285.00	0.00%	
83	001-00-335-4-9000	FUEL TAX REBATE QTRLY	16,881.00	4,368.54	4,368.54		12,512.46	25.87%	
84			----------	----------	----------		----------	----------	
85		TOTAL	1,136,764.00	91,608.38	91,608.38		1,045,155.62	8.00%	
86									
87		**GRANTS/LOCAL UNITS**							
88			----------	----------	----------		----------	----------	
89		TOTAL	0.00	0.00	0.00		0.00	0.00%	
90									
91		**SHARED REV OTHER LOCAL UNITS**							
92			----------	----------	----------		----------	----------	
93		TOTAL	0.00	0.00	0.00		0.00	0.00%	
94									
95		**CHARGES FOR SERVICES**							
96	001-00-341-0-3001	CODE ENFORCEMENT-ADMIN FEES	20,600.00	0.00	0.00		20,600.00	0.00%	
97	001-00-341-0-3002	CODE ENFORCEMENT-VACANT PROPER	2,678.00	200.00	200.00		2,478.00	7.46%	
98	001-00-341-0-9001	CODE ENFORCEMENT-MISC FEES	12,854.00	1,885.00	1,885.00		10,969.00	14.66%	
99	001-00-341-9-2000	ZONING CONVENIENCE FEE	1,071.00	216.00	216.00		855.00	20.16%	
100	001-00-342-1-1002	POLICE DEPT-ADMIN TOW FEES	11,783.00	150.00	150.00		11,633.00	1.27%	
101	001-00-342-1-1003	POLICE DEPT-INVESTIGATIVE COST	12,854.00	1,081.95	1,081.95		11,772.05	8.41%	
102	001-00-342-1-1004	POLICE DEPT-RECORDS REQUESTS	4,285.00	1,026.93	1,026.93		3,258.07	23.96%	
103	001-00-342-1-1005	POLICE DEPT-ADMIN FEES	3,214.00	0.00	0.00		3,214.00	0.00%	
104	001-00-342-1-1006	POLICE DEPT-OFFENDER PAYMENTS	1,607.00	70.00	70.00		1,537.00	4.35%	
105	001-00-342-1-1007	MARSHALLS PD-OT REIMBURSEMENTS	21,424.00	3,150.00	3,150.00		18,274.00	14.70%	
106	001-00-342-2-1000	FIRE SERVICES	64,272.00	55,500.00	55,500.00		8,772.00	86.35%	
107	001-00-342-5-1000	FIRE INSPECTION FEES	30,000.00	400.00	400.00		29,600.00	1.33%	
108	001-00-343-8-1000	CEMETERY SERVICES	13,390.00	0.00	0.00		13,390.00	0.00%	
109	001-00-347-2-1001	SPECIAL EVENT FEES	1,607.00	380.00	380.00		1,227.00	23.64%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
110	001-00-347-2-2500	SPONSORSHIP-RECREATION	5,784.00	0.00	0.00		5,784.00	0.00%	
111	001-00-347-2-3000	BOOKER/LEFTY TURNER FIELD	643.00	233.65	233.65		409.35	36.33%	
112	001-00-347-3-1000	BRONSON HOUSE	0.00	0.00	0.00		0.00	0.00%	
113	001-00-347-3-1001	ST JOHNS RIVER CENTER-RENTALS-	0.00	0.00	0.00		0.00	0.00%	
114	001-00-347-3-1003	RENTAL-JENKINS COMM CENTER	0.00	2,065.32	2,065.32		-2,065.32	0.00%	
115	001-00-347-4-1004	Parks Dept OT reimbursement	10,176.00	755.00	755.00		9,421.00	7.41%	
116	001-00-347-4-1005	Cultural OT reimbursement	0.00	0.00	0.00		0.00	0.00%	
117	001-00-347-5-1000	PRICE MARTIN CENTER	3,214.00	0.00	0.00		3,214.00	0.00%	
118			----------	----------	----------		----------	----------	
119		TOTAL	221,456.00	67,113.85	67,113.85		154,342.15	30.00%	
120									
121		**FINES/FORFEITS**							
122	001-00-351-1-1000	COURT FINES	32,136.00	2,280.35	2,280.35		29,855.65	7.09%	
123	001-00-351-3-1000	POLICE EDUCATION	2,142.00	203.84	203.84		1,938.16	9.51%	
124	001-00-354-0-1000	CODE ENFORCEMENT-LIEN FINES	65,343.00	9,097.65	9,097.65		56,245.35	13.92%	
125	001-00-354-0-1001	CODE ENFORCEMENT - LEGAL LIEN	20,600.00	3,032.55	3,032.55		17,567.45	14.72%	
126	001-00-359-0-0500	EVIDENCE FUND	24,897.00	0.00	0.00		24,897.00	0.00%	
127	001-00-359-0-1100	FALSE ALARM FINES	17,675.00	1,343.15	1,343.15		16,331.85	7.59%	
128	001-00-359-0-2000	SPECIAL POLICE TRUST REV	46,160.00	0.00	0.00		46,160.00	0.00%	
129	001-00-359-0-3000	ABATEMENT FINES	2,550.00	0.00	0.00		2,550.00	0.00%	
130			----------	----------	----------		----------	----------	
131		TOTAL	211,503.00	15,957.54	15,957.54		195,545.46	8.00%	
132									
133		**MISCELLANEOUS REVENUES**							
134	001-00-361-1-1000	INTEREST EARNINGS	595,334.00	0.00	0.00		595,334.00	0.00%	
135	001-00-361-1-1001	INTEREST-MONEY MARKET	33,020.00	3,254.03	3,254.03		29,765.97	9.85%	
136	001-00-361-1-1002	INTEREST FROM GAS AUTHORITY	31,291.00	1,148.54	1,148.54		30,142.46	3.67%	
137	001-00-362-0-1000	MISC RENTS	37,615.00	2,450.00	2,450.00		35,165.00	6.51%	
138	001-00-362-0-2000	LAND RENT/LEASE	6,000.00	0.00	0.00		6,000.00	0.00%	
139	001-00-362-0-3000	AMTRAK RENT	2,142.00	340.00	340.00		1,802.00	15.87%	
140	001-00-362-0-5000	RENTAL OF RIVERFRONT PARK OPS	0.00	500.00	500.00		-500.00	0.00%	
141	001-00-362-0-5001	PBM PROFIT SHARE- DOCK RENTALS	280.00	7.56	7.56		272.44	2.70%	
142	001-00-362-0-5002	PBM PROFIT SHARE- SHIP STORE S	5,356.00	426.81	426.81		4,929.19	7.96%	
143	001-00-362-0-5003	PBM PROFIT SHARE- CONCESSION S	50.00	0.00	0.00		50.00	0.00%	
144	001-00-362-0-5004	PBM PROFIT SHARE- PBM OWNED IT	30.00	10.17	10.17		19.83	33.90%	
145	001-00-362-0-5005	PBM PROFIT SHARE- WATER TAXI N	0.00	40.28	40.28		-40.28	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
146	001-00-364-0-1000	CEMETERY LOTS	48,000.00	0.00	0.00		48,000.00	0.00%	
147	001-00-364-0-1010	CEMETERY LOTS RESTRICTED	24,900.00	0.00	0.00		24,900.00	0.00%	
148	001-00-364-0-4900	SURPLUS EQUIPMENT-GENERAL	0.00	0.00	0.00		0.00	0.00%	
149	001-00-364-0-4902	SURPLUS HAMMOCK HALL 429 KIRBY	0.00	0.00	0.00		0.00	0.00%	
150	001-00-366-0-1100	CONTRIBUTION - RECREATION	2,142.00	0.00	0.00		2,142.00	0.00%	
151	001-00-366-0-1150	Libra Philanthropies Foundatio	0.00	0.00	0.00		0.00	0.00%	
152	001-00-366-0-1300	RECREATION - REGISTRATION	2,142.00	840.00	840.00		1,302.00	39.21%	
153	001-00-366-0-1400	RECREATION FIELD RENTALS	643.00	0.00	0.00		643.00	0.00%	
154	001-00-366-0-1700	WELLNESS GRANT - FL BLUE	10,000.00	5,577.02	5,577.02		4,422.98	55.77%	
155	001-00-366-0-2510	FIRE DECONTAMINATION GRANT	565,500.00	0.00	0.00		565,500.00	0.00%	
156	001-00-366-0-7601	CONTRIBUTIONS - SP EVENT JONES	2,062.00	0.00	0.00		2,062.00	0.00%	
157	001-00-366-0-8000	CONTRIBUTION - FIREWORKS	5,356.00	0.00	0.00		5,356.00	0.00%	
158	001-00-366-0-8001	CONTRIBUTION - MAYOR'S RECEPTI	7,498.00	0.00	0.00		7,498.00	0.00%	
159	001-00-366-0-8002	CONTRIBUTION - SPECIAL EVENTS	536.00	0.00	0.00		536.00	0.00%	
160	001-00-366-0-8500	CONTRIBUTION - FIRE PUBLIC EDU	535.00	0.00	0.00		535.00	0.00%	
161	001-00-369-3-1000	REFUNDS & REIMBURSEMENTS	5,356.00	0.00	0.00		5,356.00	0.00%	
162	001-00-369-3-2000	FEMA REIMBURSEMENT	40,000.00	0.00	0.00		40,000.00	0.00%	
163	001-00-369-3-3500	OPIOD SETTLEMENT TRUST FUND RE	0.00	1,453.64	1,453.64		-1,453.64	0.00%	
164	001-00-369-9-0500	MISC REVENUE	37,492.00	9,631.01	9,631.01		27,860.99	25.68%	
165	001-00-369-9-1000	FDOT ISLAND RIGHT OF WAY MAINT	55,333.00	0.00	0.00		55,333.00	0.00%	
166	001-00-369-9-1001	E-PAYABLES REVENUE SHARE	1,610.00	124.07	124.07		1,485.93	7.70%	
167	001-00-369-9-2000	INSURANCE CLAIMS - GENERAL	0.00	10,442.15	10,442.15		-10,442.15	0.00%	
168	001-00-369-9-3000	FDOT LIGHTING MAINTENANCE	42,911.00	0.00	0.00		42,911.00	0.00%	
169	001-00-369-9-3001	FDOT TRAFFIC SIGNAL MAINTENANC	78,529.00	0.00	0.00		78,529.00	0.00%	
170			----------	----------	----------		----------	----------	
171		TOTAL	1,641,663.00	36,245.28	36,245.28		1,605,417.72	2.00%	
172									
173		**TRANSFERS IN**							
174	001-00-381-0-1400	TRANSFER FROM UTILITY FUND-FRA	700,000.00	58,333.00	58,333.00		641,667.00	8.33%	
175	001-00-381-0-1500	TRANSFER FROM SANITATION FUND-	165,000.00	13,750.00	13,750.00		151,250.00	8.33%	
176	001-00-381-0-1900	TRANSFER FROM BETTER PLACE	618,567.00	51,547.00	51,547.00		567,020.00	8.33%	
177	001-00-381-0-2100	TRANSFER FROM UTILITY-STREETS	175,000.00	14,583.00	14,583.00		160,417.00	8.33%	
178			----------	----------	----------		----------	----------	
179		TOTAL	1,658,567.00	138,213.00	138,213.00		1,520,354.00	8.00%	
180									
181		**REIMBURSEMENTS**							

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
182	001-00-382-0-1000	CONTRIB FROM UTILITIES	1,384,506.00	115,376.00	115,376.00		1,269,130.00	8.33%	
183	001-00-382-0-2000	CONTRIB FROM GOLF	189.00	16.00	16.00		173.00	8.46%	
184	001-00-382-0-3000	CONTRIB FROM SANITATION	207,320.00	17,277.00	17,277.00		190,043.00	8.33%	
185	001-00-382-0-5001	ADMIN EXP REIMB-AIRPORT GRANTS	217,037.00	18,086.00	18,086.00		198,951.00	8.33%	
186	001-00-382-0-6000	CONTRIB FROM TAX INCREMENT	141,098.00	11,758.00	11,758.00		129,340.00	8.33%	
187	001-00-382-0-6001	REIMBURSEMENT FROM TAX INCREME	219,318.00	43,582.93	43,582.93		175,735.07	19.87%	
188			----------	----------	----------		----------	----------	
189		TOTAL	2,169,468.00	206,095.93	206,095.93		1,963,372.07	9.00%	
190									
191		**DEBT PROCEEDS**							
192	001-00-384-0-1000	LOAN PROCEEDS	1,000,000.00	0.00	0.00		1,000,000.00	0.00%	
193			----------	----------	----------		----------	----------	
194		TOTAL	1,000,000.00	0.00	0.00		1,000,000.00	0.00%	
195									
196			----------	----------	----------		----------	----------	
197		TOTAL OPERATING & OTHER REV	20,292,037.00	1,390,487.19	1,390,487.19		19,286,152.81	5.00%	
198			----------	----------	----------		----------	----------	
199									
200		**CASH BALANCE FORWARD**							
201	001-00-301-0-1000	OPERATING CASH BALANCE FORWARD	4,480,772.00	100,000.00	100,000.00		4,480,772.00	0.00%	
202	001-00-301-0-1001	EVIDENCE FUND BALANCE FORWARD	7,282.00	0.00	0.00		7,282.00	0.00%	
203	001-00-301-0-1002	LOT DEMOLITION/CLEANUP BALANCE	22,075.00	0.00	0.00		22,075.00	0.00%	
204	001-00-301-0-1003	IMPACT FEES-POLICE BALANCE FOR	0.00	0.00	0.00		0.00	0.00%	
205	001-00-301-0-1004	IMPACT FEES-FIRE BALANCE FORWA	0.00	0.00	0.00		0.00	0.00%	
206	001-00-301-0-1006	INSURANCE CONTINGENCY BALANCE	624,444.00	0.00	0.00		624,444.00	0.00%	
207	001-00-301-0-1009	SPECIAL CEMETERY BALANCE FORWA	118,889.00	0.00	0.00		118,889.00	0.00%	
208	001-00-301-0-1010	SPECIAL POLICE BALANCE FORWARD	61,271.00	0.00	0.00		61,271.00	0.00%	
209	001-00-301-0-1012	HAND GUN CLASSES BALANCE FORWA	7,637.00	0.00	0.00		7,637.00	0.00%	
210	001-00-301-0-1013	FIRE PUBLIC EDUCATION BALANCE	24,937.00	0.00	0.00		24,937.00	0.00%	
211	001-00-301-0-1019	RED LIGHT CAMERA BALANCE FORWA	49,988.00	0.00	0.00		49,988.00	0.00%	
212	001-00-301-0-1021	LANDSCAPING CODE FEE BALANCE F	61,663.00	0.00	0.00		61,663.00	0.00%	
213	001-00-301-0-1022	I&E EVIDENCE BALANCE FORWARD	7,523.00	0.00	0.00		7,523.00	0.00%	
214	001-00-301-0-1023	PARKS BANK -DONATIONS	284.00	0.00	0.00		284.00	0.00%	
215	001-00-301-0-1024	FIRE CAPITAL REPLACEMENT BALAN	110,000.00	0.00	0.00		110,000.00	0.00%	
216	001-00-301-0-1025	IMPACT FEES-TRANSPORTATION BAL	0.00	0.00	0.00		0.00	0.00%	
217	001-00-301-0-1026	IMPACT FEES-PARKS & REC BALANC	0.00	0.00	0.00		0.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
218			----------	----------	----------		----------	----------	
219		TOTAL	5,576,765.00	100,000.00	100,000.00		5,526,765.00	0.00%	
220			----------	----------	----------		----------	----------	
221	**GENERAL FUND**	**TOTAL REV, TRANFERS & CASH BAL**	**25,868,802.00**	**1,490,487.19**	**1,490,487.19**		**24,428,314.81**	**4.00%**	
222			----------	----------	----------		----------	----------	
223	**GENERAL FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10**								
224		**CITY COMMISSION**							
225									
226		**PERSONNEL SERVICES**							
227	001-01-511-1-1110	COMMISSIONERS SALARIES	121,316.00	9,737.62	9,737.62	0.00	111,578.38	8.02%	
228	001-01-511-1-1200	LEGISLATIVE ASST SALARIES	50,505.00	0.00	0.00	0.00	50,505.00	0.00%	
229	001-01-511-1-2100	FICA TAX EXPENSE	13,144.00	732.86	732.86	0.00	12,411.14	5.57%	
230	001-01-511-1-2200	RETIREMENT EXPENSE	47,423.00	2,821.27	2,821.27	8,251.21	36,350.52	5.94%	
231	001-01-511-1-2300	HEALTH AND LIFE INSURANCE	15,893.00	1,156.32	1,156.32	0.00	14,736.68	7.27%	
232			----------	----------	----------	----------	----------	---------	
233		TOTAL	248,281.00	14,448.07	14,448.07	8,251.21	225,581.72	6.00%	
234									
235		**OPERATING EXPENSES**							
236	001-01-511-3-3100	PROFESSIONAL SERVICES	90,000.00	5,000.00	5,000.00	21,799.90	63,200.10	5.55%	
237	001-01-511-3-4022	SCHOOLING/CONF-MAYOR	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
238	001-01-511-3-4023	SCHOOLING/CONF-Commissioner W	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
239	001-01-511-3-4024	SCHOOLING/CONF-COMM CAMPBELL	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
240	001-01-511-3-4025	SCHOOLING/CONF-COMM DAVIS	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
241	001-01-511-3-4026	SCHOOLING/CONF-COMM BOROM	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
242	001-01-511-3-4100	COMMUNICATIONS SERVICES	6,000.00	267.33	267.33	0.00	5,732.67	4.45%	
243	001-01-511-3-4800	ADVERTISING	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
244	001-01-511-3-4901	SPECIAL EVENTS & PROJECTS - Ma	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
245	001-01-511-3-4903	SPECIAL EVENTS & PROJECTS - Co	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
246	001-01-511-3-4904	SPECIAL EVENTS & PROJECTS - Co	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
247	001-01-511-3-4905	SPECIAL EVENTS & PROJECTS - Co	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
248	001-01-511-3-4906	SPECIAL EVENTS & PROJECTS - Co	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
249	001-01-511-3-4907	MAYOR'S RECEPTION	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
250	001-01-511-3-4910	NEFLC	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
251	001-01-511-3-4930	CITIZENS TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00%	
252	001-01-511-3-5100	OFFICE SUPPLIES	520.00	0.00	0.00	0.00	520.00	0.00%	
253	001-01-511-3-5260	UNIFORMS	520.00	0.00	0.00	0.00	520.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
254	001-01-511-3-5280	OPERATING SUPPLIES	3,213.00	99.00	99.00	681.00	2,433.00	3.08%	
255	001-01-511-3-5283	SBDC	10,000.00	2,500.00	2,500.00	7,500.00	0.00	25.00%	
256	001-01-511-3-5284	AWARDS/RECONGNITION	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
257	001-01-511-3-5286	YOUTH AMBASSADOR PROGRAM	520.00	0.00	0.00	0.00	520.00	0.00%	
258	001-01-511-3-5287	NON-PROFIT ORGANIZATION ASSIST	50,000.00	0.00	0.00	1,000.00	49,000.00	0.00%	
259	001-01-511-3-5400	MEMBR,SUBSCRIPT,DUES	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
260			---	---	---	---	---	---	
261		TOTAL	259,273.00	7,866.33	7,866.33	30,980.90	220,425.77	3.00%	
262									
263		**CAPITAL OUTLAY**							
264	001-01-511-6-6400	CAPITAL OUTLAY	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
265			---	---	---	---	---	---	
266		TOTAL	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
267			---	---	---	---	---	---	
268									
269		**COMMISSIONER INTERNS**							
270	001-01-512-1-1200	REGULAR SALARIES	31,500.00	0.00	0.00	0.00	31,500.00	0.00%	
271	001-01-512-1-2100	FICA TAX EXPENSE	2,410.00	0.00	0.00	0.00	2,410.00	0.00%	
272			---	---	---	---	---	---	
273		TOTAL	33,910.00	0.00	0.00	0.00	33,910.00	0.00%	
274		**DEPARTMENT TOTAL**	**561,464.00**	**22,314.40**	**22,314.40**	**39,232.11**	**499,917.49**	**4.00%**	
275			---	---	---	---	---	---	
276		**CITY MANAGER'S OFFICE**							
277									
278		**PERSONNEL SERVICES**							
279	001-20-512-1-1100	EXECUTIVE SALARIES	313,485.00	13,076.94	13,076.94	0.00	300,408.06	4.17%	
280	001-20-512-1-1200	REGULAR SALARIES	175,565.00	7,918.40	7,918.40	0.00	167,646.60	4.51%	
281	001-20-512-1-2100	FICA TAX EXPENSE	37,412.00	1,579.03	1,579.03	0.00	35,832.97	4.22%	
282	001-20-512-1-2200	RETIREMENT EXPENSE	134,978.00	5,794.72	5,794.72	0.00	129,183.28	4.29%	
283	001-20-512-1-2300	HEALTH AND LIFE INSURANCE	90,474.00	1,169.20	1,169.20	0.00	89,304.80	1.29%	
284			---	---	---	---	---	---	
285		TOTAL	751,914.00	29,538.29	29,538.29	0.00	722,375.71	4.00%	
286									
287		**OPERATING EXPENSES**							
288	001-20-512-3-3100	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
289	001-20-512-3-3120	PRE-EMPLOYMENT EXPENSE	200.00	0.00	0.00	0.00	200.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
290	001-20-512-3-4021	SCHOOLING/CONF-CITY MANAGER	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
291	001-20-512-3-4100	COMMUNICATIONS SERVICES	2,296.00	112.35	112.35	0.00	2,183.65	4.89%	
292	001-20-512-3-4200	POSTAGE AND FREIGHT	832.00	0.00	0.00	0.00	832.00	0.00%	
293	001-20-512-3-4400	RENTALS AND LEASES	0.00	0.00	0.00	0.00	0.00	0.00%	
294	001-20-512-3-4630	VEHICLE MAINTENANCE	1,040.00	0.00	0.00	300.00	740.00	0.00%	
295	001-20-512-3-4700	PRINTING AND BINDING	600.00	0.00	0.00	0.00	600.00	0.00%	
296	001-20-512-3-5000	FINES & FEES	0.00	9.54	9.54	0.00	-9.54	0.00%	
297	001-20-512-3-5100	OFFICE SUPPLIES	1,200.00	0.00	0.00	0.00	1,200.00	0.00%	
298	001-20-512-3-5210	GAS AND LUBRICANTS	2,080.00	0.00	0.00	0.00	2,080.00	0.00%	
299	001-20-512-3-5260	UNIFORMS	600.00	0.00	0.00	0.00	600.00	0.00%	
300	001-20-512-3-5280	OPERATING SUPPLIES	3,000.00	80.74	80.74	194.30	2,724.96	2.69%	
301	001-20-512-3-5400	MEMBR,SUBSCRIPT,DUES	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
302			---	---	---	---	---	---	
303		TOTAL	47,848.00	202.63	202.63	494.30	47,151.07	0.00%	
304									
305		**CAPITAL OUTLAY**							
306	001-20-512-6-6400	CAPITAL OUTLAY	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
307			---	---	---	---	---	---	
308		TOTAL	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
309			---	---	---	---	---	---	
310		**DEPARTMENT TOTAL**	**809,762.00**	**29,740.92**	**29,740.92**	**494.30**	**779,526.78**	**4.00%**	
311			---	---	---	---	---	---	
312		**CITY CLERK'S OFFICE**							
313									
314		**PERSONNEL SERVICES**							
315	001-21-512-1-1100	EXECUTIVE SALARIES	71,253.00	5,256.00	5,256.00	0.00	65,997.00	7.37%	
316	001-21-512-1-1200	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00%	
317	001-21-512-1-2100	FICA TAX EXPENSE	5,451.00	361.66	361.66	0.00	5,089.34	6.63%	
318	001-21-512-1-2200	RETIREMENT EXPENSE	19,666.00	1,450.65	1,450.65	0.00	18,215.35	7.37%	
319	001-21-512-1-2300	HEALTH AND LIFE INSURANCE	13,182.00	577.12	577.12	0.00	12,604.88	4.37%	
320			---	---	---	---	---	---	
321		TOTAL	109,552.00	7,645.43	7,645.43	0.00	101,906.57	7.00%	
322									
323		**OPERATING EXPENSES**							
324	001-21-512-3-3100	PROFESSIONAL SERVICES	22,300.00	16,457.67	16,457.67	0.00	5,842.33	73.80%	
325	001-21-512-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
326	001-21-512-3-3400	CONTRACTUAL SERVICES	10,006.00	5,287.59	5,287.59	0.00	4,718.41	52.84%	
327	001-21-512-3-4027	SCHOOLING/CONF-CITY CLERK	5,000.00	0.00	0.00	229.60	4,770.40	0.00%	
328	001-21-512-3-4100	COMMUNICATIONS SERVICES	520.00	74.90	74.90	0.00	445.10	14.40%	
329	001-21-512-3-4200	POSTAGE AND FREIGHT	300.00	0.00	0.00	0.00	300.00	0.00%	
330	001-21-512-3-4400	RENTALS AND LEASES	2,880.00	0.00	0.00	0.00	2,880.00	0.00%	
331	001-21-512-3-4700	PRINTING AND BINDING	2,500.00	12.16	12.16	0.00	2,487.84	0.48%	
332	001-21-512-3-4810	LEGAL ADVERTISING	7,000.00	0.00	0.00	0.00	7,000.00	0.00%	
333	001-21-512-3-5000	FINES & FEES	300.00	0.00	0.00	0.00	300.00	0.00%	
334	001-21-512-3-5100	OFFICE SUPPLIES	600.00	0.00	0.00	0.00	600.00	0.00%	
335	001-21-512-3-5260	UNIFORMS	400.00	0.00	0.00	0.00	400.00	0.00%	
336	001-21-512-3-5280	OPERATING SUPPLIES	5,000.00	0.00	0.00	284.44	4,715.56	0.00%	
337	001-21-512-3-5400	MEMBR,SUBSCRIPT,DUES	1,100.00	0.00	0.00	0.00	1,100.00	0.00%	
338			---	---	---	---	---	---	
339		TOTAL	57,906.00	21,832.32	21,832.32	514.04	35,559.64	38.00%	
340									
341		**CAPITAL OUTLAY**							
342			---	---	---	---	---	---	
343		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
344			---	---	---	---	---	---	
345		**DEPARTMENT TOTAL**	**167,458.00**	**29,477.75**	**29,477.75**	**514.04**	**137,466.21**	**18.00%**	
346			---	---	---	---	---	---	
347		**FINANCE**							
348									
349		**PERSONNEL SERVICES**							
350	001-22-513-1-1100	EXECUTIVE SALARIES	121,758.00	9,366.00	9,366.00	0.00	112,392.00	7.69%	
351	001-22-513-1-1200	REGULAR SALARIES	252,663.00	20,614.40	20,614.40	0.00	232,048.60	8.15%	
352	001-22-513-1-1400	OVERTIME	7,000.00	0.00	0.00	0.00	7,000.00	0.00%	
353	001-22-513-1-2100	FICA TAX EXPENSE	29,179.00	2,225.04	2,225.04	0.00	26,953.96	7.62%	
354	001-22-513-1-2200	RETIREMENT EXPENSE	105,272.00	8,274.59	8,274.59	0.00	96,997.41	7.86%	
355	001-22-513-1-2300	HEALTH AND LIFE INSURANCE	70,563.00	2,462.88	2,462.88	0.00	68,100.12	3.49%	
356			---	---	---	---	---	---	
357		TOTAL	586,435.00	42,942.91	42,942.91	0.00	543,492.09	7.00%	
358									
359		**OPERATING EXPENSES**							
360	001-22-513-3-3100	PROFESSIONAL SERVICES	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
361	001-22-513-3-3120	PRE-EMPLOYMENT EXPENSE	300.00	0.00	0.00	0.00	300.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
362	001-22-513-3-3200	ACCOUNTING AND AUDITING	43,709.00	0.00	0.00	0.00	43,709.00	0.00%	
363	001-22-513-3-4020	SCHOOLING, CONFERENCE, ETC	7,644.00	0.00	0.00	1,109.28	6,534.72	0.00%	
364	001-22-513-3-4100	COMMUNICATIONS SERVICES	655.00	37.45	37.45	0.00	617.55	5.71%	
365	001-22-513-3-4200	POSTAGE AND FREIGHT	825.00	189.06	189.06	167.00	468.94	22.91%	
366	001-22-513-3-4400	RENTALS AND LEASES	1,800.00	0.00	0.00	0.00	1,800.00	0.00%	
367	001-22-513-3-4700	PRINTING AND BINDING	1,500.00	190.57	190.57	0.00	1,309.43	12.70%	
368	001-22-513-3-5000	FINES & FEES	5,000.00	1,068.10	1,068.10	0.00	3,931.90	21.36%	
369	001-22-513-3-5100	OFFICE SUPPLIES	1,900.00	0.00	0.00	163.06	1,736.94	0.00%	
370	001-22-513-3-5260	UNIFORMS	600.00	0.00	0.00	0.00	600.00	0.00%	
371	001-22-513-3-5280	OPERATING SUPPLIES	1,900.00	0.00	0.00	0.00	1,900.00	0.00%	
372	001-22-513-3-5400	MEMBR,SUBSCRIPT,DUES	500.00	0.00	0.00	60.00	440.00	0.00%	
373			---	---	---	---	---	---	
374		TOTAL	96,333.00	1,485.18	1,485.18	1,499.34	93,348.48	2.00%	
375									
376		**CAPITAL OUTLAY**							
377	001-22-513-6-6400	CAPITAL OUTLAY	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
378			---	---	---	---	---	---	
379		TOTAL	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
380			---	---	---	---	---	---	
381		**DEPARTMENT TOTAL**	**687,768.00**	**44,428.09**	**44,428.09**	**1,499.34**	**641,840.57**	**6.00%**	
382			---	---	---	---	---	---	
383		**HUMAN RESOURCES**							
384									
385		**PERSONNEL SERVICES**							
386	001-25-513-1-1100	EXECUTIVE SALARIES	105,000.00	6,384.00	6,384.00	0.00	98,616.00	6.08%	
387	001-25-513-1-1200	SALARY	130,494.00	4,200.00	4,200.00	0.00	126,294.00	3.21%	
388	001-25-513-1-1400	OVERTIME	600.00	0.00	0.00	0.00	600.00	0.00%	
389	001-25-513-1-2100	FICA TAX EXPENSE	18,061.00	785.89	785.89	0.00	17,275.11	4.35%	
390	001-25-513-1-2200	RETIREMENT EXPENSE	65,162.00	2,921.18	2,921.18	0.00	62,240.82	4.48%	
391	001-25-513-1-2300	HEALTH AND LIFE INSURANCE	43,677.00	1,154.24	1,154.24	0.00	42,522.76	2.64%	
392			---	---	---	---	---	---	
393		TOTAL	362,994.00	15,445.31	15,445.31	0.00	347,548.69	4.00%	
394									
395		**OPERATING EXPENSES**							
396	001-25-513-3-3100	PROFESSIONAL SERVICES	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
397	001-25-513-3-3120	PRE-EMPLOYMENT EXPENSE	300.00	0.00	0.00	0.00	300.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
398	001-25-513-3-4020	SCHOOLING, CONFERENCE, ETC	4,576.00	0.00	0.00	0.00	4,576.00	0.00%	
399	001-25-513-3-4100	COMMUNICATIONS SERVICES	563.00	77.90	77.90	0.00	485.10	13.83%	
400	001-25-513-3-4200	POSTAGE AND FREIGHT	228.00	3.70	3.70	33.40	190.90	1.62%	
401	001-25-513-3-4400	RENTALS AND LEASES	686.00	0.00	0.00	0.00	686.00	0.00%	
402	001-25-513-3-4700	PRINTING AND BINDING	563.00	78.24	78.24	0.00	484.76	13.89%	
403	001-25-513-3-4800	ADVERTISING	8,500.00	0.00	0.00	234.00	8,266.00	0.00%	
404	001-25-513-3-5000	FEES & FINES	420.00	0.00	0.00	0.00	420.00	0.00%	
405	001-25-513-3-5100	OFFICE SUPPLIES	1,144.00	0.00	0.00	0.00	1,144.00	0.00%	
406	001-25-513-3-5260	UNIFORMS	300.00	0.00	0.00	0.00	300.00	0.00%	
407	001-25-513-3-5280	OPERATING SUPPLIES	4,576.00	0.00	0.00	0.00	4,576.00	0.00%	
408	001-25-513-3-5288	EMPLOYEE RECOGNITION SUPPLIES	572.00	0.00	0.00	0.00	572.00	0.00%	
409	001-25-513-3-5400	MEMBR,SUBSCRIPT,DUES	572.00	0.00	0.00	0.00	572.00	0.00%	
410	001-25-513-3-5500	WELLNESS PROGRAM	13,728.00	0.00	0.00	0.00	13,728.00	0.00%	
411			---	---	---	---	---	---	
412		TOTAL	61,728.00	159.84	159.84	267.40	61,300.76	0.00%	
413									
414		**CAPITAL OUTLAY**							
415	001-25-513-6-6400	CAPITAL OUTLAY	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
416			---	---	---	---	---	---	
417		TOTAL	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
418			---	---	---	---	---	---	
419		**DEPARTMENT TOTAL**	**433,222.00**	**15,605.15**	**15,605.15**	**267.40**	**417,349.45**	**4.00%**	
420			---	---	---	---	---	---	
421		**FACILITIES MAINTENANCE**							
422									
423		**PERSONNEL SERVICES**							
424	001-23-519-1-1100	EXECUTIVE SALARIES	134,180.00	13,505.20	13,505.20	0.00	120,674.80	10.06%	
425	001-23-519-1-1200	REGULAR SALARIES	122,031.00	8,892.16	8,892.16	0.00	113,138.84	7.28%	
426	001-23-519-1-1400	OVERTIME	7,000.00	797.01	797.01	0.00	6,202.99	11.38%	
427	001-23-519-1-2100	FICA TAX EXPENSE	20,136.00	1,578.87	1,578.87	0.00	18,557.13	7.84%	
428	001-23-519-1-2200	RETIREMENT EXPENSE	72,646.00	6,401.64	6,401.64	0.00	66,244.36	8.81%	
429	001-23-519-1-2300	HEALTH AND LIFE INSURANCE	48,694.00	4,927.84	4,927.84	0.00	43,766.16	10.12%	
430			---	---	---	---	---	---	
431		TOTAL	404,687.00	36,102.72	36,102.72	0.00	368,584.28	9.00%	
432									
433		**OPERATING EXPENSES**							

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
434	001-23-519-3-3100	PROFESSIONAL SERVICES	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
435	001-23-519-3-3120	PRE-EMPLOYMENT EXPENSE	300.00	0.00	0.00	0.00	300.00	0.00%	
436	001-23-519-3-4020	SCHOOLING, CONFERENCE, ETC	5,000.00	375.00	375.00	0.00	4,625.00	7.50%	
437	001-23-519-3-4100	COMMUNICATIONS SERVICES	1,800.00	149.80	149.80	0.00	1,650.20	8.32%	
438	001-23-519-3-4400	RENTALS AND LEASES	1,600.00	0.00	0.00	0.00	1,600.00	0.00%	
439	001-23-519-3-4610	BUILDING MAINTENANCE	25,000.00	0.00	0.00	3,764.02	21,235.98	0.00%	
440	001-23-519-3-4620	EQUIPMENT MAINTENANCE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
441	001-23-519-3-4630	VEHICLE MAINTENANCE	5,500.00	0.00	0.00	0.00	5,500.00	0.00%	
442	001-23-519-3-5100	OFFICE SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
443	001-23-519-3-5210	GAS AND LUBRICANTS	4,500.00	228.79	228.79	0.00	4,271.21	5.08%	
444	001-23-519-3-5250	SMALL TOOLS	3,500.00	58.20	58.20	74.00	3,367.80	1.66%	
445	001-23-519-3-5260	UNIFORMS	2,500.00	74.16	74.16	0.00	2,425.84	2.96%	
446	001-23-519-3-5280	OPERATING SUPPLIES	3,500.00	46.87	46.87	39.96	3,413.17	1.33%	
447	001-23-519-3-5400	MEMBR,SUBSCRIPT,DUES	500.00	0.00	0.00	0.00	500.00	0.00%	
448			---	---	---	---	---	---	
449		TOTAL	66,200.00	932.82	932.82	3,877.98	61,389.20	1.00%	
450									
451		**CAPITAL OUTLAY**							
452	001-23-519-6-6400	CAPITAL OUTLAY	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
453			---	---	---	---	---	---	
454		TOTAL	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
455									
456		**DEBT SERVICE**							
457	001-23-517-7-7101	PRINCIPAL PUBLIC WORKS BLDG	12,788.00	0.00	0.00	0.00	12,788.00	0.00%	
458	001-23-517-7-7201	INTEREST PUBLIC WORKS BLDG	21,966.00	0.00	0.00	0.00	21,966.00	0.00%	
459			---	---	---	---	---	---	
460		TOTAL	34,754.00	0.00	0.00	0.00	34,754.00	0.00%	
461									
462		**TRANSFERS ADMINISTRATIVE**							
463	001-23-519-9-9104	REIMB FLEET MAINTENANCE	22,897.00	1,908.00	1,908.00	0.00	20,989.00	8.33%	
464			---	---	---	---	---	---	
465		TOTAL	22,897.00	1,908.00	1,908.00	0.00	20,989.00	8.00%	
466			---	---	---	---	---	---	
467		**DEPARTMENT TOTAL**	**553,538.00**	**38,943.54**	**38,943.54**	**3,877.98**	**510,716.48**	**7.00%**	
468			---	---	---	---	---	---	
469		**INFORMATION TECHNOLOGY DEPT**							

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
470									
471		**PERSONNEL SERVICES**							
472	001-17-516-1-1100	EXECUTIVE SALARIES	0.00	0.00	0.00	0.00	0.00	0.00%	
473	001-17-516-1-2100	FICA TAX EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
474	001-17-516-1-2200	RETIREMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
475			---	---	---	---	---	---	
476		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
477									
478		**OPERATING EXPENSES**							
479	001-17-516-3-3100	PROFESSIONAL SERVICES	195,000.00	1,777.50	1,777.50	517.50	192,705.00	0.91%	
480	001-17-516-3-4100	COMMUNICATIONS SERVICES	1,000.00	50.00	50.00	0.00	950.00	5.00%	
481	001-17-516-3-5241	SOFTWARE	55,000.00	0.00	0.00	0.00	55,000.00	0.00%	
482	001-17-516-3-5242	HARDWARE	24,000.00	180.00	180.00	641.35	23,178.65	0.75%	
483	001-17-516-3-5401	SOFTWARE SUBSCRIPT, LICENSES	160,000.00	2,776.28	2,776.28	0.00	157,223.72	1.73%	
484			---	---	---	---	---	---	
485		TOTAL	435,000.00	4,783.78	4,783.78	1,158.85	429,057.37	1.00%	
486									
487		**CAPITAL OUTLAY**							
488			---	---	---	---	---	---	
489		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
490									
491		**DEBT SERVICE**							
492			---	---	---	---	---	---	
493		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
494			---	---	---	---	---	---	
495		**DEPARTMENT TOTAL**	**435,000.00**	**4,783.78**	**4,783.78**	**1,158.85**	**429,057.37**	**1.00%**	
496			---	---	---	---	---	---	
497		**GENERAL ADMIN - CITY HALL**							
498									
499		**PERSONNEL**							
500			---	---	---	---	---	---	
501		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
502									
503		**OPERATING EXPENSES**							
504	001-04-513-3-3100	PROFESSIONAL SERVICES	55,000.00	0.00	0.00	0.00	55,000.00	0.00%	
505	001-04-513-3-4100	COMMUNICATIONS SERVICES	5,200.00	154.06	154.06	0.00	5,045.94	2.96%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
506	001-04-513-3-4200	POSTAGE AND FREIGHT	2,600.00	0.00	0.00	0.00	2,600.00	0.00%	
507	001-04-513-3-4320	ELECTRICITY	9,360.00	782.46	782.46	0.00	8,577.54	8.35%	
508	001-04-513-3-4400	RENTALS AND LEASES	2,915.00	179.85	179.85	0.00	2,735.15	6.16%	
509	001-04-513-3-4610	CITY HALL BUILDING MAINTENANCE	25,000.00	450.00	450.00	6,622.70	17,927.30	1.80%	
510	001-04-513-3-4615	ANNEX BUILDING EXP	15,000.00	0.00	0.00	1,214.90	13,785.10	0.00%	
511	001-04-513-3-4620	EQUIPMENT MAINTENANCE	4,160.00	0.00	0.00	0.00	4,160.00	0.00%	
512	001-04-513-3-4700	PRINTING AND BINDING	6,000.00	595.15	595.15	130.00	5,274.85	9.91%	
513	001-04-513-3-5100	OFFICE SUPPLIES	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
514	001-04-513-3-5230	JANITORIAL SUPPLIES	4,560.00	167.72	167.72	0.00	4,392.28	3.67%	
515			----------	----------	----------	----------	----------	---------	
516		TOTAL	135,795.00	2,329.24	2,329.24	7,967.60	125,498.16	2.00%	
517			----------	----------	----------	----------	----------	---------	
518									
519		**CAPITAL OUTLAY**							
520	001-04-513-6-6445	CITY HALL BUILDING IMPROVEMENT	85,000.00	0.00	0.00	972.00	84,028.00	0.00%	
521	001-04-513-6-6450	ANNEX HALL BUILDING IMPROVEMEN	35,000.00	0.00	0.00	0.00	35,000.00	0.00%	
522			----------	----------	----------	----------	----------	---------	
523		TOTAL	120,000.00	0.00	0.00	972.00	119,028.00	0.00%	
524			----------	----------	----------	----------	----------	---------	
525		**LEGAL COUNSEL**							
526									
527		**PERSONNEL SERVICES**							
528	001-04-514-1-1000	EXECUTIVE SALARIES	162,785.00	12,521.60	12,521.60	0.00	150,263.40	7.69%	
529	001-04-514-1-2100	FICA TAXES	12,453.00	932.41	932.41	0.00	11,520.59	7.48%	
530	001-04-514-1-2200	RETIREMENT-GENERAL	44,929.00	3,455.96	3,455.96	0.00	41,473.04	7.69%	
531	001-04-514-1-2300	HEALTH AND LIFE INSURANCE	8,139.00	577.12	577.12	0.00	7,561.88	7.09%	
532			----------	----------	----------	----------	----------	---------	
533		TOTAL	228,306.00	17,487.09	17,487.09	0.00	210,818.91	8.00%	
534									
535		**OPERATING EXPENSES**							
536	001-04-514-3-3100	PROFESSIONAL SERVICES	4,160.00	0.00	0.00	0.00	4,160.00	0.00%	
537	001-04-514-3-3110	FL BAR INTERN EXP	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
538	001-04-514-3-4020	SCHOOLING/CONF-CITY ATTORNEY	5,200.00	1,687.13	1,687.13	0.00	3,512.87	32.44%	
539	001-04-514-3-5000	FINES & FEES	0.00	133.31	133.31	0.00	-133.31	0.00%	
540	001-04-514-3-5260	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00%	
541	001-04-514-3-5280	OPERATING SUPPLIES	1,040.00	37.45	37.45	0.00	1,002.55	3.60%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
542	001-04-514-3-5400	Membership, subscription, dues	6,300.00	447.34	447.34	4,764.38	1,088.28	7.10%	
543			----------	----------	----------	----------	----------	---------	
544		TOTAL	19,700.00	2,305.23	2,305.23	4,764.38	12,630.39	12.00%	
545			----------	----------	----------	----------	----------	---------	
546									
547		**CAPITAL OUTLAY**							
548			----------	----------	----------	----------	----------	---------	
549		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
550			----------	----------	----------	----------	----------	---------	
551									
552		**DEBT SERVICE**							
553	001-04-517-7-7101	PRINCIPAL-2020 ADMIN VEHICLE T	11,454.00	0.00	0.00	0.00	11,454.00	0.00%	
554	001-04-517-7-7201	INTEREST-2020 ADMIN VEHICLE TD	104.00	0.00	0.00	0.00	104.00	0.00%	
555			----------	----------	----------	----------	----------	---------	
556		TOTAL	11,558.00	0.00	0.00	0.00	11,558.00	0.00%	
557			----------	----------	----------	----------	----------	---------	
558		**OTHER GOVERNMENT SERVICES**							
559									
560		**OPERATING EXPENSES**							
561	001-04-519-3-3100	PROFESSIONAL SERVIES	30,000.00	320.00	320.00	3,520.00	26,160.00	1.06%	
562	001-04-519-3-3420	FIREWORKS - SPECIAL EVENTS	52,000.00	0.00	0.00	0.00	52,000.00	0.00%	
563	001-04-519-3-4500	LIABILITY INSURANCE	605,000.00	140,183.09	140,183.09	416,259.27	48,557.64	23.17%	
564	001-04-519-3-4510	INSURANCE CLAIMS REIMBURSABLE	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
565	001-04-519-3-4810	LEGAL ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00%	
566	001-04-519-3-4920	PROPERTY TAX	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
567	001-04-519-3-4930	SPECIAL EVENTS	26,400.00	0.00	0.00	0.00	26,400.00	0.00%	
568	001-04-519-3-4940	SPECIAL EVENTS - FESTIVALS	75,000.00	0.00	0.00	0.00	75,000.00	0.00%	
569	001-04-519-3-4951	BLUE CRAB EVENT	0.00	0.00	0.00	0.00	0.00	0.00%	
570			----------	----------	----------	----------	----------	---------	
571		TOTAL	818,400.00	140,503.09	140,503.09	419,779.27	258,117.64	17.00%	
572									
573		**CAPITAL OUTLAY**							
574	001-04-519-6-6120	LAND PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00%	
575			----------	----------	----------	----------	----------	---------	
576		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
577									

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
578		**GRANTS & AIDS**							
579	001-04-519-1-2400	WORKERS COMP	285,000.00	71,218.16	71,218.16	213,654.48	127.36	24.98%	
580			---	---	---	---	---	---	
581		TOTAL	285,000.00	71,218.16	71,218.16	213,654.48	127.36	25.00%	
582									
583		**CAPITAL GRANTS**							
584	001-04-519-8-8210	CHAMBER OF COMMERCE	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
585	001-04-519-8-8220	DEO STRATEGIC REVITALIZATION G	0.00	0.00	0.00	0.00	0.00	0.00%	
586			---	---	---	---	---	---	
587		TOTAL	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
588			---	---	---	---	---	---	
589		DEPARTMENT	1,626,259.00	233,842.81	233,842.81	647,137.73	745,278.46	14.00%	
590			---	---	---	---	---	---	
591		**PLANNING & ZONING DEPARTMENT**							
592									
593		**PERSONNEL SERVICES**							
594	001-02-524-1-1100	EXECUTIVE SALARIES	110,838.00	9,362.40	9,362.40	0.00	101,475.60	8.44%	
595	001-02-524-1-1200	REGULAR SALARIES	209,230.00	9,270.28	9,270.28	0.00	199,959.72	4.43%	
596	001-02-524-1-1400	OVERTIME	1,200.00	0.00	0.00	0.00	1,200.00	0.00%	
597	001-02-524-1-2100	FICA TAX EXPENSE	24,577.00	1,385.63	1,385.63	0.00	23,191.37	5.63%	
598	001-02-524-1-2200	RETIREMENT EXPENSE	88,670.00	5,142.62	5,142.62	0.00	83,527.38	5.79%	
599	001-02-524-1-2300	HEALTH AND LIFE INSURANCE	59,435.00	2,466.12	2,466.12	0.00	56,968.88	4.14%	
600			---	---	---	---	---	---	
601		TOTAL	493,950.00	27,627.05	27,627.05	0.00	466,322.95	6.00%	
602									
603		**OPERATING EXPENSES**							
604	001-02-524-3-3100	PROFESSIONAL SERVICES	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
605	001-02-524-3-3120	PRE-EMPLOYMENT EXPENSE	450.00	0.00	0.00	0.00	450.00	0.00%	
606	001-02-524-3-4020	SCHOOLING, CONFERENCE, ETC	9,500.00	256.00	256.00	0.00	9,244.00	2.69%	
607	001-02-524-3-4100	COMMUNICATIONS SERVICES	650.00	73.52	73.52	0.00	576.48	11.31%	
608	001-02-524-3-4200	POSTAGE AND FREIGHT	1,700.00	49.58	49.58	0.00	1,650.42	2.91%	
609	001-02-524-3-4310	NATURAL GAS	1,500.00	24.50	24.50	0.00	1,475.50	1.63%	
610	001-02-524-3-4330	CREDIT CARD FEES	2,000.00	156.18	156.18	0.00	1,843.82	7.80%	
611	001-02-524-3-4400	RENTALS AND LEASES	5,500.00	0.00	0.00	0.00	5,500.00	0.00%	
612	001-02-524-3-4620	EQUIPMENT MAINTENANCE	1,600.00	0.00	0.00	0.00	1,600.00	0.00%	
613	001-02-524-3-4630	VEHICLE MAINTENANCE	900.00	0.00	0.00	0.00	900.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
614	001-02-524-3-4700	PRINTING AND BINDING	2,300.00	395.01	395.01	0.00	1,904.99	17.17%	
615	001-02-524-3-4810	LEGAL ADVERTISING	14,000.00	0.00	0.00	0.00	14,000.00	0.00%	
616	001-02-524-3-5000	FEES & FINES	150.00	0.00	0.00	0.00	150.00	0.00%	
617	001-02-524-3-5100	OFFICE SUPPLIES	1,560.00	230.90	230.90	0.00	1,329.10	14.80%	
618	001-02-524-3-5210	GAS AND LUBRICANTS	800.00	47.17	47.17	0.00	752.83	5.89%	
619	001-02-524-3-5260	UNIFORMS	900.00	0.00	0.00	0.00	900.00	0.00%	
620	001-02-524-3-5280	OPERATING SUPPLIES	6,000.00	757.90	757.90	0.00	5,242.10	12.63%	
621	001-02-524-3-5400	MEMBR,SUBSCRIPT,DUES	12,200.00	0.00	0.00	0.00	12,200.00	0.00%	
622			---	---	---	---	---	---	
623		TOTAL	161,710.00	1,990.76	1,990.76	0.00	159,719.24	1.00%	
624									
625		**CAPITAL OUTLAY**							
626			---	---	---	---	---	---	
627		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
628									
629		**GRANT**							
630	001-02-524-8-6402	DEO COMMUNITY PLANNING TECH AS	75,000.00	0.00	0.00	0.00	75,000.00	0.00%	
631			---	---	---	---	---	---	
632		TOTAL	75,000.00	0.00	0.00	0.00	75,000.00	0.00%	
633			---	---	---	---	---	---	
634		**DEPARTMENT TOTAL**	**730,660.00**	**29,617.81**	**29,617.81**	**0.00**	**701,042.19**	**4.00%**	
635			---	---	---	---	---	---	
636		**POLICE DEPARTMENT**							
637									
638		**PERSONNEL SERVICES**							
639	001-07-521-1-1100	EXECUTIVE SALARIES	442,533.00	38,268.28	38,268.28	0.00	404,264.72	8.64%	
640	001-07-521-1-1200	REGULAR SALARIES	1,982,075.00	146,517.39	146,517.39	0.00	1,835,557.61	7.39%	
641	001-07-521-1-1220	CLERICAL SALARIES	277,641.00	16,542.08	16,542.08	0.00	261,098.92	5.95%	
642	001-07-521-1-1221	VOCA SALARIES	46,137.00	0.00	0.00	0.00	46,137.00	0.00%	
643	001-07-521-1-1300	OTHER SALARIES & WAGES	38,850.00	0.00	0.00	0.00	38,850.00	0.00%	
644	001-07-521-1-1400	OVERTIME	200,000.00	21,089.45	21,089.45	0.00	178,910.55	10.54%	
645	001-07-521-1-2100	FICA TAX EXPENSE	224,994.00	16,301.48	16,301.48	0.00	208,692.52	7.24%	
646	001-07-521-1-2101	FICA TAX VOCA EXPENSE	3,529.00	0.00	0.00	0.00	3,529.00	0.00%	
647	001-07-521-1-2200	RETIREMENT-CLERICAL BENEFIT	100,085.00	4,952.59	4,952.59	0.00	95,132.41	4.94%	
648	001-07-521-1-2201	PENSION-POLICE BENEFIT	544,321.00	40,030.38	40,030.38	0.00	504,290.62	7.35%	
649	001-07-521-1-2300	HEALTH AND LIFE INSURANCE	552,639.00	44,856.88	44,856.88	0.00	507,782.12	8.11%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
650			----------	----------	----------	----------	----------	---------	
651		TOTAL	4,412,804.00	328,558.53	328,558.53	0.00	4,084,245.47	7.00%	
652									
653		**OPERATING EXPENSES**							
654	001-07-521-3-3100	PROFESSIONAL SERVICES	135,000.00	22,066.56	22,066.56	4,888.32	108,045.12	16.34%	
655	001-07-521-3-3120	PRE-EMPLOYMENT EXPENSE	4,000.00	600.00	600.00	177.58	3,222.42	15.00%	
656	001-07-521-3-3500	CONFIDENTIAL INFORMANTS - I&E	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
657	001-07-521-3-4020	SCHOOLING, CONFERENCE, ETC	19,000.00	2,941.00	2,941.00	8,203.90	7,855.10	15.47%	
658	001-07-521-3-4100	COMMUNICATIONS SERVICES	36,520.00	2,568.91	2,568.91	0.00	33,951.09	7.03%	
659	001-07-521-3-4200	OUTGOING POSTAGE/FREIGHT	1,450.00	52.09	52.09	0.00	1,397.91	3.59%	
660	001-07-521-3-4320	ELECTRICITY	11,500.00	1,192.55	1,192.55	0.00	10,307.45	10.37%	
661	001-07-521-3-4330	CREDIT CARD FEES	500.00	0.00	0.00	0.00	500.00	0.00%	
662	001-07-521-3-4380	ANIMAL CONTROL	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
663	001-07-521-3-4390	K-9 CARE	4,400.00	89.25	89.25	0.00	4,310.75	2.02%	
664	001-07-521-3-4400	RENTALS AND LEASES	6,200.00	1,628.00	1,628.00	1,056.00	3,516.00	26.25%	
665	001-07-521-3-4500	LIABILITY, AUTO, PROPERTY INSU	0.00	2,708.00	2,708.00	0.00	-2,708.00	0.00%	
666	001-07-521-3-4510	INSURANCE CLAIMS REIMBURSABLE	35,000.00	0.00	0.00	0.00	35,000.00	0.00%	
667	001-07-521-3-4610	BUILDING MAINTENANCE	30,000.00	53.14	53.14	527.88	29,418.98	0.17%	
668	001-07-521-3-4620	EQUIPMENT MAINTENANCE	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
669	001-07-521-3-4630	VEHICLE MAINTENANCE	59,000.00	763.48	763.48	3,602.85	54,633.67	1.29%	
670	001-07-521-3-4650	RANGE MAINTENANCE	1,000.00	158.56	158.56	792.80	48.64	15.85%	
671	001-07-521-3-4700	PRINTING AND BINDING	2,165.00	235.45	235.45	0.00	1,929.55	10.87%	
672	001-07-521-3-4950	POLICE ATHLETIC LEAGUE	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
673	001-07-521-3-5000	FINES & FEES	200.00	0.00	0.00	0.00	200.00	0.00%	
674	001-07-521-3-5100	OFFICE SUPPLIES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
675	001-07-521-3-5210	GAS AND LUBRICANTS	140,000.00	8,258.74	8,258.74	0.00	131,741.26	5.89%	
676	001-07-521-3-5230	JANITORIAL SUPPLIES	2,000.00	494.38	494.38	0.00	1,505.62	24.71%	
677	001-07-521-3-5260	UNIFORMS	19,050.00	186.97	186.97	6,324.85	12,538.18	0.98%	
678	001-07-521-3-5270	PUBLIC SAFETY SCHOLARSHIP POLI	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
679	001-07-521-3-5280	OPERATING SUPPLIES	43,400.00	532.91	532.91	2,288.81	40,578.28	1.22%	
680	001-07-521-3-5281	SPECIAL POLICE TRUST EXPENSE	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
681	001-07-521-3-5282	EVIDENCE FUND EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
682	001-07-521-3-5400	MEMBR,SUBSCRIPT,DUES	1,725.00	0.00	0.00	0.00	1,725.00	0.00%	
683			----------	----------	----------	----------	----------	---------	
684		TOTAL	621,110.00	44,529.99	44,529.99	27,862.99	548,717.02	7.00%	
685									

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
686		**CAPITAL OUTLAY**							
687	001-07-521-6-6400	CAPITAL OUTLAY	346,696.00	0.00	0.00	0.00	346,696.00	0.00%	
688	001-07-521-6-6401	VEHICLE PURCHASES	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
689			---	---	---	---	---	---	
690		TOTAL	446,696.00	0.00	0.00	0.00	446,696.00	0.00%	
691									
692		**GRANTS & AIDS**							
693	001-07-521-8-8320	BULLET PROOF GRANT-50% CITY	4,388.00	0.00	0.00	0.00	4,388.00	0.00%	
694	001-07-521-8-8370	BULLET PROOF GRANT	4,388.00	0.00	0.00	0.00	4,388.00	0.00%	
695	001-07-521-8-8531	2023 JAGC	22,740.00	0.00	0.00	4,100.00	18,640.00	0.00%	
696	001-07-521-8-8532	FDLE GRANT POLICE CARS	0.00	0.00	0.00	0.00	0.00	0.00%	
697	001-07-521-8-8540	2024 JAG D 6N045 Street Crimes	0.00	0.00	0.00	0.00	0.00	0.00%	
698	001-07-521-8-8541	2024 JAG C 6N204	0.00	0.00	0.00	0.00	0.00	0.00%	
699			---	---	---	---	---	---	
700		TOTAL	31,516.00	0.00	0.00	4,100.00	27,416.00	0.00%	
701									
702		**DEBT SERVICE**							
703	001-07-517-7-7106	PRINCIPAL-2020 POLICE CARS TD	0.00	0.00	0.00	0.00	0.00	0.00%	
704	001-07-517-7-7107	LEASE-POLICE CARS	85,000.00	85,000.00	85,000.00	0.00	0.00	100.00%	
705	001-07-517-7-7108	PRINCIPAL- AMERIS LOAN #281 20	89,970.00	0.00	0.00	0.00	89,970.00	0.00%	
706	001-07-517-7-7109	PRINCIPAL-2025 BANK LOAN POL V	64,480.00	0.00	0.00	0.00	64,480.00	0.00%	
707	001-07-517-7-7206	INTEREST-2020 POLICE CARS TD e	0.00	0.00	0.00	0.00	0.00	0.00%	
708	001-07-517-7-7207	INTEREST-BB&T POL VEH 2021	485.00	484.51	484.51	0.00	0.49	99.89%	
709	001-07-517-7-7208	INTEREST - AMERIS LOAN #281 20	17,327.00	0.00	0.00	0.00	17,327.00	0.00%	
710	001-07-517-7-7209	INTEREST-2025 BANK LOAN POL VE	25,143.00	0.00	0.00	0.00	25,143.00	0.00%	
711			---	---	---	---	---	---	
712		TOTAL	282,405.00	85,484.51	85,484.51	0.00	196,920.49	30.00%	
713			---	---	---	---	---	---	
714		**DEPARTMENT TOTAL**	**5,794,531.00**	**458,573.03**	**458,573.03**	**31,962.99**	**5,303,994.98**	**8.00%**	
715			---	---	---	---	---	---	
716		**CODE ENFORCEMENT**							
717									
718		**PERSONNEL SERVICES**							
719	001-19-521-1-1200	REGULAR SALARIES	145,782.00	13,852.80	13,852.80	0.00	131,929.20	9.50%	
720	001-19-521-1-1400	OVERTIME	1,500.00	144.30	144.30	0.00	1,355.70	9.62%	
721	001-19-521-1-2100	FICA TAX EXPENSE	11,267.00	1,020.67	1,020.67	0.00	10,246.33	9.05%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
722	001-19-521-1-2200	RETIREMENT EXPENSE	40,650.00	3,863.19	3,863.19	0.00	36,786.81	9.50%	
723	001-19-521-1-2300	HEALTH AND LIFE INSURANCE	27,247.00	2,327.22	2,327.22	0.00	24,919.78	8.54%	
724			---	---	---	---	---	---	
725		TOTAL	226,446.00	21,208.18	21,208.18	0.00	205,237.82	9.00%	
726									
727		**OPERATING EXPENSES**							
728	001-19-521-3-3100	PROFESSIONAL SERVICES	17,000.00	0.00	0.00	0.00	17,000.00	0.00%	
729	001-19-521-3-3110	Professional Services Orange D	6,000.00	535.00	535.00	0.00	5,465.00	8.91%	
730	001-19-521-3-3120	PRE-EMPLOYMENT EXPENSE	600.00	0.00	0.00	0.00	600.00	0.00%	
731	001-19-521-3-4020	SCHOOLING, CONFERENCE, ETC.	4,000.00	0.00	0.00	255.00	3,745.00	0.00%	
732	001-19-521-3-4100	COMMUNICATIONS SERVICES	1,100.00	112.35	112.35	0.00	987.65	10.21%	
733	001-19-521-3-4200	POSTAGE AND FREIGHT	1,700.00	447.36	447.36	0.00	1,252.64	26.31%	
734	001-19-521-3-4400	RENTALS AND LEASES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
735	001-19-521-3-4630	VEHICLE MAINTENANCE	2,500.00	0.00	0.00	0.00	2,500.00	0.00%	
736	001-19-521-3-4700	PRINTING AND BINDING	1,400.00	52.61	52.61	0.00	1,347.39	3.75%	
737	001-19-521-3-4810	LEGAL ADS	2,200.00	0.00	0.00	0.00	2,200.00	0.00%	
738	001-19-521-3-5000	FINES & FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
739	001-19-521-3-5100	OFFICE SUPPLIES	500.00	143.31	143.31	0.00	356.69	28.66%	
740	001-19-521-3-5120	ABATEMENT, LOT CLEANUP, DEMO	26,000.00	0.00	0.00	0.00	26,000.00	0.00%	
741	001-19-521-3-5210	GAS AND LUBRICANTS	1,100.00	0.00	0.00	0.00	1,100.00	0.00%	
742	001-19-521-3-5230	FILINGS AND MISC LEGAL FEES	13,500.00	0.00	0.00	0.00	13,500.00	0.00%	
743	001-19-521-3-5260	UNIFORMS	600.00	0.00	0.00	0.00	600.00	0.00%	
744	001-19-521-3-5280	OPERATING SUPPLIES	600.00	0.00	0.00	62.10	537.90	0.00%	
745			---	---	---	---	---	---	
746		TOTAL	79,900.00	1,290.63	1,290.63	317.10	78,292.27	2.00%	
747									
748		**CAPITAL OUTLAY**							
749	001-19-521-6-6450	CAPITAL IMPROVEMENT	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
750			---	---	---	---	---	---	
751		TOTAL	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
752			---	---	---	---	---	---	
753		**DEPARTMENT TOTAL**	**331,346.00**	**22,498.81**	**22,498.81**	**317.10**	**308,530.09**	**7.00%**	
754			---	---	---	---	---	---	
755		**FIRE DEPARTMENT**							
756									
757		**PERSONNEL SERVICES**							

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
758	001-08-522-1-1100	EXECUTIVE SALARIES	226,863.00	16,931.20	16,931.20	0.00	209,931.80	7.46%	
759	001-08-522-1-1200	REGULAR SALARIES	2,092,436.00	139,911.63	139,911.63	0.00	1,952,524.37	6.68%	
760	001-08-522-1-1220	CLERICAL SALARIES	81,900.00	6,330.94	6,330.94	0.00	75,569.06	7.73%	
761	001-08-522-1-1300	OTHER SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00%	
762	001-08-522-1-1400	OVERTIME	150,000.00	0.00	0.00	0.00	150,000.00	0.00%	
763	001-08-522-1-2100	FICA TAX EXPENSE	195,167.00	11,819.90	11,819.90	0.00	183,347.10	6.05%	
764	001-08-522-1-2200	CLERICAL RETIREMENT	22,604.00	1,747.35	1,747.35	0.00	20,856.65	7.73%	
765	001-08-522-1-2201	FIRE PENSION	757,303.00	51,527.78	51,527.78	0.00	705,775.22	6.80%	
766	001-08-522-1-2300	HEALTH AND LIFE INSURANCE	508,078.00	26,040.04	26,040.04	0.00	482,037.96	5.12%	
767			----------	----------	----------	----------	----------	---------	
768		TOTAL	4,034,351.00	254,308.84	254,308.84	0.00	3,780,042.16	6.00%	
769									
770		**OPERATING EXPENSES**							
771	001-08-522-3-3100	PROFESSIONAL SERVICES	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
772	001-08-522-3-3120	PRE-EMPLOYMENT EXPENSE	10,000.00	0.00	0.00	1,971.00	8,029.00	0.00%	
773	001-08-522-3-3410	CONTRACTUAL SERVICES	9,500.00	0.00	0.00	0.00	9,500.00	0.00%	
774	001-08-522-3-4020	SCHOOLING, CONFERENCE, ETC	30,000.00	6,450.00	6,450.00	13,350.59	10,199.41	21.50%	
775	001-08-522-3-4100	COMMUNICATION SERVICES	15,000.00	866.38	866.38	0.00	14,133.62	5.77%	
776	001-08-522-3-4200	POSTAGE AND FREIGHT	500.00	0.00	0.00	150.00	350.00	0.00%	
777	001-08-522-3-4310	NATURAL GAS	2,800.00	33.94	33.94	0.00	2,766.06	1.21%	
778	001-08-522-3-4320	ELECTRICITY	15,000.00	1,565.30	1,565.30	0.00	13,434.70	10.43%	
779	001-08-522-3-4330	CREDIT CARD FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
780	001-08-522-3-4400	RENTALS AND LEASES	2,500.00	127.00	127.00	0.00	2,373.00	5.08%	
781	001-08-522-3-4500	LIABILITY INSURANCE	8,892.00	4,747.33	4,747.33	6,117.99	-1,973.32	53.38%	
782	001-08-522-3-4510	INSURANCE CLAIMS REIMBURSABLE	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
783	001-08-522-3-4610	BUILDING MAINTENANCE	30,000.00	0.00	0.00	1,692.74	28,307.26	0.00%	
784	001-08-522-3-4620	EQUIPMENT MAINTENANCE	15,000.00	2,986.28	2,986.28	2,362.09	9,651.63	19.90%	
785	001-08-522-3-4630	VEHICLE MAINTENANCE	80,000.00	14,494.96	14,494.96	17,981.00	47,524.04	18.11%	
786	001-08-522-3-4640	RADIO MAINTENANCE	2,000.00	0.00	0.00	136.40	1,863.60	0.00%	
787	001-08-522-3-4680	STORM CLEANUP/REPAIR	500.00	0.00	0.00	0.00	500.00	0.00%	
788	001-08-522-3-4700	PRINTING AND BINDING	500.00	103.27	103.27	0.00	396.73	20.65%	
789	001-08-522-3-5000	FINES & FEES	300.00	0.00	0.00	0.00	300.00	0.00%	
790	001-08-522-3-5100	OFFICE SUPPLIES	2,000.00	105.03	105.03	0.00	1,894.97	5.25%	
791	001-08-522-3-5140	FIRE CODE ENFORCEMENT	8,000.00	0.00	0.00	545.00	7,455.00	0.00%	
792	001-08-522-3-5210	GAS AND LUBRICANTS	42,000.00	2,115.44	2,115.44	66.76	39,817.80	5.03%	
793	001-08-522-3-5230	JANITORIAL SUPPLIES	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
794	001-08-522-3-5250	SMALL TOOLS	10,000.00	0.00	0.00	1,976.80	8,023.20	0.00%	
795	001-08-522-3-5260	UNIFORMS	60,000.00	8,659.04	8,659.04	16,021.53	35,319.43	14.43%	
796	001-08-522-3-5270	PUBLIC SAFETY SCHOLARSHIP FIRE	14,560.00	0.00	0.00	0.00	14,560.00	0.00%	
797	001-08-522-3-5280	OPERATING SUPPLIES	31,000.00	4,294.94	4,294.94	3,963.00	22,742.06	13.85%	
798	001-08-522-3-5282	USAR	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
799	001-08-522-3-5283	HAZARDOUS MATERIALS	10,000.00	4,360.78	4,360.78	4,057.60	1,581.62	43.60%	
800	001-08-522-3-5284	SCBA MAINTENANCE	5,000.00	0.00	0.00	123.24	4,876.76	0.00%	
801	001-08-522-3-5290	FIRE PUB ED EXPENSE	1,500.00	0.00	0.00	1,445.00	55.00	0.00%	
802	001-08-522-3-5400	MEMBR, SUBSCRIPT, DUES	3,000.00	552.40	552.40	95.00	2,352.60	18.41%	
803			----------	----------	----------	----------	----------	---------	
804		TOTAL	554,652.00	51,462.09	51,462.09	72,055.74	431,134.17	9.00%	
805									
806		**CAPITAL OUTLAY**							
807	001-08-522-6-6400	CAPITAL OUTLAY	228,000.00	0.00	0.00	3,951.00	224,049.00	0.00%	
808	001-08-522-6-6401	VEHICLE PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00%	
809	001-08-522-6-6480	City Match DEM HMGP 4486-106-R	0.00	0.00	0.00	0.00	0.00	0.00%	
810	001-08-522-8-2400	Fed DEM HMGP 4486-106-R wind r	0.00	0.00	0.00	0.00	0.00	0.00%	
811			----------	----------	----------	----------	----------	---------	
812		TOTAL	228,000.00	0.00	0.00	3,951.00	224,049.00	0.00%	
813									
814		**DEBT SERVICE**							
815	001-08-517-7-7107	PRINCIPAL-FIRE LADDER TRUCK LO	181,159.00	0.00	0.00	0.00	181,159.00	0.00%	
816	001-08-517-7-7207	INTEREST-FIRE LADDER TRUCK LOA	70,641.00	0.00	0.00	0.00	70,641.00	0.00%	
817			----------	----------	----------	----------	----------	---------	
818		TOTAL	251,800.00	0.00	0.00	0.00	251,800.00	0.00%	
819			----------	----------	----------	----------	----------	---------	
820		**DEPARTMENT TOTAL**	**5,068,803.00**	**305,770.93**	**305,770.93**	**76,006.74**	**4,687,025.33**	**5.00%**	
821			----------	----------	----------	----------	----------	---------	
822		**STREETS**							
823									
824		**PERSONNEL SERVICES**							
825	001-09-541-1-1100	EXECUTIVE SALARIES	67,704.00	4,800.00	4,800.00	0.00	62,904.00	7.08%	
826	001-09-541-1-1200	REGULAR SALARIES	222,768.00	17,848.51	17,848.51	0.00	204,919.49	8.01%	
827	001-09-541-1-1400	OVERTIME	20,000.00	1,415.75	1,415.75	0.00	18,584.25	7.07%	
828	001-09-541-1-2100	FICA TAX EXPENSE	23,751.00	1,755.28	1,755.28	0.00	21,995.72	7.39%	
829	001-09-541-1-2200	RETIREMENT EXPENSE	85,690.00	6,641.72	6,641.72	0.00	79,048.28	7.75%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
830	001-09-541-1-2300	HEALTH AND LIFE INSURANCE	57,437.00	4,115.48	4,115.48	0.00	53,321.52	7.16%	
831			----------	----------	----------	----------	----------	---------	
832		TOTAL	477,350.00	36,576.74	36,576.74	0.00	440,773.26	8.00%	
833									
834		**OPERATING EXPENSES**							
835	001-09-541-3-3100	PROFESSIONAL SERVICES	33,210.00	64.34	64.34	0.00	33,145.66	0.19%	
836	001-09-541-3-3120	PRE-EMPLOYMENT EXPENSE	455.00	0.00	0.00	0.00	455.00	0.00%	
837	001-09-541-3-3430	TREE MAINTENANCE & PLANTING	5,200.00	0.00	0.00	0.00	5,200.00	0.00%	
838	001-09-541-3-3440	TREE REMOVAL	35,145.00	1,000.00	1,000.00	7,850.00	26,295.00	2.84%	
839	001-09-541-3-3460	RAILROAD SIGNAL MAINTENANCE	9,880.00	0.00	0.00	0.00	9,880.00	0.00%	
840	001-09-541-3-4020	SCHOOLING, CONFERENCE, ETC	6,240.00	500.00	500.00	0.00	5,740.00	8.01%	
841	001-09-541-3-4100	COMMUNICATIONS SERVICES	3,744.00	235.99	235.99	0.00	3,508.01	6.30%	
842	001-09-541-3-4320	ELECTRICITY	200,000.00	19,674.25	19,674.25	0.00	180,325.75	9.83%	
843	001-09-541-3-4400	RENTALS & LEASES	8,000.00	0.00	0.00	0.00	8,000.00	0.00%	
844	001-09-541-3-4510	INSURANCE CLAIMS REIMBURSABLE	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
845	001-09-541-3-4610	BUILDING MAINTENANCE	3,384.00	0.00	0.00	0.00	3,384.00	0.00%	
846	001-09-541-3-4620	EQUIPMENT MAINTENANCE	40,000.00	1,082.93	1,082.93	2,029.75	36,887.32	2.70%	
847	001-09-541-3-4630	VEHICLE MAINTENANCE	35,000.00	399.00	399.00	666.92	33,934.08	1.14%	
848	001-09-541-3-4660	TRAFFIC LIGHT REPAIR	51,567.00	0.00	0.00	4,575.76	46,991.24	0.00%	
849	001-09-541-3-4661	STREET LIGHT REPAIR	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
850	001-09-541-3-4662	STREET SIGNS	40,000.00	0.00	0.00	0.00	40,000.00	0.00%	
851	001-09-541-3-4670	STORMWATER MAINTENANCE	57,200.00	0.00	0.00	0.00	57,200.00	0.00%	
852	001-09-541-3-5000	FINES & FEES	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
853	001-09-541-3-5100	OFFICE SUPPLIES	1,500.00	119.63	119.63	0.00	1,380.37	7.97%	
854	001-09-541-3-5210	GAS AND LUBRICANTS	30,000.00	1,899.52	1,899.52	0.00	28,100.48	6.33%	
855	001-09-541-3-5230	JANITORIAL SUPPLIES	1,500.00	22.20	22.20	0.00	1,477.80	1.48%	
856	001-09-541-3-5250	SMALL TOOLS	8,000.00	0.00	0.00	72.08	7,927.92	0.00%	
857	001-09-541-3-5260	UNIFORMS	3,640.00	135.79	135.79	0.00	3,504.21	3.73%	
858	001-09-541-3-5270	CHEMICALS AND FERTILIZERS	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
859	001-09-541-3-5280	OPERATING SUPPLIES	20,000.00	288.80	288.80	1,942.63	17,768.57	1.44%	
860	001-09-541-3-5283	INMATE OPERATING SUPPLIES	10,000.00	0.00	0.00	225.00	9,775.00	0.00%	
861	001-09-541-3-5330	PAVING ROAD REPAIRS	80,000.00	0.00	0.00	0.00	80,000.00	0.00%	
862	001-09-541-3-5340	SIDEWALK REPAIRS	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
863	001-09-541-3-5400	Memberships, Subscriptions, Du	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
864			----------	----------	----------	----------	----------	---------	
865		TOTAL	751,665.00	25,422.45	25,422.45	17,362.14	708,880.41	3.00%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
866									
867		**CAPITAL OUTLAY**							
868	001-09-541-6-6400	CAPITAL OUTLAY	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
869	001-09-541-6-6401	Vehicle purchase	45,000.00	0.00	0.00	0.00	45,000.00	0.00%	
870	001-09-541-6-6431	PAVING ROAD RENOVATIONS	685,525.00	11,800.00	11,800.00	-11,800.00	685,525.00	1.72%	
871	001-09-541-6-6453	RIVER ST RETAINING WALL	0.00	0.00	0.00	0.00	0.00	0.00%	
872	001-09-541-8-6300	FDOT PED PIER MEMORIAL BRIDGE	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
873			----------	----------	----------	----------	----------	---------	
874		TOTAL	751,525.00	11,800.00	11,800.00	-11,800.00	751,525.00	2.00%	
875									
876		**DEBT SERVICE**							
877	001-09-517-7-7132	PRINCIPAL-N TIF ROAD RECONSTR	12,802.00	0.00	0.00	0.00	12,802.00	0.00%	
878	001-09-517-7-7133	PRINCIPAL- AMERIS LOAN #281 LI	35,983.00	0.00	0.00	0.00	35,983.00	0.00%	
879	001-09-517-7-7134	PRINCIPAL PUBLIC WORKS BLDG	0.00	0.00	0.00	0.00	0.00	0.00%	
880	001-09-517-7-7135	PRNCIPAL - ROAD PAVING LOAN	0.00	0.00	0.00	0.00	0.00	0.00%	
881	001-09-517-7-7232	INTEREST-N TIF ROAD RECONSTR	8,083.00	0.00	0.00	0.00	8,083.00	0.00%	
882	001-09-517-7-7233	INTEREST - AMERIS LOAN #281 LI	6,930.00	0.00	0.00	0.00	6,930.00	0.00%	
883	001-09-517-7-7234	INTEREST PUBLIC WORKS BLDG	0.00	0.00	0.00	0.00	0.00	0.00%	
884	001-09-517-7-7235	INTEREST - ROAD PAVING LOAN	0.00	0.00	0.00	0.00	0.00	0.00%	
885			----------	----------	----------	----------	----------	---------	
886		TOTAL	63,798.00	0.00	0.00	0.00	63,798.00	0.00%	
887			----------	----------	----------	----------	----------	---------	
888									
889		**TRANSFERS**							
890	001-09-541-9-9104	REIMB FLEET MAINTENANCE	22,897.00	1,908.00	1,908.00	0.00	20,989.00	8.33%	
891			----------	----------	----------	----------	----------	---------	
892		TOTAL	22,897.00	1,908.00	1,908.00	0.00	20,989.00	8.00%	
893		**DEPARTMENT TOTAL**	**2,067,235.00**	**75,707.19**	**75,707.19**	**5,562.14**	**1,985,965.67**	**4.00%**	
894			----------	----------	----------	----------	----------	---------	
895		**CEMETERY**							
896									
897		**PERSONNEL SERVICES**							
898			----------	----------	----------	----------	----------	---------	
899		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
900									
901		**OPERATING EXPENSES**							

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
902	001-14-569-3-3100	PROFESSIONAL SERVICES	6,500.00	30.72	30.72	0.00	6,469.28	0.47%	
903	001-14-569-3-3440	TREE REMOVAL	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
904	001-14-569-3-4100	COMMUNICATIONS SERVICES	2,300.00	123.63	123.63	0.00	2,176.37	5.37%	
905	001-14-569-3-4320	ELECTRICITY	4,160.00	465.02	465.02	0.00	3,694.98	11.17%	
906	001-14-569-3-4330	CREDIT CARD FEES	500.00	295.46	295.46	0.00	204.54	59.09%	
907	001-14-569-3-4610	BUILDING MAINTENANCE	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
908	001-14-569-3-4650	GROUNDS MAINTENANCE	65,000.00	0.00	0.00	0.00	65,000.00	0.00%	
909	001-14-569-3-5100	OFFICE SUPPLIES	500.00	0.00	0.00	0.00	500.00	0.00%	
910	001-14-569-3-5230	JANITORIAL SUPPLIES	500.00	0.00	0.00	0.00	500.00	0.00%	
911	001-14-569-3-5250	SMALL TOOLS	500.00	0.00	0.00	0.00	500.00	0.00%	
912	001-14-569-3-5270	CHEMICALS & FERTILIZER	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
913	001-14-569-3-5280	OPERATING SUPPLIES	18,000.00	0.00	0.00	11.88	17,988.12	0.00%	
914			---	---	---	---	---	---	
915		TOTAL	133,960.00	914.83	914.83	11.88	133,033.29	1.00%	
916									
917			---	---	---	---	---	---	
918		**CAPITAL OUTLAY**							
919	001-14-569-6-6450	CAPITAL IMPROVEMENTS	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
920			---	---	---	---	---	---	
921		TOTAL	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
922			---	---	---	---	---	---	
923		**DEPARTMENT TOTAL**	**148,960.00**	**914.83**	**914.83**	**11.88**	**148,033.29**	**1.00%**	
924			---	---	---	---	---	---	
925		**CULTURAL SERVICES**							
926									
927		**PERSONNEL SERVICES**							
928	001-03-573-1-1200	REGULAR SALARIES	55,198.00	5,826.84	5,826.84	0.00	49,371.16	10.55%	
929	001-03-573-1-1400	OVERTIME	2,500.00	5.96	5.96	0.00	2,494.04	0.23%	
930	001-03-573-1-2100	FICA TAX EXPENSE	4,414.00	430.61	430.61	0.00	3,983.39	9.75%	
931	001-03-573-1-2200	RETIREMENT EXPENSE	15,925.00	1,545.72	1,545.72	0.00	14,379.28	9.70%	
932	001-03-573-1-2300	HEALTH AND LIFE INSURANCE	10,674.00	1,159.56	1,159.56	0.00	9,514.44	10.86%	
933			---	---	---	---	---	---	
934		TOTAL	88,711.00	8,968.69	8,968.69	0.00	79,742.31	10.00%	
935									
936		**OPERATING EXPENSES**							
937	001-03-573-3-3100	PROFESSIONAL SERVICES	2,300.00	0.00	0.00	0.00	2,300.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
938	001-03-573-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
939	001-03-573-3-4020	SCHOOLING CONFERENCES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
940	001-03-573-3-4100	COMMUNICATION SERVICES	1,500.00	74.90	74.90	0.00	1,425.10	4.99%	
941	001-03-573-3-4400	RENTALS AND LEASES	736.00	0.00	0.00	0.00	736.00	0.00%	
942	001-03-573-3-4610	MAINTENANCE-BRONSON HOUSE	7,400.00	-40.00	-40.00	0.00	7,440.00	-0.54%	
943	001-03-573-3-4611	MAINTENANCE-PUTNAM CO HIST SOC	2,600.00	0.00	0.00	0.00	2,600.00	0.00%	
944	001-03-573-3-4612	MAINTENANCE-ST JOHNS RIVER CEN	0.00	0.00	0.00	0.00	0.00	0.00%	
945	001-03-573-3-4613	MAINTENANCE-LARIMER ARTS CENTE	5,000.00	267.49	267.49	654.68	4,077.83	5.34%	
946	001-03-573-3-4614	MAINTENANCE-TILGHMAN HOUSE	1,000.00	27.34	27.34	0.00	972.66	2.73%	
947	001-03-573-3-4615	MAINTENANCE-TRAIN DEPOT	5,200.00	0.00	0.00	0.00	5,200.00	0.00%	
948	001-03-573-3-4616	MAINTENANCE-WATERWORKS	4,000.00	0.00	0.00	230.00	3,770.00	0.00%	
949	001-03-573-3-4618	MAINTENANCE-WILLARD COOPER BUI	5,000.00	162.61	162.61	0.00	4,837.39	3.25%	
950	001-03-573-3-4619	MAINTENANCE TERMINAL BUILDING	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
951	001-03-573-3-4800	ADVERTISING	520.00	0.00	0.00	0.00	520.00	0.00%	
952	001-03-573-3-4910	SPECIAL EVENT- RIVERFRONT	35,000.00	0.00	0.00	0.00	35,000.00	0.00%	
953	001-03-573-3-4911	FIELD TRIPS-ST JOHNS RIVER CEN	0.00	0.00	0.00	0.00	0.00	0.00%	
954	001-03-573-3-5000	FINES & FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
955	001-03-573-3-5222	MERCHANDISE-ST JOHNS RIVER CEN	0.00	0.00	0.00	0.00	0.00	0.00%	
956	001-03-573-3-5230	JANITORIAL SUPPLIES	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
957	001-03-573-3-5260	UNIFORMS	200.00	0.00	0.00	0.00	200.00	0.00%	
958	001-03-573-3-5280	OPERATING-BRONSON HOUSE	12,000.00	619.12	619.12	0.00	11,380.88	5.15%	
959	001-03-573-3-5281	OPERATING-PUTNAM CO HIST SOCIE	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
960	001-03-573-3-5282	OPERATING-ST JOHNS RIVER CENTE	0.00	888.25	888.25	0.00	-888.25	0.00%	
961	001-03-573-3-5283	OPERATING-LARIMER ARTS CENTER	1,000.00	628.28	628.28	0.00	371.72	62.82%	
962	001-03-573-3-5286	OPERATING-WATERWORKS	5,600.00	547.97	547.97	0.00	5,052.03	9.78%	
963	001-03-573-3-5289	OPERATING-TERMINAL BUILDING	2,100.00	172.50	172.50	0.00	1,927.50	8.21%	
964			---	---	---	---	---	---	
965		TOTAL	96,756.00	3,348.46	3,348.46	884.68	92,522.86	3.00%	
966									
967		**CAPITAL OUTLAY**							
968	001-03-573-6-6400	CAPITAL OUTLAY	20,000.00	8,550.00	8,550.00	0.00	11,450.00	42.75%	
969			---	---	---	---	---	---	
970		TOTAL	20,000.00	8,550.00	8,550.00	0.00	11,450.00	43.00%	
971			---	---	---	---	---	---	
972		**DEPARTMENT TOTAL**	**205,467.00**	**20,867.15**	**20,867.15**	**884.68**	**183,715.17**	**10.00%**	
973			---	---	---	---	---	---	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
974		**RECREATION**							
975									
976		**PERSONNEL SERVICES**							
977	001-06-572-1-1100	EXECUTIVE SALARIES	81,900.00	5,942.40	5,942.40	0.00	75,957.60	7.25%	
978	001-06-572-1-1200	REGULAR SALARIES	135,135.00	3,843.20	3,843.20	0.00	131,291.80	2.84%	
979	001-06-572-1-1400	OVERTIME	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
980	001-06-572-1-2100	FICA EXPENSE	16,756.00	686.60	686.60	0.00	16,069.40	4.09%	
981	001-06-572-1-2200	RETIREMENT EXPENSE	60,454.00	2,700.82	2,700.82	0.00	57,753.18	4.46%	
982	001-06-572-1-2300	HEALTH AND LIFE INSURANCE	40,521.00	3,641.38	3,641.38	0.00	36,879.62	8.98%	
983			----------	----------	----------	----------	----------	---------	
984		TOTAL	336,766.00	16,814.40	16,814.40	0.00	319,951.60	5.00%	
985									
986		**OPERATING EXPENSES**							
987	001-06-572-3-3100	PROFESSIONAL SERVICES	3,500.00	0.00	0.00	0.00	3,500.00	0.00%	
988	001-06-572-3-3120	PRE-EMPLOYMENT EXPENSE	400.00	95.00	95.00	0.00	305.00	23.75%	
989	001-06-572-3-4020	SCHOOLING/CONFERENCES	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
990	001-06-572-3-4100	COMMUNICATIONS SERVICES	2,508.00	74.90	74.90	0.00	2,433.10	2.98%	
991	001-06-572-3-4310	NATURAL GAS	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
992	001-06-572-3-4320	ELECTRICITY	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
993	001-06-572-3-4322	ELECTRICITY-FRED GREEN PARK	1,400.00	147.02	147.02	0.00	1,252.98	10.50%	
994	001-06-572-3-4325	ELECTRICITY-FORRESTER FIELD	400.00	35.58	35.58	0.00	364.42	8.89%	
995	001-06-572-3-4326	ELECTRICITY-SHAW BUCK RECREATI	400.00	32.14	32.14	0.00	367.86	8.03%	
996	001-06-572-3-4329	ELECTRICITY-BOOKER PARK	800.00	102.74	102.74	0.00	697.26	12.84%	
997	001-06-572-3-4330	CREDIT CARD FEES-REC	250.00	55.56	55.56	0.00	194.44	22.22%	
998	001-06-572-3-4400	RENTALS AND LEASES	500.00	0.00	0.00	0.00	500.00	0.00%	
999	001-06-572-3-4610	BUILDING MAINTENANCE	2,500.00	35.00	35.00	0.00	2,465.00	1.40%	
1000	001-06-572-3-4620	EQUIPMENT MAINTENANCE	1,000.00	0.00	0.00	555.00	445.00	0.00%	
1001	001-06-572-3-4630	VEHICLE MAINTENANCE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1002	001-06-572-3-4651	MAINTENANCE-FRED GREEN PARK	13,860.00	0.00	0.00	0.00	13,860.00	0.00%	
1003	001-06-572-3-4653	MAINTENANCE-BOOKER PARK	13,860.00	0.00	0.00	0.00	13,860.00	0.00%	
1004	001-06-572-3-4654	MAINTENANCE-FORRESTER FIELD	13,860.00	0.00	0.00	0.00	13,860.00	0.00%	
1005	001-06-572-3-4655	MAINTENANCE-SHAW BUCK RECREATI	13,860.00	0.00	0.00	0.00	13,860.00	0.00%	
1006	001-06-572-3-4700	PRINTING AND BINDING	1,500.00	51.71	51.71	0.00	1,448.29	3.44%	
1007	001-06-572-3-5000	FEES & FINES	300.00	0.00	0.00	0.00	300.00	0.00%	
1008	001-06-572-3-5100	OFFICE SUPPLIES	520.00	0.00	0.00	0.00	520.00	0.00%	
1009	001-06-572-3-5210	GAS AND LUBRICANTS	2,500.00	179.45	179.45	0.00	2,320.55	7.17%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1010	001-06-572-3-5230	JANITORIAL SUPPLIES	800.00	0.00	0.00	0.00	800.00	0.00%	
1011	001-06-572-3-5260	UNIFORMS	450.00	0.00	0.00	0.00	450.00	0.00%	
1012	001-06-572-3-5270	CHEMICALS & FERTILIZER	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1013	001-06-572-3-5280	OPERATING SUPPLIES	5,000.00	0.00	0.00	1,213.42	3,786.58	0.00%	
1014	001-06-572-3-5281	PROGRAMS	20,000.00	0.00	0.00	3,150.00	16,850.00	0.00%	
1015			---	---	---	---	---	---	
1016		TOTAL	111,668.00	809.10	809.10	4,918.42	105,940.48	1.00%	
1017									
1018		**CAPITAL OUTLAY**							
1019	001-06-572-6-6400	CAPITAL OUTLAY	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
1020	001-06-572-6-6450	CAPITAL IMPROVEMENT	50,000.00	0.00	0.00	0.00	50,000.00	0.00%	
1021	001-06-572-8-5200	Libra Philanthropies Foundatio	0.00	0.00	0.00	0.00	0.00	0.00%	
1022			---	---	---	---	---	---	
1023		TOTAL	75,000.00	0.00	0.00	0.00	75,000.00	0.00%	
1024			---	---	---	---	---	---	
1025		DEPARMENT	523,434.00	17,623.50	17,623.50	4,918.42	500,892.08	3.00%	
1026			---	---	---	---	---	---	
1027		**PARKS**							
1028									
1029		**PERSONNEL SERVICES**							
1030	001-15-572-1-1200	REGULAR SALARIES	110,838.00	4,956.80	4,956.80	0.00	105,881.20	4.47%	
1031	001-15-572-1-1400	OVERTIME	7,000.00	0.00	0.00	0.00	7,000.00	0.00%	
1032	001-15-572-1-2100	FICA TAX EXPENSE	9,015.00	365.85	365.85	0.00	8,649.15	4.05%	
1033	001-15-572-1-2200	RETIREMENT EXPENSE	32,523.00	1,368.06	1,368.06	0.00	31,154.94	4.20%	
1034	001-15-572-1-2300	HEALTH AND LIFE INSURANCE	21,800.00	1,154.24	1,154.24	0.00	20,645.76	5.29%	
1035			---	---	---	---	---	---	
1036		TOTAL	181,176.00	7,844.95	7,844.95	0.00	173,331.05	4.00%	
1037									
1038		**OPERATING EXPENSES**							
1039	001-15-572-3-3100	PROFESSIONAL SERVICES	40,435.00	64.36	64.36	0.00	40,370.64	0.15%	
1040	001-15-572-3-3120	PRE-EMPLOYMENT EXPENSE	1,123.00	0.00	0.00	0.00	1,123.00	0.00%	
1041	001-15-572-3-3440	TREE REMOVAL	16,380.00	0.00	0.00	0.00	16,380.00	0.00%	
1042	001-15-572-3-4020	TRAINING, SCHOOLING, ETC	2,500.00	0.00	0.00	0.00	2,500.00	0.00%	
1043	001-15-572-3-4100	COMMUNICATIONS SERVICES	1,529.00	198.53	198.53	0.00	1,330.47	12.98%	
1044	001-15-572-3-4310	NATURAL GAS	200.00	0.00	0.00	0.00	200.00	0.00%	
1045	001-15-572-3-4315	WATER, SEWER, TRASH	0.00	35.71	35.71	0.00	-35.71	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1046	001-15-572-3-4321	DOWNTOWN/RIVERFRONT ELECTRICIT	11,000.00	1,107.61	1,107.61	0.00	9,892.39	10.06%	
1047	001-15-572-3-4323	ELECTRICITY-HANK BRYAN PARK	5,000.00	34.45	34.45	0.00	4,965.55	0.68%	
1048	001-15-572-3-4400	RENTALS AND LEASES	2,500.00	0.00	0.00	0.00	2,500.00	0.00%	
1049	001-15-572-3-4610	BUILDING MAINTENANCE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1050	001-15-572-3-4620	EQUIPMENT MAINTENANCE	8,500.00	497.33	497.33	0.00	8,002.67	5.85%	
1051	001-15-572-3-4630	VEHICLE MAINTENANCE	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
1052	001-15-572-3-4651	MAINTENANCE-FRED GREEN PARK	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1053	001-15-572-3-4652	MAINTENANCE-HANK BRYAN PARK	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
1054	001-15-572-3-4653	MAINTENANCE-BOOKER PARK	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1055	001-15-572-3-4654	MAINTENANCE-FORRESTER FIELD	6,500.00	0.00	0.00	0.00	6,500.00	0.00%	
1056	001-15-572-3-4655	MAINTENANCE-SHAW BUCK RECREATI	10,000.00	0.00	0.00	2,860.00	7,140.00	0.00%	
1057	001-15-572-3-4656	MAINTENANCE-WESTOVER PARK	6,240.00	0.00	0.00	0.00	6,240.00	0.00%	
1058	001-15-572-3-4657	MAINTENANCE-PLAYGROUND 12TH &	6,500.00	0.00	0.00	0.00	6,500.00	0.00%	
1059	001-15-572-3-4658	MAINTENANCE - RIVERFRONT	73,000.00	180.00	180.00	4,480.34	68,339.66	0.24%	
1060	001-15-572-3-4659	MAINTENANCE-EDGEMOORE & HUSSON	3,500.00	0.00	0.00	0.00	3,500.00	0.00%	
1061	001-15-572-3-4660	MAINTENANCE BOOKER PARK MOBILE	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
1062	001-15-572-3-4662	DOWNTOWN MAINTENANCE & LIGHTIN	10,400.00	0.00	0.00	0.00	10,400.00	0.00%	
1063	001-15-572-3-4663	MAINTENANCE-BIKE TRAIL	500.00	0.00	0.00	0.00	500.00	0.00%	
1064	001-15-572-3-4680	STORM CLEANUP/REPAIR	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1065	001-15-572-3-5100	OFFICE SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1066	001-15-572-3-5210	GAS AND LUBRICANTS	3,120.00	0.00	0.00	0.00	3,120.00	0.00%	
1067	001-15-572-3-5230	JANITORIAL SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1068	001-15-572-3-5250	SMALL TOOLS	10,218.00	0.00	0.00	0.00	10,218.00	0.00%	
1069	001-15-572-3-5260	UNIFORMS	1,400.00	0.00	0.00	0.00	1,400.00	0.00%	
1070	001-15-572-3-5270	CHEMICALS & FERTILIZER	3,500.00	0.00	0.00	0.00	3,500.00	0.00%	
1071	001-15-572-3-5280	OPERATING SUPPLIES	10,400.00	0.00	0.00	0.00	10,400.00	0.00%	
1072	001-15-572-3-5283	INMATE OPERATING SUPPLIES	3,120.00	655.87	655.87	163.00	2,301.13	21.02%	
1073	001-15-572-3-5400	MEMBR,SUBSCRIPT,DUES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1074			----------	----------	----------	----------	----------	---------	
1075		TOTAL	288,565.00	2,773.86	2,773.86	7,503.34	278,287.80	1.00%	
1076									
1077		**CAPITAL OUTLAY**							
1078	001-15-572-6-6310	PARK IMPROVEMENT EXPENSE	515,000.00	0.00	0.00	0.00	515,000.00	0.00%	
1079	001-15-572-6-6400	CAPITAL OUTLAY	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
1080	001-15-572-6-6403	SPLASH PAD	375,000.00	0.00	0.00	0.00	375,000.00	0.00%	
1081	001-15-572-6-6450	CAPITAL IMPROVEMENTS	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1082			----------	----------	----------	----------	----------	---------	
1083		TOTAL	1,020,000.00	0.00	0.00	0.00	1,020,000.00	0.00%	
1084									
1085		**DEBT SERVICE**							
1086	001-15-517-7-7101	PRINCIPAL PUBLIC WORKS BLDG	12,788.00	0.00	0.00	0.00	12,788.00	0.00%	
1087	001-15-517-7-7201	INTEREST PUBLIC WORKS BLDG	21,966.00	0.00	0.00	0.00	21,966.00	0.00%	
1088			----------	----------	----------	----------	----------	---------	
1089		TOTAL	34,754.00	0.00	0.00	0.00	34,754.00	0.00%	
1090									
1091		**TRANSFERS**							
1092	001-15-572-9-9104	REIMB FLEET MAINTENCE	22,897.00	1,908.00	1,908.00	0.00	20,989.00	8.33%	
1093			----------	----------	----------	----------	----------	---------	
1094		TOTAL	22,897.00	1,908.00	1,908.00	0.00	20,989.00	8.00%	
1095			----------	----------	----------	----------	----------	---------	
1096		**DEPARTMENT TOTAL**	**1,547,392.00**	**12,526.81**	**12,526.81**	**7,503.34**	**1,527,361.85**	**1.00%**	
1097			----------	----------	----------	----------	----------	---------	
1098		**PRICE MARTIN CENTER**							
1099									
1100		**OPERATING EXPENSES**							
1101	001-26-579-3-4100	COMMUNICATIONS SERVICES	1,400.00	0.00	0.00	0.00	1,400.00	0.00%	
1102	001-26-579-3-4310	NATURAL GAS	1,000.00	24.50	24.50	0.00	975.50	2.45%	
1103	001-26-579-3-4320	ELECTRICITY	10,000.00	1,159.17	1,159.17	0.00	8,840.83	11.59%	
1104	001-26-579-3-4610	BUILDING MAINTENANCE	10,000.00	752.60	752.60	0.00	9,247.40	7.52%	
1105	001-26-579-3-4620	EQUIPMENT MAINTENANCE	3,300.00	0.00	0.00	0.00	3,300.00	0.00%	
1106	001-26-579-3-4650	GROUNDS MAINTENANCE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1107	001-26-579-3-4680	STORM CLEANUP	600.00	0.00	0.00	0.00	600.00	0.00%	
1108	001-26-579-3-5230	JANITORIAL SUPPLIES	600.00	0.00	0.00	0.00	600.00	0.00%	
1109	001-26-579-3-5280	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00%	
1110			----------	----------	----------	----------	----------	---------	
1111		TOTAL	28,400.00	1,936.27	1,936.27	0.00	26,463.73	7.00%	
1112									
1113		**CAPITAL OUTLAY**							
1114	001-26-579-6-6400	CAPITAL OUTLAY	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
1115			----------	----------	----------	----------	----------	---------	
1116		TOTAL	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
1117			----------	----------	----------	----------	----------	---------	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1118		**DEPARTMENT TOTAL**	**58,400.00**	**1,936.27**	**1,936.27**	**0.00**	**56,463.73**	**3.00%**	
1119			---	---	---	---	---	---	
1120		**WATER TAXIS**							
1121									
1122		**OPERATING EXPENSES**							
1123	001-27-549-3-4500	LIABILITY INSURANCE	40,000.00	9,173.76	9,173.76	27,521.28	3,304.96	22.93%	
1124	001-27-549-3-4610	TAXI TERMINAL BUILDING EXPENSE	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1125	001-27-549-3-4630	RIVERBOAT MAINTENANCE	35,000.00	0.00	0.00	0.00	35,000.00	0.00%	
1126	001-27-549-3-4680	STORM CLEANUP/REPAIR	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
1127	001-27-549-3-5000	FINES & FEES	600.00	0.00	0.00	0.00	600.00	0.00%	
1128			---	---	---	---	---	---	
1129		TOTAL	87,600.00	9,173.76	9,173.76	27,521.28	50,904.96	10.00%	
1130									
1131		**CAPITAL OUTLAY**							
1132	001-27-549-6-6400	CAPITAL OUTLAY	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1133			---	---	---	---	---	---	
1134		TOTAL	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1135			---	---	---	---	---	---	
1136		**DEPARTMENT TOTAL**	**97,600.00**	**9,173.76**	**9,173.76**	**27,521.28**	**60,904.96**	**9.00%**	
1137			---	---	---	---	---	---	
1138		**JENKINS GYMNASIUM**							
1139									
1140		**PERSONNEL SERVICES**							
1141			---	---	---	---	---	---	
1142		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1143									
1144		**OPERATING EXPENSES**							
1145	001-40-572-3-3100	PROFESSIONAL SERVICES	10,000.00	142.00	142.00	0.00	9,858.00	1.42%	
1146	001-40-572-3-4020	SCHOOLING, CONFERENCE, ETC	2,500.00	0.00	0.00	956.52	1,543.48	0.00%	
1147	001-40-572-3-4100	COMMUNICATION SERVICES	618.00	565.79	565.79	0.00	52.21	91.55%	
1148	001-40-572-3-4320	ELECTRICITY	20,800.00	1,912.52	1,912.52	0.00	18,887.48	9.19%	
1149	001-40-572-3-4500	LIABILITY INSURANCE	14,758.00	3,384.66	3,384.66	10,153.98	1,219.36	22.93%	
1150	001-40-572-3-4610	BUILDING MAINTENANCE	35,000.00	1,028.39	1,028.39	5,481.19	28,490.42	2.93%	
1151	001-40-572-3-4620	EQUIPMENT MAINTENANCE	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1152	001-40-572-3-4630	VEHICLE MAINTENANCE	2,500.00	0.00	0.00	242.70	2,257.30	0.00%	
1153	001-40-572-3-4650	GROUNDS MAINTENANCE	5,200.00	0.00	0.00	1,009.50	4,190.50	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1154	001-40-572-3-5230	JANITORIAL SUPPLIES	2,200.00	0.00	0.00	0.00	2,200.00	0.00%	
1155	001-40-572-3-5280	OPERATING SUPPLIES	5,500.00	224.10	224.10	0.00	5,275.90	4.07%	
1156			---	---	---	---	---	---	
1157		TOTAL	109,076.00	7,257.46	7,257.46	17,843.89	83,974.65	7.00%	
1158									
1159		**CAPITAL OUTLAY**							
1160	001-40-572-6-6400	CAPITAL OUTLAY	50,000.00	0.00	0.00	32,493.00	17,507.00	0.00%	
1161			---	---	---	---	---	---	
1162		TOTAL	50,000.00	0.00	0.00	32,493.00	17,507.00	0.00%	
1163			---	---	---	---	---	---	
1164		DEPARTMENT	159,076.00	7,257.46	7,257.46	50,336.89	101,481.65	5.00%	
1165			---	---	---	---	---	---	
1166		**TRANSFERS**							
1167									
1168	001-81-581-9-9140	TRANSFER TO GOLF FUND	40,000.00	3,333.00	3,333.00	0.00	36,667.00	8.33%	
1169	001-81-581-9-9150	TRANSFER TO BETTER PLACE FUND	150,000.00	12,500.00	12,500.00	0.00	137,500.00	8.33%	
1170	001-81-581-9-9160	TRANSFER TO AIRPORT FUND	200,000.00	16,667.00	16,667.00	0.00	183,333.00	8.33%	
1171			---	---	---	---	---	---	
1172		**DEPARTMENT TOTAL**	**390,000.00**	**32,500.00**	**32,500.00**	**0.00**	**357,500.00**	**8.00%**	
1173									
1174		**CONTINGENCIES**							
1175									
1176			---	---	---	---	---	---	
1177		**DEPARTMENT TOTAL**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**	
1178									
1179			---	---	---	---	---	---	
1180		TOTAL EXPENDITURES	23,784,046.00	1,414,103.99	1,414,103.99	899,207.21	20,084,063.80	6.00%	
1181			---	---	---	---	---	---	
1182		**RESERVES**							
1183									
1184	001-83-581-9-9900	OPERATING CASH RESERVE	2,359,422.00	0.00	0.00	0.00	2,359,422.00	0.00%	
1185	001-83-581-9-9901	EVIDENCE FUND RESERVE	7,282.00	0.00	0.00	0.00	7,282.00	0.00%	
1186	001-83-581-9-9902	LOT DEMOLITION/CLEANUP RESERVE	22,075.00	0.00	0.00	0.00	22,075.00	0.00%	
1187	001-83-581-9-9909	SPECIAL CEMETERY RESERVE	118,889.00	0.00	0.00	0.00	118,889.00	0.00%	
1188	001-83-581-9-9910	SPECIAL POLICE RESERVE	61,271.00	0.00	0.00	0.00	61,271.00	0.00%	
1189	001-83-581-9-9912	HAND GUN CLASSES RESERVE	7,637.00	0.00	0.00	0.00	7,637.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1190	001-83-581-9-9913	FIRE PUBLIC EDUCATION RESERVE	24,937.00	0.00	0.00	0.00	24,937.00	0.00%	
1191	001-83-581-9-9921	LANDSCAPING CODE FEE RESERVE	61,663.00	0.00	0.00	0.00	61,663.00	0.00%	
1192	001-83-581-9-9922	INSURANCE RESERVE BUDGET ACCOU	624,444.00	0.00	0.00	0.00	624,444.00	0.00%	
1193	001-83-581-9-9923	PARKS BANK ACCT- DONATIONS	284.00	0.00	0.00	0.00	284.00	0.00%	
1194	001-83-581-9-9924	POLICE I&E ACCOUNT	7,523.00	0.00	0.00	0.00	7,523.00	0.00%	
1195	001-83-581-9-9925	FIRE CAPITAL REPLACEMENT RESER	176,000.00	0.00	0.00	0.00	176,000.00	0.00%	
1196			---	---	---	---	---	---	
1197		**DEPARTMENT TOTAL**	**3,471,427.00**	**0.00**	**0.00**	**0.00**	**3,471,427.00**	**0.00%**	
1198									
1199			---	---	---	---	---	---	
1200		**TOTAL EXPENDITURES, TRANSFERS,**							
1201	**GENERAL FUND**	**CONTINGENCIES & RESERVES**	**25,868,802.00**	**1,414,103.99**	**1,414,103.99**	**899,207.21**	**23,555,490.80**	**5.00%**	
1202									
1203	**AIRPORT FUND**								
1204									
1205			---	---	---	---	---	---	
1206	**AIRPORT REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10**								
1207		**FEDERAL GRANTS**							
1208	005-00-389-2-8109	FAA West Taxilanes & Apron Fed	0.00	0.00	0.00		0.00	0.00%	
1209	005-00-389-2-8110	Fed FAA Taxiway "E"cho	95,309.00	0.00	0.00		95,309.00	0.00%	
1210	005-00-389-2-8932	FAA AIRPORT AGIS SURVEY & MAPP	0.00	0.00	0.00		0.00	0.00%	
1211	005-00-389-2-8933	FAA Airport Aircraft Transient	67,760.00	0.00	0.00		67,760.00	0.00%	
1212			---	---	---		---	---	
1213		TOTAL	163,069.00	0.00	0.00		163,069.00	0.00%	
1214									
1215		**STATE GRANTS**							
1216	005-00-389-3-7500	FDOT MASTER PLAN APD49	115,000.00	0.00	0.00		115,000.00	0.00%	
1217	005-00-389-3-8906	FDOT GRANT OBSTRUCTION/TREE RE	0.00	0.00	0.00		0.00	0.00%	
1218	005-00-389-3-8922	FDOT West Taxilanes & Apron st	0.00	0.00	0.00		0.00	0.00%	
1219	005-00-389-3-8923	FDOT RWY 9 Obstruction Tree Re	45,820.00	0.00	0.00		45,820.00	0.00%	
1220	005-00-389-3-8924	FDOT Wildlife Hazard Assessmen	0.00	0.00	0.00		0.00	0.00%	
1221	005-00-389-3-8925	FDOT Bulk Hangar (W1-3) Apron	0.00	0.00	0.00		0.00	0.00%	
1222	005-00-389-3-8926	FDOT RWY 9/27 EXT feasibility	0.00	0.00	0.00		0.00	0.00%	
1223	005-00-389-3-8927	FDOT Access Control & Gate Imp	0.00	0.00	0.00		0.00	0.00%	
1224	005-00-389-3-8928	FDOT CORPORATE	900,000.00	0.00	0.00		900,000.00	0.00%	
1225	005-00-389-3-8929	FDOT Emergency Generators	179,863.00	0.00	0.00		179,863.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1226	005-00-389-3-8930	FDOT TAXIWAY 'E'CHO	5,017.00	0.00	0.00		5,017.00	0.00%	
1227	005-00-389-3-8931	FDOT AIRPORT AGIS SURVEY & MAP	0.00	0.00	0.00		0.00	0.00%	
1228	005-00-389-3-8932	FDOT Airport RW 9/27 E END APP	500,000.00	0.00	0.00		500,000.00	0.00%	
1229	005-00-389-3-8933	FDOT WILDLIFE HAZARD TRENCH F	300,000.00	0.00	0.00		300,000.00	0.00%	
1230	005-00-389-3-8934	FDOT AIRPORT AIRCRAFT TRANSIEN	3,566.00	0.00	0.00		3,566.00	0.00%	
1231	005-00-389-3-8935	AIRPORT RUNWAY MARKING REHAB 9	200,000.00	0.00	0.00		200,000.00	0.00%	
1232			----------	----------	----------		----------	----------	
1233		TOTAL	2,249,266.00	0.00	0.00		2,249,266.00	0.00%	
1234									
1235			----------	----------	----------		----------	----------	
1236		TOTAL GRANTS	2,412,335.00	0.00	0.00		2,412,335.00	0.00%	
1237			----------	----------	----------		----------	----------	
1238									
1239		**OPERATING REVENUES**							
1240	005-00-344-1-1010	100 LL AVIATION FUEL	648,900.00	34,864.42	34,864.42		614,035.58	5.37%	
1241	005-00-344-1-1020	JET A AVIATION FUEL	412,000.00	20,210.09	20,210.09		391,789.91	4.90%	
1242	005-00-344-1-1030	DONATIONS-FLY-IN EVENT	20,600.00	0.00	0.00		20,600.00	0.00%	
1243	005-00-344-1-1200	TIE DOWN FEES/VEHICLE PARKING	4,120.00	1,335.00	1,335.00		2,785.00	32.40%	
1244	005-00-344-1-1400	VENDING	824.00	0.00	0.00		824.00	0.00%	
1245	005-00-344-1-1700	AVIATION LUBRICANTS	2,060.00	134.41	134.41		1,925.59	6.52%	
1246	005-00-344-1-1800	MERCHANDISE SALES	1,808.00	270.00	270.00		1,538.00	14.93%	
1247	005-00-362-0-1000	HANGAR RENTALS	404,300.00	31,485.63	31,485.63		372,814.37	7.78%	
1248	005-00-362-0-1100	HANGAR MAINT FEE	19,776.00	1,750.00	1,750.00		18,026.00	8.84%	
1249	005-00-362-0-2000	LAND LEASE	4,120.00	425.00	425.00		3,695.00	10.31%	
1250	005-00-362-0-3000	BUILDING RENTAL	20,600.00	600.00	600.00		20,000.00	2.91%	
1251			----------	----------	----------		----------	----------	
1252		TOTAL	1,539,108.00	91,074.55	91,074.55		1,448,033.45	6.00%	
1253									
1254		**OTHER REVENUES**							
1255	005-00-364-0-1001	LOSS ON SALE/DISPOSAL OF ASSET	0.00	0.00	0.00		0.00	0.00%	
1256	005-00-365-0-0000	SURPLUS EQUIPMENT-AIRPORT	2,318.00	0.00	0.00		2,318.00	0.00%	
1257	005-00-369-9-1000	MISCELLANEOUS REVENUES	3,605.00	465.08	465.08		3,139.92	12.90%	
1258	005-00-369-9-1001	E-PAYABLES REVENUE SHARE	309.00	34.24	34.24		274.76	11.08%	
1259	005-00-369-9-4000	INSURANCE CLAIMS - AIRPORT	0.00	25,000.00	25,000.00		-25,000.00	0.00%	
1260			----------	----------	----------		----------	----------	
1261		TOTAL	6,232.00	25,499.32	25,499.32		-19,267.32	409.00%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1262									
1263		**TRANSFERS**							
1264	005-00-381-0-0000	TRANSFER FROM GENERAL	200,000.00	16,667.00	16,667.00		183,333.00	8.33%	
1265			----------	----------	----------		----------	----------	
1266		TOTAL	200,000.00	16,667.00	16,667.00		183,333.00	8.00%	
1267									
1268		**LOAN PROCEEDS**							
1269			----------	----------	----------		----------	----------	
1270		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1271									
1272			----------	----------	----------		----------	----------	
1273		TOTAL REVENUES	4,157,675.00	133,240.87	133,240.87		4,024,434.13	3.00%	
1274			----------	----------	----------		----------	----------	
1275									
1276		**CASH BALANCE FORWARD**							
1277	005-00-301-0-0000	OPERATING CASH BALANCE FORWARD	38,155.00	10,000.00	10,000.00		28,155.00	0.00%	
1278	005-00-302-0-0000	SURPLUS LAND BALANCE FORWARD	133,865.00	0.00	0.00		133,865.00	0.00%	
1279			----------	----------	----------		----------	----------	
1280		TOTAL	172,020.00	10,000.00	10,000.00		172,020.00	0.00%	
1281			----------	----------	----------		----------	----------	
1282		**TOTAL REV, TRFS & CASH BALANCE**	**4,329,695.00**	**143,240.87**	**143,240.87**		**4,186,454.13**	**3.00%**	
1283			----------	----------	----------		----------	----------	
1284	**AIRPORT EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10**								
1285		**PERSONNEL SERVICES**							
1286	005-05-542-1-1100	EXECUTIVE SALARIES	106,197.00	7,769.60	7,769.60	0.00	98,427.40	7.31%	
1287	005-05-542-1-1200	REGULAR SALARIES	204,204.00	14,452.65	14,452.65	0.00	189,751.35	7.07%	
1288	005-05-542-1-1400	OVERTIME	6,500.00	1,824.51	1,824.51	0.00	4,675.49	28.06%	
1289	005-05-542-1-2100	FICA TAX EXPENSE	24,243.00	1,784.86	1,784.86	0.00	22,458.14	7.36%	
1290	005-05-542-1-2200	RETIREMENT EXPENSE	75,753.00	5,628.11	5,628.11	0.00	70,124.89	7.42%	
1291	005-05-542-1-2300	HEALTH AND LIFE INSURANCE	58,627.00	1,936.74	1,936.74	0.00	56,690.26	3.30%	
1292	005-05-542-1-2400	WORKERS COMP	8,173.00	2,042.34	2,042.34	6,127.02	3.64	24.98%	
1293			----------	----------	----------	----------	----------	---------	
1294		TOTAL	483,697.00	35,438.81	35,438.81	6,127.02	442,131.17	7.00%	
1295									
1296		**OPERATING EXPENSES**							
1297	005-05-542-3-3100	PROFESSIONAL SERVICES	30,975.00	10.00	10.00	110.00	30,855.00	0.03%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1298	005-05-542-3-3120	PRE-EMPLOYMENT EXPENSE	1,050.00	0.00	0.00	0.00	1,050.00	0.00%	
1299	005-05-542-3-3200	ACCOUNTING AND AUDITING	9,387.00	0.00	0.00	0.00	9,387.00	0.00%	
1300	005-05-542-3-4020	SCHOOLING, CONFERENCE, ETC	5,250.00	0.00	0.00	0.00	5,250.00	0.00%	
1301	005-05-542-3-4100	COMMUNICATIONS SERVICES	16,800.00	1,903.00	1,903.00	0.00	14,897.00	11.32%	
1302	005-05-542-3-4200	POSTAGE AND FREIGHT	315.00	0.00	0.00	0.00	315.00	0.00%	
1303	005-05-542-3-4310	NATURAL GAS	1,050.00	55.31	55.31	0.00	994.69	5.26%	
1304	005-05-542-3-4315	UTILITIES-WATER	8,400.00	562.04	562.04	0.00	7,837.96	6.69%	
1305	005-05-542-3-4320	ELECTRICITY	21,000.00	3,280.96	3,280.96	0.00	17,719.04	15.62%	
1306	005-05-542-3-4330	CREDIT CARD FEES	31,500.00	2,409.62	2,409.62	0.00	29,090.38	7.64%	
1307	005-05-542-3-4400	RENTALS AND LEASES	12,285.00	0.00	0.00	0.00	12,285.00	0.00%	
1308	005-05-542-3-4500	LIABILITY INSURANCE	88,287.00	20,248.09	20,248.09	60,744.27	7,294.64	22.93%	
1309	005-05-542-3-4510	INSURANCE CLAIMS REIMBURSABLE	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1310	005-05-542-3-4610	BUILDING MAINTENANCE	27,500.00	1,000.00	1,000.00	815.00	25,685.00	3.63%	
1311	005-05-542-3-4615	HANGAR MAINTENANCE	33,000.00	0.00	0.00	0.00	33,000.00	0.00%	
1312	005-05-542-3-4620	EQUIPMENT/FIELD MAINTENANCE	31,350.00	1,213.40	1,213.40	4,400.00	25,736.60	3.87%	
1313	005-05-542-3-4630	VEHICLE MAINTENANCE	5,250.00	32.92	32.92	735.59	4,481.49	0.62%	
1314	005-05-542-3-4650	GROUNDS LANDSCAPING	58,800.00	1,550.00	1,550.00	0.00	57,250.00	2.63%	
1315	005-05-542-3-4800	ADVERTISING	5,250.00	0.00	0.00	0.00	5,250.00	0.00%	
1316	005-05-542-3-4810	LEGAL ADVERTISING	1,050.00	0.00	0.00	0.00	1,050.00	0.00%	
1317	005-05-542-3-4900	FLY-IN EVENT-EXPENSES	21,000.00	0.00	0.00	0.00	21,000.00	0.00%	
1318	005-05-542-3-5000	FEES & FINES	0.00	0.00	0.00	0.00	0.00	0.00%	
1319	005-05-542-3-5100	OFFICE SUPPLIES	1,575.00	102.51	102.51	122.01	1,350.48	6.50%	
1320	005-05-542-3-5170	100LL FUEL	442,588.00	32,340.74	32,340.74	65,714.87	344,532.39	7.30%	
1321	005-05-542-3-5180	JET A FUEL	238,000.00	22,285.87	22,285.87	2,486.25	213,227.88	9.36%	
1322	005-05-542-3-5210	GAS AND LUBRICANTS	2,625.00	43.44	43.44	0.00	2,581.56	1.65%	
1323	005-05-542-3-5220	GENERAL MERCHANDISE	5,250.00	391.51	391.51	687.69	4,170.80	7.45%	
1324	005-05-542-3-5230	JANITORIAL SUPPLIES	2,625.00	166.71	166.71	0.00	2,458.29	6.35%	
1325	005-05-542-3-5260	UNIFORMS	525.00	0.00	0.00	0.00	525.00	0.00%	
1326	005-05-542-3-5280	OPERATING SUPPLIES	6,300.00	184.30	184.30	184.02	5,931.68	2.92%	
1327	005-05-542-3-5400	MEMBR,SUBSCRIPT,DUES	7,140.00	0.00	0.00	0.00	7,140.00	0.00%	
1328	005-05-542-3-6000	AIRPORT SURPLUS LAND SPEND PLA	10,500.00	0.00	0.00	0.00	10,500.00	0.00%	
1329			---	---	---	---	---	---	
1330		TOTAL	1,146,627.00	87,780.42	87,780.42	135,999.70	922,846.88	8.00%	
1331									
1332		**CAPITAL OUTLAY**							
1333	005-05-542-6-6309	FDOT WEST TAXILANES & APRON ST	0.00	0.00	0.00	0.00	0.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1334	005-05-542-6-6450	CAPITAL IMPROVEMENTS	112,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1335	005-05-542-8-6303	FDOT Taxiway ''E''CHO	5,016.00	0.00	0.00	0.00	5,016.00	0.00%	
1336	005-05-542-8-6308	FAA West Taxilanes & Apron Fed	0.00	0.00	0.00	0.00	0.00	0.00%	
1337	005-05-542-8-6310	Fed FAA Taxiway ''E''cho	95,309.00	0.00	0.00	90,690.00	4,619.00	0.00%	
1338	005-05-542-8-6311	FDOT RWY 9 Obstruction Tree Re	45,820.00	0.00	0.00	0.00	45,820.00	0.00%	
1339	005-05-542-8-6312	FDOT Wildlife Hazard Assessmen	0.00	0.00	0.00	0.00	0.00	0.00%	
1340	005-05-542-8-6314	FDOT Bulk Hangar (W1-3) Apron	0.00	0.00	0.00	0.00	0.00	0.00%	
1341	005-05-542-8-6315	FDOT RWY 9/27 EXT feasibility	0.00	0.00	0.00	0.00	0.00	0.00%	
1342	005-05-542-8-6316	FDOT Access Control & Gate Imp	0.00	0.00	0.00	0.00	0.00	0.00%	
1343	005-05-542-8-6317	AIRPORT FDOT CORPORATE HANGAR	900,000.00	0.00	0.00	0.00	900,000.00	0.00%	
1344	005-05-542-8-6318	FDOT Emergency Generators	179,863.00	0.00	0.00	0.00	179,863.00	0.00%	
1345	005-05-542-8-6319	FAA AIRPORT AGIS SURVEY & MAPP	0.00	0.00	0.00	0.00	0.00	0.00%	
1346	005-05-542-8-6320	FDOT AIRPORT AGIS SURVEY & MAP	0.00	0.00	0.00	0.00	0.00	0.00%	
1347	005-05-542-8-6321	FDOT AIRPORT MASTER PLAN	115,000.00	0.00	0.00	0.00	115,000.00	0.00%	
1348	005-05-542-8-6322	FDOT Airport RW 9/27 E END APP	500,000.00	0.00	0.00	0.00	500,000.00	0.00%	
1349	005-05-542-8-6323	FDOT WILDLIFE HAZARD TRENCH F	300,000.00	0.00	0.00	0.00	300,000.00	0.00%	
1350	005-05-542-8-6324	FAA AIRPORT AIRCRAFT TRANSIENT	67,760.00	0.00	0.00	0.00	67,760.00	0.00%	
1351	005-05-542-8-6325	FDOT AIRPORT AIRCRAFT TRANSIEN	3,566.00	0.00	0.00	0.00	3,566.00	0.00%	
1352	005-05-542-8-6326	FDOT AIRWAY RUNWAY MARKING REH	200,000.00	0.00	0.00	0.00	200,000.00	0.00%	
1353			----------	----------	----------	----------	----------	---------	
1354		TOTAL	2,524,334.00	0.00	0.00	90,690.00	2,341,644.00	0.00%	
1355									
1356		**DEBT SERVICE**							
1357	005-05-517-7-7140	PRINCIPAL-AIRPORT VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00%	
1358	005-05-517-7-7141	PRINCIPAL - GENERAL FUND LOAN	50,000.00	0.00	0.00	0.00	50,000.00	0.00%	
1359	005-05-517-7-7240	INTEREST-AIRPORT VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00%	
1360			----------	----------	----------	----------	----------	---------	
1361		TOTAL	50,000.00	0.00	0.00	0.00	50,000.00	0.00%	
1362									
1363			----------	----------	----------	----------	----------	---------	
1364		TOTAL EXPENDITURES	4,204,658.00	123,219.23	123,219.23	232,816.72	3,756,622.05	3.00%	
1365			----------	----------	----------	----------	----------	---------	
1366									
1367		**TRANSFERS, CONT, RESERVES**							
1368	005-05-542-9-9100	REIMB GENERAL FUND-ADMIN EXP	66,058.00	18,086.00	18,086.00	0.00	198,951.00	27.37%	
1369	005-05-542-9-9900	CONTINGENCY/RESERVE	58,979.00	0.00	0.00	0.00	0.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1370			----------	----------	----------	----------	----------	---------	
1371		TOTAL	125,037.00	18,086.00	18,086.00	0.00	198,951.00	14.00%	
1372			----------	----------	----------	----------	----------	---------	
1373		**TOTAL EXPENDITURES, TRANSFERS,**							
1374	**AIRPORT FUND**	**CONTINGENCIES & RESERVES**	**4,329,695.00**	**141,305.23**	**141,305.23**	**232,816.72**	**3,955,573.05**	**3.00%**	
1375			----------	----------	----------	----------	----------	---------	
1376									
1377				**WATER FUND**					
1378	WATER FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
1379		**GRANTS**							
1380	041-00-389-2-8107	FEMA HMGP 4283-66 LIFT STATION	0.00	0.00	0.00		0.00	0.00%	
1381	041-00-389-3-5010	CDBG MIT SANITARY WASTEWATER R	198,859.00	0.00	0.00		198,859.00	0.00%	
1382	041-00-389-5-2000	Fed CDBG DEO Madison to 11th	714,000.00	0.00	0.00		714,000.00	0.00%	
1383	041-00-389-5-2100	SANITARY SEWE SMART SENSOR	103,000.00	0.00	0.00		103,000.00	0.00%	
1384	041-00-389-6-3000	FDEP LPA0354 Sewer Main and Ma	2,000,000.00	0.00	0.00		2,000,000.00	0.00%	
1385	041-00-389-6-3100	FDEP Potable Water state North	5,000,000.00	0.00	0.00		5,000,000.00	0.00%	
1386	041-00-389-6-3200	FDEP Sewer Lining state	1,000,000.00	0.00	0.00		1,000,000.00	0.00%	
1387	041-00-389-7-1008	WWTP Biosolids LPR0004 FDEP	242,985.00	0.00	0.00		242,985.00	0.00%	
1388	041-00-389-7-1009	SJRWMD #35891 Madison to 11th	694,000.00	0.00	0.00		694,000.00	0.00%	
1389	041-00-334-3-5000	DEO Lift Station 16 Expansion	329,443.00	0.00	0.00		329,443.00	0.00%	
1390			----------	----------	----------		----------	----------	
1391		TOTAL	10,282,287.00	0.00	0.00		10,282,287.00	0.00%	
1392									
1393		**CHARGES FOR SERVICES**							
1394	041-00-343-6-1000	WATER SALES	4,481,074.00	384,862.89	384,862.89		4,096,211.11	8.58%	
1395	041-00-343-6-1010	WATER TAPS & RENEWALS	53,226.00	2,500.00	2,500.00		50,726.00	4.69%	
1396	041-00-343-6-1040	PENALTIES	79,237.00	6,525.15	6,525.15		72,711.85	8.23%	
1397	041-00-343-6-2000	BROKEN METERS/LOCKS	2,690.00	10.00	10.00		2,680.00	0.37%	
1398	041-00-343-6-3000	WASTEWATER SERVICE REVENUE	3,970,620.00	341,730.81	341,730.81		3,628,889.19	8.60%	
1399	041-00-343-6-3010	WASTEWATER TAPS/RENEWALS	52,494.00	5,000.00	5,000.00		47,494.00	9.52%	
1400	041-00-343-6-3020	SEPTIC DUMPING (WWTP)	223,047.00	3,770.00	3,770.00		219,277.00	1.69%	
1401	041-00-343-6-4000	WATER IMPACT FEES	258,866.00	6,162.00	6,162.00		252,704.00	2.38%	
1402	041-00-343-6-5000	WASTEWATER IMPACT FEES-NEW CON	272,430.00	6,490.00	6,490.00		265,940.00	2.38%	
1403			----------	----------	----------		----------	----------	
1404		TOTAL	9,393,684.00	757,050.85	757,050.85		8,636,633.15	8.00%	
1405									

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1406		**OTHER REVENUES**							
1407	041-00-361-1-1000	INTEREST-SERIES 98 SINKING FD	868.00	68.56	68.56		799.44	7.89%	
1408	041-00-361-1-1100	INTEREST DW 540250	106.00	215.58	215.58		-109.58	203.37%	
1409	041-00-362-0-1000	COMMUNICATION TOWER LEASE	29,810.00	0.00	0.00		29,810.00	0.00%	
1410	041-00-362-0-1005	TATER FARMS LAND LEASE	34,042.00	24,750.00	24,750.00		9,292.00	72.70%	
1411	041-00-364-0-4900	SURPLUS EQUIPMENT-WATER	8,252.00	0.00	0.00		8,252.00	0.00%	
1412	041-00-369-9-1000	OTHER REVENUE	8,365.00	0.00	0.00		8,365.00	0.00%	
1413	041-00-369-9-1001	E-PAYABLES REVENUE SHARE	895.00	65.34	65.34		829.66	7.30%	
1414	041-00-384-0-1002	SRF 2019 MATCHING PROCEEDS DW5	0.00	0.00	0.00		0.00	0.00%	
1415	041-00-384-0-1004	SRF DW54025 PROCEEDS Carbon Fi	1,312,368.00	0.00	0.00		1,312,368.00	0.00%	
1416	041-00-384-0-1005	SRF 54022 DOWNTOWN POTABLE	0.00	0.00	0.00		0.00	0.00%	
1417			----------	----------	----------		----------	----------	
1418		TOTAL	1,394,706.00	25,099.48	25,099.48		1,369,606.52	2.00%	
1419			----------	----------	----------		----------	----------	
1420									
1421			----------	----------	----------		----------	----------	
1422		TOTAL OPERATING REVENUES	21,070,677.00	782,150.33	782,150.33		20,288,526.67	4.00%	
1423			----------	----------	----------		----------	----------	
1424									
1425		**TRANSFERS IN**							
1426	041-00-381-0-3000	TRANSFER FROM CENTRAL TIF POTA	100,000.00	8,333.00	8,333.00		91,667.00	8.33%	
1427	041-00-381-0-3100	TRANSFER FROM SOUTH TIF-POTABL	30,000.00	2,500.00	2,500.00		27,500.00	8.33%	
1428			----------	----------	----------		----------	----------	
1429		TOTAL	130,000.00	10,833.00	10,833.00		119,167.00	8.00%	
1430									
1431		**CASH BALANCE FOWARD**							
1432	041-00-301-0-0100	CASH BALANCE FOWARD	4,022,639.00	150,000.00	150,000.00		3,872,639.00	0.00%	
1433	041-00-301-0-0101	WATER IMPACT FEES BALANCE FORW	77,223.00	0.00	0.00		77,223.00	0.00%	
1434	041-00-301-0-0102	WASTEWATER IMPACT FEES BALANCE	156,217.00	0.00	0.00		156,217.00	0.00%	
1435	041-00-301-1-0000	UTILITY CAPITAL REPLACEMENT BA	2,158,440.00	0.00	0.00		2,158,440.00	0.00%	
1436	041-00-301-1-7000	FRUFC REBATE-CAP PROJECTS ONLY	8,095.00	0.00	0.00		8,095.00	0.00%	
1437			----------	----------	----------		----------	----------	
1438		TOTAL	6,422,614.00	150,000.00	150,000.00		6,272,614.00	0.00%	
1439			----------	----------	----------		----------	----------	
1440	**WATER FUND**	**TOTAL REV, TRF & CASH BALANCES**	**27,623,291.00**	**942,983.33**	**942,983.33**		**26,680,307.67**	**3.00%**	
1441			----------	----------	----------		----------	----------	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1442	WATER FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
1443		**WATER PLANT**							
1444									
1445		**PERSONNEL SERVICES**							
1446	041-11-533-1-1100	EXECUTIVE SALARIES	121,485.00	7,821.36	7,821.36	0.00	113,663.64	6.43%	
1447	041-11-533-1-1200	REGULAR SALARIES	271,635.00	13,157.28	13,157.28	0.00	258,477.72	4.84%	
1448	041-11-533-1-1400	OVERTIME	50,000.00	2,905.25	2,905.25	0.00	47,094.75	5.81%	
1449	041-11-533-1-2100	FICA TAX EXPENSE	33,899.00	1,780.50	1,780.50	0.00	32,118.50	5.25%	
1450	041-11-533-1-2200	RETIREMENT EXPENSE	122,301.00	6,639.93	6,639.93	0.00	115,661.07	5.42%	
1451	041-11-533-1-2300	HEALTH AND LIFE INSURANCE	81,977.00	3,029.15	3,029.15	0.00	78,947.85	3.69%	
1452			----------	----------	----------	----------	----------	---------	
1453		TOTAL	681,297.00	35,333.47	35,333.47	0.00	645,963.53	5.00%	
1454									
1455		**OPERATING EXPENSES**							
1456	041-11-533-3-3100	PROFESSIONAL SERVICES	50,000.00	250.00	250.00	0.00	49,750.00	0.50%	
1457	041-11-533-3-3110	LAB/TESTING	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
1458	041-11-533-3-3120	PRE-EMPLOYMENT EXPENSE	312.00	0.00	0.00	0.00	312.00	0.00%	
1459	041-11-533-3-4020	SCHOOLING, CONFERENCE, ETC	8,000.00	0.00	0.00	0.00	8,000.00	0.00%	
1460	041-11-533-3-4100	COMMUNICATIONS SERVICES	200.00	408.17	408.17	0.00	-208.17	204.08%	
1461	041-11-533-3-4200	POSTAGE AND FREIGHT	100.00	0.00	0.00	0.00	100.00	0.00%	
1462	041-11-533-3-4320	ELECTRICITY	150,000.00	15,999.84	15,999.84	0.00	134,000.16	10.66%	
1463	041-11-533-3-4400	RENTALS AND LEASES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1464	041-11-533-3-4500	LIABILITY INSURANCE	1,500.00	344.01	344.01	1,032.03	123.96	22.93%	
1465	041-11-533-3-4610	BUILDING MAINTENANCE	15,000.00	697.09	697.09	0.00	14,302.91	4.64%	
1466	041-11-533-3-4620	EQUIPMENT MAINTENANCE	75,000.00	0.00	0.00	500.00	74,500.00	0.00%	
1467	041-11-533-3-4630	VEHICLE MAINTENANCE	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1468	041-11-533-3-5000	FINES & FEES	520.00	0.00	0.00	0.00	520.00	0.00%	
1469	041-11-533-3-5100	OFFICE SUPPLIES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1470	041-11-533-3-5210	GAS AND LUBRICANTS	3,000.00	285.09	285.09	0.00	2,714.91	9.50%	
1471	041-11-533-3-5230	JANITORIAL SUPPLIES	1,500.00	21.60	21.60	0.00	1,478.40	1.44%	
1472	041-11-533-3-5250	SMALL TOOLS	4,000.00	0.00	0.00	0.00	4,000.00	0.00%	
1473	041-11-533-3-5260	UNIFORMS	6,000.00	286.48	286.48	0.00	5,713.52	4.77%	
1474	041-11-533-3-5270	CHEMICALS AND FERTILIZERS	150,000.00	7,171.87	7,171.87	4,576.00	138,252.13	4.78%	
1475	041-11-533-3-5280	OPERATING SUPPLIES	15,600.00	160.14	160.14	3,218.83	12,221.03	1.02%	
1476	041-11-533-3-5400	MEMBR,SUBSCRIPT,DUES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1477			----------	----------	----------	----------	----------	---------	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1478		TOTAL	515,732.00	25,624.29	25,624.29	9,326.86	480,780.85	5.00%	
1479									
1480		**CAPITAL OUTLAY**							
1481	041-11-533-6-6330	SRF DW54025 Carbon Filters	1,312,368.00	0.00	0.00	0.00	1,312,368.00	0.00%	
1482	041-11-533-6-6380	WELL UPGRADES	55,000.00	0.00	0.00	0.00	55,000.00	0.00%	
1483	041-11-533-6-6400	CAPITAL OUTLAY	634,556.00	0.00	0.00	0.00	634,556.00	0.00%	
1484			---	---	---	---	---	---	
1485		TOTAL	2,001,924.00	0.00	0.00	0.00	2,001,924.00	0.00%	
1486			---	---	---	---	---	---	
1487		**DEPARTMENT TOTAL**	**3,198,953.00**	**60,957.76**	**60,957.76**	**9,326.86**	**3,128,668.38**	**2.00%**	
1488			---	---	---	---	---	---	
1489		**SEWER/WASTEWATER PLANT**							
1490									
1491		**PERSONNEL SERVICES**							
1492	041-12-535-1-1100	EXECUTIVE SALARIES	165,346.00	7,871.92	7,871.92	0.00	157,474.08	4.76%	
1493	041-12-535-1-1200	REGULAR SALARIES	409,500.00	37,327.52	37,327.52	0.00	372,172.48	9.11%	
1494	041-12-535-1-1220	CLERICAL SALARY	50,232.00	5,403.92	5,403.92	0.00	44,828.08	10.75%	
1495	041-12-535-1-1400	OVERTIME	55,000.00	2,704.32	2,704.32	0.00	52,295.68	4.91%	
1496	041-12-535-1-2100	FICA TAX EXPENSE	52,026.00	3,892.48	3,892.48	0.00	48,133.52	7.48%	
1497	041-12-535-1-2200	RETIREMENT EXPENSE	187,702.00	11,048.77	11,048.77	0.00	176,653.23	5.88%	
1498	041-12-535-1-2300	HEALTH AND LIFE INSURANCE	125,814.00	13,074.76	13,074.76	0.00	112,739.24	10.39%	
1499			---	---	---	---	---	---	
1500		TOTAL	1,045,620.00	81,323.69	81,323.69	0.00	964,296.31	8.00%	
1501									
1502		**OPERATING EXPENSES**							
1503	041-12-535-3-3100	PROFESSIONAL SERVICES	9,800.00	0.00	0.00	45.00	9,755.00	0.00%	
1504	041-12-535-3-3110	LAB/TESTING	59,000.00	0.00	0.00	4,391.00	54,609.00	0.00%	
1505	041-12-535-3-3120	PRE-EMPLOYMENT EXPENSE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1506	041-12-535-3-3440	TREE REMOVAL	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
1507	041-12-535-3-3460	RAILROAD CROSSING MAINTENANCE	350.00	0.00	0.00	0.00	350.00	0.00%	
1508	041-12-535-3-4000	TRAVEL	1,600.00	0.00	0.00	0.00	1,600.00	0.00%	
1509	041-12-535-3-4020	SCHOOLING, CONFERENCE, ETC	4,000.00	100.00	100.00	0.00	3,900.00	2.50%	
1510	041-12-535-3-4100	COMMUNICATIONS SERVICES	10,300.00	705.25	705.25	0.00	9,594.75	6.84%	
1511	041-12-535-3-4200	POSTAGE AND FREIGHT	500.00	0.00	0.00	0.00	500.00	0.00%	
1512	041-12-535-3-4310	NATURAL GAS	6,000.00	366.93	366.93	0.00	5,633.07	6.11%	
1513	041-12-535-3-4320	ELECTRICITY	280,000.00	19,683.24	19,683.24	0.00	260,316.76	7.02%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1514	041-12-535-3-4330	CREDIT CARD FEES	500.00	0.00	0.00	0.00	500.00	0.00%	
1515	041-12-535-3-4400	RENTALS AND LEASES	43,000.00	0.00	0.00	3,729.40	39,270.60	0.00%	
1516	041-12-535-3-4500	LIABILITY INSURANCE	1,200.00	275.20	275.20	825.60	99.20	22.93%	
1517	041-12-535-3-4610	BUILDING MAINTENANCE	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1518	041-12-535-3-4620	EQUIPMENT MAINTENANCE	165,000.00	3,303.11	3,303.11	14,683.49	147,013.40	2.00%	
1519	041-12-535-3-4630	VEHICLE MAINTENANCE	3,200.00	420.34	420.34	0.00	2,779.66	13.13%	
1520	041-12-535-3-4680	STORM CLEANUP/REPAIR	700.00	0.00	0.00	0.00	700.00	0.00%	
1521	041-12-535-3-4700	PRINTING AND BINDING	250.00	24.78	24.78	0.00	225.22	9.91%	
1522	041-12-535-3-5000	FINES & FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
1523	041-12-535-3-5100	OFFICE SUPPLIES	4,500.00	0.00	0.00	0.00	4,500.00	0.00%	
1524	041-12-535-3-5210	GAS AND LUBRICANTS	14,000.00	2,048.88	2,048.88	0.00	11,951.12	14.63%	
1525	041-12-535-3-5230	JANITORIAL SUPPLIES	500.00	113.02	113.02	0.00	386.98	22.60%	
1526	041-12-535-3-5250	SMALL TOOLS	6,800.00	0.00	0.00	0.00	6,800.00	0.00%	
1527	041-12-535-3-5260	UNIFORMS	9,700.00	307.40	307.40	0.00	9,392.60	3.16%	
1528	041-12-535-3-5270	CHEMICALS	90,000.00	0.00	0.00	922.50	89,077.50	0.00%	
1529	041-12-535-3-5280	OPERATING SUPPLIES	18,000.00	45.00	45.00	1,594.53	16,360.47	0.25%	
1530	041-12-535-3-5290	BIOSOLIDS DISPOSAL	56,000.00	0.00	0.00	0.00	56,000.00	0.00%	
1531	041-12-535-3-5400	MEMBR,SUBSCRIPT,DUES	400.00	0.00	0.00	0.00	400.00	0.00%	
1532			----------	----------	----------	----------	----------	---------	
1533		TOTAL	798,900.00	27,393.15	27,393.15	26,191.52	745,315.33	3.00%	
1534									
1535		**CAPITAL OUTLAY**							
1536	041-12-535-6-6301	DEO Lift Station 16 Expansion	1,752,098.00	0.00	0.00	0.00	1,752,098.00	0.00%	
1537	041-12-535-6-6359	WWTP Biosolids LPR0004 FDEP	242,984.00	0.00	0.00	0.00	242,984.00	0.00%	
1538	041-12-535-6-6450	CAPITAL IMPROVEMENTS	802,000.00	0.00	0.00	0.00	802,000.00	0.00%	
1539			----------	----------	----------	----------	----------	---------	
1540		TOTAL	2,797,082.00	0.00	0.00	0.00	2,797,082.00	0.00%	
1541			----------	----------	----------	----------	----------	---------	
1542		**GRANTS**							
1543	041-12-535-8-6401	DEO Lift Station 16 Expansion	329,443.00	0.00	0.00	0.00	329,443.00	0.00%	
1544			----------	----------	----------	----------	----------	---------	
1545		TOTAL	329,443.00	0.00	0.00	0.00	329,443.00	0.00%	
1546			----------	----------	----------	----------	----------	---------	
1547		**DEPARTMENT TOTAL**	**4,971,045.00**	**108,716.84**	**108,716.84**	**26,191.52**	**4,836,136.64**	**2.00%**	
1548			----------	----------	----------	----------	----------	---------	
1549		**WATER/SEWER DISTRIBUTION**							

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1550									
1551		**PERSONNEL SERVICES**							
1552	041-13-536-1-1100	EXECUTIVE SALARIES	118,850.00	4,666.20	4,666.20	0.00	114,183.80	3.92%	
1553	041-13-536-1-1200	REGULAR SALARIES	280,679.00	27,796.26	27,796.26	0.00	252,882.74	9.90%	
1554	041-13-536-1-1220	CLERICAL SALARY	38,220.00	4,150.20	4,150.20	0.00	34,069.80	10.85%	
1555	041-13-536-1-1400	OVERTIME	55,000.00	3,866.95	3,866.95	0.00	51,133.05	7.03%	
1556	041-13-536-1-2100	FICA TAX EXPENSE	37,695.00	2,838.20	2,838.20	0.00	34,856.80	7.52%	
1557	041-13-536-1-2200	RETIREMENT EXPENSE	135,999.00	10,463.38	10,463.38	0.00	125,535.62	7.69%	
1558	041-13-536-1-2300	HEALTH AND LIFE INSURANCE	91,159.00	9,847.36	9,847.36	0.00	81,311.64	10.80%	
1559			----------	----------	----------	----------	----------	---------	
1560		TOTAL	757,602.00	63,628.55	63,628.55	0.00	693,973.45	8.00%	
1561									
1562		**OPERATING EXPENSES**							
1563	041-13-536-3-3100	PROFESSIONAL SERVICES	20,000.00	33.62	33.62	0.00	19,966.38	0.16%	
1564	041-13-536-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
1565	041-13-536-3-4020	SCHOOLING, CONFERENCE, ETC	9,000.00	475.00	475.00	75.00	8,450.00	5.27%	
1566	041-13-536-3-4100	COMMUNICATIONS SERVICES	5,500.00	390.97	390.97	0.00	5,109.03	7.10%	
1567	041-13-536-3-4200	POSTAGE AND FREIGHT	0.00	0.00	0.00	0.00	0.00	0.00%	
1568	041-13-536-3-4310	NATURAL GAS	1,500.00	12.25	12.25	0.00	1,487.75	0.81%	
1569	041-13-536-3-4320	ELECTRICITY	1,700.00	294.14	294.14	0.00	1,405.86	17.30%	
1570	041-13-536-3-4400	RENTALS AND LEASES	500.00	0.00	0.00	0.00	500.00	0.00%	
1571	041-13-536-3-4610	BUILDING MAINTENANCE	10,000.00	0.00	0.00	2,836.11	7,163.89	0.00%	
1572	041-13-536-3-4620	EQUIPMENT MAINTENANCE	20,000.00	1,686.87	1,686.87	-100.00	18,413.13	8.43%	
1573	041-13-536-3-4630	VEHICLE MAINTENANCE	15,000.00	65.23	65.23	648.97	14,285.80	0.43%	
1574	041-13-536-3-4700	PRINTING AND BINDING	500.00	13.53	13.53	0.00	486.47	2.70%	
1575	041-13-536-3-4900	LEGAL ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00%	
1576	041-13-536-3-5100	OFFICE SUPPLIES	1,445.00	0.00	0.00	0.00	1,445.00	0.00%	
1577	041-13-536-3-5210	GAS AND LUBRICANTS	25,000.00	1,490.79	1,490.79	0.00	23,509.21	5.96%	
1578	041-13-536-3-5230	JANITORIAL SUPPLIES	1,000.00	7.60	7.60	0.00	992.40	0.76%	
1579	041-13-536-3-5250	SMALL TOOLS	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
1580	041-13-536-3-5260	UNIFORMS	4,500.00	131.22	131.22	0.00	4,368.78	2.91%	
1581	041-13-536-3-5280	OPERATING SUPPLIES	10,000.00	35.63	35.63	3,703.50	6,260.87	0.35%	
1582	041-13-536-3-5330	ROAD REPAIRS	470,000.00	4,200.00	4,200.00	-4,200.00	470,000.00	0.89%	
1583			----------	----------	----------	----------	----------	---------	
1584		TOTAL	600,645.00	8,836.85	8,836.85	2,963.58	588,844.57	1.00%	
1585									

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1586		**CAPITAL OUTLAY**							
1587	041-13-536-6-6300	METERS AND METER REPAIR	34,000.00	4,717.00	4,717.00	0.00	29,283.00	13.87%	
1588	041-13-536-6-6320	WASTEWATER MATERIALS	18,000.00	0.00	0.00	0.00	18,000.00	0.00%	
1589	041-13-536-6-6330	PIPE AND FITTINGS	100,000.00	0.00	0.00	2,145.85	97,854.15	0.00%	
1590	041-13-536-6-6340	CONCRETE, FILL	30,000.00	1,680.00	1,680.00	8,530.00	19,790.00	5.60%	
1591	041-13-536-6-6372	CDBG MIT SANITARY WASTEWATER R	198,859.00	0.00	0.00	0.00	198,859.00	0.00%	
1592	041-13-536-6-6400	CAPITAL OUTLAY	370,000.00	0.00	0.00	17,771.40	352,228.60	0.00%	
1593	041-13-536-6-6450	CAPITAL IMPROVEMENTS	225,000.00	0.00	0.00	0.00	225,000.00	0.00%	
1594	041-13-536-6-6458	SRF 2019 DW54022 PALATKA HEIGH	0.00	0.00	0.00	0.00	0.00	0.00%	
1595	041-13-536-6-6464	SRF DW54022 Downtown Potable	0.00	0.00	0.00	0.00	0.00	0.00%	
1596	041-13-536-6-6467	CITY MATCH DEO MADISON 5TH TO	64,217.00	0.00	0.00	0.00	64,217.00	0.00%	
1597	041-13-536-6-6473	SRF DEO RIF St. Johns Ave Mose	0.00	0.00	0.00	0.00	0.00	0.00%	
1598	041-13-536-6-6474	PUBLIC WORKS BUILDING	0.00	19,313.04	19,313.04	0.00	-19,313.04	0.00%	
1599	041-13-536-6-6475	CITY MATCH SANITARY SEWER SMAR	136,270.00	0.00	0.00	0.00	136,270.00	0.00%	
1600	041-13-536-6-6476	SANITARY SEWER SMART SENSORS	154,426.00	0.00	0.00	0.00	154,426.00	0.00%	
1601	041-13-536-8-6465	DEO RIF MOSELY TO RR	0.00	0.00	0.00	0.00	0.00	0.00%	
1602	041-13-536-8-6466	FDEP LPA0354 Sewer Main and Ma	2,000,000.00	0.00	0.00	1,996,895.40	3,104.60	0.00%	
1603	041-13-536-8-6467	Fed CDBG DEO Madison 5th to 11	714,000.00	0.00	0.00	0.00	714,000.00	0.00%	
1604	041-13-536-8-6468	FDEP Potable Water state North	5,000,000.00	0.00	0.00	0.00	5,000,000.00	0.00%	
1605	041-13-536-8-6469	FDEP Sewer Lining state	1,000,000.00	0.00	0.00	0.00	1,000,000.00	0.00%	
1606	041-13-536-8-6471	SJRWMD 35891 MADISON TO 11TH S	0.00	0.00	0.00	0.00	0.00	0.00%	
1607			----------	----------	----------	----------	----------	---------	
1608		TOTAL	10,044,772.00	25,710.04	25,710.04	2,025,342.65	7,993,719.31	0.00%	
1609			----------	----------	----------	----------	----------	---------	
1610		**DEPARTMENT TOTAL**	**11,403,019.00**	**98,175.44**	**98,175.44**	**2,028,306.23**	**9,276,537.33**	**1.00%**	
1611			----------	----------	----------	----------	----------	---------	
1612		**WATER ADMINISTRATION**							
1613									
1614		**PERSONNEL SERVICES**							
1615	041-29-536-1-1200	REGULAR SALARIES	185,914.00	0.00	0.00	0.00	185,914.00	0.00%	
1616	041-29-536-1-1220	SALARIES CLERICAL	0.00	6,305.98	6,305.98	0.00	-6,305.98	0.00%	
1617	041-29-536-1-1300	OTHER SALARIES	0.00	4,300.62	4,300.62	0.00	-4,300.62	0.00%	
1618	041-29-536-1-1400	OVERTIME-WATER ADMIN	0.00	0.00	0.00	0.00	0.00	0.00%	
1619	041-29-536-1-2100	FICA TAX EXPENSE	14,222.00	797.74	797.74	0.00	13,424.26	5.60%	
1620	041-29-536-1-2200	RETIREMENT EXPENSE	51,312.00	2,961.03	2,961.03	0.00	48,350.97	5.77%	
1621	041-29-536-1-2300	HEALTH AND LIFE INSURANCE	34,394.00	3,070.53	3,070.53	0.00	31,323.47	8.92%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1622	041-29-536-1-2400	WORKERS COMP	39,541.00	9,880.83	9,880.83	29,642.49	17.68	24.98%	
1623			---	---	---	---	---	---	
1624		TOTAL	325,383.00	27,316.73	27,316.73	29,642.49	268,423.78	8.00%	
1625									
1626		**OPERATING EXPENSES**							
1627	041-29-536-3-3100	PROFESSIONAL SERVICES	45,249.00	110.00	110.00	1,210.00	43,929.00	0.24%	
1628	041-29-536-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
1629	041-29-536-3-3200	ACCOUNTING AND AUDITING	54,578.00	0.00	0.00	0.00	54,578.00	0.00%	
1630	041-29-536-3-4020	SCHOOLING, CONFERENCE, ETC	5,928.00	0.00	0.00	0.00	5,928.00	0.00%	
1631	041-29-536-3-4100	COMMUNICATIONS SERVICES	988.00	112.35	112.35	0.00	875.65	11.37%	
1632	041-29-536-3-4200	POSTAGE AND FREIGHT	100.00	0.00	0.00	0.00	100.00	0.00%	
1633	041-29-536-3-4330	CREDIT CARD FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
1634	041-29-536-3-4400	RENTALS AND LEASES	494.00	0.00	0.00	0.00	494.00	0.00%	
1635	041-29-536-3-4500	LIABILITY INSURANCE	329,005.00	75,455.31	75,455.31	226,365.93	27,183.76	22.93%	
1636	041-29-536-3-4620	EQUIPMENT MAINTENANCE	44,460.00	0.00	0.00	0.00	44,460.00	0.00%	
1637	041-29-536-3-5100	OFFICE SUPPLIES	200.00	0.00	0.00	0.00	200.00	0.00%	
1638	041-29-536-3-5280	OPERATING SUPPLIES	4,446.00	0.00	0.00	0.00	4,446.00	0.00%	
1639			---	---	---	---	---	---	
1640		TOTAL	485,548.00	75,677.66	75,677.66	227,575.93	182,294.41	16.00%	
1641									
1642		**CAPITAL OUTLAY**							
1643	041-29-536-6-6474	PUBLIC WORKS BUILDING	0.00	5,702.67	5,702.67	0.00	-5,702.67	0.00%	
1644			---	---	---	---	---	---	
1645		TOTAL	0.00	5,702.67	5,702.67	0.00	-5,702.67	0.00%	
1646									
1647		**DEBT SERVICE**							
1648	041-13-517-7-7100	PRINCIPAL PUBLIC WORKS BUILDIN	24,892.00	0.00	0.00	0.00	24,892.00	0.00%	
1649	041-13-517-7-7200	INTEREST PUBLIC WORKS BLDG	37,213.00	0.00	0.00	0.00	37,213.00	0.00%	
1650	041-29-517-7-7120	PRINCIPAL DW541901	258,310.00	0.00	0.00	0.00	258,310.00	0.00%	
1651	041-29-517-7-7130	PRINCIPAL SERIES 2010A	240,669.00	240,669.00	240,669.00	0.00	0.00	100.00%	
1652	041-29-517-7-7140	PRINCIPAL SRF 2108 DW54022	512,592.00	0.00	0.00	0.00	512,592.00	0.00%	
1653	041-29-517-7-7160	PRINCIPAL WW 540230 SRF 2019	24,772.00	12,386.10	12,386.10	0.00	12,385.90	50.00%	
1654	041-29-517-7-7180	PRINCIPAL DW54025 SRF Carbon F	174,634.00	0.00	0.00	0.00	174,634.00	0.00%	
1655	041-29-517-7-7190	PRINCIPAL PUBLIC WORKS BLDG	7,350.00	0.00	0.00	0.00	7,350.00	0.00%	
1656	041-29-517-7-7220	INTEREST-DW541901	26,643.00	0.00	0.00	0.00	26,643.00	0.00%	
1657	041-29-517-7-7230	INTEREST-SERIES 2010A	125,998.00	64,641.51	64,641.51	0.00	61,356.49	51.30%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1658	041-29-517-7-7290	INTEREST PUBLIC WORKS BLDG	10,988.00	0.00	0.00	0.00	10,988.00	0.00%	
1659			---	---	---	---	---	---	
1660		TOTAL	1,444,061.00	317,696.61	317,696.61	0.00	1,126,364.39	22.00%	
1661			---	---	---	---	---	---	
1662		**DEPARTMENT TOTAL**	**2,254,992.00**	**426,393.67**	**426,393.67**	**257,218.42**	**1,571,379.91**	**19.00%**	
1663			---	---	---	---	---	---	
1664									
1665			---	---	---	---	---	---	
1666		TOTAL EXPENDITURES	13,658,011.00	524,569.11	524,569.11	2,285,524.65	10,847,917.24	4.00%	
1667			---	---	---	---	---	---	
1668									
1669		**TRANSFERS**							
1670	041-13-536-9-9104	REIMB FLEET MAINTENCE	65,419.00	5,452.00	5,452.00	0.00	59,967.00	8.33%	
1671	041-29-536-9-9100	UTILITY CAPITAL REPLACEMENT CO	900,000.00	0.00	0.00	0.00	900,000.00	0.00%	
1672	041-29-536-9-9101	REIMB GENERAL FUND-ADMIN EXP	1,384,506.00	115,376.00	115,376.00	0.00	1,269,130.00	8.33%	
1673	041-29-536-9-9103	REIMB GAS AUTHORITY	241,690.00	0.00	0.00	0.00	241,690.00	0.00%	
1674	041-29-536-9-9110	TRANSFER TO GENERAL FUND-FRANC	700,000.00	58,333.00	58,333.00	0.00	641,667.00	8.33%	
1675	041-29-536-9-9123	TRANSFER TO BETTER PLACE FUND	400,000.00	33,333.00	33,333.00	0.00	366,667.00	8.33%	
1676	041-29-536-9-9124	TRANSFER TO GENERAL FUND - STR	175,000.00	14,583.00	14,583.00	0.00	160,417.00	8.33%	
1677			---	---	---	---	---	---	
1678		TOTAL	3,866,615.00	227,077.00	227,077.00	0.00	3,639,538.00	6.00%	
1679									
1680		**CONTINGENCIES & RESERVES**							
1681	041-29-536-9-9901	CONTINGENCY/RESERVE	1,928,667.00	0.00	0.00	0.00	1,928,667.00	0.00%	
1682			---	---	---	---	---	---	
1683		TOTAL	1,928,667.00	0.00	0.00	0.00	1,928,667.00	0.00%	
1684			---	---	---	---	---	---	
1685		**TOTAL EXPENDITURES, TRANSFERS,**							
1686	**WATER FUND**	**CONTINGENCIES & RESERVES**	**27,623,291.00**	**921,320.71**	**921,320.71**	**2,321,043.03**	**24,380,927.26**	**3.00%**	
1687			---	---	---	---	---	---	
1688									
1689	**GOLF COURSE**								
1690	**GOLF COURSE REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10**								
1691		**OPERATING REVENUES**							
1692	042-00-347-2-2510	MISC REVENUE/SERVICE CHARGES	597.00	0.00	0.00	597.00	0.00%		
1693			---	---	---	---	---		

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1694		TOTAL	597.00	0.00	0.00	597.00	0.00%		
1695									
1696		**GRANTS**							
1697			----------	----------	----------	----------	----------		
1698		TOTAL	0.00	0.00	0.00	0.00	0.00%		
1699									
1700									
1701		**OTHER REVENUES**							
1702	042-00-369-9-1000	REFUNDS/REIMBURSEMENTS	5,000.00	0.00	0.00		5,000.00	0.00%	
1703	042-00-369-9-1002	RESTAURANT LEASE	58,837.00	4,490.00	4,490.00		54,347.00	7.63%	
1704	042-00-369-9-1003	UTILITY REIMBURSEMENT-RESTAURA	28,829.00	0.00	0.00		28,829.00	0.00%	
1705	042-00-369-9-1004	PROFIT SHARING FRANCHISE AGREE	52,416.00	0.00	0.00		52,416.00	0.00%	
1706			----------	----------	----------		----------	----------	
1707		TOTAL	145,082.00	4,490.00	4,490.00		140,592.00	3.00%	
1708									
1709		**TRANSFERS IN**							
1710	042-00-389-9-0001	TRANSFER FROM GENERAL FUND	40,000.00	3,333.00	3,333.00		36,667.00	8.33%	
1711			----------	----------	----------		----------	----------	
1712		TOTAL	40,000.00	3,333.00	3,333.00		36,667.00	8.00%	
1713									
1714		**LOAN PROCEEDS**							
1715			----------	----------	----------		----------	----------	
1716		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1717									
1718			----------	----------	----------		----------	----------	
1719		TOTAL OPERATING & OTHER REV	185,679.00	7,823.00	7,823.00		177,856.00	4.00%	
1720			----------	----------	----------		----------	----------	
1721									
1722		**CASH BALANCE FORWARD**							
1723			----------	----------	----------		----------	----------	
1724		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1725			----------	----------	----------		----------	----------	
1726	**GOLF**	**TOTAL REV, TRF & CASH BALANCES**	**185,679.00**	**7,823.00**	**7,823.00**		**177,856.00**	**4.00%**	
1727			----------	----------	----------		----------	----------	
1728	GOLF COURSE EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
1729		**MAINTENANCE**							

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1730		**PERSONNEL SERVICES**							
1731			----------	----------	----------		----------	----------	---
1732		TOTAL	0.00	0.00	0.00		0.00	0	0.00%
1733									
1734		**OPERATING EXPENSES**							
1735	042-16-572-3-3440	TREE REMOVAL	8,000.00	0.00	0.00	0.00	8,000.00	0.00%	
1736	042-16-572-3-4400	RENTAL AND LEASES	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
1737	042-16-572-3-4410	OPERATING LEASES	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1738	042-16-572-3-4650	IRRIGATION SUPPLIES	15,000.00	4,998.40	4,998.40	0.00	10,001.60	33.32%	
1739			----------	----------	----------	----------	----------	---	
1740		TOTAL	36,000.00	4,998.40	4,998.40	0.00	31,001.60	14.00%	
1741									
1742		**CAPITAL OUTLAY**							
1743			----------	----------	----------	----------	----------	---	
1744		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1745			----------	----------	----------	----------	----------	---	
1746		**DEPARTMENT TOTAL**	**36,000.00**	**4,998.40**	**4,998.40**	**0.00**	**31,001.60**	**14.00%**	
1747			----------	----------	----------	----------	----------	---	
1748		**CLUB HOUSE**							
1749		**PERSONNEL SERVICES**							
1750			----------	----------	----------	----------	----------	---	
1751		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1752									
1753		**OPERATING EXPENSES**							
1754	042-24-572-3-3200	ACCOUNTING AND AUDITING	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
1755	042-24-572-3-4100	COMMUNICATIONS SERVICES	3,822.00	0.00	0.00	0.00	3,822.00	0.00%	
1756	042-24-572-3-4310	NATURAL GAS	3,028.00	0.00	0.00	0.00	3,028.00	0.00%	
1757	042-24-572-3-4320	ELECTRICITY	18,000.00	1,940.65	1,940.65	0.00	16,059.35	10.78%	
1758	042-24-572-3-4400	RENTALS AND LEASES	78,048.00	19,041.19	19,041.19	131,405.09	-72,398.28	192.76%	
1759	042-24-572-3-4500	LIABILITY INSURANCE	10,292.00	2,360.41	2,360.41	7,081.23	850.36	91.73%	
1760	042-24-572-3-4610	BUILDING MAINTENANCE	1,092.00	0.00	0.00	0.00	1,092.00	0.00%	
1761	042-24-572-3-4630	CART MAINTENANCE	5,460.00	0.00	0.00	0.00	5,460.00	0.00%	
1762	042-24-572-3-5280	OPERATING SUPPLIES	550.00	0.00	0.00	0.00	550.00	0.00%	
1763	042-24-572-3-5400	MEMBR,SUBSCRIPT,DUES	698.00	0.00	0.00	0.00	698.00	0.00%	
1764			----------	----------	----------	----------	----------	---	
1765		TOTAL	129,490.00	23,342.25	23,342.25	138,486.32	-32,338.57	125.00%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1766									
1767		**CAPITAL OUTLAY**							
1768	042-24-572-6-6450	CONTRACT CAPITAL IMPROVEMENTS	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1769			----------	----------	----------	----------	----------	---------	
1770		TOTAL	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1771									
1772		**DEBT SERVICE**							
1773			----------	----------	----------	----------	----------	---------	
1774		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1775			----------	----------	----------	----------	----------	---------	
1776									
1777		**TRANSFERS**							
1778	042-24-572-9-9100	REIMB GENERAL FUND-ADMIN EXP	189.00	15.00	15.00	0.00	174.00	7.93%	
1779			----------	----------	----------	----------	----------	---------	
1780		TOTAL	189.00	15.00	15.00	0.00	174.00	8.00%	
1781			----------	----------	----------	----------	----------	---------	
1782		**DEPARTMENT TOTAL**	**149,679.00**	**23,357.25**	**23,357.25**	**138,486.32**	**-12,164.57**	**108.00%**	
1783			----------	----------	----------	----------	----------	---------	
1784									
1785			----------	----------	----------	----------	----------	---------	
1786		TOTAL EXPENDITURES	185,679.00	28,355.65	28,355.65	138,486.32	18,837.03	90.00%	
1787			----------	----------	----------	----------	----------	---------	
1788									
1789		**TRFS, CONTINGENCIES, RESERVES**							
1790			----------	----------	----------	----------	----------	---------	
1791		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1792			----------	----------	----------	----------	----------	---------	
1793		**TOTAL EXPENDITURES, TRANSFERS,**							
1794	**GOLF**	**CONTINGENCIES & RESERVES**	**185,679.00**	**28,355.65**	**28,355.65**	**138,486.32**	**18,837.03**	**90.00%**	
1795			----------	----------	----------	----------	----------	---------	
1796									
1797	**SANITATION FUND**								
1798	SANITATION FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
1799		**CHARGES FOR SERVICES**							
1800	043-00-343-4-1000	GARBAGE FEES-RESIDENTIAL	3,571,715.00	298,602.51	298,602.51		3,273,112.49	8.36%	
1801	043-00-343-4-1040	PENALTIES-SANITATION	20,460.00	1,516.45	1,516.45		18,943.55	7.41%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1802	043-00-343-4-1500	CONTAINER USAGE FEES	3,790.00	270.00	270.00		3,520.00	7.12%	
1803	043-00-343-4-2500	DUMPSTER DROP OFF FEE	16,689.00	1,640.00	1,640.00		15,049.00	9.82%	
1804	043-00-343-4-4150	EXTRA GARBAGE	12,319.00	565.02	565.02		11,753.98	4.58%	
1805			---	---	---		---	---	
1806		TOTAL	3,624,973.00	302,593.98	302,593.98		3,322,379.02	8.00%	
1807									
1808		**OTHER REVENUES**							
1809	043-00-364-0-4900	SURPLUS EQUIPMENT-SANITATION	9,368.00	0.00	0.00		9,368.00	0.00%	
1810	043-00-369-9-1000	MISC REVENUE	6,163.00	0.00	0.00		6,163.00	0.00%	
1811	043-00-369-9-1001	E-PAYABLES REVENUE SHARE	627.00	34.73	34.73		592.27	5.53%	
1812	043-00-382-0-1000	CONTRIBUTION FROM GENERAL FUND	68,690.00	5,724.00	5,724.00		62,966.00	8.33%	
1813	043-00-382-0-2000	CONTRIBUTIONS FROM UTILITIES	65,419.00	5,452.00	5,452.00		59,967.00	8.33%	
1814			---	---	---		---	---	
1815		TOTAL	150,267.00	11,210.73	11,210.73		139,056.27	7.00%	
1816			---	---	---		---	---	
1817		**DEBT PROCEEDS**							
1818			---	---	---		---	---	
1819		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1820			---	---	---		---	---	
1821									
1822			---	---	---		---	---	
1823		TOTAL REVENUES	3,775,240.00	313,804.71	313,804.71		3,461,435.29	8.00%	
1824			---	---	---		---	---	
1825									
1826		**CASH BALANCE FORWARD**							
1827	043-00-302-0-0000	CASH BALANCE FORWARD	360,357.00	0.00	0.00		360,357.00	0.00%	
1828			---	---	---		---	---	
1829		TOTAL	360,357.00	0.00	0.00		360,357.00	0.00%	
1830			---	---	---		---	---	
1831	**SANITATION FUND**	**TOTAL REV, TRF & CASH BALANCES**	**4,135,597.00**	**313,804.71**	**313,804.71**		**3,821,792.29**	**8.00%**	
1832			---	---	---		---	---	
1833	**SANITATION FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10**								
1834		**MAINTENANCE**							
1835									
1836		**PERSONNEL SERVICES**							
1837	043-28-534-1-1200	REGULAR SALARIES	158,467.00	8,804.60	8,804.60	0.00	149,662.40	5.55%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1838	043-28-534-1-1400	OVERTIME	8,000.00	840.23	840.23	0.00	7,159.77	10.50%	
1839	043-28-534-1-2100	FICA TAX EXPENSE	12,735.00	695.04	695.04	0.00	12,039.96	5.45%	
1840	043-28-534-1-2200	RETIREMENT EXPENSE	45,945.00	2,661.98	2,661.98	0.00	43,283.02	5.79%	
1841	043-28-534-1-2300	HEALTH AND LIFE INSURANCE	30,796.00	1,733.44	1,733.44	0.00	29,062.56	5.62%	
1842			---	---	---	---	---	---	
1843		TOTAL	255,943.00	14,735.29	14,735.29	0.00	241,207.71	6.00%	
1844									
1845		**OPERATING EXPENSES**							
1846	043-28-534-3-3100	PROFESSIONAL SERVICES	1,000.00	33.60	33.60	0.00	966.40	3.36%	
1847	043-28-534-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
1848	043-28-534-3-3200	ACCOUNTING AND AUDITING	10,653.00	0.00	0.00	0.00	10,653.00	0.00%	
1849	043-28-534-3-4020	SCHOOLING, CONFERENCE, ETC	6,500.00	125.00	125.00	0.00	6,375.00	1.92%	
1850	043-28-534-3-4100	COMMUNICATIONS SERVICES	500.00	37.45	37.45	0.00	462.55	7.49%	
1851	043-28-534-3-4320	ELECTRICITY	0.00	262.22	262.22	0.00	-262.22	0.00%	
1852	043-28-534-3-4610	BUILDING MAINTENANCE	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
1853	043-28-534-3-4620	EQUIPMENT MAINTENANCE	500.00	0.00	0.00	0.00	500.00	0.00%	
1854	043-28-534-3-4630	VEHICLE MAINTENANCE	500.00	109.45	109.45	0.00	390.55	21.89%	
1855	043-28-534-3-5100	OFFICE SUPPLIES	500.00	0.00	0.00	0.00	500.00	0.00%	
1856	043-28-534-3-5230	JANITORIAL SUPPLIES	1,000.00	51.86	51.86	0.00	948.14	5.18%	
1857	043-28-534-3-5250	SMALL TOOLS	3,000.00	0.00	0.00	66.00	2,934.00	0.00%	
1858	043-28-534-3-5260	UNIFORMS	2,000.00	119.98	119.98	0.00	1,880.02	5.99%	
1859			---	---	---	---	---	---	
1860		TOTAL	51,153.00	739.56	739.56	66.00	50,347.44	1.00%	
1861									
1862		**CAPITAL OUTLAY**							
1863	043-28-534-6-6400	CAPITAL OUTLAY	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1864			---	---	---	---	---	---	
1865		TOTAL	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1866			---	---	---	---	---	---	
1867		**DEPARTMENT TOTAL**	**327,096.00**	**15,474.85**	**15,474.85**	**66.00**	**311,555.15**	**5.00%**	
1868			---	---	---	---	---	---	
1869		**SANITATION**							
1870									
1871		**PERSONNEL SERVICES**							
1872	043-10-534-1-1100	EXECUTIVE SALARIES	122,083.00	7,189.76	7,189.76	0.00	114,893.24	5.88%	
1873	043-10-534-1-1200	REGULAR SALARIES	666,573.00	37,400.48	37,400.48	0.00	629,172.52	5.61%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1874	043-10-534-1-1400	OVERTIME	55,000.00	4,952.41	4,952.41	0.00	50,047.59	9.00%	
1875	043-10-534-1-2100	FICA TAX EXPENSE	64,540.00	3,665.61	3,665.61	0.00	60,874.39	5.67%	
1876	043-10-534-1-2200	RETIREMENT EXPENSE	232,849.00	12,251.38	12,251.38	0.00	220,597.62	5.26%	
1877	043-10-534-1-2300	HEALTH AND LIFE INSURANCE	156,076.00	8,566.40	8,566.40	0.00	147,509.60	5.48%	
1878	043-10-534-1-2400	WORKERS COMP	45,462.00	11,360.42	11,360.42	34,081.26	20.32	24.98%	
1879			----------	----------	----------	----------	----------	---------	
1880		TOTAL	1,342,583.00	85,386.46	85,386.46	34,081.26	1,223,115.28	6.00%	
1881									
1882		**OPERATING EXPENSES**							
1883	043-10-534-3-3100	PROFESSIONAL SERVICES	50,000.00	93.62	93.62	660.00	49,246.38	0.18%	
1884	043-10-534-3-3120	PRE-EMPLOYMENT EXPENSE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1885	043-10-534-3-3200	ACCOUNTING AND AUDITING	8,672.00	0.00	0.00	0.00	8,672.00	0.00%	
1886	043-10-534-3-3470	PUTNAM COUNTY TIPPING FEE	215,000.00	0.00	0.00	0.00	215,000.00	0.00%	
1887	043-10-534-3-4020	SCHOOLING, CONFERENCE, ETC	6,000.00	0.00	0.00	329.00	5,671.00	0.00%	
1888	043-10-534-3-4100	COMMUNICATIONS SERVICES	2,500.00	143.66	143.66	0.00	2,356.34	5.74%	
1889	043-10-534-3-4200	POSTAGE AND FREIGHT	100.00	0.00	0.00	0.00	100.00	0.00%	
1890	043-10-534-3-4310	NATURAL GAS	1,200.00	26.75	26.75	0.00	1,173.25	2.22%	
1891	043-10-534-3-4320	ELECTRICITY	4,000.00	678.54	678.54	0.00	3,321.46	16.96%	
1892	043-10-534-3-4400	RENTALS AND LEASES	26,000.00	0.00	0.00	2,756.00	23,244.00	0.00%	
1893	043-10-534-3-4500	LIABILITY INSURANCE	92,000.00	21,099.64	21,099.64	63,298.92	7,601.44	22.93%	
1894	043-10-534-3-4610	BUILDING MAINTENANCE	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
1895	043-10-534-3-4620	EQUIPMENT MAINTENANCE	3,000.00	446.31	446.31	0.00	2,553.69	14.87%	
1896	043-10-534-3-4630	VEHICLE MAINTENANCE	245,000.00	28,493.42	28,493.42	10,311.01	206,195.57	11.62%	
1897	043-10-534-3-4700	PRINTING AND BINDING	250.00	13.52	13.52	0.00	236.48	5.40%	
1898	043-10-534-3-4800	ADVERTISEMENTS	11,000.00	0.00	0.00	0.00	11,000.00	0.00%	
1899	043-10-534-3-5000	FEES & FINES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1900	043-10-534-3-5100	OFFICE SUPPLIES	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
1901	043-10-534-3-5210	GAS AND LUBRICANTS	150,000.00	9,295.71	9,295.71	0.00	140,704.29	6.19%	
1902	043-10-534-3-5230	JANITORIAL SUPPLIES	2,000.00	22.30	22.30	0.00	1,977.70	1.11%	
1903	043-10-534-3-5250	SMALL TOOLS	8,000.00	0.00	0.00	0.00	8,000.00	0.00%	
1904	043-10-534-3-5260	UNIFORMS	10,000.00	255.72	255.72	0.00	9,744.28	2.55%	
1905	043-10-534-3-5280	OPERATING SUPPLIES	15,000.00	7,309.58	7,309.58	4,554.75	3,135.67	48.73%	
1906	043-10-534-3-5285	CUSTOMER REPAIRS	4,500.00	0.00	0.00	0.00	4,500.00	0.00%	
1907	043-10-534-3-5290	GARBAGE CONTAINERS/DUMPSTERS	60,000.00	0.00	0.00	0.00	60,000.00	0.00%	
1908			----------	----------	----------	----------	----------	---------	
1909		TOTAL	934,222.00	67,878.77	67,878.77	81,909.68	784,433.55	7.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
1910									
1911		**CAPITAL OUTLAY**							
1912	043-10-534-6-6400	CAPITAL OUTLAY	64,205.00	0.00	0.00	0.00	64,205.00	0.00%	
1913	043-10-534-6-6401	VEHICLE PURCHASE	345,000.00	0.00	0.00	0.00	345,000.00	0.00%	
1914	043-10-534-6-6474	PUBLIC WORKS BUILDING	0.00	19,313.05	19,313.05	0.00	-19,313.05	0.00%	
1915			---	---	---	---	---	---	
1916		TOTAL	409,205.00	19,313.05	19,313.05	0.00	389,891.95	5.00%	
1917									
1918		**DEBT SERVICE**							
1919	043-10-517-7-7100	PRINCIPAL- AMERIS LOAN #281 SA	96,961.00	0.00	0.00	0.00	96,961.00	0.00%	
1920	043-10-517-7-7112	PRINCIPAL-2016 USBANCORP LEASE	0.00	0.00	0.00	0.00	0.00	0.00%	
1921	043-10-517-7-7113	PRINCIPAL-BB&T CLAMSHELL-SERVI	0.00	0.00	0.00	0.00	0.00	0.00%	
1922	043-10-517-7-7114	PRINCIPAL-FRONT LOADER	0.00	0.00	0.00	0.00	0.00	0.00%	
1923	043-10-517-7-7115	PRINCIPAL PUBLIC WORKS BLDG	24,892.00	0.00	0.00	0.00	24,892.00	0.00%	
1924	043-10-517-7-7200	INTEREST- AMERIS LOAN #281 SAN	18,673.00	0.00	0.00	0.00	18,673.00	0.00%	
1925	043-10-517-7-7212	INTEREST-2016 USBANCORP LEASE	0.00	0.00	0.00	0.00	0.00	0.00%	
1926	043-10-517-7-7213	INTEREST-BB&T CLAMSHELL-SERVIC	0.00	0.00	0.00	0.00	0.00	0.00%	
1927	043-10-517-7-7214	INTEREST-FRONT LOADER	0.00	0.00	0.00	0.00	0.00	0.00%	
1928	043-10-517-7-7215	INTEREST PUBLIC WORKS BLDG	37,213.00	0.00	0.00	0.00	37,213.00	0.00%	
1929			---	---	---	---	---	---	
1930		TOTAL	177,739.00	0.00	0.00	0.00	177,739.00	0.00%	
1931			---	---	---	---	---	---	
1932		**DEPARTMENT TOTAL**	**2,863,749.00**	**172,578.28**	**172,578.28**	**115,990.94**	**2,575,179.78**	**6.00%**	
1933			---	---	---	---	---	---	
1934									
1935			---	---	---	---	---	---	
1936		TOTAL EXPENDITURES	3,190,845.00	188,053.13	188,053.13	116,056.94	2,886,734.93	6.00%	
1937			---	---	---	---	---	---	
1938									
1939		**TRANSFERS**							
1940	043-10-534-9-9101	REIMB GENERAL FUND-ADMIN EXP	207,320.00	17,277.00	17,277.00	0.00	190,043.00	8.33%	
1941	043-10-534-9-9110	TRANSFER TO GENERAL FUND-FRANC	165,000.00	13,750.00	13,750.00	0.00	151,250.00	8.33%	
1942			---	---	---	---	---	---	
1943		TOTAL	372,320.00	31,027.00	31,027.00	0.00	341,293.00	8.00%	
1944									
1945		**CONTINGENCIES & RESERVES**							

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1946	043-10-534-9-9900	CONTINGENCY/RESERVE	124,437.00	0.00	0.00	0.00	124,437.00	0.00%	
1947	043-10-534-9-9901	CAPITAL REPLACEMENT CONTINGENC	447,995.00	0.00	0.00	0.00	447,995.00	0.00%	
1948			---	---	---	---	---	---	
1949		TOTAL	572,432.00	0.00	0.00	0.00	572,432.00	0.00%	
1950			---	---	---	---	---	---	
1951		**TOTAL EXPENDITURES, TRANSFERS,**							
1952	**SANITATION FUND**	**CONTINGENCIES & RESERVES**	**4,135,597.00**	**219,080.13**	**219,080.13**	**116,056.94**	**3,800,459.93**	**5.00%**	
1953			---	---	---	---	---	---	
1954									
1955				**TIF**					
1956	TIF REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
1957		**PROPERTY TAXES**							
1958	030-00-311-0-3100	DOWNTOWN REDEV COUNTY SHARE	477,105.00	0.00	0.00		477,105.00	0.00%	
1959	030-00-311-0-3110	DOWNTOWN REDEV CITY SHARE	323,447.00	0.00	0.00		323,447.00	0.00%	
1960	030-00-311-0-3200	SOUTH HISTORIC COUNTY SHARE	141,394.00	0.00	0.00		141,394.00	0.00%	
1961	030-00-311-0-3220	SOUTH HISTORIC CITY SHARE	95,856.00	0.00	0.00		95,856.00	0.00%	
1962	030-00-311-0-3300	NORTH HISTORIC COUNTY SHARE	46,056.00	0.00	0.00		46,056.00	0.00%	
1963	030-00-311-0-3330	NORTH HISTORIC CITY SHARE	31,223.00	0.00	0.00		31,223.00	0.00%	
1964			---	---	---		---	---	
1965		TOTAL	1,115,081.00	0.00	0.00		1,115,081.00	0.00%	
1966									
1967		**OTHER REVENUES**							
1968			---	---	---		---	---	
1969		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1970									
1971			---	---	---		---	---	
1972		TOTAL REVENUES	1,115,081.00	0.00	0.00		1,115,081.00	0.00%	
1973			---	---	---		---	---	
1974									
1975		**CASH BALANCE FORWARD**							
1976	030-00-301-0-0001	DOWNTOWN REDEVELOPMENT FORWARD	1,125,121.00	0.00	0.00		1,125,121.00	0.00%	
1977	030-00-301-0-0002	SOUTH HISTORIC BALANCE FORWARD	445,200.00	0.00	0.00		445,200.00	0.00%	
1978	030-00-301-0-0003	NORTH HISTORIC BALANCE FORWARD	129,372.00	0.00	0.00		129,372.00	0.00%	
1979			---	---	---		---	---	
1980		TOTAL	1,699,693.00	0.00	0.00		1,699,693.00	0.00%	
1981			---	---	---		---	---	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
1982	**TIF**	**TOTAL REV, TRF & CASH BALANCES**	**2,814,774.00**	**0.00**	**0.00**		**2,814,774.00**	**0.00%**	
1983			----------	----------	----------		----------	----------	
1984	TIF EXPENDITURES / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
1985		**DOWNTOWN**							
1986	030-30-580-1-1100	EXEC SALARIES TIFDT	49,000.00	1,942.86	1,942.86	0.00	47,057.14	3.96%	
1987	030-30-580-1-2100	FICA TAX EXP TIF DT	3,749.00	148.63	148.63	0.00	3,600.37	3.96%	
1988	030-30-580-1-2200	RETIREMENT EXP TIF DT	13,524.00	536.23	536.23	0.00	12,987.77	3.96%	
1989	030-30-580-1-2300	HEALTH AND LIFE INSUR TIF DT	9,065.00	0.00	0.00	0.00	9,065.00	0.00%	
1990	030-30-580-3-3100	PROFESSIONAL SERVICES	110,000.00	0.00	0.00	0.00	110,000.00	0.00%	
1991	030-30-580-3-3105	SMALL BUSINESS DEVELOPMENT CEN	15,000.00	3,750.00	3,750.00	11,250.00	0.00	25.00%	
1992	030-30-580-3-3109	MAINTENANCE CONTRACT	20,000.00	1,200.00	1,200.00	13,200.00	5,600.00	6.00%	
1993	030-30-580-3-3200	AUDIT EXPENSE	11,900.00	0.00	0.00	0.00	11,900.00	0.00%	
1994	030-30-580-3-4020	DOWNTOWN-SCHOOL,CONF,TRAVEL	3,500.00	0.00	0.00	0.00	3,500.00	0.00%	
1995	030-30-580-3-5280	MISC EXPENSES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1996	030-30-580-3-5281	DOWNTOWN OPS SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00%	
1997	030-30-580-3-5401	FRA ANNUAL DUES, TRAINING & CO	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1998	030-30-580-3-5402	DEO ANNUAL DUES	200.00	0.00	0.00	0.00	200.00	0.00%	
1999	030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHTS	33,483.00	0.00	0.00	33,483.07	0.00	0.00%	
2000	030-30-580-6-6316	WAYFINDING	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
2001	030-30-580-6-6319	BUILDING IMPROVEMENT GRANT	135,000.00	0.00	0.00	0.00	135,000.00	0.00%	
2002	030-30-580-6-6320	LANDSCAPING	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
2003	030-30-580-6-6321	SITE AMENITIES	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
2004	030-30-580-6-6328	PUBLIC ART	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
2005	030-30-580-6-6329	PROPERTY AQUISITION	0.00	0.00	0.00	0.00	0.00	0.00%	
2006	030-30-580-6-6332	ECONOMIC DEVELOPMENT	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
2007	030-30-580-6-6334	SPECIAL EVENTS GRANTS	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
2008	030-30-580-6-6336	LARIMER RENOVATIONS	150,000.00	0.00	0.00	0.00	150,000.00	0.00%	
2009	030-30-580-6-6400	CAPITAL OUTLAY	1,517.00	0.00	0.00	0.00	1,516.93	0.00%	
2010			----------	----------	----------	----------	----------	---------	
2011		TOTAL	663,938.00	7,577.72	7,577.72	57,933.07	598,427.21	1.00%	
2012									
2013		**TRANSFERS**							
2014	030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	96,529.00	8,044.00	8,044.00	0.00	88,485.00	8.33%	
2015	030-30-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	128,246.00	25,484.62	25,484.62	0.00	102,761.38	19.87%	
2016	030-30-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	25,276.00	5,022.45	5,022.45	0.00	20,253.55	19.87%	
2017	030-30-580-9-9132	TRANSFER TO UTILITY FUND-POTAB	100,000.00	8,333.00	8,333.00	0.00	91,667.00	8.33%	

	A	B	E	F	G	H	I	J	K
1	**ACCOUNT_NUMBER**	**ACCOUNT_DESCRIPTION**	**2026_BUDGET**	**CURRENT_MONTH**	**CURRENT_YTD**	**ENCUMBERED**	**2026 REMAINING BALANCE**	**PERCENT REALIZED**	
2018	030-30-580-9-9134	TRANSFER TO BETTER PLACE - STR	911,684.00	75,974.00	75,974.00	0.00	835,710.00	8.33%	
2019			---	---	---	---	---	---	
2020		TOTAL	1,261,735.00	122,858.07	122,858.07	0.00	1,138,876.93	10.00%	
2021									
2022			---	---	---	---	---	---	
2023		**DEPARTMENT TOTAL**	**1,925,673.00**	**130,435.79**	**130,435.79**	**57,933.07**	**1,737,304.14**	**7.00%**	
2024			---	---	---	---	---	---	
2025									
2026		**SOUTH HISTORIC**							
2027	030-31-580-1-1100	EXEC SALARIES TIFSouth	16,100.00	610.61	610.61	0.00	15,489.39	3.79%	
2028	030-31-580-1-2100	FICA TAX EXP TIFSouth	1,232.00	46.70	46.70	0.00	1,185.30	3.79%	
2029	030-31-580-1-2200	RETIREMENT EXP TIFSouth	4,444.00	168.53	168.53	0.00	4,275.47	3.79%	
2030	030-31-580-1-2300	HEALTH AND LIFE INSUR TIFSouth	2,979.00	0.00	0.00	0.00	2,979.00	0.00%	
2031	030-31-580-3-3100	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
2032	030-31-580-3-3200	AUDIT EXPENSE	3,740.00	0.00	0.00	0.00	3,740.00	0.00%	
2033	030-31-580-3-4020	SOUTH- SCHOOL,CONF,TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00%	
2034	030-31-580-3-5280	MISC EXPENSES	650.00	0.00	0.00	0.00	650.00	0.00%	
2035	030-31-580-3-5281	SOUTH OPS SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00%	
2036	030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
2037	030-31-580-3-5402	DEO ANNUAL DUES	110.00	0.00	0.00	0.00	110.00	0.00%	
2038	030-31-580-6-6329	BUILDING IMPROVEMENT GRANT	60,000.00	0.00	0.00	0.00	60,000.00	0.00%	
2039	030-31-580-6-6333	SIGNAGE	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
2040	030-31-580-6-6337	SITE AMENITIES	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
2041	030-31-580-6-6341	LANDSCAPING	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
2042	030-31-580-6-6343	CAPITAL OUTLAY	50,615.00	0.00	0.00	0.00	50,615.00	0.00%	
2043	030-31-580-6-6344	324 RIVER ST REPAIRS TILGHMAN	300,000.00	0.00	0.00	0.00	300,000.00	0.00%	
2044	030-31-580-6-6347	CODE COMPLIANCE	70,000.00	0.00	0.00	0.00	70,000.00	0.00%	
2045	030-31-580-6-9134	TRANSFER TO BETTER STREET	20,621.00	1,718.00	1,718.00	0.00	18,903.00	8.33%	
2046			---	---	---	---	---	---	
2047		TOTAL	569,991.00	2,543.84	2,543.84	0.00	567,447.16	0.00%	
2048									
2049		**TRANSFERS**							
2050	030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH POT	30,000.00	2,500.00	2,500.00	0.00	27,500.00	8.33%	
2051	030-31-580-9-9105	REIMB GENERAL	34,210.00	2,851.00	2,851.00	0.00	31,359.00	8.33%	
2052	030-31-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	40,306.00	8,009.69	8,009.69	0.00	32,296.31	19.87%	
2053	030-31-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	7,944.00	1,578.62	1,578.62	0.00	6,365.38	19.87%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
2054			----------	----------	----------	----------	----------	---------	
2055		TOTAL	112,460.00	14,939.31	14,939.31	0.00	97,520.69	13.00%	
2056									
2057			----------	----------	----------	----------	----------	---------	
2058		**DEPARTMENT TOTAL**	**682,451.00**	**17,483.15**	**17,483.15**	**0.00**	**664,967.85**	**3.00%**	
2059									
2060		**NORTH HISTORIC**							
2061	030-32-580-1-1100	EXEC SALARIES TIFNorth	4,900.00	222.05	222.05	0.00	4,677.95	4.53%	
2062	030-32-580-1-2100	FICA TAX EXP TIFNorth	375.00	16.98	16.98	0.00	358.02	4.52%	
2063	030-32-580-1-2200	RETIREMENT EXP TIFNorth	1,352.00	61.28	61.28	0.00	1,290.72	4.53%	
2064	030-32-580-1-2300	HEALTH LIFE INSURA TIFNorth	907.00	0.00	0.00	0.00	907.00	0.00%	
2065	030-32-580-3-3100	PROFESSIONAL SERVICES	4,300.00	0.00	0.00	0.00	4,300.00	0.00%	
2066	030-32-580-3-3200	AUDIT EXPENSE	1,360.00	0.00	0.00	0.00	1,360.00	0.00%	
2067	030-32-580-3-4020	NORTH- SCHOOL,CONF,TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00%	
2068	030-32-580-3-5280	MISC EXPENSES	250.00	0.00	0.00	0.00	250.00	0.00%	
2069	030-32-580-3-5281	NORTH OPS SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00%	
2070	030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	500.00	0.00	0.00	0.00	500.00	0.00%	
2071	030-32-580-3-5402	DEO ANNUAL DUES	22.00	0.00	0.00	0.00	22.00	0.00%	
2072	030-32-580-6-6319	BUILDING IMPROVEMENT GRANT	40,000.00	0.00	0.00	0.00	40,000.00	0.00%	
2073	030-32-580-6-6322	GENERAL CAPITAL IMPROVEMENTS	16,005.00	0.00	0.00	0.00	16,005.00	0.00%	
2074	030-32-580-6-6328	CODE COMPLIANCE	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
2075			----------	----------	----------	----------	----------	---------	
2076		TOTAL	99,971.00	300.31	300.31	0.00	99,670.69	0.00%	
2077									
2078		**TRANSFERS**							
2079	030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	10,359.00	863.00	863.00	0.00	9,496.00	8.33%	
2080	030-32-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	14,657.00	2,912.19	2,912.19	0.00	11,744.81	19.86%	
2081	030-32-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	2,889.00	574.36	574.36	0.00	2,314.64	19.88%	
2082	030-32-580-9-9134	TRANSFER TO BETTER PLACE	78,774.00	6,565.00	6,565.00	0.00	72,209.00	8.33%	
2083			----------	----------	----------	----------	----------	---------	
2084		TOTAL	106,679.00	10,914.55	10,914.55	0.00	95,764.45	10.00%	
2085									
2086			----------	----------	----------	----------	----------	---------	
2087		**DEPARTMENT TOTAL**	**206,650.00**	**11,214.86**	**11,214.86**	**0.00**	**195,435.14**	**5.00%**	
2088									
2089			----------	----------	----------	----------	----------	---------	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
2090		TOTAL EXPENDITURES	2,814,774.00	159,133.80	159,133.80	57,933.07	2,597,707.13	6.00%	
2091			----------	----------	----------	----------	----------	---------	
2092									
2093		**CONTINGENCIES & RESERVES**							
2094			----------	----------	----------	----------	----------	---------	
2095		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
2096			----------	----------	----------	----------	----------	---------	
2097		**TOTAL EXPENDITURES, TRANSFERS,**							
2098	**TIF**	**CONTINGENCIES & RESERVES**	**2,814,774.00**	**159,133.80**	**159,133.80**	**57,933.07**	**2,597,707.13**	**6.00%**	
2099			----------	----------	----------	----------	----------	---------	
2100									
2101	**BETTER PLACE PLAN**								
2102	**BETTER PLACE PLAN REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10**								
2103		**LOCAL OPTION, USE & FUEL TAXES**							
2104	101-00-312-6-0000	DISCRETIONARY SALES SURTAX	1,465,659.00	74,302.92	74,302.92		1,391,356.08	5.06%	
2105			----------	----------	----------		----------	----------	
2106		TOTAL	1,465,659.00	74,302.92	74,302.92		1,391,356.08	5.00%	
2107									
2108		**STATE/FEDERAL GRANTS & PILOTS**							
2109	101-00-331-2-5508	USDA RBDG SIDEWALK IMPRVMNT	0.00	0.00	0.00		0.00	0.00%	
2110	101-00-331-2-5509	USDA PATROL CARS APPROPRIATION	0.00	0.00	0.00		0.00	0.00%	
2111	101-00-331-3-9006	CDBG MIT IRMA IR042	1,377,000.00	0.00	0.00		1,377,000.00	0.00%	
2112	101-00-331-3-9007	HMGP Kay Larkin FD	306,011.00	0.00	0.00		306,011.00	0.00%	
2113	101-00-331-3-9008	Fed RAISE	3,000,000.00	0.00	0.00		3,000,000.00	0.00%	
2114	101-00-331-4-1000	Fed DOT SS4A	500,000.00	0.00	0.00		500,000.00	0.00%	
2115	101-00-331-7-7004	CDBG CARES COVID SIDEWALKS	3,000,000.00	0.00	0.00		3,000,000.00	0.00%	
2116	101-00-334-2-3000	PRICE MARTIN RETROFIT SHELTER	989,760.00	0.00	0.00		989,760.00	0.00%	
2117	101-00-334-6-1000	AFFORDABLE HOUSING APPROPRIATI	1,900,000.00	0.00	0.00		1,900,000.00	0.00%	
2118	101-00-334-7-7009	DOS AACH JENKINS GRANT	78,803.00	0.00	0.00		78,803.00	0.00%	
2119	101-00-334-7-7010	DHR BRONSON HOUSE	367,900.00	0.00	0.00		367,900.00	0.00%	
2120	101-00-334-7-7011	DOT SAFE STREETS 4 ALL	500,000.00	0.00	0.00		500,000.00	0.00%	
2121	101-00-334-9-1100	FDOT Downtown Streetscapes Pha	1,060,334.00	0.00	0.00		1,060,334.00	0.00%	
2122	101-00-334-9-1101	FDOT Downtown Streetscapes Pha	400,000.00	0.00	0.00		400,000.00	0.00%	
2123	101-00-337-7-0002	SHAW BUCK PARK IMPROVEMENTS	0.00	0.00	0.00		0.00	0.00%	
2124	101-00-337-7-0003	PALM BOWL PARK IMPROVEMENTS	0.00	0.00	0.00		0.00	0.00%	
2125			----------	----------	----------		----------	----------	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
2126		TOTAL	13,479,808.00	0.00	0.00		13,479,808.00	0.00%	
2127									
2128									
2129		**DISPOSITION OF FIXED ASSETS**							
2130			----------	----------	----------		----------	----------	
2131		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2132									
2133		**TRANSFERS IN**							
2134	101-00-381-0-1004	TRANSFER FROM TAX INCREMENT -	1,011,079.00	84,257.00	84,257.00		926,822.00	8.33%	
2135	101-00-381-0-1200	TRANSFER FROM GENERAL	150,000.00	12,500.00	12,500.00		137,500.00	8.33%	
2136	101-00-381-0-1300	TRANSFER FROM UTILTIY FUND	400,000.00	33,333.00	33,333.00		366,667.00	8.33%	
2137			----------	----------	----------		----------	----------	
2138		TOTAL	1,561,079.00	130,090.00	130,090.00		1,430,989.00	8.00%	
2139									
2140									
2141		**DEBT PROCEEDS**							
2142	101-00-384-0-1000	LOAN/LEASE PROCEEDS	1,387,948.00	0.00	0.00		1,387,948.00	0.00%	
2143			----------	----------	----------		----------	----------	
2144		TOTAL	1,387,948.00	0.00	0.00		1,387,948.00	0.00%	
2145									
2146			----------	----------	----------		----------	----------	
2147		TOTAL OPERATING & OTHER REV	17,894,494.00	204,392.92	204,392.92		17,690,101.08	1.00%	
2148			----------	----------	----------		----------	----------	
2149									
2150		**CASH BALANCE FORWARD**							
2151	101-00-301-0-1007	BETTER PLACE BALANCE FORWARD	1,456,514.00	0.00	0.00		1,456,514.00	0.00%	
2152			----------	----------	----------		----------	----------	
2153		TOTAL	1,456,514.00	0.00	0.00		1,456,514.00	0.00%	
2154			----------	----------	----------		----------	----------	
2155	**BETTER PLACE**	**TOTAL REV, TRF & CASH BALANCES**	**19,351,008.00**	**204,392.92**	**204,392.92**		**19,146,615.08**	**1.00%**	
2156			----------	----------	----------		----------	----------	
2157	BETTER PLACE PLAN EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
2158		**BETTER PLACE PLAN**							
2159									
2160		**OPERATING EXPENSES**							
2161	101-18-519-3-3100	PROFESSIONAL SERVICES	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
2162	101-18-519-3-3103	GRANT APPLICATION FEES	4,928.00	0.00	0.00	0.00	4,928.00	0.00%	
2163	101-18-519-3-5000	FINES & FEES	500.00	0.00	0.00	0.00	500.00	0.00%	
2164			---	---	---	---	---	---	
2165		TOTAL	105,428.00	0.00	0.00	0.00	105,428.00	0.00%	
2166									
2167		**CAPITAL OUTLAY**							
2168	101-18-519-6-6310	SIDEWALKS	110,000.00	9,400.00	9,400.00	0.00	100,600.00	8.54%	
2169	101-18-519-6-6330	PUBLIC WORKS BUILDING	1,374,348.00	32,673.99	32,673.99	14,711.10	1,326,962.91	2.37%	
2170	101-18-519-6-6400	STORMWATER	481,433.00	0.00	0.00	3,299.00	478,134.00	0.00%	
2171	101-18-519-6-6455	RESURFACING & STRIPING	500,000.00	0.00	0.00	349,946.70	150,053.30	0.00%	
2172	101-18-519-6-6457	HANK BRYAN PARK RESTROOM	0.00	0.00	0.00	0.00	0.00	0.00%	
2173	101-18-519-6-6459	PRICE MARTIN IMPROVEMENTS	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
2174	101-18-519-6-6467	CITY SHARE DOWNTOWN STREETSCAP	605,166.00	0.00	0.00	0.00	605,166.00	0.00%	
2175	101-18-519-6-6472	HMGP Kay Larkin FD CITY MATCH	34,001.00	0.00	0.00	0.00	34,001.00	0.00%	
2176	101-18-519-6-6473	DOS AACH JENKINS CITY MATCH	78,300.00	0.00	0.00	0.00	78,300.00	0.00%	
2177	101-18-519-6-6475	City Match Fed DOT SS4A	216,000.00	0.00	0.00	0.00	216,000.00	0.00%	
2178	101-18-519-6-6476	City Match CDBG MIT IRMA IR042	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
2179	101-18-519-6-6477	CITY MATCH BRONSON HOUSE	134,634.00	0.00	0.00	0.00	134,634.00	0.00%	
2180	101-18-519-6-6478	FPL REID STREET MEDIAN 1 BRIDG	400,277.00	0.00	0.00	0.00	400,277.00	0.00%	
2181	101-18-519-6-6480	RODDY ROAD FORCE MAIN RELOCATI	235,000.00	0.00	0.00	0.00	235,000.00	0.00%	
2182	101-18-519-6-6481	RIVER ST RETAINING WALL	370,000.00	0.00	0.00	0.00	370,000.00	0.00%	
2183	101-18-519-6-6482	FLOATING DOCK	295,000.00	0.00	0.00	0.00	295,000.00	0.00%	
2184	101-18-519-6-6483	ROLLING HILL STORMWATER	455,000.00	0.00	0.00	0.00	455,000.00	0.00%	
2185			---	---	---	---	---	---	
2186		TOTAL	5,419,159.00	42,073.99	42,073.99	367,956.80	5,009,128.21	1.00%	
2187									
2188		**DEBT SERVICE**							
2189	101-18-517-7-7106	PRINCIPAL PUBLIC WORKS BUILDIN	40,866.00	0.00	0.00	0.00	40,866.00	0.00%	
2190	101-18-517-7-7108	PRINCIPAL-PUMPER FIRE TRUCKS	74,517.00	74,516.53	74,516.53	0.00	0.47	99.99%	
2191	101-18-517-7-7206	INTEREST - PUBLIC WORKS BUILDI	61,094.00	0.00	0.00	0.00	61,094.00	0.00%	
2192	101-18-517-7-7208	INTEREST-PUMPER FIRE TRUCKS	8,708.00	2,649.26	2,649.26	0.00	6,058.74	30.42%	
2193			---	---	---	---	---	---	
2194		TOTAL	185,185.00	77,165.79	77,165.79	0.00	108,019.21	42.00%	
2195									
2196		**GRANT MATCHES**							
2197	101-18-519-8-6210	PRICE MARTIN RETROFIT SHELTER	989,760.00	0.00	0.00	0.00	989,760.00	0.00%	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
2198	101-18-519-8-6327	CDBG MIT IRMA IR042	1,377,000.00	0.00	0.00	0.00	1,377,000.00	0.00%	
2199	101-18-519-8-6364	DOS AACH JENKINS GRANT	78,803.00	0.00	0.00	0.00	78,803.00	0.00%	
2200	101-18-519-8-8909	CDBG CARES COVID SIDEWALKS	3,000,000.00	0.00	0.00	0.00	3,000,000.00	0.00%	
2201	101-18-519-8-8934	HMGP Kay Larkin FD	306,011.00	0.00	0.00	0.00	306,011.00	0.00%	
2202	101-18-519-8-8937	DOT SAFE STREETS 4 ALL	500,000.00	0.00	0.00	0.00	500,000.00	0.00%	
2203	101-18-519-8-8938	Fed RAISE GRANT	3,000,000.00	0.00	0.00	0.00	3,000,000.00	0.00%	
2204	101-18-519-8-8940	DEO Affordable Housing state	1,900,000.00	0.00	0.00	0.00	1,900,000.00	0.00%	
2205	101-18-519-8-8941	FDOT Downtown Streetscapes Pha	1,060,334.00	0.00	0.00	0.00	1,060,334.00	0.00%	
2206	101-18-519-8-8942	USDA PATROL CARS APPROPRIATION	0.00	0.00	0.00	0.00	0.00	0.00%	
2207	101-18-519-8-8943	DHR BRONSON HOUSE	367,900.00	0.00	0.00	0.00	367,900.00	0.00%	
2208	101-18-519-8-8944	SHAW BUCK PARK IMPROVEMENTS	26,233.00	0.00	0.00	8,316.00	17,917.00	0.00%	
2209	101-18-519-8-8945	PALM BOWL PARK IMPROVEMENTS	16,628.00	0.00	0.00	196.17	16,431.83	0.00%	
2210	101-18-519-8-8946	VULNERABILITY ASSESSMENT	400,000.00	0.00	0.00	0.00	400,000.00	0.00%	
2211			---	---	---	---	---	---	
2212		TOTAL	13,022,669.00	0.00	0.00	8,512.17	13,014,156.83	0.00%	
2213									
2214		**TRANSFERS**							
2215	101-18-519-9-9100	TRANSFER TO GENERAL FUND	618,567.00	51,547.00	51,547.00	0.00	567,020.00	8.33%	
2216			---	---	---	---	---	---	
2217		TOTAL	618,567.00	51,547.00	51,547.00	0.00	567,020.00	8.00%	
2218									
2219			---	---	---	---	---	---	
2220		**DEPARTMENT TOTAL**	**19,351,008.00**	**170,786.78**	**170,786.78**	**376,468.97**	**18,803,752.25**	**1.00%**	
2221			---	---	---	---	---	---	
2222									
2223			---	---	---	---	---	---	
2224		TOTAL EXPENDITURES	19,351,008.00	170,786.78	170,786.78	376,468.97	18,803,752.25	1.00%	
2225			---	---	---	---	---	---	
2226									
2227		**RESERVES**							
2228			---	---	---	---	---	---	
2229		**DEPARTMENT TOTAL**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**	
2230									
2231			---	---	---	---	---	---	
2232		**TOTAL EXPENDITURES, TRANSFERS,**							
2233	**BETTER PLACE**	**CONTINGENCIES & RESERVES**	**19,351,008.00**	**170,786.78**	**170,786.78**	**376,468.97**	**18,803,752.25**	**1.00%**	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
2234			----------	----------	----------	----------	----------	---------	
2235									
2236					AMERICAN RESCUE PLAN ACT				
2237	AMERICAN RESCUE PLAN ACT / ESTIMATED VS. ACTUAL MONTHLY REPORT / 8.33 % Yr Complete For Fiscal Year: 2026 / 10								
2238		LOCAL OPTION, USE & FUEL TAXES							
2239			----------	----------	----------		----------	----------	
2240		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2241									
2242		STATE/FEDERAL GRANTS & PILOTS							
2243	300-00-331-5-1000	ARPA REVENUE	1,283,471.00	0.00	0.00		1,283,471.00	0.00%	
2244			----------	----------	----------		----------	----------	
2245		TOTAL	1,283,471.00	0.00	0.00		1,283,471.00	0.00%	
2246									
2247									
2248		DISPOSITION OF FIXED ASSETS							
2249			----------	----------	----------		----------	----------	
2250		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2251									
2252		TRANSFERS IN							
2253			----------	----------	----------		----------	----------	
2254		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2255									
2256									
2257		DEBT PROCEEDS							
2258			----------	----------	----------		----------	----------	
2259		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2260									
2261			----------	----------	----------		----------	----------	
2262		TOTAL OPERATING & OTHER REV	1,283,471.00	0.00	0.00		1,283,471.00	0.00%	
2263			----------	----------	----------		----------	----------	
2264									
2265		CASH BALANCE FORWARD							
2266			----------	----------	----------		----------	----------	
2267		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2268			----------	----------	----------		----------	----------	
2269	ARPA FUND	TOTAL REV, TRF & CASH BALANCES	**1,283,471.00**	**0.00**	**0.00**		**1,283,471.00**	**0.00%**	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
2270			----------	----------	----------		----------	----------	
2271		**AMERICAN RESCUE PLAN ACT**							
2272									
2273									
2274		**CAPITAL OUTLAY**							
2275	300-61-559-8-1200	OTHER PUBLIC HEALTH SERVICES	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
2276	300-63-559-8-3110	HOUSING SUPPORT SERVICES FOR U	50,000.00	0.00	0.00	0.00	50,000.00	0.00%	
2277	300-63-559-8-3120	HOUSING SUPPORT OTHER HOUSING	490,115.00	0.00	0.00	0.00	490,115.00	0.00%	
2278	300-63-559-8-3130	Housing Support - Homelessness	99,770.00	0.00	0.00	0.00	99,770.00	0.00%	
2279	300-63-559-8-3400	EDUCATION ASSIST SOCIAL EMOT M	70,000.00	0.00	0.00	0.00	70,000.00	0.00%	
2280	300-63-559-8-3500	EDUCATION ASSISTANCE OTHER	24,000.00	0.00	0.00	0.00	24,000.00	0.00%	
2281	300-65-559-8-5100	DW TREATMENT GAC Filters	167,882.00	0.00	0.00	0.00	167,882.00	0.00%	
2282	300-65-559-8-5110	DW TRANSMISS/DISTRIBUT Palm to	0.00	0.00	0.00	0.00	0.00	0.00%	
2283	300-65-559-8-5130	GIS CDBG N32 Palatka Heights	0.00	0.00	0.00	0.00	0.00	0.00%	
2284	300-65-559-8-5140	LEAD AND COPPER RULE	0.00	0.00	0.00	0.00	0.00	0.00%	
2285	300-66-559-8-6100	PROVISION OF GOVT SERVICES	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
2286	300-66-559-8-6101	RADIOS 800 MHZ - ARPA	0.00	0.00	0.00	0.00	0.00	0.00%	
2287	300-66-559-8-6102	VACANT PROPERTY PURCHASES/ABAT	193,129.00	0.00	0.00	0.00	193,129.00	0.00%	
2288	300-66-559-8-6103	ROAD MAINTENANCE	143,575.00	0.00	0.00	0.00	143,575.00	0.00%	
2289			----------	----------	----------	----------	----------	---------	
2290									
2291			----------	----------	----------	----------	----------	---------	
2292		TOTAL	1,283,471.00	0.00	0.00	0.00	1,283,471.00	0.00%	
2293									
2294		**GRANT MATCHES**							
2295									
2296			----------	----------	----------	----------	----------	---------	
2297		**DEPARTMENT TOTAL**	**1,283,471.00**	**0.00**	**0.00**	**0.00**	**1,283,471.00**	**0.00%**	
2298			----------	----------	----------	----------	----------	---------	
2299									
2300			----------	----------	----------	----------	----------	---------	
2301		TOTAL EXPENDITURES	1,283,471.00	0.00	0.00	0.00	1,283,471.00	0.00%	
2302			----------	----------	----------	----------	----------	---------	
2303									
2304		**RESERVES**							
2305			----------	----------	----------	----------	----------	---------	

	A	B	E	F	G	H	I	J	K
1	ACCOUNT_NUMBER	ACCOUNT_DESCRIPTION	2026_BUDGET	CURRENT_MONTH	CURRENT_YTD	ENCUMBERED	2026 REMAINING BALANCE	PERCENT REALIZED	
2306		**DEPARTMENT TOTAL**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00%**	
2307									
2308			---	---	---	---	---	---	
2309		**TOTAL EXPENDITURES, TRANSFERS,**							
2310	**ARPA FUND**	**CONTINGENCIES & RESERVES**	**1,283,471.00**	**0.00**	**0.00**	**0.00**	**1,283,471.00**	**0.00%**	
2311			---	---	---	---	---	---	
2312									
2313					0.00				
2314									
2315									
2316									
2317									
2318									
2319									
2320									
2321									
2322									
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2337									
2338									
2339									
2340									
2341									

UTILITY FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	**First Month YTD 10/31/2025 Total Utility Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Utility Fund**	**$ 27,623,291**		**$ 942,983**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Utility Fund**	**$ 27,623,291**		**$ 921,320**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Utility Fund**	**$ -**		**$ 21,663**
10				
11	**Utility Fund**			
12		**Budget**		**Actuals**
13		**REVENUES**		
14	Federal & State Grants	$10,282,287		$0
15	Water & Waste/Sewer Charges	$9,393,684		$757,051
16	Other Revenues	$1,394,706		$25,099
17	Transfers	$130,000		$10,833
18	Fund Balance/Reserves - PY	$6,422,614		$150,000
19	**Total Revenues**	**$27,623,291**		**$942,983**
20				
21		**EXPENSES**		
22	Water Plant	$3,198,953		$60,958
23	Sewer/Wastewater Plant	$4,971,045		$108,717
24	Water & Sewer Distribution	$11,403,019		$98,175
25	Utility Administration	$810,931		$108,697
26	Debt	$1,444,061		$317,697
27	Transfers	$3,866,615		$227,077
28	Fund Balance/Reserves - PY	$1,928,668		$0
29	**Total Expenditures**	**$ 27,623,291**		**$ 921,320**
30				
31	**Net Results**	$ -		**$ 21,663**

BETTER PLACE PLAN FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	**First Month YTD 10/31/2025 Total Better Place Plan Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Better Place Plan Fund**	**$ 19,351,008**		**$ 204,393**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Better Place Plan Fund**	**$ 19,351,008**		**$ 170,787**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Better Place Plan Fund**	**$ -**		**$ 33,606**
10				
11	**Better Place Plan Fund**			
12		**Budget**		**Actuals**
13		**REVENUES**		
14	Discretionary Infrastructure Surtax	$1,465,659		$74,303
15	State/Federal Grants	$13,479,808		$0
16	Transfers In	$1,561,079		$130,090
17	Loan Proceeds	$1,387,948		$0
18	Fund Balance/Reserves - PY	$1,456,514		$0
19	**Total Revenues**	**$ 19,351,008**		**$ 204,393**
20				
21		**EXPENSES**		
22	Operating Expenses	$105,428		$0
23	Capital Outlay	$5,419,159		$42,074
24	Debt Service	$185,185		$77,166
25	Grant Matches	$13,022,669		$0
26	Transfers Out	$618,567		$51,547
27	Fund Balance/Reserves - PY	$0		$0
28	**Total Expenses**	**$ 19,351,008**		**$ 170,787**
29				
30	**Net Results**	$ -		**$ 33,606**
31				

TIF FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	**First Month YTD 10/31/2025 Total TIF FUND Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total TIF Fund**	**$ 2,814,774**		**$ -**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total TIF Fund**	**$ 2,814,774**		**$ 159,134**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total TIF Fund**	**$ -**		**$ (159,134)**
10				
11	**Tax Increment Fund**			
12		**Budget**		**Actuals**
13		**REVENUES**		
14	Property Tax	$1,115,081		$0
15	Other Revenues	$0		$0
16		$0		$0
17	Fund Balance/Reserves PY	$1,699,693		$0
18	**Total Revenues**	**$ 2,814,774**		**$ -**
19				
20	**EXPENSES**			
21	Downtown Historic	$663,938		$7,578
22	South Historic	$569,991		$2,544
23	North Historic	$99,971		$300
24	Transfers	$1,120,458		$93,372
25	Reimbursements	$360,416		$55,340
26				
27				
28	Fund Balance/Reserves - PY			
29	**Total Expenses**	**$2,814,774**		**$159,134**
30				
31	**Net Results**	**$ -**		**$ (159,134)**

SANITATION FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	**First Month YTD 10/31/2025 Total Sanitation Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Sanitation**	**$ 4,135,597**		**$ 313,805**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Sanitation**	**$ 4,135,597**		**$ 219,080**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Sanitation**	**$ -**		**$ 94,725**
10				
11	**Sanitation Fund**			
12		**Budget**		**Actuals**
13		**REVENUES**		
14	Charges for Services	$3,624,973		$302,594
15	Contributions	$134,109		$11,176
16	Other Revenue	$16,158		$35
17	Debt Service	$0		$0
18	Fund Balance/Reserves - PY	$360,357		$0
19	**Total Revenues**	**$ 4,135,597**		**$ 313,805**
20				
21	**EXPENSES**			
22	Garage Maintenance	$327,096		$15,475
23	Sanitation Department	$2,666,010		$172,578
24	Capital Outlay	$20,000		$0
25	Debt Service	$177,739		$0
26	Transfers Out	$372,320		$31,027
27	Fund Balance/Reserves - PY	$572,433		$0
28	**Total Expenditures**	**$ 4,135,597**		**$ 219,080**
29				
30	**Net Results**	**$ -**		**$ 94,725**

GOLF FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	**First Month YTD 10/31/2025 Total Golf Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Golf Fund**	**$ 185,679**		**$ 7,823**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Golf Fund**	**$ 185,678**		**$ 28,355**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Golf Fund**	**$ 1**		**$ (20,532)**
10				
11	**Golf Course Fund**			
12		**Budget**		**Actuals**
13	**REVENUES**			
14	Restaurant Lease	$58,837		$4,490
15	Reimbursements	$33,829		$0
16	Profit Sharing Agreement	$52,416		$0
17	Other Revenues	$597		$0
18	Transfers In	$40,000		$3,333
19	Fund Balance/Reserves - PY	$0		$0
20	**Total Revenues**	**$185,679**		**$7,823**
21				
22				
23	**EXPENSES**			
24	Maintenance Expenditures	$129,490		$23,342
25	Maintenance Capital Exp	$20,000		$0
26	Club House Operating Exp	$36,000		$4,998
27	Club House Capital	$0		$0
28	Transfers	$189		$15
29	Debt Service	$0		$0
30	Fund Balance/Reserves - PY	$0		$0
31	**Total Expenditures**	**$ 185,678**		**$ 28,355**
32				
33	**Net Results**	**$ 1**		**$ (20,532)**

ARPA FUND BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	**First Month YTD 10/31/2025 Total ARPA Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total ARPA Fund**	**$ 1,283,471**		**$ -**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total ARPA Fund**	**$ 1,283,471**		**$ -**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total ARPA Fund**	**$ -**		**$ -**
10				
11	**ARPA Fund**			
12		**Budget**		**Actuals**
13	**REVENUES**	$1,283,471		$0
14	Revenues			
15	**Total Revenues**	**$1,283,471**		**$0**
16	**EXPENSES**			
17	Operating Expenses	$0		$0
18	Capital Outlay	$1,283,471		$0
19	Fund Balance/Reserves - PY			
20	**Total Expenses**	**$1,283,470**		**$0**
21				
22	**Net Results**	**$ -**		**$ -**

AIRPORT FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	**First Month YTD 10/31/2025 Total Airport Fund Budget and Actual**			
2	**Revenues**	**Budget**		**Actuals**
3	**Total Airport Fund**	**$ 4,329,695**		**$ 143,241**
4				
5	**Expenditures**	**Budget**		**Actuals**
6	**Total Airport Fund**	**$ 4,329,695**		**$ 141,304**
7				
8	**Net Results**	**Budget**		**Actuals**
9	**Total Airport Fund**	**$ -**		**$ 1,937**
10				
11	**Airport Fund**			
12		**Budget**		**Actuals**
13	**REVENUES**			
14	Federal & State Grants	$2,412,335		$0
15	Operating Revenues	$1,539,108		$91,075
16	Other Revenues	$6,232		$25,499
17	Transfers	$200,000		$16,667
18	Cash Balance Forward	$172,020		$10,000
19	**Total Revenues**	**$ 4,329,695**		**$ 143,241**
20				
21	**EXPENSES**			
22	Personnel Expenses	$483,698		$35,439
23	Operating Expenses	$1,146,627		$87,780
24	Capital Outlay	$2,524,334		$0
25	Debt Service	$50,000		$0
26	Reimbursements	$66,058		$18,086
27	Transfer, Contngencies, Reservs	$58,979		$0
28	**Total Expenditures**	**$ 4,329,695**		**$ 141,304**
29	**Net Results**	**$0**		**$ 1,937**

	A	B	C	D
2	**General Fund Revenues**			
3	**First Month YTD 10/31/2025**			
4	**Sources**	**Budget**		**Actuals**
5	Property Taxes	$4,628,086		$395,561
6	Local Option Taxes	$565,503		$46,472
7	Utility Service Taxes	$1,501,083		$155,474
8	Communication Service Tax	$400,852		$33,190
9	Licenses/Permits	$120,454		$25,789
10	Franchise/Impact Fees	$1,231,880		$168,831
11	Special Assessments	$2,292,138		$4,936
12	State/Federal Grants	$662,620		$5,000
13	State Shared Revenues	$1,136,764		$91,608
14	Impact Fees	$850,000		$0
15	Charges for Service	$221,456		$67,114
16	Fines and Forfeits	$211,503		$15,958
17	Miscellaneous Revenues	$1,641,663		$36,245
18	Transfers In	$1,658,567		$138,213
19	Contributions/Reimbursements	$2,169,468		$206,096
20	Debt Proceeds	$1,000,000		$0
21	Fund Balance/Reserves - PY	$5,576,765		$100,000
22	**Total Revenues**	**$25,868,802**		**$1,490,487**
23				
24				
25	**General Fund Expenditures**			
26	**Departments**	**Budget**		**Actuals**
27	City Commission	$561,464		$22,314
28	City Manager	$809,762		$29,741
29	City Clerk's Office	$167,458		$29,478
30				
31	**General Fund Expenditures Continued**			
32	Finance Department	$687,768		$44,428
33	Human Resources	$433,222		$15,605
34	Facilities Maintenance	$553,538		$38,944
35	Information Technology	$435,000		$4,784
36	General Administration - City Hall	$255,795		$2,329
37	Legal Counsel	$259,564		$19,792
38	Other Government Services	$1,110,900		$211,721
39	Building & Zoning	$730,660		$29,618
40	Police Department	$5,794,531		$458,573
41	Code Enforcement	$331,346		$22,499
42	Fire Department	$5,068,803		$305,771
43	Streets	$2,067,235		$75,707
44	Cemetery	$148,960		$915
45	Cultural Services	$205,467		$20,867
46	Recreation	$523,434		$17,624
47	Parks	$1,547,392		$12,527
48	Price Martin Center	$58,400		$1,936
49	Water Taxis	$97,600		$9,174
50	Jenkins Gymnasium	$159,076		$7,257
51	Transfers	$390,000		$32,500
52	Contingencies	$0		$0
53	Fund Balance/Reserves - PY	$3,471,427		$0
54	**Total Expenditures**	**$25,868,802**		**$1,414,104**
55				
56	**General Fund Net**	**$0**		**$76,383**

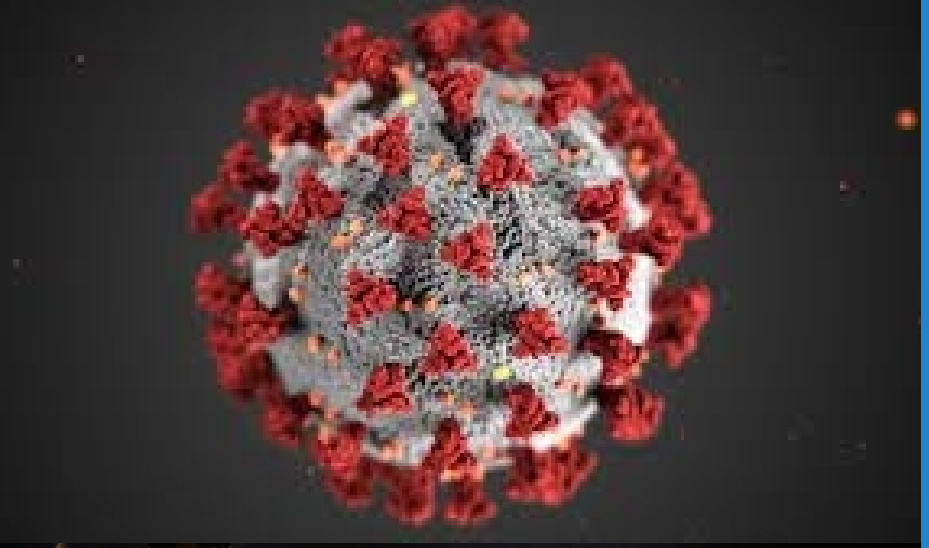
Palatka Police Department Staffing Analysis & Hiring Recommendations

Miller Justice Consulting
Dr. J. Mitchell Miller
Dr. Brenda Vose

December 11, 2025
Palatka, FL

IMPORTANCE OF MAINTAINING ADEQUATE FORCE SIZE

- Defining characteristics of American society are the rule of law and public safety (*the social contract*).
- Law enforcement is both the face of the government and the governmental component that maintains this contract, ensuring social order, civility, and individual freedoms.
- At a minimum, there must be an adequate size of force to respond to demand for services and threats to social order.
- Lack of adequate force results in delayed/longer response time.
- Too few officers also compels excessive overtime, which risks officer burnout and errors.
- There is an obvious importance of maintaining sufficient agency size to address public safety needs.



TRYING TIMES RESULT IN STAFFING CHALLENGES

Overlapping recent and ongoing realties have resulted in a perfect storm of staffing shortages across all prongs and levels of the criminal justice system.

At a recent ACA national conference, for example, we learned that jail staff across the country was down an astonishing 41% percent, with much of the problem concentrated in the South – a reality echoed at the FBI NA conference where TN/KY sheriffs reported a 40% shortfall. And, again at the 2021 FSA conference with a 45% shortfall.

COVID-19 and anti-police sentiment have increased early retirements, transfers, & career changes and minimized new applicants.

CRIMINAL JUSTICE PERSONNEL SHORTAGE

US prison system long plagued by staffing crisis, violence

By MICHAEL BALSAMO and MICHAEL R. SISAK November 19, 2019

Federal prisons forced to use cooks, nurses to guard inmates due to staff shortages

Prisons are struggling to maintain control of inmates. Fights, homicides, and suicides are on the rise in some of the most understaffed prisons.

Police Shortage: Cops Retiring In Droves, 'Recruiting Crisis,' Applications 'Historically Low'

LAW ENFORCEMENT STAFFING ISSUES

86% of law enforcement agencies report experiencing staffing shortages, according to a 2022 National Police Foundation report.

45% increase in retirement rate in 2020-23 compared to previous year, according to survey by the Police Executive Research Forum.

20% increase in resignations in 2021-22 compared to previous year, according to survey by the Police Executive Research Forum.

POLICE SHORTAGES & PUBLIC SAFETY

NY POST:

America's shrinking police forces could spell trouble for our safety

By Charles Fain Lehman

February 8, 2020 | 1:20pm

CNN:

Defund the police encounters resistance as violent crime spikes

By Peter Nickeas, Julia Jones, Josh Campbell and Priya Krishnakumar, CNN

Updated 6:24 PM ET, Tue May 25, 2021

NATIONWIDE STAFFING ISSUES

WDRB.com

TOP STORY

Kentucky lawmakers asked to help address 'staggering' shortage of police recruits

LMPD no longer fully staffing most special events amid officer shortage

FOX 13

MPD continues to struggle to recruit new officers

According to figures obtained through an open records request, nearly 15,000 people applied, but only 548 candidates graduated from the police academy. That's a graduation rate of under 4%.

LEXINGTON HERALD-LEADER

POLITICS & GOVERNMENT

As shootings spike, Lexington police now short more than 100 officers. Here's why.

BY BETH MUSGRAVE

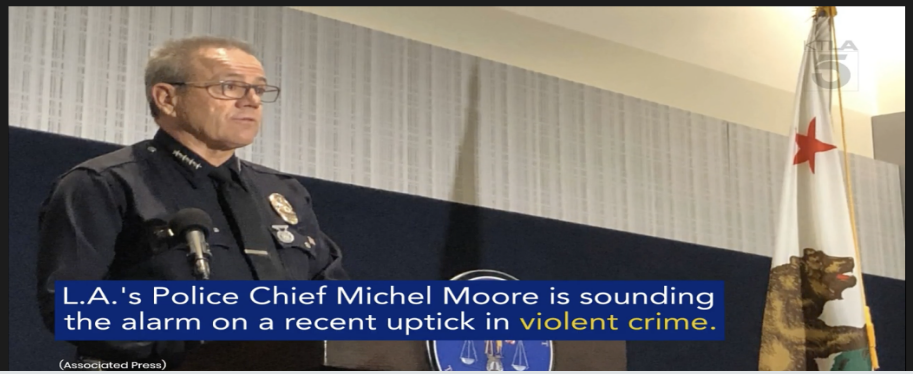
UPDATED AUGUST 25, 2021 04:44 PM

AND NOW, THE NEW AMERICAN CRIME SPREE

LOCAL NEWS

Violent crime spike has L.A. police chief concerned

by: Josh DuBose
Posted: Dec 7, 2023 / 07:13 PM PST
Updated: Dec 7, 2023 / 07:24 PM PST



LAW ENFORCEMENT MANPOWER SHORTAGES MAKE STAFFING ANALYSIS VITAL FOR:

Empirical evidence of jurisdictional realities impacting the minimum # of officers/deputies needed to meet demands for services & prevent/fight crime (i.e., a call to dispatch ratio).

Scientifically specifying personnel needs as a justificatory basis for hiring requests to governmental leaders with crime prevention & services delivery implications.

Fortifying state and federal (e.g., US COPS Office Hiring Program) grant proposals with scientific evidence demonstrating the need for hires (e.g., US COPS Office Staffing & Allocation Analysis Microgrant program).

Sheriff Rick Staley
Flagler County Sheriff's Office

BRIEF BACKGROUND: TOWARD AN *ENHANCED* STAFFING MODEL

The original analysis followed, generally, the well-known IACP staffing model but noted improvement opportunities, especially regarding equal distribution of shiftwork assumptions:

- responding to calls for service

- proactive/police-community relations

- administrative/paperwork/training functions

The original analysis identified but did not remedy the measurement issues.

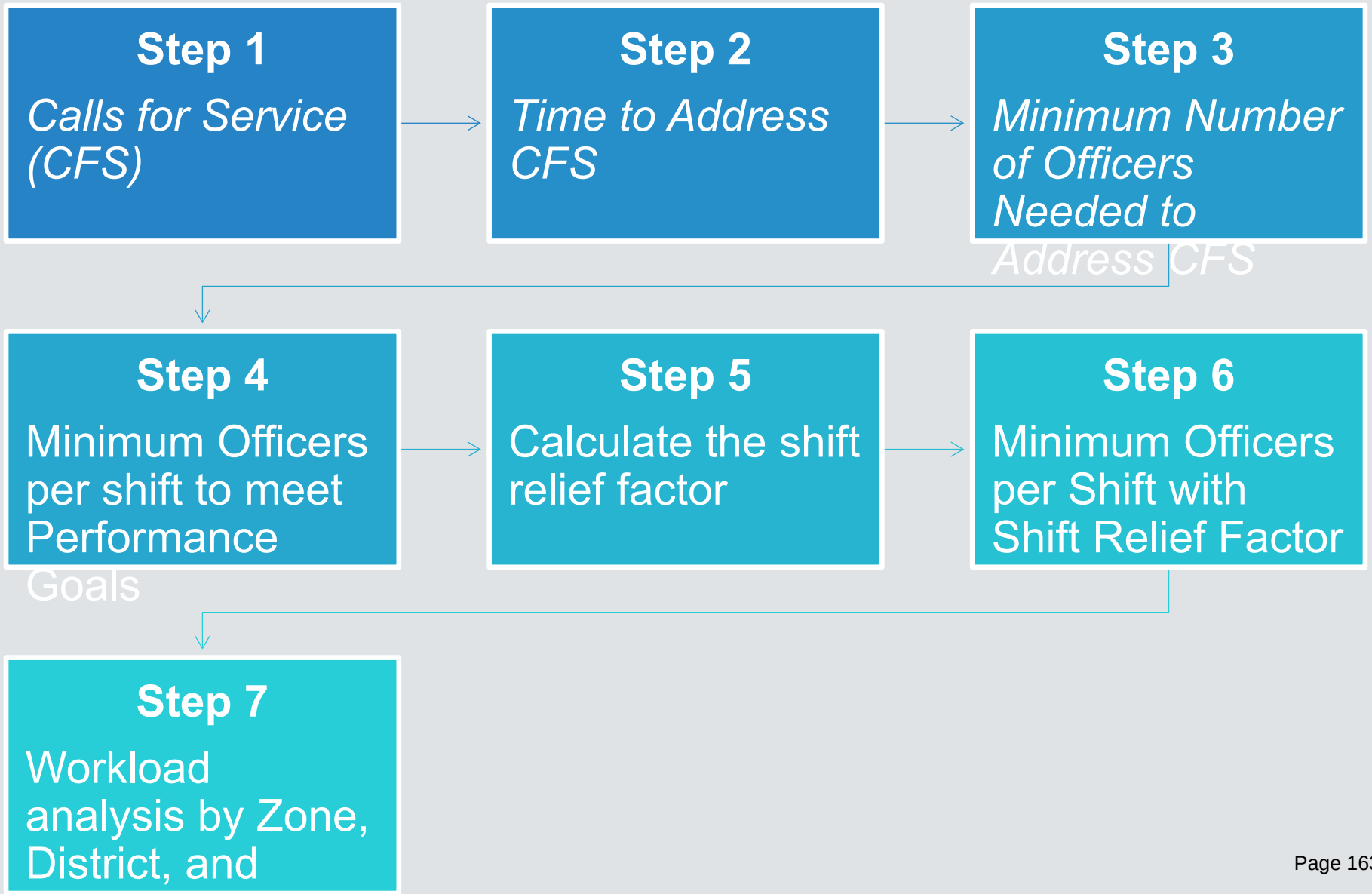
THE US COPS STAFFING MODEL SUMMARIZED: SUPPLY, DEMAND, AND ADJUSTMENT

Supply – The number of officers available to respond to CFS.

Demand – The number of CFS and the time to respond to CFS.

Adjustment – The shift relief factor is a mathematical calculation to account for office time off (e.g., vacation, training, illness, regularly scheduled days off, desk duty, etc.).

THE US COPS STAFFING MODEL



RECOMMENDATIONS

- Palatka PD officers currently spend nearly sixty percent (59.30%) of their shift responding to CFS. This is considerably higher than the 33% recommended by IACP.
- Assuming Palatka PD intends to reallocate the officers' workload to 33% obligation, there is a need to hire 8-9 patrol officers immediately. Based on 2024 CFS, 29.28 officers need are needed to meet the current service demands.
- Assuming a 5% population growth in five years, Palatka will need to hire 29-31new officers (at 33% CFS obligation) by 2029 to respond to CFS.
- Assuming a 10% population growth in ten years, then Palatka PD will need to hire approximately 31-33 new officers (at 33% CFS obligation) by 2034 to respond to CFS.

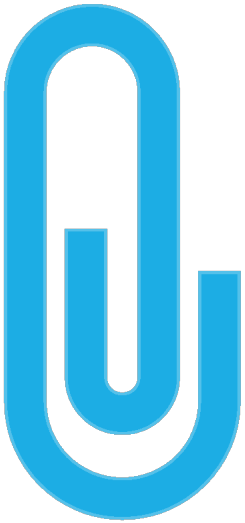
MILLER JUSTICE CONSULTING

Dr. J. Mitchell Miller
Email: mitch.miller@icloud.com
Phone: (904) 580-2730

Dr. Brenda Vose
Email: brenda.a.vose@gmail.com
Phone: (513)-226-3861

Dr. Wesley Jennings

APPENDICES



STEP 1 – CALLS FOR SERVICE (CFS)

Shift	N (%)
Day	12,324 (52.6%)
Night	11,096 (47.38%)

- CFS data January 1, 2024 – December 31, 204

STEP 2 – TIME TO ADDRESS CFS

Shift	Average
Day	56.45 minutes
Night	47.88 minutes

- Time spent on scene, completing paperwork, etc.
- Time reflects the number of deputies involved

STEP 3 – MINIMUM OFFICERS NEEDED TO ADDRESS CFS

Shift	Minutes	Hours	Officers Required
Day	693,471.48	11,557.86	2.64
Night	527,392.88	8,789.88	1.41

- Number of deputies by shift needed activity
- (1*2-hour shift X 365 days = 4,380 hrs*)

STEP 4 – MINIMUM OFFICERS PER SHIFT TO MEET PERFORMANCE GOALS

Shift	Obligated 100%	Obligated 66%	Real World Obligated 59.30%	Obligated 50%	Obligated 33%
Day	2.64	4.00	4.45	5.28	8.00
Night	1.41	2.12	3.38	4.01	6.08

- Officer Interviews to determine Real World Obligations

STEP 5 – CALCULATE THE SHIFT RELIEF FACTOR

- The difference between the number hours an Officer ***can*** work and actually ***does*** work. Includes: days off, vacation, sick, etc.
- Palatka PD average actual hours off, Shift Relief Factor: 2.08

STEP 6 – MINIMUM OFFICERS PER SHIFT WITH SHIFT RELIEF FACTOR

Shift	Obligated 100%	Obligated 66%	Real World Obligated 59.30%	Obligated 50%	Obligated 33%
Day	5.49	8.32	9.26	10.98	16.63
Night	3.10	4.65	7.04	8.35	12.65

- Number of officers needed, per shift, accounting for all previous steps

STEP 7 – WORKLOAD ANALYSIS BY ZONE WITH SHIFT RELIEF FACTOR

Zone	Shift	Obligated 100%	Obligated 66%	Real World Obligated 59.30%	Obligated 50%	Obligated 33%
Zone 1	Day	1.22	1.85	2.06	2.45	3.71
Zone 2	Day	1.93	2.93	3.26	3.86	5.85
Zone 3	Day	1.99	3.01	3.35	3.98	6.02
Other	Day	0.35	0.52	0.58	0.69	1.05
Zone 1	Night	0.93	1.41	1.57	1.86	2.82
Zone 2	Night	1.47	2.22	2.48	2.94	4.45
Zone 3	Night	1.51	2.29	2.55	3.02	4.58
Other	Night	0.26	0.40	0.44	0.53	0.80

ADOPT RESOLUTION 2025-R-165 granting a special events permit to the Community Affairs and Recreation Department for the Annual Jingle Jam event which will be held 12/20/2025.
Event Date– December 20th 2025
Agenda Item Number – 2025-R-165
Title of Item / Subject – Jingle Jam
Department / Division –Community Affairs
Prepared By – Jessica Cruz
Reviewed By – Special Events Team
Recommended Motion / Action – The Staff Recommendation is that the application be approved, and the resolution be adopted.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Community Affairs is requesting road closures, and a permit for amplified sound.

BACKGROUND
Jingle Jam is an annual Christmas event. This year we have included a lighted boat parade followed by fireworks. This event will include caroling and music, arts and crafts, pictures with Santa, vendors, food trucks, a kids' zone and more.

PROJECT ANALYSIS
Jessica Cruz of the City of Palatka has submitted an event application for Jingle Jam, an annual Christmas event at the St. Johns Riverfront. The event will be on December 20th from 3pm until 8pm with setup starting at 1pm.

Staff Recommendation
Jingle Jam is important because it brings the entire community together in the warmth and joy of the season. It creates traditions that families look forward to, fills the city with holiday cheer, and gives everyone a chance to celebrate, connect, and share in the magic of Christmas. These events help light up our community—quite literally—with laughter, togetherness, and festive memories that last long after the season ends. It's a time for unity, joy, and bringing the holiday spirit to life for all. Recommendation is to approve and adopt the resolution.

ATTACHMENTS

1.	Jingle Jam 2025 application
2.	165. Resolution 2025-R-165 Jingle Jam 2025_resolution

CITY of Palatka FLORIDA

Date Received: 11/03/2025

Permit Classification:

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: Jessica Cruz
   Address: 1900 Napoleon St Palatka, FL 32177
   Email: jcruz@palatka-fl.gov
   Phone: 386-213-0948
2. Secondary Contact: Eddie Cutwright
   Address:
   Email:
   Phone: 386-983-1254
3. Event Sponsor/Organization: City of Palatka

Attach a certificate of Tax Exemption if applicable.

4. Name of Event: Jingle Jam
5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):
   Carroling, Arts & crafts, music, artisan vendors food trucks, boat parade, fire works. Kids Area Photos w/ Santa @ 7:45 pm
   * possibly snow
   * Rolling Patrol for Caroling *
   6 Cans
   2 officers
   1 PW staff
6. Event Location (911 Address): River front
7. Road Closures: ex. **St. Johns Avenue** from **First Street** to **Second Street**
   Memorial from Reid to Laurel
   Block St. Johns @ Memorial from to

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

_____ from _____ to _____

8. Onsite representatives during the event:

Name: Jessica Cruz Cell Phone: 386-213-0948

Name: Courtney James Cell Phone: 386-916-5916

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

Date(s) of Event:	Hours:	Amplified Sound:	Alcohol:	Attendance
Setup:				
12/20/25	1pm to 3pm	__:__ to __:__	__:__ to __:__	
Event:				
12/20/25	3pm to 8pm	__:__ to 12		500
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
_____ __/__/__	__:__ to __:__	__:__ to __:__	__:__ to __:__	
__:__ to __:__	_____			
Breakdown: 12/20/25	8 pm			

___/___/___ __:___ to __:___ __:___ to __:___ __:___ to __:___

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

500

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: 10 Uniform identification: Shirts

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)

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 GFIC 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.

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.

Signature of Applicant _____ Date

State of Fl County of Putnam

The foregoing application is acknowledged before me this 1 day of Dec, 2025, by Jessica Cruz, who is personally known to me, or who has/have produced ID as identification.

NOTARY SEAL

Notary Public State of Florida
Courtney James
My Commission HH 660537
Expires 4/3/2029

_____
Signature of Notary Public, State of Fl

APPLICATION APPROVED

_____
Special Events Coordinator **Date**

_____
Chief of Police **Date**

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 vender RVs.

City of Palatka Indemnification & Hold Harmless Agreement

The BUSINESS and/or INDIVIDAUL 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.

Riverfront

Signature of Applicant Name of Facility being used

Jessica Cruz 12/20/25

Print Name of Applicant Date of Use

State of FL County of Putnam

The foregoing application is acknowledged before me this 1 day of Dec, 20 25, by Jessica Cruz, who is

personally known to me, or who has/have produced ID as identification.

NOTARY SEAL

Signature of Notary Public, State of FL

DJ
Kids Zone
Food Trucks
Vendors
St. Johns Ave
Carousing

RESOLUTION NO. 2025-R-165

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO COMMUNITY AFFAIRS FOR THE ANNUAL JINGLE JAM EVENT; SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES OF MEMORIAL PARKWAY FROM REID TO LAUREL ST.; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS Community Affairs has made an application to the City of Palatka for a special event permit for Jingle Jam to be held on 12/20/2025. Road closure will begin at 1pm, event setup will begin at 1pm and event will begin at 3pm and end at 8pm with fireworks.

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 Jingle Jam is hereby granted to Community Affairs following provisions and stipulations:
A Class "B" Special Events Permit is hereby granted for the event to be held on 12/20/2025

- **a.** During the hours provided in the application.
- **b.** Road closures of St. Johns Ave. from 2nd street to Memorial Parkway and Memorial from Reid St 2nd Street 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 14th day of December 11, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-170 Appointing the President of Downtown Palatka, Inc. to the Community Redevelopment Agency Board

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Appoint the President of Downtown Palatka, Inc. to the CRA Board

BACKGROUND

Pursuant to Resolution 8-66, the City Commission shall appoint to the CRA Board the President of Downtown Palatka, Inc., whom shall serve a term of two years commencing on January 1, 2026 and ending on December 31, 2027.

PROJECT ANALYSIS

Staff Recommendation

Adopt the resolution.

ATTACHMENTS

1.	Res 8-66_201410310753410907
2.	170. Resolution 2025-R-170 Appointment of CRA Board Member

RESOLUTION No. 8 - 66

Entitled

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ABOLISHING THE DOWNTOWN REDEVELOPMENT AGENCY; ESTABLISHING A COMMUNITY REDEVELOPMENT AGENCY; DECLARING ITSELF PLUS TWO ADDITIONAL MEMBERS AS THE COMMUNITY REDEVELOPMENT AGENCY TO CARRY OUT THE COMMUNITY REDEVELOPMENT PURPOSES OF CHAPTER 163, PART III, FLORIDA STATUTES IN THE CENTRAL BUSINESS DISTRICT, THE SOUTH HISTORIC DISTRICT AND THE NORTH HISTORIC DISTRICT; PROVIDING FOR TERMS OF OFFICE, A REGULAR MEETING DATE, AND AN EFFECTIVE DATE.

WHEREAS, on November 10, 1983, by Resolution No. 4-11, the Palatka City Commission found a need to create a Downtown Redevelopment Agency to carry out the community redevelopment purposes of Chapter 163, Part III, Florida Statutes, subject to all responsibilities imposed thereof; and

WHEREAS, on November 10, 1983, by Resolution No. 4-12 the Palatka City Commission declared itself as the downtown redevelopment agency for the City of Palatka, Florida; and

WHEREAS, on March 22, 1984, by Ordinance No. 84-4 the Palatka City Commission established boundaries for the North and South Historic Districts for Tax Increment Purposes and on October 25, 1994, incorporated these districts into the Community Redevelopment Area; and

WHEREAS, a Community Redevelopment Area Needs Assessment Report, adopted by the Palatka City Commission on September 10, 2009, recommended rescinding the current Downtown Redevelopment Agency, also known as the CRA, and establishing a new Community Redevelopment Agency comprised of the Palatka City Commission, the President of Downtown Palatka, Inc. and one (1) member of the Putnam County Board of County Commissioners whose district included the Central Business District, the North Historic District and the South Historic District; and

WHEREAS, The City of Palatka deems it appropriate to exercise its authority under F.S. Chapter 163.357 and declare itself to be the Agency; and

WHEREAS, the City of Palatka also deems it appropriate to exercise its authority under F. S. Chapter 163.357 and appoint two additional persons to act as members of the Community Redevelopment Agency, who shall serve four year terms, except that the first additional member appointed shall serve a term of two years initially.

NOW, THEREFORE, BE IT RESOVED by the City Commission of the City of Palatka, Florida, as follows:

1. That the Downtown Redevelopment Agency is hereby abolished;
2. That the Community Redevelopment Agency, is hereby created and established to carry out the community redevelopment purposes of Chapter 163, Part III, Florida Statutes, in the Central Business District, the North Historic District and the South Historic District;
3. That the City Commission of the City of Palatka, Florida is hereby declared as the Community Redevelopment Agency for the City of Palatka, Florida;

4. That the City Commission hereby appoints the President of Downtown Palatka, Inc. to serve as an additional member of the Community Redevelopment Agency for an initial term of two (2) years effective immediately and expiring December 31, 2011, and every four years thereafter. Should the individual holding that position cease to hold that office, he/she shall be deemed no longer eligible to serve on the Community Redevelopment Agency and his/her membership shall terminate immediately, and his/her successor shall be appointed to hold this office.
5. That the City Commission hereby appoints one (1) member of the Putnam County Board of County Commissioners, that member who is elected to represent District 2, whose district encompasses the Central Business District, to serve as an additional member of the Community Redevelopment Agency for a term of four (4) years effective immediately and expiring on December 31, 2013. Should the individual holding that office cease to hold that office, he/she shall be deemed no longer eligible to serve on the Community Redevelopment Agency and his/her membership shall terminate, and his/her successor shall be appointed to hold this office.
6. The Community Redevelopment Agency shall have all the rights, powers, duties, privileges and immunities granted by Chapter 163, Part III, Florida Statutes subject to all responsibilities and liabilities thereof.
7. The Community Redevelopment Agency shall carry out the community redevelopment purposes authorized by Chapter 163, Part III, Florida Statutes.
8. That commencing February 11, 2010, the regular meetings of the Community Redevelopment Agency shall generally be held at 4:00 p.m. on the 2nd Thursday of each even month (February, April, June, August, October and December) unless otherwise noticed in compliance with FS 187.417.
9. This Resolution shall become effective immediately upon its passage.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, **this 11th day of February, 2010.**

PALATKA CITY COMMISSION

By: Karl N. Flagg
Its MAYOR

ATTEST:

Betty J Driggers
CITY CLERK

APPROVED AS TO FORM AND CONTENT:

CITY ATTORNEY

RESOLUTION No. 9 - 18

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AMENDING AND ADOPTING THE COMMUNITY REDEVELOPMENT AREA PLAN AMENDMENT TO EXTEND THE CRA PLAN TO DECEMBER 27, 2043 BY WAY OF THIS RESOLUTION AS ATTACHED HERETO AS EXHIBIT "A"; PROVIDING SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, on September 8, 1983, the City Commission adopted Resolution 4-7 finding the existence of blighted areas in the City of Palatka; finding the need for rehabilitation, conservation or redevelopment; to establish a community redevelopment area as provided in Part III, Chapter 163, Florida Statutes (The "Redevelopment Act"); and establishing boundaries for the redevelopment area specified as the downtown Palatka area (NOTE: Now known in the Plan as the Central Business District); and

WHEREAS, on November 10, 1983, the City Commission adopted Resolution 4-11 finding the need for the creation of a Community Redevelopment Agency to carry out the Community Redevelopment purposes as provided in Part III, Chapter 163, Florida Statutes (The "Redevelopment Act"); and

WHEREAS, on November 10, 1983, the City Commission adopted Resolution 4-12 declaring itself to be the Community Redevelopment Agency and to carry out the Community Redevelopment purposes; and

WHEREAS, on December 27, 1983, the City of Palatka adopted Resolution 4-14 adopting the Community Redevelopment Area Plan (NOTE: original Plan referred to as the Center City Plan); and

WHEREAS, on March 22, 1984, the City of Palatka adopted Ordinance 84-4, which added Section 14-61 to the Code of Ordinances of the City of Palatka, that established the boundaries of the North Historic District and the South Historic District to be added to the Community Redevelopment Area; and

WHEREAS, on February 14, 1985, the City of Palatka adopted Resolution 4-38 for approval of the amended Community Redevelopment Area Plan (NOTE: original Plan referred to as the Center City Plan); and

WHEREAS, on September 10, 2009, the City of Palatka's Community Redevelopment Agency amended the Community Redevelopment Area Plan, expanding the Plan to incorporate more comprehensive Critical Elements and Recommendations; and Goals, Objectives and Implementation Items for Action Plan (NOTE: the original Plan name of Center City Plan has been removed as is now referred to as the Community Redevelopment Area Plan); and

WHEREAS, on December 10, 2009, the City Commission adopted the amended Community Redevelopment Area Plan; and

WHEREAS, the Community Redevelopment Agency has determined that the Amended Plan requires a further amendment; and

WHEREAS, the Community Redevelopment Agency has considered the proposed amendment to the Plan and the Building and Zoning Department comments, if any, and has recommended to the City Commission that the proposed Plan amendment be approved; and

WHEREAS, the Palatka City Commission, upon the recommendation of the Community Redevelopment Agency, deems it necessary or desirable to amend the Palatka Community Redevelopment Area Plan;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, that the Community Redevelopment Plan of the city of Palatka, Florida is hereby amended to extend the life of the Community Redevelopment Plan through December 27, 2043 as set forth in Exhibit "A" attached hereto, and the language contained in Exhibit "A" shall be incorporated into the plan.

FURTHERMORE:

SECTION 1. The City Commission does hereby find, based upon information presented to the City Commission at the public hearing, the proposed amendment to the Community Redevelopment Area Plan, a copy of which is attached hereto as Exhibit "A", that the Plan Amendment:

a) Conforms to the Comprehensive Plan of the City of Palatka pursuant to the Local Government Comprehensive Planning and Land Development Regulation Act;
b) The Plan Amendment conforms to the general plan of the municipality as a whole;
c) The Plan Amendment will afford maximum opportunity, consistent with the sound needs of the municipality as a whole, for the rehabilitation or redevelopment of the Community Redevelopment Area by public and private enterprise.

SECTION 2. That the Community Redevelopment Agency recommended to the City Commission an amended Community Redevelopment Plan, and the Palatka City Commission, finding it necessary or desirable to amend such Plan, does hereby amend the Community Redevelopment Plan as attached hereto as Exhibit "A" and incorporated herein by reference. Said Amended Community Redevelopment Plan is hereby adopted as authorized by the Community Redevelopment Act, as amended, Chapter 163, Part III, Florida Statutes.

SECTION 3. The Community Redevelopment Agency is hereby authorized and directed to proceed with the implementation of the Plan Amendment.

SECTION 4. If it becomes necessary or desirable to subsequently amend or modify the Amended Plan, the City Commission may amend such plan upon the recommendation of the Community Redevelopment Agency. The City Commission shall hold a public hearing on the proposed modifications to the Community Redevelopment Plan after public notice thereof by publication in a newspaper having a general circulation in the area of operation of the Community Redevelopment Agency. The City Commission may adopt an amended plan by ordinance or resolution. (NOTE: The original Community Redevelopment Area Plan was adopted by Resolution 4-14 on December 27, 1983, therefore, it must be amended by resolution).

SECTION 5. Severability. In the event that any portion or section of this resolution is determined to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such decision shall in no manner affect the remaining portions or sections of this resolution which shall remain in full force and effect.

SECTION 6. Effective Date. This resolution shall take effect immediately upon its adoption by the Palatka City Commission.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 10th day of May, 2012.

CITY OF PALATKA

BY: _____
Its MAYOR

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

EXHIBIT "A"

The City has one Community Redevelopment Area that is comprised of three Tax Increment Finance (TIF) districts: North Historic District, the Central Business District, and the South Historic District. These three TIF districts are governed by the Community Redevelopment Agency and guided by the Community Redevelopment Area Plan. This plan's original sunset of December 27, 1983 has been extended by the Agency and the City Commission to continue with an amended sunset of December 27, 2043. [NOTE: 163.362(10); and 163.387(1)(a)(2), F.S.]

RESOLUTION 2025-R-170

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, APPOINTING THE PRESIDENT OF DOWNTOWN PALATKA, INC., SAM DEPUTY, TO SERVE AS A MEMBER FOR A TWO-YEAR TERM COMMENCING JANUARY 1, 2026; PROVIDING FOR TERM OF OFFICE; PROVIDING FOR SCRIVENER'S ERRORS, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in 1983 the City Commission of the City of Palatka established the Community Redevelopment Agency to support the redevelopment, revitalization, and economic development activities within the City; and

WHEREAS, the Resolution 8-66 sets forth the requirements, structure, and process for appointments to the Community Redevelopment Agency; and

WHEREAS, Downtown Palatka, Inc. (DPI) serves as a key partner in supporting economic development, community redevelopment, historic preservation, and enhancement of the Central Business District; and

WHEREAS, Sam Deputy currently serves as the President of Downtown Palatka, Inc., and the City Commission finds that his continued participation will promote continuity, coordination, and sustained progress toward City redevelopment and revitalization goals; and

WHEREAS, the City Commission desires to formally appoint Sam Deputy to serve a two-year term in accordance with the requirements of the referenced resolution.

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

Section 1. Appointment.
The City Commission of the City of Palatka hereby appoints Sam Deputy, President of Downtown Palatka, Inc., to serve as a member as provided under the governing resolution.

Section 2. Term of Office.
The term of appointment shall be for two (2) years, commencing on January 1, 2026, and concluding on December 31, 2027, or until such time as a successor is duly appointed.

Section 3. Compliance.
This appointment is made in accordance with the requirements, structure, and provisions of the applicable resolution establishing the appointment process and term requirements set forth in Resolution 8-66.

Section 4. Effective Date.
This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 11th day of December, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Roberta Correa, Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Jane West, City Attorney

ADOPT RESOLUTION 2025-R-172 Approving a wellfield protection property exchange with Teresa Davis

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

A request to approve a property exchange that will protect the City's wellfield.

BACKGROUND

The City of Palatka, Florida (the "City") owns and operates a public water treatment plant and associated wellfield located in the vicinity of Moody Road in order to provide potable drinking water to its residents and customers. Protecting the wellfield and surrounding recharge areas from potential sources of contamination is essential to safeguarding the City's drinking water supply and maintaining compliance with applicable regulations and guidance of the Florida Department of Environmental Protection ("FDEP"). Teresa Davis recently acquired a certain parcel of real property located adjacent to or in close proximity to the City's water treatment plant on Moody Road and plans to put in a car mechanical shop. Due to the industrial use of the parcel and given its proximity to the City's wellfield and water treatment facilities, there is an increased risk of wellfield contamination and subject the City's facility to additional scrutiny and regulatory oversight from FDEP.

The City owns approximately 13.85 acres of real property that was released to the City by the Federal Aviation Administration ("FAA") in 2023, a portion of which is located in the vicinity of PRC Way in an area characterized by and planned for compatible industrial uses. The City and Owner desire to enter into a mutually beneficial property exchange whereby Owner will convey the Davis Parcel to the City, to be maintained for wellfield protection and utility-related purposes, and in exchange the City will convey the City Exchange Parcel to Owner for the relocation and development of Owner's proposed industrial business in an area already designated and suitable for such use.

PROJECT ANALYSIS

Relocating the proposed industrial business from the Davis Parcel to the City Exchange Parcel off PRC Way will reduce potential threats to the City's drinking water supply, enhance wellfield protection, and further the public health, safety, and welfare of the citizens of the City.

WHEREAS, the City Commission has considered the proposed exchange, including staff recommendations, land-use compatibility, wellfield protection concerns, and the public benefits to be achieved, and finds that the property exchange is in the best interest of the City,

is consistent with the City's comprehensive planning and utility protection efforts, and serves a valid public purpose; and

Staff Recommendation

Staff has considered the proposal carefully and it recommends approval because of the land-use compatibility, the wellfield protection concerns, and the public benefits to be achieved. Staff finds that the property exchange is in the best interest of the City, is consistent with the City's comprehensive planning and utility protection efforts, and serves a valid public purpose.

ATTACHMENTS

1.	172. Resolution 2025-R-172 Davis property exchange

RESOLUTION NO. 2025-R-172

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, APPROVING A WELLFIELD PROTECTION PROPERTY EXCHANGE WITH TERESA DAVIS FOR A PARCEL ADJACENT TO THE CITY'S WATER TREATMENT PLANT ON MOODY ROAD IN EXCHANGE FOR A PORTION OF CITY-OWNED PROPERTY ON PRC WAY; AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE ALL DOCUMENTS NECESSARY TO EFFECTUATE THE EXCHANGE; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palatka, Florida (the "City") owns and operates a public water treatment plant and associated wellfield located in the vicinity of Moody Road in order to provide potable drinking water to its residents and customers; and

WHEREAS, protection of the City's wellfield and surrounding recharge areas from potential sources of contamination is essential to safeguarding the City's drinking water supply and maintaining compliance with applicable regulations and guidance of the Florida Department of Environmental Protection ("FDEP"); and

WHEREAS, Teresa Davis ("Owner") is the owner of a certain parcel of real property located adjacent to or in close proximity to the City's water treatment plant on Moody Road in Putnam County, Florida, more particularly described in Exhibit "A" attached hereto and incorporated herein by this reference (the "Davis Parcel"); and

WHEREAS, Owner has expressed an interest in using or developing the Davis Parcel for industrial purposes, which, due to its proximity to the City's wellfield and water treatment facilities, could increase the risk of wellfield contamination and subject the City's facility to additional scrutiny and regulatory oversight from FDEP and other agencies; and

WHEREAS, the City owns approximately 13.85 acres of real property that was released to the City by the Federal Aviation Administration ("FAA") in 2023, a portion of which is located in the vicinity of PRC Way in an area characterized by and planned for compatible industrial uses, more particularly described in Exhibit "B" attached hereto and incorporated herein by this reference (the "City Exchange Parcel"); and

WHEREAS, the City and Owner desire to enter into a mutually beneficial property exchange whereby Owner will convey the Davis Parcel to the City, to be maintained for wellfield protection and utility-related purposes, and in exchange the City will convey the City Exchange Parcel to Owner for the relocation and development of Owner's proposed industrial business in an area already designated and suitable for such use; and

WHEREAS, relocating the proposed industrial business from the Davis Parcel to the City Exchange Parcel off PRC Way will reduce potential threats to the City's drinking water supply, enhance wellfield protection, and further the public health, safety, and welfare of the citizens of the City; and

WHEREAS, the City Commission has considered the proposed exchange, including staff recommendations, land-use compatibility, wellfield protection concerns, and the public benefits to be achieved, and finds that the property exchange is in the best interest of the City, is consistent with the City's comprehensive planning and utility protection efforts, and serves a valid public purpose; and

WHEREAS, the City Commission desires to approve the property exchange and authorize the Mayor, City Manager, City Attorney, and City Clerk to take all actions reasonably necessary to effectuate the intent of this Resolution.

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

SECTION 1. INCORPORATION OF RECITALS.
The above recitals are true and correct and are hereby incorporated herein by this reference as legislative findings of the City Commission.

SECTION 2. APPROVAL OF PROPERTY EXCHANGE.
A. The City Commission hereby approves the exchange of real property between the City and Teresa Davis, whereby:

1. Teresa Davis shall convey to the City, by Warranty Deed (or other deed form acceptable to the City Attorney), fee simple title to the Davis Parcel, as more particularly described in **Exhibit "A"**; and
2. The City shall convey to Teresa Davis, by City Warranty Deed (or other deed form acceptable to the City Attorney), fee simple title to the City Exchange Parcel, as more particularly described in **Exhibit "B"**.

B. The City Commission finds that the exchange furthers the public purpose of protecting the City's wellfield and drinking water supply, that the property to be received is needed for municipal utility and wellfield protection purposes, and that the relocation of industrial activity to the City Exchange Parcel off PRC Way provides a more compatible industrial setting.

SECTION 3. WELLFIELD PROTECTION / USE OF DAVIS PARCEL.
The Davis Parcel, upon acquisition by the City, shall be designated and reserved for wellfield protection, public utility, and other compatible governmental purposes as determined by the City Commission consistent with applicable law and the City's comprehensive plan and land development regulations.

SECTION 4. AUTHORIZATION TO EXECUTE DOCUMENTS.
A. The Mayor and City Clerk are hereby authorized and directed to execute and attest, respectively, all deeds, closing statements, affidavits, and any other documents necessary to consummate the property exchange described herein, subject to review and approval as to legal form and sufficiency by the City Attorney.
B. The City Manager or City Attorney, is authorized to:

1. Coordinate surveys, title work, appraisals, environmental due diligence, and closing arrangements;
2. Make such non-substantive revisions to exhibits and legal descriptions as may be necessary to accurately describe the properties and to carry out the intent of this Resolution; and
3. Take all administrative actions necessary or desirable to implement the property exchange and the purposes of this Resolution.

SECTION 5. SCRIVENER'S ERRORS.
The City Manager or designee, in consultation with the City Attorney, is hereby authorized, without further action of the City Commission, to correct any typographical, grammatical, or scrivener's errors that do not affect the intent or substance of this Resolution. A corrected copy shall be placed in the official records of the City by the City Clerk.

SECTION 6. EFFECTIVE DATE.
This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 11th day of December 2025.

CITY OF PALATKA, FLORIDA

By: _____
Roberta Correa, Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Jane West, City Attorney

ADOPT RESOLUTION 2025-R-173 Awarding Contract to Eide Bailly LLP for RFP 2025-03 - Operational Audit

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Staff requests the City Commission adopt Resolution 2025-R-173, authorizing the award of a contract to Eide Bailly LLP to conduct an Operations Audit of all municipal departments to identify opportunities for greater efficiency in personnel, planning, policies, processes, procedures and paperwork (workflows) and to prepare a Management Strategy which provides the Executive Team guidance on the activities, outputs, impact and outcomes of proposed operational changes.

BACKGROUND

The City of Palatka issued RFP 2025-03 on July 26, 2025, seeking proposals from qualified firms to conduct a comprehensive Operations Audit of all municipal departments. The goal is to identify opportunities to improve efficiency in areas such as personnel, planning, policies, processes, procedures, and paperwork (workflows). The selected firm will also develop a Management Strategy to guide the Executive Team on implementing and evaluating the impact of operational improvements.

PROJECT ANALYSIS

An evaluation committee reviewed all submitted proposals based on the following criteria:

1. Personnel Qualifications – 25 points
Quality of assigned and support staff

2. Relevant Experience – 25 points
Experience with similar government audits and single audits

3. Service Capability – 20 points
Staffing plan, audit approach, sampling, and procedures

4. Cost Proposal – 20 points
All-inclusive pricing for each year and any extensions

5. Business Status – 10 points
Certified minority-, women-, or veteran-owned business

Eide Bailly LLP received the highest score overall from the committee and was determined to be the most responsive and responsible proposer. Their submission demonstrated strong experience and a clear and efficient work plan.

Staff Recommendation

Staff recommends that the City Commission adopt Resolution 2025-R-173, awarding the contract for RFP 2025-03 to Eide Bailly LLP. Approval of this resolution will authorize staff to proceed with contract execution and initiate the operations audit, pending legal and financial review.

ATTACHMENTS

1.	Notice of Evaluation Committee Operational Audit Results
2.	173. Resolution 2025-R-173 RFP AWARDING A CONTRACT TO EIDE BAILLY FOR THE OPERATIONS AUDIT OF ALL MUNICIPAL DEPARTMENTS UNDER RFP 2025-03

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.

CITY of Palatka FLORIDA

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

Evaluation Committee Results

RPF-2025-03-OPERATIONAL AUDIT

Date: 10/21/2025

The City of Palatka, based on the Evaluation Committee meeting held on October 21, 2025, intends to award the contract for RPF-2025-03-OPERATIONAL AUDIT the highest-ranked proposer.

The City anticipates presenting this recommendation for formal approval at the City Commission meeting scheduled for December 11, 2025.

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN SECTION 120.57(3), FLORIDA STATUTES, OR FAILURE TO POST THE BOND OR OTHER SECURITY REQUIRED BY LAW WITHIN THE TIME ALLOWED FOR FILING A BOND SHALL CONSTITUTE A WAIVER OF PROCEEDINGS UNDER CHAPTER 120, FLORIDA STATUTES.

City of Palatka

RFP-2025-03 REQUEST FOR PROPOSALS FOR OPERATIONAL AUDIT

Evaluation		Committee Scores					
	Respondent	**Jane West**	**Jason Shaw**	**Virginia Jones**	**Jennifer Thompson**	**Chantel Pierre**	**AVERAGE**
1	Macias Gini & O'Connell LLP	83	70	95	75	77	80
2	Remedy Healthcare Consulting	81	0	60	70	58	53.8
3	Eide Bailly	82	90	85	80	73	82

Jane West

Jason Shaw

Virginia Jones

Jennifer Thompson 10/21/2025

Chantel Pierre 10/21/25

Witness:
Lenora Campbell

Signature: Karen Hayes FCPC

Date: 10/21/2025

City of Palatka

RFP-2025-03 REQUEST FOR PROPOSALS FOR OPERATIONAL AUDIT

	Respondent	Ability of personnel. **(25pts)**	Experience. **(25pts)**	Ability to furnish required services **(20pts)**	Total compensation proposed **(20pts)**	Certified minority-owned or veteran owned business **(10pts)**	**TOTAL**
1	Macias Gini & O'Connell LLP	22	22	18	15	0	77
2	Remedy Healthcare Consulting	10	10	10	18	10	58
3	Eide Bailly	20	20	15	18	0	73

Chantel Pierre

Signature: _____

Date: 10-21-25

Signature:_____

Date:_____

City of Palatka

RFP-2025-03 REQUEST FOR PROPOSALS FOR

	Respondent	Ability of Personnel. **(25pts)**	Experience. **(25pts)**	Ability to furnish required services. **(20pts)**	Total compensation proposed **(20pts)**	Certified miniority owned or veterean owned business **(10pts)**	TOTAL	
1	Remedy Healthcare Consulting LLC	15	15	10	10	10	0	80
2	Eide Bailly LLP	20	20	20	20	5	0	85
3	Macias Gini & O'Connelly LLP	25	25	20	20	5	0	95

Virginia Jones

Signature: Virginia Jones

Date: 10/27/25

Signature:_____

Date:_____

City of Palatka

RFP-2025-03 REQUEST FOR PROPOSALS FOR OPERATIONAL AUDIT SERVICES

	Respondent	Ability of Personnel. (25pts)	Experience. (25pts)	Ability to furnish required services. (20pts)	Total compensation proposed (20pts)	Certified miniority owned or veterean owned business (10pts)	TOTAL	
1	Remedy Healthcare Consulting LLC	0	0	0	0	0	0	
2	Eide Bailly LLP	25	25	20	20	0	0	90
3	Macias Gini & O'Connelly LLP	20	20	15	15	0	0	70

Jason Shaw

Signature: _____

Date: 10/20/25

Signature:_____

Date:_____

City of Palatka

RFP-2025-03 REQUEST FOR PROPOSALS FOR OPERATIONAL AUDIT SERVICES

	Respondent	Ability of Personnel. (25pts)	Experience. (25pts)	Ability to furnish required services. (20pts)	Total compensation proposed (20pts)	Certified miniority owned or veterean owned business (10pts)	TOTAL
1	Remedy Healthcare Consulting LLC	15	15	15	15	10	70
2	Eide Bailly LLP	20	20	20	20	0	80
3	Macias Gini & O'Connelly LLP	20	20	20	15	0	75

#2 removed
#3 removed
#1 reviewed in meeting

Marcia Carty

Signature: Jean Thompson

Date: 10/20/25

Signature:_____

Date:_____

City of Palatka

RFP-2025-03 REQUEST FOR PROPOSALS FOR OPERATIONAL AUDIT

	Respondent	Ability of personnel. **(25pts)**	Experience. **(25pts)**	Ability to furnish required services **(20pts)**	Total compensation proposed **(20pts)**	Certified minority-owned or veteran owned business **(10pts)**	TOTAL	
1	Macias Gini & O'Connell LLP	25	25	18	15	0	0	83
2	Remedy Healthcare Consulting	18	16	20	17	10	0	81
3	Eide Bailly	25	24	19	14	0	0	82

Jane West

Signature: JW

Date: 10-21-25

Signature:_____

Date:_____

RESOLUTION NO. 2025-R-173

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, AWARDING A CONTRACT TO EIDE BAILLY LLP TO CONDUCT AN OPERATIONS AUDIT OF ALL MUNICIPAL DEPARTMENTS PURSUANT TO RFP 2025-03 AND AUTHORIZING THE CITY MANAGER TO EXECUTE ALL NECESSARY DOCUMENTS; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palatka issued Request for Proposals (RFP) 2025-03 for the operations audit of all municipal departments to identify opportunities for greater efficiency in personnel, planning, policies, processes, procedures and paperwork (workflows) and to prepare a Management Strategy which provides the Executive Team guidance on the activities, outputs, impact and outcomes of proposed operational changes.; and

WHEREAS, the City received multiple proposals and convened an Evaluation Committee to review and score the submissions based on criteria including personnel, experience, project timeline, ability to furnish required services, and total compensation proposed; and

WHEREAS, the Evaluation Committee ranked Eide Bailly LLP as the highest-scoring proposer, having demonstrated the qualifications, experience, and capacity to successfully complete the project; and

WHEREAS, the City Commission finds it in the best interest of the City and its residents to award the contract to Eide Bailly LLP and proceed with the operations audit.

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

1. **Award of Contract**
   The City Commission hereby awards the contract for RFP 2025-03 – Operations audit of all municipal departments to Eide Bailly LLP, as the highest-ranked proposer.

2. **Authorization to Execute**
   The City Manager and City Clerk are hereby authorized to execute and attest to all documents necessary to effectuate the contract award and initiate the project.

3. **Scrivener's Errors**
   The City Manager or designee is authorized to correct any typographical or scrivener's errors that do not affect the intent of this Resolution. A corrected copy shall be filed in the public record by the City Clerk.

4. **Effective Date**
   This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 11th day of December 2025.

CITY OF PALATKA, FLORIDA

By: _____
Mayor

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
City Attorney

ADOPT RESOLUTION 2025-R-175 Accepting $5,000 from the Woman's Club of Palatka, Inc. to the Palatka Fire Department for the Purchase of Firefighter Hoods.
Woman's Club of Palatka donation to the Fire Department

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Accept a donation of $5,000 from the Woman's Club of Palatka to the Fire Department

BACKGROUND

The GFWC Woman's Club of Palatka, Inc. has generously donated a check in the amount of Five Thousand Dollars ($5,000) to the Palatka Fire Department for the purpose of purchasing these particulate-resistant firefighter hoods. The hoods provide critical protection by blocking harmful chemicals and carcinogens and by serving as a flame-resistant barrier to help protect firefighters' heads, faces, and necks during structural and proximity firefighting operations.

PROJECT ANALYSIS

The City of Palatka greatly appreciates the civic engagement, partnership, and ongoing support provided by the Woman's Club of Palatka to enhance public safety within the community.

Staff Recommendation

Accept the donation and adopt the resolution.

ATTACHMENTS

1.	175. Resolution 2025-R-175 Woman's Club of Palatka Donation to Fire Department

RESOLUTION NO. 2025-R-175

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ACCEPTING A DONATION IN THE AMOUNT OF FIVE THOUSAND DOLLARS ($5,000) FROM THE WOMAN'S CLUB OF PALATKA TO THE PALATKA FIRE DEPARTMENT FOR THE PURCHASE OF PARTICULATE-RESISTANT FIREFIGHTER HOODS; PROVIDING FOR AN EFFECTIVE DATE; AND SCRIVENER'S ERRORS.

WHEREAS, the City of Palatka is committed to supporting the safety, health, and operational readiness of its firefighters; and

WHEREAS, particulate-resistant firefighter hoods provide critical protection by blocking harmful chemicals and carcinogens and by serving as a flame-resistant barrier to help protect firefighters' heads, faces, and necks during structural and proximity firefighting operations; and

WHEREAS, the GFWC Woman's Club of Palatka, Inc. has generously donated a check in the amount of Five Thousand Dollars ($5,000) to the Palatka Fire Department for the purpose of purchasing these particulate-resistant firefighter hoods; and

WHEREAS, the City of Palatka greatly appreciates the civic engagement, partnership, and ongoing support provided by the Woman's Club of Palatka to enhance public safety within the community.

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

Section 1. The City of Palatka hereby formally accepts the donation of Five Thousand Dollars ($5,000) from the Woman's Club of Palatka to the Palatka Fire Department for the purchase of particulate-resistant firefighter hoods. The funds shall be placed in the Fire Department's uniform budget; and

Section 2. The City Commission expresses its sincere gratitude to the Woman's Club of Palatka for their generous support of the Palatka Fire Department and their commitment to the safety and wellbeing of the City's first responders.

Section 3. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 11th day of December, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Roberta Correa, Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Jane West, City Attorney

ADOPT RESOLUTION NO. 2025-R-177 Supporting and endorsing the nomination of Saint Mary's Episcopal Church for listing in the National Register of Historic Places.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

St. Mary's Episcopal Church, a local historic structure, request support for an application to designate the church for the National Register of Historic Places.

BACKGROUND

The St. Mary's Episcopal Church is located at 809 St. Johns Ave. It was constructed in 1883-1884 for African Americans who settled and developed the post-Civil War Palatka suburb setting of Newtown, west of the original settlement.
It's an excellent, locally significant example of Carpenter Gothic Architecture in Carpenter Gothic design. It's one of Florida's oldest traditionally African American wooden churches of any denomination, the most unique because it remains in use.
More than likely it's not to have a traditional Episcopal congregation functioning on the property. St. Mark's and St. Mary's churches in Palatka have been long partnered together in local mission and ministry that will continue in the days and years ahead.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

The Historic Preservation Board recommended approval on November 6,2025.

ATTACHMENTS

1.	177. Resolution 2025-R-177 St. Mary's National Registry 809 St. Johns Av.
2.	HPB 25-29 Staff Report St. Mary's Church 809 St. Johns Av
3.	Sec. 54-77 Procedure creation of Historic sitesCode of Ordinances
4.	NRHP Preliminary 1
5.	Criteria for Listing - Division of Historical Resources - Florida Department of State
6.	Future St. Mary's
7.	NRHP Prelim. 2
8.	NRHP Continuation
9.	NRHP Bibliography

10.	NRHP End Notes
11.	Maps
12.	Additional Docs
13.	Photo's outside & inside
14.	Two LOA's

RESOLUTION NO. 2025-R-177

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, SUPPORTING AND ENDORSING THE NOMINATION OF SAINT MARY'S EPISCOPAL CHURCH FOR LISTING IN THE NATIONAL REGISTER OF HISTORIC PLACES

WHEREAS, the Saint Mary's Episcopal Church, located at 809 St. Johns Avenue in Palatka, has been proposed as a historic building and nomination for listing in the National Register of Historic Places; and

WHEREAS, the Saint Mary's Episcopal Church was founded and designed by John W. Purcell, a master carpenter and a licensed Episcopal Lay Reader who moved to Palatka from Winnsboro, South Carolina. In 1883 - 1884, construction of the new Carpenter Gothic design was completed, which is one of Florida's oldest African American wooden churches of any denomination; and

WHEREAS, on November 6, 2025 the City of Palatka Historic Preservation Board met in regular session and voted to recommend to the City Commission to support and endorse the nomination of Saint Mary's Episcopal Church for listing in the National Register of Historic Places.

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

Section 1: That the Palatka City Commission hereby fully supports and endorses the nomination of Saint Mary's Episcopal Church for listing in the National Register of Historic Places, and

Section 2: That a copy of this Resolution shall be provided to the Florida National Review Board, Florida Department of State, Bureau of Historic Preservation, R.A. Gray Building, 500 South Bronaugh Street, Tallahassee FL 32399-0250.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 11th day of December,2025.

CITY OF PALATKA, FLORIDA

By: _____
It's Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

_____
CITY ATTORNEY

Staff Report

HPB Date: November 6,2025

Case#: **HPB 25-29**

Address: **809 St. Johns Ave., Palatka, FL 32177**

Parcel ID: **42-10-27-6850-0630-0040**

Applicant: **Rev. Jon Davis, PhD and Mrs. Dianne Taylor**

A. Application Summary

I. General

Project Name: St. Mary's Episcopal Church

Request: St. Mary's Episcopal Church, a local historic structure, request support for an application to designate the church for the National Register of Historic Places.

Acres: 0.34

Location: 809 St. Johns Ave.

Project Manager: Renee' Brown

Owner: Episcopal Church in Diocese of Florida, Inc.

Agent: Mrs. Dianne C. Taylor, Ed.D

II. Background

The St. Mary's Episcopal Church is located at 809 St. Johns Ave. It was constructed in 1883-1884 for African Americans who settled and developed the post-Civil War Palatka suburb setting of Newtown, west of the original settlement.

It's an excellent, locally significant example of Carpenter Gothic Architecture in Carpenter Gothic design. It's one of Florida's oldest traditionally African American wooden churches of any denomination, the most unique because it remains in use.

More than likely it's not to have a traditional Episcopal congregation functioning on the property. St. Mark's and St. Mary's churches in Palatka have been long partnered together in local mission and ministry that will continue in the days and years ahead.

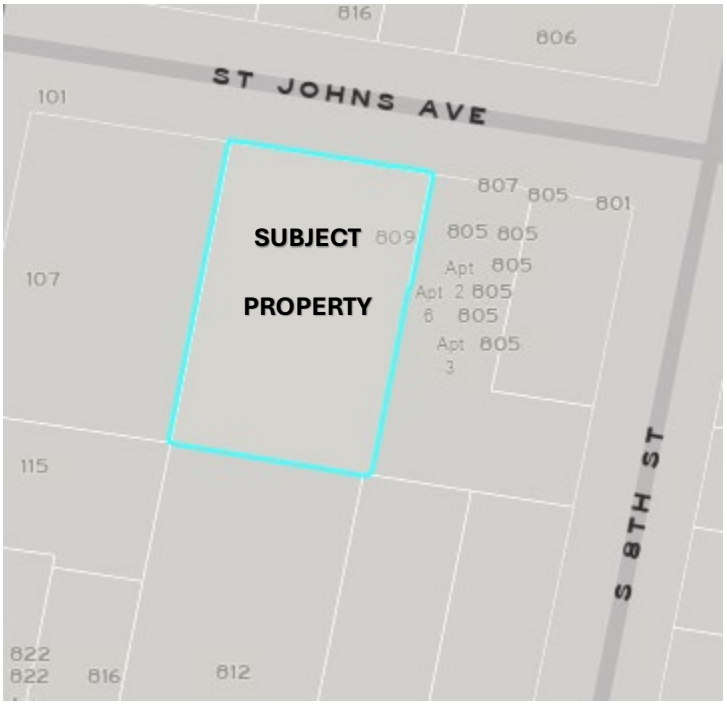


Figure 1: 809 St. Johns Ave. St. Mary's Church location map

III. Analysis

In accordance with Section 54-77 of the Palatka Code of Ordinances, the city commission shall designate by ordinance historic districts and sites. The designation shall be considered upon recommendation from the Historic Preservation Board upon petition from a property owner.

Although there is criteria to designate historic districts, the Code does not have a set criteria when reviewing an application for designating a historic site. However, the National Register of Historic Places does have criteria for their designation. Please see attachment; Criteria for Listing-Division of Historic Resources-Department of State.

IV. Proposed Findings of Fact

- Mrs. Dianne C. Taylor, EdD has submitted, on behalf of the Episcopal Church in Dioses of Florida, Inc., a completed application to the City for designation of the St. Mary's Church in the National Register of Historic Places.

- Public notice included legal advertisement in the Palatka Daily News and notices mailed to property owners within 150 feet of the property where the church is located, per Florida Statute 166.041. Notice letter mailed to the property owner and applicant. A notice sign was placed in front of the church at 809 St. Johns Ave.

Figure 2: Notice Sign facing East.

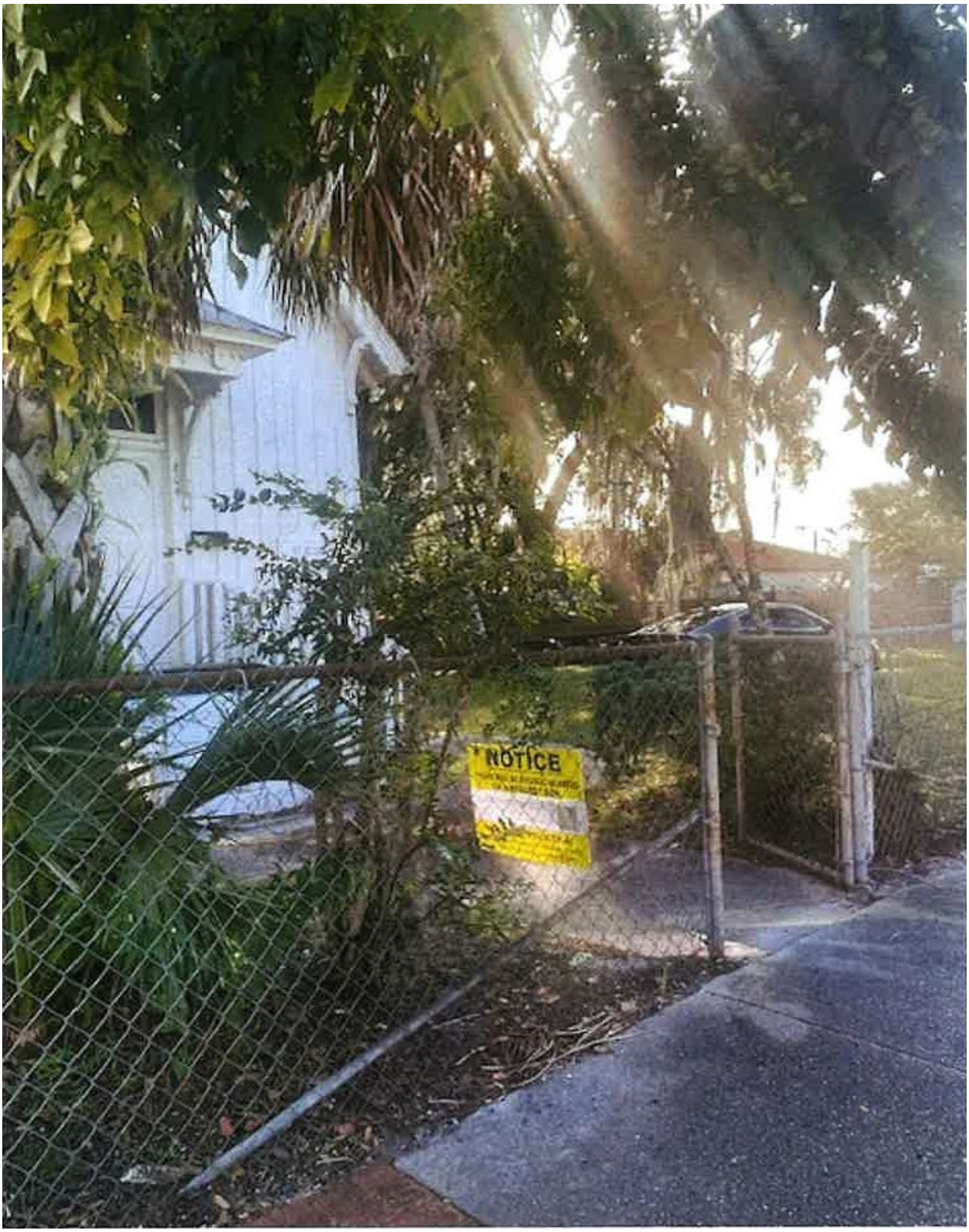
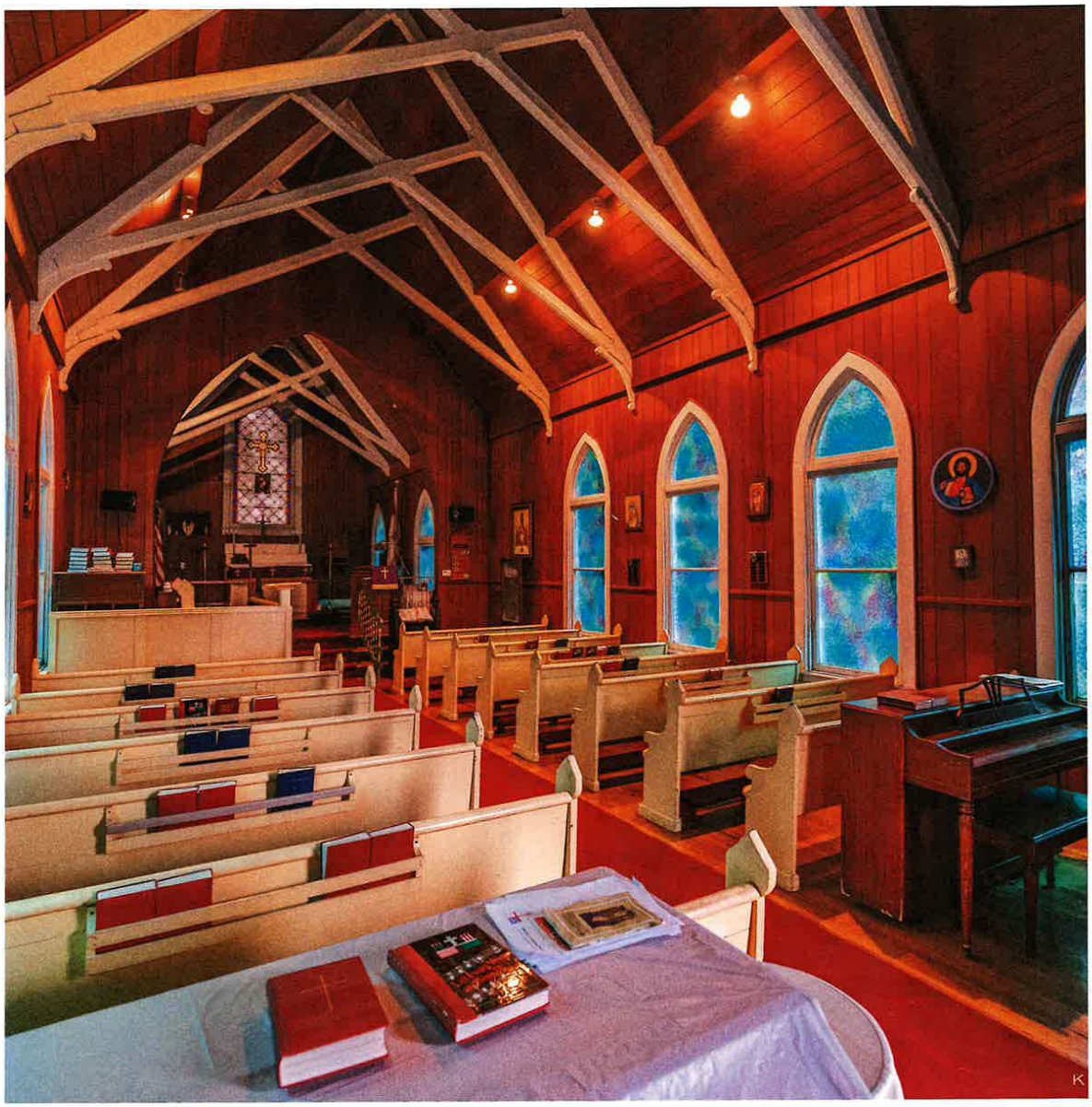


Figure 3: Notice sign facing West.



St. Mary's Church enterior.

St. Mary's Church Altar.

Figure 6: Front of St. Mary's Church.

Figure 7: Back of St. Mary's Church.

Sec. 54-77. - Procedure for creation of districts and sites.

The city commission shall designate by ordinance historic districts and sites, utilizing the following procedure:

(1) Such designation shall be considered upon recommendation from the historic preservation board acting upon its own discretion or upon petition from a property owners.

(2) The recommendation of the board, in the form of a designation report, shall be based on an adequately documented comprehensive survey performed according to the general standards established by the state historic preservation office and shall adhere to the guideline criteria established for listing in the National Register of Historic Places. The historic district recommended by the board shall be one possessing particular historic, architectural or cultural significance, which:

a. Is associated with events that have made a significant contribution to the broad patterns of our history;

b. Is associated with the lives of persons significant in our past;

c. Embody the distinctive characteristics of a type, period or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or

d. Have yielded, or may be likely to yield, information important in prehistory or history.

(3) The recommendation prepared by the historic preservation board shall be preceded by a public hearing conducted by the board at which any property or agent or attorney may appear. Such public hearing shall provide for the following:

a. Notice of the public hearing shall be given at least 15 days in advance of the hearing date.

b. The owner of the property for which the historic designation is sought, or his agent or attorney designated by him in his petition, shall be notified by mail. Notice of the public hearing shall be advertised in a newspaper of general circulation in the city at least one time at least 15 days prior to the public hearing. Notice shall be given by certified mail to all owners of property within 150 feet of the boundary lines of the property for which the historic designation is requested; provided, however, that where the applicant is the owner of land not included in the applicant's application and such land that is not included in the application is a part of or adjoins the parcel for which the request is made, the 150-foot requirement shall be measured from the boundaries of the applicant's ownership, including the land not covered by the applicant's application. For

purposes of this provision, owners of adjacent or nearby properties within the distance set out shall be deemed those whose names appear on the latest available tax rolls of the city. Failure of a property owner to receive mail notice shall not invalidate the hearing or subsequent action related thereto.

(4) The board shall submit its recommendation in the form of a designation report to the city commission within 60 days from the date of the public hearing. The recommendation shall be advisory only and shall not be binding upon the city commission.

(5) Upon receipt of the recommendation and designation report from the board, the city commission shall hold a second public hearing with notice to be given pursuant to the provisions of general law.

(6) The appropriate local officials, owners of record, and applicants shall be given a minimum of 30 calendar days and not more than 75 calendar days prior notice of board meetings in which to comment on or object to the listing of a property in the National Register.

(Ord. No. 12-31, § 1(Exh. 1), 7-12-2012)

BHP Use Only | Site Number: _____ Date Received: _____ Reviewer: _____

NATIONAL REGISTER OF HISTORIC PLACES
PRELIMINARY SITE INFORMATION QUESTIONNAIRE

FLORIDA DEPARTMENT OF STATE - CORD BYRD - SECRETARY OF STATE

This questionnaire is intended only to provide preliminary information about the property to the Bureau of Historic Preservation.

Name and Location of Property

Name: St. Mary's Episcopal Church
Address: 809 St. Johns Avenue
City: Palatka
Zip Code: 32177 County: Putnam

Name and Address of Owner

Name: Episcopal Church in the Diocese of Florida, Inc.
Address: 325 North Market Street
City: Jacksonville
State: FL Zip Code: 32202

I support this effort to list or seek a determination of eligibility for listing my property on the National Register of Historic Places:
(●) Yes ( ) No Owner Signature and Date: Sarah Minton Digitally signed by Sarah Minton Date: 2025.05.16 10:00:51 -04'00' Phone: (904) 284-5434

Property Information

Significant Dates (construction, events, etc.):
1883 Has it been moved? ( ) Yes (●) No Year moved: _____

Property Type

☑ Archeological or Historic Site ☐ Residential Building ☐ Commercial Building ☐ Industrial Building ☐ Public Building ☐ Other (describe)

Original use: Episcopal church Current use: Episcopal church

Property Description:

Describe the design, construction, and general condition of the building. Indicate any architecturally significant features, unique materials, and alterations to the building. (If space below is insufficient, attach additional sheets of paper)

Carpenter Gothic design. Today in poor condition with no alterations to the building. Rare silvered-lead window. In 1882 this mission church ministry was founded by John W. Purcell, a fifty-year-old African American who had moved to Palatka from Winnsboro, South Carolina. He was a well-educated master carpenter and a licensed Episcopal lay reader. Purcell held Episcopal worship services in his residence in "Newtown" at 616 Lemon Street, and within two years his congregation outgrew his home. In 1883, with financial support from the congregation at St. Mark's Episcopal Church Palatka, land was donated at 809 Lemon Street from real estate developer and St. Marks parishioner George Burt (Lot 4, Block 63, Book T, p520, Putnam County Public Records). Purcell and his sons constructed the present St. Mary's Church, a smaller version of St. Mark's Church, the only Florida Carpenter Gothic church designed by architect Richard Upjohn and the only church in Florida for which Upjohn personally drew plans.

Why is the property significant?

Provide a basic history of the property. Indicate significant events, people, or architectural styles associated with the property. (If space below is insufficient, attach additional sheets of paper)

Developed from 1866 to 1884 following the Civil War when newly emancipated Blacks purchased land in Newtown which became the neighborhood of the majority of Palatka's Black population, approximately half of the city's population in 1870. The thriving Newtown suburb, a nine-block area bounded by today's streets of Oak, Eighth, Eleventh and Lemon Street (today St. Johns Avenue) included new houses, retail businesses, schools, social clubs, and churches. James Burt and John Purcell forged an interracial alliance in constructing their respective hand-build Upjohn Carpenter Gothic churches, St. Mark's and St. Mary's. In 1883, the Episcopal Diocese of Florida invited Purcell to be a delegate to its 1883 convention making him the first Black representative to attend the annual gathering. On April 13, 1889, in a service at St. Mary's, Bishop Weed ordained their seminarian Edward H. Butler, successor to John Purcell, to the priesthood making him the first black priest, Episcopal or Catholic, to be ordained in Florida.

Required Enclosures:

☑ Current photos (exterior and interior)
☐ Historic photos (if available, photocopies acceptable)
☑ Location map (and site plan for large properties)
☑ Sketch floor plan
☑ Proof of ownership (property appraiser record or notarized letter)

Date: 18 May 2025

Submitter's Name and Address

Name: The Rev. Jon Davis, PhD
Address: P.O. Box 370
City: Palatka
State: FL Zip Code: 32178
Email: office@stmarkspalatka.org
Phone: (386) 328-1474
Signature: The Rev Jon Davis

Fwd: PSIQ Response for St. Marys Episcopal Church, Palatka, FL

2 messages

Jeanette Barber <office@stmarkspalatka.org> Sat, May 24, 2025 at 8:35 AM
To: Dianne Taylor <ddawood07@gmail.com>

I think this is what you were looking for.

Jeanette

---------- Forwarded message ---------
From: **Waber, Andrew J.** <Andrew.Waber@dos.fl.gov>
Date: Wed, May 21, 2025 at 4:29 PM
Subject: PSIQ Response for St. Marys Episcopal Church, Palatka, FL
To: office@stmarkspalatka.org <office@stmarkspalatka.org>
Cc: Lucas, Kyra <Kyra.Lucas@dos.fl.gov>

Dear Rev. Davis

Thank you for reaching out to us regarding National Register of Historic Places (NR) listing for the St. Mary's Episcopal Church. Please see attached formal response letter, which has been mailed to you. After reviewing the submitted materials, our office has determined that the property is potentially eligible for listing in the NR under Criterion A for Ethnic Heritage: Black and Social History; Criterion B for Ethnic Heritage: Black for the building's association with John Purcell, and Criterion C for Architecture. The building is an excellent, locally significant example of Carpenter Gothic Architecture.

In order to tell a fuller story to reinforce both the historical importance of the congregation and the significance of Mr. Purcell, we will need additional historical context. We would like to see a fuller historical writeup of the congregation's history, particularly focusing on the role the congregation played within the history of Newtown itself. There is a mentioning of an interracial alliance. What was the importance of that? Did the congregation participate in community outreach and support activities? Were they involved in community activism, particularly with civil rights? Within the larger sphere of religion in Newtown, where did the congregation fit within the bigger picture? A fuller biography of Purcell and possibly Rev. Butler would also help. Were these men acknowledged leaders within the community? Were they part of any interdenominational leadership group within the community? Did they take the lead in any of the larger community activism going on in Palatka/Newtown at the time?

Not all of these questions need to be answered but these are just some suggestions to help inform you as to what sort of information about the history of the church and the biographical significance of Purcell and Butler we would want to look for.

Also please see attached continuation sheets and cover form, which we use to write out the NR nominations. Please let me know if you have any further questions.

Sincerely,

Andrew Waber

FLORIDA DEPARTMENT of STATE

Para español, seleccione de la lista Select Language Powered by Google Translate

Criteria for Listing

CRITERIA USED IN EVALUATING NATIONAL REGISTER ELIGIBILITY

The following criteria are used by the State Historic Preservation Officer and the Keeper of the National Register in evaluating properties for eligibility for listing in the National Register of Historic Places.

For more in-depth information, please consult National Register Bulletin 15, which is available on the National Park Service National Register webpage.

Criteria for Evaluation

Districts, sites, buildings, structures, and objects may be considered to have significance in American history, architecture, archaeology, engineering, and/or culture if they possess integrity of location, design, setting, materials, workmanship, feeling, and association, and:

A) are associated with events that have made a significant contribution to the broad patterns of our history; and/or

B) are associated with the lives of persons significant in our past; and/or

C) embody the distinctive characteristics of type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; and/or

D) have yielded, or may be likely to yield, information important in prehistory or history.

Criteria Considerations

Ordinarily cemeteries, birthplaces, or graves of historical figures; properties owned by religious institutions or used for religious purposes; structures that have been moved from their original locations; reconstructed historic buildings; properties primarily commemorative in nature; and properties that have achieved significance within the past 50 years shall not be considered eligible for the National Register. However, such properties will qualify if they are integral parts of districts that do meet the criteria or if they fall within the following categories:

A) a religious property deriving its primary significance from architectural or artistic distinction or historical importance; or

B) a building or structure removed from its original location but which is significant primarily for architectural value, or which is the surviving structure most importantly associated with a historic person or event; or

C) a birthplace or grave of an historical figure of outstanding importance if there is no appropriate site or building directly associated with his productive life; or

D) a cemetery which derives its primary significance from graves of persons of transcendent importance, from age, distinctive design features, or association with historic events; or

E) a reconstructed building, when it is accurately executed in a suitable environment and presented in a dignified manner as part of a restoration master plan, and no other building or structure with the same association has survived; or a property primarily commemorative in intent, if design, age, tradition, or symbolic value has invested it with its own exceptional significance; or

F) a property primarily commemorative in intent if design, age, tradition, or symbolic value has invested it with its own exceptional significance; or

G) a property achieving significance within the past 50 years, if it is of exceptional importance.

Ron DeSantis, Governor
Cord Byrd, Secretary of State

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Florida Department of State
Phone: 850.245.6500

R.A. Gray Building
500 South Bronough Street
Tallahassee, Florida 32399-0250

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A Future for St. Mary's Episcopal Church / Palatka Florida

St. Mary's Episcopal Church in Palatka Florida is a significant institution that cradles much of the History of the Black church in Florida. Many "firsts" took place there including the first ordination of a black Episcopal Priest in the state of Florida. In a time of segregation St. Mary's was established to serve the Black community of NewTown in Palatka.

In recent years St. Mary's has struggled even prior to the Covid Pandemic of 2020-2021. That event however hindered the existing small congregation and there have not been weekly services since that time. Over several meetings with John Alexander in many ways he serves as the curator of this church and property; it was determined we need to discern the future of this church, its building and assets.

There is a process involved to see it on a state historical listing. Additionally, to see St. Mary's with a unique and vibrant ministry presence in the community, the diocese and beyond. In conversations with Mr. Alexander it is possible that two aspects of this future for St. Mary's evolved.

1. In partnership with St. Mark's Episcopal Church (approximately five city blocks away) that the church building and sanctuary could be used for regular services surrounding calendar moments:
    a. The Martin Luther King Holiday – third weekend in January
    b. Absalom Jones Feast Day February 13th
    c. Juneteenth Holiday (June 19th)
    d. Kwansaa Service late December
    e. Community Gatherings – Hymn sings / Concerts / etc.
    f. Community Dinners
    g. Other ???

2. Could the building be dedicated to serve as a Center for Racial Reconciliation and Black History? Similar to the Absalom Jones Center for Racial Healing located in Atlanta – possible partnering with them as a satellite or modeling a ministry after their good work - https://www.centerforracialhealing.org/
    a. St. Mary's could serve as a center for anti-racism training for the diocese
    b. A place for seminars and training on black history specifically around the church and its mission.
    c. Through education, conversations and more St. Mary's could anchor this work bringing about a place for harmony and unity within the church and the broader community.

In these preliminary discussions we became convinced that St. Mary's has a future. More than likely it is not to have a traditional Episcopal congregation functioning on the property. With

church decline and financial challenges it does not seem plausible to plant and foster another congregation so close in proximity to St. Mark's. St. Mark's and St. Mary's in Palatka have long partnered together in local mission and ministry and we that continuing in the days and years ahead.

This is a beginning of a larger conversation with the River Region of the Diocese of Florida and the Diocesan office and leadership in Jacksonville. There are immediate needs to address in terms of the status of the building and assets. There is much deferred maintenance and there will be costs involved in repairs and establishing the operation at St. Mary's. St. Mark's is not in a position to fund these items but will offer some leadership and coordination to these efforts.

We will look to set a meeting by the end of August 2024 to discuss the current situation and future of St. Mary's Palatka. Invitees to include:

- The Rev. Canon Bob Goolsby, Canon for the River Region of the Diocese of Florida fatherbob@stechurch.org
- Rhonda Drackett-Williams, Diocesan Council member – River Region justrhonda521@gmail.com
- Mr. Keith Daw, Diocese of Florida Chief Operating Officer - kdaw@dioceseFl.org
- St. Mark's Vestry members
- The Rev. Matt Marino, Rector Trinity Episcopal Church St. Augustine, FL frmatt@trinitysta.org
- Mr. John Curington, Businessman and former Sr. Warden of St. Mark's Palatka. Jcurington1@gmail.com
- Members of the Standing Committee of the Diocese of Florida
- Jonathan Rich, author, *Spires in the Sun* (2023) jonathan.d.rich@gmail.com
- Others???

Re: St. Mary's Episcopal Registry

1 message

John Alexander <jfrank224488@gmail.com> Tue, Sep 30, 2025 at 6:36 PM
To: Dianne Taylor <ddawood07@gmail.com>

Good afternoon,
This is good news thanks a lot.
-John

On Tue, Sep 30, 2025, 4:55 PM Dianne Taylor <ddawood07@gmail.com> wrote:

Happy Tuesday, John.

I hope this note finds you well and that your back-to-school schedule has been enjoyable.

Please save the date for Thursday November 6 at 4:00pm at City Hall to present with me the request for approval from the City Historic Preservation Board of our nomination of St. Mary's Church to the National Register of Historic Places. I do not know yet what we will be required for us to say or do but I have furnished Renee Brown, the City Planner, and Elizabeth Van Rensburg, the president of the Historic Preservation Board, copies of our application documents and my draft of the history of St. Mary's Church. I will keep you advised.

{{Hugs}}
Dianne

--------- Forwarded message ---------
From: **Renee' Brown** <mrbrown@palatka-fl.gov>
Date: Tue, Sep 30, 2025 at 8:52 AM
Subject: St. Mary's Episcopal Registry
To: d.taylor32177@gmail.com <d.taylor32177@gmail.com>

Good Morning,

Along with the letter of authorization I'd love to get any historical information on the church. I was unable to retrieve a Florida Master Site File on the property. If you have any information or direction in finding information I might be able to use in the report, please send it my way.

We're going to take it to the Historic Preservation Board on November 6th, 2025, if you'll be available that afternoon to attend. Also, I wanted to mention Ms. van Rensburg had brought your email by last week, following through with the request.

Respectfully,

M. Renee' Brown

Planner 1

City of Palatka

386-329-0100 ext. 2083

mrbrown@palatka-fl.gov

https://palatka-fl.gov/

City of Palatka Annex

205 N. 2nd Street, Palatka, FL 32177

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

–
Dianne C. Taylor, Ed.D.
261 West River Road
Palatka FL 32177

FLORIDA DEPARTMENT OF STATE
Historical Resources

--
Jeanette Barber, Parish Secretary/Treasurer
St. Mark's Episcopal Church
200 Main Street
Mail-P.O. Box 370
Palatka, Florida 32178
office@stmarkspalatka.org
386-328-1474

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3 attachments

PSIQ response.pdf
55K

NPS NR Form 10-900_FL Continuation Sheets 4-19-2023.docx
35K

NPS NR Form 10-900_FL mod 4-19-2023.docx
45K

Dianne Taylor <ddawood07@gmail.com> Mon, Oct 13, 2025 at 9:19 AM
Draft To: RobertETaylorAIA <rtaylor@ret-tbd.com>

[Quoted text hidden]
--
Dianne C. Taylor, Ed.D.
261 West River Road
Palatka FL 32177

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3 attachments

PSIQ response.pdf
55K

NPS NR Form 10-900_FL Continuation Sheets 4-19-2023.docx
35K

NPS NR Form 10-900_FL mod 4-19-2023.docx
45K

DESCRIPTION: Criterion C for Architecture.

SUMMARY: The St. Mary's Episcopal Church Palatka is an excellent, locally significant example of Carpenter Gothic Architecture in Carpenter Gothic design. It is one of Florida's oldest traditionally African American wooden churches of any denomination, the most unique because it remains in use.

In 1882 this mission church ministry was founded by John W. Purcell, a seventy-year-old African American who had moved to Palatka from Winnsboro, South Carolina. He was a well-educated master carpenter and a licensed Episcopal Lay Reader. Purcell held Episcopal worship services in his residence in "Newtown" at 616 Lemon Street, and within two years his congregation outgrew his home. In 1883, Purcell and his sons began construction of the present St. Mary's Church, a smaller version of St. Mark's Church, the only Florida Carpenter Gothic church designed by architect Richard Upjohn[1] and the only church in Florida for which Upjohn personally drew plans[2] (Figure 1). Purcell and his sons completed the chapel by August of that year.[3]

Location St. Mary's Episcopal Church is a small one-story type frame building, 30ft wide x 56ft long with a recessed and elevated chancel, located on its original site near the intersection of two main thoroughfares in Palatka: Crill Avenue (U.S. Highway 100) and St. Johns Avenue (formerly Lemon Street).The church is an important local landmark, having been constructed in 1883-1884 for Blacks who settled and developed the post-Civil War Palatka suburb setting of Newtown, west of the original settlement.

Style: Its style is Gothic Revival, board-and-batten siding laid vertically with triangular battens, the chapel interior is a vaulted ceiling with scissor trusses and hand-crafted wood beams, balloon framed walls pierced with eight lancet windows, four on each side are glazed with contemporary panes of bluish-green glass. The curvilinear trim at the gable ends all reflect a smaller version of the older St. Mark's Episcopal Church of Palatka (c. 1853),[4] (Figure 2) a Carpenter Gothic church, founded in part by Florida's first elected governor, William Dunn Moseley, and his daughter, Elizabeth Moseley Haughton.

NARRATIVE DESCRIPTION:

There is no bell tower but a hooded entry cover sheltering the congregation at the open porch at the front doors is embellished with hand crafted wood stanchions on either side of the canopy which is decorated with Victorian elements. The upper level of this façade utilizes wood shake shingles with bottom edges clipped at a 45-degree angle, champhered wood rake beams and a decorative arch add a distinctive character to the main façade. There is no rose window, but a late 1990s leaded glass piece inserted at the southeast corner of the front entrance. The window frames are topped by curved Gothic arches instead of triangular tops found at many of the Florida churches.

In the chancel, the altar is placed against the south wall beneath the window. The original altar window remains (having been temporarily removed to be restored in 2025 by Conrad Pickell Studios, Hollywood, FL); it is a large, pointed window that depicts a gold cross on a background of fleur-de-lis grisaille with the entirety framed by a border of red rectangles and blue squares. Chancel walls are pierced with four lancet windows, two on each side, glazed with contemporary panes of bluish-green glass. The pulpit is a handsome wood structure with bold but carefully articulated wood trim at its top, finished with a dark colored stain.

On the interior of the church, there are eight hand-built pews on the west side of the nave and six on the east side. The scissor trusses, pews, and choir stalls which were stained originally have all been painted over in a creamy white. According to the longstanding Senior Warden of the Parish, John Alexander, the wood paneling was installed over insides of exterior walls to conceal the wood lath and gypsum plaster walls which were deteriorating perhaps in sequence with other work done in the late 1990's. There is an impressive wood lectern on the Sanctuary floor in front of the chancel with carved wood embellishments at the tops of wood supports at each side. The lectern is finished with a dark colored stain.

Method of construction: the interior and exterior workmanship is hand-built by St. Mary's African American founder and senior warden, John W. Purcell and his sons. The brick piers that support the church are original and for the most part the bricks and mortar are in good condition. The bases of the piers are stepped out to enhance bearing. The interior flooring is local pine without subflooring structure. The floors appear to be original pine floors well maintained with a clear finish. The brick chimney mounted at the "south" wall is original. A poured concrete stairs leads to the front doors.

Setting: St. Mary's Episcopal Church is located at 809 St. Johns Avenue (formerly Lemon Street) in the "hub" of the nine city block historic African American neighborhood of Newtown Palatka (Figure 3).

Size: 1,160 sq ft

Significant features: Carpenter Gothic

ALTERATIONS: Most buildings in Palatka were electrified by the 1940s. In the mid-1970s, Reverend Fred Yerkes was instrumental in securing funds to refurbish St. Mary's. At that time, it was revised, paneled, and painted. The late Reverend Leslie J. Batchelder, who resided in Keystone Heights, was the minister in charge. He visited each member every Wednesday until his retirement when he was well into his 80s. The Reverend Batchelder covered the windows with contact paper, installed the altar rails and gave each of the attending children 25 cents at the end of each service. In 1976, when the work was completed, an appreciation program was held to honor the Episcopal Women of St. Mary's and St. Mark's churches for their help in raising funds to refurbish the church.[5]

The Americans with Disabilities Act (ADA) was signed into law on July 26, 1990, and it is estimated that the handicapped-accessible wooden ramp was added to the St. Mary's front door entrance in a timely manner. At approximately the same time, central heat and air was installed in the sanctuary.

INTEGRITY location, design, setting,

Materials, workmanship, feeling and association
The setting of the St. Mary's Episcopal chapel interior is reverent and timeless in character: Hand-hewn beams and pews and church furniture are grounded on pine flooring. Prismatic colors shine through the lancet windows lining the east and west walls of the chapel; the focal point is the vintage altar window highlighting the ancient live oak branches revealed through the clear glass.

The building's entrance welcomes visitors from the gate on a chain link fence at 809 St. Johns Avenue. There is a large, open grassy lot to the north shaded with centuries-old live oak trees.

Confirmed in the 1897 Sanborn map, a rectory was located at the north side of the sanctuary; by the 1980s, the old rectory was dilapidated and torn down (Figure 4). The 1909 Sanborn map indicates a wooden schoolhouse was attached to the southwest corner of the sanctuary but by the time the 1915 Sanborn map was published the structure was renamed "Sunday School;" the building was removed at an unknown date (Figure 5).

The surrounding Newtown neighborhood continues to bustle with current generations of Newtown family-owned shops, businesses, Bethel AME Church and offices in the area. Across the street from St. Mary's is an historic Dairy Queen (c.1952),[6] and at the four corners of the nearby intersection is a kiosk[7] celebrating the Lawson Sanatorium (c.1918), an early health care facility treating blacks and whites and offering obstetrics,[8] the Lawson Funeral Home (c.1930), a shop selling live fresh crabs, offices for professional services, a beauty salon, bookstore, and a bicycle shop.

St. Mary's is one of the state's oldest Episcopal churches historically used by African Americans.

CRITERION A: **Ethnic Heritage:** Black and Social History

SUMMARY. The history of St. Mary's Episcopal Church and the leadership of members of its congregation is a story of the decades of the church's stewardship, outreach, and support for the surrounding community of Newtown Palatka. St. Mary's Church is the oldest Episcopal church historically used by African-Americans in the state of Florida,[9] and the structure is still in use today as a center of community gatherings to celebrate the historic legacy of the African American community.

THE HISTORY OF THE CONGREGATION OF ST. MARY'S AND THEIR ROLE IN THE HISTORY OF NEWTOWN. "Newtown Palatka" developed from 1866 to 1884 following the Civil War when newly emancipated Black people purchased land from local developer James Burt who platted the area;[10] the community became the neighborhood of the majority of Palatka's Black population which was approximately half of the city of Palatka's population in 1870.[11]

The Black community of Newtown was a "society within a society" of the greater Palatka population. During the years of Jim Crow, the conclusion of Reconstruction in 1877 to the 1950s at the beginning of the civil rights movement of the 1950s, the Black community of Newtown Palatka became self-sustaining. In the era of segregation and the exclusion of African Americans from mainstream businesses, Newtown Blacks had their own commerce center separate but equivalent to the businesses of the White community: a fine Parker Hotel at 822 Lemon Street,[12] parochial schools and a few public schools, a hospital, funeral home and cemetery,[13] and young people left home to attend Black colleges and universities. Professional services for Black citizens and families were provided by Newtown doctors, ministers, educators, and attorneys from well-to-do families and their descendants in elevated positions (John Alexander, interview by the author, December 30, 2023; June 24, 2024; August 1, 2025).

Nine blocks of Newtown Palatka

The thriving Newtown urban area, a nine-block area bounded by today's streets of Oak, Eighth, Eleventh and Lemon Street (today St. Johns Avenue) included new houses, retail businesses, schools, social clubs, and churches.[14] Within the nine-block community were rows of stately homes belonging to prosperous Black residents, Dr. Napolean Ben Hester, a well-known dentist and treasurer at St. Mary's for 27 years, with his office at 725 Lemon Street and mansion for he and his wife Bessie at 625 Reid Street; Albert Browning, St. Mary's vestryman and barber at his popular Hotel Barber Shop, 124 Lemon Street, and lived with his wife Eva at 110 N. eighth Street ; undertaker Edward William Lawson's funeral home at[15] 823 Lemon Street, across the street from St. Mary's Church where he and his wife Mary attended. In 1922, when the hospital for Whites closed in 1908, Mary Lawson would open a small, formal hospital near the funeral home.[16] The Lawson's great granddaughter, Mary Lawson Brown, and her family continue as members of St. Mary's Church and continue the E.W. Lawson Funeral Home, the oldest family-owned business in Palatka.

There is a pride of place that continues over the years in Mary Lawson Brown's description and personal remembrance of Newtown. Palatka legacy leader, Mary Lawson Brown, granddaughter of E. W. and Mary Jane Lawson recalled that in her youth Newtown was thriving with shops and retail services marketing to Blacks in the community because they could not transact business in the White business district .[17]

Beginning along the main thoroughfare Lemon Street (now St. Johns Avenue), Brown recalled Grainger Restaurant, Ugly's Chicken Shack, and Belton Grocery[18] (Belton played in the Cotton Club in New York City) and an ice cream parlor. For entertainment in the Black community, the Lincoln Theatre at Eleventh Street between Main and Madison seated an audience of 500 and premiered the silent film *The Sporting Life* in 1925;[19] there was a miniature golf course at Washington Street; pool rooms at The Midway and John Bryant's.[20] "The Barn" for dances, several "juke joints" which were after-hours clubs, and the city jail was next to the Lawson funeral home. Brown recalled Grimsley's and Higginbotham's Grocery Stores, Susie Durham's Dress Shop at 409 Lemon[21] and "Eddie Hill and Mr. Howard also sold clothes out of the back of their cars;" Charles Hall's Dry Cleaners was on West Oak and there was Lacey Barber Shop and Peacock's with three chairs, "but women usually had their hair styled in private homes." Mr. A. L. Lewis owned the Afro American Life Insurance Company. The White owner of Goodwin Furniture gave credit to all customers for purchases. Both D. F. Brown and Mr. Wilson offered taxi services . Medical care came from dentists, Dr. C.C. Long, and Dr. Napoleon B. Hester, who opened his practice at 725 Lemon Street (sharing office space with Dr. W.T. White) and advertised as a "painless dentist"[22]; and the office and home of physician and surgeon Hayden G. Floyd, M.D. was located at 812 Lemon.[23] Family medicine services were available from Dr. W.T. White at 723-5 Lemon[24] and Dr. James A. Long whose practice opened in 1928 for 44 years and served all races.[25] Central Pharmacy at 719 Lemon was a registered druggist in Newtown whose proprietor was W. T. White, M.D,[26] and *The Gem City Bulletin*, "a paper edited and published by colored people, for colored people," was located at the corner of 801 Lemon and Eighth.[27]

Faith-based Foundations

By the mid-1910s, Newtown's three key congregations stood within one block of each other: Mt. Tabor Baptist Church (demolished in 2025), Bethel African Methodist Episcopal Church and St. Mary's Episcopal Church (formerly St. Philip's Episcopal Church) and Newtown had several close-knit Black congregations in Calvary Baptist Church (1888) at corner of Madison and Tenth Streets, Emmanuel M. E. Church (1912) at the corner of Main and North Seventh, and New Bethel A.M.E. Church.[28]

The early settlers of the Newtown neighborhood relied on their firm faith for the foundation of their community. Mt. Tabor Baptist Church on Reid Street was originally founded by The Rev. William Bell in 1865.[29] In 1912, the church facility was rebuilt, and Frederick Wells became pastor of the church. James Lesesne Wells received his start as an artist at the age of nine when he assisted his father, Pastor Wells, with stencil designs on the walls of the church above the baptismal pool.[30] From the age of 10 when his father died, Wells supported his family with odd jobs and as a teenager won prizes at the Florida State Fair for his art. In 1919 he went to New York City to begin a career in visual arts and attend Columbia University. Wells became part of the Harlem Renaissance as a leading graphic artist and in 1929 joined the faculty at Howard University in Washington, D.C. His works which focused on themes of religion, mythology, nature and street life, have been exhibited at museums around the world including the Corcoran, Brooklyn Museum, the Philadelphia Museum of Art, and the Smith-Mason Gallery.[31]

Over a period of approximately four years, 1905 through 1908, Bethel AME Church was built through the labor of members of the congregation and their ministers, J. S. Braswell and E. F. Williams. Williams was

referred to as an architect and builder. The church is an excellent example of the Romanesque Revival designed applied to a church and is the only Romanesque Revival building in Palatka. The congregation was formed in 1867. The church is significant for containing figural stained-glass windows created in a rare and antiquated technique known as enamel painting. The painting was on clear glass the way oil painters would paint on canvas.[32]

The St. Mary's Palatka ministry was founded by John W. Purcell, a seventy-year-old African American who had moved to Palatka from Winnsboro, South Carolina. He was a well-educated master carpenter and a licensed Episcopal lay reader. Purcell held Episcopal worship services in his residence in "Newtown" at 616 Lemon Street,[33] and within two years his congregation outgrew his home. In the Black community of Newtown Palatka among a neighborhood of worshippers inclined toward the Baptist and Methodist traditions, Purcell's fledgling Episcopal church expanded to ten families.[34] The ranks of the Black Episcopalians included a disproportionately large number of the most respected "old families," professional people, and others whose education and affluence often set them apart from other Black people. The small number of Black Episcopalians (amounting to only 15,000 nationwide in 1903) also contributed to an image of exclusiveness…[35] In 1883, Purcell and his sons broke ground in Newtown at 809 Lemon Street to build a tiny Carpenter Gothic Episcopal Church for his congregation; his new church, initially named St. Philip's Episcopal Church from the New Testament story of the conversion of the traveler from Gaza (Acts 8:26-39)[36] was sponsored and paid for by the congregation members at St. Mark's Episcopal, Palatka located seven blocks away.[37]

The Episcopal Diocese did not permit women to be delegates to the annual convention but Black men could qualify as delegates. The first Black delegate to be seated in one of the conventions was a layman in 1886, John W. Percell [Purcell] of St. Mary's Palatka. Heralded at the time of the 1888 Episcopal Diocesan Convention was the presence of two Black delegates, William M. Artrell of St. Philip's Jacksonville and T. L. McCoy of St. Mary's Palatka.[38]

For a decade or two following the Civil War, Episcopal Church diocesan leaders had not meant to have separate churches for Black people. They had hoped that Black Episcopalians would worship together with Whites, much as they had before the war.. The Episcopal church was pre-slavery and its practices, that is, a church for all people, that were in place before racial inequality.[39] However, for the Episcopal Church, coming together in the name of worship was defeated by the need for freedom and dignity which was compromised by the policies of Reconstruction, therefore, separate parishes were formed.[40]

In 1867, second bishop of the Diocese of Florida, The Rev. John Freeman Young, envisioned a network of Negro schools in his new diocese under the direction of the church. One of his strongest supporters was author Harriet Beecher Stowe, a new Anglican convert, and a winter resident at her home near Jacksonville.[41] By 1892 the bishop's administrator of work for African Americans, Brooke G. White, reported to the annual Episcopal Diocesan Convention of Florida, there were eight missions, five Black lay readers, and two or three biracial teams in churches constructing seven church buildings and one rectory.[42]

Perhaps the most important appointment by the bishop was on May 22, 1889 for the ordination as priest of the Reverend Edward H. Butler at St. Mary's Palatka who was the first Black ordained as a priest in Florida.[43]

Sometime after 1890, Butler and the St. Mary's membership of ten families erected a wooden schoolhouse behind the church and founded a parochial school named St. Mary's Day School, "For years Negro children attend school at St. Mary's taught by the priest, his wife and another teacher." By 1909, the school had 27 students.[44]

In 1882, St. Mark's Palatka parochial school was organized as St. Mark's Academy. In 1869 when the legislature introduced the free public education act introduced in the state and by the turn of the century the attendance at parochial schools waned: The St. Mary's Day School apparently closed by 1915 as reflected in the Sanborn map where now the building is labeled "Sunday School."[45] Most of the parochial schools as Black missions operated for a period of ten or more years and by 1916 there were only five Episcopal schools in the diocese for Black children.[46] St. Mark's Academy closed in 1903[47] and Mary McLeod Bethune who opened her Palatka Presbyterian Mission School in 1899 left for Daytona in 1904.[48] In 1912, the North Florida Diocese reported that there was only one Episcopal church school for girls and five schools for colored children in the Diocese.[49]

At the turn of the 20th century, St. Mary's Church reached out to the community with sponsored after school opportunities for girls and boys. In March 1910 St. Mary's vestryman, Albert Browning, organized a Boys' Club among the Black children and served as its president; 24 boys were at the first meeting held at St. Mary's Church.[50] On August 9, 1912, St. Mary's posted an announcement of a Juvenile Gala Evening at the Howell Theatre on August 15. The play "Queen Summer and her Retinue at the Pole" included a grand concert given by local young people for the benefit of the church. General admission was 25 cents, 15 cents for children, with "reserved seats for White people, 35 cents." "White people can obtain seats at Ackerman-Stewarts (Drug Store) and colored people at the Central Pharmacy."[51]

The first Negro standard high school, Central Academy, was located at the corner of Reid and Eighth Streets. When it burned in 1936, with the aid of WPA funds the school was rebuilt.[52] Renown national architect, Roy A. Benjamin, AIA, was the architect for the rebuilt Central Academy. Benjamin's career skyrocketed as a prolific designer of elaborate movie houses of the 1920s. **His work included** Jacksonville's Imperial Theatre, Riverside Theatre, San Marco Theatre, Arcade Theater and Sarasota Opera House. He assisted on the Florida Theatre (with R.E. Hall), and Lake Worth Theater now the Palm Beach Cultural Center, and Memorial Park (Jacksonville) with the Olmsted Brothers, the Elks Building, Otis Elevator Building, Maxwell House Coffee building, the Elephant House at the Jacksonville Zoo as well as numerous mansions.[53]. In 1924-25 the school administration sought and received accreditation for the school year which allowed Central Academy to declare that it met the same academic standards as White schools.[54]

Years of the Great Depression

During the economic hardship and dreariness of the Great Depression, innovative entertainment in the form of local black jazz bands thrived during the Jazz Age. Historian Ennis Davis credits the accumulated history of those bands in Florida to Zora Neale Hurston, Harlem Renaissance celebrity, as she traveled to Polk County, Florida in 1928 to collect African American folklore in rural turpentine camps and juke joints. Said to originate on plantations as rooms for socialization, "juke" joints may represent the first "private spaces" in the country for African Americans. The "juke" joints derived from the Gullah Geechee word "joog," they sprouted up across the south following Emancipation as a final gathering spot for those who wanted to get away from Jim Crow and the pressures of the era. Typically found on the outskirts of towns, in houses or assumed abandoned buildings, jukes

were known for their soul food, barbeque, fish fries, gambling, drinks, sexual liaisons, dancing, and live music. According to Hurston, the juke was the most important place in America for its contributions to the birth of blues and jazz.[55]

Courtland Belton and his band helped bring celebrities like Duke Ellington, Louis Armstrong, and Ella Fitzgerald to Palatka clubs and Black-owned theaters on what was called the Chitlin' Circuit.[56] Newtown Palatka was a stop on that circuit. The Belton Society Syncopators, founded in the late 1910s by Palatka natives Cortlandt Sevelle Belton and his brother Wilbert Belton, started out with a 4-piece combo that eventually expanded to a large band that was rated as one of the top ten dance bands in the country, With leader Belton styling himself the 'Duke Ellington of the South' the successful band expanded over the years, eventually becoming a 14-piece ensemble, and touring until the mid-1930s.[57] The Syncopators often returned to Palatka on tour, bringing famous musicians of the era and performing at the community center of what was formerly Booker Park in Palatka. The touring artists would enjoy overnight accommodations at the Beltons' home adjacent to the train station in Palatka.[58]

St. Mary's and Newtown in the Twenty-First Century

In 1966, John Alexander, the Senior Warden at St. Mary's, came to Palatka as a teacher during the initial years of integration of schools in the Putnam County School District and to St. Mary's Church to become its organist where Wilbur Belton[59] had been the church organist playing on its "quite challenging and vigorous" pump organ. Alexander has served St. Mary's as senior warden since 1966.

For decades, the congregations of St. Mark's and St. Mary's have met for collaborations of work on the church grounds, repairs to the vintage structure, Christmas carol sing-alongs, Kwanzaa celebrations and community dinners. The St. Mary's congregation, assisted by the women of St. Mark's Palatka held fund-raisers and potluck dinners.[60] Today St. Mary's and St. Mark's are "yoked" in joint stewardship of their ministries and mission.. nonprofit has been organized, Friends of Newtown, and a St. Mary's/St. Mark's partnership to restore and repurpose the St. Mary's building to service and outreach.

St. Mary's is one of Florida's oldest wooden churches traditionally used by African-Americans. In the April 2023 *Historic Resources Survey* prepared for the City of Palatka by Terracon com, proposes the recommendation that St. Mary's Episcopal Church appears to be eligible for recognition and designation "to trigger some sort of action by federal undertakings (Figure 6)."[61]

ACTIVISM; St. Mary's congregation and other churches in community outreach and support particularly with Civil Rights. Today the multi-racial, multi-faith Newtown Palatka emerged from an extraordinarily violent period between 1915 and 1930 in Palatka. The Florida Ku Klux Klan reached the peak of its power in Putnam County in 1926 and by 1926 Florida's economic boom had ended. In fact, that year two banks failed in Palatka.[62]

The early written history of St. Mary's Church and narrative of its mission and outreach during the era of segregation and racism is lost to us[63] but there is a narrative of legacy leaders that stepped forward to assume the responsibilities of leading in the Newtown community and make a difference despite the obstacles they encountered.

From 1866 to 1884 as freedmen purchased the newly-platted real estate lots of Newtown Palatka, the community became the neighborhood of Palatka's Black population. When John W. Purcell came to Palatka and opened his home for Episcopal worship services and constructed St. Mary's Church, the mission and ministry of his church became a mainstay and perhaps participant from the time of Reconstruction in 1877 until the 1950s at the beginning of the Civil Rights movement and the evolution of equal opportunity, justice and representation for the Black community. By the turn of the past century, available archives show 26 African Americans holding municipal offices in the city and county government.[64]

The St. Mary's story during between that period of 1915 to 1930 in Palatka can be centered on the experience of elected Palatka city councilman Albert Browning is emblematic of a Black leader in Jim Crow times. Palatka, as one of Florida's larger cities, utilized a ward system that permitted one or two Blacks to a council. The population of the Sixth Ward whose boundaries quite match today's predominantly Black Palatka neighborhoods virtually guaranteed the election of a Black alderman.[65]

Vestryman Albert Browning represented the 24th precinct, one of the handful of precincts making up the Sixth Ward in Palatka bounded by Main, Oak, Eighth and Eleventh Streets – Newtown. Browning was elected as City Councilman for three terms: 1903-1909, 1912-1914 and 1920-1924.[66]

Albert Browning sat on the Palatka City Council as late as 1924. By the 1920s the legal and extralegal manipulations of voter registration lists for Blacks by White city officials unbalanced the system. When an all-White city commission assumed office in Palatka in 1924,[67] and changed from a council, a 57-year era of Black office-holding ended.[68] It wasn't until 1983 that Mary Lawson Brown, great-granddaughter of E. W. Lawson and Mary Lawson, became the first Black person elected to the Palatka City Commission since Albert Browning.[69]

For twenty-seven years, Albert and his brother Arthur Browning were mainstays at their popular Hotel Barber Shop at 124 Lemon Street, next door to the Putnam National Bank and a few hundred feet from the Putnam County courthouse. The barbershop became an acknowledged meeting place of Palatka's most influential men, judges and lawyers from the courthouse, bankers and high-level businessmen like J. V. Wilson, president of Wilson Cypress in Palatka, the second largest cypress mill in the world.[70]

Beginning in 1919, a rash of violent mob activity marked the last quarter of 1919 and continued its terror through the 1920s, until finally quashed by Governor Martin in 1926.[71] In this time of terror by vigilante mobs, the safe haven concept and close community of Newtown for its African American residents became self-sustaining.[72] "No Klansmen or vigilante of Putnam County or North Florida was ever punished for any act of violence in the 1920s." Resilience, faith and community solidarity were the core of Newtown's spirit and pride of place.

Segregation and racism posed a threat to education in the Newtown community and to the continuance of crucial social services; the neighborhood of Newtown built their own insular community of entrepreneurs creating a business district, together with schools and churches. Public schools offered two "colored schools" for Newtown: one at 518 Blake and Orange Streets,[73] and one at 935 Peck (later 7th Street) and Main. The Newtown churches, St. Mary's Episcopal, Bethel African American Episcopal, and Palatka Presbyterian, offered parochial schools

for Newtown children.[74] Merchants opened retail shops, grocery stores, professional services and their offices, and health care facilities.[75]

The National Church and the Episcopal Diocese of North Florida to which St. Mary's belonged took the national lead in faith-based support of community activism for Civil Rights. Every national convention of the church since 1943 had discussed civil rights for Black Americans. In April 1956 in the midst of the Civil Rights crisis in the United States, the church's national council published a statement telling Episcopalians that "the Constitution and Canons of the …Church and those of all dioceses…exclude no one and make no distinctions on the basis of race or nationality."[76]

CRITERION B. ST. MARY'S EPISCOPAL CHURCH PALATKA: PURCELL AND BUTLER

John W. Purcell (1811-1890) was an influential figure in the African American community of Newtown Palatka. He founded the congregation of St. Mary's Episcopal Church in the Newtown neighborhood of Palatka, and hand-built with his sons the Carpenter Gothic after-Upjohn-style chapel. Purcell was invited by the Episcopal Diocese of Florida to be a delegate to its 1883 convention making him the first Black representative to attend the annual gathering.[77]

The ranks of Purcell's fledgling congregation of Black Episcopalians in Newtown included a disproportionately large number of the most respected "old families," professional people, and others whose education and affluence often set them apart from other Blacks and a moreover a more exclusive group." In his 1996 study, *Yet a Steady Beat*, Lewis recognized that at the turn of the century, the majority of Black people cared little for the Episcopal Church and by 1903, nationwide there were only 15,000 Black Episcopalians in the United States.[78] However, under Purcell's charismatic leadership of his congregation, he grew his church family of affluent community members who were devoted in service to his church and proved to be legacy leaders in Newtown and the city of Palatka.

By trade, Purcell and his sons, all accomplished carpenters, and were influential figures in local government service. Isaac L. Purcell was admitted to the Florida Bar in 1882 and 1891, respectively, and practiced in Palatka and Jacksonville where he is best known for successfully enjoining the Duval County sheriff from excluding African Americans from serving on juries.[79] Mr. Purcell often represented clients in connection with civil rights matters.[80]

In the city of Palatka, Issac Purcell was a City Councilman, 1885-1887, 1891-1893 and was a Republican delegate at the 1896 Republican National Convention held in St. Louis.[81] In 1901, he was admitted to the Supreme Court of the United States of America.[82] A note in the February 1891 edition of the *Gainesville Sentinel (colored)*...had the following item from Tallahassee correspondence, 'Our ambitious young men, and our hopeful old men, were cheered by the appearance of I.L. Purcell, Esq., in the supreme court this week. Palatka is justly proud of this rising attorney and the entire state can unite in the boast."[83] The 1936 WPA Report of Palatka cited Isaac Purcell, "a Negro lawyer, had an extensive practice. He was a 'general advocate' at the bar and 'fixed up' many a case for clients of both races."[84]

Purcell's youngest son Joseph W. Purcell was Palatka Clerk 1888-1890.[85]

The senior Purcell, as a widower in his seventies, moved to Palatka from Winnsboro, South Carolina. He was a well-educated master carpenter and a licensed Episcopal lay reader.

Thanks to the research conducted by Purcell's great-great-great granddaughter, Carol Milton, we know that Purcell was born in 1811 in Charleston, South Carolina, son of one of the old free families. For fifty years he was a prosperous farmer, landholder and carpenter in Winnsboro and was one of the first settlers in the community. Purcell sold bushels of corn and crops to the Confederate Army during the Civil War, acted as executor in local probate sheriff's sales, and in 1869 repaired the chimney at the new school in Winnsboro.[86]

Purcell sent his eldest son Isaac to the local Mt. Zion Society Episcopal preparatory school, the Brainerd Institute in Chester S.C., Biddle University in Charlotte, N.C., and South Carolina State in Orangeburg, S.C. where he was the only African American applicant. In the Spring of 1877, when the act of the state legislature drew the color line, all Black students had to leave. When Purcell's 40-year-old wife Jannie died in 1870,[87] the elder Purcell, moved his family of four sons, Benjamin, John Henry, Isaac, and Joseph W., to Palatka for Isaac to attend law school.[88] Purcell's young daughter, Sarah, was sent to live with John's brother. As reflected in the *1886 Palatka Directory*, the Purcell family was listed: John William, carpenter; Isaac L., grocer and real estate dealer; and Joseph W., carpenter, at 818 Lemon and Jones Streets.[89] An advertisement in the *1915 Palatka Directory* reflects that Isaac was a real estate broker and grocer with his business located at Lemon and Third Streets.[90]

In 1882, the rector at St. Mark's Church Palatka, The Rev. C.S. Williams, organized a parochial school, St. Mark's Academy, with one teacher and 24 students.[91] In May 1884, John Purcell and his sons were employed to construct the Academy building at 312 N. Second Street on the St. Mark's campus, Palatka, which they completed by September of that year.[92]

In 1883, with financial support from St. Mark's Episcopal Palatka, a building lot was donated at 809 Lemon Street from real estate developer George Burt (Figures 7a-c). In May 1886, Purcell and his sons began construction for his congregation of the Carpenter Gothic style church, a "small scale model of St. Mark's Palatka," completing the chapel by August of that year.[93] For several decades following the Civil War, Episcopal Church diocesan leaders had not meant to separate churches for Blacks. The hope was that Black Episcopalians would continue to worship with whites, as they had before the war. However, "coming together in the name of worship was defeated by the need for freedom and dignity which was compromised by the policies of Reconstruction…as a result, separate parishes were formed."[94]

Upon Purcell's death at the age of 79, his son Isaac wrote for his obituary, "He was well known in Winnsboro and commanded the respect of all the whites. He was a remarkably good carpenter, and his honest, industrious life made him a good citizen, and by his energy and thrift he made enough to live very well and to give his children an education." Purcell died in 1890 in Palatka Florida and is interred at West View Cemetery, Palatka.[95]

Edward Hezekiah Butler (1843-1931). In 1886, The Mr. Butler accepted a position in Palatka, Florida, to assume responsibility for a Black congregation that had recently been established, St. Philip's Episcopal Church (in 1901 renamed St. Mary's Episcopal). Butler shepherded the Palatka church from 1887-1891.[96] Probably the most important appointment made by Bishop Edwin G. Weed at that time was the 1889 ordination of The Rev. Edward H. Butler at St. Philip's Palatka as the first Black ordained as a priest in Florida.[97]

The Rev. Butler and the ten St. Mary's families erected a wood schoolhouse behind the church and founded a parochial school, St. Mary's Day School, with an enrollment of 27 students. Newtown children were instructed in the school by Butler, his wife and a third teacher.[98] The St. Mary's Day School apparently closed by 1909 as reflected in the Sanborn map which at that time labeled the former school building as "Sunday School." [99]

As a young man, Edward H. Butler came from Pennsylvania to attend St. Augustine's School in Raleigh, North Carolina, where he studied to be a teacher and prepare for the ministry.[100] In response to the state's enacted Jim

Crow legislation, in 1879 St. James Episcopal mission was established for the colored people in Pittsboro, N.C. under the supervision of the rector of St. Bartholomew's Church, a biracial congregation in Pittsboro. In 1882 the Black mission of St. James Church was put under the care of the newly ordained deacon, the Rev. Edward Hezekiah Butler.[101] In Pittsboro, Butler was responsible for a congregation at St. James that numbered twenty families, 130 members, and 34 communicants. In his first year, he held over 200 services, oversaw a Sunday School of five teachers and fifty scholars, and taught thirty children daily in a parochial school." [102]

The formation of Black mission schools and congregations in North Carolina during the early years of Reconstruction was under the auspices of the national church's Freedman's Commission. But once the Freedman's Commission stopped establishing new missions, the predominantly White congregations of the diocese were slow to take up the work. By 1883, St. James' at Pittsboro, NC was one of only three new Black congregations within the bounds of the diocese. Notably, all three were being served by Black clergy trained at St. Augustine's including the Rev. E. H. Butler in Pittsboro.

For his 1885 parochial report, Butler submitted numbers comparable to the year before. But in March 1886, a fire destroyed the building used as the chapel, the schoolroom, and Butler's living quarters. Nevertheless, Butler was able to continue his work. The day school was moved to the residence of St. Bartholomew's Pittsboro, and Rev. Butler had charge of St. James' and its parochial school from 1883 to 1886.

Charities like the Episcopal Church and Freedman's Bureau had established schools for African Americans (between1863 to 1868), and few schools were built for White children. Of the 7,500 negro students accounted for in 1870, there was an average of three negro children or more for every White child in school throughout the state.[103]

When Rev. Butler left Palatka for a position in Jacksonville in 1900, The Rev. D.D. Moore became rector at the church now called St. Mary the Virgin from 1905 to 1910.[104] In 1914 the Rev. William Wyllie, originally from Glasgow Scotland, resigned as rector of St. Mark's to become rector at St. Mary's. Rev. Wylie and Vestryman Albert Browning, a businessman and resident of Newtown, attended the72nd annual Diocesan council at Trinity Church St. Augustine.[105] In 1921 William T. Wood celebrated his tenth anniversary at St. Mary's.[106]

The Rev. Edward Hezekiah Butler, returned to live in Pittsboro after his retirement from active ministry in 1899. Butler is not mentioned in any of the parochial reports filed for St. James' between 1900 and 1930, so one must assume he did not undertake any pastoral duties while he lived there. Paralyzed in March 1930, he died in 1931 with no heirs and only claims against his estate by two Black caregivers in his final years.[107] Butler did leave his Pittsboro property to the diocese for the benefit of St. James'.[108]

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VERBAL BOUNDARY DESCRIPTION

DICK'S MAP OF PALATKA MB2 BLK63 LOT 4

BOUNDARY JUSTIFICATION

29°38′50.51"N 81°38′14.135"W

MAPS:

Map Figure 7. USGS Map Palatka Quadrant

Map Figure 8. Sketch Plan, *St. Mary's Episcopal Church*, Property Appraiser, Putnam County, FL

Map Figure 9. Aerial View, *St. Mary's Episcopal Church Palatka*, with address and coordinates.

ADDITIONAL DOCUMENTATION (FIGURES, PLANS, HISTORIC PHOTOS)

Figures:

Figure 1. Richard Upjohn, *Architectural Drawing St. Mark's Palatka Florida.* Pen and ink . (1852). Florida State University, George Fairbanks Collection.

Figure 3. Campbell, *Bird's Eye View of Palatka*. "St. Mary's Episcopal Church and Newtown." Drawing (1884). Putnam County Historical Society.

Figure 5. Sanborn Maps, *Excerpt City of Palatka, St. Mary's Church. 1887, 1909, 1915.*

Figure 6. Master Site File FDAHRM, *St. Mary's Episcopal Church.*

Figure 7. *Warranty Deed*: George Burt to Diocese of Florida, Lot 4 Palatka. 1883.

Historic Photos:

Figure 2. Mathew Brady, *St. Mark's Episcopal Church Palatka*, photograph (c. 1864-70).

Figure 4. *Rectory for St. Mary's Episcopal Church*. Photograph. n.d. (demolished c. 1990). Putnam County Historic Society.

[1] Gordon, Elsbeth, *Heart and Soul of Florida: Sacred Sites And Historic Architecture*, Gainesville: University Press of Florida, 2013, 164-165; As a point of discussion, Upjohn's great-grandson compiled a history of Richard Upjohn's work and, for Carpenter Gothic architectural work in Florida, either as a typographical error or other mistake attributed the drawings for St. Mary's Episcopal Church Palatka to the senior Upjohn. "Appendix: Class B. Palatka, FLA. *St. Mary's Church. 1854-55.* Letters May 25,1854-March 14, 1848." Everard Upjohn, *Richard Upjohn, Architect and Churchman*, (Columbia University, NY, 1939), 214.

[2] It is appropriate to recognize that Upjohn's Carpenter Gothic churches were also introduced to Florida through e architect's friendship with The Rev. John Freeman Young. When Bishop John Freeman Young (1821-1892) assumed jurisdiction of Florida in 1867, his appreciation and love of Gothic architecture marked the beginning of a long career of church building with Richard Upjohn who shared his passion for Gothic design.[2] Upjohn's contribution to rural church architecture and the spread of the Gothic style were the two novel ideas of using wood (which was plentiful and inexpensive in rural settings) instead of stone which was practically unavailable to small villages, and construction using his architectural plans that could be done by local carpenters. Upjohn received so many requests from congregations in rural villages for church plans that he published a pattern book *Upjohn's Rural Architecture Designs. Working Drawings and Specifications for a Wooden Church and Other Rural Structures* in 1852 that included 22 plate and specification details for four inexpensive Carpenter Gothic buildings. Lane, Jack C. (2012). Florida's Carpenter Gothic Churches: Artistic Gems From A Victorian Past. *The Florida Historical Quarterly, 91*(2), 248-270. Retrieved February 7, 2021, from http://www.jstor.org/stable/43487497; *Smith, Ryan.* "Carpenter Gothic: The Voices of Episcopal Churches on the St. Johns River." *El Escribano,* Vol 32, 65-90. *St. Augustine Journal of History*. St. Augustine, FL: St. Augustine Historical Society. 1995).

[3] St. Mark's Parish Directory 1853-1896, 95,97. St. Mark's Parish, Palatka, FL.
[4] Florida Master Site File No. PU00466
[5] History of St. Mary's Episcopal Church, a one-page typewritten history of St. Mary's Episcopal Church, prepared for the church (hereinafter, "History of St. Mary's."
[6] Master Site File No. PU01953
[7] Cavacini, Sara. (June 26, 2024), "Community Recognizes Family's Service to Palatka." *Palatka Daily News.*
[8] Master Site File PU00464
[9] Rich, Jonathan & Phil Eschbach, *Spires in the Sun: The Carpenter Gothic Episcopal Churches of Florida*. (Savannah: Frederic C. Beil, 2023), 191.
[10] Alvers, Nancy C. & Janice S. Mahaffey, *Our Place in Time: A Chronology*. (Palatka, FL: Palatka Printing Company, 1995),
[11] Alvers & Mahaffey, *Our Place in Time: A Chronology,* 51
[12] deNazarie and Wells, *City of Palatka Directory 1915*, 182.
[13] Murphy-Hoffman, Mary E. Putnam County Florida Cemetery Project (putnam-fl-cemeteries.org). 2006.
[14] https://www.terracon.com/Historic Resources Survey Report, City of Palatka, 2023. Report No. EQ227482, 21.
[15] Swanson, Allan A. *Pilo-taikita: A History of Palatka, Florida*. (Unpublished manuscript, May 1967), 342.
[16] deNazarie and Wells, *City of Palatka Directory 1915.*

[17] Interview of Mary Lawson Brown with the author on December 30, 2023.
[18] deNazarie and Wells, *City of Palatka Directory 1915*, 64.
[19] Swanson, *Pilo-taikita: A History of Palatka, Florida*. 502.

[20] The Midway Pool Room was owned by J. Saucer and located at 626 Lemon Street and John Bryant's Pool Room was at 900 Lemon, DeNazarie and Wells, *City of Palatka Directory 1915,* 175.
[21] deNazarie and Wells, *City of Palatka Directory* 1915, 12.
[22] deNazarie and Wells, *City of Palatka Directory* 1915, 118,121
[23] deNazarie and Wells, *City of Palatka Directory* 1915, 102.121.
[24] D.A. and Minerva Belton owned the Belton Grocery and Confectionary at 300 Eleventh, deNazarie and Wells, *Palatka City Directory 1915,* 118, 148.
[25] Michaels, Brian. *The River Flows North: A History of Putnam County*. (Palatka, FL: Putnam County Archives Commission, 1986). 391-392.
[26] deNazarie and Wells 1915, 110,179.
[27] deNazarie and Wells 1915, 111.
[28]Mt. Tabor Baptist at Reid Street, Holy Sanctified at Bronson and North Seventh; Allen Chapel AME. Church at North 16th, Primitive Baptist Church corner of Bronson and Fifteenth Street, and Mt. Vernon Presbyterian at the corner of Eighth and Lemon are now demolished. Alvers & Mahaffey, 48, 68; deNazarie and Wells *Palatka Directory 1915*, 23.

[29] Alvers & Mahaffey, *Our Place in Time: A Chronology,* 46
[30] Oral history interview with James Lesesne Wells, 1989 November 16. Archives of American Art, Smithsonian Institution.
[31] Trescott, Jacqueline. "James Wells: Artist, Innovator, Teacher." *The Washington Post*. Accessed August 28, 2025 from https://www.washingtonpost.com/archive/lifestyle/1977/02/07/james-wells-artist-innovator-teacher/1b232a7d-20ba-4340-8d0d-60c94c40d5fc/

[32] *National Register of Historic Places*, U.S. Department of the Interior National Park Service. Accessed August 19, 2025 from https://npgallery.nps.gov/AssetDetail/NRIS/16000270
[33] deNazarie and Wells, *City of Palatka City Directory 1915*, 148.
[34] Alvers, Nancy C., *In Remembrance of Me: St. Mark's Episcopal: 1853-2003*. (DeLeon Springs, FL: E. O. Painter Printing Company, In., 2003), 33-43.
[35] Lewis, Harold T., *Yet With A Steady Beat: The African American Struggle for Recognition in the Episcopal Church.* (Valley Forge, PA: The Trinity Press International, 1996), 4.
[36] In 1882 the parishioners of St. Mark's Episcopal Church in Palatka established a mission church in the Newtown neighborhood, St. Philip's Church, named for the Apostle Philip, and the name changed to St. Mary's Church in 1901. In the New Testament at Acts 8:226-39, Philip while traveling to Gaza met an Ethiopian court official who questioned the meaning of a passage in the book of Isaiah. Their encounter was the opportunity for Philip to preach and the official to be baptized. Tradition is that their mutual experience resulted in the formation of the international African-Christian church. Standing Conference of the Oriental Orthodox Churches, "The Ethiopian Church." Accessed December 20, 2023, from http://www.scooch.org/
[37] Alvers, Nancy C., *In Remembrance of Me.*, 27.
[38] Bentley, *The Episcopal Diocese of Florida: 1892-1975,* 61.
[39] Lewis, Harold T., *Yet With A Steady Beat.*, 4.
[40] Bentley, *The Episcopal Diocese of Florida: 1892-1975,* 42.

[41] Cushman, Joseph D., Jr., *A Goodly Heritage: The Episcopal Church in Florida 1821-1892*. (Gainesville, Fl: The University of Florida Press, 1965), 83-84.
[42] Bentley. The Episcopal Diocese of Florida: 1892-1975, 43
[43] Bentley, *The Episcopal Diocese of Florida: 1892-1975,* 62.
[44] "History of St. Mary's Episcopal Church" A one-page typed history located in St. Mary's Palatka files. Date unknown "Father Kenneth Martin – Priest."
[45] [45] *Sanborn Fire Insurance Map from Palatka, Putnam County, Florida*. Sanborn Map Company, Apr, 1909. Map. Accessed August 11, 2025 from https://www.loc.gov/item/sanborn01326_006/.

Sanborn Fire Insurance Map from Palatka, Putnam County, Florida. Sanborn Map Company, Aug, 1915. Map. Accessed August 11, 2025 from https://www.loc.gov/item/sanborn01326_006/.
https://ufdc.ufl.edu/UF00074212/00007/zoom/0

[46] Bentley, , *The Episcopal Diocese of Florida: 1892-1975,* 45.

[47] Alvers, *In Remembrance of Me*, 26.

[48] Townsend, Billy. *The Age of Barbarity: The Forgotten Fight for the Soul of Florida. (*Charleston, SC: createspace.com, 2012) 10; Florida Historical Society. "Mary McLeod Bethune." *The Florida Historical Society Online:* n/d. https://myfloridahistory.org/date-in-history/july-10-1875/mary-mcleod-bethune accessed 12 July 2024

[49] Bentley, *The Episcopal Diocese of Florida: 1892-1975,* 45.

[50] *The Palatka News and Advertiser* (Palatka, Florida), Friday, Mar 11, 1910. Downloaded July 24, 2025.

[51] *Palatka News and Advertiser (*Palatka, Florida), Friday, August 9, 1912. Downloaded July 24, 2025.

[52] Dowda, Robert Black, *A History of Palatka and Putnam County*. (Palatka, FL: The Putnam County Archives and History Commission, 1939), 174.

[53] Wood, Wayne W. "Roy Benjamin: Master of Style," *Arbus Magazine,* May 3, 2024., 66-73; National Park Service online. "Central Academy. *Accessed July 9, 2025 from* "National Register Information System – Central Academy (#98001348)". National Register of Historic Places. National Park Service.

[54] Townsend, Billy. *The Age of Barbarity*. 301.

[55] Davis, Ennis. *Keeping the Memory of the Chitlin Circuit Alive*. 2020. Accessed https://www.thejaxsonmag.com/article/keeping-the-memory-of-the-chitlin-circuit-alive/

[56] Wirtz, Billy C. "Traveling down the Chitlin' Circuit," *Forum Magazine*, 44(2). Summer 2020. Accessed August 27, 2025, from https://floridahumanities.online/forum-archives/traveling-down-the-chitlin-circuit/; Hennessey, *From Jazz to Swing: African-Americans and Their Music, 1890–1935*. 1996. 109, 132. Accessed August 25, 2025, from https://www.google.com/books/edition/From_Jazz_to_Swing/T5ZqkgzSFRMC?hl=en&gbpv=1&bsq=palatka

[58] Letter to the Editor *Palatka Daily News*. April 27, 2024; Townsend, *The Age of Barbarity*, 319.

[59] deNazarie and Wells, *City of Palatka Directory 1915*, 64.

[60] Rich, Jonathan and Phil Eschbach, *Spires in the Sun*, 188.

[61] https://www.terracon.com/Historic Resources Survey Report, City of Palatka, 2023. Report No. EQ227482, 74

[62] Bentley, George R., *The Episcopal Diocese of Florida 1892-1975*, (Gainesville: University of Florida Press, 1989), 107.

[63] The original St. Mary's Register list of members is not available, having last been seen sometime between 2002 and 2013 (July 14, 2025 email from The Rev. Robert Marsh, former rector at St. Mark's Episcopal).

[64] Brown, Cantor,, Jr., *Florida Black Public Officials 1867-1924.* (Tuscaloosa: University of Alabama Press. 1998), 48-49.

[65] ***Townsend, Billy. The Age of Barbarity: The forgotten fight for the soul of Florida. (Charleston, S.C.:* CreateSpace Independent Publishing Platform, 2012),** 13 .

[66] Brown, Cantor,, Jr., *Florida Black Public Officials 1867-1924,* 48-49, 68-69.

[67] Swanson, Allan A. *Pilo-Taikita: A history of Palatka, Florida*. (Palatka: Putnam County Historical Society, 1967). 448, 472.

[68] Swanson, Allan A., *Pilo-Taikita: A history of Palatka, Florida*, 448 from "Palatka "City Council Minutes, 1922-1926," 28.

[69] ***Townsend, Billy. The Age of Barbarity, 316.*** Edward William Lawson, "arguably the most successful Palatka Black businessman of his generation," came to Palatka to found E.W. Lawson's Funeral Home and burial insurance business.[69] His wife Mary Jane Lawson had been nursing Black patients in a sanatorium attached to her husband's mortuary, E. W. Lawson Funeral Home and burial. When the White owners of the old Palatka hospital at Emmett and Kirkland Streets converted the facility into an apartment building, Mary Jane Lawson saw an opportunity to call for the community to raise money for a hospital. In August 1920 Palatka's Black community held a "Dollar Day' to raise money for the hospital. The contributions

of work and money from Black Palatka culminated in the only real hospital to serve Putnam County for several years – never turning away a patient, Black or White.

Mary McLeod Bethune and Mary Lawson were close friends in the 1920s when Bethune held fundraisers to launch her Bethune Cookman University. The friends served together on the Florida Federation of Colored Women's Clubs of which Bethune was president. In 1925, Mary Jane started the Council for the Advancement of Negro Women, an organization which continues nationwide today. The two friends traveled to Washington, DC for lunch with Eleanor Roosevelt in the early 1920s. Great-granddaughter Mary Lawson Brown and her extended family remain communicants of St. Mary's Church.[69]

[70] *Townsend, Billy. The Age of Barbarity, 2*
[71] Swanson, *Pilo-Taikita: A history of Palatka, Florida,* 407-408, 432.
[72] The charter of the Putnam County chapter of the Ku Klux Klan was established on November 30, 1867. Brian E. Michaels. *The River Flows North: A History of Putnam County, Florida*. (Palatka: The Putnam County Archives and History Commission, 1976), 373;
[73] Sanborn Map Company. Sanborn Fire Insurance Maps: Palatka Florida 1897. [Map]. Accessed July 13, 2025 from https://ufdc.ufl.edu/sanborn
[74] Sanborn Map Company. Sanborn Fire Insurance Maps: Palatka Florida 1909. [Map]. Accessed July 13, 2025 from https://ufdc.ufl.edu/sanborn
[75] Mary Lawson Brown interview with the author December 30, 2023.

[76] Bentley, George R., *The Episcopal Diocese of Florida 1892-1975*, 203.
[77] Bentley, George R., *The Episcopal Diocese of Florida 1892-1975*, (Gainesville: University of Florida Press, 1989), 61.
[78] Lewis, Harold T. , *Yet With a Steady Beat: The African American Struggle for Recognition in the Episcopal Church*. (Valley Forge, PA: Trinity Press International, 1996), 3,4.
[79] D. W. Perkins Bar Association. "African-American Lawyers in Jacksonville Before the Colored Lawyers Association." Accessed August 17, 2025, from https://dwperkinsbar.org/page-977930
[80] Culp, Daniel W., *Twentieth Century Negro Literature; or, a Cyclopedia of Thought on the Vital Topics Relating to the American Negro.* (Toronto: J. L. Nichols & Co., 1902), 104. Accessed June 2, 2025, from https://masonlibraries.gmu.edu/dscff/s/aaaw/item/481#?xywh=-383%2C-43%2C1334%2C844
[81] Brown, Cantor,, Jr., 1998. *Florida Black Public Officials 1867-1924.* Tuscaloosa: University of Alabama Press.),118.
[82] Culp, *Twentieth Century Negro Literature*, 104.
[83] Brown, *Florida Black Public Officials 1867-1924*, ., 178-179. Accessed August 2, 2025 from https://archive.org/details/floridasBlackpub0000brow/page/178/mode/2up?q=%22Thomas+Harrod%22
[84] WPA Form, *History of Putnam County 1936-1939.* Accessed August 3, 2025 from

[85] Brown, *Florida Black Public Officials*, 118; Note: Joseph Purcell, 815 Lemon Street, died on June 11, 1915 at age from a fractured skull. His wife Druscilla resided at the Parker Hotel in Newtown at the time of the death certificate. Accessed August 17, 2025, from https://www.findagrave.com/memorial/109793897/joseph_w-purcell#view-photo=244413669
[86] Carol Purcell Milton interview with the author July 20, 2025. Invoices Confederate States of America, No. 12, "bushels of "corn" and "fodder," respectively $354, $213.
[87] U.S. Census Office. *Communications Relative to the Eighth Census of the United States.* Washington, DC: U.S. Census Office. June 1860. 18. Retrieved from https://www.census.gov/library/publications/1869/dec/communications.html 22 July 2025.
[88] U.S. Ninth Census February 1970; Culp, *Twentieth Century Negro Literature*, 104.
[89] *Webb's 1886, Palatka Directory*, (Jacksonville, FL: Wanton Webb Publishing 1886), 362. Accessed July 28, 2025 from https://putnam-fl-historical-society.org/wp-content/uploads/2020/10/1886-Palatka-Directory.pdf
[90] *deNazarie & Wells, 1915 Palatka Directory*, (Jacksonville: deNazarie & Wells) 366. Accessed July 28, 2025, from https://putnam-fl-historical-society.org/wp-content/uploads/2020/10/1915-Palatka-Directory.pdf

[91] Alvers, Nancy C., *In Remembrance of Me: St. Mark's Episcopal 1853-2003,* (DeLeon Springs, FL: E. O. Painter Printing Company, Inc.), 26.
[92] Eight checks to John H. Purcell were entered at the "St. Mark's Academy" account page between May 17, 1884 and September 26, 1884. *St. Mark's Episcopal Church Parish Directory 1856-1896*, (St. Mark's Parish, Palatka, FL)., 235.

[93] Six checks to John H. Purcell and one to Isaac W. Purcell were entered at the "St. Mark's Parish" account pages between May 22, 1886 and August 24, 1886. *St. Mark's Episcopal Church Parish Directory 1856-1896*. (St. Mark's Parish, Palatka, FL)., 95-97. "…small scale model of St. Mark's Palatka," which was hand drawn by architect Richard Upjohn as noted in Rich, Jonathan & Phil Eschbach, *Spires in the Sun: Carpenter Gothic Episcopal Churches of Florida.* Savannah: Frederic C. Beil, 2023, 190.
In a topic for further discussion: James Burt, the general contractor for St. Mark's Church built in 1854 may have had the original Upjohn plans in the church's construction in 1854 from George Rainsford Fairbanks (1820-1906). A lifelong Episcopalian, George Fairbanks was an ardent member of the Episcopal Church to include attendance at St. Mark's Palatka. He was continuously a delegate from the Diocese of Florida to the General Convention of the Church from 1853 until 1904. The original Upjohn plans of St. Mark's were a part of his estate in 1906 and were gifted in 1966 to Florida State University by Mrs. Rainsford Glass Dudney, granddaughter of Maj. George Rainsford Fairbanks). Hull notes that "Upjohn was always adamant that drawings be returned, but his clients were frequently careless about doing so." When John W. Purcell (1811-1890) as general contractor, and his sons began construction of St. Mary's in 1883-84, James Burt (1825-1907), as a contemporary, may have collaborated in an interracial alliance with Purcell with construction skills and St. Mark's Church original architectural plans by Upjohn.
[94] Bentley, *The Episcopal Diocese of Florida*, 42.; Hull, Judith S. "The 'School of Upjohn:' Richard Upjohn's Office." *Journal of the Society of Architectural Historians*, September 1993, 293. (University of California Press on behalf of the Society of Architectural Historians). Accessed on July 21, 2021 from https: //www.jstor.org/stble/990836

[95] Find a Grave. John W. Purcell. Accessed August 15, 2025 from https://www.findagrave.com/memorial/109793871/john_w-purcell

[96] Stowe, A.D., *Stowe's Clerical Directory of the American Church 1917-1935*. Accessed August 11, 2025 from the Digital Public Library of America, http://catalog.hathitrust.org/Record/005559427. 52-53.
Spirit of Missions, Episcopal Church. Domestic and Foreign Missionary Society., Episcopal Church. Board of Missions. (1836-1939). *The Spirit of Missions*. Burlington, N.J.: J. L. Powell. #553/15. Retrieved July 24, 2024 from - The Spirit of missions. 1890. - Full View | HathiTrust Digital Library | HathiTrust Digital Library
[97] "The Bishop's Address" Appendix A, P.13) **Episcopal Church. Diocese of Florida. Convention., Episcopal Church. Diocese of Florida. Council. (1889).** ***Journal of the 46th annual convention, Diocese of Florida.*** **[Florida: The Diocese].** https://ufdc.ufl.edu/UF00074212/00007/citation. Hereafter referred to as Diocesan Journal.
[98] Alvers, Nancy C. *In Remembrance of Me: St. Mark's Episcopal Church, 1853-2003*. (DeLeon Springs, FL: E.O. Painter Printing Company, 2003), 33
[99] *Sanborn Fire Insurance Map from Palatka, Putnam County, Florida*. Sanborn Map Company, Apr, 1909. Map. https://www.loc.gov/item/sanborn01326_006/.. Accessed 11 August 2025
Sanborn Fire Insurance Map from Palatka, Putnam County, Florida. Sanborn Map Company, Aug, 1915. Map. https://www.loc.gov/item/sanborn01326_006/.. Accessed 11 August 2025 from https://ufdc.ufl.edu/UF00074212/00007/zoom/0

[100] Graebner, N.B. *The Episcopal Church's Mission among African Americans in Pittsboro, North Carolina: St. Bartholomew's and St. James: 1865-1967*. (Episcopal Diocese of North Carolina, November 30, 2023), 12.

[101] Smith, Martha H., *History of St. Bartholomew's Parish, Pittsboro, North Carolina*, 1833-1983, (Pittsboro, 1983), 28.
[102] Smith, *History of St. Bartholomew's Parish*, 75,76.
[103] Foster, John T. & Dorothy H. Williams, "From Creating School Policy to Writing About Spiritualism: Charles Beecher's Life in Wakulla County, 1869-1886," *Florida Historical Quarterly*, Vol. 102, No. 3, Winter 2024), 468. Note: In 1850, Florida was the least populated, poorest southern state and had a high rate of illiteracy. However, by 1900 Florida was still the least populated, poorest southern state but Florida's illiteracy rate at that time was 23.4% - the highest literacy rate of the states in the Old Confederacy. The dramatic increase in literacy in Florida was due to the Public School Education Act approved by the new legislature in January of 1869 and to an outstanding Florida state school superintendent, Charles Beecher, the brother of author Harriett Beecher Stowe. As superintendent, Charles Stowe listened not to the state superintendent who had formerly appointed all county superintendents but to local recommendations and appointed competent people interested in education regardless of their political affiliation. Beecher staffed each county with talented and respected leadership, thereby removing schools from the political conflict between Republicans and Democrats. 467,468.
[104] *Diocesan Journal*, 1900, 8.
[105] *Diocesan Journal,* 1915,49-50.
[106] *Diocesan Journal* , 1921, 34-37.
[107] North Carolina Estate Files. *Edward Hezekiah Butler (1843-1931).* Accessed 10 August 2025 from https://www.ncgenealogy.org/north-carolina-estate-files-chatham-county-index/
[108] Smith, *History of St. Barthlomew's Parish*, 28.

National Register of Historic Places Continuation Sheet

Submit clear and descriptive photographs. The size of each image must be 1600x1200 pixels (minimum), 3000x2000 preferred, at 300 ppi (pixels per inch) or larger. Key all photographs to the sketch map. Each photograph must be numbered and that number must correspond to the photograph number on the photo log. For simplicity, the name of the photographer, photo date, etc. may be listed once on the photograph log and doesn't need to be labeled on every photograph.

Property Name: St. Mary's Episcopal Church

City or Vicinity: Palatka County: Putnam State: FL

Photographer: Mark Krancer Date Photographed: 2019

Tel: 904.624.2848 |
Franklin: 828.333.7822
Email: kramkranphoto@gmail.com

Verification that photos over a year old are a true representation of the existing building or district

Description of photograph(s) and number, including description of view indicating direction of camera:

St. Mary's Episcopal Church Palatka by Mark Krancer, Photographer (c. 2019)

1. Exterior. E . Front entrance view.
2. Exterior. NE. Front and side
3. Exterior. NW. Rear and side
4. Exterior. E. St. Mary's sign. Front view.
5. Exterior. S. Side.
6. Interior. SW toward altar. South windows.
7. Interior. W from entrance toward altar. North and south windows
8. Interior. W from entrance toward altar. North and south windows
9. Interior. W at altar and steps with handrail.
10. Interior. W at altar and reader's lectern
11. Interior. SW at altar at pulpit
12. Interior. SW at altar.
13. Interior. W . at pulpit
14. Interior. W altar vintage leaded window
15. Interior. W altar cross
16 Interior. SW from entrance. South windows.
17 Interior. S windows and pews.
18 Interior. E small leaded glass window (c. 1999)

Figure 7. Scale quadrangle for Palatka FL 1968

USGS Map 1:24000 s

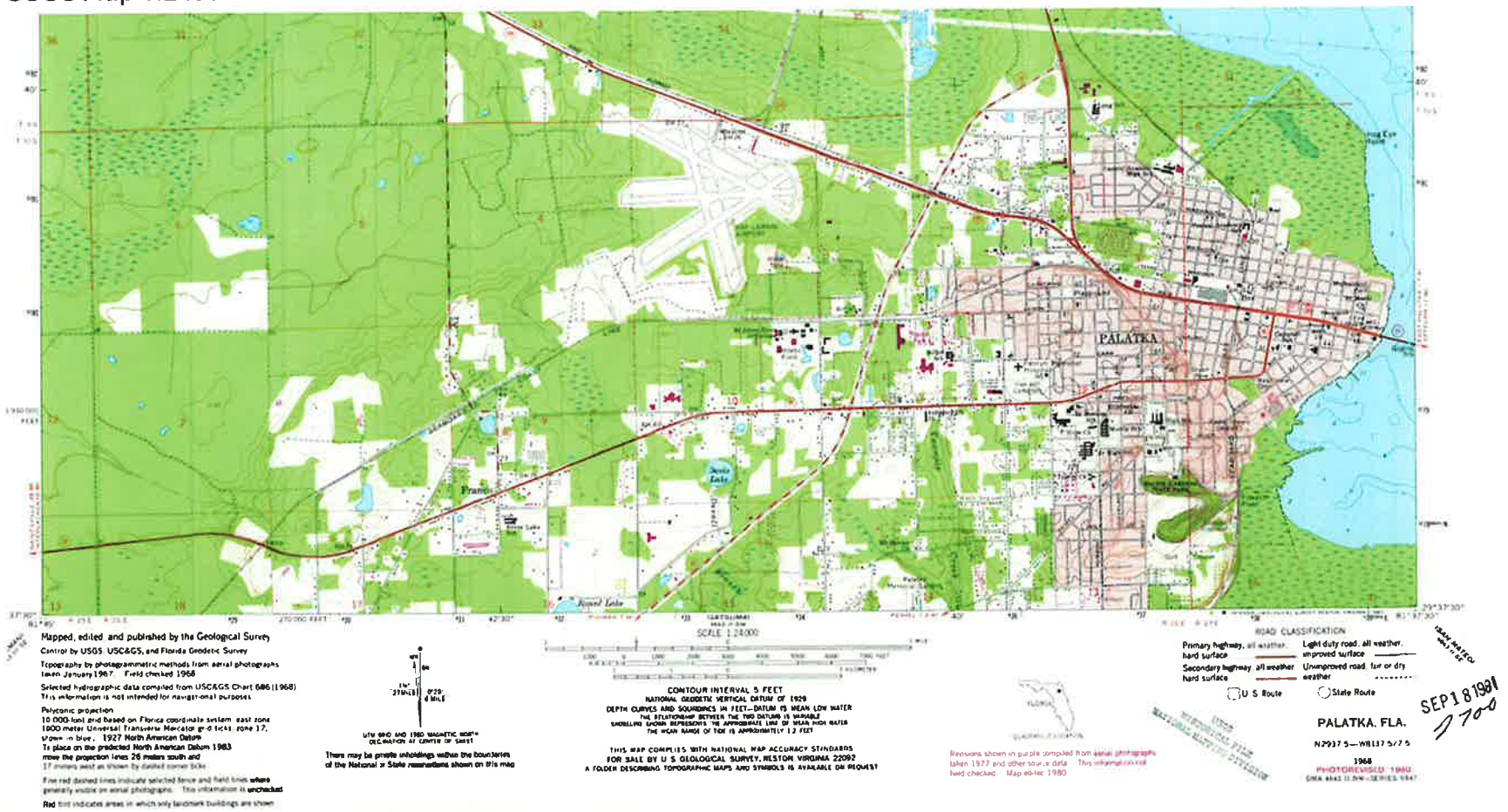


Figure Map 8. Sketch Floor Plan*

St. Mary's Episcopal Church Palatka Florida

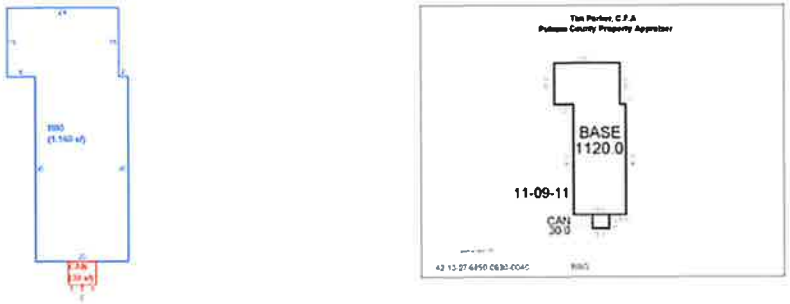
Interim Parcel Details | 42-10-27-6850-0630-0040 | 42986 Help

Parcel:	42-10-27-6850-0630-0040	911 Address:	809 ST JOHNS AV PALATKA 32177
Owner:	EPISCOPAL CHURCH IN DIOCESE OF FL	Mailing Address:	325 N MARKET ST JACKSONVILLE FL 32202
VID:	42986	Subdivision:	PALATKA BLKS
Staff Area:	C	Owner Id / Parcels:	29466 / 3
Description:	DICKS MAP OF PALATKA MB2 P46. BLK 63 LOT 4		

Tax Roll Year 2025 TRIM Tax Bill GIS Map Email PRC

Main Value Land Sales Improvements Features Tax Cap Images

Images



*Putnam County Property Appraiser

https://apps.putnam-fl.com/pa/property/ (Retrieved 12 May 2025).

Map Figure 9. Aerial view of St. Mary's Church Palatka

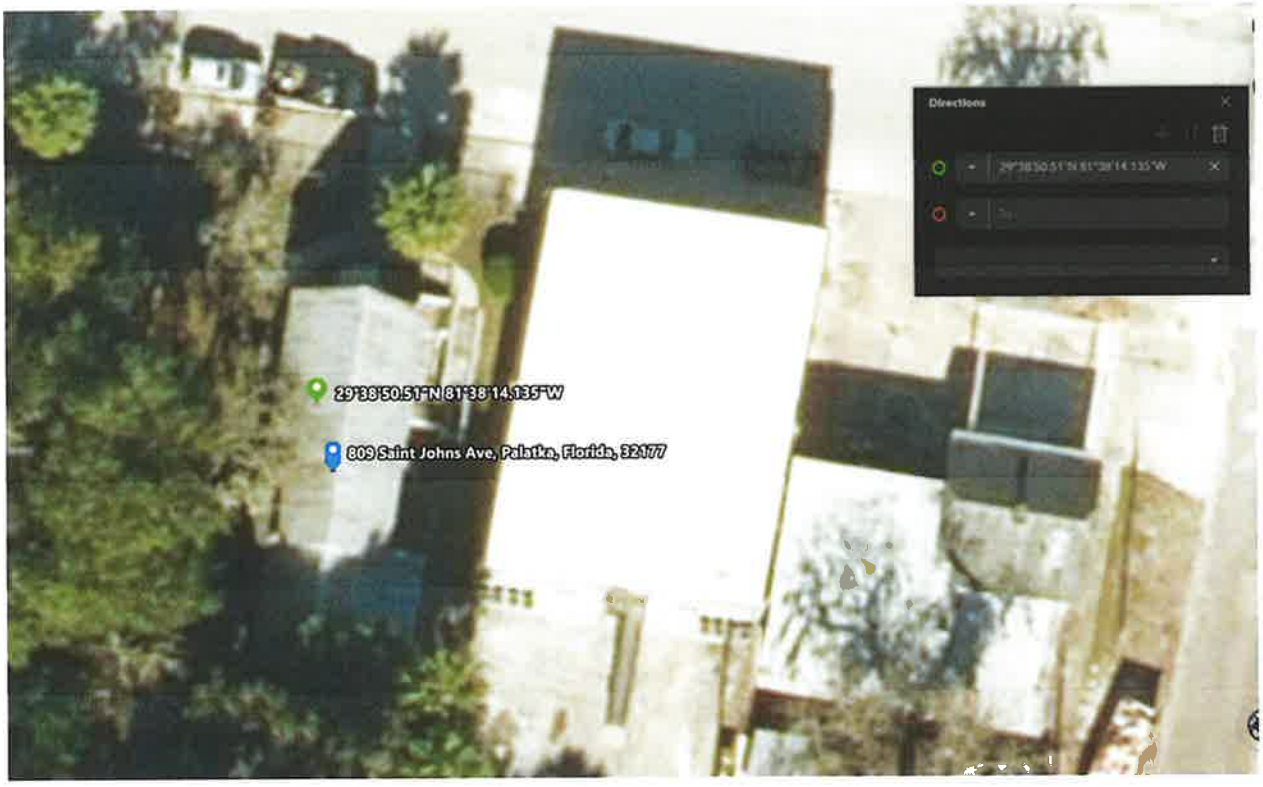


Figure 1 . Original architectural drawing: St. Mark's Episcopal Church Palatka

Upjohn, Richard (1854). Architectural drawing of St. Mark's Episcopal Church Palatka. *Four elevations, plan and two sections. Ink and wash, 20¾ x 20" (52.7 x 50.8 cm). George Fairbanks Collection.*[1] *Special Collections and Archives, Florida State University Libraries, Tallahassee, FL*

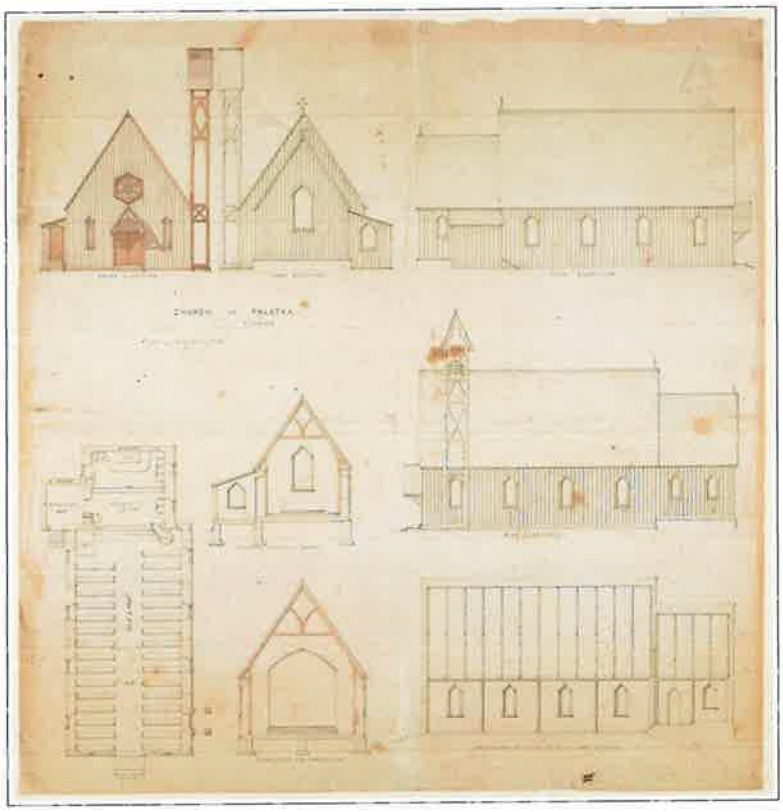


Figure 2. St. Mark's Church Palatka. *Photo by Mathew Benjamin Brady, c.1870. Photo courtesy Canadian Centre for Architecture, Montreal, Quebec.*

Figure 3. Campbell (1884) *Bird's Eye View of Palatka* – excerpt St. Mary's Church (blue circle)

Figure 4. Former Rectory, St. Mary's Episcopal Church, Palatka. n.d. photograph. Demolished c. 1990.

Figure 5. Comparison Map. St. Mary's Episcopal Church Palatka FL

1909 Sanborn map/1915 Sanborn map:

Figure 1 1915 St. Mary's Episcopal "Sunday School" building, church and rectory

Figure 2 1909 St. Mary's Episcopal "Colored School" building, church and rectory.

STATE OF FLORIDA
DEPARTMENT OF STATE
Division of Archives, History
and Records Management
DS-HSP-3AAA Rev. 3-79

FLORIDA MASTER SITE FILE
Site Inventory Form

FDAHRM 802= =
1009= =

Site No. 820= =
Site Name St. Mary's Episcopal Church 830= = Survey Date 8011
Address of Site: 807 St. Johns Ave., Palatka, FL 32077 905= =
Instruction for locating 813= =
Location: Palatka (subdivision name) 63 (block no.) 4 (lot no.) 868= =
County: Putnam 808= =
Owner of Site: Name: Episcopal Church in Diocese of Florida ;
Address: 325 Market St., Jacksonville, FL 32202 902= =
Type of Ownership institutional 848= = Recording Date 832= =
Recorder:
Name & Title: Historic Property Associates ;
Address: 120 Lobelia Rd., St. Augustine, FL 32084 818= =

Condition of Site: (Check One)
- ☐ Excellent 863= =
- ☐ Good 863= =
- ☒ Fair 863= =
- ☐ Deteriorated 863= =

Integrity of Site: (Check One or More)
- ☐ Altered 858= =
- ☒ Unaltered 858= =
- ☒ Original Site 858= =
- ☐ Restored ( )(Date:)( )858= =
- ☐ Moved ( )(Date:)( )858= =

Original Use religious 838= =
Present Use religious 850= =
Dates: Beginning +1884 844= =
Culture/Phase American 840= =
Period 19th Century 845= =

NR Classification Category: Building 916= =

Threats to Site: (Check One or More)
- ☐ Zoning ( )( )( )878= =
- ☐ Development ( )( )( )878= =
- ☐ Deterioration ( )( )( )878= =
- ☐ Borrowing ( )( )( )878= =
- ☐ Transportation ( )( )( )878= =
- ☐ Fill ( )( )( )878= =
- ☐ Dredge ( )( )( )878= =
- ☐ Other (See Remarks Below): 878= =

Areas of Significance: Architecture, Religion, Other: Minorities 910= =

Significance: St. Mary's Episcopal Church, an important local landmark, was built between 1883 and 1884 for Blacks who settled and developed the post-Civil War Palatka suburb of Newtown, then located west of the original settlement. Its Gothic Revival style, board and batten siding, lancet windows, and curvilinear trim at the gable ends all reflect the older St. Mark's Episcopal Church, a pre-Civil War church built for the white community. The building is in original condition and, because of its historical and architectural significance, is worthy of preservation.

Sources: Deed Book T, p. 520; Birds-eye view; Sanborns; City Directories

911= =

ARCHITECT 872= =

BUILDER 874= =

STYLE AND/OR PERIOD Gothic Revival 964= =

PLAN TYPE rectangular 966= =

EXTERIOR FABRIC(S) wood: board and batten 854= =

STRUCTURAL SYSTEM(S) wood frame: balloon 856= =

PORCHES N/1-story portico

942= =

FOUNDATION: piers: brick, wood lattice 942= =

ROOF TYPE: gable 942= =

SECONDARY ROOF STRUCTURE(S): hip over door 942= =

CHIMNEY LOCATION: S: end, exterior 942= =

WINDOW TYPE: DHS, 1/1, wood (lancet) 942= =

CHIMNEY: brick 882= =

ROOF SURFACING: metal, sheet: 5-V crimp 882= =

ORNAMENT EXTERIOR: wood 882= =

NO. OF CHIMNEYS 1 952= = NO. OF STORIES 1½ 950= =

NO. OF DORMERS 954= =

Map Reference (incl. scale & date) USGS Palatka 7.5MIN 1968

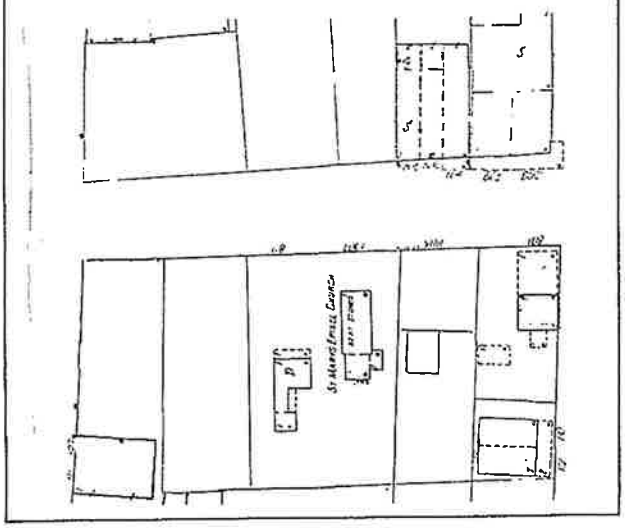
809= =

Latitude and Longitude:

° ' " ° ' " 800= =

Site Size (Approx. Acreage of Property): 833= =

LOCATION SKETCH OR MAP N



Township	Range	Section
T10S	R27E	42

812= =

UTM Coordinates:

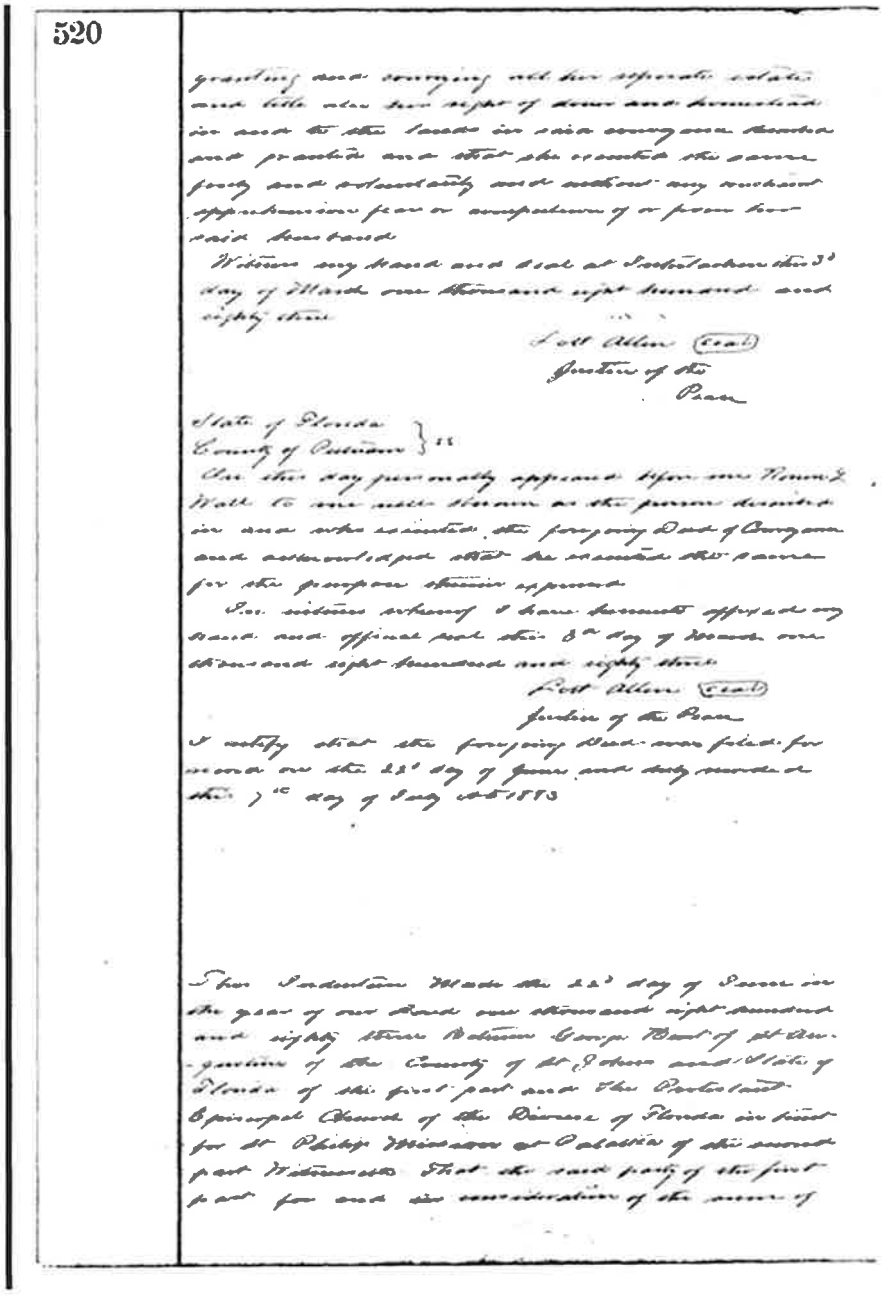
Zone	Easting	Northing
17	438320	3279750

890= =

Photographic Records Numbers 860= =

Contact Print

Figure 7(a). Deed Burt to Episcopal Diocese. Page 520 St. Mary's Church



520

granting and conveying all her separate estate and title also her right of dower and homestead in and to the lands in said conveyance named and granted and that she executed the same freely and voluntarily and without any constraint apprehension fear or compulsion of or from her said husband

Witness my hand and seal at Fruitland Park this 3d day of March one thousand eight hundred and eighty three

Lott Allen (Seal)
Justice of the Peace

State of Florida
County of Putnam } ss

On this day personally appeared before me Nancy Wall to me well known as the person described in and who executed the foregoing Deed of Conveyance and acknowledged that she executed the same for the purpose therein expressed

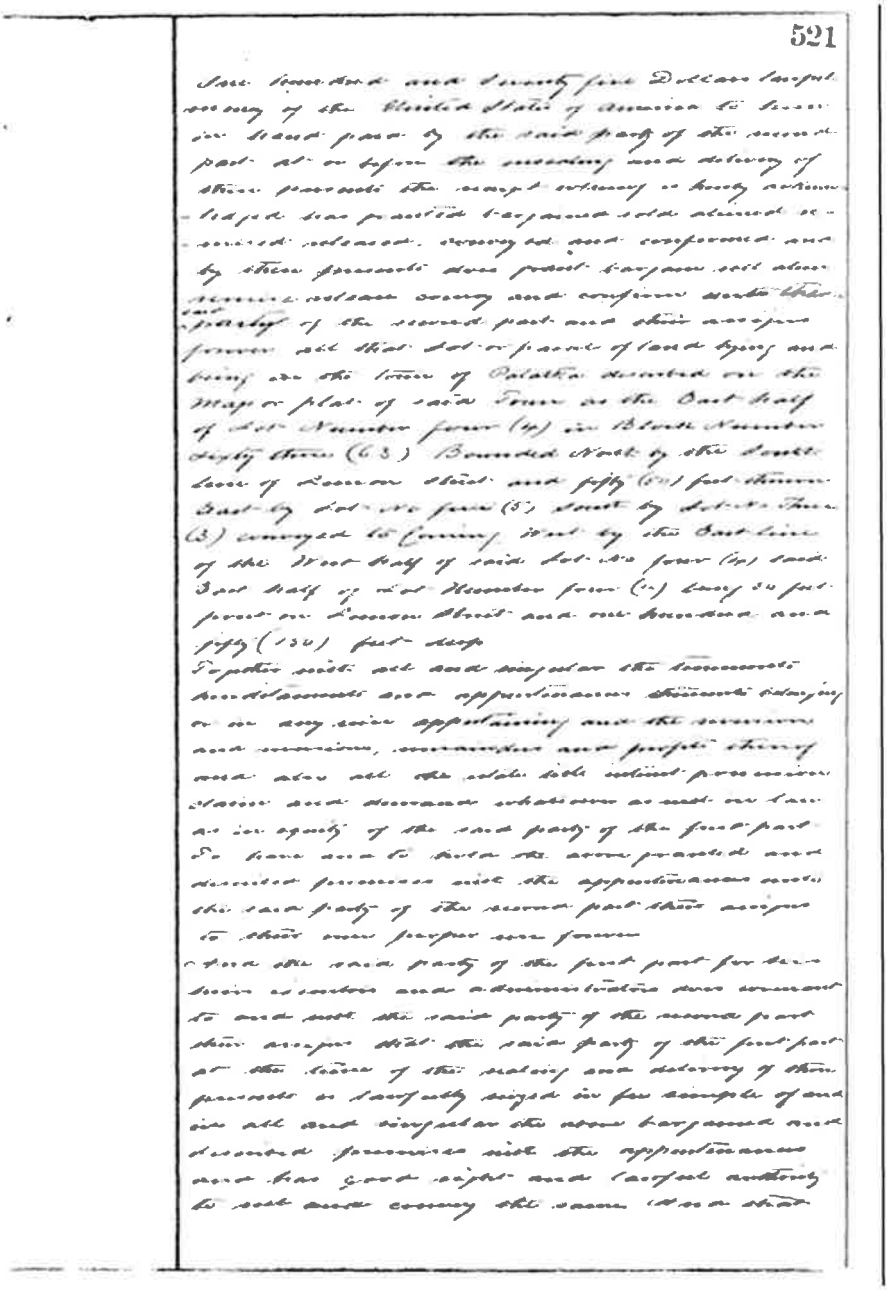
In witness whereof I have hereunto affixed my hand and official seal this 3d day of March one thousand eight hundred and eighty three

Lott Allen (Seal)
Justice of the Peace

I certify that the foregoing Deed was filed for record on the 22d day of June and duly recorded this 16th day of Aug A.D. 1883

This Indenture Made the 22d day of June in the year of our Lord one thousand eight hundred and eighty three Between George Ward of St Augustine of the County of St Johns and State of Florida of the first part and The Protestant Episcopal Church of the Diocese of Florida in trust for St Philips Mission at Palatka of the second part Witnesseth That the said party of the first part for and in consideration of the sum of

Figure 7(b). Deed Burt to Episcopal Diocese. Page 521,St. Mary's Church



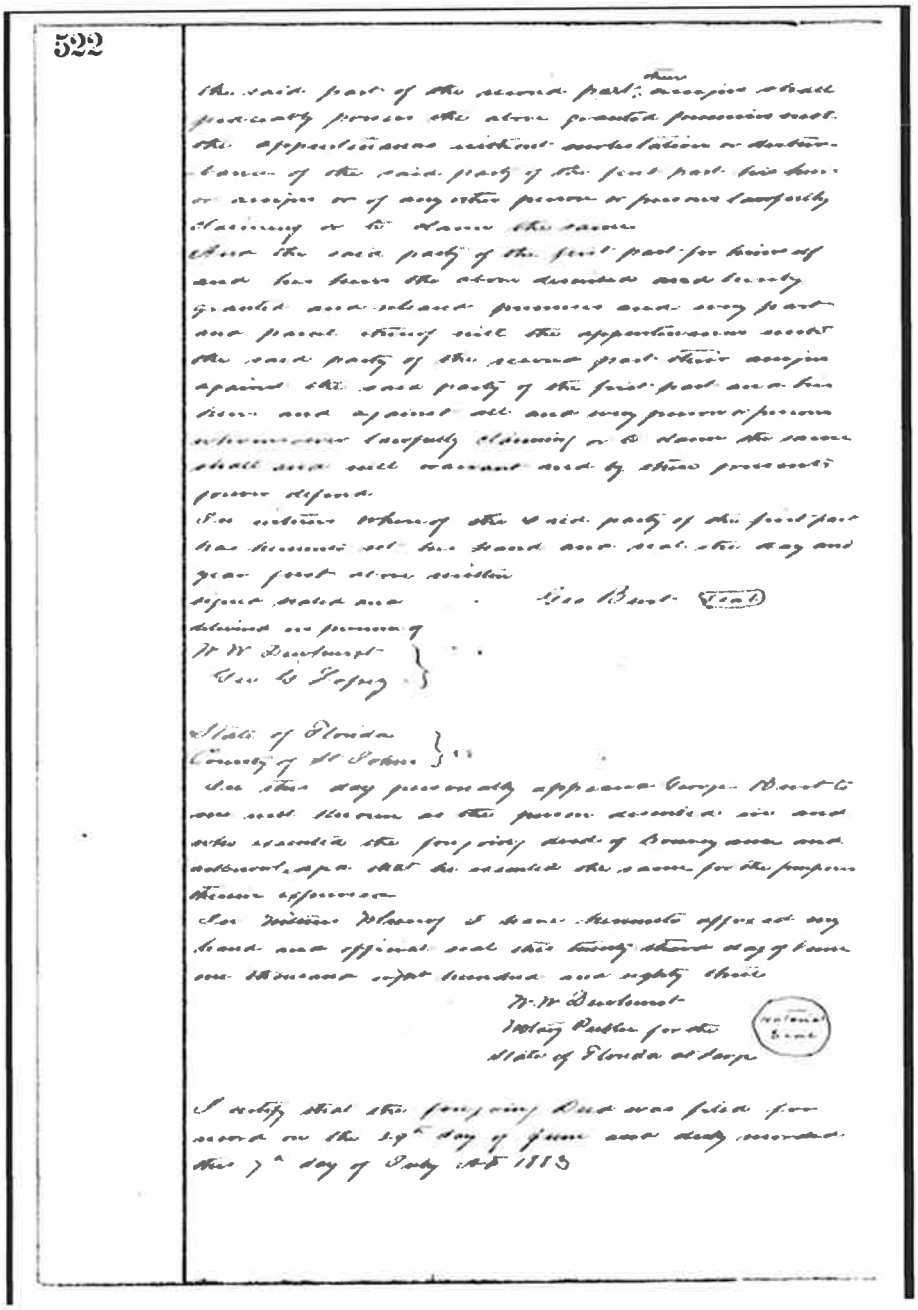
521

One hundred and twenty five Dollars lawful money of the United States of America to him in hand paid by the said party of the second part at or before the ensealing and delivery of these presents the receipt whereof is hereby acknowledged has granted bargained sold aliened released conveyed and confirmed and by these presents does grant bargain sell alien release convey and confirm unto the said party of the second part and their assigns forever all that lot or parcel of land lying and being on the town of Duluth described on the Map or Plat of said Town as the East half of Lot Number four (4) in Block Number sixty three (63) Bounded West by the East line of Lot one (1) fifty (50) feet thence East by Lot No four (4) feet by Lot No Three (3) thence South by the East line of the West half of said Lot No four (4) said East half of Lot Number four (4) Lot 50 feet front on Lot one (1) and one hundred and fifty (150) feet deep

Together with all and singular the tenements hereditaments and appurtenances thereunto belonging or in any wise appertaining and the reversion and reversions remainder and remainders thereof and also all the estate right title interest possession claim and demand whatsoever as well in law as in equity of the said party of the first part to have and to hold the above granted and described premises with the appurtenances unto the said party of the second part their assigns to their own proper use forever

And the said party of the first part for their heirs executors and administrators does covenant to and with the said party of the second part their assigns that the said party of the first part at the time of the sealing and delivery of these presents is lawfully seized in fee simple of and in all and singular the above bargained and described premises with the appurtenances and has good right and lawful authority to sell and convey the same And that

Figure 7(c). Deed Burt to Episcopal Diocese. Page 522 St. Mary's Church



522

the said part of the second part their assigns shall peaceably possess the above granted premises and the appurtenances without molestation or disturbance of the said party of the first part his heirs or assigns or of any other person or persons lawfully claiming or to claim the same

And the said party of the first part for himself and his heirs the above described and hereby granted and released premises and every part and parcel thereof with the appurtenances unto the said party of the second part their assigns against the said party of the first part and his heirs and against all and every person or persons whomsoever lawfully claiming or to claim the same shall and will warrant and by these presents forever defend.

In witness whereof the said party of the first part has hereunto set his hand and seal this day and year first above written

Signed sealed and delivered in presence of
N W Dunkumpt
Chas B Fogg

Geo Burt (Seal)

State of Florida
County of St Johns

On this day personally appeared before me Geo Burt to me well known as the person described in and who executed the foregoing deed of Bargain and Sale and acknowledged that he executed the same for the purposes therein expressed

In Witness Whereof I have hereunto affixed my hand and official seal this twenty third day of June in the year of our Lord one thousand eight hundred and eighty three

N W Dunkumpt
Notary Public for the
State of Florida at large

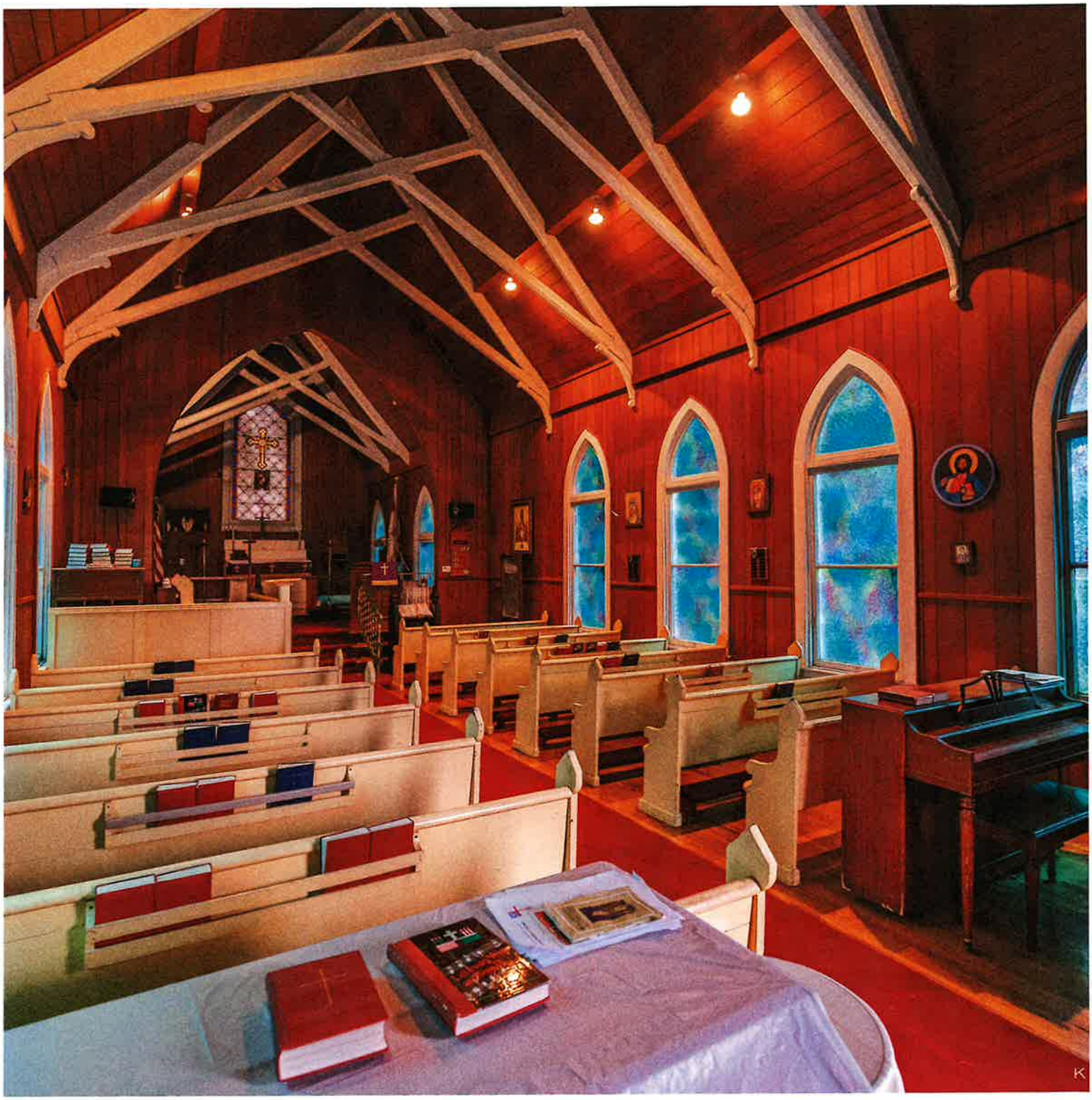
(National Seal)

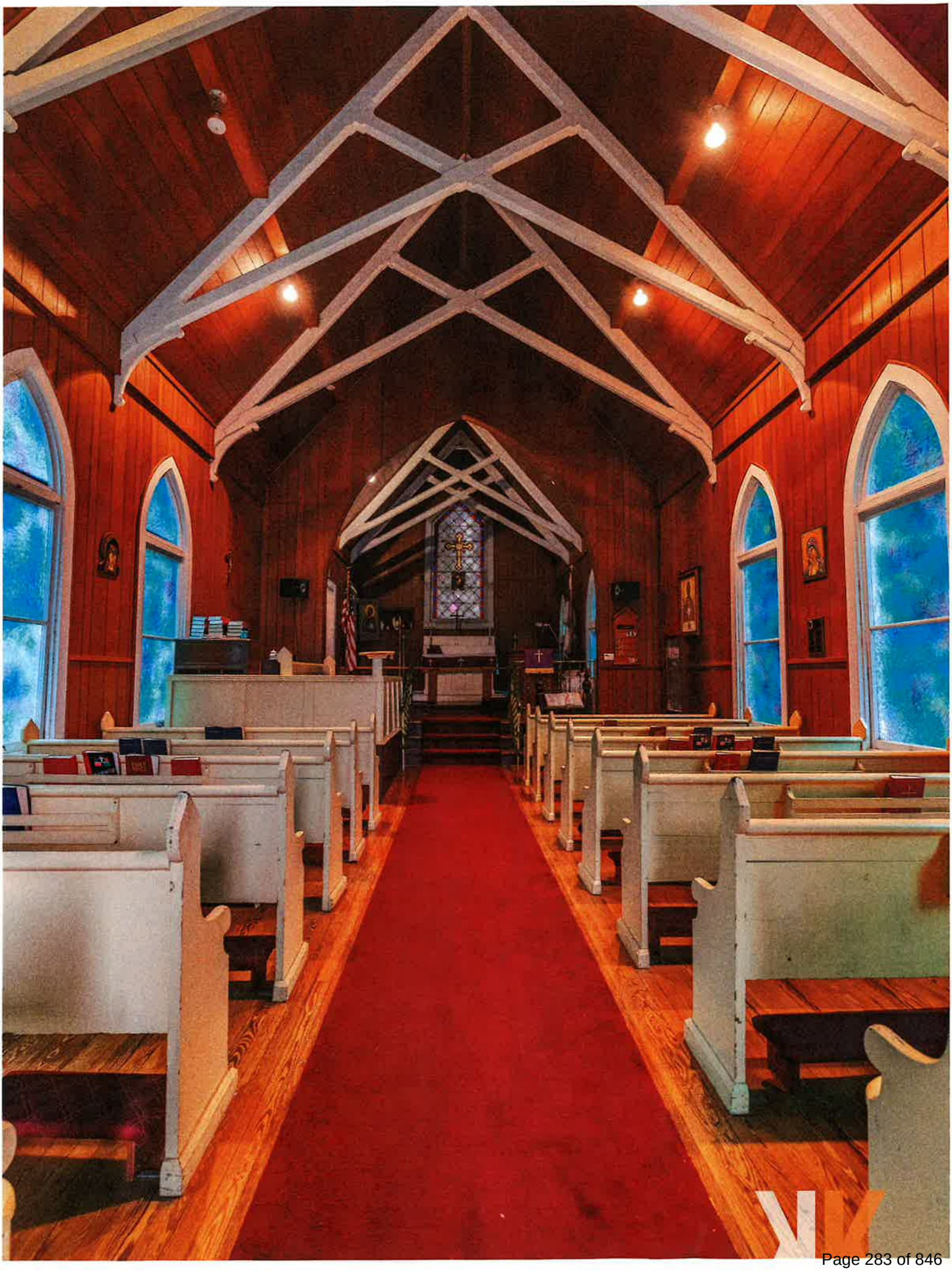
I certify that the foregoing Deed was filed for record on the 13th day of June and duly recorded this 7th day of July A.D. 1883

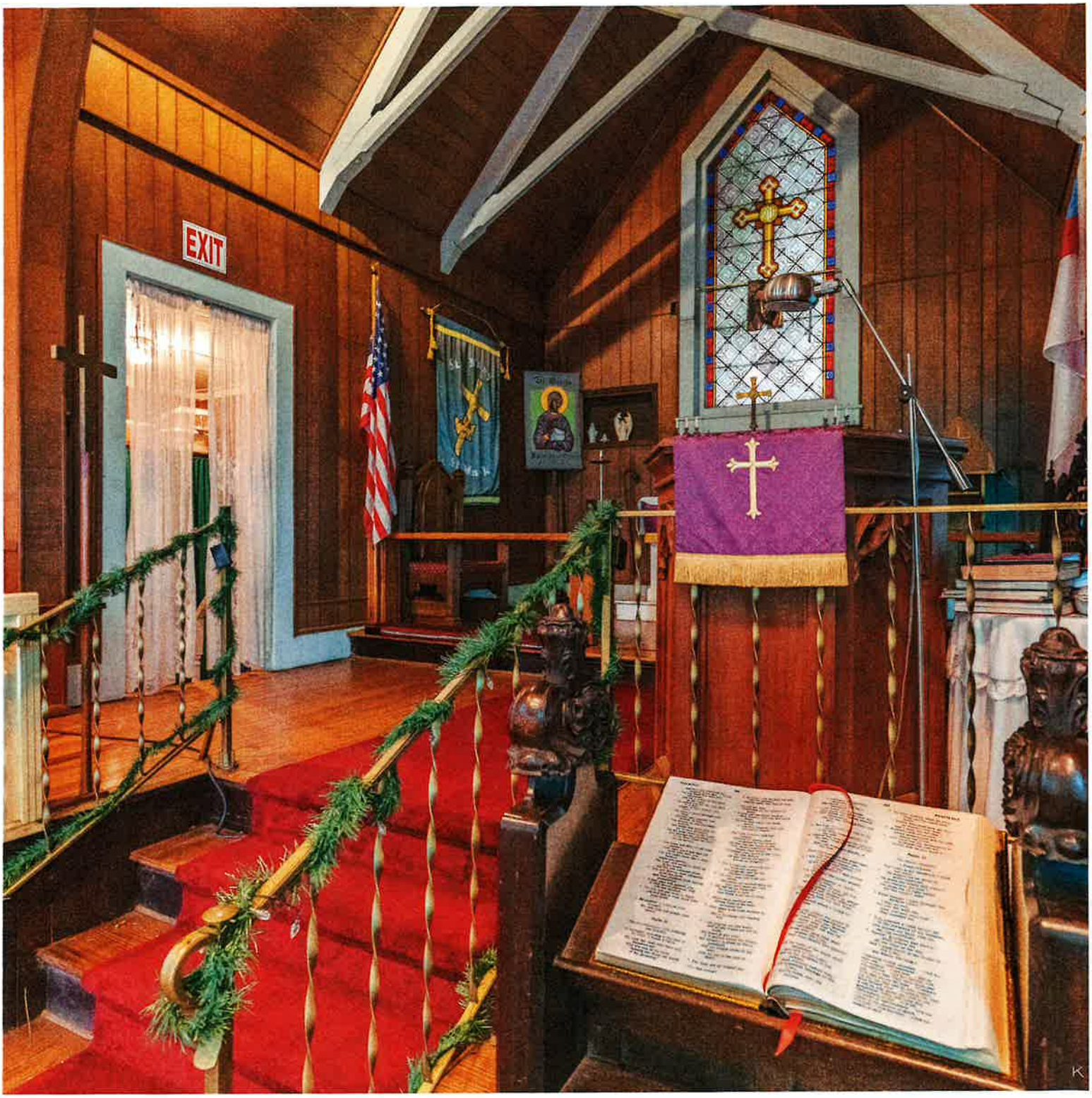
809
809
ST MARY'S
EPISCOPAL
CHURCH
FOUNDED 1905
MORNING PRAYER
SUNDAY 10 00 AM

SUPARKS

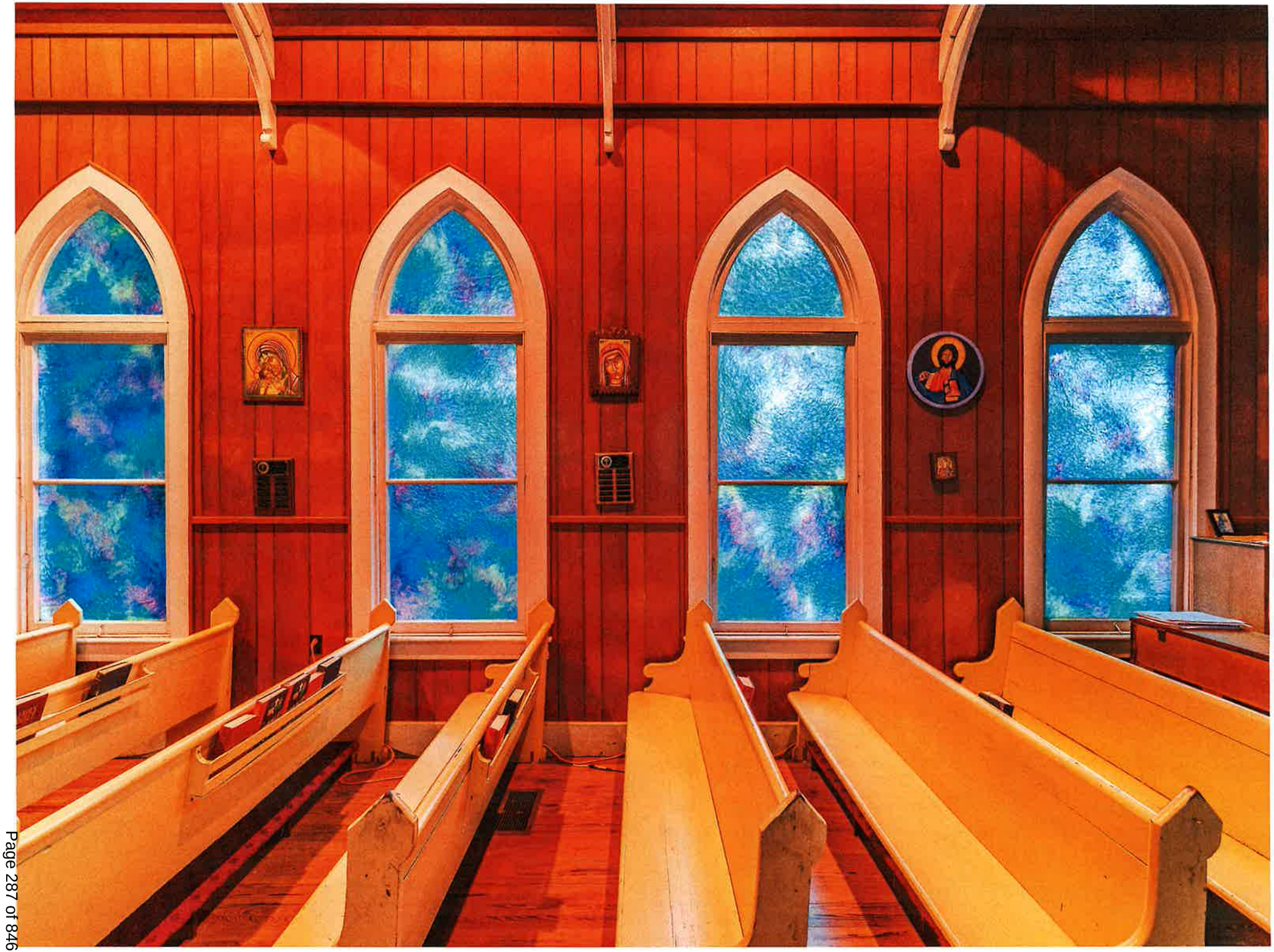
ST. MARY'S
EPISCOPAL
CHURCH
FOUNDED 1883
MORNING PRAYER
SUNDAY 10:00 AM
Everyone is Welcome

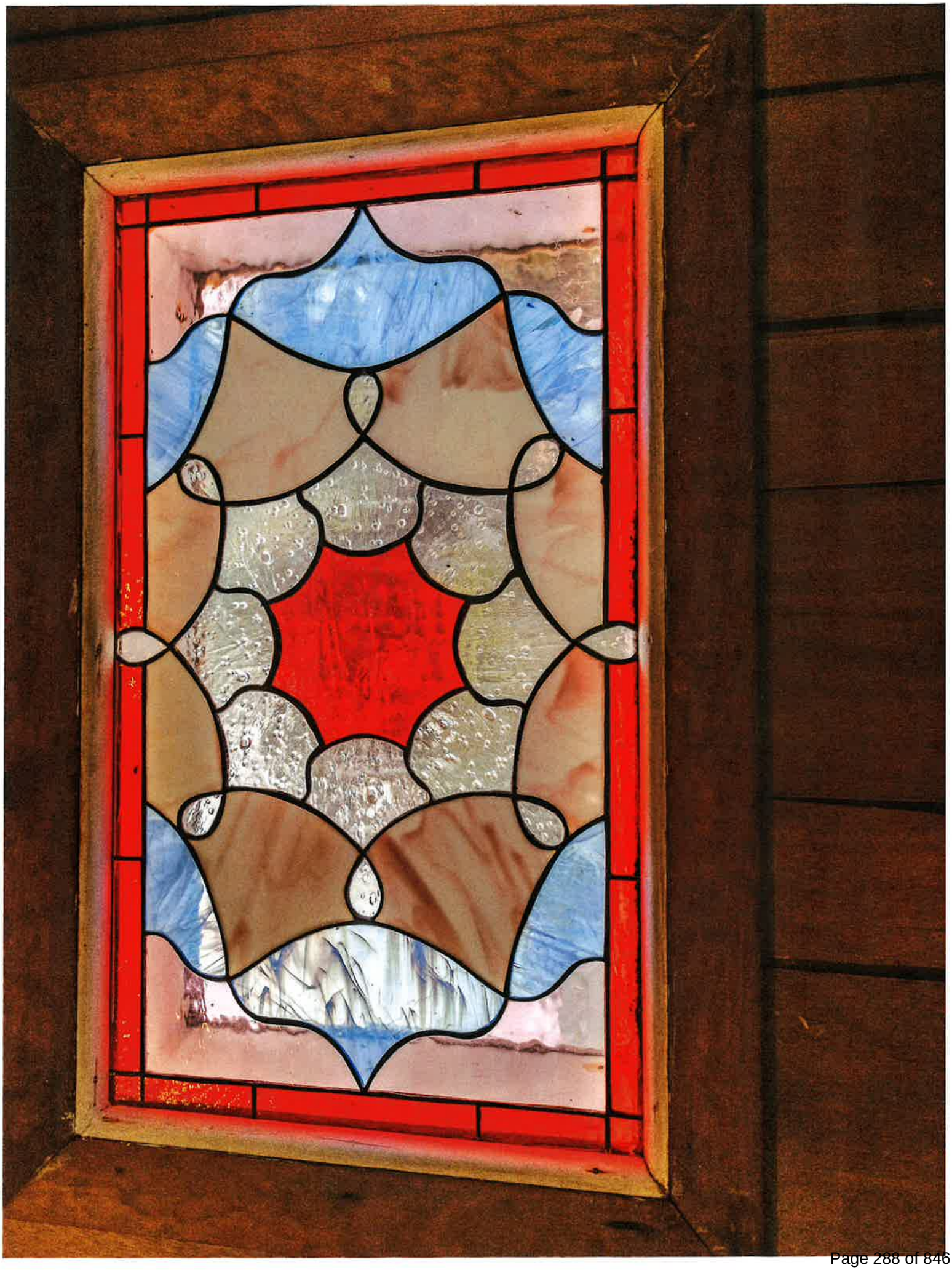





EXIT

St Marys





LETTER OF AUTHORIZATION

I The Rev. Jon Davis, Rector (Owner's Name) do hereby give permission to John Alexander in order to act on my behalf as my agent in all aspects to obtain the application and documents required for the property located at:
Property Address: St. Mary's Church, 809 St. Johns Ave, Palatka

This will allow my agent to answer all questions on my behalf and to sign all documents for me; however, I accept full responsibility to ensure that my project meets all zoning and building code compliance.

Owner's Name (Print Name): The Rev. Jon Davis PhD

Signature: The Rev. Jon Davis PhD Date: 10/12/2025

STATE OF FLORIDA
COUNTY OF Putnam
The foregoing instrument was acknowledged before me this 12 day of October, 2025, by personally known (Jeanette Barber)

JEANETTE J. BARBER NOTARY PUBLIC (NOTARY SEAL) MY COMMISSION EXPIRES 10-22-2028 STATE OF FLORIDA COMMISSION NUMBER HH 586544

Jeanette Barber
Signature of Notary Public-State of Florida

Personally Known ✓ OR Produced Identification _____
Type of Identification Produced

_____

LETTER OF AUTHORIZATION

I The Rev. Jon Davis, Rector (Owner's Name) do hereby give permission to Dianne Taylor, Vestry in order to act on my behalf as my agent in all aspects to obtain the application and documents required for the property located at:
Property Address: St. Mary's Church, 809 St. Johns Ave, Palatka

This will allow my agent to answer all questions on my behalf and to sign all documents for me; however, I accept full responsibility to ensure that my project meets all zoning and building code compliance.

Owner's Name (Print Name): Dianne Taylor

Signature: Dianne C. Taylor Date: 10/12/2025

STATE OF FLORIDA
COUNTY OF Putnam
The foregoing instrument was acknowledged before me this 12 day of October, 2025, by Jeanette Barber.

JEANETTE J. BARBER NOTARY PUBLIC MY COMMISSION EXPIRES 10-22-2028 STATE OF FLORIDA COMMISSION NUMBER HH 586544 (NOTARY SEAL)

Jeanette Barber
Signature of Notary Public-State of Florida

Personally Known ✓ OR Produced Identification _____
Type of Identification Produced

_____

ADOPT RESOLUTION 2025-R-178 – Termination of Runway 9-27 Extension Feasibility Study and Request to Repurpose FDOT Grant Funds.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Staff respectfully requests that the City Commission adopt **Resolution 2025-R-178**, formally concluding the Runway 9-27 Extension Feasibility Study at the Palatka Municipal Airport. The resolution also authorizes staff to notify the Florida Department of Transportation (FDOT) of the City's intent to discontinue the study and to request that the remaining balance of the FDOT grant funds be repurposed for other eligible airport improvement projects.

BACKGROUND

The City of Palatka received a $100,000 grant from the Florida Department of Transportation (FDOT) to conduct a feasibility study for a potential extension of Runway 9-27 at the Palatka Municipal Airport. The study, conducted by Passero Associates, evaluated the operational need and FAA justification criteria required to support a runway extension.

Based on current aircraft operations data provided by Virtower, the design aircraft operating at the airport (Cessna Latitude and Longitude jets) do not require additional runway length beyond what is currently available. As a result, the study does not meet the FAA or FDOT criteria to proceed further.

PROJECT ANALYSIS

The City of Palatka received a $100,000 FDOT grant to conduct a feasibility study for a potential extension of Runway 9-27 at the Palatka Municipal Airport. The study was initiated in response to state legislation (FS 332.007(10)) supporting 100% funding for runway and taxiway capacity projects in rural communities. The feasibility study, conducted by Passero Associates, evaluated the operational need for a runway extension based on FAA justification criteria. These criteria require:

- Identification of a design aircraft,
- A minimum of 500 annual operations by that aircraft,
- A demonstrated operational need for additional runway length.

Using current operational data from Virtower, the study determined that the most frequent business jet aircraft at the airport (Cessna Latitude and Longitude) can operate efficiently on the existing 5,000–6,000-foot runway. Therefore, the FAA justification criteria for a runway extension are not met, and the study cannot proceed further under FDOT guidelines.

Staff Recommendation

Staff recommends that the City Commission adopt **Resolution 2025-R-178** to:

Formally conclude the Runway 9-27 Extension Feasibility Study;
Notify FDOT of the City's intent to discontinue the study;
Request that the remaining balance of the FDOT grant be repurposed for other eligible airport improvement projects.

Approximately **$88,000** of the original $100,000 FDOT grant remains unused and is available to support other eligible improvements at the Palatka Municipal Airport. This action ensures that available funding can still be utilized to support ongoing or proposed improvements, maximizing the benefit to the City and its aviation infrastructure.

While the current study concludes that a runway extension is not justified under existing FAA and FDOT criteria, the **concept of a future extension is not permanently closed**. Neither the FAA nor FDOT currently consider future aircraft demand or regional economic development potential as justification for a runway extension. However, should such needs arise in the future, a new justification could be developed, and an extension could still be determined necessary.

ATTACHMENTS

1.	28J RW 9-27 Length Feasibility Study_V3
2.	178. Resolution 2025-R-178 FORMALLY CONCLUDE THE RUNWAY 9-27 EXTENSION FEASIBILITY STUDY AT THE PALATKA MUNICIPAL AIRPORT, TO NOTIFY THE FLORIDA DEPAR

PASSERO
engineering architecture

Technical MEMORANDUM

Date: October 31, 2025

To: Marcia Carty, City Manager
Yul McNair, Airport Manager

Copy: Kyle Coffman, Modal Development Manager, FDOT District 2

From: Andrew Holesko, Sr. Planner

Subject: FDOT Project - PFL0013860, 425171-6:
Runway 9-27 Extension Feasibility, Palatka Municipal Airport

Background: The City of Palatka (primarily the Airport Advisory Board) has been discussing an interest in extending primary Runway 9-27 for several years. A runway extension is listed and shown as a proposed project within both the current Airport Master Plan and Airport Layout Plan drawings.
An extended runway would have the potential to serve larger aircraft and additional businesses, similar in nature to aircraft and businesses that are supported and operate at neighboring regional airports (i.e., St. Augustine, Gainesville, Flager County).

FS 332.007(10): Recently, the state legislature passed legislation (reference FS 322.0017(10)) to support additional runway and taxiway projects that increase capacity at airports in rural communities, at a level of 100% funding. A runway extension in Palatka would have been a logical candidate to progress in response to this new legislation. Unfortunately, although the legislation was passed, no additional funding was allocated to the FDOT to support physical project development consistent with the new legislation.

FDOT Funding: The FDOT has provided grant funding ($100,000) for a runway extension feasibility study in Palatka through its annual Work Program. Of note, the study must be conducted under specific FDOT guidelines and begin with a documented request and a confirmed need for a runway extension (i.e., a runway length determination) with the FAA.

FAA Justification: FAA justification for runway extensions is specific, and most often difficult to obtain. First – A design aircraft (i.e., typically the largest aircraft that regularly operates at an airport) must be identified. Second – That design aircraft must operate at least five hundred annual operations (i.e., the aircraft should arrive and depart on nearly a daily basis). And – The design aircraft must operate with a regular / documented need for the additional runway length being requested. And finally, all three criteria must be documented and met, to be considered as an eligible need for a runway extension.

PASSERO
engineering architecture

Aircraft Operations / Data: Palatka Municipal Airport has received regular business jet demand for decades, ranging from small business jet aircraft to the Gulfstream-Category (i.e., larger, heavier and wider) category of business jets. Specific airport operations data is now provided by Virtower, which communicates specific, local aircraft operational data on a continuing basis. Virtower data identify the local design aircraft category at Palatka as the Cessna Latitude and Longitude jets. Both of these aircraft types can efficiently operate on a 5,000 to 6,000-foot runway, similar to what is provided by Runway 9-27 in Palatka. Thus, their operations do not support an operational need for a runway extension.

Without the documented need for the runway extension based on the design aircraft, neither FAA justification nor Step 1 of the FDOT-assigned criteria can be met, and the feasibility study cannot proceed further.

Consultant Recommendations: Based on the analysis conducted:

1. Passero staff recommend that the City formally end the runway extension feasibility study at this time. This does not mean that a runway extension interest is cancelled permanently. When Virtower data provides operational documentation that supports a runway extension, another feasibility study can be prepared in the future.
2. Passero staff recommend that the City notify FDOT of its intent to not progress this feasibility study further.
3. The City should request that the balance of funding in this FDOT project be allocated to other projects either underway or proposed at Palatka Municipal Airport.
   If that request can be supported by FDOT staff, additional benefit to the City and active airport projects can still be accomplished with the remaining fund balance.

We are available to meet and discuss this project, results and recommendations, as needed.

If you have any questions, as always, please contact me.
-Andrew Holesko

RESOLUTION NO. 2025-R-178

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, TO FORMALLY CONCLUDE THE RUNWAY 9-27 EXTENSION FEASIBILITY STUDY AT THE PALATKA MUNICIPAL AIRPORT, TO NOTIFY THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) OF THE CITY'S INTENT TO DISCONTINUE THE STUDY, AND TO REQUEST REPURPOSING OF THE REMAINING GRANT FUNDS FOR OTHER ELIGIBLE AIRPORT PROJECTS; AND PROVIDING FOR SCRIVENER'S ERRORS.

WHEREAS, the City of Palatka received a grant from the Florida Department of Transportation (FDOT) in the amount of $100,000 to conduct a feasibility study for a potential extension of Runway 9-27 at the Palatka Municipal Airport; and

WHEREAS, the feasibility study, conducted by Passero Associates, determined that based on current aircraft operations data, the FAA justification criteria for a runway extension are not met, and the study cannot proceed further under FDOT guidelines; and

WHEREAS, the consultant recommends that the City formally conclude the study and requests that the remaining balance of the FDOT grant be repurposed for other eligible airport improvement projects; and

WHEREAS, it is in the best interest of the City of Palatka to discontinue the study and seek to reallocate the remaining funds to support other active or proposed projects at the Palatka Municipal Airport.

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

1. The City of Palatka hereby formally concludes the Runway 9-27 Extension Feasibility Study at the Palatka Municipal Airport.
2. The City Manager or designee is authorized to notify the Florida Department of Transportation (FDOT) of the City's intent to discontinue the study and to request that the remaining grant funds be repurposed for other eligible airport projects.
3. 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 11th day of December, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-179 to award contract to MAER Construction for St Johns Avenue Streetscape Improvements (ITB-2025-11) FOR $1,368,085.20. (71% GRANT / 29% CRA FUNDS).

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Staff requests approval to award the construction contract for the St. Johns Avenue Streetscape Improvements project (ITB 2025-11) to **Maer Homes LLC**, the lowest responsive and responsible bidder, in the total amount of **$1,368,085.20**, which includes the base bid of **$1,202,333.20** and the alternate bid of **$165,752.00**.

BACKGROUND

The City of Palatka issued Invitation to Bid 2025-11 for the St. Johns Avenue Streetscape Improvements project, which includes sidewalk replacement, streetscape amenities, landscaping, signage, and electrical upgrades between 4th and 11th Streets. The project is funded through a grant from the Florida Department of Transportation (FDOT) under FPID 445796-1-54-01.
Bids were opened on November 18, 2025. Maer Homes LLC submitted the lowest responsive bid. The bid recommendation letter and tabulation have been reviewed and verified by Ayres Associates, the City's engineering consultant.

PROJECT ANALYSIS

- **Base Bid (Maer Homes LLC):** $1,202,333.20
- **Alternate Bid (Maer Homes LLC):** $165,752.00
- **Total Contract Amount:** $1,368,085.20
- **Remaining Grant Funds:** $1,060,333.11
- **CEI Services (to be paid from grant):** $85,000.00
- **Grant Funds Available for Construction:** $975,333.11
- **City Contribution (balance):** $392,752.09

The project is scheduled for construction from **January 1, 2026, through December 31, 2026**, with substantial completion by **December 15, 2026**. The grant expires in **December 2026**, making timely execution critical. The CEI proposal has been submitted separately for approval.

Staff Recommendation

Staff recommends the commission to approve the award of the construction contract to **Maer Homes LLC** in the amount of **$1,368,085.20**, with **71.3% of the cost funded by the FDOT grant** and the **remaining 28.7% funded by the City of Palatka**.

ATTACHMENTS

1.	2025-11_ Bid Recommendation Letter
2.	ITB 2025-11_Bid Tabulation
3.	179. Resolution 2025-R-179 contract to MAER Construction for St Johns Avenue Streetscape Improvements

Date: 11/26/2025

Re: Bid 2025-11 FOR ST. JOHNS AVENUE
STREETSCAPE IMPROVEMENTS

Dear Carlos Dominguez Brito:

At the bid opening on 11/18/2025 at 5:00pm, bids were received for the referenced project as shown on the attached bid tabulation. The apparent low bidder is Maer Homes LLC, with a base bid amount of $1,202,333.20.

The bid forms appear to be complete and in order. The apparent low bid amount is within the estimate for the project. Therefore, we recommend award of the contract to the apparent low bidder as listed above.

An alternate bid was received from Maer Homes LLC, for an additional amount of $165,752.00. This amount appears to be reasonable for the work. You may accept or reject this alternate at your discretion, considering available finances.

If you should have any questions on contract award, please contact myself and Christopher Silewski (SilewskiC@AyresAssociates.com). Please let us know when you have approved the award of the contract.

Sincerely,

Ayres Associates Inc.

Name: Alissa Santurri
Title: Project Manager

Enclosure: 2025-11 Bid Tabulation

BID TABULATION

PROJECT: St Johns Streetscape Improvements BID DEADLINE: November 18, 2025 5pm				Maer LLC		Garcia Civil Contractors		Elton Alan Incorporated		DB Civil Construction		CGC INC.	
	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
	BASE BID												
	Initial Contingency	LS	1	$ 50,000.00	$50,000.00	$ 50,000.00	$50,000.00	$ 50,000.00	$50,000.00	$ 50,000.00	$50,000.00	$50,000.00	$50,000.00
1	Mobilization	LS	1	$95,000.00	$95,000.00	not provided		$145,350.00	$145,350.00	$200,000.00	$200,000.00	$986,345.70	$986,345.70
2	Maintenance of Traffic	LS	1	$51,275.00	$51,275.00	$131,963.67	$131,963.67	$58,576.00	$58,576.00	$110,000.00	$110,000.00	$384,917.00	$384,917.00
3	Sediment Barrier	LF	100	$7.00	$700.00	$6.58	$658.00	$64.33	$6,433.00	$3.00	$300.00	$3.00	$300.00
4	Inlet Protection System	EA	13	$475.00	$6,175.00	$155.49	$2,021.37	$138.77	$1,804.01	$200.00	$2,600.00	$250.00	$3,250.00
5	Clearing and Grubbing	AC	0.04	$500,000.00	$20,000.00	$1,318,517.75	$52,740.71	$273,000.00	$10,920.00	$1,200,000.00	$48,000.00	$500.00	$20.00
6	Removal of Existing Concrete	SY	4524	$18.00	$81,432.00	$23.67	$107,083.08	$24.14	$109,209.36	$32.00	$144,768.00	$50.00	$226,200.00
7	Regular Excavation	CY	279.8	$25.00	$6,995.00	$196.16	$54,885.57	$78.06	$21,841.19	$80.00	$22,384.00	$30.00	$8,394.00
8	Embankment	CY	144	$49.00	$7,056.00	$173.16	$24,935.04	$37.07	$5,338.08	$73.00	$10,512.00	$40.00	$5,760.00
9	Concrete Sidewalk and Driveways, 4" Thick	SY	4156	$75.00	$311,700.00	$86.57	$359,784.92	$86.47	$359,369.32	$88.00	$365,728.00	$83.75	$348,065.00
10	Concrete Sidewalk and Driveways, 6" Thick	SY	447	$89.00	$39,783.00	$218.77	$97,790.19	$106.23	$47,484.81	$110.00	$49,170.00	$106.25	$47,493.75
11	Detectable Warnings	SF	483	$35.00	$16,905.00	$39.08	$18,875.64	$52.60	$25,405.80	$30.00	$14,490.00	$40.00	$19,320.00
12	Single Post Sign, F&I Groundmount, up to 12 sf	AS	8	$725.00	$5,800.00	$1,200.00	$9,600.00	$649.38	$5,195.04	$500.00	$4,000.00	$1,031.00	$8,248.00
13	Sign Panel, Furnish & Install Ground mount up to 12 sf	EA	1	$2,900.00	$2,900.00	$720.00	$720.00	$650.00	$650.00	$400.00	$400.00	$375.00	$375.00
14	Thermoplastic, Preformed, White, Message	EA	36	$347.00	$12,492.00	$583.33	$20,999.88	$1,120.17	$40,326.12	$350.00	$12,600.00	$563.00	$20,268.00
15	24" Planting Mixture	CY	142	$51.00	$7,242.00	$96.00	$13,632.00	$134.91	$19,157.22	$140.00	$19,880.00	$97.00	$13,774.00
16	Date Palm	EA	29	$1,298.00	$37,642.00	$1,365.52	$39,600.08	$6,744.76	$195,598.04	$7,000.00	$203,000.00	$4,937.00	$143,173.00
17	Crape Myrtle	EA	31	$1,175.00	$36,425.00	$1,122.58	$34,799.98	$3,570.75	$110,693.25	$950.00	$29,450.00	$554.00	$17,174.00
18	Rubberway Tree Well	SF	1920	$33.81	$64,915.20	$34.38	$66,009.60	$93.31	$179,155.20	$45.00	$86,400.00	$50.00	$96,000.00
19	Planters	EA	16	$991.00	$15,856.00	$637.50	$10,200.00	$872.13	$13,954.08	$1,100.00	$17,600.00	$1,500.00	$24,000.00
20	Bike Racks	EA	52	$646.00	$33,592.00	$380.77	$19,800.04	$332.12	$17,270.24	$1,000.00	$52,000.00	$1,304.00	$67,808.00
21	Trash Receptacles	EA	11	$888.00	$9,768.00	$1,363.64	$15,000.04	$1,511.10	$16,622.10	$1,600.00	$17,600.00	$2,225.00	$24,475.00
22	Benches	EA	28	$1,565.00	$43,820.00	$1,435.71	$40,199.88	$2,489.47	$69,705.16	$2,600.00	$72,800.00	$3,469.00	$97,132.00
23	Conduit with Wiring	FT	8000	$13.27	$106,160.00	$23.44	$187,520.00	$46.60	$372,800.00	$28.00	$224,000.00	$45.90	$367,200.00
24	Vendor Power 30A/50A Ground Box	EA	14	$2,200.00	$30,800.00	$8,035.71	$112,499.94	$4,628.79	$64,803.06	$4,800.00	$67,200.00	$6,019.00	$84,266.00
25	Pull & Junction Box (For electrical Wires)	EA	4	$1,300.00	$5,200.00	$18,750.00	$75,000.00	$2,336.75	$9,347.00	$4,800.00	$19,200.00	$1,188.00	$4,752.00
26	Electrical Power Service, Underground	AS	1	$18,000.00	$18,000.00	$25,000.00	$25,000.00	$8,200.00	$8,200.00	$12,000.00	$12,000.00	$3,000.00	$3,000.00
27	Lighting, Receptacle Bollard	EA	62	$1,100.00	$68,200.00	$507.03	$31,435.86	$1,058.00	$65,596.00	$3,400.00	$210,800.00	$1,178.00	$73,036.00
28	Removal of Existing Ped Box (included in clearing and grubbing)	EA	55	$300.00	$16,500.00			$198.39	$10,911.45	$1,400.00	$77,000.00	$0.01	$0.55
29													
Total Base Bid Amount for Items 1 thru 28					$1,202,333.20	does not match bid total--mobilization is missing from the bid form	$1,602,755.49		$2,041,715.53		$2,143,882.00		$3,124,747.00
	ALTERNATE BID NO. 1												
A1-1	Clearing and Grubbing	AC	0.2	$85,855.00	$17,171.00	$328,585.65	$65,717.13	$218,410.00	$43,682.00	$500,000.00	$100,000.00	$500.00	$100.00
A1-2	Concrete Curb Type D	LF	2,471	$47.00	$116,137.00	$26.37	$65,160.27	$43.86	$108,378.06	$28.00	$69,188.00	$146.75	$362,619.25
A1-3	Rock Mulch 6" Depth	CY	48	$103.00	$4,944.00	$332.60	$15,964.80	$628.19	$30,153.12	$350.00	$16,800.00	$486.00	$23,328.00
A1-4	Thermoplastic Standard Open Graded Asphalt Surfaces white solid 6"	GM	0.1	$15,000.00	$1,500.00	$32,875.00	$3,287.50	$2,000.00	$200.00	$9,000.00	$900.00	$10,000.00	$1,000.00
A1-5	Lighting, Receptacle Bollard (tree lighting)	EA	52	$500.00	$26,000.00	$662.76	$34,463.52	$1,058.00	$55,016.00	$3,400.00	$176,800.00	$1,272.00	$66,144.00
Total Alternate Bid No. 1 Amount for Items A1-1 thru A1-5					$165,752.00		$184,593.22		$237,429.18		$363,688.00	(Corrected Amount)	$453,191.25
Addendum No. 1 - 2 Acknowledged (Yes/No)				yes		yes		yes		yes		yes	
Bid Security/Type				5% Bid Bond		5% Bid Bond		5% Bid Bond		5% Bid Bond		5% Bid Bond	
Apparent Low Bid				***									

RESOLUTION NO. 2025-R-179

A RESOLUTION OF THE CITY OF PALATKA COMMUNITY REDEVELOPMENT AGENCY (CRA), APPROVING THE AWARD OF CONTRACT TO MAER HOMES LLC FOR THE ST. JOHNS AVENUE STREETSCAPE IMPROVEMENTS PROJECT (ITB 2025-11) IN THE AMOUNT OF $1,368,085.20, AND PROVIDING FOR SCRIVENER'S ERRORS.

WHEREAS, the City of Palatka issued Invitation to Bid (ITB) 2025-11 for the St. Johns Avenue Streetscape Improvements project, which includes sidewalk replacement, streetscape amenities, landscaping, signage, and electrical upgrades between 4th and 11th Streets; and

WHEREAS, the project is funded in part by a grant from the Florida Department of Transportation (FDOT) under FPID 445796-1-54-01, with the remaining balance funded by the City of Palatka through CRA funds; and

WHEREAS, Maer Homes LLC submitted the lowest responsive and responsible bid, with a base bid of $1,202,333.20 and an alternate bid of $165,752.00, for a total contract amount of $1,368,085.20; and

WHEREAS, the bid recommendation has been reviewed and verified by Ayres Associates, the City's engineering consultant; and

WHEREAS, it is in the best interest of the City of Palatka to proceed with the award of this contract to ensure timely execution of the project before the expiration of the grant in December 2026.

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

1. The CRA hereby approves the award of contract to Maer Homes LLC for the St. Johns Avenue Streetscape Improvements project (ITB 2025-11) in the amount of $1,368,085.20.
2. The CRA acknowledges that 71.3% of the project cost will be funded by the FDOT grant and the remaining 28.7% will be funded by the City of Palatka through CRA funds.
3. The City Manager or designee is authorized to execute all necessary documents related to this contract award.
4. 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 11th day of December, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-180 to Award Contract to Matthews DCCM for CEI Services for the St. Johns Streetscape Project in the Amount of $85,000 – 100% Grant Funded.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The City of Palatka seeks to engage a qualified firm to provide **Construction Engineering and Inspection (CEI) services** for the **St. Johns Streetscape Project**. This project is being funded **100% through grant funds**, and the City is utilizing its Continuing Services Contract for Landscape Architecture (RFQ 2024-07) to procure these professional services.

BACKGROUND

The City of Palatka is undertaking the **St. Johns Streetscape CEI Project** to enhance infrastructure and streetscape elements. As part of this effort, the City requires professional construction administration services to ensure the project is completed in accordance with approved plans and specifications.

Matthews DCCM, a qualified firm under the City's Continuing Services Contract for Landscape Architecture (RFQ 2024-07), has submitted a proposal dated **October 17, 2025**, to provide these services for a lump sum fee of **$85,000**, including:

Preconstruction meetings with FDOT and City departments
Weekly site visits and inspection reports
Review of contractor pay applications
Coordination of biweekly OAC meetings
RFI management and project closeout assistance
Final walkthrough and punch list verification

The services will commence upon issuance of a Work Order by the City.

PROJECT ANALYSIS

Matthews DCCM submitted a proposal dated **October 17, 2025**, in response to the City's request for CEI services. The proposal outlines a comprehensive scope of work for an anticipated **8-month construction schedule**, including:

Attendance at preconstruction meetings with FDOT and City departments

Weekly site visits and construction observation reports
Review and verification of contractor pay applications
Coordination of biweekly Owner/Architect/Contractor (OAC) meetings
Management of Requests for Information (RFIs)
Final walkthrough and punch list coordination
Project closeout assistance

The total cost for these services is a **lump sum of $85,000**, plus direct reimbursable expenses. All services will commence upon issuance of a Work Order by the City.

Matthews DCCM is a pre-qualified vendor under the City's RFQ 2024-07 and has demonstrated experience in similar municipal infrastructure projects.

Staff Recommendation

Staff recommends adoption of **Resolution 2025-R-180**, authorizing the City Manager to execute a Work Order with **Matthews DCCM** in the amount of **$85,000**, plus reimbursable expenses, for CEI services related to the **St. Johns Streetscape Project**. This contract is **100% grant funded**, and Matthews DCCM's proposal meets the City's requirements for scope, qualifications, and cost.

ATTACHMENTS

1.	24126.02p1_ St Johns Streetscape CA
2.	180. Resolution 2025-R-180 Award Contract to Matthews DCCM for CEI Services

Matthews | DCCM

Engineering - Landscape Architecture - Surveying

October 17, 2025

Carlos Dominguez Brito
Project/Grants Manager
City of Palatka
102 N. 2nd Street
Palatka, FL 32177
386-329-0100 Ext. 203
cdominguezbrito@palatka-fl.gov

Re: Proposal for Construction Administration Services
Project Name: St. Johns Streetscape CEI
Project No.: 24126.02

Dear Carlos:

Founded in 2005, **Matthews | DCCM** is a leading civil engineering firm offering full-service civil and land development engineering, roadway design, surveying, and landscape architecture. We proudly serve a wide range of public sector and private clients and have earned a solid reputation as a local leader for providing high-quality, innovative engineering solutions delivered timely and cost-effectively.

Based on your request for proposal, Matthews | DCCM proposes to furnish construction administration services for the project as described in "Exhibit A, Scope of Work," and according to the terms of our Continuing Services Contract for As Needed Professional Services for Landscape Architecture with the City of Palatka, RFQ 2024-07, on a lump sum basis with a fee of **$85,000**, including direct reimbursable expenses.

Matthews | DCCM will await work order to be issued by the City of Palatka before this work shall commence. The work order will serve as our notice to proceed with services. Services or work items not specifically set forth in this proposal are excluded. Should additional scope be requested by the Project Client, a change order for the additional services will be negotiated, and a change order proposal outlining costs will be fully executed before the additional work shall commence.

We appreciate your consideration of our firm to provide these important services. Do not hesitate to contact us if you have any questions. We look forward to partnering with you and having our dedicated team of industry experts help make your project a success.

Sincerely,
Matthews | DCCM

Mike Silverstein
Director of Field Services

EXHIBIT A
SCOPE OF WORK

I – Construction Administration

Matthews | DCCM will provide the following construction administration services as requested by the client based on an assumed 8-month construction schedule. This proposal can be adjusted once an accurate construction schedule is determined:

1. Attend preconstruction meetings with FDOT, City of Palatka, and the City of Palatka Utility Department. Two on site meetings included with this proposal (1-COP/COPUD, 2-FDOT)
2. Provide weekly site visits (3 per month) and observation inspection reports to verify construction is in general accordance with the approved plans and specifications. Distribution of report and relative construction communication to client and construction team.
3. Review contractor's pay applications (1 per month) and perform a payment application site inspection. Communicate all comments to the client and contractor and one re-review of any revised pay applications if needed.
4. Create RFI's as needed to communicate contractor's questions regarding the construction drawings to the Engineer of Record. Up to 6 RFI's are included with this proposal.
5. Coordination of biweekly Owner/Engineer/Architect/Contractor Meetings. This includes distribution of an ongoing meeting agenda and meeting minutes report. This proposal is accounting for 16 OAC meetings, agenda preparation, follow up meeting minutes, and distribution to client and construction team.
6. Closeout document coordination with Engineer of Record and Contractor to assist with project closeout.
7. Final walk through with client/owner and contractor including punch list report and distribution to client and construction team. This includes one follow up punch list walkthrough to inspect that all items are completed to expectation and agency standards.

If requested, (not included within budget):

1. Assist the client with construction/subcontracting bidding.
2. Preparation of engineer estimates for project approvals and bonds (if required). The bond amounts will be based on the contractor's pay application.

FEE SUMMARY

The following list summarizes costs associated with work items as described in Exhibit A, Scope of Work.

I – Construction Administration	$85,000 (Lump Sum)
Total Estimated Cost:	**$85,000, plus direct reimbursable expenses**

Matthews | DCCM will initiate services on this project immediately following receipt of a work order from the City of Palatka, which will serve as our notice to proceed.

Services or work items not specifically set forth in this proposal are excluded. Should additional scope be requested by the Project Client, a change order for the additional services will be negotiated, and a change order proposal outlining costs will be fully executed before the additional work shall commence.

EXHIBIT C
CONTRACT AGREEMENT

Upon acceptance, please sign, date, and return this Agreement to our office. We will return a fully executed copy of this Contract Agreement for your file, which will serve as Authorization to Proceed with services as outlined in Scope of Work.

The undersigned have executed this Agreement on the day and year set forth below.

_____ _____
Authorized Signature *Date*
On Behalf of **Matthews | DCCM**
Mike Silverstein
Director of Field Services
7 Waldo Street
St. Augustine, FL 32084
904.593.8686
msilverstein@dccm.com

CLIENT ACCEPTANCE AND AUTHORIZATION

_____ _____
Authorized Signature *Date*

_____
Name, Title

On Behalf of _____
Company/Client Name

Billing Contact_____

Billing Email Address_____

Additional Billing Email Address (Copy to)_____

Billing Address _____
Address

_____
City, State, Zip Code

Billing Phone No. _____

MS/JQ
24126.02p1

RESOLUTION NO. 2025-R-180

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE CITY MANAGER TO EXECUTE A WORK ORDER WITH MATTHEWS DCCM FOR CONSTRUCTION ENGINEERING AND INSPECTION (CEI) SERVICES FOR THE ST. JOHNS STREETSCAPE PROJECT IN THE AMOUNT OF $85,000, 100% GRANT FUNDED; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the City of Palatka is undertaking the St. Johns Streetscape Project to improve public infrastructure and enhance the streetscape within the City; and

WHEREAS, the City has identified the need for professional Construction Engineering and Inspection (CEI) services to ensure the project is completed in accordance with approved plans and specifications; and

WHEREAS, Matthews DCCM is a qualified firm under the City's Continuing Services Contract for Landscape Architecture (RFQ 2024-07) and has submitted a proposal dated October 17, 2025, to provide CEI services for the project; and

WHEREAS, the proposed services will be provided for a lump sum fee of $85,000, plus direct reimbursable expenses, and are 100% grant funded; and

WHEREAS, the City Commission finds it in the best interest of the City to authorize the City Manager to execute a Work Order with Matthews DCCM for said services.

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

SECTION 1. The City Commission hereby authorizes the City Manager to execute a Work Order with Matthews DCCM for Construction Engineering and Inspection (CEI) services for the St. Johns Streetscape Project in the amount of **$85,000**, plus reimbursable expenses, as outlined in the proposal dated October 17, 2025.
SECTION 2. Funding for this project is 100% grant funded.
SECTION 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.
SECTION 4. If any section, subsection, sentence, clause, or phrase of this resolution is for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this resolution.
SECTION 5. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 11th day of December, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-181 Ratifying the City's appropriation request for planning, design, and construction of the runway 9-27 extension at the Palatka Municipal Airport.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt the resolution to ratify the appropriation request sought by Rep. Sapp to seek funding for a runway extension at Kay Larkin Airport.

BACKGROUND

The City has a well documented interest in extending Runway 9-27 to 7,000 feet in length for 10+ years. Although the larger, long-haul category of business jets does not yet provide daily operations at the airport (i.e., at an operational level needed to justify a runway extension in accordance with specific FAA and FDOT criteria), the City still has an interest to extend the runway to support local and regional economic development initiatives.

PROJECT ANALYSIS

The appropriation request is seeking funds to extend Runway 9-27 from 6,000 feet in length to 7,000-7,500 feet in length, through a 2-phase development plan. Phase 1 would include the infrastructure planning, permitting and design, at a cost of $900,000. Phase 2 would include the physical development (i.e., construction) needed to advance the extension to its operational phase, at a cost of $10,000,000.

Staff Recommendation

The resulting runway length would allow the City to better support regional aviation demand at a larger and more significant level than what can be supported on Runway 9-27 today. Staff recommends ratifying the appropriation request and adopting the resolution.

ATTACHMENTS

1.	2025-R-181 Ratification of the Runway Extension Appropriation Request
2.	APR Rirport Runway Extension 2025

RESOLUTION NO. 2025-R-181

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, RATIFYING THE CITY'S APPROPRIATION REQUEST FOR PLANNING, DESIGN, AND CONSTRUCTION OF THE RUNWAY 9-27 EXTENSION AT THE PALATKA MUNICIPAL AIRPORT; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Palatka has long recognized the strategic importance of the Palatka Municipal Airport as a regional economic asset supporting business activity, job creation, industrial development, and overall community growth; and

WHEREAS, for more than a decade, the City has maintained a well-documented interest in extending Runway 9-27 to a total length of approximately 7,000 feet to enhance aeronautical capacity and improve the attractiveness of the airport to corporate, business, and regional aviation users; and

WHEREAS, although the largest category of long-haul business jets does not yet provide daily operations at the airport at a level sufficient for FAA or FDOT-driven justification, the City remains strongly committed to advancing this improvement due to its significant long-term economic development value; and

WHEREAS, the City seeks funding for a two-phase development plan that will allow for the orderly advancement of the runway extension, with Phase 1 consisting of planning, environmental evaluation, permitting, and design at an estimated cost of $900,000, and Phase 2 consisting of physical construction activities necessary to extend Runway 9-27 to between 7,000 and 7,500 feet, at an estimated cost of $10,000,000; and

WHEREAS, the proposed improvements will enhance the City's ability to support regional aviation demand, accommodate larger aircraft, increase operational flexibility, and improve the airport's competitiveness within Northeast Florida; and

WHEREAS, increased aviation capacity and improved infrastructure at the airport will stimulate local and regional economic development, expand aviation-related business opportunities, and better position the City to attract new industries and high-value investment; and

WHEREAS, the City Commission finds that seeking legislative support and funding for the runway extension project is in the best interest of the citizens of Palatka and consistent with the City's long-term goals for economic vitality and transportation infrastructure enhancement.

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

SECTION 1.
The City Commission of the City of Palatka hereby ratifies and approves the City's appropriation request for funding to support the planning, design, permitting, and construction of the Runway 9-27 extension project at the Palatka Municipal Airport, including Phase 1 in the amount of $900,000 and Phase 2 in the amount of $10,000,000.

SECTION 2.
The City Manager, or designee, is hereby authorized to advocate for this appropriation request before the Florida Legislature, the Governor's Office, and relevant state agencies, and to take all necessary administrative actions to advance the project.

SECTION 3.
Scrivener's errors in this Resolution may be corrected by the City Clerk without further action of the City Commission, provided that such corrections do not alter the intent of this Resolution.

SECTION 4.
This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 11th day of December, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Roberta Correa, Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Jane West, City Attorney

The Florida House of Representatives

Appropriations Project Request - Fiscal Year 2026-27

For projects meeting the definition of House Rule 5.14

Only Members of the Florida House of Representatives can officially submit an Appropriations Project Request

Your request will not be officially submitted unless all questions and applicable sub parts are answered. The information provided in the request will be posted on the House website and available for public review if an Appropriations Project Request is published by a Representative.

1. **Title of Project:** City of Palatka - Runway 9-27 Extension

2. **Date of Submission:** 11/21/2025

3. **House Member Sponsor:** Judson Sapp

4. **Details of Amount Requested:**

   a. Has funding been provided in a previous State budget for this activity? ○ Yes ◉ No

   b. What is the most recent fiscal year the project was funded? <Select Fiscal Year>

   c. Were the funds provided in the most recent fiscal year subsequently vetoed? ○ Yes ◉ No

   d. Complete the following Project Request Worksheet to develop your request.

FY:	Input Prior Year Appropriation for this project for FY 2025-26 *(If appropriated in FY 2025-26 enter the appropriated amount, even if vetoed.)*			Nonrecurring Funds Request for FY 2026-27		
Column:	**A**	**B**	**C**	**D**	**E**	**F**
Funds Description	Prior Year Recurring Funds	Prior Year Nonrecurring Funds	Total Funds Appropriated	**Operations**	**Fixed Capital Outlay (FCO)**	**TOTAL Operations + Fixed Capital Outlay (FCO)**
Input Amounts			0	900,000		900,000

e. Provide the total cost of the project for FY 2026-27 from all sources of funding (Enter "0" if amount is zero):

Type of Funding	Amount	% of Total	Are the other sources of funds guaranteed in writing?	
1. Amount Requested from the State in this Appropriations Project Request	900,000	75.0 %		
2. Federal	0	0.0 %	○ Yes	○ No
3. State (Excluding the requested Total Amount in #4d, Col F)	0	0.0 %	○ Yes	○ No
4. Local	300,000	25.0 %	◉ Yes	○ No
5. Other	0	0.0 %	○ Yes	○ No
TOTAL	1,200,000	100.0 %		

5. Is this a multi-year project requiring funding from the state for more than one year? ○ Yes ◉ No

   a. How much state funding would be requested after 2026-27 over the next 5 years? <Click to Select>

   b. How many additional years of state support do you expect to need for this project? <Click to Select>

   c. What is the total project cost for all years including all federal, local, state, and any other funds? Select the single answer which best describes the total project cost. If funds requested are for ongoing services or for recurring activities, select "ongoing activity". <Click to Select>

6. Is this project related to relief or recovery from a natural disaster? ○ Yes ◉ No

   a. If yes, provide the name or a description of the natural disaster and briefly describe how the funding will be used for relief or recovery.

Maximum of 500 characters allowed

7. Which is the most appropriate state agency to place an appropriation for the issue requested?

Department of Transportation

a. Has the appropriate state agency for administering the funding, if the request were appropriated, been contacted? ○ Yes ◉ No

b. Describe suggested penalties that the contracting agency may consider in addition to its standard penalties for failing to meet deliverables or performance measures.

Maximum of 500 characters allowed

8. Requester:

a. First Name: Marcia Last Name: Carty

b. Organization: City of Palatka

c. Email: mcarty@palatka-fl.gov

d. Phone #: (386) 329-0100

9. Contact for questions about specific technical or financial details about the project.

a. First Name: Yul Last Name: McNair

b. Organization: City of Palatka

c. Email: ymcnair@palatka-fl.gov

d. Phone #: (386) 329-0148

10. If there is a registered lobbyist working to secure funding for this project, fill out the information below. If not, click None ☐

a. First Name: Yolanda Last Name: Jackson

b. Firm: Becker & Poliakoff

c. Email: yjackson@beckerlawyers.com

d. Phone #: (954) 364-6094

11. Organization or Name of entity receiving funds:

    a. Name: City of Palatka Municipal Airport

    b. County (County where funds are to be expended) Putnam

    c. Service Area (Counties being served by the service(s) provided with funding)

    Putnam, Clay, Duval, Bradford, and ST. Johns

12. What type of organization is the entity that will receive the funds?

    Local Government

    If other, please describe:

13. What is the specific purpose or goal that will be achieved by the funds being requested?

    The City has a well documented interest in extending Runway 9-27 to 7,500 feet in length for 10+ years. Although the larger, long-haul category of business jets does not yet provide daily operations at the airport (in accordance with FAA and FDOT criteria), the City still has an interest to extend the runway to support local and regional economic development initiatives.
    Need: To extend Runway 9-27 from 6,000 feet to 7,500 feet in lenght, through a 2-phase development plan.

14. Provide specific details on how funds will be spent. (Select all that apply)

Spending Category	Description	Amount Requested (Total should equal 4d, Col. F) Enter '0' if request is zero for the category
Administrative Costs		
Executive Director/Project Head Salary and Benefits		
Other Salary and Benefits		
Expense/Equipment/ Travel/Supplies/Other		
Consultants/ Contracted Services/ Study		
Operational Costs		
Salaries and Benefits		
Expenses/Equipment/ Travel/Supplies/Other		
Consultants/ Contracted Services/ Study		
Fixed Capital Construction/Major Renovation		
Construction/Renovation/ Land/Planning Engineering	Phase 1 would include the infrastructure planning, permitting and design, at a cost of $900,000. THe City has committed funds to have the master airport plan updating which will cap at $300,000. This is the foundation of requesting the extension of the runway.	900,000
Total Requested		900,000

15. For Fixed Capital Costs requested in Question 14, what type of ownership will the facility be under when complete?

Local Government

If other, please describe:

100 maximum characters allowed

16. Is the project request an information technology project? ○ Yes ◉ No ***Water projects skip to #17***

a. Will this information technology project be managed within a state agency to support state agency program goals? ○ Yes ○ No

b. What is the total cost (all years) to design and build the project?

c. What are the ongoing (annual recurring) maintenance and operation costs once the project is completed?

d. Has the state agency indicated it has sufficient funds for the ongoing annual recurring costs within its current operating budget? ○ Yes ○ No

e. What are the specific business objectives or needs the IT project is intended to address?

400 maximum characters allowed

f. Based upon the identified business objectives or needs, what are the success factors that must be realized in order for the state agency to consider the proposed IT project a success?

100 maximum characters allowed

17. Is there any documented show of support for the requested project in the community including public hearings, letters of support, major organizational backing or other expressions of support? ○ Yes ◉ No

Please describe:

400 maximum characters allowed

18. Has the need for the funds been documented by a study, completed by an independent 3rd party, for the area to be served? ○ Yes ◉ No

Please describe:

Currently we are updating the master plan and should be completed within 6 to 8 months.

19. Will the requested funds be used directly for services to citizens? (•) Yes ( ) No ***Water projects skip to #20***

a. What are the activities and services that will be provided to meet the purpose of the funds?

It is a public municipal airport and therefore, it is for the benefit of the community and surrounding region

b. Describe the direct services to be provided to the citizens by the funding requested.

Expansion and support of local and regional economic development initiatives. Expanded airport activities

c. Describe the target population to be served (i.e., "the majority of the funds requested will serve these target populations or groups"). Select all that apply to the target population:

- [ ] Elderly persons
- [ ] Persons with poor mental health
- [ ] Persons with poor physical health
- [ ] Jobless persons
- [ ] Economically disadvantaged persons
- [ ] At-risk youth
- [ ] Homeless
- [ ] Developmentally disabled
- [ ] Physically disabled
- [ ] Other, please describe:

Required if 18c - Other is checked (100 maximum characters allowed)

- [ ] Drug users (in health services)
- [ ] Preschool students
- [ ] Grade school students
- [ ] High school students
- [ ] University/College students
- [ ] Currently or formerly incarcerated persons
- [ ] Drug offenders (in criminal Justice)
- [ ] Victims of crime
- [x] General (The majority of funds will benefit no specific group)

d. How many in the target population are expected to be served? >800

20. What benefits or outcomes will be realized by the expenditure of funds requested? (Select each Benefit/Outcome that applies):

Benefit or Outcome	Provide a specific measure of the benefit or outcome	Describe the method for measuring level of benefit or outcome
Improve physical health		
Improve mental health		
Enrich cultural experience		
Improve agricultural production/ promotion/education		
Improve quality of education		
Enhance/preserve/improve environmental or fish and wildlife quality		
Protect the general public from harm (environmental, criminal, etc.)		

Benefit or Outcome	Provide a specific measure of the benefit or outcome	Describe the method for measuring level of benefit or outcome
Improve transportation conditions	This will allow an expansion of air taxis and give the city an the ability to attract the landing of larger jets landing at the airport	
Increase or improve economic activity	Revenues will be increased as more airplanes will come to this airport because of the location and the extended runway. The airport will be being able to accommodate the non-stop flights from throughout the country.	
Increase tourism		
Create specific immediate job opportunities	Due to the extended runway, we will need to employ at least two to four more individuals as the flights increase and the requirement for maintenance is increased	
Enhance specific individual's economic self sufficiency		
Reduce recidivism		
Reduce substance abuse		

Benefit or Outcome	Provide a specific measure of the benefit or outcome	Describe the method for measuring level of benefit or outcome
Divert from Criminal/ Juvenile Justice System		
Improve wastewater management		
Improve stormwater management		
Improve groundwater quality		
Improve drinking water quality		
Improve surface water quality		
Other (Please describe)		

The questions below are additional questions for water projects only

21. Have you applied for alternative state funding? Select all that apply:
    a. ☐ Wastewater Revolving Loan
    b. ☐ Drinking Water Revolving Loan
    c. ☐ Small Community Wastewater Treatment Grant
    d. ☐ Resilient Florida Grant
    e. ☐ Water Quality Improvement Grant
    f. ☐ Other (Please describe)
    g. ☐ N/A

22. What is the population economic status?
    a. ○ Financially Disadvantaged Municipality
    b. ○ Rural Area of Critical Economic Concern
    c. ○ Rural Community Experiencing Economic Distress
    d. ○ N/A

23. What is the status of construction?
    a. ○ Ready
    b. ○ Not Ready

24. What percentage of construction has been completed?
    0%

25. What is the estimated completion date of construction?
    12/31/2028

ADOPT RESOLUTION 2025-R-182 Adopting Putnam County's LMS Plan

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt the Putnam County's LMS Plan.

BACKGROUND

The Putnam County Local Mitigation Plan is intended to provide a strategy to reduce mitigation dangers and costs associated with weather-related and man-made hazards and to provide a priority for recovery of hazardous events occurring in Putnam County. The Putnam County Local Mitigation Strategy (LMS) Taskforce was created in August 1998 with the responsibility of developing a Local Hazard Mitigation Plan. The Putnam County Local Mitigation Strategy Taskforce has completed an updated Local Mitigation Plan, which has been reviewed by the Florida Division of Emergency Management (FDEM) and determined to meet the federal hazard mitigation planning standards of 44 CFR 201.6(b)–(d), and which has been deemed Approved Pending Adoption by FDEM as documented in the letter dated November 21, 2025 FDEM Putnam APA11-21-2025.

PROJECT ANALYSIS

In accordance with the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288 as amended, each jurisdiction must prepare and adopt a Local Mitigation Strategy Plan as a condition of receiving certain federal mitigation project grant funds.

Staff Recommendation

Adopt the resolution.

ATTACHMENTS

1.	2025-R-182 Adopting Putnam County's LMS Plan
2.	FDEM.Putnam.APA.11-21-2025

RESOLUTION NO. 2025-R-182

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, ADOPTING THE PUTNAM COUNTY LOCAL MITIGATION PLAN. PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR SCRIVENER'S ERRORS.

WHEREAS, the Putnam County Local Mitigation Plan is intended to provide a strategy to reduce mitigation dangers and costs associated with weather-related and man-made hazards and to provide a priority for recovery of hazardous events occurring in Putnam County; and

WHEREAS, the Putnam County Local Mitigation Strategy (LMS) Taskforce was created in August 1998 with the responsibility of developing a Local Hazard Mitigation Plan; and

WHEREAS, the Putnam County Local Mitigation Strategy Taskforce has completed an updated Local Mitigation Plan, which has been reviewed by the Florida Division of Emergency Management (FDEM) and determined to meet the federal hazard mitigation planning standards of 44 CFR 201.6(b)–(d), and which has been deemed Approved Pending Adoption by FDEM as documented in the letter dated November 21, 2025 FDEM Putnam APA11-21-2025; and

WHEREAS, in accordance with the Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288 as amended, each jurisdiction must prepare and adopt a Local Mitigation Strategy Plan as a condition of receiving certain federal mitigation project grant funds; and

WHEREAS, the Local Mitigation Strategy Taskforce has accepted the updated plan and recommended its adoption by the participating jurisdictions; and

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

1. The Putnam County Local Mitigation Plan is hereby adopted effective immediately upon passage of this Resolution.
2. The City Manager or designee is authorized to transmit a certified copy of this Resolution to the Florida Division of Emergency Management for inclusion in the final approval package submitted to the Federal Emergency Management Agency (FEMA).
3. A corrected copy of the adopted Plan and this Resolution 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 11th day of December, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Roberta Correa, Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Jane West, City Attorney

November 21, 2025

Steffen Turnipseed, Chief of Emergency Operations
Putnam County Emergency Management
410 South SR 19
Palatka, Florida 32177

Re: Putnam County Local Hazard Mitigation Plan Approved Pending Adoption

Dear Director Turnipseed,

This is to confirm that we have completed a State review of the Putnam County Local Mitigation Strategy (LMS) update for compliance with the federal hazard mitigation planning standards contained in 44 CFR 201.6(b)-(d). Based on our review and comments, Putnam County developed and submitted all the necessary plan revisions and our staff has reviewed and approved these revisions. We have determined that the Putnam County LMS plan is compliant with federal standards, subject to formal community adoption, for the jurisdictions below:

Putnam County, Unincorporated
Crescent City
Pomona Park
Clay Electric Cooperative Inc
City of Palatka
Interlachen
Welaka

Upon submittal of a copy of all participating jurisdictions' documentation of their adoption resolutions to our office, we will send all necessary documentation to the Federal Emergency Management Agency (FEMA) who will issue formal approval of the Putnam County LMS.

If you have any questions regarding this matter, please contact your LMS Liaison Sarah Raike at Sarah.Raike@em.myflorida.com or 448-248-5225.

Respectfully,

Kristin Lentz Digitally signed by Kristin Lentz
Date: 2025.11.21 16:47:03 -05'00'

Laura Dhuwe,
Bureau Chief, Mitigation
State Hazard Mitigation Officer

LD/sr

Attachments: MEMORADUM: State approval of LMS plans under Program Administration by States (PAS)

cc: FEMA Region IV, Mitigation Division – Risk Analysis Branch

ADOPT RESOLUTION 2025-R-183 Authorizing the purchase of replacement Meter MIUs for the water distribution system, from Neptune-Ferguson Waterworks for the amount of $224,665. This money is already budgeted in the Water/Sewer Capital Improvements.
The Water & Sewer Department is requesting Commission approval to purchase replacement meter MIUs from Neptune–Ferguson Waterworks in the amount of $224,665.00. These MIUs are critical components of our water metering system and allow meters to transmit usage data for accurate and timely billing.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt Resolution 2025-R-183 Authorizing the purchase of replacement Meter MIUs for the water distribution system from Neptune-Ferguson Waterworks for the amount of $224,665. This money is already budgeted in the Water/Sewer Capital Improvements.

BACKGROUND

A significant number of existing MIUs across the system have begun to fail due to age, environmental exposure, and the normal lifecycle limitations of these devices. When an MIU fails, the meter can no longer transmit readings electronically. This results in unread meters, which must then be manually read in the field. Because both the City of Palatka and the Palatka Gas Authority rely on the same meter-reading system, MIU failures create immediate operational challenges. Neither entity has adequate staffing to absorb the volume of manual meter reads required if these failures continue to increase. The inability to collect accurate data in a timely manner would lead to:

- Delayed billing cycles
- Inaccurate utility bills
- Increased labor costs
- Customer dissatisfaction
- Potential loss of revenue for the City

PROJECT ANALYSIS

This project will allow the City to replace all currently failing MIUs and ensure that our

automated metering system remains reliable, efficient, and capable of supporting accurate billing for residents.

Approving this purchase will: maintain uninterrupted meter-reading operations, prevent the need for large-scale manual reads, ensure reliable billing for water customers, reduce revenue loss caused by unread meters, support both the City and the Palatka Gas Authority in managing shared systems efficiently and extend the operational lifespan of the overall metering infrastructure.

Staff Recommendation

The Water & Sewer Department respectfully recommends that the City Commission approve the purchase of $224,665.00 from Neptune–Ferguson Waterworks for the replacement of failing MIUs. This investment is essential to maintaining accurate metering, supporting reliable billing operations, and preventing service disruptions that could negatively impact the City's revenue and customers.

ATTACHMENTS

1.	City Of Palatka - Neptune Sole Source Letter 2025
2.	MIU Quote 2025
3.	183. Resolution 2025-R-183 Meter Register Resolution

November 11, 2025

Rhett McCamey
City of Palatka

Dear Mr. McCamey,

Please note that Ferguson Water Works is the sole authorized Neptune Distributor with a resell supply agreement in the State of Florida.

The geographical area of responsibility assigned to them includes all Counties within the State of Florida.

Types: Classes of customers exclusively assigned are: Municipalities, private water companies, contractors, and plumbers.

Hence, our Distributor(s) are required to maintain a sufficient inventory of Neptune Water Metering Products to provide customer field servicing.

Thank you in advance for your cooperation.

Sincerely,

Matt Finch

Matt Finch
Territory Manager
Neptune Technology Group, Inc.

1600 Alabama
Highway 229
Tallassee, AL 36078

800-633-8754
neptunetg.com

FERGUSON WATERWORKS

FERGUSON WATERWORKS-JAX #149
9692 FLORIDA MINING BLVD W
BUILDING #100
JACKSONVILLE, FL 32257
Phone: 904-268-2551
Fax: 904-268-2053

Deliver To:
From: **Jarad Olson**
jarad.olson@ferguson.com
Comments:

FEL-JACKSONVILLE WW -#149
Price Quotation
Phone: 904-268-2551
Fax: 904-268-2053

Bid No: B656414
Bid Date: 10/16/25
Quoted By: JEO

Cust Phone: 386-329-0109
Terms: NET 10TH PROX

Customer:
CITY OF PALATKA
201 N SECOND STREET
WATER AND SEWER DEPT
PALATKA, FL 32177

Ship To:
CITY OF PALATKA
1010 OCEAN STREET
WATER AND SEWER DEPT.
PALATKA, FL 32177

Cust PO#:

Job Name: REGISTER BID

Item	Description	Quantity	Net Price	UM	Total
SP-NRPM2G11	5/8 PC T10 PIT GAL REGISTER	575	245.000	EA	140875.00
SP-RPM2G31	1" PROCODER REGISTER HEADS	200	245.000	EA	49000.00
SP-RPM2G51	2 PC PIT GAL REGSITER V5 11/7/25 LEAD TIME	142	245.000	EA	34790.00

Net Total:	$224665.00
Tax:	$0.00
Freight:	$0.00
Total:	$224665.00

Quoted prices are based upon receipt of the total quantity for immediate shipment (48 hours). SHIPMENTS BEYOND 48 HOURS SHALL BE AT THE PRICE IN EFFECT AT TIME OF SHIPMENT UNLESS NOTED OTHERWISE. QUOTES FOR PRODUCTS SHIPPED FOR RESALE ARE NOT FIRM UNLESS NOTED OTHERWISE.

Due to the uncertain impact of potential tariffs, Ferguson's quotation/proposal has not included any provision or contingency for future tariffs or increase of existing tariffs. Ferguson reserves the right to adjust prices to reflect the impact of any new or increased tariffs that affect our costs at the time of shipment. Ferguson will provide notice of any such adjustments along with documentation supporting the changes.

CONTRACTOR CUSTOMERS: IF YOU HAVE DBE/MBE/WBE//VBE/SDVBE/SBE GOOD FAITH EFFORTS DIVERSITY GOALS/ REQUIREMENTS ON A FEDERAL, STATE, LOCAL GOVERNMENT, PRIVATE SECTOR PROJECT, PLEASE CONTACT YOUR BRANCH SALES REPRESENATIVE IMMEDIATELY PRIOR TO RECEIVING A QUOTE/ORDER.

Seller not responsible for delays, lack of product or increase of pricing due to causes beyond our control, and/or based upon Local, State and Federal laws governing type of products that can be sold or put into commerce. This Quote is offered contingent upon the Buyer's acceptance of Seller's terms and conditions, which are incorporated by reference and found either following this document, or on the web at https://www.ferguson.com/content/website-info/terms-of-sale
Govt Buyers: All items are open market unless noted otherwise.

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.

HOW ARE WE DOING? WE WANT YOUR FEEDBACK!
Scan the QR code or use the link below to complete a survey about your bids:
https://survey.medallia.com/?bidsorder&fc=126&on=63849

RESOLUTION NO. 2025-R-183

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING APPROVAL TO PURCHASE WATER DISTRIBUTION SYSTEM METER MIUs FROM NEPTUNE-FERGUSON WATERWORKS IN THE AMOUNT OF $224,665.00; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS: The Water & Sewer Department is requesting Commission approval to purchase replacement meter MIUs from Neptune–Ferguson Waterworks in the amount of $224,665.00.

WHEREAS: Ferguson Waterworks is the sole Neptune distributor in the state of Florida.

WHEREAS: Funding was approved and budgeted for in the FY26 budget line for Capital Improvements under The Water and Sewer Department.

WHEREAS: The Palatka City Commission deems it appropriate to proceed with the purchase of meter MIUs from Neptune–Ferguson Waterworks in the amount of $224,665.00.

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

Section 1: Granting permission to The Water and Sewer Department approval of purchasing water distribution system Meter MIUs.

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 11th day of December 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-184 Granting Approval of Purchase and Installation of a Neptune V5 LoRaWAN Gateway at Brown's Landing in the amount of $60,110.45
Requesting Commission approval for the Purchase and Installation of a Neptune V5 LoRaWAN Gateway at Brown's Landing from Neptune-Ferguson Waterworks in the amount of $60,110.45. This is a critical component of our water metering system and allows transmitting and collection of usage data for accurate and timely billing.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt Resolution 2025-R-184 Granting Approval of Purchase and Installation of a Neptune V5 LoRaWAN Gateway at Brown's Landing in the amount of $60,110.45.

BACKGROUND

The current collector at Brown's Landing is failing due to age, environmental exposure and the normal life cycle limitations of this device. When a collector fails, it no longer transmits the collected usage data for billing. This results in the inability to collect accurate data in a timely manner and would lead to:

- Delayed billing cycles
- Inaccurate utility bills
- Increased labor costs
- Customer dissatisfaction
- Potential loss of revenue for the City

PROJECT ANALYSIS

This project will allow the City to replace the currently failing collector and ensure that our automated metering system remains reliable, efficient, and capable of supporting accurate billing for residents. Approving this purchase will: maintain uninterrupted meter-reading operations, prevent the need for large-scale manual reads, ensure reliable billing for water customers, reduce revenue loss caused by unread meters, support both the City and the Palatka Gas Authority in managing shared systems efficiently and extend the operational lifespan of the overall metering infrastructure.

Staff Recommendation

The Water & Sewer Department respectfully recommends that the City Commission approve the purchase of $60,110.45 from Neptune–Ferguson Waterworks for the replacement of the current collector

at Brown's Landing because it is failing and unable to be repaired and needs to be replaced. This investment is essential to maintaining accurate metering, supporting reliable billing operations, and preventing service disruptions that could negatively impact the City's revenue and customers.

ATTACHMENTS

1.	City Of Palatka - Neptune Sole Source Letter 2025
2.	City of Palatka - Browns Landing V5 Gateway Quote
3.	184. Resolution 2025-R-184 Browns Landing Gateway Resolution

November 11, 2025

Rhett McCamey
City of Palatka

Dear Mr. McCamey,

Please note that Ferguson Water Works is the sole authorized Neptune Distributor with a resell supply agreement in the State of Florida.

The geographical area of responsibility assigned to them includes all Counties within the State of Florida.

Types: Classes of customers exclusively assigned are: Municipalities, private water companies, contractors, and plumbers.

Hence, our Distributor(s) are required to maintain a sufficient inventory of Neptune Water Metering Products to provide customer field servicing.

Thank you in advance for your cooperation.

Sincerely,

Matt Finch

Matt Finch
Territory Manager
Neptune Technology Group, Inc.

1600 Alabama
Highway 229
Tallassee, AL 36078

800-633-8754
neptunetg.com

FERGUSON WATERWORKS

PALATKA, FL
BROWNS LANDING
V5 GATEWAY QUOTE

2025

PREPARED BY:
FERGUSON ENTERPRISES LLC
751 LAKEFRONT COMMONS
NEWPORT NEWS, VA 23606

PREPARED FOR:
CITY OF PALATKA
PALATKA, FL

PALATKA, FL

Statement of Work

Thank you for trusting Ferguson Waterworks to complete your project.

PROJECT MANAGEMENT SERVICES

A. PROJECT MANAGEMENT

1. CONTRACTOR will designate a project manager to oversee the project and provide updates on its status and any issues to all identified project stakeholders.
2. CONTRACTOR will create and maintain action items; identify, document and resolve actions quickly to minimize impacts on project.
3. CONTRACTOR will provide the following deliverables:

- *Installation Schedule*
- *Change Order Requests, as required*

B. FIELD CREW MOBILIZATION

1. CONTRACTOR Sub-contractor will staff an onsite field service manager to oversee installation, field safety, quality control and field technician resources throughout the installation phase.
2. CONTRACTOR will work with the OWNER to develop the installation schedule.
3. CONTRACTOR will deploy skilled, E-verified, background and drug screened installation personnel to perform the necessary field meter change-outs and retrofits, ensuring safety, timeliness, and high-quality execution.

C. LABOR

1. CONTRACTOR (with equipment) will mobilize to installation site
2. CONTRACTOR will provide and install (1) mount, (1) antenna model #MFB9155NF at (60’ elevation), line (LMR400 or equal), (2) connectors, (2) grounding kits on line coming down the tower
3. CONTRACTOR will provide electrician and materials for installing (1) 120v -20-amp additional electric circuit from existing main box at site on the existing H-frame at the site; distance not to exceed 40’ from the existing H-frame
4. CONTRACTOR will provide close out photos of the final installation and send sweep tests of the line
5. CONTRACTOR will clean site of any construction debris associated with work performed
6. Structural Analysis of the tower is not included in this proposal and is assumed to be addressed by others.
7. Structure must be safe to climb and/or access prior to work starting above the ground
8. All antennas will need to be turned off and/or deenergized to acceptable PEL levels during dismantling and installation.

D. PRICING

PROJECT QUOTE	PALATKA, FL

LINE NUMBER	INSTALL TYPE	QUANTITY	PRICE	EXTENDED PRICE
1	PROJECT MANAGEMENT	1	$ 5,000.00	$ 5,000.00
2	LABOR	1	$ 26,000.00	$ 26,000.00
			LABOR SUBTOTAL	$ 31,000.00

LINE NUMBER	MATERIALS	QUANTITY	PRICE	EXTENDED PRICE
3	13791-100 LoRaWAN Gateway	1	$ 9,462.86	$ 9,462.86
4	13878-000 LoRaWAN Gateway UPS Kit	1	$ 4,524.00	$ 4,524.00
5	13146-100 R900 Gateway RF Antenna	2	$ 485.00	$ 970.00
6	13879-000 LoRaWAN Gateway Optional Power over Ethernet (PoE) Kit	1	$ 1,027.86	$ 1,027.86
7	13877-000 LoRaWAN Gateway Accessories Kit	1	$ 428.57	$ 428.57
8	13841-001 Ethernet Surge Protector	1	$ 236.43	$ 236.43
9	13090-002 20 ft. Coax Cable Pre-terminated (one required per antenna)	2	$ 242.86	$ 485.72
10	13699-101 Propagation Engineering: RF System Design for FB Systems (per study) or system	1	$ 1,931.43	$ 1,931.43
11	13699-102 Site Survey: RF site inspection and validation (per collector)	1	$ 386.43	$ 386.43
12	13699-103 Project Management: PM Service for new and remedial systems (per project)	1	$ 3,862.86	$ 3,862.86
13	13699-105 RF Analysis: Neptune analysis of RF environment (per study)	1	$ 3,862.86	$ 3,862.86
14	13699-201 MIU Auditing: Neptune audit and report of endpoint installation quality (per trip)	1	$ 1,545.00	$ 1,545.00
15	13699-202 Network Auditing: Neptune audit and inspection collector installation quality (per collector)	1	$ 386.43	$ 386.43
			MATERIAL SUBTOTAL	$ 29,110.45

PROJECT TOTAL	$ 60,110.45

RESOLUTION NO. 2025-R-184

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING APPROVAL OF PURCHASE & INSTALLATION OF A NEPTUNE V5 LoRaWAN GATEWAY AT BROWNS LANDING FOR THE AMOUNT OF $60,110.45.; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS The Water and Sewer Department is requesting approval of purchase & installation of a Neptune V5 LoRaWAN gateway at Browns Landing for $60,110.45.

WHEREAS: Ferguson Waterworks is the sole Neptune distributor in the state of Florida.

WHEREAS: Funding was approved and budgeted for in the FY26 budget line for Capital Outlay under The Water and Sewer Department.

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

Section 1: Granting permission to The Water and Sewer Department is requesting approval of purchase & installation of a Neptune V5 LoRaWAN gateway at Browns Landing for $60,110.45.

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 ___ day of _____ 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-185 Authorization to Purchase Parts and Fittings for the repair and maintenance of the water distribution system through Fortiline in the amount $58,947.40.
Adopt Resolution 2025-R-185 Authorization to Purchase Parts and Fittings for the repair and maintenance of the water distribution system through Fortiline in the amount $58,947.40.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt Resolution 2025-R-185 Authorization to Purchase Parts and Fittings for the repair and maintenance of the water distribution system through Fortiline in the amount $58,947.40.

BACKGROUND

The water and sewer department needs to maintain a supply of parts and fittings in our warehouse for the repair and maintenance of the water distribution system throughout the City of Palatka. Majority of these parts are not available or accessible locally. In the event of an emergency without these parts available, it could cause more damage and service disruptions that could negatively impact the City's revenue and customers.

PROJECT ANALYSIS

This purchase will allow the city to repair and maintain the water distribution system quickly and efficiently and allow us to continue to add new service to the water distribution system which positively impacts our revenue.

Staff Recommendation

The water and sewer department respectfully requests that the city commission approve the purchase of parts and fittings from Fortiline in the amount of $58,947.40. This investment is essential in maintaining the water distribution system.

ATTACHMENTS

1.	Fortiline Brass Quote 2025# 6743032
2.	Piggyback of the City of Boynton Beach Annual Supply of Brass Fittings and Accessories Bid# WH22-047
3.	Piggyback of the City of Boynton Beach Annual Supply of Pipe Fittings and Accessories Bid# # WH22-048
4.	2024.04.11 PIGGYBACK CONTRACT FORTILINE WATERWORKS FOR BRASS FITTINGS PIPE FITTINGS

5.	185. Resolution 2025-R-185 Parts and Fittings Resolution

QUOTE

FORTILINE WATERWORKS

CUSTOMER NO	QUOTING BRANCH	QUOTE NO	QUOTE DATE	PAGE
230201	FORTILINE ST AUGUSTINE	6743032	10/23/25	1

CUSTOMER

CITY OF PALATKA
201 N. 2ND ST
PALATKA, FL 32177

PROJECT INFORMATION

3/4"-2" BRASS FITTINGS

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE
			********** IF, AFTER THE DATE OF THIS QUOTE, ANY NEW OR INCREASED TARIFFS, DUTIES OR OTHER GOVERNMENT-IMPOSED COSTS ON MATERIALS USED IN THE WORK BECOMES EFFECTIVE, THE CONTRACT PRICE SHALL BE ADJUSTED TO REFLECT THE ACTUAL INCREASED COST TO FORTILINE. FORTILINE SHALL PROMPTLY NOTIFY THE CUSTOMER OF ANY SUCH COST IMPACT. FAILURE OF FORTILINE AND THE CUSTOMER TO AGREE ON ANY PRICE ADJUSTMENT SHALL NOT RELIEVE THE CUSTOMER'S OBLIGATION TO PAY THE INCREASED COST. **********		
10	12	EA	1" DUAL CHK VLV 7411-3JE 54 MTR SWVL NUT L/ACC X FNPT NO LEAD	78.1500	937.80
30	100	EA	1" CORP STOP MIPXPJC 7470422 NO LEAD	56.3800	5,638.00
50	20	EA	1 TEE PJCXPJC NO LEAD 74760-22	53.8600	1,077.20
70	20	EA	1"X1" WYE PJCXPJC 708YS22 NO LEAD	65.9800	1,319.60
90	50	EA	1" COUPLING RGRXRGR 74758-11 NO LEAD	69.2400	3,462.00
110	25	EA	1"X3/4" BRASS HEX BUSH NO LEAD	4.8000	120.00
130	100	EA	1"X3/4"X3/4" BALL VLV PJCXMSN NO LEAD 76100MW-22	84.9500	8,495.00
150	100	EA	1X3/4 ADPT RANGERXMIP 74753-11 74753-11 NO LEAD	42.6000	4,260.00
170	25	EA	2" 6100 GALV COMPXMIP ADPT 6100-2375-150MIPS TPS	54.5000	1,362.50
190	10	EA	2" RED PRS BFP 975XL2 LEAD-FREE	815.0000	8,150.00
210	20	EA	2" 6000 GALV COMP CPLG 2.375	56.2500	1,125.00
230	10	EA	2" THD BRASS GV NO LEAD	59.5000	595.00
250	3	EA	2" THD GV O/L A2360-08	480.0000	1,440.00
270	10	EA	2" 90 PJCXPJC CPLG 74761-22 NO LEAD	224.4200	2,244.20
290	10	EA	2" ADPT MIPXPJC 90 74779M-22 NO LEAD	129.5800	1,295.80

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All PVC and HDPE material is quoted for shipment within 7 days of quote/bid date. All other material is quoted for shipment within 30 days of quote/bid date.
After 7 days for PVC and HDPE or 30 days for all other material, ALL quoted prices are subject to review based on current market conditions.

CUSTOMER NO	JOB NAME	QUOTE NO	QUOTE DATE	PAGE
230201	3/4"-2" BRASS FITTINGS	6743032	10/23/25	2

LINE	QTY	UOM	DESCRIPTION	UNIT PRICE	TOTAL PRICE
310	10	EA	2" BALL CORP MIPXPJC 74704B-22 NO LEAD	268.7700	2,687.70
330	20	EA	2" BRS MTR FLG FLGXPJC 7610-22 NO LEAD	148.9400	2,978.80
350	20	EA	2"X2-1/2" BRASS NIPPLE	17.0500	341.00
370	20	EA	2"X6" BRASS NIPPLE	36.0000	720.00
390	50	EA	3/4" DUAL CHK VLV 7411-3JE 43 MTR SWVL NUT L/ACC X FNPT NO LEAD	71.9200	3,596.00
410	20	EA	3/4 ADPT FIPXFLR NO LEAD 74754	15.0100	300.20
430	20	EA	3/4" GOOSENECK ADAPT 74742LFF	24.1800	483.60
450	100	EA	3/4" METER CPLG LEAD FREE	9.9900	999.00
470	100	EA	3/4" ADPT MIPXRANGER 74753-11 NO LEAD	30.3200	3,032.00
490	20	EA	3/4" BRASS STREET 90 NO LEAD	6.9100	138.20
510	20	EA	3/4XCLOSE BRASS NIPPLE	3.5100	70.20
530	20	EA	3/4"X6" BRASS NIPPLE	9.4300	188.60
550	20	EA	6" ONE-LOK MJ REST PVC SLCE6	50.0000	1,000.00
570	20	EA	6" MJ REGULAR ACC LESS GLAND	21.0000	420.00
590	20	EA	8" MJ REGULAR ACC LESS GLAND	23.5000	470.00

Subtotal:	58,947.40
Tax:	.00
Bid Total:	58,947.40

ALL STOCK DELIVERIES ARE SUBJECT TO SHIPPING CHARGES

All PVC and HDPE material is quoted for shipment within 7 days of quote/bid date. All other material is quoted for shipment within 30 days of quote/bid date.
After 7 days for PVC and HDPE or 30 days for all other material, ALL quoted prices are subject to review based on current market conditions.

Ent By BB3 10/24/25 23:06:44

The City of Boynton Beach

PROCUREMENT SERVICES
3301 QUANTUM BLVD
SUITE 101
P.O. BOX 310
BOYNTON BEACH, FLORIDA
33425-0310
TELEPHONE NO: (561) 742-6310
FAX: (561) 742-6316

August 7, 2025

Fortiline, Inc.
Jordan.mccall@fortiline.com

BID NAME: "ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"

BID # WH22-047

EXTENSION PERIOD: OCTOBER 17, 2025 thru OCTOBER 16, 2026

To whom it may concern:

At the Commission meeting held on August 5, 2025, the bid for **"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"** was approved for an additional year with the same terms, conditions and prices.

Thank you for extending this Bid and we look forward to working with your company for an additional year.

If you have any questions or concerns, please contact Michael Dauta, Division Director, Materials and Distribution, at dautam@bbfl.us.

Sincerely,

Michael Dauta
Division Director, Materials and Distribution

The City of Boynton Beach

PROCUREMENT SERVICES
3301 QUANTUM BLVD
SUITE 101
P.O. BOX 310
BOYNTON BEACH, FLORIDA
33425-0310
TELEPHONE NO: (561) 742-6310
FAX: (561) 742-6316

August 7, 2025

Fortiline, Inc.
Jordan.mccall@fortiline.com

BID NAME: "ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"

BID # WH22-048

EXTENSION PERIOD: OCTOBER 5, 2025 thru OCTOBER 4, 2026

To whom it may concern:

At the Commission meeting held on August 5, 2025, the bid for **"ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"** was approved for an additional year with the same terms, conditions and prices.

Thank you for extending this Bid and we look forward to working with your company for an additional year.

If you have any questions or concerns, please contact Michael Dauta, Division Director, Materials and Distribution, at dautam@bbfl.us.

Sincerely,

Michael Dauta
Division Director, Materials and Distribution

STANDARD FORM FOR PIGGYBACK CONTRACTS

The City of Palatka, Florida requests permission to utilize your company's below referenced contract in accordance with the approved pricing, terms and conditions. If agreed, please indicate approval by completing and signing this document.

The City of Palatka ("City") enters this "Piggyback" Contract with ("Vendor"):

Fortiline, Inc. d/b/a Fortiline Waterworks

Under the terms and conditions hereinafter provided. The City and the Vendor agree as follows:

1. The Purchasing Policy for the City of Palatka allows for "piggybacking" contracts. Pursuant to this procedure, the City is allowed to piggyback an existing government contract, and there is no need to obtain formal or informal quotations, proposals, or bids. The parties agree that the Vendor has entered a contract with:

   Fortiline, Inc. d/b/a Fortiline Waterworks entered into contract with Boynton Beach, said contract being identified as:

   Annual Supply of Brass Fittings & Accessoreis Bid WH22-047 and Annual Supply of Pipe Fittings and Accessories Bid WH22-048

   said original contract being referred to as the "original government contract".

2. The original government contract is incorporated herein by reference and is attached as Exhibit "A" to this contract. All of the terms and conditions set out in the original government contract (Exhibit "A") are fully binding on the parties and said terms and conditions are incorporated herein.

3. Notwithstanding the requirement that the original government contract is fully binding on the parties, the parties have agreed to modify certain technical provisions of the original government contract as applied to this contract between the Vendor and the City of Palatka, as follows:

   a. Insurance Requirements: Contractor shall provide a Certificate of Insurance naming the City of Palatka as an "additional insured".

b. Address change for the City of Palatka: Notwithstanding the address and contact information for the government entity is set out in Exhibit "A", the Vendor agrees that he/she/it will send notices, invoices and will conduct all business with the City of Palatka, attention of *City Manager, at City of Palatka, 201 N 2nd St, Palatka, FL 32177* or the City Managers designated representative.

c. The City Manager's designated representative for this contract is:

___Del McMillen - Public Works Director_____

d. Notwithstanding anything in Exhibit "A" to the contrary, the venue of any dispute will be in Putnam County, Florida. Litigation between the parties arising out of this contract must be in Putnam County, Florida in the Court of appropriate jurisdiction. The law of Florida will control any dispute between the parties arising out of or related to this Piggyback Contract, the performance thereof or any products or services delivered pursuant to such contract.

e. Notwithstanding any other provision in Exhibit "A" to the contrary, there shall be no arbitration with respect to any dispute between the parties arising out of this contract. Dispute resolution shall be through voluntary and non-binding mediation, negotiation, litigation in the Court of appropriate jurisdiction in Putnam County, Florida with parties bearing the costs of their own legal fees with respect to any dispute resolution including litigation.

f. All other provisions in the original government contract (Exhibit "A") are fully binding on the parties and will represent the agreement between the City of Palatka and the Vendor.

CITY OF PALATKA

ATTEST:

City Manager or designated representative

Roberta M. Correa

Print Name

April 11, 2024

Date

VENDOR

ATTEST:

Keith Tippett

Authorized Vendor Representative

Keith Tippett

Print Name

3/21/2024

Date

EXHIBIT "A"

Original Government Contract

PURCHASE ORDER
CITY OF BOYNTON BEACH, FLORIDA

PROCUREMENT SERVICES DEPARTMENT
100 EAST OCEAN AVE
P.O. BOX 310
BOYNTON BEACH, FLORIDA 33425-0310

P.O. #: 230285
DATE: 10/01/22

VENDOR 11948

TO: FORTILINE WATERWORKS
8920 SW GLADES CUT-OFF RD
PORT ST LUCIE, FL 34986

SHIP TO:
City of Boynton Beach
WAREHOUSE
222 NE 9TH AVENUE
BOYNTON BEACH, FL 33435

REQUISITION NO.	ORDERING DEPARTMENT: WAREHOUSE/JEN PACIELLO	INQUIRIES REGARDING PURCHASE ORDER CALL (561)742-6310
DATE NEEDED:	• CONTRACT NO. 083141221 / COMMISSION APPROVED:	

LINE#	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
			BRASS PRODUCTS & SUPPLIES (PRIMARY VENDOR)		
			EFFECTIVE DATE: 10/01/22 EXPIRATION DATE: 10/31/23 NOT TO EXCEED: 75000.00		

REMARKS:
COBB CONTRACT #WH22047
TERM 10/17/22 - 10/16/23
COMMISSION APPROVED 9/8/22
BLANKET PURCHASE ORDER
NOT TO EXCEED $250,000 WITHOUT COMMISSION APPROVAL

PROCUREMENT SERVICES: Mara Frederiksen October 7, 2022 | P.O. TOTAL:

ACCOUNT NO. PROJECT

RECEIVING

The City of Boynton Beach

PROCUREMENT SERVICES
P.O. BOX 310
BOYNTON BEACH, FLORIDA
33425-0310
TELEPHONE NO: (561) 742-6310
FAX: (561) 742-6316

September 9, 2022

Fortiline, Inc.
Jordan.mccall@fortiline.com

RE: **"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"**
BID #: WH22-047

Contract Period: October 17, 2022 thru October 16, 2023

Dear: Jordan McCall,

At the Commission meeting on September 8, 2022, the BID for **"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"** was awarded and your company was one of two selected.

A Blanket Purchase Order will be issued to your company on an "As Needed Basis".

We would like to thank you for responding to this Bid. If you have any questions regarding this Bid, please contact Michael Dauta, Manager of Materials and Distribution, at dautam@bbfl.us

Sincerely,

Mara Frederiksen
Director of Financial Services

Enclosure: Tabulation Sheet

CITY OF BOYNTON BEACH

INVITATION TO BID (ITB)

FOR

ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES

ITB No. WH22-047

CITY OF BOYNTON BEACH
CITY HALL
100 E Ocean Ave
BOYNTON BEACH, FL 33435

ONLINE SUBMISSIONS ONLY
BID CLOSING DATE: AUGUST 2, 2022
NO LATER THAN 2:30 P. M.

INVITATION FOR BIDS
FOR

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Scope of Services C-6

Exhibit 'B' .....

Schedule of Prices C-7

INVITATION TO BID (ITB)
WH22-047
FOR
INVITATION FOR BIDS
FOR
ANNUAL SUPPLY FO BRASS FITTINGS AND ACCESSORIES

Electronic Invitation To Bids (ITB's) shall be received by the bidding system up until: **AUGUST 2, 2022 No Later Than 2:30 PM (Local Time).**

All Bids will be publicly opened online at Boynton-beach.bidsandtenders.net. Bids received after the assigned date and time are not permitted by the bidding system. For the above reasons, it is recommended that sufficient time to complete your online Submission and to resolve any issues that may arise. The closing time and date shall be determined by the Bidding System's web clock.

ATTENTION, ALL INTERESTED RESPONDENTS:

To obtain documents online please visit Boynton-beach.bidsandtenders.net. Documents are not provided in any other manner.

SCOPE OF ITB:

The City of Boynton Beach is seeking bids to secure pricing for a period of one (1) year for the purchase of brass supplies to stock in the City's Warehouse to provide availability for various City Departments as needed to complete tasks, make repairs, and provide services to the City of Boynton Beach.

TERM OF CONTRACT

The initial term of the contract shall be for one (1) year effective upon date the contract is fully executed by all parties. The City of Boynton Beach Purchasing Manager in consultation with the Finance Director may extend the agreement at the same terms, and conditions, for three (3) additional one-year renewals (exercised separately) subject to vendor acceptance, satisfactory performance as determined by the Purchasing Manager, and determination by the Purchasing Manager that renewal will be in the best interest of the City.

LOBBYING / CONE OF SILENCE

Consistent with the requirements of Chapter 2, Article VIII, Lobbyist Registration, of the Palm Beach County Code of Ordinances, Boynton Beach imposes a Cone of Silence. A cone of silence shall be imposed upon each competitive solicitation from the time of advertisement and shall remain in effect until Council awards or approves a contract, rejects all bids or responses, or otherwise takes action that ends the solicitation process. While the cone of silence is in effect, no Bidder or its agent shall directly or indirectly communicate with any member of City Commission or their staff, the Manager, any employee of Boynton Beach authorized to act on behalf of Boynton Beach in relation to the award of a particular contract or member of the Selection Committee in reference to the solicitation, with the exception of the Purchasing Manager or designee. (Section 2-355 of the Palm Beach County Code of Ordinances.) Failure to abide by this provision may serve as grounds for disqualification for award of contract to the Bidder. Further, any contract entered into in violation of the cone of silence shall render the transaction voidable.

The cone of silence shall not apply to oral communications at any public proceeding, including pre-bid conferences, oral presentations before Selection Committees, and contract negotiations during any public meeting, presentations made to the City Commission, and protest hearings. Further, the cone of silence shall not apply to contract negotiations between any employee and the intended awardee, any dispute resolution process following the filing of a protest between the person filing the protest and any employee, or any written correspondence with Boynton Beach as may be permitted by the competitive solicitation. Additionally, the cone of silence shall not apply to any purchases made in an amount less than the competitive solicitation threshold set forth in the Purchasing Manual.

PUBLIC RECORDS DISCLOSURE:

Pursuant to Florida Statutes §119.071(1), sealed Bids, Proposal or Responses received by the City in response to a Request for Qualification or Invitation to Bid are exempt from public records disclosure requirements until the City provides a notice of decision or thirty (30) days after the opening of the Proposals/Bids. If the City rejects all Responses submitted in accordance with a Request for Proposal/Qualification or Invitation to Bid, and the City concurrently provides notice of its intent to reissue the competitive solicitation, the rejected Responses remain exempt from public disclosure until such time as the City provides notice of a decision or intended decision concerning the competitive solicitation or until the City withdraws the reissued competitive solicitation. A Bid, Proposal, Response or reply is not exempt for longer than twelve (12) months after the initial City notice rejecting all Bids, Proposals, or replies.

Questions related to this ITB are to be submitted to the Purchasing representative through the Bidding System only by clicking on the "Submit a Question" button for this specific Solicitation.

INVITATION TO BID (ITB)

No. WH22-047
FOR
"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"

SECTION 1 –SCOPE OF SERVICES AND GENERAL REQUIREMENTS

1.1 BID TERM:

The initial term of the contract shall be for one (1) year effective upon date the contract is fully executed by all parties. The City of Boynton Beach Purchasing Manager in consultation with the Finance Director may extend the agreement at the same terms, and conditions, for three (3) one-year renewals (exercised separately) subject to vendor acceptance, satisfactory performance as determined by the Purchasing Manager, and determination by the Purchasing Manager that renewal will be in the best interest of the City.

1.2 BASIS OF AWARD:

While it is the intent of the City to award the bid to one vendor who is the lowest responsive and responsible Bidder as determined by the city, the City reserves the right to make multiple awards. The City reserves the right to reject all bids, waive non-material errors in the bids, to abandon the project and to solicit and re-advertise for other bids.

Once opened, the bids will be tabulated and evaluated by the City before recommendation and/or notice of intent to award. The City, in its sole discretion, reserves the right to accept or reject any or all bids for any reason whatsoever. The City further reserves the right to waive irregularities and technicalities and/or to request resubmission. There is no obligation on the part of the City to award the bid to the lowest Bidder, or any Bidder. The City reserves the right to make the award to a responsible Bidder submitting a responsive bid most advantageous and in the best interest of the City. The City shall be the sole judge of the bids and the City's decision shall be final.

1.3 SCOPE OF WORK TO BE PERFORMED:

1.3.1 PURPOSE:

The purpose and intent of this invitation to bid is to establish vendors to secure pricing for a period of one (1) year for the purchase of brass supplies to stock in the City's Warehouse to provide availability for various City Departments as needed to complete tasks, make repairs, and provide services to the City of Boynton Beach.

1.3.3 PERFORMANCE WARRANTY:

The vendor shall guarantee all work, equipment and materials included in the service against any defects in workmanship; and shall satisfactorily correct, at no cost to City, any such defect that may become apparent within a period of one year after completion of work. The warranty period shall commence upon date of acceptance, inspection and approval by City Representative only. If the vendor is notified in writing of a deficiency in the work provided, within one year from completion of the work, the vendor shall, at City's option, re- perform the work in question at no additional cost to City, or refund the original charges for the work in question to City, including the difference in cost if any, to re-perform the work if completed by another vendor.

1.4 GENERAL REQUIREMENTS:

A. REFERENCES:

Complete the Reference Document and include at least three (3) references from customers that you have contracted with to provide brass supplies.

NOTE: The information requested must include a current contact name, phone number and email address for each reference.

B. COMMUNICATIONS:

The contractor or his/her representative will meet with the City's contract administrator every other Monday, to discuss schedules, problems, needs, and mutual areas of concern.

C. QUALIFICATIONS:

The bidder(s) must have adequate organization, facilities, equipment, and personnel to insure prompt and efficient service. The COBB reserves the right, before recommending any award, to inspect the facilities to determine ability to perform. The COBB reserves the right to reject bids where evidence submitted, investigation and/or evaluation, is determined to indicate inability of the bidder to perform.

All questions submitted (along with their source) are subject to Public Records Laws and as such will be available for inspection upon receipt of a Public Records Request.

D. SECURITY AND ACCESS:

All contract/sub-contract employees will display City issued photo identification badges while working on City premises. No contract/sub-contract employee will be allowed access to any City facilities area without displaying the required City issued photo identification badge, wearing uniform shirts clearly identifying the company's name, and wearing closed toe, rubber soled shoes at all times. Also, while shorts are acceptable, they cannot be more the 3" above the knee caps.

The contractor/sub-contractor will work in several areas which are:

1. Under secured access

a) Shall be maintained in a secured condition and will be locked immediately upon the contractor completing their work.

2. Generally opened to the public for meetings, rentals, and other uses.

E. SUB-CONTRACTING:

If a vendor intends to sub-contract any portion of this bid for any reason, the name and address of the subcontracting firm must be submitted with the bid or prior to use for approval. No sub-contracting will take place prior to bid-awarded vendor furnishing this information and receiving written approval from the COBB. Subcontractors will be required to conform to the Jessica Lunsford Act as noted in the Instructions to Bidders document of this bid.

The Purchasing Department reserves the right to reject a subcontractor who previously failed in the proper performance of an award or failed to deliver on-time contracts of a similar nature, or who is not in the position to perform this award. The Contract Administrator reserves the right to inspect all facilities of any subcontractor in order to make determination as to the foregoing. The subcontractor will be equally responsible for meeting all requirements specified in this Invitation to Bid. Vendors are encouraged to seek minority and women business enterprises for participation in sub-contracting opportunities. The sub-contractor shall be equally responsible for meeting all requirements specified in this Invitation to Bid.

F. PAYMENT / PAYMENT TERMS:

Payment will be made after the goods/services from the awarded vendor have been received/completed; inspected and found to comply with award specifications, free of damage or defect; and a properly billed invoice is received and processed in the Accounting Services Department.

Payment will not be processed until the following occurs:

1. The complete and satisfactory receipt of all items ordered. All pricing in accordance with the bid.
2. The receipt of a properly billed invoice sent to the Contractor Administrator.

Invoices to the COBB MUST include the following to permit verification of prices and expedite payment to vendors:

1. Name and Address of Vendor
2. A Unique Invoice Number
3. Date of Service(s)
4. Itemized pricing to include copy of vendor's invoice for any equipment and parts used (including mark-up as specified in Attachment "C".
5. City of Boynton Beach Purchase Order Number

Failure to timely submit invoices(s) within 30 days to the Contract Administrator as set forth above may significantly delay processing and payment of the invoice.

The above terms and conditions are agreed to by submitting an offer on this bid.

G. INCORRECT PRICING/INVOICES:

Any pricing on invoices that are incorrect or freight charges that were not included on the original Purchase Order, must be brought to the attention of the Contract Administrator and corrected prior to the shipment(s) of goods or initiation of services. Additional costs that were not brought to the Contract Administrator's attention and did not receive written approval via a Change Order issued by the Purchasing Agent may not be honored.

H. CHANGE ORDERS:

Any addition(s) to the Scope of Work or to a Purchase Order as a result of the bid award that adds additional costs must be brought to the Contract Administrator's attention and approved by the Purchasing Department prior to commencement of additional work, shipment of goods or the addition of unauthorized freight charges. Once approved, a Change Order will be issued to include the additional costs and work may commence and/or shipment of goods can begin. Additional costs that were not brought to the Contract Administrator's attention and did not result in a Change Order approved by the Purchasing Agent may not be honored.

I. COMPLETION OF SERVICES/LIQUIDATED DAMAGES:

The completion date for repairs or projects shall not exceed quoted or set project schedule, unless written request for extension and the approved authorization has been granted. Should the bidder to whom the repair work is awarded, fail to complete the work within the number of days stated in the quote, the COBB reserves the right to:

1. Collect liquidated damages in the amount of $250 per day work is not completed **OR**
2. Cancel the contract with the bidder and to secure the services through another source of supply to complete the work.

If the COBB exercises one of these options, the COBB may at its option request payment from the bidder through invoice or credit memo, for any additional costs over and beyond the original quoted prices, which were incurred by the COBB as result of having to secure the services elsewhere or for liquidated damages. If the bidder fails to honor this invoice or credit memo, the COBB may remove that bidder from the contract.

J. DEFICIENCIES IN WORK TO BE CORRECTED BY THE BIDDER:

The successful Bidder shall promptly correct all deficiencies and/or defects in work and/or any work that fails to conform to the Contract Documents; whether or not fabricated, installed or completed. All corrections shall be made within 24 hours after such rejected defects, deficiencies, and/or non-conformances are reported in writing (email, memo, inspection reports, etc.) to the Bidder by the Contract Administrator or designee. The Bidder shall bear all costs of correcting such rejected work. If the Bidder fails to correct the work within the period specified; the COBB may, at its discretion, notify the Bidder, in writing, that the Bidder is contractually default and obtain the services of another vendor to correct the deficiencies, and charge the Bidder for these costs; either through a deduction from the final payment owed to the Bidder or through invoicing.

INVITATION TO BID (ITB)

No. WH22-047
FOR
"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"

SECTION 2 – INSTRUCTIONS TO BIDDERS

2.1 Electronic Invitation to Bid (ITB's) shall be received by the City's e-Procurement bidding system no later than: **AUGUST 2, 2022 No Later Than 2:30 PM (Local Time).**

2.2 Late responses are not permitted by the bidding system. It shall be the sole responsibility of the Bidder to have their ITB submittal submitted online.

2.3 Bidders shall acknowledge receipt of any addenda through the Bidding System by checking a box for each addenda and any applicable attachment.

2.4 It is the responsibility of the Bidder to have received all Addenda that are issued. Bidders should check online at Boynton-beach.bidsandtenders.net prior to submitting their bid and up until the ITB closing time and date in the event additional addenda are issued.

2.5 To obtain documents online please visit Boynton-beach.bidsandtenders.net. You may preview the ITB documents with a Preview Watermark prior to registering for the opportunity. Documents are not provided in any other manner.

2.6 ELECTRONIC BID SUBMISSIONS ONLY, shall be received by the Bidding System. Hardcopy submissions are not permitted.

2.7 Bidders are cautioned that the timing of their bid submission is based on when the bid is RECEIVED by the bidding system, not when a bid is submitted, as the submittal transmission can be delayed due to file transfer size, transmission speed, etc.

2.8 For the above reasons, it is recommended that sufficient time to complete your bid Submission and to resolve any issues that may arise. The closing time and date shall be determined by the Bidding System's web clock.

2.9 Bidders should contact bids&tenders support listed below, at least twenty-four (24) hours prior to the closing time and date, if they encounter any problems. The Bidding System will send a confirmation email to the Bidder advising that their submittal was submitted successfully. If you do not receive a confirmation email, contact bids&tenders support at support@bidsandtenders.net.

2.10 Late Submittal Responses are not permitted by the Bidding System.

2.11 To ensure receipt of the latest information and updates via email regarding this Invitation to Bid, or if a Bidder has obtained this Solicitation from a third party, the responsibility is on the Bidder to create a Bidding System Vendor account and register as a Plan Taker for the Solicitation.

2.12 All expenses for making ITB responses to the City are to be borne by the Bidder.

2.13 A sample draft agreement that the City intends to execute with the successful firm(s) is contained within this Invitation to Bid for review. The City reserves the right to modify the contract language prior to execution.

2.14 Each Bidder, by submission of a bid response, acknowledges that in the event of any legal action challenging the award of an ITB; damages, if any, shall be limited to the actual cost of the preparation of the ITB.

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INVITATION TO BID (ITB)

No. WH22-047
FOR
"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"

SECTION 3 – BIDDER SUBMISSION REQUIREMENTS

3.1 SUBMISSION OF ITB'S

A. The Contractor shall provide all services and necessary items of expense, including but not limited to labor, material, trucking, transportation, equipment, power, supervision, and all other services and items of expense required for the complete performance of all Work.
B. Pay legally required sales, consumer, and use taxes.
C. Pay all charges by all suppliers and subcontractors to the Contractor for such work as supporting, replacing, moving or providing protection for their facilities as necessitated by the Contractor's operation.
D. Pay all costs of restoration of pavements, landscaping, and structures damaged by the Contractor's operation, including all staging areas solely to the satisfaction of the City
E. Give all required notices.
F. Comply with laws, codes, ordinances, rules, regulations, orders, and other legal requirements of public or quasi-public authorities that bear on the performance of the work.
G. The Contractor shall be responsible for safely barricading open excavations which may present hazards.
H. The Contractor shall be responsible for securing all tools, equipment and material at the job site.
I. Ensure that all personnel are properly dressed with OSHA approved clothing and safety gear, including but not limited to hard hats, work shoes, shirts and long pants, as appropriate for the performance of the Work.

8. Submittal of General Information and Procurement Forms and Documents

Procurement forms must be completed, signed, notarized, uploaded and or acknowledged when required and submitted. In addition, all other requests and supporting documentation should be included.

A) Bidder Qualification Statement – ***Upload Online***
B) Addenda Acknowledgement – ***Online Acknowledgement***
C) Anti-Kickback Affidavit – ***Upload Online***
D) Non-collusion Affidavit of Bidder – ***Upload Online***
E) Confirmation of Minority Owned Business - ***Online Form***
F) Certification Pursuant to Florida Statute § 287.135 - ***Upload Online***
G) Confirmation of Drug Free Workplace - ***Online Acknowledgement***
H) Palm Beach Inspector General - **Online Acknowledgement**
I) Local Business Certification - ***Online Form***

J) Statement of Non-Submittal (if applicable) - ***Online Form***
K) Schedule of Sub-Consultants – ***Online Form***
L) Submit current Florida Professional License, including evidence of possession of required licenses or business permits – ***Attach and Upload***
M) Submit proof of Professional Liability Insurance at the levels identified on the Insurance Advisory Form – ***Attach and Upload***
N) Submit any Supplemental information relative to this ITB – ***Attach and Upload***

BID SHEET IS A SEPARATE DOCUMENT WHERE YOU WILL INPUT PRICES WITHIN THE SYSTEM

INVITATION TO BID (ITB)

No. WH22-047
FOR
"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"

SECTION 4 – GENERAL CONDITIONS

1. FAMILIARITY WITH LAWS: The bidder is presumed to have full knowledge of and be in compliance with all Federal, State, and Local laws, ordinances, rules, and regulations that in any manner affect the equipment and the services provided to the City. Ignorance on the part of the bidder will in no way relieve bidder of responsibility to adhere to such regulations.

2. ITB FORMS: The bidder will submit a bid on the bid forms provided. All bid prices, amounts and descriptive information must be legibly entered. The bidder must state the price and the time of delivery for which they propose to deliver the equipment or service requested. The bidder IS required to be licensed to do business as an individual, partnership or corporation in the State of Florida. Place all required bid forms in a sealed envelope that has the company's name and address, Bidder title, number, Bidder date and time on the outside of the sealed envelope. Bidders not submitted on appropriate proposal forms may be rejected. All Bidders are subject to the conditions specified herein. Bidders which do not comply with these conditions are subject to rejection.

3. EXECUTION OF ITB: ITB must contain a manual signature of an authorized representative in the space provided on all affidavits and bid sheets.

4. DEMONSTRATIONS: Performance of the equipment/services upon request can be deemed a part of the evaluation process in determining the award of bidder. Demonstrations of the merits of the equipment/services that meet City requirements shall be requested by Procurement Services. Equipment demonstrated shall be a minimum of one (1) year old. All required staff, to be assigned per the individual bid product or service application, will form the Bid Award Committee to evaluate and submit a group award recommendation. The City reserves the right to make separate and independent awards based on its needs and the combined evaluation results.

5. ESCALATOR CLAUSE: Any bid which is submitted subject to an escalator clause will be rejected, unless addressed in the Special Conditions Section of the bid documents.

6. EXCEPTIONS: Incorporation in a bid of exceptions to any portion(s), of the Contract documents may invalidate the bid. Exceptions to the Technical and Special Provisions shall be clearly and specifically noted in the bidder's submittal on a separate sheet marked "**EXCEPTIONS TO THE SPECIFICATIONS**" and this sheet shall be attached to the bid. The use of bidder's standard forms, or the inclusion of manufacturer's printed documents shall not be construed as constituting an exception within the intent of the Contract documents.

7. GOVERNMENTAL RESTRICTIONS: In the event any governmental restrictions may be imposed which would necessitate alteration of the material, quality, workmanship or performance of the items offered on this submittal prior to their delivery, it shall be the responsibility of the successful bidder to notify the City at once, indicating in a letter the specific regulation which required an alteration. The City reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the Contract at no expense to the City

8. NONCONFORMANCE TO CONTRACT CONDITIONS: Items may be tested for compliance with specifications under the direction of appropriate testing laboratories. The data derived from any tests for compliance with specifications are public records and open to examination thereto in accordance with Chapter 119, Florida Statutes. Items delivered not conforming to specifications may be rejected and returned at vendor's expense. These items and items not delivered as per delivery date in the bid and or Purchase Order may result in the bidder being found in default in which event any and all procurement costs may be charged against the defaulted Contractor. Any violation of these stipulations may also result in the vendor's name being removed from the City of Boynton Beach's vendor mailing list.

9. DISPUTES: In case of any doubt or difference of opinion as to the items to be furnished hereunder, the decision of the City Manager shall be final and binding on both parties.

10. NO SUBMITTAL: A no submittal response can be submitted online through the e-Procurement bidding system.

11. ITB DEADLINE: It is the Bidder's responsibility to assure that the ITB is submitted electronic by or at the proper time and date prior to the ITB deadline. Late submittal responses are not permitted by the Bidding System.

12. RIGHTS OF THE CITY: The City expressly reserves the right to:

    A. Waive as an informality, minor deviations from specifications at a lower price than the most responsive, responsible bidder meeting all aspects of the specifications and consider it, if it is determined that total cost is lower and the overall function is improved or not impaired;
    B. Reject or cancel any or all ITB's;
    C. Reissue an Invitation to ITB;
    D. Extend the ITB deadline time and date;
    E. Consider and accept an alternate bid as provided herein when most advantageous to the City.
    F. Increase or decrease the quantity specified in the Invitation to Bid;

13. STANDARDS: Factors to be considered in determining whether the standard of responsibility has been met include whether a prospective Bidder has:

    A. Available the appropriate financial, material, equipment, facility, and personnel resources and expertise, or the ability to obtain such, necessary to indicate its capability to meet all contractual requirements;
    B. A satisfactory record of performance;
    C. A satisfactory record of integrity;
    D. Qualified legally to Contract within the State of Florida and the City of Boynton Beach;
    E. Supplied all necessary information in connection with the inquiry concerning responsibility.

14. INTERPRETATIONS: Any questions concerning conditions and specifications should be directed to the Purchasing representative through the Bidding System only by clicking on the "Submit a Question" button for this specific ITB no later than ten (10) days prior to the ITB deadline. Inquiries must reference the date by which the ITB is to be received.

15. OPTIONAL CONTRACT USAGE BY OTHER GOVERNMANTAL AGENCIES: If a bidder is awarded a contract as a result of the solicitation, if bidder has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the solicitation and resulting contract. Prices shall be F.O.B. Destination to the requesting agency.

16. AWARD OF CONTRACT: The low monetary bid will NOT in all cases be awarded the Contract or Purchase Order. Contracts or Purchase Orders will be awarded by the City to the most responsive, responsible bidder whose bid represents the most advantageous bid to the City, price and other factors considered. Evaluation of bids will be made based upon the evaluation factors and standards set forth herein. The City reserves the right to reject any and all bids and to waive technical errors as set forth herein. In the event of a Court challenge to an award by any bidder, damages, if any, resulting from an award shall be limited to actual bid preparation costs incurred by the challenging bidder. In no case will the award be made until all necessary investigations have been made into the responsibility of the bidder and the City is satisfied that the most responsive, responsible bidder is qualified to do the work and has the necessary organization, capital and equipment to carry out the required work within the time specified.

17. AS SPECIFIED: A Purchase Order will be issued to the successful bidder with the understanding that all items/services delivered must meet the specifications herein. Items/services delivered not as specified, will be returned at no expense or penalty to the City of Boynton Beach.

18. DELIVERY: Prices shall be quoted F.O.B. Boynton Beach, Florida. F.O.B. destination indicates that the seller is responsible for the shipment until it reaches its destination. Any and all freight charges are to be included in the bid total. The bidder's invoice payment terms must be shown.

19. WARRANTY REQUIREMENTS: Each item, including all components and all installed accessories and equipment, shall be guaranteed by the bidder to be free of defective parts and workmanship. This warranty shall be for a period of 365 days or the time designated in the standard factory warranty, whichever is longer. The warranty will be the same as that offered to the commercial trade and shall be honored by any of the manufacturer's authorized dealers. Warranty will cover parts, labor and any necessary shipping. Warranty repairs may be accomplished on City property, if space is available; this will be at the sole discretion of the City. Contact Procurement Services for permission to perform warranty service on City property. Warranty to start at the time of acceptance by the City; however, in cases where vehicles or equipment are not immediately placed in service, the bidder will provide a delay of warranty start-up time. The period of warranty delay will be coordinated by Procurement Services.

20. PRICES, TERMS AND PAYMENT: Firm prices shall be quoted, typed or printed in ink, and include all packing, handling, shipping charges and delivery to the destination shown herein. Bidder is requested to offer a cash discount for prompt invoice payment. Discount time will be computed from the date of satisfactory delivery at place of acceptance or from receipt of correct invoice at the office specified, whichever is later.

    Upon delivery, the City shall make final inspection. If this inspection shows that the equipment/service has been delivered/performed in a satisfactory manner in accordance with the specifications, the City shall receive the same. Final payment due the bidder shall be withheld until visual inspection is made by the using department and merits of performance evaluated. This total acceptance will be done in a reasonable and timely manner. Acceptance shall not exceed thirty (30) days. If any equipment/service has to be rejected for any reason, the bidder shall be required to pick up the equipment, accomplish the necessary repairs and return the equipment to the City.

Warranty repairs may be accomplished on City property if space is available; this will be at the discretion of the City. Title to or risk loss or damage to all items shall be the responsibility of the bidder, unless such loss or damages have been proven to be the result of negligence by the City.

A. TAXES: Do not include State or Federal taxes. Not applicable to municipalities.

B. MISTAKES: Bidders are expected to examine the specifications, delivery schedule, bid prices, extensions and all instructions pertaining to supplies and services. Failure to do so will be at bidder's risk.

C. DISCOUNTS: Will be considered in determining the lowest net cost.

D. CONDITION AND PACKAGING: It is understood and agreed that any item offered or shipped as a result of this bid shall be new (current production model at the time of this bid). All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.

E. SAFETY STANDARDS: Unless otherwise stipulated in the bid, all manufactured items and fabricated assemblies shall carry U.L. approval and reexamination listing where such has been established.

21. TIME OF DELIVERY: The bidder shall state in the bid the time of delivery of the equipment. Time is of importance to the City and the bidder is hereby notified that the date of delivery will be considered as a factor in the evaluation of the bids

22. LICENSE AND PERMITS: It shall be the responsibility of the successful bidder to obtain all licenses and permits, if required, to complete this service at no additional cost to the City. Licenses and permits shall be readily available for review by the Purchasing Agent and City Inspectors.

23. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH: Bidder certifies that all material, equipment, etc., contained in this bid meets all O.S.H.A. requirements. Bidder further certifies that if awarded as the successful bidder, and the material equipment, etc. delivered is subsequently found to be deficient in any O.S.H.A. requirement in effect on date of delivery, all costs necessary to bring the materials, equipment, etc., into compliance with the aforementioned requirements shall be borne by the bidder.

    Bidder certifies that all employees, subcontractors, agents, etc. shall comply with all O.S.H.A. and State safety regulations and requirements.

24. CONFLICT OF INTEREST: The award hereunder is subject to all conflict of interest provisions of the City of Boynton Beach, Palm Beach County, of the State of Florida.

25. SUBCONTRACTING: If a Bidder subcontracts any portion of a Contract for any reason, the Bidder must state the name and address of the subconsultant and the name of the person to be contacted on the attached "Schedule of Subconsultants". The City of Boynton Beach reserves the right to accept or reject any or all bids wherein a subconsultant is named and to make the award to the bid, who, in the opinion of the City, will be in the best interest of and/or most advantageous to the City. The City also reserves the right to reject a bid of any Bidder if the bid names a subconsultant who has previously failed in the proper performance of an award or failed to deliver on time Contracts of a similar nature, or who is not in a position to perform properly under this award. The City reserves all rights in order to make a determination as to the foregoing.

26. ADDENDA: From time to time, the City may issue an addendum to change the intent or to clarify the meaning of the Contract documents. Since all addenda are available to the Bidder through the City's e-Procurement system Boynton-beach.bidsandtenders.net, it is each Bidder's responsibility of each bid to have receive all addenda that are issued. Bidders should check online at Boynton-beach.bidsandtenders.net prior to submitting their bid and up until the ITB closing time and date in the event additional addenda are issued. If a Bidder submits their bid prior to the ITB closing time and date and any addenda have been issued, the Bidding System shall withdraw the Bidder's submission and the submittal status will change to an incomplete status and withdraw the bid submittal. The Bidder can view this status change in the "MY BIDS" section of the Bidding System.

    The Bidder is solely responsible to:

    - make any required adjustments to their Bid; and
    - acknowledge the addenda; and
    - Ensure the re-submitted Bid is RECEIVED by the Bidding System no later than the stated bid closing time and date

27. ANTITRUST CAUSE OF ACTION: In submitting a bid to the City of Boynton Beach, the Bidder offers and agrees that if the bid is accepted, the Bidder will convey, sell, assign or transfer to the City of Boynton Beach all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City of Boynton Beach. At the City of Boynton Beach's discretion, such assignment shall be made and become effective at the time the Purchasing Division tenders final payment to the Bidder.

28. LEGAL REQUIREMENTS: Federal, State, County, and City laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the Bidder will in no way be a cause for relief from responsibility.

29. ON PUBLIC ENTITY CRIMES –provided in Fla. Stat. § 287.133(2)(a), 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 my not transact business with any public entity in excess of the threshold amount provided S.S. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

30. SCRUTINIZED COMPANIES - 287.135 and 215.473

    By submission of this Bid, Bidder certifies that Bidder is not participating in a boycott of Israel. Bidder further certifies that Bidder is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has Contractor been engaged in business operations in Syria. Subject to limited exceptions provided in state law, the City will not contract for the provision of goods or services with any scrutinized company referred to above. Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to Contractor of the City's determination concerning the false certification. Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

Solicitation responses of $1 million or more must include the attached Scrutinized Companies form to certify that the Bidder is not on either of those lists.

31. NON-COLLUSION AFFIDAVIT: Each Bidder shall complete the Non-Collusion Affidavit Form and shall submit the form with their bid. The City considers the failure of the Bidder to submit this document to be a major irregularity, and may be cause for rejection of the bid.

32. ANTI-KICKBACK AFFIDAVIT: Each Bidder shall complete the Anti-Kickback Affidavit Form and shall submit this form with their bid. The City considers the failure of the Bidder to submit this document to be a major irregularity, and may be cause for rejection of the bid.

33. CONFIRMATION OF MINORITY-OWNED BUSINESS: It is the desire of the City of Boynton Beach to increase the participation of minority-owned businesses in its contracting and procurement programs. While the City does not have any preference or set-aside programs in place, it is committed to a policy of equitable participation for these firms. Therefore, each bidder shall complete the Confirmation of Minority-Owned Business Form and shall submit the form with its Bid/Proposal.

34. ADVERTISING: In submitting a bid, the bidder agrees not to use the results as a part of any commercial advertising. Violation of this stipulation may be subject to action covered under **"NONCONFORMANCE WITH CONTRACT CONDITIONS"**.

35. ASSIGNMENT: Any Purchase Order issued pursuant to this bid invitation and the funds which may be come due hereunder are not assignable except with the prior written approval of the City.

36. LIABILITY: The selected bidder(s) shall hold and save harmless the City of Boynton Beach, Florida its officers, agents, volunteers and employees from liability of any kind in the performance of this Contract. Further, the selected bidder(s) shall indemnify, save harmless and undertake the defense of the City, its City Commissioners, agents, servants an employees from and against any and all claims, suits, actions, damages, or causes of action arising during the term of this Contract, for any personal or bodily injury, loss of life, or damage to property arising directly or indirectly from bidder's operation pursuant to this Contract and from and against all costs, counsel fees, expenses and liabilities incurred in an about any such claims, the investigation thereof, or the defense of any action or proceedings brought thereon, and from and against any orders or judgments which may be entered therein. The City shall notify the bidder within ten (10) days of receipt by the City of any claim, suit or action against the City arising directly or indirectly from the operations of the bidder hereunder, for which the City may be entitled to a claim or indemnity against the bidder, under the provisions of this Contract. Bidder shall have the right to control the defense of any such claim suit or actions. The bidder shall also be liable to the City for all costs, expenses, attorneys' fees and damages which may be incurred or sustained by the City by reason of the bidder's breach of any of the provision of the contract. Bidder shall not be responsible for negligent acts of the City or its employees.

37. PUBLIC RECORDS: Sealed documents received by the City in response to an invitation are exempt from public records disclosure until thirty (30) days after the opening of the Bid unless the City announces intent to award sooner, in accordance with Florida Statutes 119.07.

    The City is public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

    A. Keep and maintain public records required by the CITY to perform the service;

B. Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Fla. Stat. or as otherwise provided by law;

C. Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and, following completion of the contract, Contractor shall destroy all copies of such confidential and exempt records remaining in its possession once the Contractor transfers the records in its possession to the CITY; and

D. Upon completion of the contract, Contractor shall transfer to the CITY, at no cost to the CITY, all public records in Contractor's possession All records stored electronically by Contractor must be provided to the CITY, upon request from the CITY's custodian of public records

E. **IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS:**

MAYLEE DE JESUS (CITY CLERK)
100 E OCEAN AVE
BOYNTON BEACH, FLORIDA, 33435
561-742-6061
DEJESUSM@BBFL.US

38. FUNDING OUT:
The resultant Agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Commission for the City of Boynton Beach in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

39. PALM BEACH COUNTY INSPECTOR GENERAL:
The contractor is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of any contracts resulting from this solicitation, and in furtherance thereof, may demand and obtain records and testimony from the contractor and its subcontractors and lower tier subcontractors. The contractor understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested, may be deemed by the municipality to be a material breach of this contract justifying its termination.

40. LOCAL BUSINESS PREFERENCE:

The City of Boynton Beach Administrative Policy No. 10.16.01 provides for a local business preference.

"For all acquisitions made pursuant to Sealed Competitive Bid, as provided in Sec. 10.05, the City shall give preference to a Local Business if the Local Business' bid is determined to be within five percent (5%) or five thousand dollars ($5,000.00), whichever is less, of the lowest responsible and responsive bidder. In revenue generating contracts where award, if any, is to be made to the bidder returning the highest amount to the City, the same preference set forth herein shall be applied with respect to the highest bid."

In order to be considered for a local business preference, a bidder must include the Local Business Status Certification Form at the time of bid submittal.

Failure to submit this form at the time of bid submittal will result in the bidder being found ineligible for the local business preference for this solicitation.

41. BRAND NAMES:

Use of a brand name, trade name, make, model, manufacturer, or vendor catalog number in specifications is for the purpose of establishing a grade or quality of material only. It is not the COBB's intent to rule out other competition, therefore, the phrase

OR ACCEPTABLE EQUAL is added. However, if a product other than that specified is bid, it is the vendor's responsibility to submit with the bid brochures, samples and/or detailed specifications on items bid. The COBB shall be the sole judge concerning the merits of bid submitted.

Bidder shall indicate on the bid form the manufacturer's name and number if bidding other than the specified brands, and shall indicate ANY deviation from the specifications as listed. Other than specified items offered requires complete descriptive technical literature marked to indicate detail(s) conformance with specific COPYRIGHTS OR PATENT RIGHTS: Bidder warrants that there has been no violation of copyrights or patent rights in manufacturing, producing or selling the goods shipped or ordered as a result of this bid. Seller agrees to hold the purchaser harmless from any and all liability, loss or expense occasioned by any such violation.

42. PRICES QUOTED:

Deduct trade discounts and quote firm net prices. Give both unit price and extend total. Prices must be stated in units of quantity specified in bid specifications. In case of discrepancy in computing the amount of the bid, the UNIT PRICE quoted will govern. All prices FOB destination, freight prepaid (unless otherwise stated in special conditions). Discounts for prompt payment: Award, if made, will be in accordance with terms and conditions stated herein. Each item must be bid separately and no attempt is to be made to tie any item or items in with any other item or items. Cash or quantity discounts offered will not be a consideration in determination of award of bid(s). If a bidder offers a discount, it is understood that a minimum of 30 days will be required for payment, and the discount time will be computed from the date of satisfactory delivery at place of acceptance and receipt of correct invoice at the office specified.

43. CONDITIONS AND PACKAGING:

It is understood and agreed that any item offered or shipped as a result of this bid shall be new (current production model at the time of the bid). All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.

44. DELIVERY:

Unless actual date of delivery is specified, show number of days required to make delivery after receipt of purchase order in space provided. Delivery time may become a basis for making an award (See Special Conditions). Delivery shall be within the normal working hours of the user, Monday through Friday, excluding holidays unless otherwise specified on the purchase order.

45. QUALITY:

The items bid must be new and equal to or exceed specifications. The manufacturer's standard guarantee shall apply. During the guarantee period the successful bidder must repair and/or replace the unit without cost to the COBB with the understanding that all replacements shall carry the same guarantee as the original equipment. The successful bidder shall make any such repairs and/or replacements immediately upon receiving notice from the COBB.

46. SAMPLES, DEMONSTRATIONS AND TESTING:

Samples of items, when required, must be furnished free of expense and if not destroyed, will upon request, be returned at the bidder's expense. Request for the return of the samples must be indicated on his or her bid. Each individual sample must be labeled with bidder's name, bid number and item number. Failure of bidder to either deliver required samples or to clearly identify samples as indicated may be reason for rejection of the bid. Unless otherwise indicated, samples should be delivered to the Contract Administrator.

When required, the COBB may request full demonstrations of any units bid prior to the award of any contract.

Items may be tested for compliance with specifications under the direction of the Florida Department of Agriculture and Consumer Services, or an independent testing laboratory. Bidders shall assume full responsibility for payment for any and all charges for testing and analysis of any materials offered or delivered that do not conform to the minimum required specifications. Bidder's disposition of all items delivered in this category must be at no expense to the COBB.

47. INSPECTION AND ACCEPTANCE OF GOODS:

The awarded bidder shall be responsible for delivery of items in good condition at point destination. Bidder shall file with the carrier all claims for breakage, imperfections, and other losses, which will be deducted from invoices. The COBB will note, for the benefit of successful bidder, when packages are not received in good condition. In the event the material and/or services supplied to the COBB is found to be defective or does not conform to specifications, the COBB reserves the right to cancel the order upon written notice to the seller and return the product to seller at the seller's expense.

48. PRODUCT RECALL:

In the event the awarded bidder receives notice that a product delivered to the COBB has been recalled, seized or embargoed, and/or has been determined to be misbranded, adulterated, or found to be unfit for human consumption by a packer, processor, subcontractor, retailer, manufacturer, or by any State or Federal regulatory agency, the awarded bidder shall notify the COBB's Bid Purchasing

Agent within two business days of receiving such notice. The COBB's acceptance or failure to reject the affected product as non-conforming shall not in any way impact, negate, or diminish the awarded bidder's duty to notify the COBB's Purchasing Agent that the affected product has been recalled, seized or embargoed, and/or has been determined to be misbranded, adulterated, or found to be unfit for human consumption. The form and content of such notice to the COBB shall include the name and description of the affected product; the approximate date the affected product was delivered to the COBB; the bid number; and relevant information relating to the proper handling of the affected product and/or proper disposition of the affected product by the COBB, if necessary to protect the health, welfare, and safety of COBB students or employees; and any health hazards known to the awarded bidder which may be caused or created by the affected product. The awarded bidder shall, at the option of the Purchasing Department and/or Purchasing Agent, either reimburse the purchase price or provide an equivalent replacement product at no additional cost to the COBB. Unless it was absolutely necessary for the COBB to dispose of the affected product, the awarded bidder shall be responsible for removal and/or replacement of the affected product within a reasonable time, as determined by the COBB, without causing significant inconvenience to the COBB.

At the option of the COBB, the awarded vendor may be required to reimburse storage and/or handling fees to be calculated from time of delivery and acceptance to actual removal or disposal. The awarded vendor will bear all costs associated with the removal and proper disposal of the affected product. The failure to reimburse the purchase price and storage and/or handling fees or to remove and/or replace the affected product with an equivalent replacement within a reasonable time without significant inconvenience to the COBB will be considered a default.

THE REMAINDER OF THE PAGE IS INTENTIONALLY LEFT BLANK.

INVITATION TO BID (ITB)

No. WH22-047
FOR
"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"

SECTION 5 – SPECIAL CONDITIONS

1. It will be the responsibility of the successful Bidder to supply necessary labor for completion of services if requested by the City of Boynton Beach.

2. The City by written notice may terminate in whole or in part any Contract resulting from this ITB when such action is in the best interest of the City. If the Contract(s) are so terminated the City shall be liable for only payment for services rendered prior to the effective date of termination. Services rendered will be interpreted to include costs of items already delivered plus reasonable costs of supply actions short of delivery.

3. It shall be the responsibility of the successful Bidder to maintain workers' compensation insurance, professional liability, property damage liability insurance and vehicular liability insurance; during the time any of his personnel are working on City of Boynton Beach property. Loss by fire or any other cause shall be the responsibility of the vendor until such time as the items and/or work has been accepted by the City. The successful Bidder shall furnish the City with a certificate of insurance after award has been made prior to the start of any work on City property. Said insured companies must be authorized to do business in the State of Florida and the City will not accept any company that has a rating less than B+ in accordance to A.M. Best's Key Rating Guide, latest edition.

4. The City of Boynton Beach reserves the right, before awarding a Contract to require a Bidder to submit such evidence of qualifications as it may deem necessary, and may consider any evidence available to it of the financial, technical and other qualifications and abilities of a Proposer, including past performance (experience) with the City in making the award in the best interest of the City.

5. The successful Bidder shall at all times guard from damage or loss of property of the City or of other vendors and shall replace and/or repair any loss or damage unless such has been proven to have been caused by the City, or other vendors. The City may withhold payment or make such deductions as it may deem necessary to insure reimbursement for loss or damage to property through negligence of the successful Bidder or his agent.

ANTI-KICKBACK AFFIDAVIT
TO BE COMPLETED AND UPLOADED ONLINE

STATE OF FLORIDA)
: SS
COUNTY OF DUVAL)

I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein submitted will be paid to any employees of the City of Boynton Beach as a commission, kickback, reward of gift, directly or indirectly by me or any member of my integrator or by an officer of the corporation.

By: _____
NAME - SIGNATURE

Sworn and subscribed before me
this 29th day of July, 2022

Printed Information:

Gregory A. Velz
NAME

Assistant Corporate Secretary
TITLE

_____
NOTARY PUBLIC, State of Florida
at Large

Fortiline, Inc. d/b/a Fortiline Waterworks
COMPANY

GWEN TIGNER
MY COMMISSION # HH 242449
EXPIRES: March 20, 2026

_____
"OFFICIAL NOTARY SEAL" STAMP

BIDDER ACKNOWLEDGEMENT

Submit Bids To: PROCUREMENT SERVICES
100 E Ocean Ave
Boynton Beach, Florida 33435
Telephone: (561) 742-6310

Bid Title: **ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES**

Bid Number: **WH22-047**

Bid Due: **AUGUST 2, 2022; NO LATER THAN 2:30 P.M. (LOCAL TIME)**

Bids will be opened in Procurement Services unless specified otherwise. Bid receiving date and time is scheduled for **August 2, 2022; no later than 2:30 P.M. (local time)** and may not be withdrawn within ninety (90) days after such date and time.

All awards made as a result of this bid shall conform to applicable sections of the charter and codes of the City.

Name of Vendor: Fortiline, Inc. d/b/a Fortiline Waterworks

Federal I.D. Number: 57-0819190

A Corporation of the State of: South Carolina

Area Code: 877 Telephone Number: 709-2227

Area Code: 817 FAX Number: 877-4942

Mailing Address: 15850 Dallas Parkway

City/State/Zip: Dallas, Texas 75248

Vendor Mailing Date: _____

E-Mail Address: jeff.hobbs@fortiline.com
david.guthart@fortiline.com
jordan.mccall@fortiline.com

David Guthart
Authorized Signature

David Guthart
Name Typed

BIDDER'S QUALIFICATION STATEMENT

TO BE COMPLETED AND UPLOADED ONLINE

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

Submitted By:

Name: Fortiline, Inc. d/b/a Fortiline Waterworks

Address: 5759 White Drive

CITY, State, Zip: Riviera Beach, Florida 33407

Telephone No.: 561-253-9886

Fax No.: 561-253-9887

Email Address.: jordan.mccall@fortiline.com / jeff.hobbs@fortiline.com
dave.guthart@fortiline.com

Check One	
Corporation	✓
Partnership	
Individual	
Other	

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

   The correct name of the Bidder is:
   Fortiline, Inc. d/b/a Fortiline Waterworks

   The address of the principal place of business is:
   15850 Dallas Parkway, Suite 201

   Dallas, Texas 75248

2. If Bidder is a corporation, answer the following:

   a. Date of Incorporation: 03/25/1986

   b. State of Incorporation: South Carolina

   c. President's name: Andrew Pacifico

   d. Vice President's name: Marty Nagel

   e. Secretary's name: Amanda Malburg

   f. Treasurer's name: Sherry Becken

   g. Name and address of Resident Agent: N/A

3. If Bidder is an individual or a partnership, answer the following:

   a. Date of organization: N/A

   b. Name, address and ownership units of all partners:

THIS PAGE MUST BE SUBMITTED ALONG WITH RESPONSE IN ORDER FOR PACKAGE TO BE CONSIDERED COMPLETE AND ACCEPTABLE

c. State whether general or limited partnership: N/A

4. If Bidder is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:
N/A

5. If Bidder is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.
N/A

6. How many years has your organization been in business under its present business name?
24

Under what other former names has your organization operated?
Pipeline Supply, Mainline Supply, MSC Waterworks

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.
DUNS# 82-7658506
Sun Biz# F10000004477 (attached)

8. Did you attend the Pre-Bid Conference if any such conference was held?
YES [ ] NO [✓]

9. Have you ever failed to complete any work awarded to you? If so, state when, where and why:
No

10. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary)
Mitch Tyler - FL Sales Manager (20 yrs)
Jeff Hobbs - Municipal Sales

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11. State the name of the individual who will have personal supervision of the work:
Jeff Hobbs

12. State the name and address of attorney, if any, for the business of the Bidder:

Deryl Ward, Esquire

15850 Dallas Parkway, Suite 201, Dallas Texas 75248

13. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the Bidder's business and indicate the percentage owned of each such business and/or individual:

N/A

14. State the names, addresses, and the type of business of all firms that are partially or wholly owned by Bidder:

N/A

15. State the name of Surety Company which will be providing the bond (if applicable), and name and address of agent:

Surety Company: Atlantic Specialty Insurance Company

Agent: Cara D. Hancock

Arthur J. Gallagher Risk Management Services, Inc.
5312 - 114th Street, Lubbock TX 79424

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16. Annual Average Revenue of the Bidder for the last three years as follows:

		Revenue Index Number
a.	Government Related Work	5
b.	Non-Governmental Related Work	10
	Total Work (a +b):	$50 million or greater

Revenue Index Number

1.	Less than $100,000
2.	$100,000 to less than $250,000
3.	$250,000 to less than $500,000
4.	$500,000 to less than $1 million
5.	$1 million to less than $2 million
6.	$2 million to less than $5 million
7.	$5 million to less than $10 million
8.	$10 million to less than $25 million
9.	$25 million to less than $50 million
10.	$50 million or greater

17. Bank References:

Bank	**Address**	**Telephone**
Bank Of America	901 Main Street, Dallas Texas 75201	Contact: Matthew Johnston (817-390-6812)

18. Provide description of policies and methods for project monitoring and budgeting control as well as adherence to project schedule (continue on insert sheet, if necessary).

Projects are closely monitored by the corresponding salesman and assisted by the branch members. Branch Operations Managers are in charge of budget control and work closely with salesmen on projects and scheduling.

19. Provide descriptions of quality assurance/quality control management methods (continue on insert sheet, if necessary):

Salesmen work together with Branch Managers to assure the customer is getting the materials required in a timely fashion to help the project run as smooth as possible.

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20. Is the financial statement submitted with your bid (if applicable) for the identical organization named on page one?

YES ☑ NO ☐

21. If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

N/A, see attached.

22. What will be your turnaround time for written responses to City inquires?

1-2 business days

23. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Bidder, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description, the disposition of each such petition.

We have never filed for bankruptcy.

24. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Bidder or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.

We have never had any claims, arbitrations, administrative hearings or lawsuits.

25. List and describe all criminal proceedings or hearings concerning business related offenses to which the Bidder, its principals or officers or predecessors' organization(s) were defendants.

We have never had any criminal proceedings or hearings concerning business related offense.

26. Has the Bidder, its principals, officers or predecessors' organization(s) been Convicted of a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

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No.

The Bidder acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by owner in awarding the contract and such information is warranted by Bidder to be true. The discovery of any omission or misstatement that materially affects the Bidder's qualifications to perform under the contract shall cause the owner to reject the bid, and if after the award, to cancel and terminate the award and/or contract.

(Signed) _____

(Title) Assistant Corporate Secretary

Subscribed and sworn to before me

This 29th day of July, 2022

GWEN TIGNER
MY COMMISSION # HH 242449
EXPIRES: March 20, 2026

_____
Notary Public (Signature)

My Commission Expires: March 20, 2026

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THIS PAGE MUST BE SUBMITTED ALONG WITH RESPONSE IN ORDER FOR PACKAGE TO BE CONSIDERED COMPLETE AND ACCEPTABLE

CERTIFICATION PURSUANT TO FLORIDA STATUTE § 287.135

TO BE COMPLETED AND UPLOADED ONLINE

I, Gregory A. Velz, on behalf of Fortiline, Inc. d/b/a Fortiline Waterworks certify

Print Name and Title — Company Name

that Fortiline, Inc. d/b/a Fortiline Waterworks does not:

Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Consultant of the City's determination concerning the false certification. The Consultant shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Consultant does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

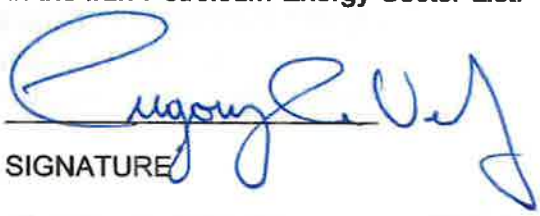
Section 287.135, Florida Statutes, prohibits the City from:

1) Contracting with companies for goods or services if at the time of bidding on, submitting a bid for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Consultant, I hereby certify that the company identified above in the section entitled "Consultant Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not

engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the City for goods or services may be terminated at the option of the City if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Fortiline, Inc. d/b/a Fortiline Waterworks	
COMPANY NAME	SIGNATURE
Gregory A. Velz	Assistant Corporate Secretary
PRINT NAME	TITLE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/5/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, Inc.
Park 7
12750 Merit Drive, Suite 1000
Dallas TX 75251

CONTACT NAME: Krissy Ooton
PHONE (A/C, No, Ext): 972-663-6127 FAX (A/C, No): 972-991-4061
E-MAIL ADDRESS: krissy_ooton@ajg.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Travelers Property Casualty Co of America	25674
INSURER B : ACE Property & Casualty Insurance Co	22667
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED MORSINC-01
MORSCO, Inc.
Named Insured Continued See Attached
15850 Dallas Parkway, Suite 210
Addison TX 75248

COVERAGES **CERTIFICATE NUMBER:** 488670903 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY			OGL G4666484A	4/30/2022	4/30/2023	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person)	$ 5,000
	POLICY X PRO-JECT LOC						PERSONAL & ADV INJURY	$ 1,000,000
	OTHER:						GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY			TC2JCAP-5H600032-22	4/30/2022	4/30/2023	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
B	X UMBRELLA LIAB X OCCUR			XOO G46664887	4/30/2022	4/30/2023	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			UB-1L155252-22-51-K	4/30/2022	4/30/2023	X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	AUTOMOBILE PHYSICAL DAMAGE			TEBAP-5H600044-22	4/30/2022	4/30/2023	DEDUCTIBLE	$1,000 /$2,000
A	WORKERS COMPENSATION (WI ONLY)			UB-3T986101-22-51-R	4/30/2022	4/30/2023	ACC/DISEASE LIMITS	$1,000,000
A	TRANSPORTATION			KTJ-CMB-9M52107-4-21	12/31/2021	12/31/2022	PROPERTY IN TRANSIT	$250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
FULL NAMED INSURED SCHEDULE ATTACHED

The Producer will endeavor to mail 30 days written notice to the Certificate Holder named on the certificate if any policy listed on the certificate is cancelled prior to the expiration date. Failure to do so shall impose no obligation or liability of any kind upon the Producer or otherwise alter the policy terms.

GENERAL LIABILITY:
- Automatic Blanket Additional Insured under policy forms CG 20 10 04-13 / CG 20 37 04-13 / CG 20 11 04-13 / CG 20 15 04-13 / CG20 26 04 13
- Automatic Waiver of Subrogation status provided under Policy form CG 24 04 12 19
See Attached...

CERTIFICATE HOLDER

City of Boynton Beach
100 E Ocean Avenue
Boynton Beach FL 33435
USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: MORSINC-01

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Arthur J. Gallagher Risk Management Services, Inc.	MORSCO, Inc. Named Insured Continued See Attached 15850 Dallas Parkway, Suite 210 Addison TX 75248
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

- Primary and Noncontributory under Policy form CG 20 01 12-19

AUTOMOBILE LIABILITY:
- Automatic Blanket Additional Insured under Policy form CA T4 37 02 16
- Automatic Waiver of Subrogation status provided under Policy Form CA T3 40 02 15
- Primary and Non-Contributory under Policy Form CA T4 74 02 16
- Personal Injury Protection (PIP) included at state minimum requirements

AUTOMOBILE PHYSICAL DAMAGE:
- Coverage for Symbols 8 and 10
- Deductibles for Vehicles
  -- Under 20,000 GVW = $1,000
  -- 20,001 GVW and Over = $2,000
- Auto Loan/Lease Gap Coverage provided under Policy Form CA 20 71 10 13
- Automatic Additional Insured and Loss Payee status to Lessor provided under Policy Form CA 20 01 10 13
- Automatic Waiver of Subrogation status provided under Policy Form CA T3 40 02 15

TRANSPORTATION:
- Coverage provided under the primary property policy at the limit shown above.

WORKERS' COMPENSATION:
- Automatic Waiver of Subrogation status provided under Policy Form WC 00 03 13(00) - 001

UMBRELLA LIABILITY:
- Policy is Follow Form to the General Liability, Automobile Liability and Workers Compensation policies shown on this certificate of insurance.

HOLDER SPECIFIC:
- Project: Any job awarded to the Named Insured
- Additional Insured in favor of City of Boynton Beach, its officers, agents, volunteers and employees as required by written contract and provided in the above noted policy forms attached herein..

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Arthur J. Gallagher & Co

MORSCO, Inc.

NAMED INSURED SCHEDULE

Name
MORSCO, Inc.
Morsco Supply, LLC
Morrison Supply Company, LLC
Express Pipe & Supply Co. LLC
FWC Supply, LLC
WS Supply, LLC
Patriot Supply Holdings, Inc.
Patriot Supply Intermediate, Inc.
Fortiline, LLC
Fortiline, Inc. d/b/a Fortiline Waterworks
MORSCO Properties, LLC
MORSCO HVAC Supply dba Busch Supply
Morrison Supply Company, LLC DBA Builders Discount Appliance Mart
Morrison Supply Company, LLC DBA American Supply
Morrison Supply Company, LLC DBA American Supply Company
Morrison Supply Company, LLC, Express Pipe & Supply Co., LLC and FWC Supply, LLC DBA Expressions Home Gallery
Morrison Supply Company, LLC and Express Pipe & Supply Co., LLC DBA Kiva Kitchen and Bath
Morrison Supply Company, LLC DBA Empire Plumbing Supply
Morrison Supply Company, LLC DBA EP Supply
Morrison Supply Company, LLC DBA Dixie Utility Supply
Morrison Supply Company, LLC DBA Western Wholesale Supply Co.
Morrison Supply Company, LLC DBA Murray Supply Company
Morrison Supply Company, LLC DBA DeVore & Johnson
WS Supply, LLC DBA Wholesale Specialities
FWC Supply, LLC DBA Famsworth Wholesale Supply
Mainline Holding Company, LLC
Mainline Supply of Asheville, LLC
Mainline Supply of Atlanta, LLC
Mainline Supply of Charlotte, LLC
Mainline Supply of Greensboro, LLC
Mainline Supply of Greenville, LLC
Mainline Supply of Jonesboro, LLC
Mainline Supply of Florida, LLC
Mainline Supply of South Carolina, LLC
Mainline Holding Company, Profit Sharing
Mainly Supply Company, Inc. (old pipeline)
Eagle Underground Utility Supply, Inc.
Pipeline Sales, LLC
PSCI Acquisition Corporation
Pipeline Supply Company, LLC
MSC Waterworks LLC
MSC Waterworks Company Inc.
MSC Waterworks of Atlanta, LLC
DeVore & Johnson
Express Pipe & Supply
Expressions Home Gallery
Farnsworth Wholesale Supply
FWC Supply
Kiva Kitchen & Bath
Morrison Supply Company
Murray Supply Company
Wholesale Specialities
WS Supply
Todd Pipe Holdings, Inc.
LegendMRO, LLC

Name
Todd Pipe & Supply, LLC
MORSCO Supply, LLC d/b/a Reece Plumbing
MORSCO Supply, LLC d/b/a Reece HVAC
Foritline Inc., d/b/a Reece Waterworks
MORSCO Supply, LLC
MORSCO Supply, LLC d/b/a Expres Pipe & Supply Co.
MORSCO Properties OK, LLC

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):
Any person or organization whom you have agreed to include as an additional insured under a written contract, provided such contract was executed prior to the date of loss.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any Owner, Lessee or Contractor whom you have agreed to include as an additional insured under a written contract,provided such contract was executed	prior to the date of loss.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

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C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any Owner, Lessee or Contractor whom you have agreed to include as an Additional Insured under a written contract, provided such contract was executed prior the date of loss.	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designation Of Premises (Part Leased To You):
Name Of Person(s) Or Organization(s) (Additional Insured): Any Manager or Lessor of Premises whom you have agreed to include as an additional insured under a written contract,provided such contract was executed prior to the date of loss.
Additional Premium: Incl.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – VENDORS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s) (Vendor)	Your Products
Any Vendor whom you have agreed to include as an additional insured under a written contract, provided such contract was executed prior to the date of loss.	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured any person(s) or organization(s) (referred to throughout this endorsement as vendor) shown in the Schedule, but only with respect to "bodily injury" or "property damage" arising out of "your products" shown in the Schedule which are distributed or sold in the regular course of the vendor's business.

However:

1. The insurance afforded to such vendor only applies to the extent permitted by law; and
2. If coverage provided to the vendor is required by a contract or agreement, the insurance afforded to such vendor will not be broader than that which you are required by the contract or agreement to provide for such vendor.

B. With respect to the insurance afforded to these vendors, the following additional exclusions apply:

1. The insurance afforded the vendor does not apply to:
   - **a.** "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
   - **b.** Any express warranty unauthorized by you;
   - **c.** Any physical or chemical change in the product made intentionally by the vendor;
   - **d.** Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

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Advance Copy

e. Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

f. Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

g. Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

h. "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

(1) The exceptions contained in Sub-paragraphs **d.** or **f.**; or

(2) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

2. This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

C. With respect to the insurance afforded to these vendors, the following is added to **Section III – Limits Of Insurance**:

If coverage provided to the vendor is required by a contract or agreement, the most we will pay on behalf of the vendor is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
ELECTRONIC DATA LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

SCHEDULE

Name Of Person(s) Or Organization(s):
Any person or organization against whom you have agreed to waive your right of recovery in a written contract, provided such contract was executed prior to the date of loss.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY WITH OTHER INSURANCE

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

PROVISIONS

1. The following is added to Paragraph **A.1.c., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

2. The following is added to Paragraph **B.5., Other Insurance** of **SECTION IV – BUSINESS AUTO CONDITIONS**:

   Regardless of the provisions of paragraph a. and paragraph **d.** of this part **5. Other Insurance,** this insurance is primary to and non-contributory with applicable other insurance under which an additional insured person or organization is the first named insured when the written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, requires this insurance to be primary and non-contributory.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

The following is added to Paragraph **c.** in **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE** in the **BUSINESS AUTO COVERAGE FORM** and Paragraph **e.** in **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE** in the **MOTOR CARRIER COVERAGE FORM**, whichever Coverage Form is part of your policy:

This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET WAIVER OF SUBROGATION

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

The following replaces Paragraph **A.5., Transfer of Rights Of Recovery Against Others To Us**, of the **CONDITIONS** Section:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

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TRAVELERS

WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 13 (00)- 001

POLICY NUMBER: UB-1L155252-22-51-K

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

SCHEDULE

DESIGNATED PERSON:

DESIGNATED ORGANIZATION:

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.

DATE OF ISSUE: 04-15-22 ST ASSIGN:

DESIGNATED PROJECT(S) – AGGREGATE LIMIT

Named Insured			Endorsement Number
Morsco, Inc.			
Policy Symbol	Policy Number	Policy Period	Effective Date of Endorsement
OGL	G4666484A	04/30/2022 - 04/30/2023	04/30/2022
Issued By (Name of Insurance Company)			
ACE AMERICAN INSURANCE COMPANY			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

Designated Project(s): As required by written contract

Designated Project Aggregate Limit: $2,000,000 Per Project Limit; $25,000,000 Total Aggregate Limit

A. Subject to and eroding the General Aggregate Limit shown in the Declarations, for all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under COVERAGE A (SECTION I), and for all medical expenses caused by accidents under COVERAGE C (SECTION I), which can be attributed only to ongoing operations at a single Designated Project shown in the Schedule above:

1. A separate Designated Project Aggregate Limit applies to each Designated Project, and that limit is equal to the amount of the Designated Project Aggregate Limit shown in the Schedule above.
2. The Designated Project Aggregate Limit is the most we will pay for the sum of damages under COVERAGE A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under COVERAGE C, which damages and medical expenses can be attributed only to ongoing operations at a single Designated Project, regardless of the number of:
   a. Insureds;
   b. Claims made or "suits" brought; or
   c. Persons or organizations making claims or bringing "suits".
3. Any payments made under COVERAGE A for damages or under COVERAGE C for medical expenses shall reduce the Designated Project Aggregate Limit for that Designated Project and shall also reduce and erode the General Aggregate Limit shown in the Declarations, but shall not reduce any other Designated Project Aggregate Limit for any other Designated Project shown in the Schedule above.
4. The limits shown in the Declarations for Each Occurrence, Damage to Premises Rented to You and Medical Expense continue to apply. However such limits will be subject to the applicable Designated Project Aggregate Limit, as well as the General Aggregate Limit shown in the Declarations.

B. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under COVERAGE A (SECTION I), and for all medical expenses caused by accidents under COVERAGE C (SECTION I), which cannot be attributed only to ongoing operations at a single Designated Project:

   1. Any payments made under COVERAGE A for damages or under COVERAGE C for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-Completed Operations Aggregate Limit, whichever is applicable; and

   2. Such payments shall not reduce any Designated Project Aggregate Limit.

C. When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and will not reduce the General Aggregate Limit or the Designated Project Aggregate Limit.

D. If the applicable Designated Project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same Designated Project.

E. The provisions of Limits Of Insurance (SECTION III) not otherwise modified by this endorsement shall continue to apply as stipulated.

All other terms and conditions of this policy remain unchanged.

_____

Authorized Representative

TRAVELERS

ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 01 (A) - 001

POLICY NUMBER: **UB-1L155252-22-51-K**

ALTERNATE EMPLOYER ENDORSEMENT

This endorsement applies only with respect to bodily injury to your employees while in the course of special or temporary employment by the alternate employer in the state named in the Item 2 of the Schedule. Part One (Workers Compensation Insurance) and Part Two (Employers Liability Insurance) will apply as though the alternate employer is insured. If an entry is shown in Item 3 of the Schedule the insurance afforded by this endorsement applies only to work you perform under the contract or at the project named in the Schedule.

Under Part One (Workers Compensation Insurance) we will reimburse the alternate employer for the benefits required by the workers compensation law if we are not permitted to pay the benefits directly to the persons entitled to them.

The insurance afforded by this endorsement is not intended to satisfy the alternate employer's duty to secure its obligations under the workers compensation law. We will not file evidence of this insurance on behalf of the alternate employer with any government agency.

We will not ask any other insurer of the alternate employer to share with us a loss covered by this endorsement.

Premium will be charged for your employees while in the course of special or temporary employment by the alternate employer. The policy may be canceled according to its terms without sending notice to the alternate employer.

Part Four (Your Duties If Injury Occurs) applies to you and the alternate employer. The alternate employer will recognize our right to defend under Parts One and Two and our right to inspect under Part Six.

SCHEDULE

1. Alternate Employer

   ANY PERSON OR ORGANIZATION THAT YOU AGREE IN A WRITTEN CONTRACT TO PROVIDE THIS INSURANCE FOR BODILY INJURY TO YOUR EMPLOYEES WHILE IN THE COURSE OF SPECIAL OR TEMPORARY EMPLOYMENT BY SUCH PERSON OR ORGANIZATION, IF SIGNED BEFORE ALL SUCH BODILY INJURY OCCURS.

   Address

   ANY , DALLAS , TX , 75248

2. State of Special or Temporary Employment

   AL AZ CA CO FL GA IL KS KY NV NM NC OK SC TN TX VA

3. Contract or Project

   ANY

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective | Policy No. | Endorsement No.

Insured | Premium $

Insurance Company | Countersigned by _____

DATE OF ISSUE: **05-17-22** ST ASSIGN:

TRAVELERS

ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 01 (00) – 001

POLICY NUMBER: UB-1L155252-22-51-K

ALTERNATE EMPLOYER ENDORSEMENT

This endorsement applies only with respect to bodily injury to your employees while in the course of special or temporary employment by the alternate employer in the state named in the schedule. Part One (Workers Compensation Insurance) and Part Two (Employers Liability Insurance) will apply as though the alternate employer is insured.

Under Part One (Workers Compensation Insurance) we will reimburse the alternate employer for the benefits required by the workers compensation law if we are not permitted to pay the benefits directly to the persons entitled to them.

The insurance afforded by this endorsement is not intended to satisfy the alternate employer's duty to secure its obligations under the workers compensation law. We will not file evidence of this insurance on behalf of the alternate employer with any government agency.

We will not ask any other insurer of the alternate employer to share with us a loss covered by this endorsement.

Premium will be charged for your employees while in the course of special or temporary employment by the alternate employer.

The policy may be canceled according to its terms without sending notice to the alternate employer.

Part Four (Your Duties If Injury Occurs) applies to you and the alternate employer. The alternate employer will recognize our right to defend under Parts One and Two and our right to inspect under Part Six.

SCHEDULE

Alternate Employer	Address	State of Special or Temporary Employment
ANY PERSON OR ORGANIZATION THAT YOU AGREE IN A WRITTEN CONTRACT TO PROVIDE THIS INSURANCE FOR BODILY INJURY TO YOUR EMPLOYEES WHILE IN THE COURSE OF SPECIAL OR TEMPORARY EMPLOYMENT BY SUCH PERSON OR ORGANIZATION, IF SIGNED BEFORE ALL SUCH BODILY INJURY OCCURS.	ANY , DALLAS , TX , 75248	AL AZ CA CO FL GA IL KS KY NV NM NC OK SC TN TX VA

DATE OF ISSUE: 05-17-22 ST ASSIGN:

CONFIRMATION OF MINORITY OWNED BUSINESS

A requested form to be made a part of our files for future use and information. Please fill out and indicate in the appropriate spaces provided which category best describes your company. Return this form with your bid proposal sheet making it an official part of your bid response.

Is your company a Minority Owned Business ? _____ Yes ✓ No

If Yes, please indicate by an "X" in the appropriate box:

( ) AMERICAN INDIAN

( ) ASIAN

( ) BLACK

( ) HISPANIC

( ) WOMEN

( ) OTHER _____ (specify)

( ) NOT APPLICABLE

Do you possess a Certification qualifying your business as a Minority Owned Business?

YES _____ NO ✓

If YES, Name the Organization from which this certification was obtained and date:

N/A
Issuing Organization for Certification

N/A
Date of Certification

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the City of Boynton Beach or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4) In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify ~~that this~~ firm complies fully with the above requirements.

Vendor's Signature

SECRETARY'S CERTIFICATE OF
FORTILINE, INC. d/b/a FORTILINE WATERWORKS

July 27, 2022

I, Malia Gelfo, the duly elected Assistant Corporate Secretary of the entity identified above ("Company"), DO HEREBY CERTIFY and AUTHORIZE:

1. Jordan McCall of Fortiline, Inc., d/b/a Fortiline Waterworks, located at 822 Mary's Park Place, Winter Garden, Florida, as authorized Agent and Signatory for Fortiline, Inc. for the City of Boynton Beach, Florida, Invitation To Bid (ITB) No. WH22-047: Annual Supply of Brass Fittings and Accessories, for the acknowledgment and submitting/uploading the electronic bid only.

IN WITNESS WHEREOF, the undersigned has executed and delivered this Secretary's Certificate as of the date first written above.

BY: _____
Malia Gelfo
Assistant Corporate Secretary of Fortiline, Inc.
as of the date set forth above

E-VERIFY FORM

TO BE COMPLETED AND UPLOADED ONLINE

Project Name: Annual Supply of Brass Supplies and Accessories

Project No.: WH22-047

1. Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, a vendor or consultant.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.
"E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

2. Effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:
   a) All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
   b) All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City of Boynton Beach. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Boynton Beach; and
   c) Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, the Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract.

3. Contract Termination
   a) If the City has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09 (1) Fla. Stat., the contract shall be terminated.
   b) If the City has a good faith belief that a subcontractor knowingly violated s. 448.095 (2), but the Contractor otherwise complied with s. 448.095 (2) Fla. Stat., shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
   c) A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
   d) Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination.
   e) If the contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name:	Fortiline Inc. d/b/a Fortiline Waterworks
Authorized Signature:	
Print Name:	Gregory A. Velz
Title	Assistant Corporate Secretary
Date:	7/29/2022
Phone:	561-253-9886

STATE OF Florida)
COUNTY OF Duval)

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 29th day of July, 2022, by Greg Velz on behalf of Fortiline Waterworks He/she is personally known to me or has produced _____ as identification.

NOTARY PUBLIC

(Name of Notary Typed, Printed or Stamped)

GWEN TIGNER
MY COMMISSION # HH 242449
EXPIRES: March 20, 2026

Title or Rank

Serial number, if any

CITY OF BOYNTON BEACH
LOCAL BUSINESS STATUS CERTIFICATION

I, Gregory A. Velz, the Assistant Corporate Secretary
(Name of officer of company) (Title of officer of company)

Fortiline, Inc., located at 7025 Northwinds Dr. NW
(Name of Corporation/Company) (Business Address) Concord, NC 28027

certify that I am an authorized representative of the business and, on behalf of the Business, request that it be deemed to be a local business for purposes of the City of Boynton Beach Local Preference Program. Answering yes to Question 1 and Question 2 below will qualify the business as a local business. In support of this request, I certify the following to be true and correct:

NAME OF BUSINESS: Fortiline, Inc. d/b/a Fortiline Waterworks

1.	Is the business located within the City limits of Boynton Beach, Florida?	YES	NO ✓	Number of Years: _____
2.	Does the business have a business tax receipt issued in the current year? Palm Beach County Local Business Tax Receipt	YES ✓	NO	Business License Number: 201580311
3.	Is the business registered with the Florida Division of Corporations?	YES ✓	NO	F10000004477

I understand that misrepresentation of any facts in connection with this request may be cause for removal from the certified local business list. I also agree that the business is required to notify the City in writing should it cease to qualify as a local business.

Print Name: Gregory A. Velz Signature: Gregory A. Velz

FOR PURCHASING USE ONLY

Business License Active: ☐ **Year Established:** ☐

Verified by: _____ **Date:** _____

NON COLLUSION AFFIDAVIT OF BIDDER

TO BE COMPLETED AND UPLOADED ONLINE

State of Flo ida)

County of Duval)

Gregory A. Velz, being first duly sworn, deposes and says that:

1) He is Assistant Corp. Secretary (Title) of Fortiline, Inc. d/b/a Fortiline Waterworks (Name of Corporation or Integrator), the proposer that has submitted the attached ITB:

2) He is fully informed respecting the preparation and contents of the attached submittal and of all pertinent circumstances respecting such submittal;

3) Said ITB is genuine and is not a collusive or sham ITB;

4) Further, the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, integrator or person to submit a collusive or sham ITB in connection with the Contract for which the attached ITB has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communications or conference with any other Bidder, integrator or person to fix the price or prices in the attached ITB or of any other Bidder, or to fix any overhead, profit or cost element of the ITB price or the ITB price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Boynton Beach or any person interested in the proposed Contract; and

5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) _____

(Title) Assistant Corporate Secretary

Subscribed and sworn to before me

This 20th day of July, 2022

_____

Notary Public (Signature)

My Commission Expires: March 20, 2026

GWEN TIGNER
MY COMMISSION # HH 242449
EXPIRES: March 20, 2026

PALM BEACH COUNTY INSPECTOR GENERAL

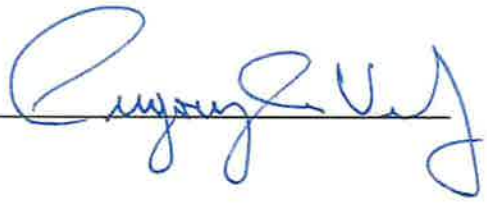
ACKNOWLEDGMENT

The Contractor is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Contractor and its subcontractors and lower tier subcontractors.

The contractor understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this contract justifying its termination.

Fortiline, Inc. d/b/a Fortiline Waterworks

~~CONTRACTOR NAME~~ **DISTRIBUTOR**

By 

Title: Assistant Corporate Secretary

Date: 7/29/2022

WH22-047 - Annual Supply of Brass Fittings and Accessories

Opening Date: July 6, 2022 1:00 PM

Closing Date: August 2, 2022 2:30 PM

Vendor Details

Company Name:	Fortiline, Inc. d/b/a Fortiline Waterworks
Does your company conduct business under any other name? If yes, please state:	North Carolina
Address:	7025 Northwinds Drive, NW Concord, North Carolina 28027
Contact:	Jordan McCall
Email:	jordan.mccall@fortiline.com
Phone:	407-287-7777
Fax:	704-788-9800
HST#:	57-0819190

Submission Details

Created On:	Monday July 18, 2022 16:33:54
Submitted On:	Monday August 01, 2022 19:26:38
Submitted By:	Jordan McCall
Email:	jordan.mccall@fortiline.com
Transaction #:	d3a09dac-07bf-4261-acba-254fd929f78d
Submitter's IP Address:	35.141.4.156

Schedule of Prices

The Bidder hereby Bids and offers to enter into the Contract referred to and to supply and do all or any part of the Work which is set out or called for in this Bid, at the unit prices, and/or lump sums, hereinafter stated.

*Denotes a "**MANDATORY**" field

Do not enter $0.00 dollars unless you are providing the line item at zero dollars to the Owner (unless otherwise specified).

If the line item and/or table is "**NON-MANDATORY**" and you are not bidding on it, leave the table and/or line item blank.Do not enter a $0.00 dollar value.

Attachment B - Item 1

Item 1 is to determine the percentage discount or cost plus percentage offered on all materials from the manufacturers listed below that is offered by your company. **You can either offer percentage discount off or cost plus percentage, both is not required.** Please state what the discount or cost plus is based on. If you do not offer any of the brands, please place a "0%" in the box.

Manufacturer	Discount Percentage Off *	Cost Plus % *
Ford	0%	
Mueller	Service Brass: 45% Hymax: 42%	
AY MCDonald	Service Brass: 51% Domestic threaded brass fittings: 82% Domestic nipples: 92%	
Merit Brass	DOMESTIC LEAD FREE BRASS: 77%	
Lee Brass	0%	

Attachment B - Item 2

Items 2 will be used for evaluation purposes only and are not sole items to be ordered. The bidder shall complete all spaces to include the current price list for the item, the percentage discount or the cost plus percentage offered from ITEM 1, and the final item price after the discount is applied. **You can either offer percentage discount off or cost plus percentage, both is not required.** Equivalents are accepted for part numbers listed.

Line Item	Description	Part Number	Current Price *	Discount % from Item *	Cost plus percentage from Item *	Final Item Price *
1	3/4" x 4" Brass Nipple		$128.5500	92%		$10.2400
2	1" Ball Valve Comp x Yoke	B94-344W	$172.0400	51%		$84.2900
3	1" CC Ball Corp	FB-1000-4	$140.9100	51%		$69.0400
4	1" x 3/4" Brass Bushing		$69.2400	82%		$12.4600
5	3/4" Tail Pieces	C91-23	$18.2800	51%		$8.9500

Attachment B - Item 3

Additional discount percentage off or cost plus percentage for all brands, manufacturers offered by your company. This discount will be used to purchase any product offered by your company that is not Ford, Mueller, AY MCDonald, Merit or Lee.

Instructions	Discount Percentage Off *	Cost Plus Percentage *
Additional discount percentage off or cost plus percentage for all brands, manufacturers offered by your company. This discount will be used to purchase any product offered by your company that is not Ford, Mueller, AY MCDonald, Merit or Lee.	ARI 17.000% Endot HDPE 35.000%(Escalation clause up to 10%) DFW GRADE C BOXES AND LIDS 26% Trumbull industries 38% NDS METER BOXES AND LIDS 60.000% NDS CHECK VALVES 40.000% NDS TRUE UNION BALL VALVES 40.000% NDS COMPRESSION FITTINGS 45.000% NDS GATE VALVES 40.000% Raven meter boxes Sigma and iron and polymer lids 35% CDR meter boxes and lids tier 8 - 45%	*Any item not on the list - 20% plus cost plus freight*

Specifications

☑ We will not be submitting for Specifications

Number	New Column
1	All Bid prices are F.O.B. Boynton Beach, Warehouse, 222 N.E. 9TH Avenue, Boynton Beach, Florida.
2	Bidder should state the model numbers of all items and accessories specified in this proposal.
3	Bidder must be able to guarantee all deliveries, through out the duration of the Bid. All orders must be delivered within 15 days from date of the purchase order. Back orders exceeding the 15 day period are subject to cancellation. Exceptions will be made depending on market conditions.
4	Any quantities indicated in the proposal represent approximate needs for the one (1) year period. There is no guarantee made or implied that the City will fulfill such purchases.
5	Award is anticipated to be on a primary, secondary, third and possibly fourth basis.
6	Bidder agrees that all brass proposed in this bid are lead-free and domestic.
7	The percent discount or cost plus percentage discount applies to the Commodity Bid – Brass Fittings and Accessories. In this instance, Brass Fittings and Accessories encompass any and all similar and like items as individually listed.
8	The City reserves the right to purchase on the open market should lower market prices prevail at which time the successful bidder shall have the option of meeting the lower price or relieving the City of any obligation previously understood
9	Bidder agrees that all items proposed in this bid are domestically made.
10	All brass fittings and accessories listed in the proposal form must be of domestic manufacturer and meet all criteria set forth by the A.W.W.A., A.S.T.M. and the trade industry.

References

Line Item	Company *	Name *	Email *
1	Village of Wellington	Alan Friedman	afriedman@wellingtonfl.gov
2	City of Melbourne	Nic Coster	Nicholas.coster@mlbfl.org
3	City of Margate	Mike Bush	mbush@margatefl.org

Documents

Ensure your submission document(s) conforms to the following:

Documents should NOT have a security password, as City of Boynton Beach may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by City of Boynton Beach.

If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

If the attached file(s) cannot be opened or viewed, your Bid Call Document may be rejected.

- Bidder Qualification Statement - 22-047 EXECUTED - BIDDER QUALIFICATION STATEMENT.pdf - Monday August 01, 2022 17:36:19
- Anti-Kickback Affidavit - 22-047 EXECUTED - ANTIKICKBACK AFFIDAVIT.pdf - Monday August 01, 2022 17:36:27
- Non-collusion Affidavit of Bidder - 22-047 EXECUTED - NON COLLUSION AFFIDAVIT.pdf - Monday August 01, 2022 17:36:41
- Certification Pursuant to Florida Statute § 287.135 - 22-047 EXECUTED - CERTIFICATION PURSUANT TO FLORIDA.pdf - Monday August 01, 2022 17:36:58
- Confirmation of Drug-Free Workplace - 22-047 EXECUTED - DRUG FREE WORKPLACE.pdf - Monday August 01, 2022 17:37:10
- Confirmation of Minority Owned Business - 22-047 EXECUTED - CONFIRMATION OF MINORITY OWNED BUSINESS.pdf - Monday August 01, 2022 17:37:32
- E-Verify - 22-047 EXECUTED - E-VERIFY FORM.pdf - Monday August 01, 2022 17:37:58
- Bidder Acknowledgement - 22-047 EXECUTED - BIDDER ACKNOWLEDGMENT & COI.pdf - Monday August 01, 2022 17:40:41
- Local Business - 22-047 EXECUTED - LOCAL BUSINESS CERTIFICATION.pdf - Monday August 01, 2022 17:38:22
- Plam Beach County Inspector General - 22-047 EXECUTED - PALM BEACH COUNTY INSPECTOR GENERAL.pdf - Monday August 01, 2022 17:38:29

Addenda & Declarations

The Bidder hereby acknowledges and agrees:

1. To provide all goods, services and construction, as more specifically set out and in accordance with the Owner's Bid Call Document, including but not limited to the scope of work, specifications, drawings, Addenda (if issued by the Owner), the terms and conditions, etc. stated therein, which are expressly acknowledged and made part of this Contract.

2. This Bid is made without any connections, knowledge, comparison of figures or arrangements with any other company, firm or person making a Bid for the same Work and is in all respects fair and without collusion or fraud.

3. I/WE do hereby Bid and offer to enter into a Contract to do all the Work as specified in the Bid Call Document(s) which shall include all costs but not limited to; freight, duty, currency, etc. in accordance with the prices and terms as submitted by the Bidder herein.

4. If I/WE withdraw this Bid before the formal Contract is executed by the Awarded Bidder for the said Work or One Hundred Twenty (120) Calendar Days, whichever event first occurs, the amount of the Bid Deposit accompanying this Bid (if applicable to this bid) shall be forfeited to the Owner.

5. I/WE acknowledge and agree that any issued Addendum/Addenda forms part of the Bid Call Document.

6. I/WE (including any related or affiliated entities and any principal thereof) have no unresolved litigation with the Owner.

Palm Beach County Inspector General Acknowledgement

The Consultant is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Consultant Agreement, and in furtherance thereof may demand and obtain records and testimony from the Consultant and its sub-consultants and lower tier sub-consultants.

The Consultant understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Consultant or its subconsultants or lower tier sub-consultants to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this contract justifying its termination.

Confirmation of Drug Free Workplace

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more submittals which are equal with respect to price, quality, and service are received by the City of Boynton Beach or by any political subdivision for the procurement of commodities or contractual services, a submittal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie submittals will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

Give each employee engaged in providing the commodities or contractual services that are under submittal a copy of the statement specified in subsection (1).

In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or contractual services that are under submittal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or- plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.

Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

☑ I/We have the authority to bind the Company and submit this Bid on behalf of the Bidder. - Jordan McCall, Regional Bid Coordinator, Fortiline, Inc. d/b/a Fortiline Waterworks

The bidder shall declare any potential or actual conflict of interest that could arise from Bidding on this Bid. Do you have a conflict of interest?

○ **Yes** ○ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document

Please check the box in the column **"I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
There have not been any addenda issued for this bid.		

PURCHASE ORDER

CITY OF BOYNTON BEACH, FLORIDA

PROCUREMENT SERVICES DEPARTMENT
100 EAST OCEAN AVE
P.O. BOX 310
BOYNTON BEACH, FLORIDA 33425-0310

P.O. #: 230286
DATE: 10/01/22

VENDOR 11948

TO: FORTILINE WATERWORKS
8920 SW GLADES CUT-OFF RD
PORT ST LUCIE, FL 34986

SHIP TO:
City of Boynton Beach
WAREHOUSE
222 NE 9TH AVENUE
BOYNTON BEACH, FL 33435

REQUISITION NO.	ORDERING DEPARTMENT: WAREHOUSE/JEN PACIELLO		INQUIRIES REGARDING PURCHASE ORDER CALL (561)742-6310
DATE NEEDED:	• CONTRACT NO. 084141221	COMMISSION APPROVED:	

LINE#	QUANTITY	UOM	ITEM NO. AND DESCRIPTION	UNIT COST	EXTENDED COST
			UTILITY UNDERGROUND PIPING PRODUCTS & SUPPLIES		
			EFFECTIVE DATE: 10/01/22 EXPIRATION DATE: 10/31/23 NOT TO EXCEED: 50000.00		

REMARKS:
BLANKET PURCHASE ORDER
COBB CONTRACT #WH22048 TERM 10/5/2022-10/4/2023
COMMISSION APPROVED 9/8/2022
NOT TO EXCEED $220,000 WITHOUT COMMISSION APPROVAL

PROCUREMENT SERVICES: Mara Frederiksen October 7, 2022	P.O. TOTAL:
ACCOUNT NO. PROJECT	

RECEIVING

The City of Boynton Beach

PROCUREMENT SERVICES
P.O. BOX 310
BOYNTON BEACH, FLORIDA
33425-0310
TELEPHONE NO: (561) 742-6310
FAX: (561) 742-6316

September 9, 2022

Fortiline, Inc.
Jordan.mccall@fortiline.com

RE: **"ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"**
BID #: WH22-048

Contract Period: October 5, 2022 thru October 4, 2023

Dear: Jordan McCall,

At the Commission meeting on September 8, 2022, the BID for **"ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"** was awarded and your company was one of two selected.

A Blanket Purchase Order will be issued to your company on an "As Needed Basis".

We would like to thank you for responding to this Bid. If you have any questions regarding this Bid, please contact Michael Dauta, Manager of Materials and Distribution, at dautam@bbfl.us

Sincerely,

Mara Frederiksen
Director of Financial Services

Enclosure: Tabulation Sheet

CITY OF BOYNTON BEACH

INVITATION TO BID (ITB)

FOR

ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES

ITB No. WH22-048

CITY OF BOYNTON BEACH
CITY HALL
100 E Ocean Ave
BOYNTON BEACH, FL 33435

ONLINE SUBMISSIONS ONLY
BID CLOSING DATE: AUGUST 2, 2022
NO LATER THAN 2:30 P. M.

INVITATION FOR BIDS
FOR

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To be Completed and Uploaded Online

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Scope of Services C-6

Exhibit 'B'.....

Schedule of Prices C-7

INVITATION TO BID (ITB)
WH22-048
FOR
INVITATION FOR BIDS
FOR
ANNUAL SUPPLY FO PIPE FITTINGS AND ACCESSORIES

Electronic Invitation To Bids (ITB's) shall be received by the bidding system up until: **AUGUST 2, 2022 No Later Than 2:30 PM (Local Time).**

All Bids will be publicly opened online at Boynton-beach.bidsandtenders.net. Bids received after the assigned date and time are not permitted by the bidding system. For the above reasons, it is recommended that sufficient time to complete your online Submission and to resolve any issues that may arise. The closing time and date shall be determined by the Bidding System's web clock.

ATTENTION, ALL INTERESTED RESPONDENTS:

To obtain documents online please visit Boynton-beach.bidsandtenders.net. Documents are not provided in any other manner.

SCOPE OF ITB:

The City of Boynton Beach is seeking bids to secure pricing for a period of one (1) year for the purchase of PIPE supplies to stock in the City's Warehouse to provide availability for various City Departments as needed to complete tasks, make repairs, and provide services to the City of Boynton Beach.

TERM OF CONTRACT

The initial term of the contract shall be for one (1) year effective upon date the contract is fully executed by all parties. The City of Boynton Beach Purchasing Manager in consultation with the Finance Director may extend the agreement at the same terms, and conditions, for three (3) additional one-year renewals (exercised separately) subject to vendor acceptance, satisfactory performance as determined by the Purchasing Manager, and determination by the Purchasing Manager that renewal will be in the best interest of the City.

LOBBYING / CONE OF SILENCE

Consistent with the requirements of Chapter 2, Article VIII, Lobbyist Registration, of the Palm Beach County Code of Ordinances, Boynton Beach imposes a Cone of Silence. A cone of silence shall be imposed upon each competitive solicitation from the time of advertisement and shall remain in effect until Council awards or approves a contract, rejects all bids or responses, or otherwise takes action that ends the solicitation process. While the cone of silence is in effect, no Bidder or its agent shall directly or indirectly communicate with any member of City Commission or their staff, the Manager, any employee of Boynton Beach authorized to act on behalf of Boynton Beach in relation to the award of a particular contract or member of the Selection Committee in reference to the solicitation, with the exception of the Purchasing Manager or designee. (Section 2-355 of the Palm Beach County Code of Ordinances.) Failure to abide by this provision may serve as grounds for disqualification for award of contract to the Bidder. Further, any contract entered into in violation of the cone of silence shall render the transaction voidable.

The cone of silence shall not apply to oral communications at any public proceeding, including pre-bid conferences, oral presentations before Selection Committees, and contract negotiations during any public meeting, presentations made to the City Commission, and protest hearings. Further, the cone of silence shall not apply to contract negotiations between any employee and the intended awardee, any dispute resolution process following the filing of a protest between the person filing the protest and any employee, or any written correspondence with Boynton Beach as may be permitted by the competitive solicitation. Additionally, the cone of silence shall not apply to any purchases made in an amount less than the competitive solicitation threshold set forth in the Purchasing Manual.

PUBLIC RECORDS DISCLOSURE:

Pursuant to Florida Statutes §119.071(1), sealed Bids, Proposal or Responses received by the City in response to a Request for Qualification or Invitation to Bid are exempt from public records disclosure requirements until the City provides a notice of decision or thirty (30) days after the opening of the Proposals/Bids. If the City rejects all Responses submitted in accordance with a Request for Proposal/Qualification or Invitation to Bid, and the City concurrently provides notice of its intent to reissue the competitive solicitation, the rejected Responses remain exempt from public disclosure until such time as the City provides notice of a decision or intended decision concerning the competitive solicitation or until the City withdraws the reissued competitive solicitation. A Bid, Proposal, Response or reply is not exempt for longer than twelve (12) months after the initial City notice rejecting all Bids, Proposals, or replies.

Questions related to this ITB are to be submitted to the Purchasing representative through the Bidding System only by clicking on the "Submit a Question" button for this specific Solicitation.

INVITATION TO BID (ITB)

No. WH22-048
FOR
"ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"

SECTION 1 –SCOPE OF SERVICES AND GENERAL REQUIREMENTS

1.1 BID TERM:

The initial term of the contract shall be for one (1) year effective upon date the contract is fully executed by all parties. The City of Boynton Beach Purchasing Manager in consultation with the Finance Director may extend the agreement at the same terms, and conditions, for three (3) one-year renewals (exercised separately) subject to vendor acceptance, satisfactory performance as determined by the Purchasing Manager, and determination by the Purchasing Manager that renewal will be in the best interest of the City.

1.2 BASIS OF AWARD:

While it is the intent of the City to award the bid to one vendor who is the lowest responsive and responsible Bidder as determined by the city, the City reserves the right to make multiple awards. The City reserves the right to reject all bids, waive non-material errors in the bids, to abandon the project and to solicit and re-advertise for other bids.

Once opened, the bids will be tabulated and evaluated by the City before recommendation and/or notice of intent to award. The City, in its sole discretion, reserves the right to accept or reject any or all bids for any reason whatsoever. The City further reserves the right to waive irregularities and technicalities and/or to request resubmission. There is no obligation on the part of the City to award the bid to the lowest Bidder, or any Bidder. The City reserves the right to make the award to a responsible Bidder submitting a responsive bid most advantageous and in the best interest of the City. The City shall be the sole judge of the bids and the City's decision shall be final.

1.3 SCOPE OF WORK TO BE PERFORMED:

1.3.1 PURPOSE:

The purpose of this bid is to establish firm prices for a one-year period for the purchase of Pipe Fittings and other Accessories. These items will be ordered on an "AS NEEDED BASIS" for the repair, replacement and new construction of utility systems. Bidder(s) are required to have a warehouse facility in Miami-Dade, Broward, Palm Beach, Martin and/or St. Lucie County.

1.3.3 PERFORMANCE WARRANTY:

The vendor shall guarantee all work, equipment and materials included in the service against any defects in workmanship; and shall satisfactorily correct, at no cost to City, any such defect that may become apparent within a period of one year after completion of work. The warranty period shall commence upon date of acceptance, inspection and approval by City Representative only. If the vendor is notified in writing of a deficiency in the work provided, within one year from completion of the work, the vendor shall, at City's option, re- perform the work in question at no additional cost to City, or refund the original charges for the work in question to City, including the difference in cost if any, to re-perform the work if completed by another vendor.

1.4 GENERAL REQUIREMENTS:

A. REFERENCES:

Complete the Reference Document and include at least three (3) references from customers that you have contracted with to provide PIPE supplies.

NOTE: The information requested must include a current contact name, phone number and email address for each reference.

B. COMMUNICATIONS:

The contractor or his/her representative will meet with the City's contract administrator every other Monday, to discuss schedules, problems, needs, and mutual areas of concern.

C. QUALIFICATIONS:

The bidder(s) must have adequate organization, facilities, equipment, and personnel to insure prompt and efficient service. The COBB reserves the right, before recommending any award, to inspect the facilities to determine ability to perform. The COBB reserves the right to reject bids where evidence submitted, investigation and/or evaluation, is determined to indicate inability of the bidder to perform.

All questions submitted (along with their source) are subject to Public Records Laws and as such will be available for inspection upon receipt of a Public Records Request.

D. SECURITY AND ACCESS:

All contract/sub-contract employees will display City issued photo identification badges while working on City premises. No contract/sub-contract employee will be allowed access to any City facilities area without displaying the required City issued photo identification badge, wearing uniform shirts clearly identifying the company's name, and wearing closed toe, rubber soled shoes at all times. Also, while shorts are acceptable, they cannot be more the 3" above the knee caps.

The contractor/sub-contractor will work in several areas which are:

1. Under secured access

a) Shall be maintained in a secured condition and will be locked immediately upon the contractor completing their work.
2. Generally opened to the public for meetings, rentals, and other uses.

E. SUB-CONTRACTING:

If a vendor intends to sub-contract any portion of this bid for any reason, the name and address of the subcontracting firm must be submitted with the bid or prior to use for approval. No sub-contracting will take place prior to bid-awarded vendor furnishing this information and receiving written approval from the COBB. Subcontractors will be required to conform to the Jessica Lunsford Act as noted in the Instructions to Bidders document of this bid.

The Purchasing Department reserves the right to reject a subcontractor who previously failed in the proper performance of an award or failed to deliver on-time contracts of a similar nature, or who is not in the position to perform this award. The Contract Administrator reserves the right to inspect all facilities of any subcontractor in order to make determination as to the foregoing. The subcontractor will be equally responsible for meeting all requirements specified in this Invitation to Bid. Vendors are encouraged to seek minority and women business enterprises for participation in sub-contracting opportunities. The sub-contractor shall be equally responsible for meeting all requirements specified in this Invitation to Bid.

F. PAYMENT / PAYMENT TERMS:

Payment will be made after the goods/services from the awarded vendor have been received/completed; inspected and found to comply with award specifications, free of damage or defect; and a properly billed invoice is received and processed in the Accounting Services Department.

Payment will not be processed until the following occurs:

1. The complete and satisfactory receipt of all items ordered. All pricing in accordance with the bid.
2. The receipt of a properly billed invoice sent to the Contractor Administrator.

Invoices to the COBB MUST include the following to permit verification of prices and expedite payment to vendors:

1. Name and Address of Vendor
2. A Unique Invoice Number
3. Date of Service(s)
4. Itemized pricing to include copy of vendor's invoice for any equipment and parts used (including mark-up as specified in Attachment "C".
5. City of Boynton Beach Purchase Order Number

Failure to timely submit invoices(s) within 30 days to the Contract Administrator as set forth above may significantly delay processing and payment of the invoice.

The above terms and conditions are agreed to by submitting an offer on this bid.

G. INCORRECT PRICING/INVOICES:

Any pricing on invoices that are incorrect or freight charges that were not included on the original Purchase Order, must be brought to the attention of the Contract Administrator and corrected prior to the shipment(s) of goods or initiation of services. Additional costs that were not brought to the Contract Administrator's attention and did not receive written approval via a Change Order issued by the Purchasing Agent may not be honored.

H. CHANGE ORDERS:

Any addition(s) to the Scope of Work or to a Purchase Order as a result of the bid award that adds additional costs must be brought to the Contract Administrator's attention and approved by the Purchasing Department prior to commencement of additional work, shipment of goods or the addition of unauthorized freight charges. Once approved, a Change Order will be issued to include the additional costs and work may commence and/or shipment of goods can begin. Additional costs that were not brought to the Contract Administrator's attention and did not result in a Change Order approved by the Purchasing Agent may not be honored.

I. COMPLETION OF SERVICES/LIQUIDATED DAMAGES:

The completion date for repairs or projects shall not exceed quoted or set project schedule, unless written request for extension and the approved authorization has been granted. Should the bidder to whom the repair work is awarded, fail to complete the work within the number of days stated in the quote, the COBB reserves the right to:

1. Collect liquidated damages in the amount of $250 per day work is not completed **OR**
2. Cancel the contract with the bidder and to secure the services through another source of supply to complete the work.

If the COBB exercises one of these options, the COBB may at its option request payment from the bidder through invoice or credit memo, for any additional costs over and beyond the original quoted prices, which were incurred by the COBB as result of having to secure the services elsewhere or for liquidated damages. If the bidder fails to honor this invoice or credit memo, the COBB may remove that bidder from the contract.

J. DEFICIENCIES IN WORK TO BE CORRECTED BY THE BIDDER:

The successful Bidder shall promptly correct all deficiencies and/or defects in work and/or any work that fails to conform to the Contract Documents; whether or not fabricated, installed or completed. All corrections shall be made within 24 hours after such rejected defects, deficiencies, and/or non-conformances are reported in writing (email, memo, inspection reports, etc.) to the Bidder by the Contract Administrator or designee. The Bidder shall bear all costs of correcting such rejected work. If the Bidder fails to correct the work within the period specified; the COBB may, at its discretion, notify the Bidder, in writing, that the Bidder is contractually default and obtain the services of another vendor to correct the deficiencies, and charge the Bidder for these costs; either through a deduction from the final payment owed to the Bidder or through invoicing.

INVITATION TO BID (ITB)

No. WH22-048
FOR
"ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"

SECTION 2 – INSTRUCTIONS TO BIDDERS

2.1 Electronic Invitation to Bid (ITB's) shall be received by the City's e-Procurement bidding system no later than: **AUGUST 2, 2022 No Later Than 2:30 PM (Local Time).**

2.2 Late responses are not permitted by the bidding system. It shall be the sole responsibility of the Bidder to have their ITB submittal submitted online.

2.3 Bidders shall acknowledge receipt of any addenda through the Bidding System by checking a box for each addenda and any applicable attachment.

2.4 It is the responsibility of the Bidder to have received all Addenda that are issued. Bidders should check online at Boynton-beach.bidsandtenders.net prior to submitting their bid and up until the ITB closing time and date in the event additional addenda are issued.

2.5 To obtain documents online please visit Boynton-beach.bidsandtenders.net. You may preview the ITB documents with a Preview Watermark prior to registering for the opportunity. Documents are not provided in any other manner.

2.6 ELECTRONIC BID SUBMISSIONS ONLY, shall be received by the Bidding System. Hardcopy submissions are not permitted.

2.7 Bidders are cautioned that the timing of their bid submission is based on when the bid is RECEIVED by the bidding system, not when a bid is submitted, as the submittal transmission can be delayed due to file transfer size, transmission speed, etc.

2.8 For the above reasons, it is recommended that sufficient time to complete your bid Submission and to resolve any issues that may arise. The closing time and date shall be determined by the Bidding System's web clock.

2.9 Bidders should contact bids&tenders support listed below, at least twenty-four (24) hours prior to the closing time and date, if they encounter any problems. The Bidding System will send a confirmation email to the Bidder advising that their submittal was submitted successfully. If you do not receive a confirmation email, contact bids&tenders support at support@bidsandtenders.net.

2.10 Late Submittal Responses are not permitted by the Bidding System.

2.11 To ensure receipt of the latest information and updates via email regarding this Invitation to Bid, or if a Bidder has obtained this Solicitation from a third party, the responsibility is on the Bidder to create a Bidding System Vendor account and register as a Plan Taker for the Solicitation.

2.12 All expenses for making ITB responses to the City are to be borne by the Bidder.

2.13 A sample draft agreement that the City intends to execute with the successful firm(s) is contained within this Invitation to Bid for review. The City reserves the right to modify the contract language prior to execution.

2.14 Each Bidder, by submission of a bid response, acknowledges that in the event of any legal action challenging the award of an ITB; damages, if any, shall be limited to the actual cost of the preparation of the ITB.

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SECTION 3 – BIDDER SUBMISSION REQUIREMENTS

3.1 SUBMISSION OF ITB'S

A. The Contractor shall provide all services and necessary items of expense, including but not limited to labor, material, trucking, transportation, equipment, power, supervision, and all other services and items of expense required for the complete performance of all Work.
B. Pay legally required sales, consumer, and use taxes.
C. Pay all charges by all suppliers and subcontractors to the Contractor for such work as supporting, replacing, moving or providing protection for their facilities as necessitated by the Contractor's operation.
D. Pay all costs of restoration of pavements, landscaping, and structures damaged by the Contractor's operation, including all staging areas solely to the satisfaction of the City
E. Give all required notices.
F. Comply with laws, codes, ordinances, rules, regulations, orders, and other legal requirements of public or quasi-public authorities that bear on the performance of the work.
G. The Contractor shall be responsible for safely barricading open excavations which may present hazards.
H. The Contractor shall be responsible for securing all tools, equipment and material at the job site.
I. Ensure that all personnel are properly dressed with OSHA approved clothing and safety gear, including but not limited to hard hats, work shoes, shirts and long pants, as appropriate for the performance of the Work.

8. Submittal of General Information and Procurement Forms and Documents

Procurement forms must be completed, signed, notarized, uploaded and or acknowledged when required and submitted. In addition, all other requests and supporting documentation should be included.

A) Bidder Qualification Statement – ***Upload Online***
B) Addenda Acknowledgement – ***Online Acknowledgement***
C) Anti-Kickback Affidavit – ***Upload Online***
D) Non-collusion Affidavit of Bidder – ***Upload Online***
E) Confirmation of Minority Owned Business - ***Online Form***
F) Certification Pursuant to Florida Statute § 287.135 - ***Upload Online***
G) Confirmation of Drug Free Workplace - ***Online Acknowledgement***
H) Palm Beach Inspector General - **Online Acknowledgement**
I) Local Business Certification - ***Online Form***

J) Statement of Non-Submittal (if applicable) - ***Online Form***
K) Schedule of Sub-Consultants – ***Online Form***
L) Submit current Florida Professional License, including evidence of possession of required licenses or business permits – ***Attach and Upload***
M) Submit proof of Professional Liability Insurance at the levels identified on the Insurance Advisory Form – ***Attach and Upload***
N) Submit any Supplemental information relative to this ITB – ***Attach and Upload***

BID SHEET IS A SEPARATE DOCUMENT WHERE YOU WILL INPUT INFORMATION WITHIN THE SYSTEM

INVITATION TO BID (ITB)

No. WH22-048
FOR
"ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"

SECTION 4 – GENERAL CONDITIONS

1. FAMILIARITY WITH LAWS: The bidder is presumed to have full knowledge of and be in compliance with all Federal, State, and Local laws, ordinances, rules, and regulations that in any manner affect the equipment and the services provided to the City. Ignorance on the part of the bidder will in no way relieve bidder of responsibility to adhere to such regulations.

2. ITB FORMS: The bidder will submit a bid on the bid forms provided. All bid prices, amounts and descriptive information must be legibly entered. The bidder must state the price and the time of delivery for which they propose to deliver the equipment or service requested. The bidder IS required to be licensed to do business as an individual, partnership or corporation in the State of Florida. Place all required bid forms in a sealed envelope that has the company's name and address, Bidder title, number, Bidder date and time on the outside of the sealed envelope. Bidders not submitted on appropriate proposal forms may be rejected. All Bidders are subject to the conditions specified herein. Bidders which do not comply with these conditions are subject to rejection.

3. EXECUTION OF ITB: ITB must contain a manual signature of an authorized representative in the space provided on all affidavits and bid sheets.

4. DEMONSTRATIONS: Performance of the equipment/services upon request can be deemed a part of the evaluation process in determining the award of bidder. Demonstrations of the merits of the equipment/services that meet City requirements shall be requested by Procurement Services. Equipment demonstrated shall be a minimum of one (1) year old. All required staff, to be assigned per the individual bid product or service application, will form the Bid Award Committee to evaluate and submit a group award recommendation. The City reserves the right to make separate and independent awards based on its needs and the combined evaluation results.

5. ESCALATOR CLAUSE: Any bid which is submitted subject to an escalator clause will be rejected, unless addressed in the Special Conditions Section of the bid documents.

6. EXCEPTIONS: Incorporation in a bid of exceptions to any portion(s), of the Contract documents may invalidate the bid. Exceptions to the Technical and Special Provisions shall be clearly and specifically noted in the bidder's submittal on a separate sheet marked "**EXCEPTIONS TO THE SPECIFICATIONS**" and this sheet shall be attached to the bid. The use of bidder's standard forms, or the inclusion of manufacturer's printed documents shall not be construed as constituting an exception within the intent of the Contract documents.

7. GOVERNMENTAL RESTRICTIONS: In the event any governmental restrictions may be imposed which would necessitate alteration of the material, quality, workmanship or performance of the items offered on this submittal prior to their delivery, it shall be the responsibility of the successful bidder to notify the City at once, indicating in a letter the specific regulation which required an alteration. The City reserves the right to accept any such alterations, including any price adjustments occasioned thereby, or to cancel the Contract at no expense to the City

8. NONCONFORMANCE TO CONTRACT CONDITIONS: Items may be tested for compliance with specifications under the direction of appropriate testing laboratories. The data derived from any tests for compliance with specifications are public records and open to examination thereto in accordance with Chapter 119, Florida Statutes. Items delivered not conforming to specifications may be rejected and returned at vendor's expense. These items and items not delivered as per delivery date in the bid and or Purchase Order may result in the bidder being found in default in which event any and all procurement costs may be charged against the defaulted Contractor. Any violation of these stipulations may also result in the vendor's name being removed from the City of Boynton Beach's vendor mailing list.

9. DISPUTES: In case of any doubt or difference of opinion as to the items to be furnished hereunder, the decision of the Interim City Manager shall be final and binding on both parties.

10. NO SUBMITTAL: A no submittal response can be submitted online through the e-Procurement bidding system.

11. ITB DEADLINE: It is the Bidder's responsibility to assure that the ITB is submitted electronic by or at the proper time and date prior to the ITB deadline. Late submittal responses are not permitted by the Bidding System.

12. RIGHTS OF THE CITY: The City expressly reserves the right to:

    A. Waive as an informality, minor deviations from specifications at a lower price than the most responsive, responsible bidder meeting all aspects of the specifications and consider it, if it is determined that total cost is lower and the overall function is improved or not impaired;
    B. Reject or cancel any or all ITB's;
    C. Reissue an Invitation to ITB;
    D. Extend the ITB deadline time and date;
    E. Consider and accept an alternate bid as provided herein when most advantageous to the City.
    F. Increase or decrease the quantity specified in the Invitation to Bid;

13. STANDARDS: Factors to be considered in determining whether the standard of responsibility has been met include whether a prospective Bidder has:

    A. Available the appropriate financial, material, equipment, facility, and personnel resources and expertise, or the ability to obtain such, necessary to indicate its capability to meet all contractual requirements;
    B. A satisfactory record of performance;
    C. A satisfactory record of integrity;
    D. Qualified legally to Contract within the State of Florida and the City of Boynton Beach;
    E. Supplied all necessary information in connection with the inquiry concerning responsibility.

14. INTERPRETATIONS: Any questions concerning conditions and specifications should be directed to the Purchasing representative through the Bidding System only by clicking on the "Submit a Question" button for this specific ITB no later than ten (10) days prior to the ITB deadline. Inquiries must reference the date by which the ITB is to be received.

15. OPTIONAL CONTRACT USAGE BY OTHER GOVERNMANTAL AGENCIES: If a bidder is awarded a contract as a result of the solicitation, if bidder has sufficient capacity or quantities available, provide to other governmental agencies, so requesting, the products or services awarded in accordance with the terms and conditions of the solicitation and resulting contract. Prices shall be F.O.B. Destination to the requesting agency.

16. AWARD OF CONTRACT: The low monetary bid will NOT in all cases be awarded the Contract or Purchase Order. Contracts or Purchase Orders will be awarded by the City to the most responsive, responsible bidder whose bid represents the most advantageous bid to the City, price and other factors considered. Evaluation of bids will be made based upon the evaluation factors and standards set forth herein. The City reserves the right to reject any and all bids and to waive technical errors as set forth herein. In the event of a Court challenge to an award by any bidder, damages, if any, resulting from an award shall be limited to actual bid preparation costs incurred by the challenging bidder. In no case will the award be made until all necessary investigations have been made into the responsibility of the bidder and the City is satisfied that the most responsive, responsible bidder is qualified to do the work and has the necessary organization, capital and equipment to carry out the required work within the time specified.

17. AS SPECIFIED: A Purchase Order will be issued to the successful bidder with the understanding that all items/services delivered must meet the specifications herein. Items/services delivered not as specified, will be returned at no expense or penalty to the City of Boynton Beach.

18. DELIVERY: Prices shall be quoted F.O.B. Boynton Beach, Florida. F.O.B. destination indicates that the seller is responsible for the shipment until it reaches its destination. Any and all freight charges are to be included in the bid total. The bidder's invoice payment terms must be shown.

19. WARRANTY REQUIREMENTS: Each item, including all components and all installed accessories and equipment, shall be guaranteed by the bidder to be free of defective parts and workmanship. This warranty shall be for a period of 365 days or the time designated in the standard factory warranty, whichever is longer. The warranty will be the same as that offered to the commercial trade and shall be honored by any of the manufacturer's authorized dealers. Warranty will cover parts, labor and any necessary shipping. Warranty repairs may be accomplished on City property, if space is available; this will be at the sole discretion of the City. Contact Procurement Services for permission to perform warranty service on City property. Warranty to start at the time of acceptance by the City; however, in cases where vehicles or equipment are not immediately placed in service, the bidder will provide a delay of warranty start-up time. The period of warranty delay will be coordinated by Procurement Services.

20. PRICES, TERMS AND PAYMENT: Firm prices shall be quoted, typed or printed in ink, and include all packing, handling, shipping charges and delivery to the destination shown herein. Bidder is requested to offer a cash discount for prompt invoice payment. Discount time will be computed from the date of satisfactory delivery at place of acceptance or from receipt of correct invoice at the office specified, whichever is later.

    Upon delivery, the City shall make final inspection. If this inspection shows that the equipment/service has been delivered/performed in a satisfactory manner in accordance with the specifications, the City shall receive the same. Final payment due the bidder shall be withheld until visual inspection is made by the using department and merits of performance evaluated. This total acceptance will be done in a reasonable and timely manner. Acceptance shall not exceed thirty (30) days. If any equipment/service has to be rejected for any reason, the bidder shall be required to pick up the equipment, accomplish the necessary repairs and return the equipment to the City.

Warranty repairs may be accomplished on City property if space is available; this will be at the discretion of the City. Title to or risk loss or damage to all items shall be the responsibility of the bidder, unless such loss or damages have been proven to be the result of negligence by the City.

A. TAXES: Do not include State or Federal taxes. Not applicable to municipalities.

B. MISTAKES: Bidders are expected to examine the specifications, delivery schedule, bid prices, extensions and all instructions pertaining to supplies and services. Failure to do so will be at bidder's risk.

C. DISCOUNTS: Will be considered in determining the lowest net cost.

D. CONDITION AND PACKAGING: It is understood and agreed that any item offered or shipped as a result of this bid shall be new (current production model at the time of this bid). All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.

E. SAFETY STANDARDS: Unless otherwise stipulated in the bid, all manufactured items and fabricated assemblies shall carry U.L. approval and reexamination listing where such has been established.

21. TIME OF DELIVERY: The bidder shall state in the bid the time of delivery of the equipment. Time is of importance to the City and the bidder is hereby notified that the date of delivery will be considered as a factor in the evaluation of the bids

22. LICENSE AND PERMITS: It shall be the responsibility of the successful bidder to obtain all licenses and permits, if required, to complete this service at no additional cost to the City. Licenses and permits shall be readily available for review by the Purchasing Agent and City Inspectors.

23. COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH: Bidder certifies that all material, equipment, etc., contained in this bid meets all O.S.H.A. requirements. Bidder further certifies that if awarded as the successful bidder, and the material equipment, etc. delivered is subsequently found to be deficient in any O.S.H.A. requirement in effect on date of delivery, all costs necessary to bring the materials, equipment, etc., into compliance with the aforementioned requirements shall be borne by the bidder.

    Bidder certifies that all employees, subcontractors, agents, etc. shall comply with all O.S.H.A. and State safety regulations and requirements.

24. CONFLICT OF INTEREST: The award hereunder is subject to all conflict of interest provisions of the City of Boynton Beach, Palm Beach County, of the State of Florida.

25. SUBCONTRACTING: If a Bidder subcontracts any portion of a Contract for any reason, the Bidder must state the name and address of the subconsultant and the name of the person to be contacted on the attached "Schedule of Subconsultants". The City of Boynton Beach reserves the right to accept or reject any or all bids wherein a subconsultant is named and to make the award to the bid, who, in the opinion of the City, will be in the best interest of and/or most advantageous to the City. The City also reserves the right to reject a bid of any Bidder if the bid names a subconsultant who has previously failed in the proper performance of an award or failed to deliver on time Contracts of a similar nature, or who is not in a position to perform properly under this award. The City reserves all rights in order to make a determination as to the foregoing.

26. ADDENDA: From time to time, the City may issue an addendum to change the intent or to clarify the meaning of the Contract documents. Since all addenda are available to the Bidder through the City's e-Procurement system Boynton-beach.bidsandtenders.net, it is each Bidder's responsibility of each bid to have receive all addenda that are issued. Bidders should check online at Boynton-beach.bidsandtenders.net prior to submitting their bid and up until the ITB closing time and date in the event additional addenda are issued. If a Bidder submits their bid prior to the ITB closing time and date and any addenda have been issued, the Bidding System shall withdraw the Bidder's submission and the submittal status will change to an incomplete status and withdraw the bid submittal. The Bidder can view this status change in the "MY BIDS" section of the Bidding System.

    The Bidder is solely responsible to:

    - make any required adjustments to their Bid; and
    - acknowledge the addenda; and
    - Ensure the re-submitted Bid is RECEIVED by the Bidding System no later than the stated bid closing time and date

27. ANTITRUST CAUSE OF ACTION: In submitting a bid to the City of Boynton Beach, the Bidder offers and agrees that if the bid is accepted, the Bidder will convey, sell, assign or transfer to the City of Boynton Beach all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City of Boynton Beach. At the City of Boynton Beach's discretion, such assignment shall be made and become effective at the time the Purchasing Division tenders final payment to the Bidder.

28. LEGAL REQUIREMENTS: Federal, State, County, and City laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the Bidder will in no way be a cause for relief from responsibility.

29. ON PUBLIC ENTITY CRIMES –provided in Fla. Stat. § 287.133(2)(a), 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 my not transact business with any public entity in excess of the threshold amount provided S.S. 287.017 for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

30. SCRUTINIZED COMPANIES - 287.135 and 215.473

    By submission of this Bid, Bidder certifies that Bidder is not participating in a boycott of Israel. Bidder further certifies that Bidder is not on the Scrutinized Companies that Boycott Israel list, not on the Scrutinized Companies with Activities in Sudan List, and not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has Contractor been engaged in business operations in Syria. Subject to limited exceptions provided in state law, the City will not contract for the provision of goods or services with any scrutinized company referred to above. Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to Contractor of the City's determination concerning the false certification. Contractor shall have five (5) days from receipt of notice to refute the false certification allegation. If such false certification is discovered during the active contract term, Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Section 287.135, Florida Statutes, as amended from time to time.

Solicitation responses of $1 million or more must include the attached Scrutinized Companies form to certify that the Bidder is not on either of those lists.

31. NON-COLLUSION AFFIDAVIT: Each Bidder shall complete the Non-Collusion Affidavit Form and shall submit the form with their bid. The City considers the failure of the Bidder to submit this document to be a major irregularity, and may be cause for rejection of the bid.

32. ANTI-KICKBACK AFFIDAVIT: Each Bidder shall complete the Anti-Kickback Affidavit Form and shall submit this form with their bid. The City considers the failure of the Bidder to submit this document to be a major irregularity, and may be cause for rejection of the bid.

33. CONFIRMATION OF MINORITY-OWNED BUSINESS: It is the desire of the City of Boynton Beach to increase the participation of minority-owned businesses in its contracting and procurement programs. While the City does not have any preference or set-aside programs in place, it is committed to a policy of equitable participation for these firms. Therefore, each bidder shall complete the Confirmation of Minority-Owned Business Form and shall submit the form with its Bid/Proposal.

34. ADVERTISING: In submitting a bid, the bidder agrees not to use the results as a part of any commercial advertising. Violation of this stipulation may be subject to action covered under **"NONCONFORMANCE WITH CONTRACT CONDITIONS"**.

35. ASSIGNMENT: Any Purchase Order issued pursuant to this bid invitation and the funds which may be come due hereunder are not assignable except with the prior written approval of the City.

36. LIABILITY: The selected bidder(s) shall hold and save harmless the City of Boynton Beach, Florida its officers, agents, volunteers and employees from liability of any kind in the performance of this Contract. Further, the selected bidder(s) shall indemnify, save harmless and undertake the defense of the City, its City Commissioners, agents, servants an employees from and against any and all claims, suits, actions, damages, or causes of action arising during the term of this Contract, for any personal or bodily injury, loss of life, or damage to property arising directly or indirectly from bidder's operation pursuant to this Contract and from and against all costs, counsel fees, expenses and liabilities incurred in an about any such claims, the investigation thereof, or the defense of any action or proceedings brought thereon, and from and against any orders or judgments which may be entered therein. The City shall notify the bidder within ten (10) days of receipt by the City of any claim, suit or action against the City arising directly or indirectly from the operations of the bidder hereunder, for which the City may be entitled to a claim or indemnity against the bidder, under the provisions of this Contract. Bidder shall have the right to control the defense of any such claim suit or actions. The bidder shall also be liable to the City for all costs, expenses, attorneys' fees and damages which may be incurred or sustained by the City by reason of the bidder's breach of any of the provision of the contract. Bidder shall not be responsible for negligent acts of the City or its employees.

37. PUBLIC RECORDS: Sealed documents received by the City in response to an invitation are exempt from public records disclosure until thirty (30) days after the opening of the Bid unless the City announces intent to award sooner, in accordance with Florida Statutes 119.07.

    The City is public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's Public Records Law. Specifically, the Contractor shall:

    A. Keep and maintain public records required by the CITY to perform the service;

B. Upon request from the CITY's custodian of public records, provide the CITY with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in chapter 119, Fla. Stat. or as otherwise provided by law;

C. Ensure that public records that are exempt or that are confidential and exempt from public record disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and, following completion of the contract, Contractor shall destroy all copies of such confidential and exempt records remaining in its possession once the Contractor transfers the records in its possession to the CITY; and

D. Upon completion of the contract, Contractor shall transfer to the CITY, at no cost to the CITY, all public records in Contractor's possession All records stored electronically by Contractor must be provided to the CITY, upon request from the CITY's custodian of public records

E. **IF THE CONSULTANT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUES, TO THE CONSULTANT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS:**

MAYLEE DE JESUS (CITY CLERK)
100 E OCEAN AVE
BOYNTON BEACH, FLORIDA, 33435
561-742-6061
DEJESUSM@BBFL.US

38. FUNDING OUT:
The resultant Agreement shall remain in full force and effect only as long as the expenditures provided for in the Agreement have been appropriated by the City Commission for the City of Boynton Beach in the annual budget for each fiscal year of this Agreement, and is subject to termination based on lack of funding.

39. PALM BEACH COUNTY INSPECTOR GENERAL:
The contractor is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of any contracts resulting from this solicitation, and in furtherance thereof, may demand and obtain records and testimony from the contractor and its subcontractors and lower tier subcontractors. The contractor understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested, may be deemed by the municipality to be a material breach of this contract justifying its termination.

40. LOCAL BUSINESS PREFERENCE:

The City of Boynton Beach Administrative Policy No. 10.16.01 provides for a local business preference.

"For all acquisitions made pursuant to Sealed Competitive Bid, as provided in Sec. 10.05, the City shall give preference to a Local Business if the Local Business' bid is determined to be within five percent (5%) or five thousand dollars ($5,000.00), whichever is less, of the lowest responsible and responsive bidder. In revenue generating contracts where award, if any, is to be made to the bidder returning the highest amount to the City, the same preference set forth herein shall be applied with respect to the highest bid."

In order to be considered for a local business preference, a bidder must include the Local Business Status Certification Form at the time of bid submittal.

Failure to submit this form at the time of bid submittal will result in the bidder being found ineligible for the local business preference for this solicitation.

41. BRAND NAMES:

Use of a brand name, trade name, make, model, manufacturer, or vendor catalog number in specifications is for the purpose of establishing a grade or quality of material only. It is not the COBB's intent to rule out other competition, therefore, the phrase

OR ACCEPTABLE EQUAL is added. However, if a product other than that specified is bid, it is the vendor's responsibility to submit with the bid brochures, samples and/or detailed specifications on items bid. The COBB shall be the sole judge concerning the merits of bid submitted.

Bidder shall indicate on the bid form the manufacturer's name and number if bidding other than the specified brands, and shall indicate ANY deviation from the specifications as listed. Other than specified items offered requires complete descriptive technical literature marked to indicate detail(s) conformance with specific COPYRIGHTS OR PATENT RIGHTS: Bidder warrants that there has been no violation of copyrights or patent rights in manufacturing, producing or selling the goods shipped or ordered as a result of this bid. Seller agrees to hold the purchaser harmless from any and all liability, loss or expense occasioned by any such violation.

42. PRICES QUOTED:

Deduct trade discounts and quote firm net prices. Give both unit price and extend total. Prices must be stated in units of quantity specified in bid specifications. In case of discrepancy in computing the amount of the bid, the UNIT PRICE quoted will govern. All prices FOB destination, freight prepaid (unless otherwise stated in special conditions). Discounts for prompt payment: Award, if made, will be in accordance with terms and conditions stated herein. Each item must be bid separately and no attempt is to be made to tie any item or items in with any other item or items. Cash or quantity discounts offered will not be a consideration in determination of award of bid(s). If a bidder offers a discount, it is understood that a minimum of 30 days will be required for payment, and the discount time will be computed from the date of satisfactory delivery at place of acceptance and receipt of correct invoice at the office specified.

43. CONDITIONS AND PACKAGING:

It is understood and agreed that any item offered or shipped as a result of this bid shall be new (current production model at the time of the bid). All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.

44. DELIVERY:

Unless actual date of delivery is specified, show number of days required to make delivery after receipt of purchase order in space provided. Delivery time may become a basis for making an award (See Special Conditions). Delivery shall be within the normal working hours of the user, Monday through Friday, excluding holidays unless otherwise specified on the purchase order.

45. QUALITY:

The items bid must be new and equal to or exceed specifications. The manufacturer's standard guarantee shall apply. During the guarantee period the successful bidder must repair and/or replace the unit without cost to the COBB with the understanding that all replacements shall carry the same guarantee as the original equipment. The successful bidder shall make any such repairs and/or replacements immediately upon receiving notice from the COBB.

46. SAMPLES, DEMONSTRATIONS AND TESTING:

Samples of items, when required, must be furnished free of expense and if not destroyed, will upon request, be returned at the bidder's expense. Request for the return of the samples must be indicated on his or her bid. Each individual sample must be labeled with bidder's name, bid number and item number. Failure of bidder to either deliver required samples or to clearly identify samples as indicated may be reason for rejection of the bid. Unless otherwise indicated, samples should be delivered to the Contract Administrator.

When required, the COBB may request full demonstrations of any units bid prior to the award of any contract.

Items may be tested for compliance with specifications under the direction of the Florida Department of Agriculture and Consumer Services, or an independent testing laboratory. Bidders shall assume full responsibility for payment for any and all charges for testing and analysis of any materials offered or delivered that do not conform to the minimum required specifications. Bidder's disposition of all items delivered in this category must be at no expense to the COBB.

47. INSPECTION AND ACCEPTANCE OF GOODS:
The awarded bidder shall be responsible for delivery of items in good condition at point destination. Bidder shall file with the carrier all claims for breakage, imperfections, and other losses, which will be deducted from invoices. The COBB will note, for the benefit of successful bidder, when packages are not received in good condition. In the event the material and/or services supplied to the COBB is found to be defective or does not conform to specifications, the COBB reserves the right to cancel the order upon written notice to the seller and return the product to seller at the seller's expense.

48. PRODUCT RECALL:

In the event the awarded bidder receives notice that a product delivered to the COBB has been recalled, seized or embargoed, and/or has been determined to be misbranded, adulterated, or found to be unfit for human consumption by a packer, processor, subcontractor, retailer, manufacturer, or by any State or Federal regulatory agency, the awarded bidder shall notify the COBB's Bid Purchasing

Agent within two business days of receiving such notice. The COBB's acceptance or failure to reject the affected product as non-conforming shall not in any way impact, negate, or diminish the awarded bidder's duty to notify the COBB's Purchasing Agent that the affected product has been recalled, seized or embargoed, and/or has been determined to be misbranded, adulterated, or found to be unfit for human consumption. The form and content of such notice to the COBB shall include the name and description of the affected product; the approximate date the affected product was delivered to the COBB; the bid number; and relevant information relating to the proper handling of the affected product and/or proper disposition of the affected product by the COBB, if necessary to protect the health, welfare, and safety of COBB students or employees; and any health hazards known to the awarded bidder which may be caused or created by the affected product. The awarded bidder shall, at the option of the Purchasing Department and/or Purchasing Agent, either reimburse the purchase price or provide an equivalent replacement product at no additional cost to the COBB. Unless it was absolutely necessary for the COBB to dispose of the affected product, the awarded bidder shall be responsible for removal and/or replacement of the affected product within a reasonable time, as determined by the COBB, without causing significant inconvenience to the COBB.

At the option of the COBB, the awarded vendor may be required to reimburse storage and/or handling fees to be calculated from time of delivery and acceptance to actual removal or disposal. The awarded vendor will bear all costs associated with the removal and proper disposal of the affected product. The failure to reimburse the purchase price and storage and/or handling fees or to remove and/or replace the affected product with an equivalent replacement within a reasonable time without significant inconvenience to the COBB will be considered a default.

THE REMAINDER OF THE PAGE IS INTENTIONALLY LEFT BLANK.

INVITATION TO BID (ITB)

No. WH22-048
FOR
"ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"

SECTION 5 – SPECIAL CONDITIONS

1. It will be the responsibility of the successful Bidder to supply necessary labor for completion of services if requested by the City of Boynton Beach.

2. The City by written notice may terminate in whole or in part any Contract resulting from this ITB when such action is in the best interest of the City. If the Contract(s) are so terminated the City shall be liable for only payment for services rendered prior to the effective date of termination. Services rendered will be interpreted to include costs of items already delivered plus reasonable costs of supply actions short of delivery.

3. It shall be the responsibility of the successful Bidder to maintain workers' compensation insurance, professional liability, property damage liability insurance and vehicular liability insurance; during the time any of his personnel are working on City of Boynton Beach property. Loss by fire or any other cause shall be the responsibility of the vendor until such time as the items and/or work has been accepted by the City. The successful Bidder shall furnish the City with a certificate of insurance after award has been made prior to the start of any work on City property. Said insured companies must be authorized to do business in the State of Florida and the City will not accept any company that has a rating less than B+ in accordance to A.M. Best's Key Rating Guide, latest edition.

4. The City of Boynton Beach reserves the right, before awarding a Contract to require a Bidder to submit such evidence of qualifications as it may deem necessary, and may consider any evidence available to it of the financial, technical and other qualifications and abilities of a Proposer, including past performance (experience) with the City in making the award in the best interest of the City.

5. The successful Bidder shall at all times guard from damage or loss of property of the City or of other vendors and shall replace and/or repair any loss or damage unless such has been proven to have been caused by the City, or other vendors. The City may withhold payment or make such deductions as it may deem necessary to insure reimbursement for loss or damage to property through negligence of the successful Bidder or his agent.

ANTI-KICKBACK AFFIDAVIT
TO BE COMPLETED AND UPLOADED ONLINE

STATE OF FLORIDA)
: SS
COUNTY OF DUVAL)

I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein submitted will be paid to any employees of the City of Boynton Beach as a commission, kickback, reward of gift, directly or indirectly by me or any member of my integrator or by an officer of the corporation.

By: _____
NAME - SIGNATURE

Sworn and subscribed before me
this 29th day of July, 2022

Printed Information:

Gregory A. Velz
NAME

Assistant Corporate Secretary
TITLE

_____
NOTARY PUBLIC, State of Florida
at Large

Fortiline, Inc. d/b/a Fortiline Waterworks
COMPANY

GWEN TIGNER
MY COMMISSION # HH 242449
EXPIRES: March 20, 2026

_____
"OFFICIAL NOTARY SEAL" STAMP

BIDDER ACKNOWLEDGEMENT

Submit Bids To: PROCUREMENT SERVICES
100 E Ocean Ave
Boynton Beach, Florida 33435
Telephone: (561) 742-6310

Bid Title: **ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES**

Bid Number: **WH22-048**

Bid Due: **AUGUST 2, 2022; NO LATER THAN 2:30 P.M. (LOCAL TIME)**

Bids will be opened in Procurement Services unless specified otherwise. Bid receiving date and time is scheduled for **August 2, 2022; no later than 2:30 P.M. (local time)** and may not be withdrawn within ninety (90) days after such date and time.

All awards made as a result of this bid shall conform to applicable sections of the charter and codes of the City.

Name of Vendor: Fortiline, Inc. d/b/a Fortiline Waterworks

Federal I.D. Number: 57-0819190

A Corporation of the State of: South Carolina

Area Code: 877 Telephone Number: 709-2227

Area Code: 817 FAX Number: 877-4942

Mailing Address: 15850 Dallas Parkway, Suite 201

City/State/Zip: Dallas, Texas 75248

Vendor Mailing Date: _____

E-Mail Address: jeff.hobbs@fortiline.com
david.guthart@fortiline.com
jordan.mccall@fortiline.com

Authorized Signature

David Guthart

Name Typed

BIDDER'S QUALIFICATION STATEMENT

TO BE COMPLETED AND UPLOADED ONLINE

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

Submitted By:

Name: Fortiline, Inc. d/b/a Fortiline Waterworks

Address: 5759 White Drive

CITY, State, Zip: Riviera Beach, Florida 33407

Telephone No.: 561-253-9886

Fax No.: 561-253-9887

Email Address.: jordan.mccall@fortiline.com / jeff.hobbs@fortiline.com
dave.guthart@fortiline.com

Check One	
Corporation	✓
Partnership	
Individual	
Other	

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

   The correct name of the Bidder is:
   Fortiline, Inc. d/b/a Fortiline Waterworks

   The address of the principal place of business is:
   15850 Dallas Parkway, Suite 201

   Dallas, Texas 75248

2. If Bidder is a corporation, answer the following:

   a. Date of Incorporation: 03/25/1986

   b. State of Incorporation: South Carolina

   c. President's name: Andrew Pacifico

   d. Vice President's name: Marty Nagel

   e. Secretary's name: Amanda Malburg

   f. Treasurer's name: Sherry Becken

   g. Name and address of Resident Agent: N/A

3. If Bidder is an individual or a partnership, answer the following:
   a. Date of organization: N/A

   b. Name, address and ownership units of all partners:

THIS PAGE MUST BE SUBMITTED ALONG WITH RESPONSE IN ORDER FOR PACKAGE TO BE CONSIDERED COMPLETE AND ACCEPTABLE

c. State whether general or limited partnership: N/A

4. If Bidder is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:
N/A

5. If Bidder is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute.
N/A

6. How many years has your organization been in business under its present business name?
24

Under what other former names has your organization operated?
Pipeline Supply, Mainline Supply, MSC Waterworks

7. Indicate registration, license numbers or certificate numbers for the businesses or professions, which are the subject of this Bid. Please attach certificate of competency and/or state registration.
DUNS# 82-7658506
Sun Biz# F10000004477 (attached)

8. Did you attend the Pre-Bid Conference if any such conference was held?
YES [ ] NO [✓]

9. Have you ever failed to complete any work awarded to you? If so, state when, where and why:
No

10. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary)
Mitch Tyler - FL Sales Manager (20 yrs)
Jeff Hobbs - Municipal Sales

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11. State the name of the individual who will have personal supervision of the work:
Jeff Hobbs

12. State the name and address of attorney, if any, for the business of the Bidder:

Deryl Ward, Esquire

15850 Dallas Parkway, Suite 201, Dallas Texas 75248

13. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the Bidder's business and indicate the percentage owned of each such business and/or individual:
N/A

14. State the names, addresses, and the type of business of all firms that are partially or wholly owned by Bidder:
N/A

15. State the name of Surety Company which will be providing the bond (if applicable), and name and address of agent:
Surety Company: Atlantic Specialty Insurance Company

Agent: Cara D. Hancock

Arthur J. Gallagher Risk Management Services, Inc.
5312 - 114th Street, Lubbock TX 79424

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16. Annual Average Revenue of the Bidder for the last three years as follows:

		Revenue Index Number
a.	Government Related Work	5
b.	Non-Governmental Related Work	10
	Total Work (a +b):	$50 million or greater

Revenue Index Number

1.	Less than $100,000
2.	$100,000 to less than $250,000
3.	$250,000 to less than $500,000
4.	$500,000 to less than $1 million
5.	$1 million to less than $2 million
6.	$2 million to less than $5 million
7.	$5 million to less than $10 million
8.	$10 million to less than $25 million
9.	$25 million to less than $50 million
10.	$50 million or greater

17. Bank References:

Bank	**Address**	**Telephone**
Bank Of America		
901 Main Street, Dallas Texas 75201		
Contact: Matthew Johnston (817-390-6812)		

18. Provide description of policies and methods for project monitoring and budgeting control as well as adherence to project schedule (continue on insert sheet, if necessary).

Projects are closely monitored by the corresponding salesman and assisted by the branch members. Branch Operations Managers are in charge of budget control and work closely with salesmen on projects and scheduling.

19. Provide descriptions of quality assurance/quality control management methods (continue on insert sheet, if necessary):

Salesmen work together with Branch Managers to assure the customer is getting the materials required in a timely fashion to help the project run as smooth as possible.

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20. Is the financial statement submitted with your bid (if applicable) for the identical organization named on page one?

YES [✓] NO [ ]

21. If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

N/A, see attached.

22. What will be your turnaround time for written responses to City inquires?

1-2 business days

23. List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Bidder, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description, the disposition of each such petition.

We have never filed for bankruptcy.

24. List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Bidder or its predecessor organization(s) during the last five (5) years. The list shall include all case names, case arbitration or hearing identification numbers, the name of the project which the dispute arose, and a description of the subject matter of the dispute.

We have never had any claims, arbitrations, administrative hearings or lawsuits.

25. List and describe all criminal proceedings or hearings concerning business related offenses to which the Bidder, its principals or officers or predecessors' organization(s) were defendants.

We have never had any criminal proceedings or hearings concerning business related offense.

26. Has the Bidder, its principals, officers or predecessors' organization(s) been Convicted of a Public Entity Crime, debarred or suspended from bidding by any government during the last five (5) years? If so, provide details.

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No.

The Bidder acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by owner in awarding the contract and such information is warranted by Bidder to be true. The discovery of any omission or misstatement that materially affects the Bidder's qualifications to perform under the contract shall cause the owner to reject the bid, and if after the award, to cancel and terminate the award and/or contract.

(Signed) _____

(Title) Assistant Corporate Secretary

Subscribed and sworn to before me
This 29th day of July, 2022

GWEN TIGNER
MY COMMISSION # HH 242449
EXPIRES: March 20, 2026

Notary Public (Signature)

My Commission Expires: March 20, 2026

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THIS PAGE MUST BE SUBMITTED ALONG WITH RESPONSE IN ORDER FOR PACKAGE TO BE CONSIDERED COMPLETE AND ACCEPTABLE

CERTIFICATION PURSUANT TO FLORIDA STATUTE § 287.135

TO BE COMPLETED AND UPLOADED ONLINE

I, Gregory A. Velz, on behalf of Fortiline, Inc. d/b/a Fortiline Waterworks certify

Print Name and Title — Company Name

that Fortiline, Inc. d/b/a Fortiline Waterworks does not:

Company Name

1. Participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel List; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Consultant of the City's determination concerning the false certification. The Consultant shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Consultant does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

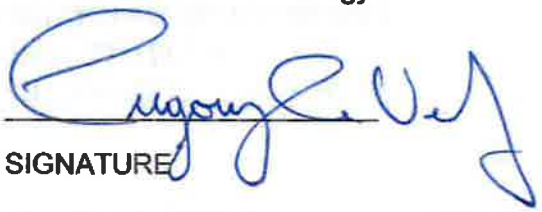
Section 287.135, Florida Statutes, prohibits the City from:

1) Contracting with companies for goods or services if at the time of bidding on, submitting a bid for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and

2) Contracting with companies, for goods or services that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Consultant, I hereby certify that the company identified above in the section entitled "Consultant Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not

engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the City for goods or services may be terminated at the option of the City if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Fortiline, Inc. d/b/a Fortiline Waterworks	
COMPANY NAME	SIGNATURE
Gregory A. Velz	Assistant Corporate Secretary
PRINT NAME	TITLE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 5/5/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, Inc.
Park 7
12750 Merit Drive, Suite 1000
Dallas TX 75251

CONTACT NAME: Krissy Ooton
PHONE (A/C, No, Ext): 972-663-6127 FAX (A/C, No): 972-991-4061
E-MAIL ADDRESS: krissy_ooton@ajg.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Travelers Property Casualty Co of America	25674
INSURER B : ACE Property & Casualty Insurance Co	22667
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED MORSINC-01
MORSCO, Inc.
Named Insured Continued See Attached
15850 Dallas Parkway, Suite 210
Addison TX 75248

COVERAGES **CERTIFICATE NUMBER:** 488670903 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
B	X COMMERCIAL GENERAL LIABILITY			OGL G4666484A	4/30/2022	4/30/2023	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY X PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			TC2JCAP-5H600032-22	4/30/2022	4/30/2023	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
	X ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
B	X UMBRELLA LIAB X OCCUR			XOO G46664887	4/30/2022	4/30/2023	EACH OCCURRENCE	$ 5,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 5,000,000
	DED X RETENTION $ 10,000							$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N			UB-1L155252-22-51-K	4/30/2022	4/30/2023	X PER STATUTE OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? N	N/A					E.L. EACH ACCIDENT	$ 1,000,000
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	AUTOMOBILE PHYSICAL DAMAGE			TEBAP-5H600044-22	4/30/2022	4/30/2023	DEDUCTIBLE	$1,000 /$2,000
A	WORKERS COMPENSATION (WI ONLY)			UB-3T986101-22-51-R	4/30/2022	4/30/2023	ACC/DISEASE LIMITS	$1,000,000
A	TRANSPORTATION			KTJ-CMB-9M52107-4-21	12/31/2021	12/31/2022	PROPERTY IN TRANSIT	$250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
FULL NAMED INSURED SCHEDULE ATTACHED

The Producer will endeavor to mail 30 days written notice to the Certificate Holder named on the certificate if any policy listed on the certificate is cancelled prior to the expiration date. Failure to do so shall impose no obligation or liability of any kind upon the Producer or otherwise alter the policy terms.

GENERAL LIABILITY:
- Automatic Blanket Additional Insured under policy forms CG 20 10 04-13 / CG 20 37 04-13 / CG 20 11 04-13 / CG 20 15 04-13 / CG20 26 04 13
- Automatic Waiver of Subrogation status provided under Policy form CG 24 04 12 19
See Attached...

CERTIFICATE HOLDER

City of Boynton Beach
100 E Ocean Avenue
Boynton Beach FL 33435
USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AGENCY CUSTOMER ID: MORSINC-01

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY	NAMED INSURED
Arthur J. Gallagher Risk Management Services, Inc.	MORSCO, Inc. Named Insured Continued See Attached 15850 Dallas Parkway, Suite 210 Addison TX 75248
POLICY NUMBER	
CARRIER / NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

- Primary and Noncontributory under Policy form CG 20 01 12-19

AUTOMOBILE LIABILITY:
- Automatic Blanket Additional Insured under Policy form CA T4 37 02 16
- Automatic Waiver of Subrogation status provided under Policy Form CA T3 40 02 15
- Primary and Non-Contributory under Policy Form CA T4 74 02 16
- Personal Injury Protection (PIP) included at state minimum requirements

AUTOMOBILE PHYSICAL DAMAGE:
- Coverage for Symbols 8 and 10
- Deductibles for Vehicles
  -- Under 20,000 GVW = $1,000
  -- 20,001 GVW and Over = $2,000
- Auto Loan/Lease Gap Coverage provided under Policy Form CA 20 71 10 13
- Automatic Additional Insured and Loss Payee status to Lessor provided under Policy Form CA 20 01 10 13
- Automatic Waiver of Subrogation status provided under Policy Form CA T3 40 02 15

TRANSPORTATION:
- Coverage provided under the primary property policy at the limit shown above.

WORKERS' COMPENSATION:
- Automatic Waiver of Subrogation status provided under Policy Form WC 00 03 13(00) - 001

UMBRELLA LIABILITY:
- Policy is Follow Form to the General Liability, Automobile Liability and Workers Compensation policies shown on this certificate of insurance.

HOLDER SPECIFIC:
- Project: Any job awarded to the Named Insured
- Additional Insured in favor of City of Boynton Beach, its officers, agents, volunteers and employees as required by written contract and provided in the above noted policy forms attached herein..

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Arthur J. Gallagher & Co

MORSCO, Inc.

NAMED INSURED SCHEDULE

Name
MORSCO, Inc.
Morsco Supply, LLC
Morrison Supply Company, LLC
Express Pipe & Supply Co. LLC
FWC Supply, LLC
WS Supply, LLC
Patriot Supply Holdings, Inc.
Patriot Supply Intermediate, Inc.
Fortiline, LLC
Fortiline, Inc. d/b/a Fortiline Waterworks
MORSCO Properties, LLC
MORSCO HVAC Supply dba Busch Supply
Morrison Supply Company, LLC DBA Builders Discount Appliance Mart
Morrison Supply Company, LLC DBA American Supply
Morrison Supply Company, LLC DBA American Supply Company
Morrison Supply Company, LLC, Express Pipe & Supply Co., LLC and FWC Supply, LLC DBA Expressions Home Gallery
Morrison Supply Company, LLC and Express Pipe & Supply Co., LLC DBA Kiva Kitchen and Bath
Morrison Supply Company, LLC DBA Empire Plumbing Supply
Morrison Supply Company, LLC DBA EP Supply
Morrison Supply Company, LLC DBA Dixie Utility Supply
Morrison Supply Company, LLC DBA Western Wholesale Supply Co.
Morrison Supply Company, LLC DBA Murray Supply Company
Morrison Supply Company, LLC DBA DeVore & Johnson
WS Supply, LLC DBA Wholesale Specialities
FWC Supply, LLC DBA Famsworth Wholesale Supply
Mainline Holding Company, LLC
Mainline Supply of Asheville, LLC
Mainline Supply of Atlanta, LLC
Mainline Supply of Charlotte, LLC
Mainline Supply of Greensboro, LLC
Mainline Supply of Greenville, LLC
Mainline Supply of Jonesboro, LLC
Mainline Supply of Florida, LLC
Mainline Supply of South Carolina, LLC
Mainline Holding Company, Profit Sharing
Mainly Supply Company, Inc. (old pipeline)
Eagle Underground Utility Supply, Inc.
Pipeline Sales, LLC
PSCI Acquisition Corporation
Pipeline Supply Company, LLC
MSC Waterworks LLC
MSC Waterworks Company Inc.
MSC Waterworks of Atlanta, LLC
DeVore & Johnson
Express Pipe & Supply
Expressions Home Gallery
Farnsworth Wholesale Supply
FWC Supply
Kiva Kitchen & Bath
Morrison Supply Company
Murray Supply Company
Wholesale Specialities
WS Supply
Todd Pipe Holdings, Inc.
LegendMRO, LLC

Name
Todd Pipe & Supply, LLC
MORSCO Supply, LLC d/b/a Reece Plumbing
MORSCO Supply, LLC d/b/a Reece HVAC
Foritline Inc., d/b/a Reece Waterworks
MORSCO Supply, LLC
MORSCO Supply, LLC d/b/a Expres Pipe & Supply Co.
MORSCO Properties OK, LLC

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):
Any person or organization whom you have agreed to include as an additional insured under a written contract, provided such contract was executed prior to the date of loss.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. **Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Any Owner, Lessee or Contractor whom you have agreed to include as an additional insured under a written contract,provided such contract was executed	prior to the date of loss.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

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C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
Any Owner, Lessee or Contractor whom you have agreed to include as an Additional Insured under a written contract, provided such contract was executed prior the date of loss.	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designation Of Premises (Part Leased To You):
Name Of Person(s) Or Organization(s) (Additional Insured): Any Manager or Lessor of Premises whom you have agreed to include as an additional insured under a written contract,provided such contract was executed prior to the date of loss.
Additional Premium: Incl.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability arising out of the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – VENDORS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s) (Vendor)	Your Products
Any Vendor whom you have agreed to include as an additional insured under a written contract, provided such contract was executed prior to the date of loss.	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured any person(s) or organization(s) (referred to throughout this endorsement as vendor) shown in the Schedule, but only with respect to "bodily injury" or "property damage" arising out of "your products" shown in the Schedule which are distributed or sold in the regular course of the vendor's business.

However:

1. The insurance afforded to such vendor only applies to the extent permitted by law; and
2. If coverage provided to the vendor is required by a contract or agreement, the insurance afforded to such vendor will not be broader than that which you are required by the contract or agreement to provide for such vendor.

B. With respect to the insurance afforded to these vendors, the following additional exclusions apply:

1. The insurance afforded the vendor does not apply to:
   a. "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
   b. Any express warranty unauthorized by you;
   c. Any physical or chemical change in the product made intentionally by the vendor;
   d. Repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;

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Advance Copy

e. Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;

f. Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;

g. Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or

h. "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:

(1) The exceptions contained in Sub-paragraphs **d.** or **f.**; or

(2) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.

2. This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

C. With respect to the insurance afforded to these vendors, the following is added to **Section III – Limits Of Insurance**:

If coverage provided to the vendor is required by a contract or agreement, the most we will pay on behalf of the vendor is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
ELECTRONIC DATA LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

SCHEDULE

Name Of Person(s) Or Organization(s):
Any person or organization against whom you have agreed to waive your right of recovery in a written contract, provided such contract was executed prior to the date of loss.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY WITH OTHER INSURANCE

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

PROVISIONS

1. The following is added to Paragraph **A.1.c., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

   This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

2. The following is added to Paragraph **B.5., Other Insurance** of **SECTION IV – BUSINESS AUTO CONDITIONS**:

   Regardless of the provisions of paragraph a. and paragraph **d.** of this part **5. Other Insurance,** this insurance is primary to and non-contributory with applicable other insurance under which an additional insured person or organization is the first named insured when the written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, requires this insurance to be primary and non-contributory.

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BLANKET ADDITIONAL INSURED

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

The following is added to Paragraph **c.** in **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE** in the **BUSINESS AUTO COVERAGE FORM** and Paragraph **e.** in **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE** in the **MOTOR CARRIER COVERAGE FORM**, whichever Coverage Form is part of your policy:

This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET WAIVER OF SUBROGATION

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM
BUSINESS AUTO COVERAGE FORM
MOTOR CARRIER COVERAGE FORM

The following replaces Paragraph **A.5.**, **Transfer of Rights Of Recovery Against Others To Us**, of the **CONDITIONS** Section:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

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TRAVELERS

WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 13 (00) - 001

POLICY NUMBER: UB-1L155252-22-51-K

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

SCHEDULE

DESIGNATED PERSON:

DESIGNATED ORGANIZATION:

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS WAIVER.

DATE OF ISSUE: 04-15-22 ST ASSIGN:

DESIGNATED PROJECT(S) – AGGREGATE LIMIT

Named Insured			Endorsement Number
Morsco, Inc.			
Policy Symbol	Policy Number	Policy Period	Effective Date of Endorsement
OGL	G4666484A	04/30/2022 - 04/30/2023	04/30/2022
Issued By (Name of Insurance Company)			
ACE AMERICAN INSURANCE COMPANY			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SCHEDULE

Designated Project(s): As required by written contract

Designated Project Aggregate Limit: $2,000,000 Per Project Limit; $25,000,000 Total Aggregate Limit

A. Subject to and eroding the General Aggregate Limit shown in the Declarations, for all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under COVERAGE A (SECTION I), and for all medical expenses caused by accidents under COVERAGE C (SECTION I), which can be attributed only to ongoing operations at a single Designated Project shown in the Schedule above:

1. A separate Designated Project Aggregate Limit applies to each Designated Project, and that limit is equal to the amount of the Designated Project Aggregate Limit shown in the Schedule above.
2. The Designated Project Aggregate Limit is the most we will pay for the sum of damages under COVERAGE A, except damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard", and for medical expenses under COVERAGE C, which damages and medical expenses can be attributed only to ongoing operations at a single Designated Project, regardless of the number of:
   a. Insureds;
   b. Claims made or "suits" brought; or
   c. Persons or organizations making claims or bringing "suits".
3. Any payments made under COVERAGE A for damages or under COVERAGE C for medical expenses shall reduce the Designated Project Aggregate Limit for that Designated Project and shall also reduce and erode the General Aggregate Limit shown in the Declarations, but shall not reduce any other Designated Project Aggregate Limit for any other Designated Project shown in the Schedule above.
4. The limits shown in the Declarations for Each Occurrence, Damage to Premises Rented to You and Medical Expense continue to apply. However such limits will be subject to the applicable Designated Project Aggregate Limit, as well as the General Aggregate Limit shown in the Declarations.

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B. For all sums which the insured becomes legally obligated to pay as damages caused by "occurrences" under COVERAGE A (SECTION I), and for all medical expenses caused by accidents under COVERAGE C (SECTION I), which cannot be attributed only to ongoing operations at a single Designated Project:

   1. Any payments made under COVERAGE A for damages or under COVERAGE C for medical expenses shall reduce the amount available under the General Aggregate Limit or the Products-Completed Operations Aggregate Limit, whichever is applicable; and

   2. Such payments shall not reduce any Designated Project Aggregate Limit.

C. When coverage for liability arising out of the "products-completed operations hazard" is provided, any payments for damages because of "bodily injury" or "property damage" included in the "products-completed operations hazard" will reduce the Products-Completed Operations Aggregate Limit, and will not reduce the General Aggregate Limit or the Designated Project Aggregate Limit.

D. If the applicable Designated Project has been abandoned, delayed, or abandoned and then restarted, or if the authorized contracting parties deviate from plans, blueprints, designs, specifications or timetables, the project will still be deemed to be the same Designated Project.

E. The provisions of Limits Of Insurance (SECTION III) not otherwise modified by this endorsement shall continue to apply as stipulated.

All other terms and conditions of this policy remain unchanged.

_____

Authorized Representative

TRAVELERS

ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 01 (A) - 001

POLICY NUMBER: UB-1L155252-22-51-K

ALTERNATE EMPLOYER ENDORSEMENT

This endorsement applies only with respect to bodily injury to your employees while in the course of special or temporary employment by the alternate employer in the state named in the Item 2 of the Schedule. Part One (Workers Compensation Insurance) and Part Two (Employers Liability Insurance) will apply as though the alternate employer is insured. If an entry is shown in Item 3 of the Schedule the insurance afforded by this endorsement applies only to work you perform under the contract or at the project named in the Schedule.

Under Part One (Workers Compensation Insurance) we will reimburse the alternate employer for the benefits required by the workers compensation law if we are not permitted to pay the benefits directly to the persons entitled to them.

The insurance afforded by this endorsement is not intended to satisfy the alternate employer's duty to secure its obligations under the workers compensation law. We will not file evidence of this insurance on behalf of the alternate employer with any government agency.

We will not ask any other insurer of the alternate employer to share with us a loss covered by this endorsement.

Premium will be charged for your employees while in the course of special or temporary employment by the alternate employer. The policy may be canceled according to its terms without sending notice to the alternate employer.

Part Four (Your Duties If Injury Occurs) applies to you and the alternate employer. The alternate employer will recognize our right to defend under Parts One and Two and our right to inspect under Part Six.

SCHEDULE

1. Alternate Employer

   ANY PERSON OR ORGANIZATION THAT YOU AGREE IN A WRITTEN CONTRACT TO PROVIDE THIS INSURANCE FOR BODILY INJURY TO YOUR EMPLOYEES WHILE IN THE COURSE OF SPECIAL OR TEMPORARY EMPLOYMENT BY SUCH PERSON OR ORGANIZATION, IF SIGNED BEFORE ALL SUCH BODILY INJURY OCCURS.

   Address

   ANY , DALLAS , TX , 75248

2. State of Special or Temporary Employment

   AL AZ CA CO FL GA IL KS KY NV NM NC OK SC TN TX VA

3. Contract or Project

   ANY

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective | Policy No. | Endorsement No.

Insured | Premium $

Insurance Company | Countersigned by _____

DATE OF ISSUE: 05-17-22 ST ASSIGN:

TRAVELERS

ONE TOWER SQUARE
HARTFORD CT 06183

WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

ENDORSEMENT WC 00 03 01 (00) – 001

POLICY NUMBER: UB-1L155252-22-51-K

ALTERNATE EMPLOYER ENDORSEMENT

This endorsement applies only with respect to bodily injury to your employees while in the course of special or temporary employment by the alternate employer in the state named in the schedule. Part One (Workers Compensation Insurance) and Part Two (Employers Liability Insurance) will apply as though the alternate employer is insured.

Under Part One (Workers Compensation Insurance) we will reimburse the alternate employer for the benefits required by the workers compensation law if we are not permitted to pay the benefits directly to the persons entitled to them.

The insurance afforded by this endorsement is not intended to satisfy the alternate employer's duty to secure its obligations under the workers compensation law. We will not file evidence of this insurance on behalf of the alternate employer with any government agency.

We will not ask any other insurer of the alternate employer to share with us a loss covered by this endorsement.

Premium will be charged for your employees while in the course of special or temporary employment by the alternate employer.

The policy may be canceled according to its terms without sending notice to the alternate employer.

Part Four (Your Duties If Injury Occurs) applies to you and the alternate employer. The alternate employer will recognize our right to defend under Parts One and Two and our right to inspect under Part Six.

SCHEDULE

Alternate Employer	Address	State of Special or Temporary Employment
ANY PERSON OR ORGANIZATION THAT YOU AGREE IN A WRITTEN CONTRACT TO PROVIDE THIS INSURANCE FOR BODILY INJURY TO YOUR EMPLOYEES WHILE IN THE COURSE OF SPECIAL OR TEMPORARY EMPLOYMENT BY SUCH PERSON OR ORGANIZATION, IF SIGNED BEFORE ALL SUCH BODILY INJURY OCCURS.	ANY , DALLAS , TX , 75248	AL AZ CA CO FL GA IL KS KY NV NM NC OK SC TN TX VA

DATE OF ISSUE: 05-17-22 ST ASSIGN:

CONFIRMATION OF MINORITY OWNED BUSINESS

A requested form to be made a part of our files for future use and information. Please fill out and indicate in the appropriate spaces provided which category best describes your company. Return this form with your bid proposal sheet making it an official part of your bid response.

Is your company a Minority Owned Business ? _____ Yes ✓ No

If Yes, please indicate by an "X" in the appropriate box:

( ) AMERICAN INDIAN

( ) ASIAN

( ) BLACK

( ) HISPANIC

( ) WOMEN

( ) OTHER _____ (specify)

( ) NOT APPLICABLE

Do you possess a Certification qualifying your business as a Minority Owned Business?

YES _____ NO ✓

If YES, Name the Organization from which this certification was obtained and date:

N/A
Issuing Organization for Certification

N/A
Date of Certification

CONFIRMATION OF DRUG-FREE WORKPLACE

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the City of Boynton Beach or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4) In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify ~~that this~~ firm complies fully with the above requirements.

Vendor's Signature

SECRETARY'S CERTIFICATE OF
FORTILINE, INC. d/b/a FORTILINE WATERWORKS

July 27, 2022

I, Malia Gelfo, the duly elected Assistant Corporate Secretary of the entity identified above ("Company"), DO HEREBY CERTIFY and AUTHORIZE:

1. Jordan McCall of Fortiline, Inc., d/b/a Fortiline Waterworks, located at 822 Mary's Park Place, Winter Garden, Florida, as authorized Agent and Signatory for Fortiline, Inc. for the City of Boynton Beach, Florida, Invitation To Bid (ITB) No. WH22-048: Annual Supply of Pipe Fittings and Accessories, for the acknowledgment and submitting/uploading the electronic bid only.

IN WITNESS WHEREOF, the undersigned has executed and delivered this Secretary's Certificate as of the date first written above.

BY: _____
Malia Gelfo
Assistant Corporate Secretary of Fortiline, Inc.
as of the date set forth above

E-VERIFY FORM

TO BE COMPLETED AND UPLOADED ONLINE

Project Name: Annual Supply of Pipe Supplies and Accessories

Project No.: WH22-048

1. Definitions:

"Contractor" means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration. "Contractor" includes, but is not limited to, a vendor or consultant.

"Subcontractor" means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.
"E-Verify system" means an Internet-based system operated by the United States Department of Homeland Security that allows participating employers to electronically verify the employment eligibility of newly hired employees.

2. Effective January 1, 2021, Contractors, shall register with and use the E-verify system in order to verify the work authorization status of all newly hired employees. Contractor shall register for and utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of:
   a) All persons employed by a Contractor to perform employment duties within Florida during the term of the contract; and
   b) All persons (including subvendors/subconsultants/subcontractors) assigned by Contractor to perform work pursuant to the contract with the City of Boynton Beach. The Contractor acknowledges and agrees that registration and use of the U.S. Department of Homeland Security's E-Verify System during the term of the contract is a condition of the contract with the City of Boynton Beach; and
   c) Should vendor become the successful Contractor awarded for the above-named project, by entering into the contract, the Contractor shall comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes, but is not limited to registration and utilization of the E-Verify System to verify the work authorization status of all newly hired employees. Contractor shall also require all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The Contractor shall maintain a copy of such affidavit for the duration of the contract.

3. Contract Termination
   a) If the City has a good faith belief that a person or entity with which it is contracting has knowingly violated s. 448.09 (1) Fla. Stat., the contract shall be terminated.
   b) If the City has a good faith belief that a subcontractor knowingly violated s. 448.095 (2), but the Contractor otherwise complied with s. 448.095 (2) Fla. Stat., shall promptly notify the Contractor and order the Contractor to immediately terminate the contract with the subcontractor.
   c) A contract terminated under subparagraph a) or b) is not a breach of contract and may not be considered as such.
   d) Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination.
   e) If the contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

Company Name:	Fortiline, Inc. d/b/a Fortiline Waterworks
Authorized Signature:	
Print Name:	Gregory A. Velz
Title	Assistant Corporate Secretary
Date:	7/29/2022
Phone:	561-253-9886

STATE OF Florida)
COUNTY OF Duval)

The foregoing instrument was acknowledged before me by means of ☑ physical presence or ☐ online notarization, this 29th day of July, 2022, by Greg Velz on behalf of Fortiline Waterworks. He/she is personally known to me or has produced _____ as identification.

NOTARY PUBLIC

(Name of Notary Typed, Printed or Stamped)

GWEN TIGNER
MY COMMISSION # HH 242449
EXPIRES: March 20, 2026

Title or Rank

Serial number, if any

CITY OF BOYNTON BEACH
LOCAL BUSINESS STATUS CERTIFICATION

I, Gregory A. Velz, the Assistant Corporate Secretary
(Name of officer of company) (Title of officer of company)

Fortiline, Inc., located at 7025 Northwinds Dr. NW
(Name of Corporation/Company) (Business Address) Concord, NC 28027

certify that I am an authorized representative of the business and, on behalf of the Business, request that it be deemed to be a local business for purposes of the City of Boynton Beach Local Preference Program. Answering yes to Question 1 and Question 2 below will qualify the business as a local business. In support of this request, I certify the following to be true and correct:

NAME OF BUSINESS: Fortiline, Inc. d/b/a Fortiline Waterworks

1.	Is the business located within the City limits of Boynton Beach, Florida?	YES	NO ✓	Number of Years:
2.	Does the business have a business tax receipt issued in the current year? Palm Beach County Local Business Tax Receipt	YES ✓	NO	Business License Number: 201580311
3.	Is the business registered with the Florida Division of Corporations?	YES ✓	NO	F10000004477

I understand that misrepresentation of any facts in connection with this request may be cause for removal from the certified local business list. I also agree that the business is required to notify the City in writing should it cease to qualify as a local business.

Print Name: Gregory A. Velz Signature: Gregory A. Velz

FOR PURCHASING USE ONLY

Business License Active: ☐ **Year Established:** ☐

Verified by: _____ **Date:** _____

NON COLLUSION AFFIDAVIT OF BIDDER

TO BE COMPLETED AND UPLOADED ONLINE

State of Flo rida)

County of Duval)

Gregory A. Velz, being first duly sworn, deposes and says that:

1) He is Assistant Corp. Secretary (Title) of Fortiline, Inc. d/b/a Fortiline Waterworks (Name of Corporation or Integrator), the proposer that has submitted the attached ITB:

2) He is fully informed respecting the preparation and contents of the attached submittal and of all pertinent circumstances respecting such submittal;

3) Said ITB is genuine and is not a collusive or sham ITB;

4) Further, the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, integrator or person to submit a collusive or sham ITB in connection with the Contract for which the attached ITB has been submitted or to refrain from bidding in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communications or conference with any other Bidder, integrator or person to fix the price or prices in the attached ITB or of any other Bidder, or to fix any overhead, profit or cost element of the ITB price or the ITB price of any other Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Boynton Beach or any person interested in the proposed Contract; and

5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Signed) _____

(Title) Assistant Corporate Secretary

Subscribed and sworn to before me

This 20th day of July, 2022

_____

Notary Public (Signature)

My Commission Expires: March 20, 2026

GWEN TIGNER
MY COMMISSION # HH 242449
EXPIRES: March 20, 2026

PALM BEACH COUNTY INSPECTOR GENERAL

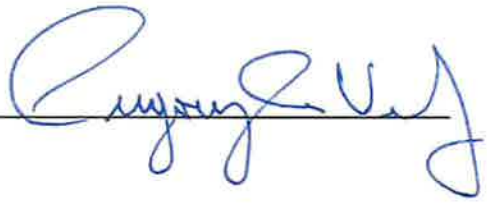
ACKNOWLEDGMENT

The Contractor is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this contract, and in furtherance thereof may demand and obtain records and testimony from the Contractor and its subcontractors and lower tier subcontractors.

The contractor understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Contractor or its subcontractors or lower tier subcontractors to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this contract justifying its termination.

Fortiline, Inc. d/b/a Fortiline Waterworks

~~CONTRACTOR NAME~~ **DISTRIBUTOR**

By 

Title: Assistant Corporate Secretary

Date: 7/29/2022

WH22-048 - Annual Supply of Pipe Fittings and Accessories

Opening Date: July 6, 2022 1:00 PM

Closing Date: August 2, 2022 2:30 PM

Vendor Details

Company Name:	Fortiline, Inc. d/b/a Fortiline Waterworks
Does your company conduct business under any other name? If yes, please state:	North Carolina
Address:	7025 Northwinds Drive, NW Concord, North Carolina 28027
Contact:	Jordan McCall
Email:	jordan.mccall@fortiline.com
Phone:	407-287-7777
Fax:	704-788-9800
HST#:	57-0819190

Submission Details

Created On:	Monday August 01, 2022 09:36:56
Submitted On:	Monday August 01, 2022 17:51:35
Submitted By:	Jordan McCall
Email:	jordan.mccall@fortiline.com
Transaction #:	3fb84400-657a-4717-9c9e-1bb5192b33cf
Submitter's IP Address:	35.141.4.156

Schedule of Prices

The Bidder hereby Bids and offers to enter into the Contract referred to and to supply and do all or any part of the Work which is set out or called for in this Bid, at the unit prices, and/or lump sums, hereinafter stated.

*Denotes a **"MANDATORY"** field

Do not enter $0.00 dollars unless you are providing the line item at zero dollars to the Owner (unless otherwise specified).

If the line item and/or table is **"NON-MANDATORY"** and you are not bidding on it, leave the table and/or line item blank.Do not enter a $0.00 dollar value.

Attachment B - Item 1

Item 1 is to determine the percentage discount or cost plus percentage offered on all materials from the manufacturers listed below that is offered by your company. **Either percentage discount or cost plus percentage is acceptable, both are not required.** Please state what the percentage discount or cost plus percentage is based on. If you do not offer any of the categories, please place a "0%" in the box.

***** You can submit multiple discounts with multiple item categories. It must be stated which discount goes with corresponding category. *****

Category	Discount Percentage Off *	Cost Plus Percentage *
Ductile Iron Pipe, Ductile Iron Fittings and Accessories	TYLER UNION DOMESTIC FBE FITTINGS 20% EBAA pipe restraints 35%	
Saddles and Full Circle Clamps	Mueller saddles and cir clamps 42.000% JCM SADDLES AND FULL CIR REP CLAMPS 50.000% Cascade CR1-535-12 Wrap Around Repair Band 32.000% Romac DI BODY SADDLES 60% Romac SS FULL CIR REP CLAMPS 40%	
Hydrants, Hydrant Parts and Accessories	Mueller hydrants 44.000% Mueller hydrant parts 77.000% Kennedy Kennedy 2"-12" NRS RSGV 45.000% Kennedy 2" - 12" TAPPIG & Kennedy CUTIN RSGVTV 45.000% Kennedy 14" - 24" NRS RSGV 45.000% Kennedy 14"-24" OS&Y 16.000% Kennedy CHECK VALVES 4"-12" 506 CVAKF 15.000% Kennedy SWING CHCK 2"-12" CVA 58.000% Kennedy SWING CHK CVA 58.000% Kennedy CUSHION CHK VALVES CVA CUSHION 28.000% Kennedy INLINE CHCK VALVES 1306 28.000% Kennedy 4"-10" BUTTERFLY VALVE BFVA 10.000% Kennedy COLLISION REP KITS K81CRK&EXT 20.000% Kennedy 2-1//2" - 24" OS&Y 46.000% Kennedy 2-1/1" - 12" OS&Y 25OLB FLG 10.000% Kennedy 3"-24" NRS FLG X FLG 41.000% Kennedy 3" -24" NRS MJ OR OTHER 51.000% Kennedy SWING CHCK VALVES 1126/1126A 41.000% Kennedy WAFER CHK 806 4" - 8" 37.000% Kennedy GROOVED BFV 300# 01G 39.000% Kennedy WAFER BFV 300# O1W 30.000%	
Gate Valves and Check Valves	Mueller 2-12 gate valves 39.000% Mueller 14-24 gate valves 42.000% Mueller 30-54 gate valves 32.000% Mueller 2-12 check valves 46.500% Mueller 14-24 check valves 46.500%	
C900 Pipe, C900 Fittings and Ferncos	FERNCO CAT 1 AND 2 74.000% FERNCO CAT3L 70.000% FERNCO CAT3 37.000% FERNCO CAT4E 37.000%	

Attachment B - Item 2

Items 2 will be used for evaluation purposes only and are not sole items to be ordered. The bidder shall complete all spaces to include the current price list for the item, the percentage discount or cost plus percentage offered from ITEM 1, and the final item price after the discount is applied. **Either percentage discount or cost plus percentage is acceptable, both are not required.** Please state what the percentage discount or cost plus percentage is based on.

Line Item	Description	Part Number *	Current Price *	Discount % from Item 1 *	Cost Plus Percentage from Item *	Final Item Price *
1	6" DIP x 4" DIP Femco		$64.5800	74%		$16.7900
2	4" Kennedy Check Valve with Lever		$2,590.0000	59%		$1,061.9000
3	6" MJ Ductile Iron Elbow / Epoxy Lined and Epoxy Coated		$0.0000	0%	no bid	$0.0000
4	4" x 15" Full Circle Clamp / Range 4.95 - 5.35		$0.0000	0%	no bid	$0.0000
5	54" Bury Hydrant / Red / 5 1/4" MAIN SEAT VALVE / (2) 2 1/2" PORTS (1) 4 1/2" PORT / MECHANICAL JOINT		$0.0000	0%	no bid	$0.0000

Attachment B - Item 3

Additional discount(s) or cost plus percentage for all brands, manufacturers, categories offered by your company. This discount or cost plus percentage will be used to purchase any product offered by your company that is not listed on Attachment B - Item 1.

***** You can submit multiple discounts with multiple manufacturers/categories. It must be stated which discount goes with corresponding manufacturer/category. *****

Instructions	Discount Percentage Off *	Cost Plus Percentage *
Additional discount(s) or cost plus percentage for all brands, manufacturers, categories offered by your company. This discount or cost plus percentage will be used to purchase any product offered by your company that is not listed on Attachment B - Item 1. ***** You can submit multiple discounts with multiple manufacturers/categories. It must be stated which discount goes with corresponding manufacturer/category. *****	ARI 17.000% Endot HDPE 35.000% DFW GRADE C BOXES AND LIDS 26% Trumbull industries 38% NDS METER BOXES AND LIDS 60.000% NDS CHECK VALVES 40.000% NDS TRUE UNION BALL VALVES 40.000% NDS COMPRESSION FITTINGS 45.000% NDS GATE VALVES 40.000% Raven meter boxes Sigma and iron and polymer lids 35%	

After hours contact and warehouse location

Contact information in the event of an after hours emergency where supplies are needed. Such as a water main break.

Line Item	Description	Information *
1	Contact Name	Jeff Hobbs
2	Contact Phone	561-365-6451
3	Email to place orders	jeff.hobbs@fortiline.com
4	Location of Warehouse (Must be located in Miami-Dade, Broward, Palm Beach, Martin or St. Lucie County)	6759 White Dr Riviera Beach, FL 33407

Specifications

☐ We will not be submitting for Specifications

Number	New Column
1	All Bid prices are F.O.B. Boynton Beach, Warehouse, 222 N.E. 9TH Avenue, Boynton Beach, Florida – AND/OR – Warehouse 2, located at 124 E. Woolbright Road, Boynton Beach, Florida.
2	Bidder should state the model numbers of all items and accessories specified in this proposal.
3	Bidder must be able to guarantee all deliveries, through out the duration of the Bid. All orders must be delivered within 15 days from date of the purchase order. Back orders exceeding the 15 day period are subject to cancellation. Exceptions will be made based on market conditions.
4	Any quantities indicated in the proposal represent approximate needs for the one (1) year period. There is no guarantee made or implied that the City will fulfill such purchases.
5	Award is anticipated to be on a primary, secondary, third and possibly fourth basis.
6	Bidder agrees that all items proposed are DOMESTIC manufactured.
7	Bidder agrees that the percent discount or cost plus percentage submitted applies to the Commodity Bid – Pipe Fittings and Accessories. In this instance, Pipe Fittings and Accessories encompass any and all similar and like items as individually listed.
8	The City reserves the right to purchase on the open market should lower market prices prevail at which time the successful bidder shall have the option of meeting the lower price or relieving the City of any obligation previously understood.
9	Bidder agrees that all items proposed in this bid are domestically made.
10	Bidder agrees that all pipe fittings and accessories listed on the proposal form must be of domestic manufacturer and meet all criteria set forth by the A.W.W.A., A.S.T.M. and the trade industry.
11	Bidder agrees to designate personnel for after hour emergencies. The personnel must be available 24 hours per day / 7 days per week throughout the duration of this contract.
12	Bidder attest that it has a warehouse located in Miami-Dade, Broward, Palm Beach, Martin or St. Lucie Counties. Bidder acknowledges and understands that The City will only accept bids with vendors that have a warehouse located in these areas.

References

Line Item	Company *	Name *	Email *
1	Village of Wellington	Alan Friedman	afriedman@wellingtonfl.gov
2	City of Melbourne	Nic Coster	Nicholas.coster@mlbfl.org
3	City of Margate	Mike Bush	mbush@margatefl.org

Documents

Ensure your submission document(s) conforms to the following:

Documents should NOT have a security password, as City of Boynton Beach may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by City of Boynton Beach.

If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

If the attached file(s) cannot be opened or viewed, your Bid Call Document may be rejected.

- Bidder Qualification Statement - 22-048 EXECUTED - BIDDER QUALIFICATION STATEMENT.pdf - Monday August 01, 2022 17:49:15
- Anti-Kickback Affidavit - 22-048 EXECUTED - ANTIKICKBACK AFFIDAVIT.pdf - Monday August 01, 2022 17:49:21
- Non-collusion Affidavit of Bidder - 22-048 EXECUTED - NON COLLUSION AFFIDAVIT.pdf - Monday August 01, 2022 17:49:28
- Certification Pursuant to Florida Statute § 287.135 - 22-048 EXECUTED - CERTIFICATION PURSUANT TO FLORIDA.pdf - Monday August 01, 2022 17:49:37
- Confirmation of Drug-Free Workplace - 22-048 EXECUTED - DRUG FREE WORKPLACE.pdf - Monday August 01, 2022 17:50:01
- Confirmation of Minority Owned Business - 22-048 EXECUTED - CONFIRMATION OF MINORITY OWNED BUSINESS.pdf - Monday August 01, 2022 17:50:11
- E-Verify - 22-048 EXECUTED - E-Verify.pdf - Monday August 01, 2022 17:50:21
- Bidder Acknowledgement - 22-048 EXECUTED - BIDDER ACKNOWLEDGEMENT & COI.pdf - Monday August 01, 2022 17:50:33
- Local Business - 22-048 EXECUTED - LOCAL BUSINESS CERTIFICATION.pdf - Monday August 01, 2022 17:50:41
- Palm Beach County Inspector General - 22-048 EXECUTED - PALM BEACH COUNTY INSPECTOR GENERAL.pdf - Monday August 01, 2022 17:50:48

Addenda & Declarations

The Bidder hereby acknowledges and agrees:

1. To provide all goods, services and construction, as more specifically set out and in accordance with the Owner's Bid Call Document, including but not limited to the scope of work, specifications, drawings, Addenda (if issued by the Owner), the terms and conditions, etc. stated therein, which are expressly acknowledged and made part of this Contract.

2. This Bid is made without any connections, knowledge, comparison of figures or arrangements with any other company, firm or person making a Bid for the same Work and is in all respects fair and without collusion or fraud.

3. I/WE do hereby Bid and offer to enter into a Contract to do all the Work as specified in the Bid Call Document(s) which shall include all costs but not limited to; freight, duty, currency, etc. in accordance with the prices and terms as submitted by the Bidder herein.

4. If I/WE withdraw this Bid before the formal Contract is executed by the Awarded Bidder for the said Work or One Hundred Twenty (120) Calendar Days, whichever event first occurs, the amount of the Bid Deposit accompanying this Bid (if applicable to this bid) shall be forfeited to the Owner.

5. I/WE acknowledge and agree that any issued Addendum/Addenda forms part of the Bid Call Document.

6. I/WE (including any related or affiliated entities and any principal thereof) have no unresolved litigation with the Owner.

Palm Beach County Inspector General Acknowledgement

The Consultant is aware that the Inspector General of Palm Beach County has the authority to investigate and audit matters relating to the negotiation and performance of this Consultant Agreement, and in furtherance thereof may demand and obtain records and testimony from the Consultant and its sub-consultants and lower tier sub-consultants.

The Consultant understands and agrees that in addition to all other remedies and consequences provided by law, the failure of the Consultant or its subconsultants or lower tier sub-consultants to fully cooperate with the Inspector General when requested may be deemed by the municipality to be a material breach of this contract justifying its termination.

Confirmation of Drug Free Workplace

Preference shall be given to businesses with drug-free workplace programs. Whenever two or more submittals which are equal with respect to price, quality, and service are received by the City of Boynton Beach or by any political subdivision for the procurement of commodities or contractual services, a submittal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie submittals will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

Give each employee engaged in providing the commodities or contractual services that are under submittal a copy of the statement specified in subsection (1).

In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or contractual services that are under submittal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or- plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than 5 days after such conviction.

Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community by, any employee who is so convicted.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

☑ I/We have the authority to bind the Company and submit this Bid on behalf of the Bidder. - Jordan McCall, Regional Bid Coordinator, Fortiline, Inc. d/b/a Fortiline Waterworks

The bidder shall declare any potential or actual conflict of interest that could arise from Bidding on this Bid. Do you have a conflict of interest?

○ **Yes** ○ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document

Please check the box in the column **"I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
There have not been any addenda issued for this bid.		

The City of Boynton Beach

FINANCE/PROCUREMENT SERVICES
100 EAST OCEAN AVE
P.O. BOX 310
BOYNTON BEACH, FLORIDA 33435
TELEPHONE NO: (561) 742-6310
FAX: (561) 742-6316

July 28, 2023

Fortiline, Inc.
5759 White Drive
Riviera Beach, FL. 33407

BID NAME: "ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"

BID # WH22-047

To whom it may concern:

The above referenced bid will expire 10-16-23. The bid contains an option for renewal. Therefore, the City of Boynton Beach would like to renew the existing bid under the same terms and conditions for an additional year.

We appreciate your quality service, and if you agree, the bid will be extended for an additional year.

Please indicate your response on the following page and email it to Michael Dauta, Manager of Materials and Distribution, at dautam@bbfl.us. We look forward to continue working with you. If you agree, we will go to Commission for approval.

If you should have any questions, please feel free to email Michael Dauta, Manager of Materials and Distribution at dautam@bbfl.us. Thank you.

Sincerely,

Mara Frederiksen
Director of Financial Services

cc: Michael Dauta – Manager of Materials and Distribution
Central File

BID NAME: **BID NAME: "ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"**

Contract Renewal Period: October 17, 2023 THROUGH October 16, 2024

Agreement between the City of Boynton Beach, and Fortiline, Inc.

✓ Yes, I agree to extend the existing Bid for Brass Fittings under the same Terms and Conditions for an additional year: October 17, 2023 through October 16, 2024

_____ No, I do not wish to renew the agreement.

FORTILINE, INC.

SIGNATURE

Trey Peterson
NAME OF REPRESENTATIVE
(please print)

Regional Vice President – Florida/Georgia
TITLE

7/31/23
DATE

(561) 253-9886
(AREA CODE) TELEPHONE NUMBER

The City of Boynton Beach

PROCUREMENT SERVICES
3301 QUANTUM BLVD
SUITE 101
P.O. BOX 310
BOYNTON BEACH, FLORIDA
33425-0310
TELEPHONE NO: (561) 742-6310
FAX: (561) 742-6316

September 7, 2023

Fortiline, Inc.
Jordan.mccall@fortiline.com

BID NAME: "ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"

BID # WH22-047

EXTENSION PERIOD: OCTOBER 17, 2023 thru OCTOBER 16, 2024

To whom it may concern:

At the Commission meeting held on September 5, 2023, the bid for **"ANNUAL SUPPLY OF BRASS FITTINGS AND ACCESSORIES"** was approved for an additional year with the same terms, conditions and prices.

Thank you for extending this Bid and we look forward to working with your company for an additional year.

If you have any questions or concerns, please contact Michael Dauta, Manager of Materials and Distribution, at dautam@bbfl.us.

Sincerely,

Mara Frederiksen
Director of Financial Services

The City of Boynton Beach

FINANCE/PROCUREMENT SERVICES
100 EAST OCEAN AVE
P.O. BOX 310
BOYNTON BEACH, FLORIDA 33435
TELEPHONE NO: (561) 742-6310
FAX: (561) 742-6316

July 28, 2023

Fortiline, Inc.
5759 White Drive
Riviera Beach, FL. 33407

BID NAME: "ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"

BID # WH22-048

To whom it may concern:

The above referenced bid will expire 10-4-23. The bid contains an option for renewal. Therefore, the City of Boynton Beach would like to renew the existing bid under the same terms and conditions for an additional year.

We appreciate your quality service, and if you agree, the bid will be extended for an additional year.

Please indicate your response on the following page and email it to Michael Dauta, Manager of Materials and Distribution, at dautam@bbfl.us. We look forward to continue working with you. If you agree, we will go to Commission for approval.

If you should have any questions, please feel free to email Michael Dauta, Manager of Materials and Distribution at dautam@bbfl.us. Thank you.

Sincerely,

Mara Frederiksen
Director of Financial Services

cc: Michael Dauta – Manager of Materials and Distribution
Central File

BID NAME: **BID NAME: "ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"**

Contract Renewal Period: October 5, 2023 THROUGH October 4, 2024

Agreement between the City of Boynton Beach, and Fortiline, Inc.

✓ Yes, I agree to extend the existing Bid for Pipe Fittings under the same Terms and Conditions for an additional year: October 5, 2023 through October 4, 2024

_____ No, I do not wish to renew the agreement.

FORTILINE, INC.

SIGNATURE

Trey Peterson
NAME OF REPRESENTATIVE
(please print)

Regional Vice President – Florida/Georgia
TITLE

7/31/23
DATE

(561) 253-9886
(AREA CODE) TELEPHONE NUMBER

The City of Boynton Beach

PROCUREMENT SERVICES
3301 QUANTUM BLVD
SUITE 101
P.O. BOX 310
BOYNTON BEACH, FLORIDA
33425-0310
TELEPHONE NO: (561) 742-6310
FAX: (561) 742-6316

September 7, 2023

Fortiline, Inc.
Jordan.mccall@fortiline.com

BID NAME: "ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"

BID # WH22-048

EXTENSION PERIOD: OCTOBER 5, 2023 thru OCTOBER 4, 2024

To whom it may concern:

At the Commission meeting held on September 5, 2023, the bid for **"ANNUAL SUPPLY OF PIPE FITTINGS AND ACCESSORIES"** was approved for an additional year with the same terms, conditions and prices.

Thank you for extending this Bid and we look forward to working with your company for an additional year.

If you have any questions or concerns, please contact Michael Dauta, Manager of Materials and Distribution, at dautam@bbfl.us.

Sincerely,

Mara Frederiksen
Director of Financial Services

RESOLUTION NO. 2025-R-185

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING APPROVAL FOR THE PURCHASE OF PARTS AND FITTINGS FOR THE REPAIR AND MAINTENANCE OF THE WATER DISTRIBUTION SYSTEM FROM FORTILINE IN THE AMOUNT OF $58,947.40; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS: The Water and Sewer Department is requesting approval for the purchase of parts and fittings for the repair and maintenance of the water distribution system from Fortiline in the amount of $58,947.40.

WHEREAS: The City of Palatka will be using the piggyback contract from the City of Boynton Beach with Fortiline for the annual supply of brass fittings and accessories and pipe fittings and accessories

WHEREAS: Funding was approved and budgeted for in the FY26 budget line for Pipe and Fittings under The Water and Sewer Department.

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

Section 1: Granting permission to The Water and Sewer Department is requesting approval of purchase of parts and fittings for the repair and maintenance of the water distribution system.

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 ___ day of _____ 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-186 Authorizing the Purchase of a New Way Cobra Magnum 25-yard read loader refuse truck for the sanitation department from Southern Sewer for the amount of $272,512.00.
Adopt Resolution 2025-R-186 Authorizing the Purchase of a New Way Cobra Magnum 25-yard rear loader refuse truck for the sanitation department to replace Unit 30, a 2006 Rear Loader Refuse Truck that has exceeded its useful service life.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt Resolution 2025-R-186 Authorizing the Purchase of a New Way Cobra Magnum 25-yard read loader refuse truck for the sanitation department.

BACKGROUND

Adopt Resolution 2025-R-186 Authorizing the Purchase of a New Way Cobra Magnum 25-yard read loader refuse truck for the sanitation department to replace Unit 30. Unit 30, a 2006 rear-loader refuse truck that has exceeded its useful service life. The unit has over 175,000 miles and is experiencing mechanical issues, resulting in higher repair costs and frequent downtime. This truck is used daily for residential collection, and its declining condition limits the department's ability to maintain reliable and timely service. A replacement is necessary to ensure continued operational efficiency, reduce costly repairs, and maintain the level of service expected by the residents of the City of Palatka.

PROJECT ANALYSIS

The New Way Cobra Magnum 25-Yard Rear Loader Refuse Truck is the appropriate replacement unit based on capacity, durability, and compatibility with the department's current operations.

This model provides: a 25-yard body suitable for high-volume residential collection routes, improved fuel efficiency and updated safety features, reduced maintenance costs compared to aging fleet units, enhanced reliability, preventing service interruptions and overtime staffing.

The current Unit #30 is nearly 20 years old and no longer meets operational demands. Continuing to operate this vehicle increases the likelihood of breakdowns, delays in service, and excessive maintenance expenditures. Replacing it at this time is both fiscally responsible and operationally necessary. This purchase will allow the Sanitation Department to maintain service

continuity, support staff safety, and reduce long-term costs associated with an aging fleet.

Staff Recommendation

Adopt Resolution 2025-R-186 Authorizing the Purchase of a New Way Cobra Magnum 25-yard read loader refuse truck for the sanitation department. This replacement is essential to maintain efficient residential waste collection, reduce maintenance costs, and ensure reliable service delivery to the citizens of Palatka.

ATTACHMENTS

1.	Palatka Magnum 25 yd quote REV (Oct 7, 2025)
2.	Sourcewell Contract 110223-NWY- Sanitation Rear Loader
3.	186. RESOLUTION NO. 2025-R-186 THE PURCHASE OF A NEW WAY COBRA MAGNUM 25-YARD REAR LOADER

Southern Sewer

Mr. Ed Chandler
City of Palatka
10 Ocean Street
Palatka, FL 32177
Email: echandler@palatka-fl.gov

October 7, 2025

Dear Mr. Chandler:

Southern Sewer Equipment Sales appreciates the opportunity to provide The City of Palatka with a quote from Sourcewell contract #110223-NWY for a New Way Cobra Magnum 25-yard rear loader refuse body mounted on a new Freightliner M2 chassis. This unit is in stock and ready for quick delivery. Please review the attached equipment list.

New Way Cobra Magnum 25 Yard Rear Loading Refuse Body

List Price:	$129,311.00
Sourcewell Discount 5%:	-$6,466.00
Body Price:	$122,845.00
Freight:	$4,000.00
2025 Freightliner M2 Chassis (Unpublished Sourced Good):	$128,000.00
Southern Sewer to add 2) Cart Tippers & Kickbar:	$17,667.00
TOTAL PRICE:	**$272,512.00***

The price does include delivery to the City of Palatka.

Quote is valid for 30 days. Stock unit is subject to prior sale.

Please feel free to contact Bill Stinson at (772) 216-2173, if you have any questions.

Sincerely,

Jenny Mitchem

Jenny Mitchem
Assistant General Manager

Equipment List

City of Palatka

October 7, 2025

New Way Cobra Magnum 25-yard Rear Loader

Hot Shift PTO with Overspeed, Gear Pump
Pack On the Go
Semi-Automatic Cycling
Auto Back Pack
Turn Buckle Locks
Back up Alarm
Interlock on Front Access Door
LED Body Lights
LED Mid Body Back Up Lights
LED Work Lights Inside Upper Tailgate Shining in Hopper
Integrated Strobe Light Package Mounted Upper Tailgate
Integrated Strobe Light Package Mounted Lower Tailgate
Sight Gauge on Oil Tank
Quick Connect Pressure Port at Front Valve
Chrome Rod Cylinders
Side Access Door
Access Ladder with Handles
Access Door 30" x 30"
Driver Alert Buzzer
Tailgate Ajar Indicator
Tailgate Lower Sides ¼ " 100,000
Body Floor 7 GA 100,000
Hopper Floor and Back 1/4 " 100,000
Slide Face 7GA 100,000
Ejection Panel Face 10GA 50,000
All Body Side Panels 10GA 80,000
Tailgate Seal Extension
Full Body Weld Inside vs. Stitched
Bolt on Reever Plate & Future Cable Guide Supports (no cable guide)
Extra Valve Section & Handle for Future Container Handling
Latch Kit/ Trunnion Guides/ and Container Stops for Future Container Handling
Acrylic Urethane Enamel White Paint
Prime Inside Body
Remote Grease Zerk Tailgate & Upper Cylinder Hinge Pins
Safety Shutdown Curbside
Center Mount Brake

Nylon Sleeves on Hoses
Rear Vision Camera System with 7" Color Flat Screen Monitor
Talamar Extreme Hydraulic Fluid
Hydraulic Filter Bypass Indicator in Cab
Hydraulic High Temperature Fluid Switch
2) Extra Valve Sections with Extended Handles
Street Side Linkage to Operate Tipper Valve Section for Future Container Handling
Extend Loadsill and Latch Kit for Future Tipper Install
Add Hydraulic Tubing to Tailgate Side for Future Tipper Install
Shovel/Broom Rack
Bolt on Steps on Rear
Steel Tool Box 18' x 18' x 24"
Frame Mounted Hydraulic Tank
Induction Hardened Slide Rods
Induction Hardened Sweep Rods
Zinc Clear Hydraulic Tubes
10 lb. Fire Extinguisher
Triangle Kit
1 Year Body and Hydraulic Warranty
2 Year Cylinder Warranty

Southern Sewer to install 2) Perkins Tuckaway Cart Tippers & a Kickbar

Chassis:
New 2025 Freightliner M2 106 Conventional Chassis
58,000 GVW
Cummins L9 350 HP Diesel Engine
Allison 3000 RDS Transmission
2 Person Passenger Seat

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Solicitation Number: RFP #110223

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Scranton Manufacturing Company/New Way Trucks, 101 State Street, Scranton, IA 51462 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Refuse Collection Vehicles with Related Equipment, Accessories and Services from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.

EXPIRATION DATE AND EXTENSION. This Contract expires December 28, 2027, unless it is cancelled sooner pursuant to Article 22. This Contract allows up to three additional one-year extensions upon the request of Sourcewell and written agreement by Supplier. Sourcewell retains the right to consider additional extensions beyond seven years as required under exceptional circumstances.

B. SURVIVAL OF TERMS. Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All other rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

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A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. WARRANTY. Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

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A. SHIPPING AND SHIPPING COSTS. All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;

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- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized

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subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum, the terms of which will be negotiated directly between the Participating Entity and the Supplier or its authorized dealers, distributors, or resellers, as applicable. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

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A. PRIMARY ACCOUNT REPRESENTATIVE. Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, performance issues, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcewell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Supplier will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted

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price to offset the Administrative Fee.

The Supplier will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. AUDIT. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. ASSIGNMENT. Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

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D. WAIVER. Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

E. CONTRACT COMPLETE. This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party. For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:

    a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.

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b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.

2. *Limited Right of Sublicense*. The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. *Termination*. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

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14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending*. Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

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The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*
Workers' Compensation: As required by any applicable law or regulation.
Employer's Liability Insurance: must be provided in amounts not less than listed below:
Minimum limits:
$500,000 each accident for bodily injury by accident
$500,000 policy limit for bodily injury by disease
$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.
Minimum Limits:
$1,000,000 each occurrence Bodily Injury and Property Damage
$1,000,000 Personal and Advertising Injury
$2,000,000 aggregate for products liability-completed operations
$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms

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no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:
$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
$2,000,000 per occurrence
$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is

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primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

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Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all references to "federal" should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier's Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

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C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared

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ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier’s discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier’s personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in

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guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

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T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

22. CANCELLATION

Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

DocuSigned by:
By: Jeremy Schwartz
C0FD2A139D06489...
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 1/19/2024 | 7:07 PM CST

Scranton Manufacturing Company/New Way Trucks

DocuSigned by:
By:
FDDEA3B770F6476...
Don Ross
Title: Chief Sales Officer
Date: 1/19/2024 | 3:52 PM PST

Approved:

DocuSigned by:
By: Chad Coauette
48BAF71B0894454...
Chad Coauette
Title: Executive Director/CEO
Date: 1/19/2024 | 7:49 PM CST

RFP 110223 - Refuse Collection Vehicles with Related Equipment, Accessories, and Services

Vendor Details

Company Name:	Scranton Manufacturing Co.< Inc.
Does your company conduct business under any other name? If yes, please state:	New Way Trucks
Address:	101 State Street Scranton , IA 51462
Contact:	Jesse Geeslin
Email:	jgeeslin@newwayfleetforce.com
Phone:	715-321-6048
HST#:	42-0993825

Submission Details

Created On:	Thursday September 14, 2023 12:13:18
Submitted On:	Tuesday October 31, 2023 16:09:36
Submitted By:	Sam Norland
Email:	snorland@mcfamco.com
Transaction #:	581454c8-715f-4d1a-8a90-cec08b6d690f
Submitter's IP Address:	198.153.109.161

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	Scranton Manufacturing Company/New Way Trucks	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	New Way FleetForce Rentals	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	New Way FleetForce LLC	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	46996	*
5	Proposer Physical Address:	101 State Street Scranton, Iowa 51462	*
6	Proposer website address (or addresses):	newwaytrucks.com refusetrucks.scrantonmfg.com	*
7	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Jesse Geeslin New Way FleetForce Director of Sales 809 Locust Street Scranton, Iowa 51462 jgeeslin@newwayfleetforce.com 715.321.6048	*
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Sam Norland Marketing Supervisor 809 Locust Street Scranton, Iowa 51462 snorland@mcfamco.com 712.634.6383	*
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Nick Daniel Sales Operations Manager 809 Locust Street Scranton, Iowa 51462 ndaniel@newwaytrucks.com 712.634.6010	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	

10	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	In 1971, John McLaughlin, his brother, and a friend began repairing farm equipment in small-town Scranton, Iowa. The trio soon began manufacturing innovative products that farmers in the surrounding area needed, including the world's first mechanical hybrid seed corn detasseler. It was only a matter of time before Scranton Manufacturing's reputation for high quality, innovative products spread to farms across the country. Scranton Manufacturing became one of the nation's premier livestock handling and feeding equipment manufacturers as a result. A farming depression in the 1980's necessitated change as Scranton Manufacturing purchased the New Way product line of garbage trucks after John saw an ad in the Wall Street Journal for a small garbage truck manufacturer based in nearby Des Moines, Iowa. John saw to his vision to improve and expand the New Way product line and build a network of distributors that reached every region in North America. Today, Scranton Manufacturing and its New Way Trucks brand is the crown jewel of the McLaughlin Family Companies. It is the largest privately-held refuse collection vehicle manufacturer in the nation. New Way Trucks is one of the fastest-growing companies in the $100 billion North American solid waste industry and remains family-owned for more than 50 years. Throughout our existence, we have been committed to innovation, safety, quality, customer satisfaction, and growth. Midwest values drive everything we do, and our people are our most valuable asset. Scranton Manufacturing founder and 2009 National Waste & Recycling Association (NWRA) Hall of Fame inductee, John McLaughlin, has long attributed the company's continued success to the 4 P's: People, Principles, Products, and Persistence. New Way manufactures the widest product lineup of front-, rear-, and side-load refuse collection equipment in the refuse industry and proudly goes to market through the industry's most well-respected Distributor Network. More than 40 individual distributors operate over 60 separate locations that provide necessary support during and after the sale as well as unmatched post-sale service to the entire United States and Canada. New Way's Distributor Network also includes more than a dozen additional locations across the globe. Our Distributor Network lays the bedrock of our organization, and we would not have been able to add new manufacturing facilities in Booneville, Mississippi in 2020 and 2021 without the continued sales and service efforts of our valued distributors that necessitate production capacity increases. New Way also opened a new manufacturing facility in Carroll, Iowa in 2020 a short drive from our New Way Parts Department. A mere 18 miles separates our Carroll facilities from our headquarters in Scranton. Giving back has been core to Scranton Manufacturing since John McLaughlin founded the company in 1971. Employee-organized blood drives, care packages for soldiers serving domestically and overseas, school supply and winter coat donation events are common. Toy drives around the holidays and clean-up efforts in the aftermath of local natural disasters are also regular occurrences. Though selfless acts have been common since the company's founding, we gave these efforts a name in 2021: Driving Goodness. Driving Goodness was established to help individuals going through hardship in our local communities due to unforeseen circumstances. Employees nominate potential fund recipients. New Way Trucks also donates equipment to and participates in local parades and festivals. Welding staff visit local high school welding programs every other week to help develop students' skills. School groups frequently tour our manufacturing facilities to learn about the benefits of careers in the skilled trades, and we partner with local community colleges to ensure these opportunities are readily available. Our employee family is proud to be stewards of the communities in which we operate in both Iowa and Mississippi.	*

11	What are your company's expectations in the event of an award?	Should New Way be awarded a new Contract, we will develop a Sourcewell-specific sales order sheet to further simplify the refuse collection vehicle procurement process for Sourcewell Participating Agencies. Members of the New Way team will travel to Minnesota within 45 days of an award to initiate further training on the new agreement and formally launch the contract. New Way will train the remainder of our Sales Operations Staff on any new procedures related to the Sourcewell Contract, and New Way Regional Sales Managers (RSMs) will inform our Distributor Network accordingly. New, discounted refuse collection vehicle - and parts - pricing will become valid immediately to Participating Agencies and New Way will subsequently implement our turnkey solution. A Sourcewell-awarded contract will allow New Way Trucks to continue to provide Participating Agencies with great products at a discounted price to our many existing municipal customers, grow our municipal base, and open the door to new opportunities in the educational space.	*
12	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	New Way Trucks is the cornerstone of McLaughlin Family Companies, an ever expanding central-Iowa and northeast-Mississippi based group of companies focused on refuse, recycling, veterinary, and animal control equipment manufacturing and retail product distribution for new and used automobiles and automotive products. New Way's business plan has been based on growth and expansion since John McLaughlin bought the company in the mid-1980's. In 2015 we added a 56,000 square foot manufacturing addition at our main manufacturing facility in Scranton, Iowa. In 2018 a $3 million investment in computerized fabrication equipment and robotics at our facilities in Iowa continued that expansion. In 2020, New Way Trucks expanded to Booneville, Mississippi by opening a 152,000 square foot manufacturing facility and in Carroll, Iowa when we bought a 42,000 square foot facility. In 2021, we began operations in another facility in Booneville, a 66,000 square foot operation. Today our space exceeds 600,000 square feet under roof in central Iowa and northeast Mississippi with joint venture manufacturing projects in Canada, Mexico, and most recently in Australia. New Way has consistently experienced annual double-digit growth, and now operates three manufacturing facilities and a parts department in Iowa. In addition, New Way operates two manufacturing facilities and a parts depot in Mississippi. New Way has opened one new manufacturing facility in both Iowa and Mississippi – and Mississippi's parts depot – since being awarded Sourcewell Contract #091219-NWY. New Way is committed to expanding our manufacturing capacity by investing in human capital and cutting-edge equipment to meet the ever-growing demand for our refuse collection vehicles.	*
13	What is your US market share for the solutions that you are proposing?	According to National Waste and Recycling Association (NWRA) data, New Way Trucks represents slightly more than twenty-four (24) percent market share in the US for front-, rear-, and side-load refuse collection equipment sold in 2022. New Way's industry-leading Sidewinder XTR automated residential side loader represents nearly thirty (30) percent of all automated side loaders sold in the United States.	*
14	What is your Canadian market share for the solutions that you are proposing?	According to best estimates, New Way currently has nine (9) percent market share in Canada. New Way is excited at the prospect of working with Canoe through a new Sourcewell Contract in Canada thanks not only to our existing distributor infrastructure that includes four distributors serving the country across nine locations, but also because of how well-connected our newest distributor covering Canada's most populous province – Ontario – is in the municipal market.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No. New Way Trucks is a financially stable organization with continued growth year after year. We are the largest privately held refuse equipment manufacturer in North America and rank in the top three of all refuse collection vehicle manufacturers in total units produced.	*

16	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	New Way Trucks is an original equipment manufacturer (OEM). Both New Way's sales force and Distributor Network cover all of the U.S. and Canada. Our sales force is comprised of all New Way employees, whereas our trusted distributors and their representatives are employees of their respective organizations. The New Way Distributor network is made up of 40 privately owned organizations with over 60 locations across the United States and Canada. This North American network includes over 150 distributor employees dedicated to and experienced in showcasing the New Way brand. To support its customers and extensive Distributor Network, New Way Trucks has a 40+-person sales, marketing, parts, warranty and service organization made up of all full-time New Way employees. Ten Regional Sales Managers (RSMs) are responsible for our North American sales territories and provide direct distributor and end-user product support. These RSMs are responsible for training, educating, and demonstrating our products to end-users and distributors. They also assist with price quoting, order development, and support both during and after the product sale. Our Service, Warranty, and Parts teams provide after-sales support to both distributors and end-users. New Way's Field Service teams provide on-site technical support and training to our end- users and Distributor Network. New Way certified field service technicians are available to Participating Agencies. These field service technicians provide service and support at Distributor and Participating Agency locations to assist with any maintenance needs that arise. The New Way Distributor Network is the first line of defense for any parts or service issue. Each distributor maintains an inventory of stock parts and a team of service technicians are available to support Participating Agencies when necessary.	*
17	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	The American National Standards Institute (ANSI) is the governing body for refuse equipment specifications and requirements in North America. The National Waste & Recycling Association (NWRA) administers ANSI. New Way is actively involved with NWRA as we hold the current Chairman of the NWRA Board of Trustees and Chairman of the NWRA Suppliers Board of Governors positions. New Way is also represented on all ANSI committees and is actively involved in establishing new equipment safety protocols and equipment specifications for our industry. In addition, each of our manufacturing facilities in Iowa and Mississippi meet and exceed the standards set by the Occupational, Safety, and Health Administration (OSHA).	*
18	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	New Way Trucks has not been suspended or disbarred from participating in any government contracts since the company's inception.	*

Table 3A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *
19	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	New Way believes that all solid waste is local. This is visible in the refuse collection vehicle variations our customers request. To meet that need, we manufacture the widest product lineup of any refuse collection vehicle body manufacturer. With over 40 body sizes of twelve different product lines of refuse collection vehicle bodies, there is no refuse collection need that New Way Trucks cannot meet. Our product lineup features two front-load, six rear-load, three automated side-load, and a satellite side-load refuse collection vehicle. New Way refuse collection vehicle bodies range in size from six cubic yards to 43 cubic yards. New Way is pleased to include our entire parts catalog to keep Participating Agencies' equipment running smoothly. We have created first round preventive maintenance parts packages that include replacement filters and wear items to assure Participating Agencies use New Way parts during the standard warranty period. Each of our refuse collection vehicles are available for rent through our New Way FleetForce program. FleetForce is the only direct-from-manufacturer rental operation in the industry offering various rental contract options ranging from a month to multiple years-long time frames. The latest, most productive New Way refuse collection vehicles are regularly being added to FleetForce's rental fleet to meet to meet a Participating Agency's immediate need. If a vehicle is available, FleetForce will immediately deliver to a Participating Agency's location. Since New Way FleetForce units are built and distributed just like any of our refuse collection

vehicles, Sourcewell Participating Agencies are guaranteed factory-trained support through our Distributor Network.

Front-Loaders

New Way offers two front load refuse collection vehicle body styles for commercial collection: the New Way Mammoth and a lightweight Mammoth Western Series for areas in the western United States where United States Department of Transportation (DOT) regulations are a concern. Both models have a twelve (12) cubic yard hopper capacity and body capacities of 22, 28, and 31 cubic yards.

The New Way Mammoth is known for its one-piece, curved shell design that boasts the strongest steel specs in the industry. The Mammoth gets its name from the heavy-duty single-piece constructed arms that resemble tusks when extended. Torque tube assembly and pack-on-the go features maximize route and labor efficiency. The refuse collection vehicle body features the largest clean-out doors and sump in the industry. This front-loader's ease of use and maintenance, superior strength, durability, and after sales product support and service are unmatched.

The New Way Mammoth Western is a ten percent lighter front-loader that does not compromise on strength. New Way's engineering team accomplished this with lighter weight, high-tensile steels. Its fast cycle times and high compaction rates make it an ideal fit for customers in the western United States that need a rugged front-load refuse collection vehicle that is fully compliant with local regulations. The Mammoth Western offers the pachyderm-esque strength and stamina of its sibling while remaining weight-log compliant for more stringent coastal states' DOT regulations.

Rear-Loaders

The New Way King Cobra offers industry-leading rear-load waste compaction and comes available in body sizes from 20- to 32-cubic-yards. The King Cobra is the unequivocal industry leader with an approximate 1,000 to 1,300 pounds per cubic yard compaction rate and superior rear-loading capabilities.

Built to take on a lot of work without requiring much maintenance, the King Cobra rear loader offers many of the standard features of other New Way rear-loaders. Curbside hydraulic access, side-body automatic tailgate locks, a rear-view camera and two-year hydraulic cylinder warranty are just a few of the many standard options. The King Cobra can also be customized to meet the needs of a Participating Agency's individual operation.

Combine all of this with the fact that the King Cobra has the lowest cost of operation of any comparable body size and one of the lowest warranty claims of any mobile refuse collection vehicle body in the industry, and you've got a mobile refuse collection vehicle that charms the most demanding of routes.

The King Cobra comes available in the following body capacities: 20-, 25-, 27-, and 32-cubic yards.

The New Way Cobra Magnum is a large rear-loader that is still fully DOT compliant. Like the King Cobra, it is also available in body sizes of 20-, 25-, 27-, and 32-cubic-yards. The Cobra Magnum offers the ultra-high compaction of the King Cobra with a body weight lighter than what the competition can achieve.

The Cobra Magnum is designed to comply with Department of Transportation weight regulations and offers the easiest operational features in today's mobile refuse collection vehicle market. Operators have convenient access to curbside hydraulic controls on this impressive rear loader that will easily compact up to 1,100 pounds per cubic yard depending on the waste stream.

Add in a huge 3.55 cubic yard hopper and a striking 21-23 second cycle time, and the Cobra Magnum delivers the perfect size mobile refuse collection vehicle with the bite to crush anything you throw its way.

The newest addition to New Way's rear-load lineup is the Cobra High Compaction rear-end-loader. The Cobra High Compaction (HC) boasts the compaction and speed of its bigger brothers, the Cobra Magnum and King Cobra, but features a lightweight body with an overall lower profile for height-restricted refuse collection routes.

Preventive maintenance is simple thanks to the vehicle's mounted front valve, easy access wiring system, and removable slide show access cover. The new Way Cobra HC hit the industry in 2020 with its 1,100 to 1,300 pounds per cubic yard compaction rate, 15,000-pound weight (for the standard 25-yard model), and a 21-23 second cycle time. 20- and 27-yard models are also available.

Additional features include a large 3.5 cubic yard hopper with wide 80-inch tailgate and inboard hydraulic cylinders, an inside-body hydraulic tank, optional auto-lock turnbuckles, and optional bolt-on winch systems.

The New Way Cobra is a lightweight rear loader that boasts full-sized compaction capabilities. Our Cobra rear-end-loader is the contractor's choice, striking the perfect balance between outstanding compaction and a lightweight 16- to 20-cubic-yard body. With a compaction rate of up to 850 pounds per cubic yard, the Cobra is a powerful rear load mobile refuse collection vehicle that will do everything mid-size mobile refuse collection vehicles are expected to.

Add in the Cobra's large 3.2-cubic-yard hopper on a single-axle chassis, internally-mounted hydraulic cylinders, operating valve on the outside of the hopper, automatic tailgate locks with outside lever controls, high-compaction body and a variety of container-handling options for both steel and plastic carts, and you'll understand why the Cobra dominates the mid-sized refuse collection vehicle market.

The Cobra is available in 16-, 18-, and 20-cubic yard body sizes.

The New Way Viper is an innovative rear-end-loader built for safety and maintenance and comes available in body sizes of 9-, 11-, and 13-cubic-yards. It is one of the most popular mid-compaction rear loader bodies on the market today. It is a lighter, faster version of the industry-leading Cobra.

The ever-popular 11-yard Viper does not require a CDL to operate as it is commonly sold on chassis under 26,000 lbs. Gross Vehicle Weight Rating (GVWR). It's the perfect mobile collection vehicle for small-volume residential routes and a reliable, durable favorite of fleet managers from coast to coast. *

The Viper also comes standard with automatic tailgate locks with the control handle located on the side of the chassis, thus eliminating the time and effort needed to go back and forth to operate the traditional turnbuckle locks.

With accessories and adapters to accommodate all varieties of residential cart tippers and commercial containers, a rear-view camera and a two-year hydraulic cylinder warranty, this rear-loader is a great beginning refuse collection vehicle for operators to train on before getting their CDL and graduating to a larger, yet still familiar, vehicle.

The under-CDL New Way Diamondback packs powerful features into a compact profile. Our smallest rear-load refuse collection vehicle exhibits quality in workmanship and raw materials that differentiates it from the competition. This compact, low-profile mobile refuse collection vehicle with a low load-still threshold has a compaction rate of up to 800 pounds per cubic yard in the standard unit and up to 1,000 pounds per cubic yard on the high-compaction model.

When searching for quality, affordability, and maneuverability to service high-density areas, resorts, campuses, and park collection routes, the Diamondback refuse collection vehicle is the answer. It is available in 6- or 8-cubic-yard body capacities, and is adaptable to all residential cart tippers.

The Diamondback comes fully-equipped with a range of standard features that are merely options on most other units, including a rear-vision camera and standard two-year hydraulic cylinder warranty.

Automated Side-Loaders

For the last 20 years, the solid waste industry focused on improving productivity. That effort translated to bigger and fewer collection routes, larger trucks, and fleet-rightsizing. Given the current CDL driver shortage, however, one shoe does not fit all markets. Hauling operators are now seeing those trends begin to reverse. There is a willingness to expand fleets with smaller collection vehicles with hopes of expanding the labor pool and drawing candidates from groups not traditionally targeted by the nation's waste haulers. New Way Trucks is poised and ready to meet that need.

The industry's continued shift to automation has further proven to extend an aging workforce while at the same time becoming gender neutral. Historically solid waste has been male-dominated due to the heavy lifting requirements. However, technology has solved that problem. Automation does the heavy lifting, and equipment manufacturers are designing for smaller stature, creating access to more commercial drivers in a time when driver shortages are widespread.

The New Way Sidewinder XTR™ is the best-selling Class 8 automated side-loader in the industry according to the National Waste & Recycling Association's equipment statistics program. It's just a matter of time before the New Way Wolverine

becomes the most sought-after Class 6.

The New Way Sidewinder XTR is an automated side-loader with one-operator efficiency. With a deceptively fast compaction rate and the industry's strongest frame-mounted collection arm that reaches up to an impressive 12 feet, efficiency is always at the operator's side. The Sidewinder XTR combines the convenience of automated loading with the ability to maneuver in tight spaces to create an ultra-tough, overbuilt side-loading machine.

At the end of the day, the convenient features of the Sidewinder XTR are even more evident. Mobile refuse collection vehicle operators appreciate the convenience of being able to easily clean out behind the pack panel with the widest opening access and largest clean-out sump in the industry. Add to that the standard rear-view camera and a two-year hydraulic cylinder warranty, and you can see why the Sidewinder XTR has a solid grip on the industry.

The New Way Sidewinder XTR comes available in the following standard body sizes: 22-, 24-, 29-, and 31-cubic yards. 18-, 20-, and 33-yard Sidewinder XTRs are not standard, but are available by request.

The New Way® Wolverine is the latest innovation from New Way Trucks and joins the largest and most diverse family of refuse equipment in the industry. The Wolverine has the attributes of its larger siblings, just in a smaller package. With pack cycle times equivalent to a Sidewinder, arm cycle times equivalent to a Rotopac, a nine-foot arm reach, and full eject capability, the Wolverine provides a package that promotes efficient collection. Both manual and automated Wolverines are available to meet the need of any user. To aid in replacement costs and space, the Wolverine and Sidewinder share common parts in the hydraulic and control systems to eliminate the need for multiple SKU's on the shelf.

Although the Wolverine is a full-fledged collection vehicle, it is available in an under-CDL package, making finding and training new drivers considerably easier. Your new drivers can focus on safety, customer service, and a manageable route footprint in a smaller vehicle, and eventually graduate to a full-sized unit bringing those skills forward to a larger – yet still familiar – refuse collection vehicle.

The Wolverine comes available in 10-, 12-, and 14-cubic-yard body capacities.

The New Way ROTO PAC is the first auger-driven organics and municipal solid waste collection vehicle in the world. The ultimate goal of waste management is zero waste being deposited into landfills. With an eye towards the future, New Way is leading the pack with our ROTO PAC.

Organics on Monday, municipal solid waste (MSW) on Tuesday. Gone are the days of maintaining separate trucks to meet a community's waste management needs. As the first refuse collection vehicle that works equally well with municipal solid waste as it does with recycling and organics, the multi-purpose ROTO PAC is designed for operational flexibility.

The ROTO PAC'S self-cleaning auger not only more efficiently compacts organic materials - such as grass clippings and food waste - but will automatically reverse in the rare event of a jam. The 23,000 pounds of auger torque makes quick work of compaction and self-cleaning, which eliminates downtime to clean out behind a pack panel. The automated arm has a 12-foot reach and can easily manage up to 500 pounds at maximum extension.

Add to that bodies sizes of 14-, 16-, 20-, 22-, 25-, and 27-cubic-yards, the highest legal payload in the industry at 25,000 pounds, reduced hydraulic cylinder maintenance due to the auger, and a liquid-tight hopper up to 40 inches high, and you have the most adaptable refuse collection vehicle available on the market today.

Satellite Side-Loader

The New Way Mamba under-CDL satellite side-loader is a fiercely-fast and agile side loader. This truck slithers its way into residential collection routes that other refuse collection vehicles cannot and provides the freedom to load from both sides. With its slender body construction, the Mamba plays a vital role and allows operators transfer compacted materials to larger rear loaders.

Available in fixed-body mount, the Mamba also features cart tipper and barrel dumper options, giving Participating Agencies the ability to customize a side-loader machine that is sure to handle anything thrown its way. The Mamba is available in 6-, 8-, and 10-cubic yard body sizes.

20	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	1) New Way Trucks Parts 2) After-Sale Distributor Support Services: Parts, Service, Warranty through the New Way Distributor Network 3) New Way FleetForce Refuse Collection Vehicle Rental Program: FleetForce provides turnkey rental solution for complete, ready-to-work New Way refuse collection vehicles. A rental unit is an immediate solution for Participating Agencies that seek alternative finance options in adding the same productive New Way refuse collection vehicle to their fleet. 4) Off-rent truck sales availability: New Way aggressively discounts refuse collection vehicles in the FleetForce rental fleet after contracts complete. These units are available through the New Way Distributor Network. 5) Work Ready Truck Program: The New Way Trucks Work Ready Truck Program is designed to meet Participating Agencies' most pressing needs for purchasing refuse collection vehicles. New Way regularly builds large quantities of standard, well-equipped vehicles that provide immediate solutions for Participating agencies that desire quicker lead times.
21	If your proposal does not include the chassis as a turnkey solution, describe in detail, the process to assist the member to acquire the chassis.	To meet more pressing Participating Agency needs, our proposal does include the chassis as a turnkey solution. This simple six (6) step process is laid out below. 1) A Participating Agency searches the New Way website or contacts a New Way Distributor for a work-ready mobile refuse collection vehicle that meets their unique specifications. 2) The New Way Distributor verifies specifications and contacts our Sourcewell ready vehicle program manager for vehicle availability. 3) Once a vehicle is located, the New Way Distributor reviews specifications with the Participating Agency and quotes price based on most current, not-to-exceed contract pricing. 4) The Participating Agency approves the quotation and issues a purchase order to the New Way Distributor, who subsequently submits a distributor order to New Way. 5) The work-ready mobile refuse collection vehicle is shipped to the New Way Distributor for pre-delivery inspection (PDI), and a delivery appointment is coordinated with the Participating Agency. 6) The ready vehicle is then delivered to the Participating Agency's location. When it arrives, the New Way Distributor conducts operator training and the Participating Agency takes delivery of its New Way work-ready mobile refuse collection vehicle. New Way Distributors assure that all units are ready to begin service immediately upon delivery, pending licensing and permitting by the Participating Agency. New Way is proud to offer work-ready mobile refuse collection vehicle solutions for immediate sale. Participating Agencies are welcome to choose between these work-ready solutions or a more customizable option, whichever choice better meets a Participating Agency's desires. New Way's current work-ready vehicles are always in production and are regularly available. New Way regularly communicates available work-ready inventory to the New Way Distributor Network. This helps a Participating Agency more easily find what inventory is immediately available and ready for purchase. Both New Way and our Distributor Network also have refuse collection vehicles currently working in our Demonstration Truck line that are aggressively priced and ready for immediate sale. We even have off-rent vehicles available for purchase.
22	If a hybrid/electric chassis option is not a part of your product offering, provide information on when a hybrid/electric option may be part of your offering.	New Way Trucks has more units on route each day on electric chassis than any of our competitors. We have ongoing projects with every chassis manufacturer that offers a hybrid/electric refuse collection option.

Table 3B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments	

23	Front-load, side-load, rear-load, and multi-compartment refuse vehicles, including electric powered refuse vehicle bodies	(•) Yes ( ) No	New Way manufactures multiple front-load, side-load, and rear-load refuse collection vehicle bodies to meet the needs of a wide-ranging customer base. Given emission standards coming down the pike for model year 2024 chassis, we are also developing electric powered refuse vehicle bodies to give end-users the option of owning a one-hundred percent electric powered refuse collection vehicle.	*
24	Wide range of chassis, including internal combustion, natural gas or propane Autogas, hybrid or alternative fuel, and electric powered	(•) Yes ( ) No	New Way continues to work with all leading chassis manufacturers on alternative fuel systems to proactively integrate given the myriad changes and advancements in the refuse space. We are on the short list with chassis manufacturers when it comes to integration of any new alternative fuel chassis products. New Way has long been on the forefront of refuse truck electrification and is well-versed in clean diesel, compressed natural gas, and battery-powered fuel systems. We have also committed to a hydrogen-powered refuse collection vehicle solution.	*
25	Technological, logistical or mechanical accessories designed to increase operator and vehicle safety	(•) Yes ( ) No	Each New Way refuse collection vehicle is customizable to a Participating Agency's needs. A multitude of safety and vehicle options exist to prevent accidents, promote safe driving, and protect the operator. Radar detection, warning indicators, and multi-camera systems are available to detect any obstructions during the operator's daily routine. Automatic braking systems are also available to prevent collisions while extensive light packages offer a reliable way to protect the operator by increasing the visibility of the vehicle. The integrated use of proximity sensors with the hydraulic system also allows for a cushion effect to give the operator less fatigue and promote ergonomic operation. All New Way bodies also feature easy troubleshooting through lights, service diagnostic software, or a user interface that is mounted in the cab. Each method of troubleshooting can help to pinpoint the problematic area efficiently and reduce downtime. Safety is of the utmost importance to New Way and each refuse collection vehicle is continuously improved and designed with the safety and ergonomics of the operator and vehicle in mind. We also use Geotab to ensure safe refuse collection vehicle deliveries to Participating Agencies, and other safety-added platform features to assure end-users fleets are performing optimally.	*

26	Maintenance services	(•) Yes ( ) No	New Way's distributor network is unmatched when it comes to after-sales service. Upon request, we can also task one of our field service representatives or inside service staff to assist specific issues an end-user may be encountering.	*

Table 4: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
27	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	New Way is offering another generous percentage off MSRP discount to Sourcewell Participating Agencies. Additionally, New Way distributors have agreed to offer a discount range on top of that. Distributors often provided similar discounts throughout Contract #091219-NWY, so we are defining that range to provide Participating Agencies with the best New Way refuse collection vehicle pricing currently available. This improved pricing structure will better help Participating Agencies budget for refuse collection vehicle purchases throughout the life of the Sourcewell contract.

Table 5: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
28	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	New Way Trucks maintains individual MSRP/retail price lists for each of our equipment product offerings. New Way will offer a four (4) percent discount off MSRP/retail price to Sourcewell Participating Agencies under this contract. Please see our pricing attachment for all catalog pricing of our MSRP/retail equipment. The model-specific price sheets include purchased material surcharges. Unlike other manufacturers that utilize fixed percentage or dollar amount surcharges, New Way determines purchased material surcharges on a model-by-model basis depending on the quantity of purchased material that each refuse collection vehicle body contains.	*
29	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	New Way Trucks is offering all Participating Agencies a four (4) percent discount off its retail or list price on all our mobile refuse collection vehicle models and parts. Additionally, the New Way Distributor Network will offer discounts to Sourcewell Participating Agencies anywhere from one (1) to five (5) percent on all Sourcewell orders. As a result, participating Agencies stand to procure New Way's full line of refuse collection vehicle bodies for a five (5) to nine (9) percent discount off MSRP.	*
30	Describe any quantity or volume discounts or rebate programs that you offer.	New Way Trucks and our distributors are happy to offer negotiable volume discounts on large orders. New Way does not currently offer a rebate program.	*

31	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	New Way Trucks provides the following solutions: A) Participating Agencies have the option to purchase a chassis as a sourced good OR using the Sourcewell contract through a specific chassis vendor. B) On the rare occasion that one of our work-ready chassis is not what a Participating Agency wants, we have the resources to locate the correct chassis for a Participating Agency. Due to our strategic partnerships with every major chassis manufacturer, we can purchase as many chassis as a Participating Agency desires at a competitive market price that is advantageous to the Participating Agency. Due to the level of customization that we provide, it may become necessary to source a “good” (chassis) from another provider. In that rare instance, the sourced good is considered cost-plus.	*
32	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Freight is not included in pricing submitted. New Way Trucks will always offer competitively procured freight costs to Participating Agencies. Items such as pre-delivery inspection, installation, set up, mandatory training, and initial inspection are all included in the initial purchase price and completed prior to the Participating Agency taking delivery, per New Way warranty requirements.	*
33	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	New Way Trucks provides numerous delivery options to Participating Agencies. The Participating Agency can choose between picking a completed mobile refuse collection vehicle up at one of our manufacturing facilities in Iowa or Mississippi, having the completed vehicle delivered to their local authorized New Way Distributor, or having the completed vehicle delivered directly to the Participating Agency’s location. We will work with the Participating Agency during the order process to identify the right choice. Freight is an additional sourced charge. New Way Trucks will always offer competitively procured freight costs to Participating Agencies.	*
34	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Our authorized New Way Distributor in Hawaii has years of experience coordinating the delivery of refuse collection equipment. New Way has delivered many mobile collection vehicles to Alaska throughout the years, employing tugboats when the situation necessitates it. To make it as easy as possible for Participating Agencies in both states, our distributors and transportation specialists will leverage existing freight networks to coordinate timely and competitively priced deliveries. Similarly, for Participating Agencies in Canada, our respected Canadian Distributor Network that covers all of Canada will help broker freight and shipping. All freight costs are competitively procured. All freight charges will be passed through to Participating Agencies at a competitively-sourced cost without mark-up.	*
35	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Our distribution network is unique in that New Way Trucks has the most robust Distributor Network in North America. To best serve our extensive Distributor Network, New Way Trucks currently has a dozen trained drivers delivering our New Way collection vehicles across North America. New Way also employs the best drive-away delivery companies as needed.	*

Table 6: Payment Terms and Financing Options

Line Item	Question	Response *	
36	Describe your payment terms and accepted payment methods.	Net 30 Days. New Way accepts payment by check, ACH, credit card, and even cash. There is a three (3) percent fee on credit card transactions over $2,500.	*
37	Describe any leasing or financing options available for use by educational or governmental entities.	New Way's Distributor Network offers various leasing and financing options to educational or governmental entities. These include key third party financing organizations such as Wells Fargo, Key Equipment Finance, and National Cooperative Leasing (NCL) Government Capital.	*
38	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	New Way's standard transaction documents for all refuse collection vehicle sales are order forms and order acknowledgements. A Sourcewell Participating Agency will work with an authorized New Way Distributor to submit an order form detailing the exact specifications and custom options they would like their New Way refuse collection vehicle to include. The New Way distributor will submit the completed order form to the New Way Sales Operations department, who will enter the order into our enterprise resource planning software. The department will review the completed order form to assure its accuracy and subsequently create a line-by-line order acknowledgement form that lists out the refuse collection vehicle body and all custom options the Participating Agency selected when filling out the sales order form with their local New Way Distributor. The Participating Agency's refuse collection vehicle(s) are not cleared to begin production until New Way receives a signed order acknowledgement. This simple checks and balances process assures that Sourcewell Participating Agencies receive the exact refuse collection vehicle tailor made to their unique refuse collection needs.	*
39	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	New Way does accept the P-card procurement and payment process. There is a three (3) percent processing fee associated with all P-card purchases.	*

Table 7: Audit and Administrative Fee

Line Item	Question	Response *	
40	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	New Way will continue to independently track Sourcewell orders as part of our overall order process. Our sales staff will verify Participating Agency account numbers and compare them to the most updated Participating Agency list. New Way will then verify order pricing to ensure quoted prices do not exceed the current Sourcewell discount. We will review large orders to identify potential volume discounts and additional Participating Agency savings. New Way Trucks will continue to provide Sourcewell with quarterly contract sales reports along with the proper administrative fees for all reported refuse collection vehicle, parts, and FleetForce rental business.	*
41	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	New Way will continue to track the total number of units quoted, units sold, overall sales figures, and lead times. If awarded a Sourcewell Contract, we will begin to track parts sales and FleetForce rental activity.	*
42	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	New Way Trucks will provide Sourcewell with a Direct Sales Administrative Fee of two (2) percent. The fee will apply to all currently priced contract goods. Please note that the fee will not apply to non-contract priced goods such as freight, sourced goods, training, et cetera.	*

Table 8: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
43	Describe any relevant industry awards or recognition that your company has received in the past five years	New Way is incredibly active in the North American solid waste industry and has received awards by industry-specific organizations and local organizations alike. In the past five years we have been recognized by the National Waste & Recycling Association (NWRA), Solid Waste Association of North America (SWANA), and Environmental Research & Education Foundation (EREF) as well as a local development association and newspaper in northeast Mississippi. a. 2018: Waste360 40 under 40 recipient Johnathon McLaughlin, New Way Chief Manufacturing Officer b. 2019: NWRA Member of the Year Don Ross, New Way Chief Sales Officer for, “demonstrating extraordinary service to the mission and goals of the organization.” c. 2020: Prentiss County (Mississippi) Development Association’s Industry of the Year for, “contributions made to the economy of Prentiss County in the areas of employment, investment, and community support.” d. 2020: Prentiss County’s Best New Business, as voted on by Booneville Banner Independent readers e. 2020: Don Ross received the SWANA Collection & Transfer Technical Division Distinguished Individual Achievement Award for, “service to the technical division, support of SWANA’s mission to advance the practice of solid waste collection and transfer, and overall long-term service to the industry.” f. 2020: Don Ross elected to serve on the NWRA Board of Trustees g. 2021: New Way Chief Executive Officer Mike McLaughlin elected to serve on the EREF Board of Directors h. 2021-2022: Recognized as one of the Prentiss County Community’s 2021 Business Newsmakers in consecutive years i. 2022: Voted Prentiss County’s Best Place to Work by Booneville Banner Independent readers j. 2022: Mike McLaughlin awarded the NWRA Suppliers Distinguished Service Award for his, “consistent support of the association.” k. 2022: Don Ross elected Chairman of NWRA Board of Trustees l. 2023: Surpassed $750,000 in donations to EREF to advance scientific research and create educational pathways that enable innovation in sustainable waste management practices.	*
44	What percentage of your sales are to the governmental sector in the past three years	Though New Way Trucks serves both the private and public sectors of the solid waste industry, the majority of our customers are government entities. Over 63% of New Way Trucks sales were to the public sector in the past three years.	*
45	What percentage of your sales are to the education sector in the past three years	New Way sells fewer than three (3) percent of our refuse collection vehicles to the education sector, but New Way is proud to list an array of major educational institutions and school districts as customers. In the past three years we have sold our equipment to a list of universities that includes, but is not limited to: the University of Mississippi, The George Washington University, Iowa State University, the University of Georgia, the University of Illinois, the University of Missouri, the University of Washington, the University of Oregon, the University of South Carolina, the University of Texas, the University of Minnesota, the University of Illinois-Chicago, and the University of Wisconsin-Madison. New Way is proud to list the following school districts as customers the past three years: Atascadero (CA) Unified School District, Baltimore City Public Schools, Long Beach (CA) Unified School District, Plymouth (WI) School District, San Ramon Valley (CA) Unified School District, and West Seneca (NY) Central School District.	*
46	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	New Way Trucks currently holds a contract with the Houston-Galveston Area Cooperative. Sales via this cooperative account for fewer than one percent of annual total units sold.	*
47	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	New Way is listed as a manufacturer on GSA contract #47QMCA18D000E, held by one of our distributors, Maryland Industrial Trucks. Through this contract New Way equips National Parks and United States military bases around the globe with refuse collection equipment. Sales via this contract have accounted for fewer than one percent of annual total units sold.	*

Table 9: Top Five Government or Education Customers

Line Item 48. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
City of Philadelphia	Government	Pennsylvania - PA	106 rear-load mobile refuse collection vehicle bodies for residential and commercial collection: 20 cubic yard New Way King Cobras, 8 cubic yard New Way Diamondbacks, 18 cubic yard New Way Cobras	Anywhere from three to eleven mobile refuse collection bodies per order, multiple times per year.	$6,707,874.07	*
City of Sacramento, Fleet Management	Government	California - CA	43 New Way Sidewinder automated-side-load West Coast lightweight mobile refuse collection vehicle bodies for residential collection, fueled by compressed natural gas: 29 cubic yard units. Four 25 cubic yard New Way King Cobra rear-load mobile refuse collection vehicle units for commercial collection. One 13 cubic yard New Way Cobra rear-load mobile refuse collection vehicle body for residential collection.	New Way built the City of Sacramento's Fleet Management department fourteen mobile refuse collection vehicle bodies in 2020, twenty-two bodies in 2021, and a dozen in 2022.	$5,328,418.67	*
Miami-Dade County	Government	Florida - FL	31 New Way Sidewinder automated-side-load mobile refuse collection vehicle bodies for residential collection: 31 cubic yard units. Nine (9) Cobra Magnum rear-load mobile refuse collection vehicle bodies for residential and commercial collection: 25 cubic yard units. Four New Way Cobra rear-load mobile refuse collection vehicle bodies for residential collection: 16 cubic yard units.	New Way built Miami-Dade County thirty-two mobile refuse collection vehicle bodies in 2021 and a dozen in 2022.	$4,483,038.69	*
City of Tampa	Government	Florida - FL	30 New Way Sidewinder automated-side-load mobile refuse collection bodies for residential collection: 31 cubic yard units.	New Way built the city of Tampa seven mobile refuse collection vehicle bodies in 2020, eleven bodies in 2021, and a dozen in 2022.	$4,356,101.35	*
Sacramento County	Government	California - CA	26 New Way Sidewinder automated-side-load mobile refuse collection vehicle bodies, fueled by compressed natural gas, for residential collection: 31 cubic yard West Coast lightweight units.	New Way built Sacramento County thirteen mobile refuse collection vehicle bodies in both 2021 and 2022.	$3,414,034.12	*

Table 10: References/Testimonials

Line Item 49. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Statesboro, Georgia	Ronnie Lane	912.764.0681	*
City of Lakeland, Florida	Gene Ginn	863.834.8773	*
City of Los Angeles Sanitation Department	Ron Cole	818.752.5703	*
City of Baltimore, Maryland	Nicholas C. Hirsch	410.396.5790	
City of Dallas, Texas	Vincent Olsen	214.671.9064	

Table 11: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
50	Sales force.	New Way employs ten (10) Regional Sales Managers (RSMs) that cover the entire North American continent. New Way RSMs are strategically located within their territories to provide immediate responses to customer inquiries. New Way is proud to state that we have one of the most robust refuse collection vehicle sales & sales support teams of any original equipment manufacturer in North America. Our RSMs are supported by a Chief Sales Officer, three sales technicians, a sales operations supervisor, a sales engineer, and two marketing specialists at our primary manufacturing facility in Scranton, Iowa.	*
51	Dealer network or other distribution methods.	New Way's Distributor Network is the cornerstone of our organization. Our expansive Distributor Network covers every state in the United States and all of Canada. Authorized New Way Distributors employ more than 150 knowledgeable sales and sales support staff in the United States & Canada that are dedicated to the New Way brand. These representatives are well trained in selling refuse collection vehicles though Sourcewell.	*
52	Service force.	Our Distributor Network is the first line of defense for any parts and service inquiries. Each of our distributors currently stock parts and have several service technicians immediately available to aid where needed. New Way boasts a wide-ranging distributor network that covers all the U.S. and Canada. Although they cover each region in the U.S. and Canada, these distributors are consistently adding new locations across their respective regions to decrease response time. The distributor network is regularly trained by New Way service technicians and the Service Manager on New Way's continuously improving refuse collection vehicles. Also, most distributors provide additional service programs with distributor-based service technicians available to help customers further reduce downtime. These distributors communicate extensively with New Way service, parts, engineers, and factory technicians. Beyond the distributor network, the New Way service manager as well as four field service technicians covering all the U.S. and Canada are always available to solve any issue by instantaneous phone or on-site support. Together, these service teams work together to provide a safe and efficient method of reducing downtime and providing support in a timely manner. The New Way Parts Department - centrally located in Carroll, Iowa, has sixteen (16) members split amongst a knowledgeable call center support staff, parts operations supervisor, outside sales & business development representative, and shipping and receiving personnel to handle any replacement parts needs for Participating Agencies in an efficient, professional, and timely manner. Two more parts staff are located at our main manufacturing facility in Scranton, Iowa. We can ship parts anywhere in the world thanks to our logistics partnerships. Lead times for uncommon parts are short given the Parts Department's proximity to New Way's main production plant in Scranton. New Way will open a parts depot at an existing New Way location in Booneville, Mississippi in the second half of 2023 to better serve distributors and customers in the eastern United States and Canada.	*

53	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	New Way's Sourcewell order procedure includes six simple steps. 1) A Participating Agency searches the New Way website or contacts a local New Way distributor for a refuse collection vehicle that meets their unique specifications. 2) The New Way Distributor develops a New Way Trucks Distributor quotation to the Participating Agency's specifications utilizing the Sourcewell Contract's discounted pricing and sends to the Participating Agency for approval. 3) The Participating Agency approves the quotation and issues a purchase order to the New Way Distributor, who subsequently submits an order to New Way. 4) The New Way Sales Operations department will enter the order into our enterprise resource planning software. The department will review the completed order form to assure its accuracy and subsequently create a line-by-line order acknowledgement form that lists out the refuse collection vehicle body and all custom options the Participating Agency selected when filling out the sales order form with their local New Way Distributor. Only then will the refuse collection vehicle(s) cleared to begin production. 5) Once complete, the refuse collection vehicle is shipped to the New Way Distributor for pre-delivery inspection (PDI), and a delivery appointment is coordinated with the Participating Agency. 6) The refuse collection vehicle is moved to the Participating Agency's location, where the New Way Distributor conducts operator training and the Participating Agency takes delivery of its New Way refuse collection vehicle.	*
54	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	New Way wields a first-class service department that is always available by call or text and instantaneously starts working toward a solution or troubleshooting steps to fix the problem at hand. Featuring a call center, this cross disciplinary team is led by a Service Manager, Inside Service Technician, administrative support team, and four Field Service Technicians all yielding years of experience in the refuse industry. With direct lines to mechanical engineers, hydraulics technicians, controls technicians, designers, and factory install technicians, most solutions are immediate. For more in-depth service needs, the field service technicians are available for on-site troubleshooting at the Participating Agency's location or through New Way's robust distributor network. In addition to the service team, New Way has a large parts department that is fully stocked with replacement and wear parts for all models. The parts division communicates regularly with all New Way manufacturing facilities to ensure that parts are shipped from the closest available New Way location to decrease shipping costs, time, and number of hours a refuse collection vehicle may be down.	*
55	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	New Way Trucks is proud to go to market across the entire United States through our well-respected distributor network. New Way's 34 domestic distributors are happy to serve Sourcewell Participating Entities in every state from 53 locations across the country. Our parts and service departments work with distributors to keep end-users' vehicles maintained and productive. With extended shipping hours and over $2 million in on-hand refuse collection vehicle parts inventory – including items with typically long lead times – the New Way Parts Department and will work to assure that Participating Entities have what they need to keep their refuse collection vehicles on route. Distributors from coast to coast also stock parts at their locations to best serve end-users and assure maximum uptime. Our parts depot at one of our facilities in Booneville, Mississippi will cut down on lead times for distributors and Participating Agencies east of the Mississippi River. As we outlined in item 12, New Way Trucks has added three manufacturing facilities during the current Sourcewell contract period. Our Diamondback and Mamba production facility began operating in Carroll, Iowa in 2020. Our Wolverine facility and The Arsenal opened in Booneville, Mississippi in 2020 and 2022, respectively. New Way remains committed to expanding our manufacturing capacity to cut down on lead times and meet the growing demand for our industry-leading line of refuse collection equipment.	*
56	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	New Way is well equipped to offer our entire product and parts lineup to Sourcewell Participating Entities across Canada thanks to our four (4) distributor partners at nine (9) locations throughout the country.	*
57	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	New Way has refuse collection vehicles operating in all 50 states and across Canada and is well-equipped to provide refuse equipment solutions to every state, province, and territory. In areas not covered by an authorized New Way Distributor, we partner with local service facilities to carry out warranty and repair work. There is nowhere that we will not service in the United States or Canada.	*

58	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	New Way Trucks and our distributor network are willing and able to serve all Participating Entity sectors thanks to our strong North American presence and robust distributor network. New Way is not restricted in promoting the Sourcewell contract.	*
59	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	There are no restrictions in Alaska, Hawaii, or any U.S. Territories. New Way refuse collection vehicles are currently service in Alaska, Hawaii, and many U.S. Territories. We have distributors located in Hawaii and Puerto Rico. There is even a New Way refuse collection vehicle operating on Kwajalein Atoll, Marshall Islands – one of the most remote island chains on earth! Though we do not currently have a distributor that covers Alaska, a New Way Regional Sales Manager sells directly into the state, and we partner with local service facilities to carry out warranty and repair work.	*

Table 12: Marketing Plan

Line Item	Question	Response *	
60	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Sourcewell has long been and will continue to be a key feature in New Way Trucks sales and marketing efforts. New Way dedicates a homepage slider that links to a page on our website dedicated to our partnership with Sourcewell (newwaytrucks.com/sourcewell). For the past nine years, we have included the NJPA /Sourcewell contract information in all product literature and print ads, various distributor communications and newsletters, and at all events and conferences. New Way has also partnered with Sourcewell to present the benefits of being a Sourcewell Participating Agency at 2018's New Way Distributor Summit event, and would have done so again at our first summit in five years in late September had it not fallen during this proposal's no-contact period. Additionally, New Way will continue to participate in nationwide Sourcewell training events. New Way Trucks is also prepared to co-sponsor local, regional, and nationwide trade shows with our Distributor Network – which all focus on our products and partnership with Sourcewell. Please review samples of our numerous co-branding efforts with Sourcewell in the document upload section.	*
61	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	New Way Trucks communicates regularly with our Distributor Network via e-newsletter, where we can track opens, clicks, and confirm which of our distributors has acknowledged the important sales, product, manufacturing, and parts information we share. A password-protected distributor portal is the go-to resource for product specifications, company news, marketing collateral, technical publications, department-by-department contact information, and Sourcewell discounted pricing and contract information. The distributor portal alone receives over 2,000 page views per month, while the public facing New Way site averages over 17,500 monthly pageviews. New Way Trucks is also an industry leader in social media strategy & digital media execution. Our official accounts have organically amassed over 5,300 followers on Facebook, 1,695 Instagram followers, 675 twitter followers, 490 YouTube subscribers, and 2,125 LinkedIn followers. Our on-premise Research & Development Departments are constantly striving to make data-driven decisions to improve the refuse collection bodies we manufacture. In turn, we market these product updates through both traditional and digital means to distributors and the public alike. New Way gets much more actionable refuse collection vehicle body and parts sales data since implementing a new enterprise resource planning (ERP) system in November 2019. Accordingly, we can more accurately forecast and communicate shifting production priorities, product improvements, and new product launches. The New Way Parts Department uses historical parts sales data to develop blanket ordering plans for distributors' parts stocking programs on a location-by-location basis. This insight is invaluable for distributors when refuse collection equipment and parts solutions with Participating Agencies.	*

62	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	A Sourcewell-awarded contract represents a long-term partnership between well-respected organizations. This partnership is made stronger by the participation of its Participating Agencies and engagement of its Awarded Suppliers and Sourcewell represents the conduit between these entities. For the contract to be successful, both parties should help promote its value. An Awarded Supplier such as New Way needs Sourcewell to connect us to its Participating Agencies while simultaneously promoting the competitive nature of the procurement tool, the high-quality, industry leading Awarded Suppliers it selects, and the ease of use of its program. At the same time, an Awarded Supplier such as New Way, with its large North American footprint, vast distributor network, and industry-leading municipal customer base, should showcase its Sourcewell-awarded contract as the cornerstone of its municipal sales program. No other competitively procured agreement has the reach, ease of use, and cost savings of a Sourcewell-awarded contract, and New Way's team will promote and demonstrate that value through all our sales and marketing channels, as we do today. New Way Trucks highly values Sourcewell's continued participation in our regular Distributor Summits and training programs that bring together and support Participating Agencies and Awarded Suppliers. Sourcewell is already a large part of the sales process at New Way Trucks. New Way trains distributors quarterly on how to sell refuse collection vehicles most effectively via Sourcewell. New Way distributors regularly attend Sourcewell-provided regional trainings. In this past year alone 75 New Way and New Way distributor employees attended virtual or in-person Sourcewell trainings. We prominently place the Sourcewell logo and awarded contract number on product literature, marketing collateral, eNewsletters, and our website. Our New Way Distributors are well-versed in doing business within the confines of the Sourcewell Contract. New Way will continue to exhibit our partnership with Sourcewell at local, regional, and national training events and tradeshows. Sourcewell will remain a key fixture in New Way's sales process.	*
63	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Since 90 percent of our refuse collection vehicles are specially customized for our customers, we do not currently offer an e-procurement ordering process. The New Way Parts Department is currently developing an e-commerce parts platform.	*

Table 13: Value-Added Attributes

Line Item	Question	Response *	
64	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	New Way offers multiple opportunities for service and product training throughout the year involving members of the service, sales, product management, or engineering teams. Service personnel host events at each New Way factory located in Iowa and Mississippi as well as at customer and distributor locations. These events also offer specialized tooling that is available to boost efficiency in repair and provide hands- on training to aid in preventive maintenance. Distributor Summits provide key information based around new product development, service support, warranty support, and upcoming engineering changes. A demonstrator fleet of new products is always available for demonstrator operation to assist in giving the customer a full understanding of the capability of each product and helping as a live training aid to gain hands-on experience. After delivery, New Way Trucks and our distributors visit and provide support at the Participating Agency's location, train operators on the product, and support the product throughout its life cycle. Select in-classroom sessions are available to distributors and Participating Agencies on demand in the weeks after training sessions.	*

65	Explain key designs or processes your company takes to provide and promote safe operation of your equipment.	New Way's robust engineering departments continuously improve operator safety and efficiency. New Way refuse collection vehicles feature a comprehensive amount of safety features such as interlocks, shutdowns, guarding, signage, detailed manuals, and recommended personal protective equipment when necessary. Current refuse collection vehicle offerings are the result of a Sustaining Engineering Department comprised of years of manufacturing and refuse collection equipment knowledge that ensures steady changes based on operator feedback. An extensive team of technicians also operate 100% of New Way refuse collection vehicles before factory completion to verify safe, ergonomic, and efficient operating conditions. For upcoming refuse collection vehicle offerings and improvements, a New Product Development Team repeatedly looks for cutting edge equipment that improves the safety, reliability, and efficiency of the unit by regularly interfacing with distributors, refuse collection equipment operators (garbage women and men), and suppliers. New Way's Research and Development Team also proves any new equipment by carrying out in-house testing procedures that expand upon testing based on industry standards - such as ANSI (American National Standards Institute). New Way carries out the latest testing methods and technology from ANSI by having representation on their committees and assisting in the establishment of new safety protocols for our industry.
66	Describe how the equipment you propose simplifies the operation for end-users.	Durability and longevity are consistent throughout all New Way refuse collection vehicle lines, and the key to maintaining these qualities is New Way's ability to produce a product that meets the needs of each individual end-user. Customization is the foundation that New Way was built upon, and each refuse collection vehicle is designed with the operator or end-user's specific needs in mind. New Way's comprehensive engineering and sales staff are experienced in meeting the unique requirements of any end-user and provide a route-ready vehicle that fits the operator's needs. Participating Agencies can choose from the industry's widest refuse collection vehicle lineup to get just what their operation requires. According to research from the American Trucking Associations, half of all commercial driver's license (CDL) operators will likely retire in the next decade. New Way continues to proactively innovate to meet the industry's shifting needs. Our rear- and side-load under-CDL refuse collection vehicles make finding and training new drivers easier. For the last 20 years, the solid waste industry focused on improving productivity. That effort translated to larger and fewer collection routes, larger trucks, and fleet-rightsizing. Given the current CDL driver shortage, however, one shoe does not fit all markets. Hauling operators are now seeing those trends begin to reverse. There is a willingness to expand fleets with smaller collection vehicles with hopes of expanding the labor pool and drawing candidates from groups not traditionally targeted by the nation's waste haulers. New drivers can focus on safety, customer service, and a manageable route footprint in a smaller vehicle before eventually graduating to a full-size refuse collection vehicle – bringing those skills to a larger (yet still familiar) vehicle. New Way's under-CDL capable Viper and Diamondback rear-end loaders (RELs) have been available for many years. More maneuverable than their larger counterparts, they also meet height restrictions in older municipalities. Not only are these perfect vehicles for training non-CDL operators, but they are also ideal for small-volume residential routes, valet-type collection, high-density areas, resorts, and park routes. These small REL models are adaptable to residential cart-tippers, have a low load-sill threshold, operate quietly, and the Diamondback even comes available in high-compaction models. The New Way Mamba under-CDL satellite side-loader has also been available for years. With its slender body construction, the Mamba squeezes into places its larger, wider counterparts cannot and provides the freedom to load from either side. The Mamba can also transfer compacted waste into larger rear-end-loaders (RELs). The Mamba features cart tipper and barrel dumper options, providing haulers the ability to customize their truck to meet their collection needs. New Way introduced the Wolverine in 2022 as an under-CDL automated side loader with all the safety features and many characteristics of the Sidewinder XTR and ROTO PAC automated side loaders. Multiple body sizes, customization options, and manual configurations are available while the refuse collection vehicle maintains a competitive compaction rate to fit the needs of any Participating Agency's hauling operation. New Way also proudly provides more customizable options than any other mobile refuse collection vehicle manufacturer in the United States and Canada. Ninety percent of the refuse collection vehicles that we manufacture are customized in one way or another. No additional modifications are necessary once a Sourcewell Participating Agency receives their New Way refuse collection vehicle.

67	Describe any safety innovations on your equipment that are either exclusive or that you have introduced into the marketplace.	New Way is represented on all ANSI committees and assists in establishing new safety protocols for the refuse industry. The American National Standards Institute (ANSI) is the governing body for refuse equipment specifications and requirements in North America and is administered by the National Waste and Recycling Association (NWRA). New Way bodies are easily identified as ANSI compliant by our literature or serial tags. As industry leaders, we help shape the safety innovations of the future. Carrying over from over twenty years ago where New Way was one of the first manufacturers to make rear-vision cameras standard on our refuse collection vehicles, we are continuing to innovate by offering collision avoidance systems, scale systems, customizable camera locations, and rear-view radar systems. All these systems integrate into the chassis and body to provide a route ready truck that gives a high safety value to the Participating Agency. Although New Way is a body manufacturer, chassis integration is a critical part of each product and the ability of the refuse collection vehicle to operate safely and efficiently. We continuously work with chassis manufacturers to add safety features and efficiency to each product through feedback from operators and distributors. Even simple changes such as camera placement, monitor placement, harness routing, and controls adaptation can help to provide a safer refuse collection vehicle by keeping the operator and service technicians safe. As stated, a route ready truck that is utilized as a single refuse collection system is what New Way strives to offer to each Participating Agency. As a family-owned company, we see value in the relationships that are built from the chassis integration all the way to the Participating Agency to promote a safe product. Chassis manufacturers are commonly offering New Way specifications that allows a pre-engineered chassis to be used that requires little to no integration and minimal body mounting effort to make the complete refuse collection vehicle as seamless as possible. This process reduces the complexity of wiring and routing, reduces weight, mitigates electronic mishaps, and makes routine maintenance easier, faster, and cheaper for the Participating Agency. With seamless integration, operating the refuse collection vehicle is more ergonomic, thus increasing operator productivity and decreasing operator fatigue. All these features combine to make an operator's job more efficient and comfortable, which results in high driver retention rates. High retention coupled with the exhaustive safety features New Way and chassis manufacturers proudly offer makes it easier for refuse collection operations to build an experienced operator base that is fully committed to safely operating its refuse collection vehicle fleet.	
68	Describe any technological advances that your proposed products or services offer.	New Way has long spurred innovation in the refuse industry and continues this throughout all products. From the toughest sideloading arm in the industry, the first auger-driven refuse collection vehicle, and multiple under-CDL offerings that apply to both side-loading and rear-load customers, New Way is leading the way in technologically advanced product offerings. To continue these advances, the New Way product team, comprised of over 35 engineers and technicians, has undergone a complete restructure to include New Product Development Engineering, Sustaining Engineering, and Product Management teams that come together to both increase the productivity of the current product offerings and provide innovative new product offerings. A few notable examples of innovative craftsmanship in New Way include the following: The New Way Wolverine is an under-CDL automated-side-loader that provides full eject capabilities as well as compaction rates that match many trucks twice its size. This new product is available in 3 body sizes, is capable of 8ft arm reach, and has cycle times that rival large, automated collection vehicles. This refuse collection vehicle simplifies operations by allowing an under-CDL operator to safely gain experience in automated collection while providing enough maneuverability to comfortably navigate subdivisions, cul-de-sacs, and busy city streets. The New Way ROTO PAC was introduced as the first auger-driven organics collection vehicle in North America. The ROTO PAC excels in compacting organic waste as well as mixed solid waste and provides a compaction rate unmatched by any type of mobile refuse vehicle in the industry. The ROTO PAC provides 23,000 pounds of torque in a screw-type auger that extends into the compactor body to consistently contribute toward the industry leading compaction rates. New Way is also regularly examining the trends in refuse collection and clean environmental impact. Accordingly, New Way works with chassis manufacturers to provide alternatively fueled refuse collection vehicles and ensures that collection ability is not negatively impacted while promoting a clean environment. New Way has delivered hundreds of alternatively fueled vehicles including more battery-electric vehicles than any other refuse collection body manufacturer across multiple product lines.	*

69	Describe any “green” initiatives or Environmental, Social, and Governance (ESG) that relate to your company or to your products or services, and include a list of the certifying agency for each.	New Way participates in the following environmentally friendly initiatives at our manufacturing facilities. Every employee is provided a reusable water bottle to cut down on plastic use at each of our locations. We monitor stormwater on an annual basis. We also participate in a filter program with local landfills to ensure that we carry permits for proper disposal. In addition, we contract with Safety Kleen to dispose of paint waste in an environmentally responsible manner. Finally, we test the air quality in our manufacturing facilities and offices twice per year, once in the summer and once in the winter. During this process, we analyze all areas of production to collect several readings to assure that our employees are breathing clean air.	*
70	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	The industry’s shift to alternative fuels continues, and New Way is proud to drive the industry towards environmentally sustainable refuse collection vehicles for more end-users. New Way is further along in battery-electric vehicle (BEV) refuse applications than any other body manufacturer. New Way BEV refuse collection vehicles are working and on route every day. New Way is also developing a fully electric refuse collection body and has partnered on a hydrogen-powered refuse collection vehicle project. New Way has alternative fuel chassis integration projects underway with every major chassis manufacturer that operates in North America. These partnerships focus on developing software enhancements, operator assists, and pack system efficiencies to help maximize battery life and make collection operations more intuitive for BEV applications. Several New Way BEV refuse collection vehicles are on order for end-users across the nation. Additionally, a significant portion of all New Way refuse trucks are built to run on compressed natural gas (CNG). Operations of all sizes have made long-term commitments to convert their entire fleets to either BEV or CNG trucks. New Way is well-equipped to help meet the sustainability goals which these refuse collection operations have implemented. New Way is a certified installer for all leading providers of CNG fuel systems including Hexagon Agility and Momentum Fuel Technologies. There are numerous options for mounting CNG fuel systems. These include back-of-cab mounts, tailgate mounts, frame rail/side mounts, roof mounts, and custom hybrid designs to accommodate unique customer challenges. New Way engineers carefully analyze each chassis and situation to determine the ideal placement for each CNG fuel system. Ordering a BEV or CNG refuse truck from New Way assures you’ll be driving the greatest value in BEV and CNG refuse collection. CNG systems are currently available on most New Way models, and we continue to work with leading fuel system providers to optimize design integrations. As a leader and steward of innovation in refuse truck body manufacturing, it is up to us to forge a new way forward that includes an emphasis on sustainability. We have played a major role in affecting positive, sustainable change for our customers and the public they serve on their routes.	*
71	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	New Way is a family-owned company and, as a result, is not eligible for these certifications. That said, two of our co-owners are women and New Way can be considered a Women Owned Business. New Way also supports the National Waste & Recycling Association Women’s Council through active engagement and generous contributions to the association. We are proud to have representation on the NWRA Women’s Council, and we are honored to employ several active-duty U.S. military members and veterans.	*

72	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	New Way provides an endless amount of customization for all product lines and offers the widest lineup of front-, rear-, and side-load refuse collection vehicles available. The customer comes first at New Way, and each truck is hand crafted to provide a safe and enjoyable experience for the operator and a fleet's service technicians. Ninety percent of our refuse vehicles are customized by the end-user, and we are proudly still able to accommodate these customizations while being the largest private refuse collection vehicle body manufacturer in North America. The attentional to detail provided by New Way, the preventive maintenance ability within each product, and the customization provide a complete immersive experience for Sourcewell Participating Agencies. All trucks that are built by New Way are thoroughly checked for efficiency, ergonomics, and safety before delivery so that the vehicle is route ready. Being privately held means we can implement changes more efficiently than our public company competitors, but we are also large enough to scale production and human capital to meet the ever-growing demand for our industry-leading product line of refuse collection vehicles. The successful launch of three new manufacturing facilities since submitting the previous Sourcewell proposal illustrates this. Other key differentiators include: New Way's after-sales support and distributor network who provides an unmatched service standard, New Way's frame mounted sideloading arm differentiates us from our competitors and allows us to have easy access for service, safer serviceability, and a smooth operation. The reduced cab shake and smooth operation results in less driver fatigue and a more ergonomic operation. New Way's commonization of SSAB Hardox abrasion resistant steel has made us the largest buyer of Hardox in North America, which speaks to our unmatched product quality. New Way also provides the only direct-from manufacturer refuse collection vehicle rental program in the industry: FleetForce.	*

Table 14: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	

73	Do your warranties cover all products, parts, and labor?	New Way manufactured replacement parts, components, and assemblies are sold under a Limited Warranty to be free from defects in workmanship or material for a period of twelve (12) months. This is a part replacement only warranty and the item must be returned to the New Way Distributor for exchange. The labor and shipping cost to replace the parts shall be the responsibility of the customer. There is no warranty on expendable items, wear components, or used parts. Extended warranties are available on all of our current bodies and turnkey chassis. More information about extended warranties can be found on our price sheets and via the chassis' Original Equipment Manufacturer (OEM). Sourcewell Participating Agencies will register their New Way warranty cards. This process is handled via an easy online form that a Participating Agency's local New Way Distributor can fill out. Parts only warranty (see section III.d of attached warranty statement) will apply for distributor or customer installed accessories that have been purchased through Scranton Manufacturing Company, provided part failure was not due to improper installation, use, or neglect. Damage caused by incorrectly installed field accessories may void portions or all of the unit's warranty. When a warranty service is requested, the distributor shall: Verify warranty eligibility of the machine to be serviced per previous sections Diagnose the problem to determine that the service is warrantable Ensure that the parts necessary to perform the repair are available Provide the necessary repair services Complete and submit the Warranty Request Form For more on the Warranty Request Form, see sections V.b and V.c of the attached warranty statement.	*
74	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	New Way's warranty shall not apply to equipment that has been subject to misuse, negligence, or accident, or which has been repaired or altered without New Way's prior knowledge or consent. New Way will not be responsible for warranty repairs made in the field by personnel other than from New Way or an authorized New Way agent unless previously authorized by New Way. New Way Trucks are designed to operate only with the OEM products used by New Way. This limited warranty will be void if the New Way products are modified other than as done at New Way's factory or at a New Way authorized distributor unless authorized by New Way. Use of parts and assemblies from another manufacturer as substitutes for OEM products will also void the limited warranty. There will be no warranty on used parts.	*
75	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Travel time and mileage are not subject to warranty labor reimbursement.	*
76	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	We have warranty service coverage in all areas covered under the Sourcewell contract. Service requests will be covered by the local authorized distributor or their designated service center(s).	*

77	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	In the case where a chassis is provided, New Way's warranty covers the vehicle's body only. The original equipment manufacturer (OEM) is responsible for covering the warranty for a chassis. New Way's warranty statement does not cover other manufacturers' goods. New Way warrants the packer body assembly for a standard base period of one (1) year from date of delivery (see section III.a of attached warranty statement). This limited warranty applies to body components as defined below to be free from proven defects in material and workmanship. Wear parts (pins, bushings, chain assemblies, door and gate seals, wear pads, etc.), and normal wear and tear are excluded. Labor repair costs may also be covered, (see section IV.g of attached warranty statement). The body assembly is defined as the following: Arms (front loaders and side loaders) Packer or Eject Panel Tailgate Electrical components Factory installed aftermarket parts (see section IV.a of attached warranty statement) Hydraulic components not including cylinders (see section IV.d of attached warranty statement) Paint Base Hydraulic Cylinder Warranty New Way warrants all hydraulic cylinders for a standard base period of two (2) years. This limited warranty applies to cylinder defects in material and/or workmanship only. See section IV.c of attached warranty statement for details. During the first year, replacement labor (see section IV.g of attached warranty statement) and shipping cost to the authorized distributor are covered. At the start of the second year, replacement labor and shipping costs are not covered by New Way. Optional three (3) or five (5) year extended warranties for hydraulic cylinders are available.	*
78	What are your proposed exchange and return programs and policies?	In the case of catastrophic failure of one of our bodies that is deemed to be the fault of our manufacturing process, New Way would offer a replacement at our expense. Parts may be returned by following the procedure outlined in section VI.a of the attached warranty statement.	*
79	Describe any service contract options for the items included in your proposal.	Service contracts are not available at this time, however optional extended warranties are available at the time of order.	*

Table 15: Exceptions to Terms, Conditions, or Specifications Form

Line Item 80. NOTICE: To identify any exception, or to request any modification, to Sourcewell standard Contract terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Contract Template provided in the "Bid Documents" section. Proposer must upload the redline in the "Requested Exceptions" upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Contract.

Do you have exceptions or modifications to propose?	Acknowledgement *
	○ Yes ◉ No

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding

to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”

- Pricing - NWT Sourcewell RFP 110223 Pricing Documents.zip - Monday October 30, 2023 10:50:13
- Financial Strength and Stability - NWT Financial Strength & Stability SW 110223.zip - Friday October 27, 2023 11:54:23
- Marketing Plan/Samples - NWT Sourcewell 110223 Marketing Plan & Samples.pdf - Friday October 27, 2023 11:58:26
- WMBE/MBE/SBE or Related Certificates (optional)
- Warranty Information - 128126 NWT Standard Warranty Policy.pdf - Friday October 27, 2023 12:01:27
- Standard Transaction Document Samples - NWT Standard Transaction Document Samples SW 110223.zip - Friday October 27, 2023 11:59:32
- Requested Exceptions (optional)
- Upload Additional Document - NWT SW RFP 110223 Letter of Transmittal & Additional Document Upload.zip - Tuesday October 31, 2023 14:23:43

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.

3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.

5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.

6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.

7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.

8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.

9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

11. Proposer its employees, agents, and subcontractors are not:
    1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;

    2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or

    3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Sam Norland, Marketing Supervisor, New Way Trucks

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
There have not been any addenda issued for this bid.		

Docusign Envelope ID: C7AD78AB-972E-48ED-B397-E3D763BCE9BA

AMENDMENT #1
TO
CONTRACT # 110223-NWY

THIS AMENDMENT is effective upon the date of the last signature below by and between **Sourcewell** and **Scranton Manufacturing Company/New Way Trucks** (Supplier).

Sourcewell awarded a contract to the Supplier to provide Refuse Collection Vehicles with Related Equipment, Accessories, and Services to Sourcewell and its Participating Entities, effective January 19, 2024, through December 28, 2027 (Contract).

NOW, THEREFORE, the parties wish to amend the Contract as follows:

> Section 18. Insurance–Subsection A. Requirements– Item 5. Network Security and Privacy Liability Insurance of the Contract is deleted in its entirety.

Except as amended by this Amendment, the Contract remains in full force and effect.

Sourcewell

Signed by:
Jeremy Schwartz
C0FD2A139D06489...

By: _____

Jeremy Schwartz, Chief Procurement Officer

Date: 5/16/2025 | 1:04 PM CDT

Scranton Manufacturing Company/ New Way Trucks

DocuSigned by:
FDDEA3B770F6476...

By: _____

Don Ross, Chief Sales Officer

Date: 5/16/2025 | 11:07 AM PDT

RESOLUTION NO. 2025-R-186

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHRIZING THE PURCHASE OF A NEW WAY COBRA MAGNUM 25-YARD REAR LOADER FOR AND AMOUNT OF $272,512.00 FROM SOUTHERN SEWER USING THE SOURCEWELL CONTRACT #110223-NWY FOR THE PALATKA PUBLIC WORKS DEPARTMENT. AND PROVIDING FOR SCRIVENERS ERRORS

WHEREAS Public Works is requesting the approval of the purchase of a New Way Cobra Magnum 25-yard Rear Loader for the sum of $272,512.00 from Southern Sewer and

WHEREAS, the pricing for these vehicles has been derived from Sourcewell Contract #110223-NWY and

WHEREAS, the required funding for the purchase of the previously listed vehicles was previously approved and budgeted for in the FY26 budget line for Sanitation New Truck Purchase Line under the Public Works Sanitation Department;

WHEREAS, the Palatka City Commission deems it appropriate to proceed with the purchase of a New Way Cobra Magnum 25-yard Rear Loader for the sum of $272,512.00 from Southern Sewer and use the Sourcewell contract #110223-NWY for the purchase.

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

Section 1: Granting permission to the Public Works Department for the purchase of a New Way Cobra Magnum 25-yard Rear Loader for the sum of $272,512.00.

Section 2: The City Manager or designee, without public hearing, is authorized to correct any typographical scriveners 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 11th day of December 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____

CITY ATTORNEY

ADOPT RESOLUTION 2025-R-188 Approving Change Orders No. 1 and No. 2 to Thomas May Construction Company for the Public Works Building at 10 Kay Larkin in the Total Amount of $140,383.66. The costs for these change orders will be covered by the project's existing approved funds.

Adopt Resolution 2025-R-188 for the New Public Works Building at 10 Kay Larkin to Thomas May Construction Company for a total sum of $140,383.66 to add 2 change orders for work to be completed. C/O #1 Firewall for a sum of $76,873.93 and C/O #2 Sitework for a sum of $63,509.73.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt Resolution 2025-R-188 Approving Change Orders No. 1 and No. 2 to Thomas May Construction Company for the Public Works Building at 10 Kay Larkin in the Total Amount of $140,383.66.The costs for these change orders will be covered by the project's existing approved funds.

BACKGROUND

Thomas May Construction Company was awarded the Notice to Proceed on August 7, 2025, for the Public Works project in the total contract amount of $1,018,336.00. During the course of construction, two required changes have been identified that necessitate commission approval.These changes involve critical building code compliance and site work improvements necessary for safe and effective operation of the Public Works facility.

PROJECT ANALYSIS

Change Order No. 1 – Firewall Requirement

Amount: $76,873.93
The county building code requires that any structure exceeding 5,500 sq. ft. must include a full sprinkler system, with an estimated cost of approximately $300,000.
To avoid this financial impact and maintain compliance, the design was revised to include a

firewall, which reduces the effective space under the sprinkler threshold. This firewall installation is essential to meet current regulatory requirements and to allow the project to proceed without incurring significantly higher costs.

Change Order No. 2 – Site Work Addition

Amount: $63,509.73
This site work was originally part of the initial bid but was removed in favor of stone surfacing to keep the project within budget at award time. However, this area serves as the main traffic route for all sanitation trucks entering and exiting the complex. A stone roadway is not practical for this level of heavy truck traffic and would lead to extensive ongoing maintenance, unstable driving surfaces, and operational delays. Adding the proper site work now will ensure long-term durability, safety, and reduced maintenance costs for the department.

Staff Recommendation

Staff recommends approval of Change Order No. 1 in the amount of $76,873.93 and Change Order No. 2 in the amount of $63,509.73 to Thomas May Construction Company.
Both changes are necessary for code compliance, operational functionality, and long-term cost efficiency of the Public Works facility. The costs for these change orders will be covered by the project's existing approved funds.

ATTACHMENTS

1.	COP #1 - FIREWALL
2.	COP #2 - SITEWORK
3.	NOTICE TO PROCEED FULLY EXECUTED-10 Kay Larkin Cir
4.	Cityof Palatka PWD_Proposal 7.31.25
5.	188. RESOLUTION 2025-R-188 Approving Change Orders No. 1 and No. 2 to Thomas May Construction Company

THOMAS MAY CONSTRUCTION COMPANY
310 COLLEGE DRIVE
ORANGE PARK, FL 32065

CHANGE ORDER PROPOSAL NO. 1

Project: Public Works Facility Renovation
Owner: City of Palatka
Architect: Passero Engineering Architecture
TMC Job: 25090
Date: 30-Oct-25

COST CODE	DESCRIPTION	QTY	UM	UNIT PRICES LABOR	UNIT PRICES MAT'L	UNIT PRICES SUB	EXTENDED TOTALS LABOR	EXTENDED TOTALS MAT'L	EXTENDED TOTALS OTHER	EXTENDED TOTALS TOTALS
004-01000	GENERAL CONDITIONS									
004-01020	PROJECT MANAGER	7	DY	456.00			3192.00	0.00	0.00	3192.00
004-01030	SUPERINTENDENT	22	DY	384.00			8448.00	0.00	0.00	8448.00
004-01040	ASST. SUPERINTENDENT		DY	296.00			0.00	0.00	0.00	0.00
004-01200	JOB OFFICE		DY				0.00	0.00	0.00	0.00
004-01230	TOILET FACILITIES	22	DY		9.35		0.00	205.70	0.00	205.70
004-01240	TEMP. POWER / WATER		DY				0.00	0.00	0.00	0.00
004-01270	DRINKING WATER	22	DY		1.92		0.00	42.24	0.00	42.24
004-01400	TELEPHONES	22	DY		9.35		0.00	205.70	0.00	205.70
004-01420	TRAVEL EXPENSES	22	DY		30.25		0.00	665.50	0.00	665.50
004-01470	CLEAN-UP, PERIODIC	22	DY	19.80	19.80		435.60	435.60	0.00	871.20
004-01540	EQUIPMENT RENTAL		DY		137.50		0.00	0.00	0.00	0.00
004-01590	FUEL & LUBE		DY		9.90		0.00	0.00	0.00	0.00
004-01740	STORAGE CONTAINERS		DY				0.00	0.00	0.00	0.00
	TOTAL GENERAL CONDITIONS						12075.60	1554.74	0.00	13630.34
INSTALLATION OF NEW FIRE WALL PER BUILDING DEPARTMENT COMMENTS										
08000	DRS, FRS, HRDW.	1	LS	1,920.00	6,210.54		1920.00	6210.54	0.00	8130.54
09250	GYPSUM ASSEMB.	1	LS			32,865.00	0.00	0.00	32865.00	32865.00
09400	FLOORING	1	LS			1,000.00	0.00	0.00	1000.00	1000.00
09900	PAINTING	1	LS			512.00	0.00	0.00	512.00	512.00
10000	FE CABINETS	1	LS			769.59	0.00	0.00	769.59	769.59
							0.00	0.00	0.00	0.00
	SUB TOTALS						13995.60	7765.28	35146.59	56907.47
	SOCIAL SECURITY	0.16	%				2239.30			2239.30
	LIABILITY INS	0.02	%				279.91			279.91
	UNEMPLOYMENT	0.04	%				559.82			559.82
	FRINGE BENEFITS	0.10	%				1399.56			1399.56
	WORKERS COMP	0.36	%				5038.42			5038.42
	SALES TAX	0.07	%					543.57		543.57
	SUB TOTALS						23512.61	8308.85	35146.59	66968.05
	OVERHEAD & PROFIT	0.10	%	(SUBCONTRACTOR WORK)						3514.66
	OVERHEAD & PROFIT	0.15	%	(GEN. CONTRACTOR WORK)						4773.22

SUB TOTALS	75255.93
BUILDERS RISK / INSURANCES	489.16
SURETY BONDS	1128.84
PROPOSAL TOTAL	***76873.93***
ADDITIONAL DAYS	***45***

THOMAS MAY CONSTRUCTION CO. HEREBY RESERVES THE RIGHT TO ADDRESS ANY IMPACTS TO THE CONSTRUCTION SCHEDULE THAT ARE CAUSED, DIRECTLY OR INDIRECTLY, BY THIS CHANGE.

PRICING ON THIS CHANGE ORDER PROPOSAL IS VALID FOR A PERIOD OF 30 DAYS FROM THE DATE ABOVE.

THOMAS MAY CONSTRUCTION COMPANY
310 COLLEGE DRIVE
ORANGE PARK, FL 32065

CHANGE ORDER PROPOSAL NO. 2

Project: Public Works Facility Renovation
Owner: City of Palatka
Architect: Passero Engineering Architecture
TMC Job: 25090
Date: 30-Oct-25

COST CODE	DESCRIPTION	QTY	UM	UNIT PRICES LABOR	MAT'L	SUB	EXTENDED TOTALS LABOR	MAT'L	SUB	TOTALS
004-01000	GENERAL CONDITIONS									
004-01020	PROJECT MANAGER		DY	456.00			0.00	0.00	0.00	0.00
004-01030	SUPERINTENDENT	7	DY	384.00			2688.00	0.00	0.00	2688.00
004-01040	ASST. SUPERINTENDENT		DY	296.00			0.00	0.00	0.00	0.00
004-01200	JOB OFFICE		DY				0.00	0.00	0.00	0.00
004-01230	TOILET FACILITIES	7	DY		9.35		0.00	65.45	0.00	65.45
004-01240	TEMP. POWER / WATER		DY				0.00	0.00	0.00	0.00
004-01270	DRINKING WATER	7	DY		1.92		0.00	13.44	0.00	13.44
004-01400	TELEPHONES	7	DY		9.35		0.00	65.45	0.00	65.45
004-01420	TRAVEL EXPENSES	7	DY		30.25		0.00	211.75	0.00	211.75
004-01470	CLEAN-UP, PERIODIC	7	DY	19.80	19.80		138.60	138.60	0.00	277.20
004-01540	EQUIPMENT RENTAL		DY		137.50		0.00	0.00	0.00	0.00
004-01590	FUEL & LUBE		DY		9.90		0.00	0.00	0.00	0.00
004-01740	STORAGE CONTAINERS		DY				0.00	0.00	0.00	0.00
	TOTAL GENERAL CONDITIONS						2826.60	494.69	0.00	3321.29
ADDITIONAL ASPHALT PER DRAWING C-400 ATTACHED										
02200	DEDUCT - 57 STONE	1	LS			(42,935.00)	0.00	0.00	-42935.00	-42935.00
02200	ADD ASPHALT	1	LS			93,938.00	0.00	0.00	93938.00	93938.00
							0.00	0.00	0.00	0.00
	SUB TOTALS						2826.60	494.69	51003.00	54324.29
	SOCIAL SECURITY	0.16	%				452.26			452.26
	LIABILITY INS	0.02	%				56.53			56.53
	UNEMPLOYMENT	0.04	%				113.06			113.06
	FRINGE BENEFITS	0.10	%				282.66			282.66
	WORKERS COMP	0.36	%				1017.58			1017.58
	SALES TAX	0.07	%					34.63		34.63
	SUB TOTALS						4748.69	529.32	51003.00	56281.01
	OVERHEAD & PROFIT	0.10	%	(SUBCONTRACTOR WORK)						5100.30
	OVERHEAD & PROFIT	0.15	%	(GEN. CONTRACTOR WORK)						791.70
						SUB TOTALS				62173.01
						BUILDERS RISK / INSURANCES				404.12
						SURETY BONDS				932.60
						PROPOSAL TOTAL				***63509.73***
						ADDITIONAL DAYS				***7***

THOMAS MAY CONSTRUCTION CO. HEREBY RESERVES THE RIGHT TO ADDRESS ANY IMPACTS TO THE CONSTRUCTION SCHEDULE THAT ARE CAUSED, DIRECTLY OR INDIRECTLY, BY THIS CHANGE.

PRICING ON THIS CHANGE ORDER PROPOSAL IS VALID FOR A PERIOD OF 30 DAYS FROM THE DATE ABOVE.

LEGEND

- PROPOSED GRAVEL CITY VEHICLE CIRCULATION AND STORAGE AREA
- PROPOSED OIL-WATER SEPARATOR
- PROPOSED GRINDER PUMP
- PROPOSED SANITARY SERVICE
- PROPOSED WATER SERVICE
- PROPOSED SECURITY FENCING

GENERAL NOTE:

AERIAL PHOTOGRAPHY SHOWN FOR REFERENCE ONLY.

913 40.30 PIP

PROPOSED 8'-0" HIGH x 24'-0" WIDE CHAIN LINK WITH 3-STRAND BARBED WIRE SECURITY ROLLING GATE. (SEE DETAIL ON SHEET C-505).

PROPOSED LANDSCAPE BUFFER AREA.

PROPOSED RE-CONNECTION TO EXISTING FENCE.

N 1934844.9703 E 435493.8248

N 1934857.9415 E 435514.0213

N 1934927.9219 E 435641.4417

EL: 40.30

EL: 40.21

N57°25'46"E 191.67' (M) N56°54'45"E 191.67' (D)

PROPOSED ASPHALT PAVEMENT (12,195 SF SURFACE AREA) SEE ASPHALT PAVEMENT SECTION DETAIL THIS SHEET

6' CHAIN LINK FENCE 0.7' OFF SUBJECT PARCEL W'LY 1.0' S'LY

N 1934849.9204 E 435519.3603

EL: 39.96

EL: 39.95

EL: 40.00

PROPOSED 8'-0" HIGH CHAIN LINK WITH 3-STRAND BARBED WIRE SECURITY. (SEE DETAIL ON SHEET C-504).

EL: 39.94

EXISTING SECURITY FENCE TO REMAIN.

EL: 39.74

EL: 39.49

EL: 39.35

KAY LARKIN CIRCLE (ASPHALT PAVEMENT)

EXISTING BURIED TELEPHONE PEDESTAL AND ELECTRIC UTILITY.

EXISTING 2"-INCH SANITARY FORCE MAIN.

PROPOSED GRAVEL ACCESS ROAD. (SEE DETAIL ON SHEET C601).

PROPOSED GRAVEL CITY VEHICLE CIRCULATION AND STORAGE AREA

PARCEL 2

EXISTING 6" WATER MAIN.

PROPOSED 6" x 2" PVC WATER SERVICE CONNECTION. (SEE DETAIL ON SHEET C-501).

EL: 39.75

PROPOSED LANDSCAPE BUFFER AREA.

EL: 40.24

EL: 39.99

EL: 40.48

911 41.73 PIP

EXISTING WATER METER AND VALVE COVER.

PROPOSED 2" WATER METER & BACKFLOW PREVENTER. (SEE DETAIL ON SHEET C-501).

LAT. N29°39'14" LONG. W81°41'39"

24' 12198.51 sf 92.62' 52' 20'

EXISTING SECURITY FENCE TO REMAIN.

PROPOSED 250 L.F. OF 2" PVC WATER SERVICE.

PROPOSED 2" 90° BEND.

PROPOSED 40 L.F. OF 2" PVC WATER SERVICE.

PARCEL 1

PROPOSED 2" POTABLE WATER STUBOUT.

EXISTING ROLLING GATE AND SECURITY FENCING TO REMAIN.

EXISTING UNDERGROUND ELECTRIC UTILITY BOX.

EXISTING WAREHOUSE TO BE RENOVATED F.F.E. = 43.34

EL: 41.71

EL: 41.55

EL: 42.65

PROPOSED 100 L.F. OF 6" SDR 26 PVC SANITARY PIPE @ 1.0% MIN. SLOPE.

EL: 41.78

EL: 41.62

PROPOSED LIFT STATION. TOP ELEV. = 42.24 INV. IN ELEV. = 39.30 (SEE DETAIL ON SHEET C-503).

910 42.36 PIP

PROPOSED 5 L.F. OF 6" SDR 26 PVC SANITARY PIPE @ 1.0% MIN. SLOPE.

N 1934584.4009 E 435761.6487

PROPOSED 6" PVC SANITARY CLEAN OUT TOP ELEV. = 42.65' INV. ELEV. = 40.30'

PROPOSED ELECTRICAL SERVICE CONNECTION TO EXISTING ELECTRIC METER AND PANEL.

EXISTING BUILDING (NO WORK)

EXISTING FLAG POLE.

PROPOSED 10 L.F. OF 6" SDR 26 PVC SANITARY PIPE @ 1.0% MIN. SLOPE.

PROPOSED 35 L.F. OF 2" FORCE MAIN.

EXISTING 2"-INCH SANITARY FORCE MAIN.

EL: 42.36

N 1934572.6321 E 435757.3134

EL: 42.17

EXISTING HANDICAP SIGN TO REMAIN

PROPOSED 6" CONCRETE RAMP, BOLLARDS (2) & STRIPING. (SEE DETAIL ON SHEET C-500).

PROPOSED 15 L.F. OF TYPE "D" CONCRETE CURB PER FDOT STANDARD PLANS

PROPOSED 250 GALLON OIL-WATER SEPARATOR. (SEE DETAIL ON SHEET C106). TOP ELEV. = 42.26' INV. ELEV. = 40.17'

EL: 42.47

EL: 42.69

PROPOSED PAVEMENT MATCH LINE. CONTRACTOR TO MATCH EXISTING PAVEMENT & ELEVATIONS.

PROPOSED 20' x 60' TRUCK WASH AREA ON EXISTING PAVEMENT. (SEE DETAIL ON SHEET C106).

EXISTING CUSTOMER PARKING AREA

EXISTING EMPLOYEE PARKING AREA

EXISTING EMPLOYEE PARKING AREA

PROPOSED 35 L.F. OF 6" SDR 26 PVC SANITARY PIPE @ 1.0% MIN. SLOPE.

909 43.40 PIP

EXISTING SECURITY FENCE TO REMAIN.

PROPOSED 5' WIDE CONCRETE SIDEWALK, RAMP & STRIPING. (SEE DETAIL ON SHEET C-500).

EL: 42.52

EL: 42.42

PROPOSED 70 L.F. OF TYPE "D" CURB WITH 3' TRANSITION BOTH SIDES PER FDOT STANDARD PLANS 520-001.

PROPOSED 2" PVC WATER SERVICE FLUSHING HYDRANT. (SEE DETAIL ON SHEET C-502).

PROPOSED 68 L.F. OF 8" TRENCH DRAIN. (SEE DETAIL ON SHEET C601).

EL: 42.74

PROPOSED TRENCH DRAIN DISCHARGE CONNECTION. TOP ELEV. = 42.50' INV. ELEV. = 40.52'

PROPOSED 2" FORCE MAIN CONNECTION TO EXISTING 2" FM. (SEE DETAIL ON SHEET C601).

RELOCATED EXISTING SECURITY FENCE BY OWNER.

PROPOSED 6" YELLOW THERMOPLASTIC STRIPING.

N57°25'46"E

2.5" FDOT SP12.5MM, TL-C, ASPHALT, PLACED IN ONE LIFT (FDOT SECTION 334)

BITUMINOUS PRIME PRIME COAT

6"

8" LIMEROCK BASE COURSE, LBR 100, 98% MODIFIED PROCTOR MAX. DENSITY (FDOT SECTION 200)

6"

12" STABILIZED SUBGRADE, LBR 40, 98% MODIFIED PROCTOR MAX. DENSITY (FDOT SECTION 160)

SUITABLE UNYIELDING PROOFROLLED EXISTING SUBGRADE

ASPHALT PAVEMENT SECTION

October 16, 2025 09:09:28 EST)
U:\UTILITIES\PASSERO\PROJECTS\NEW\20213201\20213160\20213160.001B\CAD-BIM-MODELS\CIVIL\SITE PLAN 1.DWG

PARCEL 1 SITE DATA TABLE:

1. PARCEL ID NUMBER: 03-10-26-0000-0010-0040
2. PARCEL ADDRESS: 201 N 2ND STREET PALATKA, FL, 32177
3. TOTAL PARCEL AREA: 1.49 ACRES (64,820 S.F.)
4. EXISTING ZONING: M-1 (LIGHT INDUSTRIAL)
   PROPOSED ZONING: M-1 (LIGHT INDUSTRIAL)
5. EXISTING USE: VACANT
   PROPOSED USE: INDUSTRIAL USE
6. AREA REQUIREMENTS:
   Minimum Lot Area: None.
   Minimum Lot Width: 100 feet.
   Maximum Impervious Surface Coverage: 90%

LANDSCAPE BUFFER	REQUIRED	PROPOSED
FRONT	5' OR 8'	5'
REAR	10' WIDTH	5'
SIDE	10' WIDTH	5'

(Ord. No. 05-33, § I, 6-23-2005)
Sec. 94-303. - Buffer determination. - Table 94-303. TABLE OF BUFFER REQUIREMENTS
Sec. 94-304. - Buffer categories and options for rear and side yards. - Table 94-304B. CATEGORY B
Sec. 94-305. - Buffer requirements for street frontages. Table 94-305. - TABLE OF STREET FRONTAGE BUFFERS

SETBACK		
FRONT	25'	25'
REAR	20'	20'
SIDE	15'	15'

BUILDING		
HEIGHT	<48'	24'
SPACING	N/A	N/A
DENSITY	N/A	N/A

SITE AREA DATA

TOTAL EXISTING IMPERVIOUS SURFACE AREA:	38,439 [SF]
EXISTING IMPERVIOUS AREA TO BE REMOVED:	110 [SF]
PROPOSED IMPERVIOUS AREA:	88 [SF]
TOTAL IMPERVIOUS AFTER CONSTRUCTION:	38,417 [SF]
TOTAL EXISTING PERVIOUS SURFACE AREA:	26,381 [SF]
TOTAL PERVIOUS AFTER CONSTRUCTION:	26,403 [SF]
IMPERVIOUS RATIO:	59.27 %

7. THERE ARE NO FEDERALLY REGULATED WETLANDS ON THIS PARCEL ACCORDING TO THE US FISH AND WILDLIFE SERVICE'S NATIONAL WETLAND INVENTORY.
8. THERE ARE NO STATE REGULATED WETLANDS ON THIS PARCEL ACCORDING TO FDEP WETLAND INVENTORY.
9. THERE IS/IS NOT A FLOOD PLAIN ON THIS PARCEL PER FIRM MAP COMMUNITY PANEL NO. 12107C0190C DATED 02/02/2012.
10. PUBLIC WATER WILL BE PROPOSED BY CITY OF PALATKA.
11. ELECTRIC SERVICE WILL BE SUPPLIED BY FLORIDA POWER AND LIGHT.
12. GAS SERVICE WILL BE SUPPLIED BY TECO.
13. SANITARY SEWER WILL BE PROPOSED BY CITY OF PALATKA.
14. STORM SEWER AND DRAINAGE FACILITIES WILL BE PRIVATE AND MAINTAINED BY PALATKA PUBLIC WORKS.
15. ALL IMPROVEMENTS SHALL BE MADE IN ACCORDANCE WITH THE CURRENT DEVELOPMENT STANDARDS AND SPECIFICATIONS OF THE CITY OF PALAKTA MUNICIPALITY.

PARCEL 2 SITE DATA TABLE:

1. PARCEL ID NUMBER: 03-10-26-0000-0010-0072
2. PARCEL ADDRESS: 201 N 2ND STREET PALATKA, FL, 32177
3. TOTAL PARCEL AREA: 2.00 ACRES (87,119 S.F.)
4. EXISTING ZONING: M-1 (LIGHT INDUSTRIAL)
   PROPOSED ZONING: M-1 (LIGHT INDUSTRIAL)
5. EXISTING USE: VACANT
   PROPOSED USE: INDUSTRIAL USE
6. AREA REQUIREMENTS:
   Minimum lot area: None.
   Minimum lot width: 100 feet.
   Maximum impervious surface coverage: 90%

LANDSCAPE BUFFER	REQUIRED	PROPOSED
FRONT	5' OR 8'	5'
REAR	10' WIDTH	5'
SIDE	10' WIDTH	5'

(Ord. No. 05-33, § I, 6-23-2005)
Sec. 94-303. - Buffer determination. - Table 94-303. TABLE OF BUFFER REQUIREMENTS
Sec. 94-304. - Buffer categories and options for rear and side yards. - Table 94-304B. CATEGORY B
Sec. 94-305. - Buffer requirements for street frontages. Table 94-305. - TABLE OF STREET FRONTAGE BUFFERS

SETBACK		
FRONT	25'	25'
REAR	20'	20'
SIDE	15'	15'

BUILDING		
HEIGHT	<48'	24'
SPACING	N/A	N/A
DENSITY	N/A	N/A

SITE AREA DATA
TOTAL EXISTING IMPERVIOUS SURFACE AREA: 10,244 [SF]
EXISTING IMPERVIOUS TO BE REMOVED: N/A
EXISTING IMPERVIOUS AREA TO REMAIN: N/A
PROPOSED IMPERVIOUS AREA: 10,244 [SF]

TOTAL IMPERVIOUS AFTER CONSTRUCTION: 10,244 [SF]

TOTAL EXISTING PERVIOUS SURFACE AREA: 76,875 [SF]
EXISTING PERVIOUS AREA TO REMAIN: N/A
EXISTING PERVIOUS TO BE REMOVED: N/A
PROPOSED PERVIOUS AREA: 76,875 [SF

TOTAL PERVIOUS AFTER CONSTRUCTION: 76,875 [SF] ,(NO CHANGE)

7. THERE ARE NO FEDERALLY REGULATED WETLANDS ON THIS PARCEL ACCORDING TO THE US FISH AND WILDLIFE SERVICE'S NATIONAL WETLAND INVENTORY.
8. THERE ARE NO STATE REGULATED WETLANDS ON THIS PARCEL ACCORDING TO FDEP WETLAND INVENTORY.
9. THERE IS/IS NOT A FLOOD PLAIN ON THIS PARCEL PER FIRM MAP COMMUNITY PANEL NO. 12107C0190C DATED 02/02/2012.
10. PUBLIC WATER WILL BE PROPOSED BY CITY OF PALATKA.
11. ELECTRIC SERVICE WILL BE SUPPLIED BY FLORIDA POWER AND LIGHT.
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13. SANITARY SEWER WILL BE PROPOSED BY CITY OF PALATKA.
14. STORM SEWER AND DRAINAGE FACILITIES WILL BE PRIVATE AND MAINTAINED BY PALATKA PUBLIC WORKS.
15. ALL IMPROVEMENTS SHALL BE MADE IN ACCORDANCE WITH THE CURRENT DEVELOPMENT STANDARDS AND SPECIFICATIONS OF THE CITY OF PALAKTA MUNICIPALITY.

90% REVIEW SET

PASSERO engineering architecture

0' 10' 20' 40'
SCALE: 1" = 20'

N

Prepared For:

PALATKA PUBLIC WORKS

CITY OF PALATKA
PUTNAM COUNTY, FLORIDA

Stamp:
NOT APPROVED UNLESS ACCOMPANIED WITH A VALID SIGNATURE

PRELIMINARY DOCUMENTS
NOT FOR CONSTRUCTION

MATTHEW SINGLETARY, P.E.
ENGINEER OF RECORD LICENSE #71535

Client:

CITY of Palatka FLORIDA

Passero Associates
335 S. Legacy Trail, Suite B-102 (904) 797-4106
Saint Augustine, FL 32092 Fax: (904) 797-4107
Certificate of Authorization # 3428

Principal-in-Charge	ANDREW HOLESKO
Project Manager	J. VOLLENWEIDER
Civil Engineer	M. SINGLETARY
Designed by	J. LUIZ

Revisions

No.	Date	By	Description

UNAUTHORIZED USE OF THESE DRAWINGS IS IN VIOLATION OF FLORIDA ADMINISTRATIVE CODE 61G15-27.001 AND FLORIDA STATUTES 471.033(1). THESE PLANS ARE COPYRIGHT PROTECTED. ©

Drawing Title:

SITE PLAN

Project Location:

PUBLIC WORKS FACILITY

Town/City:
CITY OF PALATKA
County/State:
PUTNAM COUNTY, FLORIDA

Project No.
20213160.001B

Drawing No.
C-400

Date:
MAY 28, 2025

CITY of Palatka
FLORIDA

NOTICE TO PROCEED

DATE: 08/07/2025

TO: Thomas May Construction

PROJECT: **New Public Works Building**

You are hereby notified to commence work in accordance with the proposal submitted on **August 1, 2025**, for the **New Public Works Building Construction** project, including the full scope of services. The total cost shall not exceed the amount stated in the proposal: **$1,018,336.00**.

The work must be completed within the timeline established in the scope of work. Additionally, as stated in the proposal, a detailed project schedule must be submitted to the City within **one week** of receiving this Notice to Proceed.

City of Palatka

BY: _____

TITLE: City Manager

ACCEPTANCE OF NOTICE:

Receipt of the above NOTICE TO PROCEED
is hereby acknowledged by:

THOMAS MAY CONSTRUCTION COMPANY
(Name of Contractor)

this **18TH** day of **AUGUST**, 2025,

By: _____
(Signature)

KEITH R. WARD
(Printed Name)

PRESIDENT & PRINCIPAL
(Title)

Phone: (904) 272-4808
310 College Drive
Orange Park, FL 32065

City of Palatka Public Works Department

Thank you for the steady communication and quick turnarounds since we first met in May. Working with you and the City of Palatka team has been a pleasure, and we're ready to move into the next phase.

Our updated price of $1,018,336 is built on the permit-set drawings— Architectural, MEP, and Civil (which were provided to us on 7/17/2025). Using that complete set minimizes surprises down the road and keeps the scope crystal-clear for everyone.

This is a slight increase from the July 14 figure (5996,438.96), driven by added MEP clarifications and early-July supplier price moves.

We know the City's target is $1,000,000. We're already developing value-engineering options—alternate materials, schedule tweaks, and minor scope adjustments—to close the -$20K gap without sacrificing performance or durability.

Proposed Schedule

Once the building permit is in hand, we can deliver the project in 150 calendar days. This timeline assumes prompt submittal reviews and typical inspection turnaround.

Next Steps

1. Confirm the revised amount so we can lock in subcontractor pricing.
2. Within five business days of your "go," we'll issue:
    - o AIA-style Schedule of Values
    - o Bond and insurance certificates
    - o Preliminary subcontractor roster

Have questions or want to brainstorm VE options? Call or email anytime—we'll keep it simple and transparent.

Thank you again for trusting us. We look forward to turning this facility into a reality for the City of Palatka.

Warm regards,

Emory Parker
Project Manager | Thomas May Construction
(O) 904-272-4808 | (M) 850-459-4085
eparker@tmay.net

RESOLUTION NO. 2025-R-188

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING EXCUTION OF CHANGE ORDER NO 1 & 2 WITH THOMAS MAY CONSTRUCTION FOR THE PUBLIC WORKS BUILDING PROJECT AT 10 KAY LARKIN CIR; AND PROVIDING FOR SCRIVENERS ERRORS

WHEREAS on August 7, 2025, the City of Palatka executed a contract with Thomas May Construction Company for a notice to proceed at the 10 Kay Larkin Cir Project, in the amount of $1,018,336.00 and

WHEREAS, on October 30, 2025, the City of Palatka Public Works Department received Change Order NO 1($76,873.93) & 2($63,509.73) for a sum of $140,383.66 from Thomas May Construction Company for work needed at the 10 Kay Larkin Cir Project and

WHEREAS, the City of Palatka deems it reasonable and necessary to approve the Thomas May Construction Company's Change Order No 1 Firewall & 2 Sitework,

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

Section 1: The Mayor or City Manager and City Clerk are hereby authorized to execute and attest a 'not to exceed' Change Order NO 1 & NO 2 with Thomas May Construction Company not to exceed $140,383.66.

Section 2: The City Manager or designee, without public hearing, is authorized to correct any typographical scriveners' 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 11th day of December 2025.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-189 Awarding Brother Marine Construction the River Front Park Floating Dock Project for the sum of $163,741.00
Adopt Resolution 2025-R-189 awarding Brother Marine Construction the Riverfront Park Dock Project.

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The Public Works Department requests Commission approval of Resolution 2025-R-189 to award Brother Marine Construction the contract for the Riverfront Park Floating Dock Project in the amount of $163,741.00.

BACKGROUND

The City of Palatka is moving forward with improvements to the Riverfront Park waterfront area to enhance public access, safety, and recreational use. The existing dock was damaged during hurricane Helene, rendering it unsafe and no longer fully functional. Replacement is required to meet current safety and operational standards.

Brother Marine Construction submitted a qualified proposal for the installation of a new commercial-grade floating dock system that aligns with the City's design requirements and long-term maintenance goals. The total contract amount is $163,741.00. City of Palatka received four (4) quotes for the floating dock replacement, and Brother Marine Construction submitted the lowest and most responsive quote, making it the most cost-effective option for the City. This has been approved in the budget at general ledger account number 101-18-519-6-6482.

PROJECT ANALYSIS

The project includes the installation of:

- One (1) commercial-grade aluminum floating dock, 8' x 120'
- Aluminum SureStep decking for durability, slip-resistance, and weather resistance

- Twenty (20) aluminum 10” cleats to safely support vessel tie-ups
- #7 12” butt 40’ pilings to secure and stabilize the floating dock system
- Use of the existing gangway to provide access to the new dock, reducing cost and maximizing existing infrastructure

This scope will provide a safe, durable, and low-maintenance dock system suitable for public use and long-term performance at Riverfront Park.

Staff Recommendation

Staff recommends adoption of Resolution 2025-R-189, awarding Brother Marine Construction the Riverfront Park Floating Dock Project for a total contract amount of $163,741.00. This project will modernize the waterfront, improve public access, and ensure long-term structural reliability.

ATTACHMENTS

1.	Brothers Marine Construction - Contract - Palatka dock -2
2.	Anchor Point Residential and Marine Construction Quote #25 for $168,000.00
3.	34350-2.pdf dock quote
4.	Floating docks Quote and gangway - Hurricane Helene
5.	189. Resolution 2025-R-189 Awarding Brother Marine Construction the River Front Park Floating Dock Project

DATE:
12/04/2025

1800 Lakemont Circle
Middleburg, FL 32068 Phone:
904-403-5059

Quotation #: 76
Customer ID: City of Palatka

Bill To:
City of Palatka
201 N 2nd street
(386)328-0100

Quotation valid until: 01/01/2026

Prepared by: Tyler Giebeig

Install one commercial grade aluminum floating dock 8x120’
Aluminum of SureStep decking.
20 aluminum 10” cleats
#7 12” butt 40’ pilings to hold the floating dock in place.
Utilizing existing gangway for access to the dock.

Total:$$163,741

Insurance certificate available upon request.

License #: CGC1534240

Brothers Marine Construction, Inc.'s mission is to provide our customers with the highest level of quality construction services at competitive pricing.

THANK YOU FOR YOUR BUSINESS!

Owner Acceptance:

The prices, specifications, terms and conditions as outlined above are acceptable to me. Brothers Marine Construction, Inc is hereby authorized to do the work specified above. Damage to grass pavers, sprinklers and or driveway will try to be avoided. Brothers Marine Construction is not liable to repair the damage. Brothers Marine Construction is not liable for anyone injured or utilizing the docks at their own risk.

As owner/authorized representative of the property, I agree to make all payments upon completion of the work.

Accepted by (home owner or authorized representative): _____

Date: _____

Estimate

ESTIMATE # 25

DATE 12/27/2024

Anchor Point Residential and Marine Construction

663 Highway 17,
Palatka
FL 32177

Ph 3868782827
anchorpointstructures@gmail.com

BILL TO Joe verrechio
City of Palatka

JOB ADDRESS City of Palatka city dock

DESCRIPTION Floating Dock

ITEM	QTY	UNIT PRICE	AMOUNT
Floating Dock Supply and install approximately 120 ft of floating Dock 8ft x 120ft Use 60ft pilings as need Install double pilings at end of dock	1	$168,000.00	$168,000.00
Dock Reuse customers gangway and ensure properly secured	1	$0.00	$0.00

SUBTOTAL	$168,000.00
TAX	$0.00
TOTAL	$168,000.00

How To Accept

Estimate # 25
Total amount $168,000.00

To accept this quote, please call or email us using the details at the top of the page.

Thank you for your business, have a great day!

Greenway Bridge, LLC
1340 Kings Estate Rd
Saint Augustine, FL 32086 USA
+19046793853
tim@greenwaybridgeco.com
www.greenwaybridgeco.com

Proposal 1834

ADDRESS
Joe Verrechio
City of Palatka
1010 Ocean St
Palatka, FL 32177

DATE	TOTAL
11/18/2024	$295,130.00

ACTIVITY	DATE	QTY	RATE	AMOUNT
JOB Replacement of (4x) Pilings; the Repairing and Anchoring of Existing Floating Docks		1	0.00	0.00
Piling replacement 14" Butt, 40’ Total that has been Spliced Midway		4	53,320.00	213,280.00
Miscellaneous Repairing and Repositioning Existing Floating Docks		1	81,850.00	81,850.00
Price Includes • Price includes supervision, labor, material, and all equipment necessary to complete work described. • All site preparation by others. • Based on non- -union labor. • All construction debris to be moved to an on- -site location designated by Owner or owners representative. • Owner to provide Greenway Bridge LLC access to all sites for efficient movement of material and equipment. • Price based on Greenway Bridge LLC standard insurance.		1	0.00	0.00

ACTIVITY	DATE	QTY	RATE	AMOUNT
Price Does Not Include • Soils engineering. • Any backfilling, finish grading, or other related work by others. • Engineered drawings. • Any design or construction cost for any other condition which may exist now or in the future including, but not limited to buoyancy or lateral movement due to flooding, high water or high winds. • Surveying of locations and layouts. • Locating of any existing or future utilities. • Permitting or any costs, fees, taxes or other charges as required by local agencies, unless otherwise specified. • Price based upon pilings being driven/jetted up to 15’ into ground. Greater piling depth to achieve proper bearing to be billed at $175.00 per linear foot of piling. • Cost of any drilling or removal of unsuitable material and all related costs which may be required to stabilize piling bases due to rock or other soil conditions which may prevent efficient driving or jetting of pilings or verticals. • Cost of any concrete, labor, or other material needed to stabilize piling base due to rock or any other (surface or sub surface) condition that prevents driving piles for bridges. • Removal of debris from site by others.		1	0.00	0.00

TOTAL	$295,130.00

THANK YOU.

Accepted By

Accepted Date

M.D. Jackson Marine Construction, Inc.

109 Valley View Dr.

San Mateo, FL 32187

386-336-1302 or 386-325-2067

mdjacksonmarine@yahoo.com

QUOTE

City of Palatka
jverrechio@palatka-fl.gov

Repair existing 8 ft x 120 ft floating docks and gangway. Reinstall docks and gangway

COST: $125,000.00

Buy new 8 ft x 120 ft floating docks and gangway. Install floating docks and gangway

COST: $180,000.00

Remove and dispose of 8 ft x 120 ft floating dock, gangway and piling

COST: $19,500.00

LICENSED AND INSURED

RESOLUTION NO. 2023-R-143

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AWARDING RFP 2023-06 CITY OF PALATKA CITY DOCK REPAIRS, MITIGATION, AND UPGRADES TO GREENWAY BRIDGE LLC; AUTHORIZING THE MAYOR AND THE CITY CLERK TO EXECUTE AND ATTEST AN AGREEMENT FOR SERVICES WITH GREENWAY BRIDGE LLC. AND AUTHORIZING A FY 2022-2023 BUDGET AMENDMENT FROM RESERVES FOR THIS PROJECT IN THE AMOUNT OF $80,000.00; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS, the City advertised Request for Proposal No. 2023-06 for a vendor(s) to perform dock repairs, mitigation, and upgrades; and

WHEREAS, the City received two (2) responses to the RFP; and

WHEREAS, a Staff Evaluation Committee ranked the top responding firms proposal as the most qualified and best value to City of Palatka perform the dock repairs, mitigation, and upgrades services outlined in RFP 2023-06 (a/k/a RFP 2023-08); and

WHEREAS, the Staff Evaluation Committee is recommending the award of RFP 2023-06 to Greenway Bridge LLC for only the primary items listed in the RFP and to forego the optional upgrades listed in the RFP at this time; and

WHEREAS, it is in the best interest of the City of Palatka to move forward with the award of this contract.

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

1. Greenway Bridge LLC., is hereby awarded RFQ 2023-06;
2. the Mayor and the City Clerk of the City of Palatka are authorized to execute and attest to a contract and all documents with the above listed vendor after approval by the City Attorney;
3. the revenues of the FY 2022-23 budget is amended as follows:

GL Line	Description	Last Approved	Recommended Amendments	As Amended
001-83-581-9-9900	General Fund reserves	$2,167,340.00	($80,000.00)	$2,087,340.00

4. the expenditures of the FY 2022-23 budget are amended as follows:

GL Line	Description	Last Approved	Recommended Amendments	As Amended
101-18-519-6-6390	City Dock Improvements	$0.00	$80,000.00	$80,000.00

5. the City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which will 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, during its regular meeting this 22nd day of June, 2023.

CITY OF PALATKA

BY:_____
Its Mayor

RESOLUTION NO. 2025-R-189

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE EXECUTION OF THE CONTRACT AGREEMENT WITH BROTHER MARINE CONSTRUCTION FOR THE REPLACEMENT OF A FLOATING DOCK AT THE RIVERFRONT PARK; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS , the existing floating dock at Riverfront Park was damaged during the hurricane and must be replaced to restore safe public access and proper waterfront functionality; and

WHEREAS, Brother Marine Construction has submitted a proposal to install a commercial-grade aluminum floating dock, including an 8' x 120' floating dock structure with Sure Step decking, twenty (20) aluminum 10" cleats, and #7 12" butt 40' pilings, utilizing the existing gangway for access; and

WHEREAS, the City of Palatka received four (4) quotes for the floating dock replacement, and Brother Marine Construction submitted the lowest and most responsive quote, making it the most cost-effective option for the City; and

WHEREAS, funding for the floating dock replacement project, in total amount of $163,741.00.

WHEREAS, the City of Palatka desires to execute an agreement with Brother Marine Construction to proceed with the replacement of the hurricane-damaged dock at Riverfront Park.

NOW, THEREFORE, be it resolved by the City Commission of the City of Palatka, Florida, as follows:

1. The Mayor and the City Clerk are hereby authorized to execute and attest the contract agreement with Brother Marine Construction for the Riverfront Park floating dock replacement project.
2. The City Manager is hereby authorized to take all necessary actions to implement the terms of the agreement.
3. This Resolution shall take effect immediately upon adoption.
4. The City Manager or designee, without public hearing, is authorized to correct any typographical or 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 this 9th day of January 2025, by the City Commission of the City of Palatka, Florida.

CITY OF PALATKA

By: _____
Its MAYOR

ATTEST:

_____
CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

_____
CITY ATTORNEY

ADOPT RESOLUTION 2025-R-190: Authorizing the execution of a Florida Commerce Grant Agreement to support the redevelopment of the Port Consolidated Site. ($75,000 100% Grant Funded)
Florida Commerce Grant Agreement

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Authorize the execution of the Florida Commerce Grant Agreement.

BACKGROUND
The City of Palatka was awarded a grant from the Florida Commerce for a Technical Assistance Grant to support the Gateway Redevelopment Plan for the Port Consolidated site and the amount of the grant awarded is $75,000. Lara Dietrich of Halff Consulting is the consultant managing the grant.

PROJECT ANALYSIS

Staff Recommendation
Approve the execution of the agreement.

ATTACHMENTS

1.	2025-R-190 Florida Commerce Grant for Port Consolidted redevelopment
2.	Awarded - City of Palatka Letter

RESOLUTION NO. 2025-R-190

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE EXECUTION OF A FLORIDA COMMERCE GRANT AGREEMENT FUNDING A TECHNICAL ASSISTANCE GRANT TO SUPPORT THE GATEWAY REDEVELOPMENT PLAN FOR PORT CONSOLIDATED SITE; AND PROVIDING FOR SCRIVENER'S ERRORS.

WHEREAS, the City of Palatka was awarded a grant from the Florida Commerce for a Technical Assistance Grant to support the Gateway Redevelopment Plan for the Port Consolidated site; and

WHEREAS, the amount of the grant awarded is $75,000.

NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of Palatka, Florida as follows:

1. That the City of Palatka hereby authorizes the execution of a grant agreement funding a Gateway Redevelopment Plan for the Port Consolidated site, through Florida Commerce in an amount of $75,000 and

2. The Mayor and City Clerk of the City of Palatka are hereby authorized to execute and attest the Grant Agreement, and any necessary documents in support of the grant funded project.

3. 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.

4. 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 11th day of December, 2025.

CITY OF PALATKA, FLORIDA

By: _____
Roberta Correa, Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
Jane West, City Attorney

November 5, 2025

Ms. Marcia Carty
City Manager, City of Palatka
201 N. 2nd. Street
Palatka, Florida 32177

Re: State Fiscal Year 2025-2026 Community Planning Technical Assistance Grants

Dear Ms. Carty,

We appreciate your interest in the FloridaCommerce's Community Planning Technical Assistance Grant Program. We are pleased to inform you that your grant proposal to *advance the Gateway Redevelopment Plan* was selected for funding in the amount up to $75,000.

FloridaCommerce will provide additional information to finalize the scope of work and complete the grant agreement. For your convenience, we have enclosed a copy of our grant agreement template for you to begin your internal review. Beginning on or after July 1, 2025, any invoice for work specifically related to the grant project will be eligible for reimbursement after the grant agreement has been fully executed. If for any reason the grant agreement is not executed by both parties, cost reimbursement for work performed will not be available.

Please note that funds awarded may not be used for activities inconsistent with Florida law.

We look forward to our continued partnership, and if you have any questions, please do not hesitate to contact Paola Muir, Regional Planning Administrator, by telephone at 850-717-8471 or by email at Paola.Muir@Commerce.fl.gov.

Sincerely,

Justin Domer, Deputy Secretary
Division of Community Development

JD/ja

Enclosure

cc: Jhazmine Allen, Agreement Manager, FloridaCommerce

An equal opportunity employer/program. Auxiliary aids and service are avail upon request to individuals with disabilities. All voice telephone numbers or document may be reached by persons using TTY/TTD equipment via the Flo Relay Service at 711.

Release of Lien - Renell Miller - 319 N. 7th Street

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Release the lien.

BACKGROUND

The code enforcement lien recorded at Official Record Book 1744, Page 847 recorded on February 13, 2024 was improperly recorded. The property is 319 N. 7th Street owned by Annette Evans. Renell Miller, the Respondent on the lien, is not the owner of the property. A corrected lien was filed at the time but the improper "wild" lien was never released. This cleans up the title and name search for both the property and Renell Miller.

PROJECT ANALYSIS

This lien needs to be release as it is incorrect and constitutes a cloud on title.

Staff Recommendation

Release the lien

ATTACHMENTS

1.	Release of Lien 319 N. 7th St - Renell Miller

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. 2023-038, recorded at Official Record Book 1744, Page 847 on February 13, 2024.

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:
Owner: Annette Evans
Address: 319 N. 7th Street, Palatka, Florida
Parcel No.: 42-10-27-6850-0350-0020

DATED THIS 11th day of December, 2025.

CITY OF PALATKA

BY: _____
ROBERTA M. CORREA
Mayor

ATTEST:

_____
City Clerk

Release of Lien - Kathleen Lahey - 2011 Country Club Terrace
Release of Lien
2011 Country Club Terrace

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Property owner seeking release of lien.

BACKGROUND

The property owner came into compliance and paid the lien off in full.

PROJECT ANALYSIS

Staff Recommendation

Release the lien.

ATTACHMENTS

1.	Release of Lien 2011 Country Club Terrace - Kathleen Lahey (1)Final
2.	Lahey Lien

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. 2023-146, recorded at Official Record Book 1827, Page 778 on August 22, 2005.

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:
Owner: Kathleen Lahey
Address: 2011 Country Club Terrace, Palatka, Florida
Parcel No.: 13-10-26-0000-0050-0070

DATED THIS 11th day of December, 2025.

CITY OF PALATKA

BY: _____
ROBERTA M. CORREA
Mayor

ATTEST:

_____
City Clerk

Inst: 202554023559 Date: 08/22/2025 Time: 11:40AM By: CH,
DC, Matt Reynolds, Putnam, County Page 1 of 1 B: 1827 P: 778

CODE ENFORCEMENT BOARD OF THE CITY OF PALATKA, FLORIDA

CITY OF PALATKA, Petitioner, **COMPLAINT NO. 2024-146**

vs

KATHLEEN SUSANNE LAHEY , Respondent(s)

FINDING OF FACT, CONCLUSIONS OF LAW AND ORDER

THIS CAUSE having come before the Special Magistrate for public hearing on July 15, 2025, after due notice to the Respondent; and, the Code Enforcement Officer 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 the property described as 2011 Country Club Terrance Palatka, Florida 32177, Putnam County Tax parcel number 13-10-26-000-0050-0070, located within the City of Palatka, Putnam County, Florida.
b) Conditions at the property at issue constituted violations of Municipal Code City of Palatka, Florida Section 30-32(b) Prohibited Conditions and Public Nuisances Description: untagged/inoperable vehicles
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:

a) The Respondent(s) has until the 14th day of August 2025 violations described above on or before the 14th day of August 2025 to have said conditions corrected. The violations are not corrected and a fine of $25.00 per day will hereby be assessed and levied on the above-described property.
b) Administrative cost 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 32177.

DONE AND ORDERED this 15th day of July 2025, at Palatka, Putnam County, Florida.

SPECIAL MAGISTRATE FOR THE CITY OF PALATKA, FLORIDA

BY _____

Ronald Brown, Esq.

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, ✓ first class mail, to the Respondent and/or authorized representative at 2011 Country Club Terrance Palatka, Florida 32177, this 8/1/25, 2025

_____
Melissa Dreyer
Code Compliance Officer

CITY OF PALATKA FLORIDA

Prepared by:
Christy Lowe, City of Palatka
205 N 2nd Street, Palatka, FL 32177

Release of Lien - Tyler Rebecca Lynn - 1000 Mosley Avenue
Release of Lien
1000 Moseley Ave
12-10-26-1370-0020-0030

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Release the lien

BACKGROUND

Property is in compliance and the lien was paid in full on February 13, 2025 ($3,000)

PROJECT ANALYSIS

Staff Recommendation

Release the lien.

ATTACHMENTS

1.	Release of Lien - 1000 Moseley - Rebecca Lynn Tyler
2.	Rebecca Tyler lien

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. 2023-156, recorded at Official Record Book 1744, Page 847 on February 13, 2024.

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:
Former Owner (Respondent in Code Violation): Rebecca Lynn Tyler, a single woman, as to Enhanced Life Estate
Current Owner: GE Remodeling Service, LLC
Address: 1000 Moseley Street, Palatka, Florida
Parcel No.: 12-10-26-1370-0020-0030

DATED THIS 11th day of December, 2025.

CITY OF PALATKA

BY: _____
ROBERTA M. CORREA
Mayor

ATTEST:

_____
City Clerk

Inst. Number: 202454003741 Book: 1744 Page: 822 Page 1 of 1 Date: 2/13/2024 Time: 4:04 PM
Matt Reynolds Clerk of Courts, Putnam County, Florida Doc Mort: 0.00 Int Tax: 0.00 Doc Deed: 0.00

Prepared by:
Erin Hewes, City of Palatka
205 N 2nd Street, Palatka, FL 32177

CODE ENFORCEMENT BOARD OF THE CITY OF PALATKA, FLORIDA

CITY OF PALATKA, Petitioner,

COMPLAINT NO. 2023156

vs

TYLER REBECCA LYNN, Respondent(s)

FINDING OF FACT, CONCLUSIONS OF LAW AND ORDER

THIS CAUSE having come before the Special Magistrate for public hearing on October 17, 2023, after due notice to the Respondent; and, the Code Enforcement Officer 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 1000 MOSELEY AVE, Putnam County Tax parcel number 12-10-26-1370-0020-0030, located within the City of Palatka, Putnam County, Florida.
b) Conditions at the property at issue constituted violations of Municipal Code City of Palatka, Florida Section 30-169. Building fronts and sides abutting streets or public areas. Description: Mold and Mildew.
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:

a) The Respondent(s) shall correct the conditions which constitute the code violations described above on or before the 18th day of December, 2023, 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 19th day of December, 2023, 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 17th day of October 2023, at Palatka, Putnam County, Florida.

SPECIAL MAGISTRATE FOR THE CITY OF PALATKA, FLORIDA

BY _____
Ronald Brown, Esq.

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, ✓ first class mail, to the Respondent and/or authorized representative at 1000 MOSELEY AVE., PALATKA, FL 32177, this 12th day of February 2023 2024

_____
Erin Hewes
Code Enforcement Assistant

CITY OF PALATKA, FLORIDA
I hereby certify that this document is a true, complete and correct copy of a document on file in the Office of Community Affairs as of this date.
By: _____
Title: City Clerk
Date: 2/13/2024

(seal)

ROBERTA CORREA
MAYOR-COMMISSIONER

ANNIE HENDERSON-DAVIS
COMMISSIONER

WILL JONES
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER

CITY of Palatka FLORIDA

Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

MARCIA CARTY, CPA
CITY MANAGER

JANE WEST, ESQ
CITY ATTORNEY

KAREN HAYES, MMC
CITY CLERK

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT.

CITY OF PALATKA BOARD REAPPOINTMENT APPLICATION

I wish to apply for appointment to the Putnam County Library **Board.**
I understand that, if appointed, I will serve in a volunteer capacity on this board.

APPLICANT: Stephen Crowley **(Must be at least 18 yrs. old)**

Residence (911 Address) 607 S. Moody Rd. Apt. 2503 **Phone:** 386-538-4686 **Fax:**

Business Name & Address **Phone:** **Fax:**

(City Residents or business/property owners will be given preference when board member residency is not specified by statute or city ordinance)

Preferred Mailing Address: PO Box 2065, Palatka, FL 32178

E-mail: stevec99_99@yahoo.com **Daytime Phone:** 386-538-4686

PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet if necessary)

Retired director, Putnam County Library Sysrtem.
Active Coach with Palatka High School Musical Theater Department
Co-chair One Book One Putnam
Past President, Arts Council of Greater Palatka
Past President of LibraryBoard.

OTHER COMMENTS OR INFORMATION:

In accord with F.S. 760.80(4) Please indicate the following:

Applicant's Ethnicity: White
Gender: Same
Physical disability, if any: Male
None

AGREEMENT: by filing this document, I agree and understand that this document becomes a part of the official records of the City of Palatka, and I hereby certify that all the information contained herein is true, to the best of my knowledge. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam Co. Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term of appointment.

/Steohen J. Crowley/ **11/26/2025**

SIGNATURE OF APPLICANT **DATE**

Applicants will be interviewed by the Palatka City Commission during regular public meetings.

DISCUSSION/DIRECTION: Commissioner performance evaluation of City Manager
City Manager Evalution Form

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

At the request of the Commissioner, staff was instructed to include in the packet the evaluation form previously approved by the Commission.

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	CITY MANAGER PERFORMANCE EVALUATION

CITY OF PALATKA
CITY MANAGER PERFORMANCE EVALUATION FORM

		Needs Improvement	Meets Expectations	Exceeds Expectations
A. Providing Information				
The City Manager provides information which is:				
	Detailed and reliable			
	Explained in a thorough manner and includes alternatives or recommendations			
	Timely			
	Helpful in preventing trivial administrative matters from being reviewed by the City Commission			
	Helpful and adequate to assist City Commission in making sound decisions			
The City Manager:				
	Provides members of City Commission with the opportunity to set long-term organizational goals and to establish the future direction of City policy			
	Keeps City Commission informed, in a timely manner, of the things Commission wants to know			
	Keeps City Commission well informed with concise written and oral communications			
	Provides City Commission members with information on an equal basis			
	Informs the City Commission of administrative developments			
	Follows up in a timely manner on City Commission requests for information or action			
B. Providing Advice				
The City Manager:				
	Has adequate knowledge of municipal affairs, including the City's laws and ordinances			
	Considers alternatives before making recommendations			
	Plans ahead, anticipates needs and recognizes potential problems			
	Has a good sense of timing in bringing issues to the Commission for action			
Comments:				

SECTION II: INTERNAL ADMINISTRATION

		Needs Improvement	Meets Expectations	Exceeds Expectations
A. Implementation of Commission Policies				
The City Manager is effective in the following areas:				
	Carrying out Commission directives			
	Assigning work so that it is performed efficiently and effectively			
	Paying sufficient attention to detail to avoid error or things "slipping through the cracks"			
	Analyzing problems or issues and identifying causes, reasons, and implications			
	Accurately interpreting the direction given by Commission			
	Carrying out the directives of Commission as a whole rather than those of any one Commission member, but recognizes the concerns of the minority			
	Supporting the actions of the City Commission after a decision is made			
	Assuming responsibility for staff performance			
	Providing members of City Commission with periodic status reports on projects or tasks which may overlap months or years in implementation			
	Insuring that the management staff maintains normal service delivery operations as well as the flexibility to manage emergency situations			

B. Financial Management				
Are you satisfied with the City Manager's:				
	Approach to budget preparation and review			
	Use of standard financial management procedures to meet Commission's policy guidelines			
	Implementation of Commission's policy regarding the expenditure of budgeted funds			
	Cost control through economical use of labor, materials and equipment			
	Information on the financial status of City government			
	Use of available funds and his ability to operate the City efficiently and effectively			

	Knowledge of financial matters			
	Information pertaining to long or short-term financing for capital projects or equipment purchases			
	Information on opportunities for federal and state grant funding			

		Needs Improvement	Meets Expectations	Exceeds Expectations
C. Personnel Management				
The City Manager is:				
	Successful in guiding people as a team toward common objectives			
	Effective in selecting qualified and highly competent staff members			
	Effective in maintaining professional relationships with Department Directors			
	Effective in assuring that staff members make a positive impression on citizens			
The City Manager:				
	Insures that the City's personnel policies and practices are administered by City Department Directors and management staff in an equitable manner			
	Develops and motivates employees so that they are increasingly effective			
	Addresses disciplinary problems and takes action when warranted			
	Monitors performance of employees and initiates corrective action as needed			
Comments:				

SECTION III: EXTERNAL RELATIONS

		Needs Improvement	Meets Expectations	Exceeds Expectations
A. Citizen Relations				
The City Manager:				
	Makes a positive impression on citizens and is he respected in the City of Oviedo			
	Has appropriate visibility or identity in the community			
	Assists the Commission in resolving problems at the administrative level to avoid unnecessary Commission action			
	Is willing to meet with members of the community and discuss issues of concern			
	Is skillful with the news media, avoiding political positions and partisanship			
	Provides information to the public in a timely fashion on matters which will cause public reaction			
	Represents Commission positions and policies accurately and effectively			
	Thinks and acts in a manner reflecting an attitude that client (Commission, staff or citizens) perceptions and satisfactions are important			
	Responds completely and in a timely manner to citizen complaints			

B. Intergovernmental Relations				
The City Manager is:				
	Effective representing the City's interests in dealing with other agencies			
	Participative in enough intergovernmental activity to have an impact on behalf of the City			
	Cooperative with the county, state and federal governments			
Comments:				

SECTION IV: PERSONAL ACCOMPLISHMENTS

		Needs Improvement	Meets Expectations	Exceeds Expectations
A. Communications				
With regard to communications, the City Manager is:				
	Easy to talk to and a good listener			
	Thoughtful, clear and to the point			
	Sensitive to the concerns of others			
	Candid and forthright in discussing City business matters with members of City Commission			

B. Management Style				
The City Manager				
	Demonstrates interest and enthusiasm in performing his duties			
	Commands respect and good performance from staff			
	Shows initiative and creativity in dealing with issues, problems and unusual situations			
	Is open to new ideas and suggestions for change			
	Works well under pressure			
	Consistently puts aside personal views and implements Commission policy and direction			
	Displays the ability to resolve the numerous conflicts inherent in municipal government			
	Responds well to a changing world and local conditions; is adaptive			
	Is accessible to City Commission members			
	Conforms to the high standards of the profession; follows the “ICMA Code of Ethics			
	Exhibits a commitment to continuing education in order to encourage his professional development			
	Is receptive to constructive criticism and advice			

		Needs Improvement	Meets Expectations	Exceeds Expectations
C. Job Effectiveness				
The City Manager:				
	Demonstrates interest and enthusiasm about the Commission's Vision for the City			
	Gives his staff the tools necessary to provide efficient, responsive City services			
	Coordinates the implementation of City goals and objectives			
	Supports policies that will promote annexation and growth in the City of Oviedo			
	Creates a positive atmosphere for successful economic development in the City			
	Supports responsible infrastructure expansion and maintenance			
	Emphasizes the need for employee training and technological improvements			
Comments:				

SECTION V: NARRATIVE RESPONSES

ACHIEVEMENTS FROM THIS PAST YEAR:
• What were the Manager's most notable accomplishments during the past year?
• Which of the Manager's qualities were most instrumental in fulfilling the role of City Manager this past year?
PERFORMANCE OBJECTIVES FOR COMING YEAR:
• What does the Manager do that you would like him to continue?
• Is there anything that the Manager does that you would like him to do differently?
• In what areas should the Manager focus his attention in this coming year?
• Do you have any other general comments to share with the City Manager?

_____ _____

Rater's Signature Date

Second Reading: Ordinance 2025-60, Certified Recovery Residences Ordinance - 2025-60 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING PROCEDURES FOR REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR A PROCESS FOR REASONABLE ACCOMMODATION FROM LAND USE REGULATIONS; PROVIDING APPLICATION REQUIREMENTS, REVIEW PROCEDURES, AND TIMEFRAMES; PROVIDING FOR CONSISTENCY WITH FEDERAL LAW; PROVIDING FOR REVOCATION FOR CAUSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE. [Jane West, Esq.]
Certified Recovery Residences

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Adopt ordinance

BACKGROUND
SB 954 is a preemption bill that requires local governments to adopt an ordinance that will formalize the process for applicants seeking reasonable accommodations from land use regulations relating to certified recovery residences.

PROJECT ANALYSIS
The deadline for adopting the required ordinance is January 1, 2026.

Staff Recommendation
Adopt the ordinance to be compliant with state law.

ATTACHMENTS

1.	Certified Recovery Residences Ordinance 2025-60
2.	Certified Recovery Residences SB 954 policy memo
3.	Business Impact Statement - Certified Recovery Residences

ORDINANCE NO. 2025-60

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING PROCEDURES FOR REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR A PROCESS FOR REASONABLE ACCOMMODATION FROM LAND USE REGULATIONS; PROVIDING APPLICATION REQUIREMENTS, REVIEW PROCEDURES, AND TIMEFRAMES; PROVIDING FOR CONSISTENCY WITH FEDERAL LAW; PROVIDING FOR REVOCATION FOR CAUSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Florida Legislature enacted Senate Bill 954 (2025), effective July 1, 2025, requiring that each county and municipality adopt by January 1, 2026, an ordinance establishing procedures for the review and approval of certified recovery residences; and

WHEREAS, the purpose of this ordinance is to comply with SB 954 and ensure that the City of Palatka provides a fair, consistent, and legally compliant process for individuals or entities seeking reasonable accommodation from local land use regulations for certified recovery residences; and

WHEREAS, this ordinance is intended to be consistent with the Fair Housing Amendments Act of 1988 (42 U.S.C. §§3601 et seq.) and Title II of the Americans with Disabilities Act (42 U.S.C. §§12131 et seq.);

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

Section I. – This ordinance establishes uniform procedures for reviewing and approving requests for reasonable accommodation from zoning, land use, and other local regulations necessary for the establishment or operation of certified recovery residences within the City of Palatka.

Section II. – The City of Palatka Municipal Code Section 94-213, currently reserved, shall be created to read as set forth in Exhibit A attached hereto and by this reference incorporated herein.

Section III. - If any section or portion of a section or subsection of this Ordinance proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or portion of a section, subsection, or part of this ordinance.

Section IV. - EFFECTIVE DATE: This Ordinance shall take effect on January 1, 2026, as provided by law.

Section V. A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

PASSED AND ADOPTED on first reading by the City Commission of the City of Palatka, Florida, on the ____day of December, 2025.

CITY OF PALATKA

By: _____
ROBERTA CORREA, Its MAYOR

ATTEST:

_____
KAREN HAYES, CITY CLERK

APPROVED AS TO FORM AND LEGALITY:

_____
JANE WEST, CITY ATTORNEY

EXHIBIT A

CERTIFIED RECOVERY RESIDENCES

SECTION

94-213.01 Authority; intent; purpose

94-213.02 Definitions

94-213.03 Application Requirements

94-213.04 Review Procedures

94-213.05 Public Hearings

94-213.06 Revocation for Cause

94-213.07 Consistency with Federal Law

94-213.08 Non-suppression

Sec. 94-213.01 Authority; intent; purpose

This article is adopted in the interest of the public health, peace, safety , and general welfare of the citizens and inhabitants of Palatka, Florida, pursuant to Fla. Const. Article IX. The intent and purpose of this ordinance is to comply with SB 954 (2025) and ensure that the City of Palatka provides a fair, consistent, and legally compliant process for individuals or entities seeking reasonable accommodation from local land use regulations for certified recovery residences.

Sec. 94-213.02 Definitions

For the purposes of this ordinance:
Certified Recovery Residence: Means a recovery residence certified pursuant to Section 397.487, Florida Statutes.
Applicant: Means any individual or entity seeking a reasonable accommodation under this ordinance.
Reasonable Accommodation: Means a modification or exception to the City's land use, zoning, or related regulations necessary to afford persons with disabilities equal opportunity to use and enjoy housing.

Sec. 94-213.03 Application Requirements

(a) The City shall establish a written application form to be submitted to the Planning Department.
(b) Each application shall include, at a minimum:
1. The name and contact information of the applicant or authorized representative;
2. The property address and parcel identification number; and
3. A description of the accommodation requested and identification of the specific regulation or policy from which relief is sought.
(c) Applications shall be date-stamped upon receipt by the City.

Sec. 94-213.04 Review Procedures

(a) Within 30 days after receipt of an application, the City shall review the submission for completeness. If additional information is required, written notice shall be provided to the applicant, specifying the deficiencies. The applicant shall have at least 30 days from the date of the notice to provide the requested information.
(b) Upon receipt of a completed application, the City shall issue a final written determination within 60 days. The determination shall:
1. Approve the request, in whole or in part, with or without conditions; or
2. Deny the request, stating specific, evidence-based reasons for the denial and identifying deficiencies or actions necessary for reconsideration.
(c) If a final written determination is not issued within 60 days after receipt of a completed application, the request shall be deemed approved unless both parties agree in writing to a reasonable extension of time.
(d)The City may establish additional review requirements for certified recovery residences provided such requirements:
1. Are consistent with federal law; and
2. Do not conflict with the provisions of this ordinance or Section 397.487, Florida Statutes.

Sec. 94-213.05 Public Hearings

The City may not require public hearings beyond those minimally required by law to grant the requested accommodation.

Sec. 94-213.06 Revocation for Cause

The City may revoke a previously granted reasonable accommodation for cause, including but not limited to:
1. Violation of conditions of approval; or
2. Lapse, revocation, or failure to maintain certification or licensure under Section 397.487, F.S., if not reinstated within 180 days.

Sec. 94-213.07 Consistency with Federal Law

Nothing in this ordinance shall be construed to relieve the City from its obligations under the Fair Housing Amendments Act of 1988 or Title II of the Americans with Disabilities Act. The City shall not apply or enforce any regulation that discriminates or disparately impacts individuals with disabilities.

Sec. 94-213.08 Non-Suppression

This ordinance does not supersede any valid declaration of condominium, cooperative document, or declaration of covenants adopted pursuant to Chapters 718, 719, or 720, Florida Statutes.

SB 954: Certified Recovery Residences

1. SB 954 – Certified Recovery Residences

The purpose of this memo is to provide an overview of the recently passed law, SB 954: Certified Recovery Residences. This bill has an effective date of July 1, 2025, and the bill's requirements must be met by January 1, 2026. The purpose of this law is to require local governments to adopt an ordinance that will formalize and streamline the process for applicants seeking reasonable accommodations from land use regulations relating to certified recovery residences.

2. Key Provisions

Key provisions of the new law include:

- By January 1, 2026, the governing body of each local government must adopt an ordinance establishing the procedures for review and approval of certified recovery residences within its jurisdiction.
- The ordinance must include a process for requesting reasonable accommodation from any local land use regulation.
- The ordinance must be consistent with the Fair Housing Amendments Act of 1988, 42 U.S.C. ss. 3601 et seq., and Title II of the Americans with Disabilities Act, 42 U.S.C. ss. 12131 et seq.
- The ordinance must establish a written application process for requesting accommodation.
- The ordinance will require each local government to date-stamp each application request upon receipt. If additional information is required, the local government must notify the applicant in writing within the first 30 days after receipt and allow the applicant 30 days to respond.
- The ordinance will require the local government to issue a final written determination on the application within 60 days after receipt. If a final written determination is not issued within 60 days after receipt of a completed application, the request is deemed approved, unless the parties agree in writing, to a reasonable extension of time.
- The ordinance will require that the application include basic name and contact information.
- The ordinance may not require public hearings beyond the minimum required by law to grant the requested accommodation.
- Refer to the bill text for detailed ordinance requirements.

3. Timeline/Required Actions

Deadline	Action Required
January 1, 2026	The governing body of each county or municipality must adopt an ordinance establishing procedures for the review and approval of certified recovery residences within its jurisdiction.

4. Resources/Contacts

- Full bill text: *https://flsenate.gov/Session/Bill/2025/954/BillText/er/PDF*
- Contact: Sam Wagoner, Legislative Advocate, *swagoner@flcities.com*

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: Certified Recovery Residences.
More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING PROCEDURES FOR REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR A PROCESS FOR REASONABLE ACCOMMODATION FROM LAND USE REGULATIONS; PROVIDING APPLICATION REQUIREMENTS, REVIEW PROCEDURES, AND TIMEFRAMES; PROVIDING FOR CONSISTENCY WITH FEDERAL LAW; PROVIDING FOR REVOCATION FOR CAUSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
  a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
  b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;

[1] See Section 166.041(4)(c), Florida Statutes.

c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any: (a) An estimate of direct compliance costs that businesses may reasonably incur; (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

4. Additional information the governing body deems useful (if any):

Second Reading: Ordinance 2025-61 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, VACATING AND ABANDONING THAT PORTION OF LAUREL STREET LOCATED BETWEEN S. 10TH STREET AND S. 11TH STREET AND ADJACENT TO PARCEL 42-10-27-6850-1600-0010, WITHIN THE CITY OF PALATKA, ACCORDING TO THAT COPY ON DICK'S MAP OF PALATKA ON FILE AT THE CIRCUIT CLERK OF COURT OF PUTNAM COUNTY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR SCRIVENER'S ERRORS. [Jane West, Esq.]
Vacating a portion of undeveloped Laurel Street

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
The Ride Solutions requests vacating a portion of undeveloped Laurel Street.

BACKGROUND
Ride Solution is in the design phase of the remodeling of their 310 S 10th Street Bus Depot. This project, which is funded 100% by the State of Florida, entails repaving the entire parcel, replacing the existing driver's lounge with a new building to consolidate some of our operations on this site, and building a bus washing station.

One challenge that they have encountered is that the existing site cannot accommodate the proposed configuration of The Ride Solution's operational needs. The area for stormwater treatment to meet SJRWMD requirements is insufficient. A reduction in bus parking and/or construction of ponds with sheet-pile walls would be needed. A reduction in parking is not ideal and would require The Ride Solutions to park vehicles at a satellite location, resulting in service inefficiencies. The construction of stormwater ponds with sheet piling is cost-prohibitive and could result in the project not being built.

PROJECT ANALYSIS
The best solution is to vacate a portion of Laurel Street that is currently unpaved and deadens at the CSX railroad. Vacating the street will alleviate any financial burden to the City in having to pave and maintain the undeveloped street.

Staff Recommendation
Approve of the vacation.

ATTACHMENTS

1.	Laurel St SOD
2.	SITE EXPANSION EXHIBIT_RIDE SOLUTION
3.	Business Impact Statement - Laurel Street vacation
4.	61 Ordinance 2025-61 Laurel Street vacation ordinance with legal (1)

SKETCH OF DESCRIPTION
FOR PROPOSED VACATED RIGHT OF WAY
OF LAUREL STREET
PARCEL 100

LEGEND

(C)	=	CALCULATED
E	=	EAST
EXIST.	=	EXISTING
(F)	=	FIELD
FND	=	FOUND
ID	=	IDENTIFICATION
LB	=	LICENSED BUSINESS
N	=	NORTH
NAD	=	NORTH AMERICAN DATUM
NO.	=	NUMBER
N.T.S.	=	NOT TO SCALE
(P)	=	PLAT
POB	=	POINT OF BEGINNING
R/W	=	RIGHT OF WAY
RGE	=	RANGE
S	=	SOUTH
SEC	=	SECTION
TWP.	=	TOWNSHIP
W	=	WEST

——————— —— – = RIGHT OF WAY LINE

—— —— —— —— —— = VACATED RIGHT OF WAY LINE

▬▬▬▬▬▬ = PROPOSED VACATED RIGHT OF WAY

——————— = PROPERTY LINE

——×——×——×—— = CHAINLINK FENCE

—— —— —— —— —— = GATE

160 = SUBDIVISON BLOCK NUMBER

100 = PARCEL NUMBER

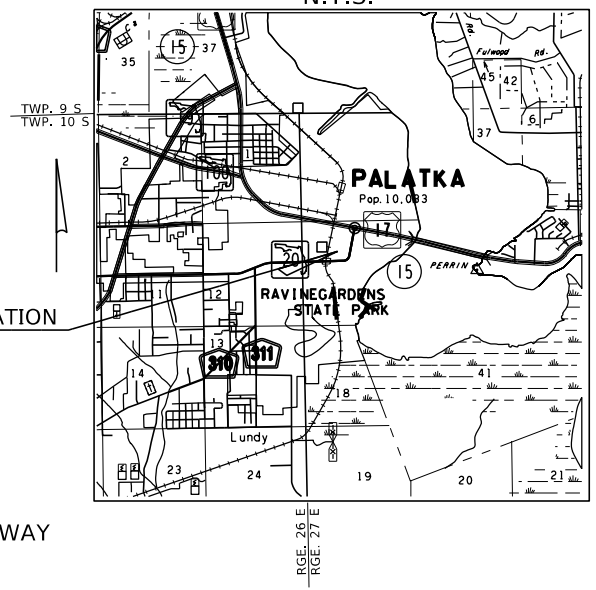
= PROPERTY LINE HOOK

℄ = PROPERTY LINE

TABLE OF CONTENTS

SHEET 1 COVER SHEET
SURVEYOR'S CERTIFICATION
SHEET 2 DETAIL SHEET
SHEET 3 LEGAL DESCRIPTION

(VICINITY MAP)
N.T.S.



GENERAL NOTES:

1. THIS SKETCH OF DESCRIPTION DEPICTS A PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET AND IS NOT A FIELD SURVEY.
2. THE COORDINATES, BEARINGS, AND DIMENSIONS SHOWN HEREON ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, NAD 83 (2011 ADJUSTMENT) AND ARE DISPLAYED IN ENGLISH UNITS AND U.S. SURVEY FEET, DERIVING A BEARING N81°07'22"W ALONG THE SOUTH RIGHT OF WAY LINE OF LAUREL STREET BETWEEN FOUND MONUMENTATION.
3. THIS SKETCH OF DESCRIPTION IS BASED ON THE PLAT OF THE TOWN OF PALATKA AS RECORDED IN PLAT BOOK 2, PAGE 46 OF THE CURRENT PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA.
4. PREPARED BY T2 UTILITY ENGINEERS.
5. NO IMPROVEMENTS HAVE BEEN LOCATED EXCEPT AS SHOWN HEREON.
6. ATTENTION IS DIRECTED TO THE FACT THAT THESE MAPS MAY HAVE BEEN REDUCED IN SIZE BY REPRODUCTION. THIS MUST BE CONSIDERED WHEN OBTAINING SCALED DATA.

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS LEGAL DESCRIPTION IS TRUE, ACCURATE, AND WAS PREPARED UNDER MY DIRECTION. I FURTHER CERTIFY THAT SAID LEGAL DESCRIPTION IS IN COMPLIANCE WITH THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

BYRON A. FAIRCLOTH DATE: 11/05/2025
FLORIDA PROFESSIONAL SURVEYOR AND MAPPER NO. 6764
T2 UTILITY ENGINEERS 159 S.W. SPENCER COURT, SUITE 106
LAKE CITY, FLORIDA 32024

THIS DESCRIPTION AND COPIES THEREOF ARE NOT VALID WITHOUT THE SURVEYOR'S SIGNATURE AND ORIGINAL SEAL.

CITY OF PALATKA
PARCEL 100 SKETCH
AND DESCRIPTION
NOT A FIELD SURVEY

REVISION	BY	DATE

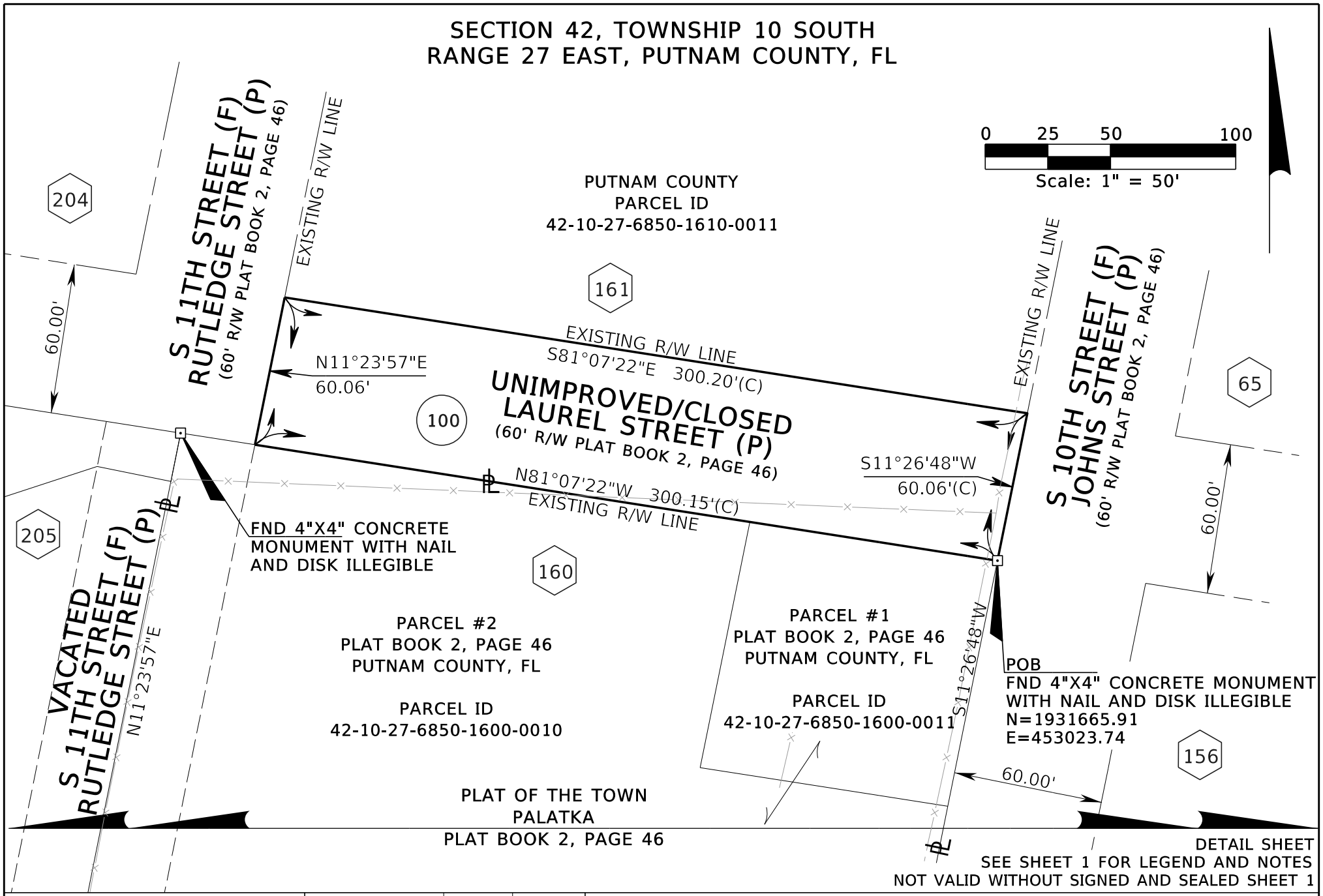
PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET — PUTNAM COUNTY

	BY	DATE
DRAWN	C.T.	11-05-2025
CHECKED	B.F.	11-05-2025

PREPARED BY: T2 UTILITY ENGINEERS
159 SW SPENCER COURT, SUITE 106
LAKE CITY, FLORIDA 32024

DATA SOURCE: SURVRD01_4622028.DGN

F.P. NO. N/A | SECTION N/A | SHEET 1 OF 3



CITY OF PALATKA
PARCEL 100 SKETCH
AND DESCRIPTION
NOT A FIELD SURVEY

REVISION	BY	DATE

PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET — PUTNAM COUNTY

	BY	DATE
DRAWN	C.T.	11-05-25
CHECKED	B.F.	11-05-25

PREPARED BY: T2 UTILITY ENGINEERS
159 SW SPENCER COURT, SUITE 106
LAKE CITY, FLORIDA 32024

DATA SOURCE:
SURVRD01_4622028.DGN

F.P. NO. N/A | SECTION N/A | SHEET 2 OF 3

All Of Laurel Street Lying Between Blocks 160 And 161 Per Plat Of The Town Of Palatka As Recorded In Plat Book 2, Page 46 Of The Current Public Records Of Putnam County, Florida, Also Lying In Section 42, Township 10 South, Range 27 East, Putnam County, Florida, Being More Particularly Described As Follows:

Begin At The Northeast Corner Of Block 160 Of Plat Of The Town Of Palatka As Recorded In Plat Book 2, Page 46 Of The Current Public Records Of Putnam County Being Marked By A Concrete Monument, Said Point Being At The Intersection Of The Existing Westerly Right Of Way Line Of S Street, Also Known As Johns Street (60' Width Right Of Way Per Plat), With The Existing Southerly Right Of Way Line Of Laurel Street (60' Width Right Of Way Per Plat), Thence North 81°07'22" West Along The Existing Southerly Right Of Way Line Of Said Laurel Street, A Distance Of 300.15 Feet; Thence North 11°23'57"East, A Distance Of 60.06 Feet To The Existing Northerly Right Of Way Line Of Said Laurel Street; Thence South 81°07'22"East Along The Existing Northerly Right Of Way Line Of Said Laurel Street, A Distance Of 300.20 Feet To The Intersection With Aforementioned Existing Westerly Right Of Way Line Of S 10 Street; Thence South 11°26'48"West, A Distance Of 60.06 Feet To The **Point Of Beginning.**

Containing 18,010 Square Feet, More Or Less.

LEGAL DESCRIPTION SHEET
NOT VALID WITHOUT SIGNED AND SEALED SHEET 1.

CITY OF PALATKA
PARCEL 100 SKETCH
AND DESCRIPTION
NOT A FIELD SURVEY

REVISION	BY	DATE

PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET PUTNAM COUNTY

	BY	DATE
DRAWN	C.T.	11-05-2025
CHECKED	B.F.	11-05-2025

PREPARED BY: T2 UTILITY ENGINEERS
159 SW SPENCER COURT, SUITE 106
LAKE CITY, FLORIDA 32024

DATA SOURCE: SURVRD01_4622028.DGN

F.P. NO. N/A SECTION N/A SHEET 3 OF 3

30' OF ROW TO BE REQUESTED
FOR PROPOSED SITE EXPANSION

30'-0"

AREA ALLOCATED FOR
POND EXPANSION

EXISTING
WAREHOUSE

WASH
STATION

EXISTING
SHOP

PROPOSED ADMIN
BUILDING

PROPOSED POND
TO BE REMOVED

SOUTH 10TH STREET

CARR STREET

SET 5/8" I.R.

SET 5/8" I.R. & CAP "T2 1

SET 5/8" I.R. & CAP
"T2 TRAV"

N

20' 0 20' 40'

SCALE: 1" = 20' (22x34)
SCALE: 1" = 40' (11x17)

NOT FOR CONSTRUCTION

REILL02356 10/29/2025 12:04 PM
I:\25jobs\25L0110_00\CADSite\Sheet\25L0110_00 GRADING AND DRAINAGE PLAN.dwg

HANSON
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Offices Nationwide
www.hanson-inc.com

Hanson Professional Services Inc.
8075 GATE PARKWAY WEST, SUITE 204
JACKSONVILLE, FL 32216

CITY OF PALATKA
310 SOUTH 10TH STREET
PALATKA, FL 32177

THE RIDE SOLUTION

NAME: DUSTIN HAMPTON
REGISTERED ENGINEER
STATE OF FLORIDA LICENSE NO. 85304

DUSTIN HAMPTON LICENSE No. 85304 STATE OF FLORIDA PROFESSIONAL ENGINEER

NO.	DATE	DESCRIPTION		
		DES	DRN	REV

ISSUE:
PROJECT NO: 25L0110_00
CAD FILE: 25L0110_00 GRADING AND DRAINAGE PLAN.DWG
DESIGN BY:
DRAWN BY:
REVIEWED BY:

SHEET TITLE

SITE EXPANSION
EXHIBIT

C-5.0

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

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: "Laurel Steet vacation" More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, VACATING AND ABANDONING THAT PORTION OF LAUREL STREET LOCATED BETWEEN S. 10TH STREET AND S. 11TH STREET AND ADJACENT TO PARCEL 42-10-27-6850-1600-0010, WITHIN THE CITY OF PALATKA, ACCORDING TO THAT COPY ON DICK'S MAP OF PALATKA ON FILE AT THE CIRCUIT CLERK OF COURT OF PUTNAM COUNTY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR SCRIVENER'S ERRORS.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:

[1] See Section 166.041(4)(c), Florida Statutes.

a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):
The ordinance will serve the public interest by accommodating the expansion of the sole source of transit in the City of Palatka.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:
(a) An estimate of direct compliance costs that businesses may reasonably incur;
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

Zero.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

Zero.

4. Additional information the governing body deems useful (if any):

ORDINANCE NO. 2025-61

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, VACATING AND ABANDONING THAT PORTION OF LAUREL STREET LOCATED BETWEEN S. 10TH STREET AND S. 11TH STREET AND ADJACENT TO PARCEL 42-10-27-6850-1600-0010, WITHIN THE CITY OF PALATKA, ACCORDING TO THAT COPY ON DICK'S MAP OF PALATKA ON FILE AT THE CIRCUIT CLERK OF COURT OF PUTNAM COUNTY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR SCRIVENER'S ERRORS.

WHEREAS, Section 166.021 Florida Statutes, and Section 2 (b), Article VIII of the Constitution of the State of Florida, vest municipalities with governmental, corporate and proprietary powers to enable them to conduct municipal government, perform municipal functions and render municipal services, including but not limited to, the authority to discontinue or vacate any street or portion thereof when done in the interest of the general welfare; and,

WHEREAS, a public hearing was held on the 13th day of November, 2025 concerning the advisability of vacating and abandoning that portion of Laurel Street located between S. 10th Street and S. 11th Street and adjacent to the building at 1209 Westover Drive, PIN 42-10-27-6850-1600-0010, according to that copy of Dick's Map of Palatka on file at the circuit clerk of court of Putnam County, Florida; and,

WHEREAS, the City Commission conducted public hearings on the 13th day of November and the 11th day of December, 2025 concerning the advisability of vacating and abandoning that portion of Laurel Street located between S. 10th Street and S. 11th Street and adjacent to the building at 1209 Westover Drive, PIN 42-10-27-6850-1600-0010, according to that copy of Dick's Map of Palatka on file at the circuit clerk of court of Putnam County, Florida; and,

WHEREAS, the Public Hearings referred to in the preceding paragraph were duly noticed and published in the Palatka Daily News on the 6th day of November, 2025, notifying the public that said public hearing would be held, and,

WHEREAS, after receiving comment and input from the general public concerning the general welfare of the citizens of the City of Palatka, it has been determined that it would be in the best interest of the City and its citizens to vacate and abandon that portion of Laurel Street located between S. 10th Street and S. 11th Street and adjacent to the building at 1209 Westover Drive, PIN 42-10-27-6850-1600-0010

NOW THEREFORE, be it enacted by the people of the City of Palatka, Florida, hereinafter the "City", that

PASSED AND ADOPTED on the second reading by the City Commission of the City of Palatka, Florida, this 11th day of December, 2025.

CITY OF PALATKA

By:_____
Its MAYOR

ATTEST:

_____
City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

_____
City Attorney

Exhibit A

SKETCH OF DESCRIPTION FOR PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET PARCEL 100

LEGEND

(C)	=	CALCULATED
E	=	EAST
EXIST.	=	EXISTING
(F)	=	FIELD
FND	=	FOUND
ID	=	IDENTIFICATION
LB	=	LICENSED BUSINESS
N	=	NORTH
NAD	=	NORTH AMERICAN DATUM
NO.	=	NUMBER
N.T.S.	=	NOT TO SCALE
(P)	=	PLAT
POB	=	POINT OF BEGINNING
R/W	=	RIGHT OF WAY
RGE	=	RANGE
S	=	SOUTH
SEC	=	SECTION
TWP.	=	TOWNSHIP
W	=	WEST

= RIGHT OF WAY LINE

= VACATED RIGHT OF WAY LINE

= PROPOSED VACATED RIGHT OF WAY

= PROPERTY LINE

= CHAINLINK FENCE

= GATE

160 = SUBDIVISON BLOCK NUMBER

100 = PARCEL NUMBER

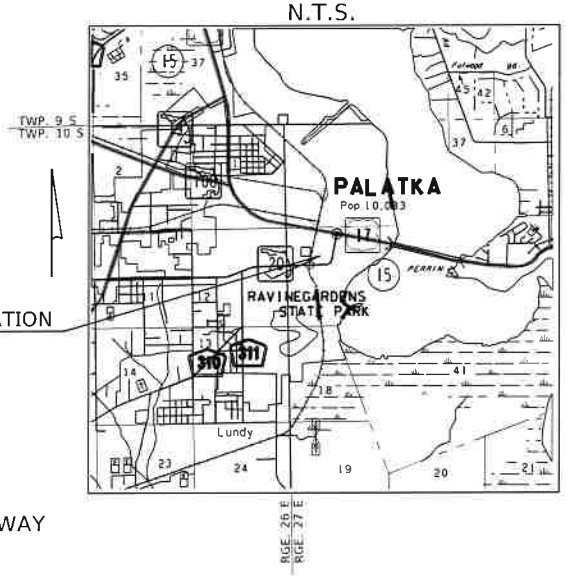
= PROPERTY LINE HOOK

℄ = PROPERTY LINE

TABLE OF CONTENTS

SHEET 1 COVER SHEET
SURVEYOR'S CERTIFICATION
SHEET 2 DETAIL SHEET
SHEET 3 LEGAL DESCRIPTION

(VICINITY MAP)
N.T.S.



GENERAL NOTES:

1. THIS SKETCH OF DESCRIPTION DEPICTS A PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET AND IS NOT A FIELD SURVEY.
2. THE COORDINATES, BEARINGS, AND DIMENSIONS SHOWN HEREON ARE BASED ON THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, NAD 83 (2011 ADJUSTMENT) AND ARE DISPLAYED IN ENGLISH UNITS AND U.S. SURVEY FEET, DERIVING A BEARING N81°07'22"W ALONG THE SOUTH RIGHT OF WAY LINE OF LAUREL STREET BETWEEN FOUND MONUMENTATION.
3. THIS SKETCH OF DESCRIPTION IS BASED ON THE PLAT OF THE TOWN OF PALATKA AS RECORDED IN PLAT BOOK 2, PAGE 46 OF THE CURRENT PUBLIC RECORDS OF PUTNAM COUNTY, FLORIDA.
4. PREPARED BY T2 UTILITY ENGINEERS.
5. NO IMPROVEMENTS HAVE BEEN LOCATED EXCEPT AS SHOWN HEREON.
6. ATTENTION IS DIRECTED TO THE FACT THAT THESE MAPS MAY HAVE BEEN REDUCED IN SIZE BY REPRODUCTION. THIS MUST BE CONSIDERED WHEN OBTAINING SCALED DATA.

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS LEGAL DESCRIPTION IS TRUE, ACCURATE, AND WAS PREPARED UNDER MY DIRECTION. I FURTHER CERTIFY THAT SAID LEGAL DESCRIPTION IS IN COMPLIANCE WITH THE STANDARDS OF PRACTICE AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS, PURSUANT TO SECTION 472.027, FLORIDA STATUTES.

BYRON A. FAIRCLOTH DATE: 11/05/2025
FLORIDA PROFESSIONAL SURVEYOR AND MAPPER NO. 6764
T2 UTILITY ENGINEERS 159 S.W. SPENCER COURT, SUITE 106
LAKE CITY, FLORIDA 32024

THIS DESCRIPTION AND COPIES THEREOF ARE NOT VALID WITHOUT THE SURVEYOR'S SIGNATURE AND ORIGINAL SEAL.

CITY OF PALATKA
PARCEL 100 SKETCH
AND DESCRIPTION
NOT A FIELD SURVEY

REVISION	BY	DATE

PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET — PUTNAM COUNTY

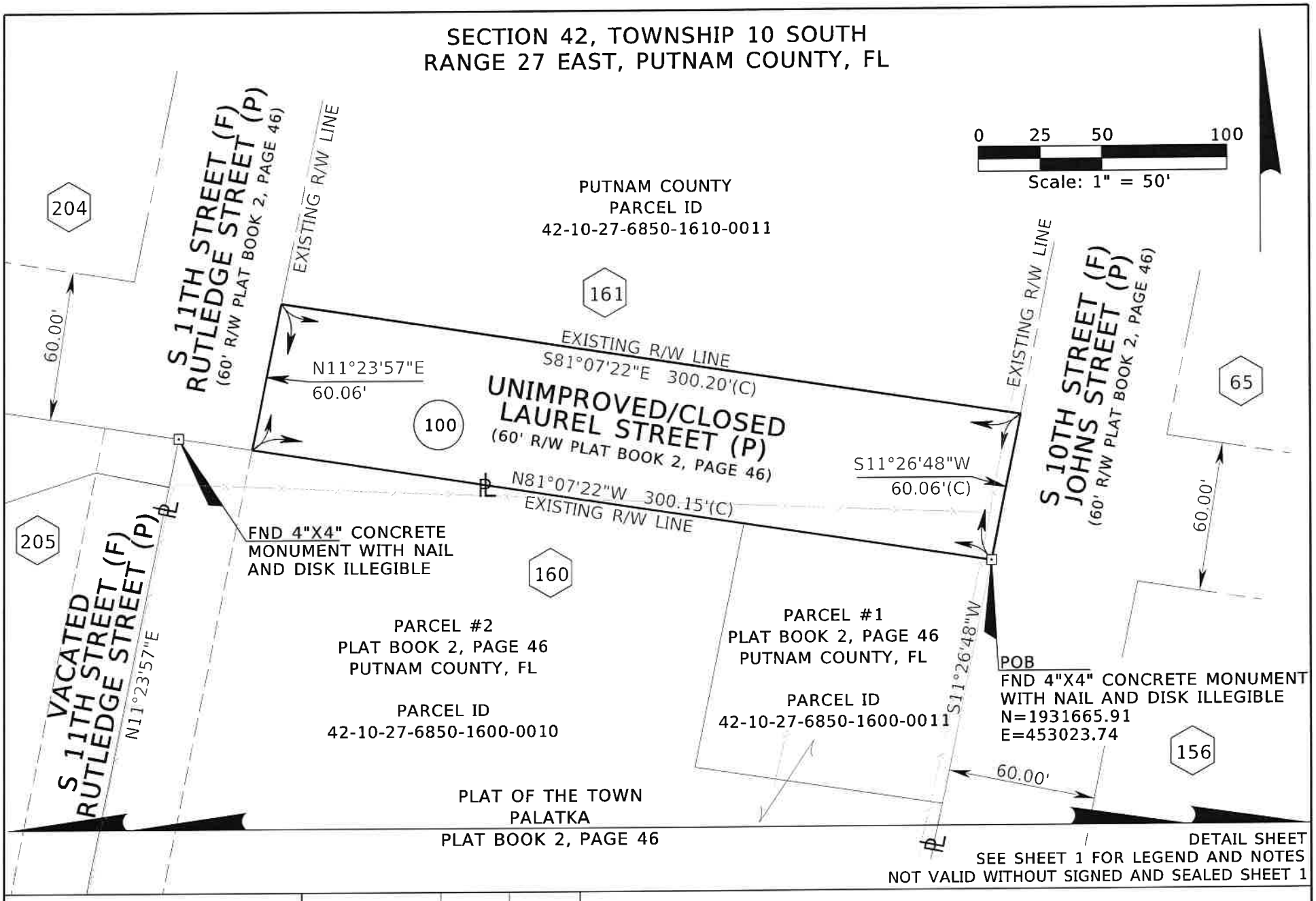
	BY	DATE
DRAWN	C.T.	11-05-2025
CHECKED	B.F.	11-05-2025

PREPARED BY: T2 UTILITY ENGINEERS
159 SW SPENCER COURT, SUITE 106
LAKE CITY, FLORIDA 32024

DATA SOURCE: SURVRD01_4622028.DGN

F.P. NO. N/A | SECTION N/A | SHEET 1 OF 3

SECTION 42, TOWNSHIP 10 SOUTH
RANGE 27 EAST, PUTNAM COUNTY, FL



DETAIL SHEET
SEE SHEET 1 FOR LEGEND AND NOTES
NOT VALID WITHOUT SIGNED AND SEALED SHEET 1

CITY OF PALATKA
PARCEL 100 SKETCH
AND DESCRIPTION
NOT A FIELD SURVEY

REVISION	BY	DATE

PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET — PUTNAM COUNTY

	BY	DATE
DRAWN	C.T.	11-05-25
CHECKED	B.F.	11-05-25

PREPARED BY: T2 UTILITY ENGINEERS
159 SW SPENCER COURT, SUITE 106
LAKE CITY, FLORIDA 32024

DATA SOURCE:
SURVRD01_4622028.DGN

F.P. NO. N/A | SECTION N/A | SHEET 2 OF 3

PARCEL 100 LAUREL STREET - PROPOSED VACATED RIGHT OF WAY PUTNAM COUNTY

All Of Laurel Street Lying Between Blocks 160 And 161 Per Plat Of The Town Of Palatka As Recorded In Plat Book 2, Page 46 Of The Current Public Records Of Putnam County, Florida, Also Lying In Section 42, Township 10 South, Range 27 East, Putnam County, Florida, Being More Particularly Described As Follows:

Begin At The Northeast Corner Of Block 160 Of Plat Of The Town Of Palatka As Recorded In Plat Book 2, Page 46 Of The Current Public Records Of Putnam County Being Marked By A Concrete Monument, Said Point Being At The Intersection Of The Existing Westerly Right Of Way Line Of S 10th Street, Also Known As Johns Street (60' Width Right Of Way Per Plat), With The Existing Southerly Right Of Way Line Of Laurel Street (60' Width Right Of Way Per Plat), Thence North 81°07'22" West Along The Existing Southerly Right Of Way Line Of Said Laurel Street, A Distance Of 300.15 Feet; Thence North 11°23'57"East, A Distance Of 60.06 Feet To The Existing Northerly Right Of Way Line Of Said Laurel Street; Thence South 81°07'22"East Along The Existing Northerly Right Of Way Line Of Said Laurel Street, A Distance Of 300.20 Feet To The Intersection With Aforementioned Existing Westerly Right Of Way Line Of S 10th Street; Thence South 11°26'48"West, A Distance Of 60.06 Feet To The **Point Of Beginning.**

Containing 18,010 Square Feet, More Or Less.

LEGAL DESCRIPTION SHEET
NOT VALID WITHOUT SIGNED AND SEALED SHEET 1.

CITY OF PALATKA
PARCEL 100 SKETCH
AND DESCRIPTION
NOT A FIELD SURVEY

REVISION	BY	DATE

PROPOSED VACATED RIGHT OF WAY OF LAUREL STREET PUTNAM COUNTY

	BY	DATE
DRAWN	C.T.	11-05-2025
CHECKED	B.F.	11-05-2025

PREPARED BY: T2 UTILITY ENGINEERS
159 SW SPENCER COURT, SUITE 106
LAKE CITY, FLORIDA 32024

DATA SOURCE: SURVRD01_4622028.DGN

F.P. NO. N/A SECTION N/A SHEET 3 OF 3

First Reading: Ordinance 2025-19 AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING REGULATIONS FOR SHORT-TERM VACATION RENTALS; PROVIDING FOR DEFINITIONS, REGISTRATION, INSPECTION, AND BUSINESS TAX RECEIPT REQUIREMENTS; PROVIDING FOR PENALTIES; PROVIDING FOR SCRIVENER'S ERRORS; SEVERABILITY; AND AN EFFECTIVE DATE. [Jane West, Esq.]
Short Term Vacation Rental

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST
Adopt an ordinance to regulate short term vacation rentals within the City.

BACKGROUND
Currently the City of Palatka lacks regulations on short term vacation rentals. The City has experienced increased use of residential dwellings as short-term vacation rentals through platforms such as Airbnb and VRBO. Without local regulation, these uses may operate without adequate oversight, potentially leading to safety risks, neighborhood disturbances, and inequitable treatment compared to hotels and traditional lodging.

Florida Statutes, including §509.032(7), permit municipalities to adopt regulations governing short-term rentals, so long as the City does not prohibit vacation rentals nor regulate the duration or frequency of stays. The proposed ordinance complies with these legal constraints while allowing the City to address local impacts consistent with its police powers.

Adopting this ordinance provides Palatka with a structured, fair, and enforceable framework for managing short-term vacation rentals. It protects residents, ensures safety and accountability, preserves neighborhood livability, and supports sustainable tourism—all essential public policy objectives.

PROJECT ANALYSIS
Public Policy Reasons for Adopting the Short-Term Vacation Rental Ordinance
1. Protecting Neighborhood Integrity and Quality of Life
Short-term rentals can increase traffic, noise, parking congestion, and transient activity in traditionally residential neighborhoods. The ordinance helps maintain neighborhood stability and resident well-being by:

- Requiring guests to comply with noise, parking, and trash rules
- Requiring owners to provide guests with written notice of city codes before and during

their stay
- Limiting occupancy based on bedrooms and sleeper sofas to prevent overcrowding

These provisions ensure that the presence of vacation rentals does not diminish the peaceful enjoyment of surrounding residents.

2. Ensuring Health, Safety, and Welfare Through Standards Compliance

Short-term rental properties, unlike traditional hotels, often operate without routine inspections. To protect guests and residents, the ordinance:

- Requires compliance with minimum applicable housing and development standards
- Authorizes complaint-driven or inspector-initiated inspections to ensure code compliance
- Establishes consequences for unsafe or noncompliant properties

These safeguards ensure that transient lodging remains safe, habitable, and consistent with Palatka's adopted codes.

3. Enhancing Accountability Through Local Property Management

The ordinance ensures that owners, especially those living out of town, remain accountable for the use of their properties by:

- Requiring a local representative with a local phone number and physical address
- Ensuring rapid, local contact in the event of disturbances, safety issues, or code violations.

This increases responsiveness and reduces the burden on city staff and law enforcement when issues arise.

4. Protecting Public Resources and Preserving Infrastructure

Unregulated short-term rentals can strain local infrastructure and city services. By requiring:

- Proper trash disposal and compliance with pickup schedules
- Use of appropriate parking areas to prevent congestion and roadway damage. the ordinance helps ensure that public resources remain sustainable and functional for all residents.

5. Supporting Fairness Among Lodging Providers

Traditional lodging establishments—such as hotels, motels, and B&Bs—are subject to stringent regulations and taxes. Without regulating short-term rentals:

- STRs could operate with fewer restrictions, creating market inequities.

By requiring:

- Business tax receipts for STRs
- Compliance with licensing requirements from the Florida Department of Business and Professional Regulation - the ordinance ensures a more level playing field among all

lodging providers.

6. Strengthening Municipal Enforcement Tools
Without an ordinance, the city may lack mechanisms to regulate repeat violators. The ordinance:

- Provides clear penalties for operating without a business tax receipt or failing to follow code
- Allows for revocation or denial of business tax receipts, with due-process protections

These enforcement mechanisms protect the community and give the city meaningful tools to address irresponsible operators.

7. Improving Data Collection for Planning and Enforcement
The required annual rental report gives the city reliable information about:

- The number of rentals operating,
- Their usage levels,
- Patterns that may affect planning, zoning, or enforcement needs.

Data-driven decision-making helps Palatka better manage growth, tourism impact, and code compliance.
8. Balancing Tourism Benefits with Community Protections
Short-term rentals bring visitors who contribute to Palatka's economy, but unmanaged growth can burden neighborhoods and city systems. The ordinance:

- Allows STRs broadly throughout multiple zoning districts
- While implementing reasonable regulations to protect neighborhoods.

This balanced approach supports economic activity without sacrificing community character.

Staff Recommendation
Adopt the ordinance.

ATTACHMENTS

1.	Short Term Vacation Rental 2025-19
2.	Business Impact Statement - Short Term Vacation Rentals
3.	JW memo to CM re Short Term Vacation Rentals

ORDINANCE NO. 2025-19

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING REGULATIONS FOR SHORT-TERM VACATION RENTALS; PROVIDING FOR DEFINITIONS, REGISTRATION, INSPECTION, AND BUSINESS TAX RECEIPT REQUIREMENTS; PROVIDING FOR PENALTIES; PROVIDING FOR SCRIVENER'S ERRORS; SEVERABILITY; AND AN EFFECTIVE DATE.

WHEREAS, the City of Palatka seeks to adopt an ordinance to address short term vacation rentals in the City to regulate the same to provide stability in the zoning districts in which rentals are permitted; and

WHEREAS, ordinances that create a regulatory framework provide consistency and transparency for property owners who are seeking to rent out their properties on a short-term basis; and

WHEREAS, with increased housing costs, short-term vacation rentals provide the ability for property owners to earn additional income through renting out their properties on a short-term basis; and

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

The City hereby adopted Section 94-213 in the City of Palatka municipal code, which provides the following sections:

SECTION 1. PURPOSE AND INTENT
The purpose of this ordinance is to establish reasonable regulations for the operation of short-term vacation rentals within the City of Palatka to protect the health, safety, and welfare of residents and visitors, to ensure compliance with applicable life safety and fire prevention standards, and to provide a uniform registration and inspection process consistent with Florida law.

SECTION 2. AUTHORITY
This ordinance is adopted pursuant to the general powers granted to municipalities under Chapter 166, Florida Statutes, and consistent with the provisions of Chapter 509, Florida Statutes, regulating public lodging establishments.

SECTION 3. DEFINITIONS
For purposes of this ordinance, the following terms shall have the meanings ascribed to them:

1. *Short-Term Vacation Rental* shall have the same meaning as set forth in Section 509.242, Florida Statutes, as may be amended, and includes any unit or group of units in a condominium or cooperative or any individually or collectively owned single-family, two-family, three-family, or four-family house or dwelling unit that is also a transient public lodging establishment but that is not a timeshare project.

2. *Operator* means the owner or person responsible for the management, maintenance, and operation of a short-term vacation rental.

SECTION 4. PERMITTED ZONING DISTRICTS

Short-term vacation rentals shall be permitted uses within the following zoning districts, subject to compliance with this ordinance and all other applicable city codes:

- R-1AA (Single-Family Residential)
- R-1A (Single-Family Residential)
- R-1 (Single-Family Residential)
- R-2 (Two-Family Residential)
- R-3 (Multiple-Family Residential)
- HD (Historic District)
- DR (Downtown Residential)
- DB (Downtown Business)

SECTION 5. REGISTRATION REQUIREMENTS

1. Annual Registration Required.
   All short-term vacation rentals and transient public lodging establishments shall register annually with the City of Palatka.
2. Administrative Fee.
   A non-refundable administrative fee of $300 shall be paid at the time of registration and upon annual renewal.
3. Registration Contents.
   The registration shall include:
   - Name and contact information of the owner and local responsible party.
   - Street address and parcel identification number of the property.
   - Proof of licensure or exemption from the Florida Department of Business and Professional Regulation (DBPR).
   - Proof of current property insurance and local business tax receipt.
   - Statement of maximum occupancy and parking plan.

SECTION 6. ANNUAL INSPECTION AND LIFE SAFETY REQUIREMENTS

1. Inspection Requirement.
   Each registered short-term vacation rental shall be subject to annual inspection by the City's Fire Department to verify compliance with life safety and fire prevention requirements, including but not limited to:
   - Functional smoke alarms and carbon monoxide detectors.
   - Fire extinguishers in compliance with code.
   - Unobstructed egress routes.
   - Electrical safety standards.
   - Compliance with the Florida Fire Prevention Code.
2. Certificate of Inspection.
   Upon satisfactory inspection, a Certificate of Inspection shall be issued and must be displayed in a conspicuous place within the unit.

3. Failure to Pass Inspection.
   Failure to meet life safety standards shall result in suspension or revocation of the registration until deficiencies are corrected.

SECTION 7. BUSINESS TAX RECEIPT
All short-term vacation rentals and transient public lodging establishments shall obtain and maintain a valid City of Palatka Business Tax Receipt pursuant to Article V of the Palatka Code of Ordinances prior to operation.

SECTION 8. ENFORCEMENT AND PENALTIES
1. Operation of a short-term vacation rental without valid registration or inspection approval shall constitute a violation of this ordinance.
2. Violations shall be subject to enforcement under Chapter 162, Florida Statutes, and the City of Palatka Code Enforcement provisions.
3. Repeated or willful violations may result in suspension or revocation of registration.

SECTION 9. SEVERABILITY
If any section, subsection, sentence, clause, or provision of this ordinance is held invalid, the remainder shall not be affected and shall remain in full force and effect.

SECTION 10. EFFECTIVE DATE
This ordinance shall take effect immediately upon adoption by the City Commission of the City of Palatka.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 11th day of December 2025.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 8th day of January 2026.

CITY OF PALATKA

BY:_____
Roberta Correa, Its Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

_____
Jane West, City Attorney

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: "Short Term Vacation Rental Ordinance." More specifically:

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING REGULATIONS FOR SHORT-TERM VACATION RENTALS; PROVIDING FOR DEFINITIONS, REGISTRATION, INSPECTION, AND BUSINESS TAX RECEIPT REQUIREMENTS; PROVIDING FOR PENALTIES; PROVIDING FOR SCRIVENER'S ERRORS; SEVERABILITY; AND AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

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- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
  a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
  b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or

[1] See Section 166.041(4)(c), Florida Statutes.

d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

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1. Protecting Neighborhood Integrity and Quality of Life

Short-term rentals can increase traffic, noise, parking congestion, and transient activity in traditionally residential neighborhoods. The ordinance helps maintain neighborhood stability and resident well-being by:

- Requiring guests to comply with noise, parking, and trash rules
- Requiring owners to provide guests with written notice of city codes before and during their stay
- Limiting occupancy based on bedrooms and sleeper sofas to prevent overcrowding

These provisions ensure that the presence of vacation rentals does not diminish the peaceful enjoyment of surrounding residents.

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- While implementing reasonable regulations to protect neighborhoods.

This balanced approach supports economic activity without sacrificing community character.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:
(a) An estimate of direct compliance costs that businesses may reasonably incur;
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.
Each short term vacation rental owner would have to pay the $300 annual registration fee – this would be a new charge imposed by the ordinance. In addition, the owner would have to obtain a BTR if they have not done so already. Fire inspections should already be occurring so that regulatory cost would remain the same. The revenue would be $300 per unit on an annual basis.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:
It is estimated that there are 7 STRs in Palatka based on registration with DBPR.

4. Additional information the governing body deems useful (if any):

MEMORANDUM

TO: Marcia Carty, City Manager

FROM: Jane West, City Attorney

RE: Short Term Vacation Rentals

DATE: May 16, 2025

I. Introduction

Per your request, this memorandum provides an overview of the current legal framework governing short-term vacation rentals ("STRs") in the State of Florida. It delineates the extent of state preemption over local regulations, identifies permissible local regulatory measures, and cites recent municipal ordinances enacted within Florida.

Florida has a clear definition of vacation rentals. According to the Florida Department of Business & Professional Regulation (DBPR), these are defined as:

Any unit or group of units in a condominium or cooperative or any individually or collectively owned single-family, two-family, or four-family house or dwelling unit that is also a transient public lodging establishment but that is not a timeshare project.

II. State Preemption Framework

The regulation of STRs is predominantly preempted to the State of Florida. This preemption is codified in Section 509.032(7)(b), Florida Statutes, which stipulates:

"A local law, ordinance, or regulation may not prohibit vacation rentals or regulate the duration or frequency of rental of vacation rentals."

However, this preemption does not apply to local ordinances adopted on or before June 1, 2011, which are "grandfathered" and thus remain enforceable. The City of Palatka did not have an ordinance in place prior to 2011 (and we still don't). As such, Palatka is preempted from prohibiting or regulating the duration or frequency of STRs.

It is important to note that the State of Florida already regulates and tracks STRs throughout the State. Putnam County currently has 57 licenses for STRs, covering 74 property addresses. Of those, only 7 are licenses in Palatka:

1. 201 S. 13th Street (Current license) (Stamm Majorie Faith DBA Palatka Arts and Crafts Bungalow. Sole STR Property. Owner in Ormond Beach)
2. 6006 E. 7th Manor (Current license)(Dorothy Moores DBA Vacation Rental. Sole STR property. Owner in St. Augustine)
3. 1821 Roselle Ave (Delinquent)(Kristina Smith DBA Mulshine Management. Sole STR property. Owner in St. Augustine)
4. 313 Madison Street (Current license)(Tripi Investments LLC DBA Success Images. Sole STR property. Owner in St. Augustine)
5. 911 S. 13th St (Current license)(Michael Courson. Sole STR property, out of state license holder)
6. 230 St. Johns Drive (Current license)(Euphoria Vacation Homes LLC)(Owns dozens of vacation rentals, all in St. Augustine with the exception of this one property address)
7. 414 River Street (Current license)(Michale Scott Paper Co. LLC DBA Rent & Relax Vacation Rentals)(Owns dozens of vacation rentals throughout north Florida).

III. Prohibited Local Regulations

Local governments are expressly prohibited from enacting ordinances that:

1. **Prohibit Vacation Rentals**: Any outright ban on vacation rentals is preempted by state law.
2. **Regulate Duration or Frequency**: Ordinances that impose minimum or maximum rental periods or limit the number of times a property can be rented within a specific timeframe are prohibited.

An illustrative case is *City of Miami v. Airbnb, Inc.*, 260 So. 3d 478 (Fla. 3d DCA 2018), wherein the court addressed the city's attempt to enforce zoning restrictions on vacation rentals. The court held that while certain zoning regulations are permissible, they must not effectively prohibit vacation rentals or regulate their duration or frequency, as such actions are preempted by state law.

IV. Permissible Local Regulations

Despite the state's preemption, local governments have some limited authority to enact certain regulations concerning STRs, provided they do not contravene the prohibitions outlined in Section 509.032(7)(b). Permissible local regulations that have withstood judicial scrutiny include:

1. **Registration Requirements**: Localities may mandate the registration of vacation rentals, requiring owners to obtain a local business tax receipt or similar authorization.
2. **Safety and Health Inspections**: Municipalities can conduct inspections to ensure compliance with the Florida Building Code and the Florida Fire Prevention Code.
3. **Zoning Regulations**: Local governments may regulate the location of vacation rentals through zoning ordinances, provided such regulations do not effectively prohibit vacation rentals or regulate their duration or frequency.
4. **Nuisance Abatement**: Enforcement of ordinances related to noise, parking, and trash collection is permissible, as these pertain to the general welfare and are not specific to the duration or frequency of rentals.

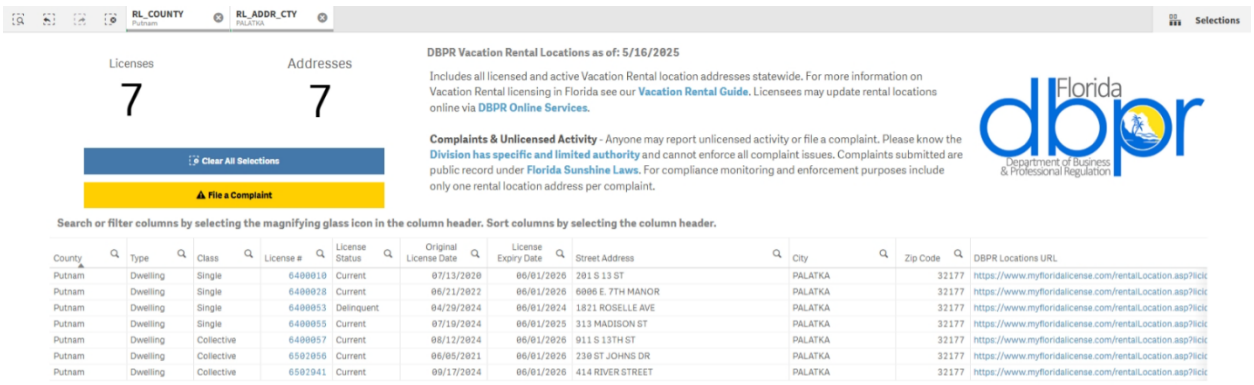
V. Recent Municipal Ordinances

Several Florida municipalities have enacted ordinances regulating STRs within the permissible scope, at times testing the boundaries of the preemption resulting in an excessive amount of litigation on this issue. Some of the ordinances include:

1. **Destin**: Requires short-term rental properties to register with local authorities, obtain a business tax receipt, and comply with occupancy limits based on property size
2. **St. Augustine**: Defines short-term rentals as one- or two-family dwelling units rented more than four times in any calendar year, excluding apartment communities from this definition.
3. **Atlantic Beach**: Defines STRs as rentals of less than 90 days and considers them commercial uses similar to hotels and motels.
4. **Jacksonville**: Permits STRs conditionally in specific zones, requiring land use permits and business licenses.
5. **Kissimmee**: Allows STRs in certain zoning districts, requiring a BTR and fire department inspection.
6. **Cape Coral**: Establishes an annual BTR and employs code enforcement to address non-compliance.

VI. Conclusion

While the state maintains overarching control, local governments retain the ability to implement certain regulations that do not conflict with state law. Municipalities must navigate this legal landscape carefully to ensure their ordinances are enforceable and do not infringe upon the rights preserved under state preemption statutes. Based upon my review of other municipalities, the City of Palatka should at the very least adopt an ordinance defining STRs and charging an annual BTR. Please advise if you would like me to proceed with drafting such an ordinance. Coordination with the Planning Department would be necessary.



County	Type	Class	License #	License Status	Original License Date	License Expiry Date	Street Address	City	Zip Code	DBPR Locations URL
Putnam	Dwelling	Single	6400010	Current	07/13/2020	06/01/2026	201 S 13 ST	PALATKA	32177	https://www.myfloridalicense.com/rentalLocation.asp?lci
Putnam	Dwelling	Single	6400028	Current	06/21/2022	06/01/2026	6006 E. 7TH MANOR	PALATKA	32177	https://www.myfloridalicense.com/rentalLocation.asp?lci
Putnam	Dwelling	Single	6400053	Delinquent	04/29/2024	06/01/2024	1821 ROSELLE AVE	PALATKA	32177	https://www.myfloridalicense.com/rentalLocation.asp?lci
Putnam	Dwelling	Single	6400055	Current	07/19/2024	06/01/2025	313 MADISON ST	PALATKA	32177	https://www.myfloridalicense.com/rentalLocation.asp?lci
Putnam	Dwelling	Collective	6400057	Current	08/12/2024	06/01/2026	911 S 13TH ST	PALATKA	32177	https://www.myfloridalicense.com/rentalLocation.asp?lci
Putnam	Dwelling	Collective	6502056	Current	06/05/2021	06/01/2026	230 ST JOHNS DR	PALATKA	32177	https://www.myfloridalicense.com/rentalLocation.asp?lci
Putnam	Dwelling	Collective	6502941	Current	09/17/2024	06/01/2026	414 RIVER STREET	PALATKA	32177	https://www.myfloridalicense.com/rentalLocation.asp?lci

First Reading: Ordinance 2025-20: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CODE OF ORDINANCES TO PROHIBIT SMOKING AND VAPING IN ALL CITY PARKS; PROVIDING FOR DEFINITIONS; PROVIDING FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR SIGNAGE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; SCRIVENER'S ERRORS AND PROVIDING AN EFFECTIVE DATE. [Jane West, Esq.]
Smoke Free Parks

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Per Commissioner Campbell's request, establishing an ordinance creating smoke free parks in Palatka.

BACKGROUND

1. Public Health Impacts of Smoking

1. The U.S. Centers for Disease Control and Prevention (CDC) estimates that cigarette smoking causes more than 480,000 deaths annually in the United States, including more than 41,000 deaths from exposure to secondhand smoke.
2. There is no safe level of exposure to secondhand smoke, which contains more than 7,000 chemicals, including at least 70 known carcinogens.
3. Exposure to secondhand smoke outdoors has been demonstrated to reach levels comparable to indoor exposure when individuals are within 20–30 feet downwind of a smoker, depending on wind conditions and crowd density.
4. Secondhand smoke is known to aggravate asthma, bronchitis, cardiovascular disease, and respiratory infections, particularly affecting seniors, individuals with compromised health, and young children commonly present in public parks.

2. Public Health Impacts of Vaping and Aerosol Emissions

1. Research from the CDC and the National Academies of Science shows that vapor aerosols are not harmless water vapor; they may contain nicotine, ultrafine particles, heavy metals (such as nickel, tin, and lead), volatile organic compounds, and carcinogenic chemicals.
2. Exposure to e-cigarette aerosol can cause respiratory irritation, bronchial inflammation, and cardiovascular impacts, especially among youth.
3. Florida's youth use rate for e-cigarettes remains among the highest in the nation, and

visible vaping activity in parks increases behavioral cues that contribute to youth nicotine initiation.
4. Public parks are frequented by families, children, and adolescents who are especially susceptible to the harmful effects of both smoking and vaping.

3. Environmental Impacts and Litter

1. Cigarette butts are the single most commonly littered item in the world, with an estimated 4.5 trillion discarded annually.
2. Cigarette filters are made of cellulose acetate, a form of plastic that can take 10–15 years to break down and leach toxic chemicals—including arsenic, benzene, and lead—into soil and waterways.
3. Studies show that cigarette litter can be toxic to aquatic life; a single cigarette butt soaked in a liter of water has been found to release chemicals sufficient to kill small fish.
4. City parks within Florida frequently report cigarette butts as their most common form of waste, requiring additional staff time and municipal expense to remove litter.
5. Vape cartridges and disposable e-cigarettes are an emerging waste problem, contributing plastic waste, lithium-ion battery components, and nicotine residues that pose hazards to sanitation workers, children, and wildlife.
6. Litter resulting from smoking and vaping detracts from the aesthetic and recreational value of public parks and increases municipal maintenance costs.

4. Community and Quality-of-Life Considerations

1. Residents and visitors increasingly expect public recreational spaces to be free from smoke and vapor, and statewide trends show growing public support for smoke-free outdoor environments.
2. Smoke-free park policies have been adopted by numerous Florida municipalities and counties to promote cleaner, healthier public spaces.
3. Parks serve as community assets intended to promote wellness, outdoor recreation, and family activities, all of which are negatively affected by the presence of smoking and vaping.

PROJECT ANALYSIS

Regulating both smoking and vaping within City Parks is necessary to protect the health, safety, and welfare of residents and visitors, reduce environmental harm, and maintain clean, safe recreational areas.

Staff Recommendation

Adopt the ordinance.

ATTACHMENTS

1.	Smoke Free Parks
2.	Business Impact Statement - Smoke Free Parks

ORDINANCE NO. 2025-20

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CODE OF ORDINANCES TO PROHIBIT SMOKING AND VAPING IN ALL CITY PARKS; PROVIDING FOR DEFINITIONS; PROVIDING FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR SIGNAGE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; SCRIVENER'S ERRORS AND PROVIDING AN EFFECTIVE DATE.

SECTION 1. TITLE.
This ordinance shall be known as the "City of Palatka Smoke-Free Parks Ordinance."

SECTION 2. PURPOSE AND INTENT.
The City Commission of the City of Palatka finds that exposure to smoke and vapor products in public parks is detrimental to public health, safety, and welfare; that smoking contributes to litter and environmental degradation; and that providing smoke-free and vapor-free recreational spaces promotes community well-being. The purpose of this ordinance is to prohibit smoking and vaping in all City-owned parks and recreational facilities.

SECTION 3. AUTHORITY.
This ordinance is enacted pursuant to the City's home rule authority under Article VIII, Section 2(b) of the Florida Constitution and Section 166.021, Florida Statutes, as well as the authority granted to municipalities under Section 386.209, Florida Statutes, to regulate smoking in public parks.

SECTION 4. DEFINITIONS.
For the purposes of this ordinance, the following definitions apply:

1. "City Park" means any park, playground, trail, open space, recreational field, waterfront area, or other outdoor recreational facility owned, operated, or maintained by the City of Palatka, whether developed or undeveloped.
2. "Smoke" or "Smoking" means inhaling, exhaling, burning, or carrying any lighted or ignited cigarette, cigar, pipe, or other combustible tobacco or plant product, including marijuana or hemp products, whether natural or synthetic.
3. "Vaping" or "Use of Vapor-Generating Devices" means inhaling or exhaling vapor or aerosol from any electronic cigarette, vape pen, vaporizer, or similar device, whether or not the device contains nicotine, THC, or any other substance.
4. "Person" means any individual, group, or organization, including minors and adults.

SECTION 5. PROHIBITION.
A. Smoking and vaping prohibited.
Smoking, vaping, or the use of any combustion-based or vapor-generating product is prohibited in all City Parks.
B. No exception for designated areas.
No designated smoking or vaping areas shall be permitted within City Parks unless expressly authorized by resolution of the City Commission for a specific temporary event.
C. Exemption.
This prohibition does not apply to smoking or vaping inside a privately owned vehicle located in

a City Park parking lot, provided the smoke or vapor does not escape the vehicle in a manner that affects the public.

SECTION 6. ENFORCEMENT AND PENALTIES.
A. Enforcement authority.
This ordinance may be enforced by the Palatka Police Department, City Park Rangers, Code Enforcement Officers, or any other personnel designated by the City Manager.
B. Penalties.

1. First violation: verbal warning or written notice of violation.
2. Second violation: civil fine not to exceed $50.
3. Third and subsequent violations: civil fine not to exceed $100 per violation and possible trespass from City Parks for repeat offenders.

C. Alternative enforcement.
Nothing herein prohibits the City from seeking other lawful remedies, including trespass warnings or removal from the premises.

SECTION 7. SIGNAGE.
The City shall post signs at park entrances and other appropriate locations stating:
"SMOKE-FREE AND VAPE-FREE PARK – Smoking and Vaping Prohibited (Ordinance No. 2025-20)."
Failure to post signs shall not invalidate enforcement of this ordinance.

SECTION 8. SEVERABILITY.
If any section, subsection, sentence, clause, or phrase of this ordinance is held invalid, the remainder shall continue in full force and effect.

SECTION 9. CODIFICATION.
It is the intent of the City Commission that this ordinance be codified in the Code of Ordinances of the City of Palatka.

SECTION 10. SCRIVENER'S ERRORS
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 Ordinance. A corrected copy shall be posted in the public record by the City Clerk.

SECTION 11. EFFECTIVE DATE.
This ordinance shall take effect immediately upon adoption.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 11th day of December, 2025.

PASSED AND ADOPTED on the second reading by the City Commission of the City of Palatka, Florida, this ____ day of January, 2026.

CITY OF PALATKA

By: _____

Roberta Correa, Mayor

ATTEST:

_____

Karen Hayes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____

Jane West, City Attorney

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference: "Smoke Free Parks" More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CODE OF ORDINANCES TO PROHIBIT SMOKING AND VAPING IN ALL CITY PARKS; PROVIDING FOR DEFINITIONS; PROVIDING FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR SIGNAGE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; SCRIVENER'S ERRORS AND PROVIDING AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
  a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;

[1] See Section 166.041(4)(c), Florida Statutes.

b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):
The City Commission of the City of Palatka finds that exposure to smoke and vapor products in public parks is detrimental to public health, safety, and welfare; that smoking contributes to litter and environmental degradation; and that providing smoke-free and vapor-free recreational spaces promotes community well-being. The purpose of this ordinance is to prohibit smoking and vaping in all City-owned parks and recreational facilities.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:
(a) An estimate of direct compliance costs that businesses may reasonably incur;
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.
Zero.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:
Zero.

4. Additional information the governing body deems useful (if any):

Transmittal Hearing: ORDINANCE 2025-21 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CITY'S COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3191, FLORIDA STATUTES; AMENDING AND UPDATING THE FUTURE LAND USE ELEMENT, TRANSPORTATION ELEMENT, HOUSING ELEMENT, PUBLIC FACILITIES ELEMENT, CONSERVATION ELEMENT, RECREATION AND OPEN SPACE ELEMENT, INTERGOVERNMENTAL ELEMENT, CAPITAL IMPROVEMENT ELEMENT, PROPERTY RIGHTS ELEMENT, HISTORIC PRESERVATION ELEMENT, ECONOMIC DEVELOPMENT ELEMENT; AUTHORIZING TRANSMITTAL TO THE FLORIDA DEPARTMENT OF COMMERCE;PROVIDING LEGISLATIVE FINDINGS; PROVIDING FOR SCRIVENERS'S ERRORS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. [Mr. Aghemo]

STAFF REPORT

DATE: December 11, 2025
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adoption of Comprehensive Plan Amendments and update to the Palatka Comprehensive Plan pursuant to Section 163.3191 of the Florida Statutes.

BACKGROUND

The update of the Comprehensive plan is the implementation of the Palatka Vision Plan which started in 2023. The proposed amendments cover all elements of the plan and are subject to the State coordinated review pursuant to Sec. 163.3184, FL. St.

PROJECT ANALYSIS

The Proposed amendments to the Comprehensive Plan will extend the planning horizon to the year 2045.

Staff Recommendation

Staff Recommend the City Commission to adopt the ordinance for transmittal to the Department of Commerce.

ATTACHMENTS

1.	2025 12 11 City Commision Hearing Presentation
2.	ORD 2025-21 Comprehensive Plan
3.	Business Impact Estimate
4.	01A_2025 10 28 Future Land Use Element (GOPs)
5.	02A_2025 10 06 Housing Element (GOPs)
6.	03A_2025 11 06 Mobility Element (GOPs)

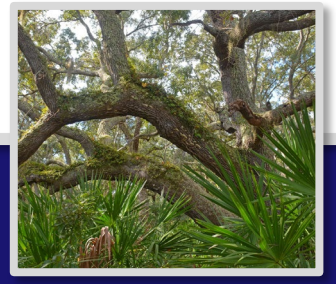
7.	04A_2025 10 28 Recreation & Open Space Element (GOPs)
8.	05A_2025 10 06 Conservation Element (GOPs)
9.	06A_2025 10 28 Public Facilities Element (GOPs)
10.	07A_2025 10 06 Intergovernmental Coordination Element (GOPs)
11.	08A_2025 10 28 Capital Improvements Element (GOPs)
12.	09A_2025 10 06 Private Property Element (GOPs)
13.	10A_2025 10 28 Historic Preservation Element (GOPs)
14.	11A_2025 10 22 Economic Development Element (GOPs) v2
15.	06A1_Water Supply Facilities Work Plan
16.	06A2_Population Projections Memorandum
17.	08A1_2025 12 04 Capital Improvement Schedule - CC Hearing Draft
18.	01B_2025 10 06 Future Land Use Element (D&A)

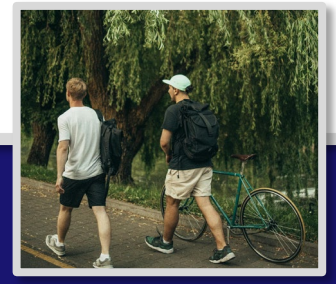
In partnership with:

JBPro

2045 CITY of Palatka

COMPREHENSIVE PLAN UPDATE





Transmittal Hearing

Thursday, December 11, 2025

01 Project Background

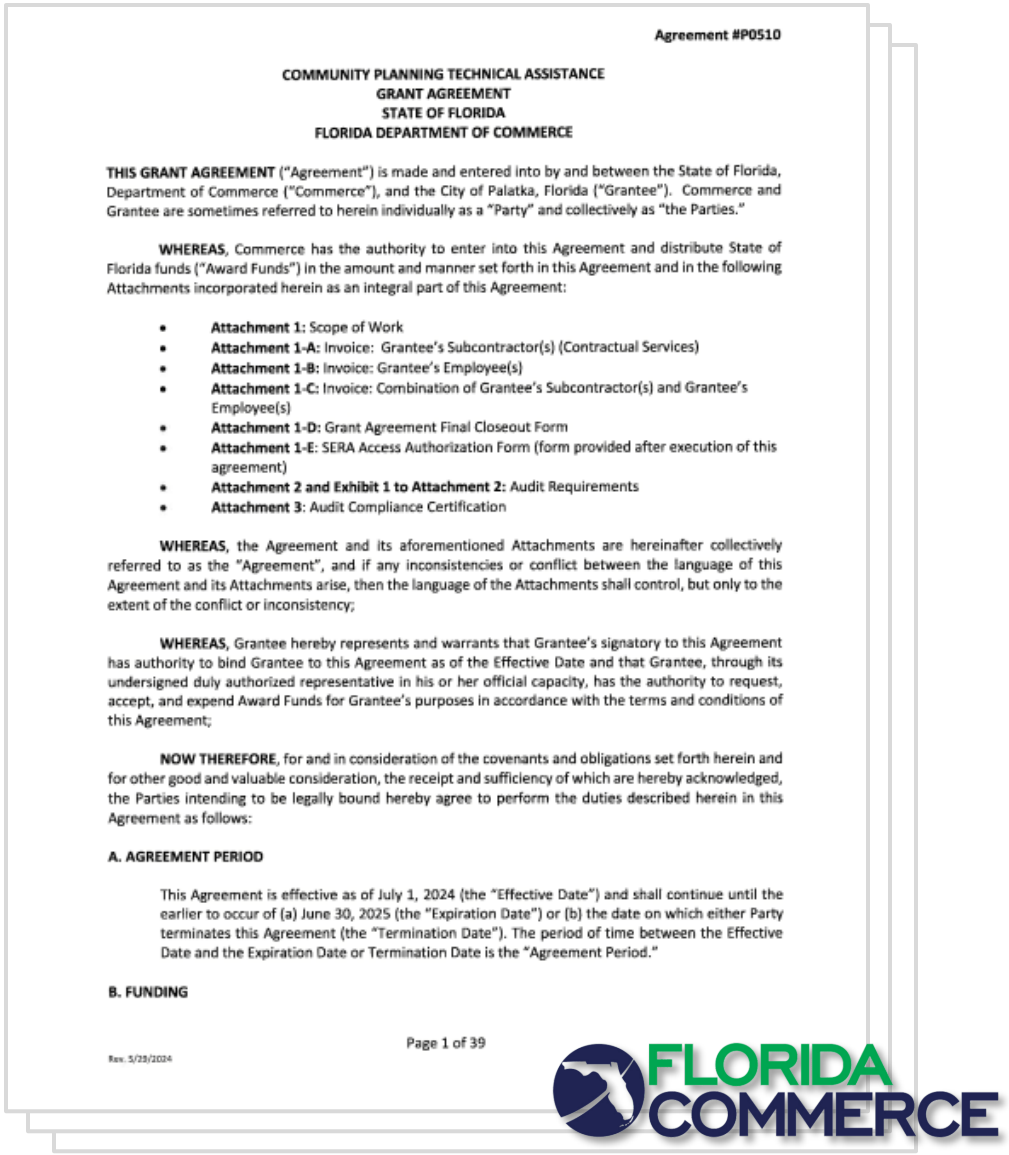
02 The Comprehensive Plan

03 Proposed Updates

04 Anticipated Next Steps

AGENDA

PROJECT BACKGROUND



Agreement #P0510

COMMUNITY PLANNING TECHNICAL ASSISTANCE
GRANT AGREEMENT
STATE OF FLORIDA
FLORIDA DEPARTMENT OF COMMERCE

THIS GRANT AGREEMENT ("Agreement") is made and entered into by and between the State of Florida, Department of Commerce ("Commerce"), and the City of Palatka, Florida ("Grantee"). Commerce and Grantee are sometimes referred to herein individually as a "Party" and collectively as "the Parties."

WHEREAS, Commerce has the authority to enter into this Agreement and distribute State of Florida funds ("Award Funds") in the amount and manner set forth in this Agreement and in the following Attachments incorporated herein as an integral part of this Agreement:

- **Attachment 1:** Scope of Work
- **Attachment 1-A:** Invoice: Grantee's Subcontractor(s) (Contractual Services)
- **Attachment 1-B:** Invoice: Grantee's Employee(s)
- **Attachment 1-C:** Invoice: Combination of Grantee's Subcontractor(s) and Grantee's Employee(s)
- **Attachment 1-D:** Grant Agreement Final Closeout Form
- **Attachment 1-E:** SERA Access Authorization Form (form provided after execution of this agreement)
- **Attachment 2 and Exhibit 1 to Attachment 2:** Audit Requirements
- **Attachment 3:** Audit Compliance Certification

WHEREAS, the Agreement and its aforementioned Attachments are hereinafter collectively referred to as the "Agreement", and if any inconsistencies or conflict between the language of this Agreement and its Attachments arise, then the language of the Attachments shall control, but only to the extent of the conflict or inconsistency;

WHEREAS, Grantee hereby represents and warrants that Grantee's signatory to this Agreement has authority to bind Grantee to this Agreement as of the Effective Date and that Grantee, through its undersigned duly authorized representative in his or her official capacity, has the authority to request, accept, and expend Award Funds for Grantee's purposes in accordance with the terms and conditions of this Agreement;

NOW THEREFORE, for and in consideration of the covenants and obligations set forth herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties intending to be legally bound hereby agree to perform the duties described herein in this Agreement as follows:

A. AGREEMENT PERIOD

This Agreement is effective as of July 1, 2024 (the "Effective Date") and shall continue until the earlier to occur of (a) June 30, 2025 (the "Expiration Date") or (b) the date on which either Party terminates this Agreement (the "Termination Date"). The period of time between the Effective Date and the Expiration Date or Termination Date is the "Agreement Period."

B. FUNDING

Page 1 of 39

Rev. 5/23/2024

FLORIDA COMMERCE

Fall 2023 — Work begins on **Vision Plan**

May 2024 — **CPTA grant** application submitted for **Comprehensive Plan Update**

Aug. 2024 — City of Palatka **Vision Plan** approved

Oct. 2024 — **CPTA grant** awarded

Nov. 2024 — City hires planning team to update Comprehensive Plan

June. 2025 — Grant requirements **successfully met**

PROJECT BACKGROUND

CITY of Palatka

Lorenzo Aghemo
Project Manager (Staff)

JBPro

Nick Hill, AICP
Project Manager

Kathie Ebaugh, FAICP
Principal in Charge

Jacob Alderman
Planner

PRIME

THE CORRADINO GROUP

Edward Ng, AICP
Transportation Planner

SUB-CONSULTANT

THE COMPREHENSIVE PLAN

What is it?

A document that guides and enables the future actions of a community by establishing strategic planning directives and service standards.

The Comprehensive Plan also serves to:

Coordinate local decision-making

Provide guidance to landowners

Implement a community vision

THE COMPREHENSIVE PLAN

2045 CITY of Palatka COMPREHENSIVE PLAN UPDATE

What topics are addressed?

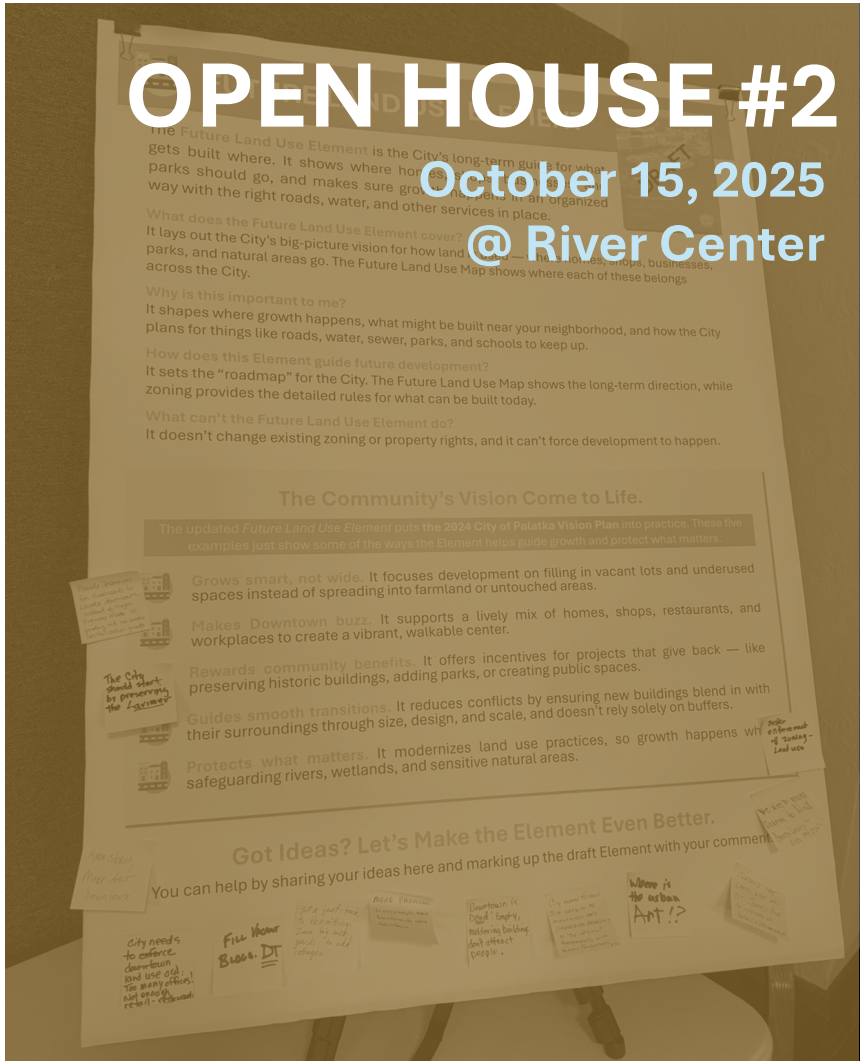
- Future Land Use
- Housing
- Mobility
- Recreation & Open Space
- Conservation
- Public Facilities
- Intergovernmental Coordination
- Capital Improvements
- Private Property Rights
- Historic Preservation
- Economic Development

Required Element
Optional Element

THE COMPREHENSIVE PLAN

OPEN HOUSE #1

September 24, 2025
@ the Larimer Arts Center



OPEN HOUSE #2

October 15, 2025
@ River Center

Update Objectives

Maintain Consistency with Florida Statutes

Implement the Community Vision Plan

Align with Best Practices

PROPOSED UPDATES

Statutory Basis

§163.3177(6)(a), Florida Statues

Intent

- To set the City's long-term vision for how land is used
- To guide growth in an organized way with supporting infrastructure
- To provide a framework for future zoning and development decisions

PROPOSED UPDATES

Statute-Based Changes

- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon
- Allows *electrical substations* in most future land use categories (§163.3208, F.S.)
- Permits *floating solar facilities* in the Other Public Facilities future land use category (§163.32051, F.S.)

PROPOSED UPDATES

Vision-Based Changes

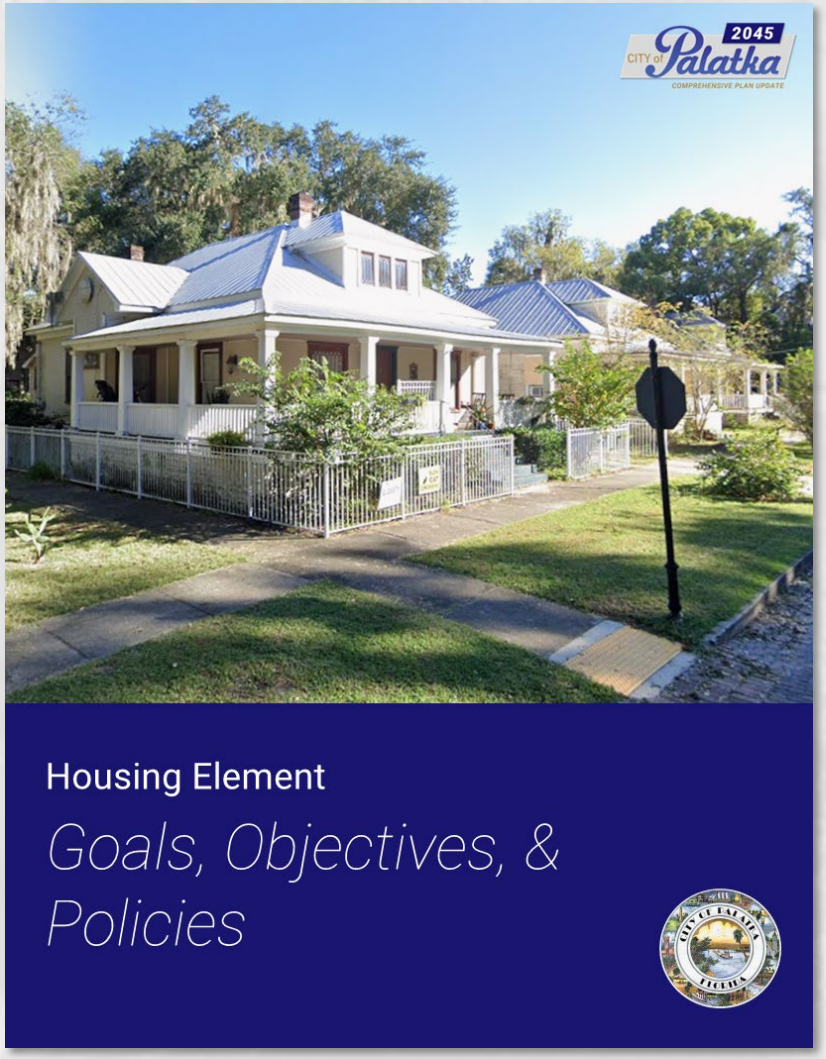
- Creates a Mixed-Use future land use category for the downtown area which allows:
  - 20 dwelling units per acre, and
  - A floor area ratio of 4.0
- Directs the City to evaluate the establishment of:
  - A *Density Bonus Program*, if certain public benefits are provided by the developer
  - *Incentives* to encourage development in areas already served by existing public infrastructure

PROPOSED UPDATES

Best Practices Changes

- Consolidates the future land use categories into an easy-to-read table
- Refocuses PUD zoning to be reserved for projects with a superior design that cannot be achieved through standard zoning provisions
- Restructures GOPs for improved readability and organization
- Updates and reformats all maps for aesthetic improvements and readability

PROPOSED UPDATES



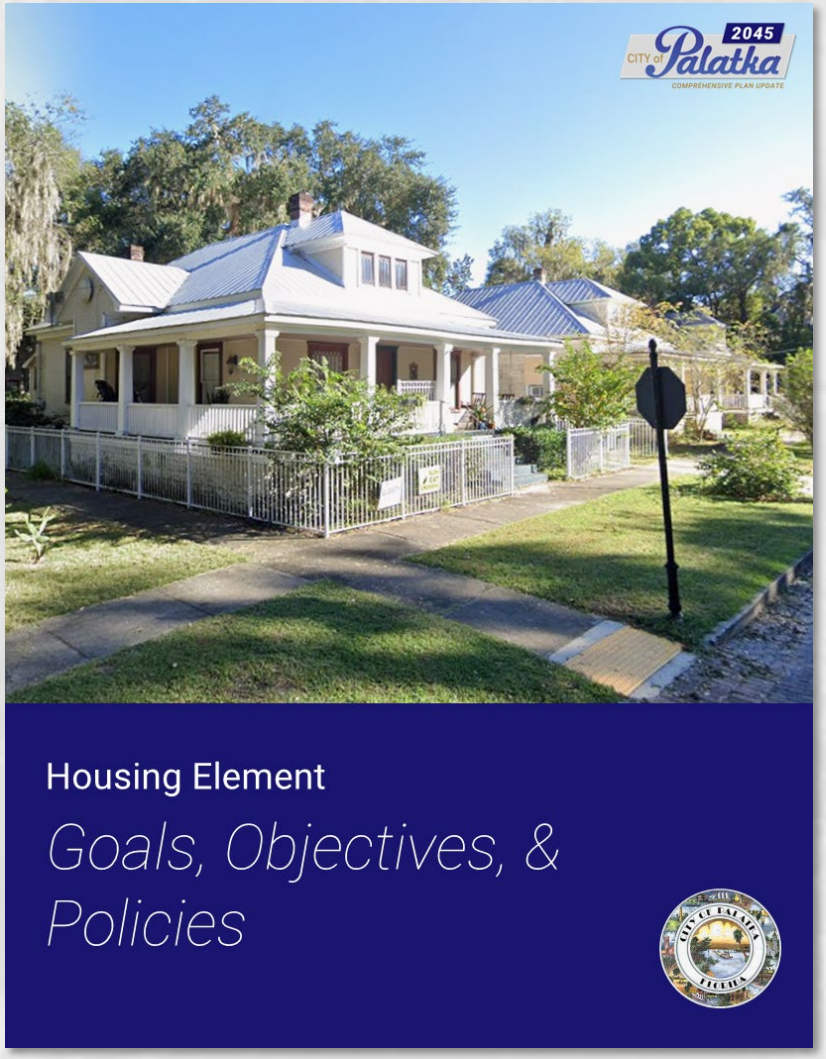
Statutory Basis

§163.3177(6)(f), Florida Statues

Intent

- To ensure adequate, safe, and affordable housing for current and future residents
- To improve existing housing and eliminate substandard conditions
- To provide sites for a full range of housing types with needed infrastructure
- To guide programs to create, preserve, and distribute affordable housing across the City

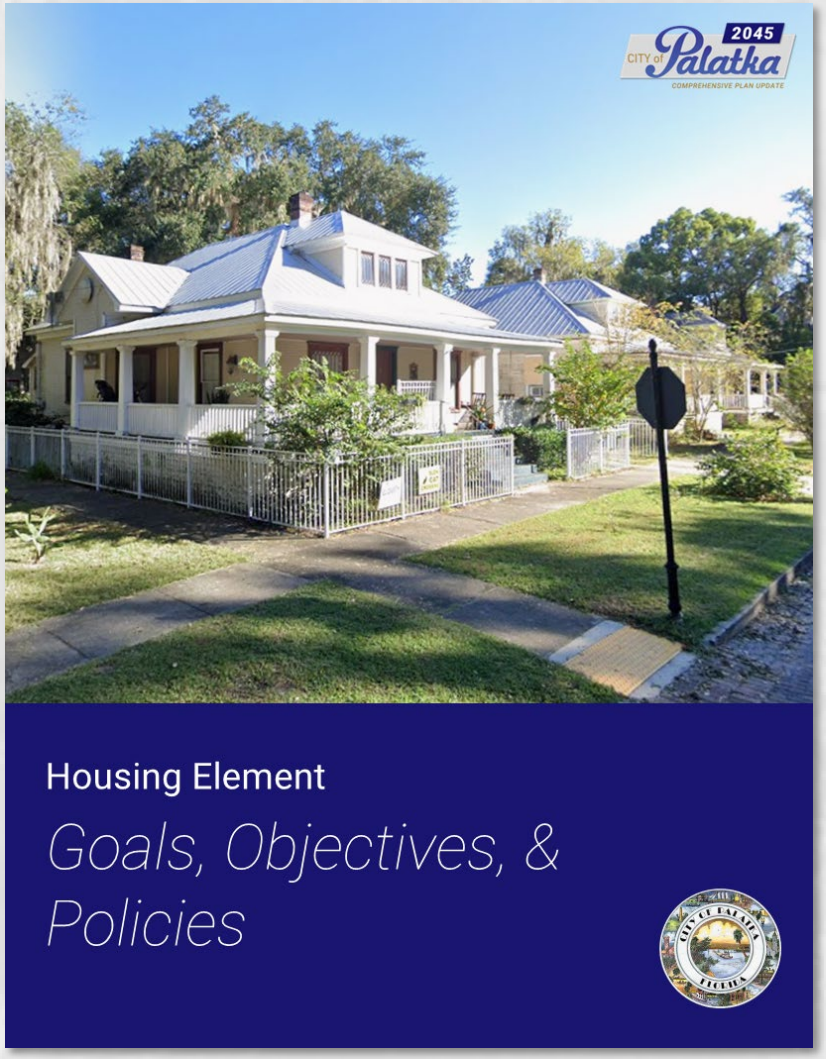
PROPOSED UPDATES



Statute-Based Changes

- Directs the City to maintain a public inventory of City-owned properties suitable for affordable housing (§163.3208, F.S.)
- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

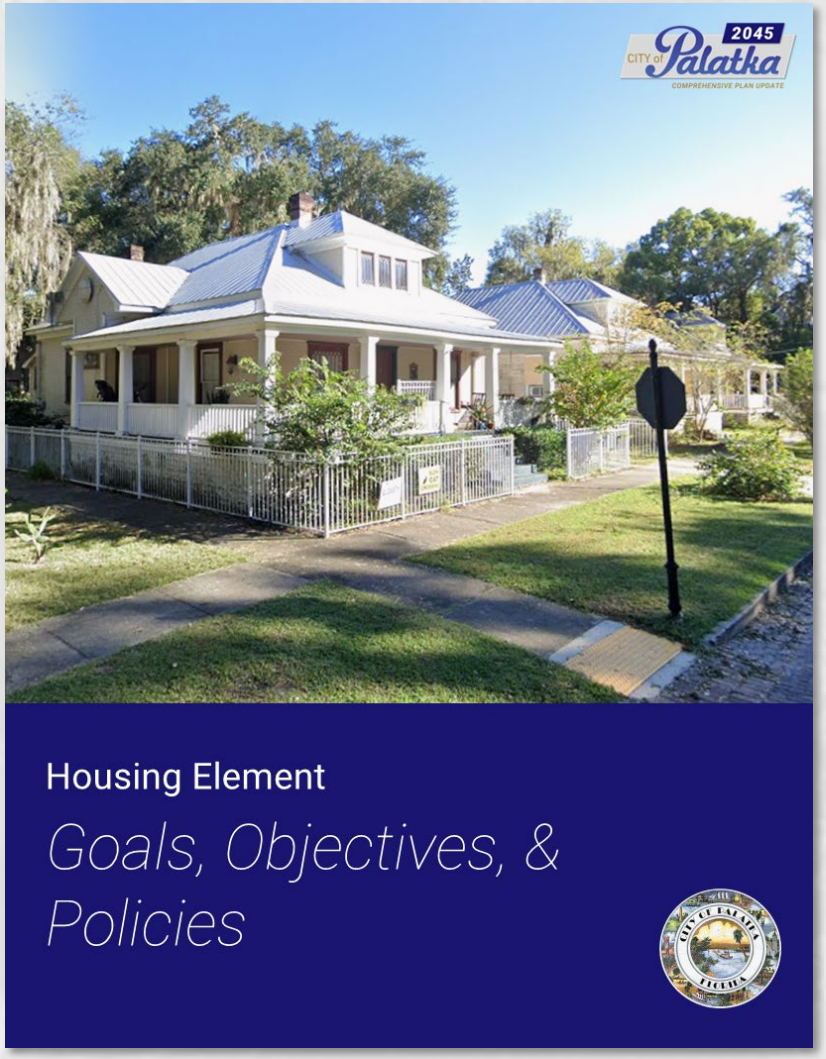
PROPOSED UPDATES



Vision-Based Changes

- Directs the City to evaluate updates to the Land Development Regulations (LDR's) to...
  - support the expansion and diversification of housing
  - incentivize the development of new dedicated affordable housing units
- Directs the City to help property owners preserve and enhance naturally occurring affordable housing

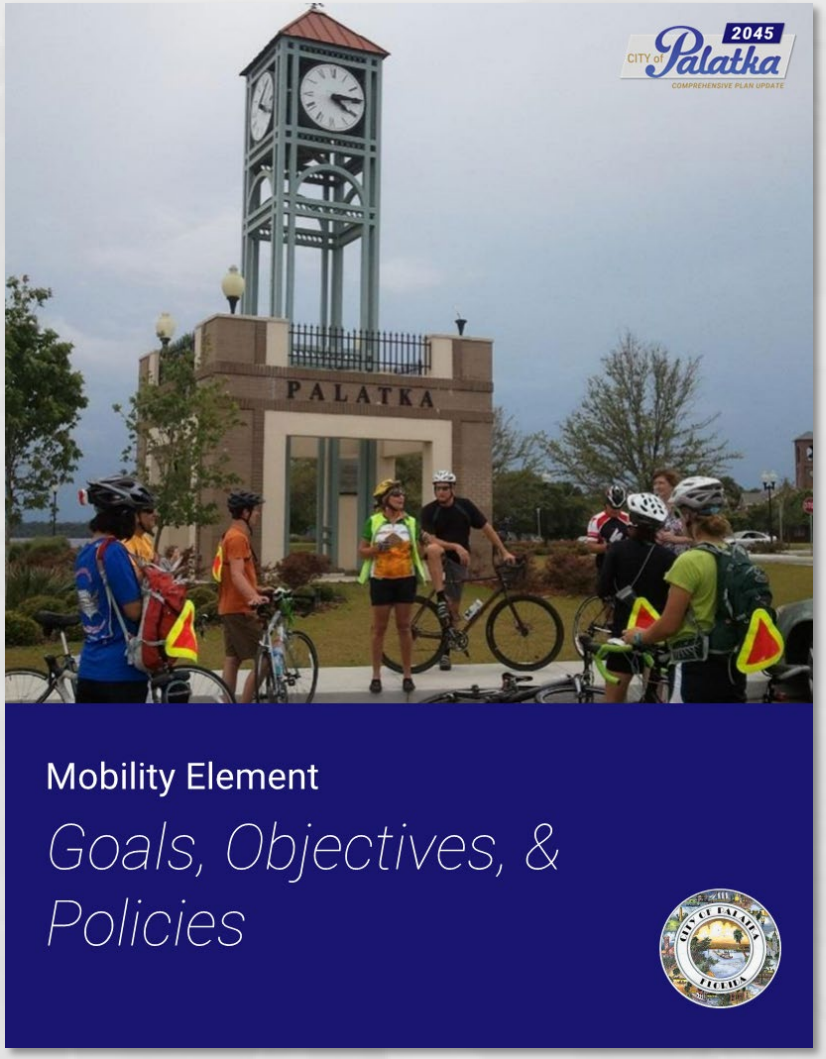
PROPOSED UPDATES



Best Practices Changes

- Creates a clear distinction between dedicated affordable housing units and naturally occurring affordable housing
- Adds new provisions related to the rehabilitation and replacement of substandard units
- Restructures GOPs for improved readability and organization

PROPOSED UPDATES



Developed in partnership with: THE CORRADINO GROUP

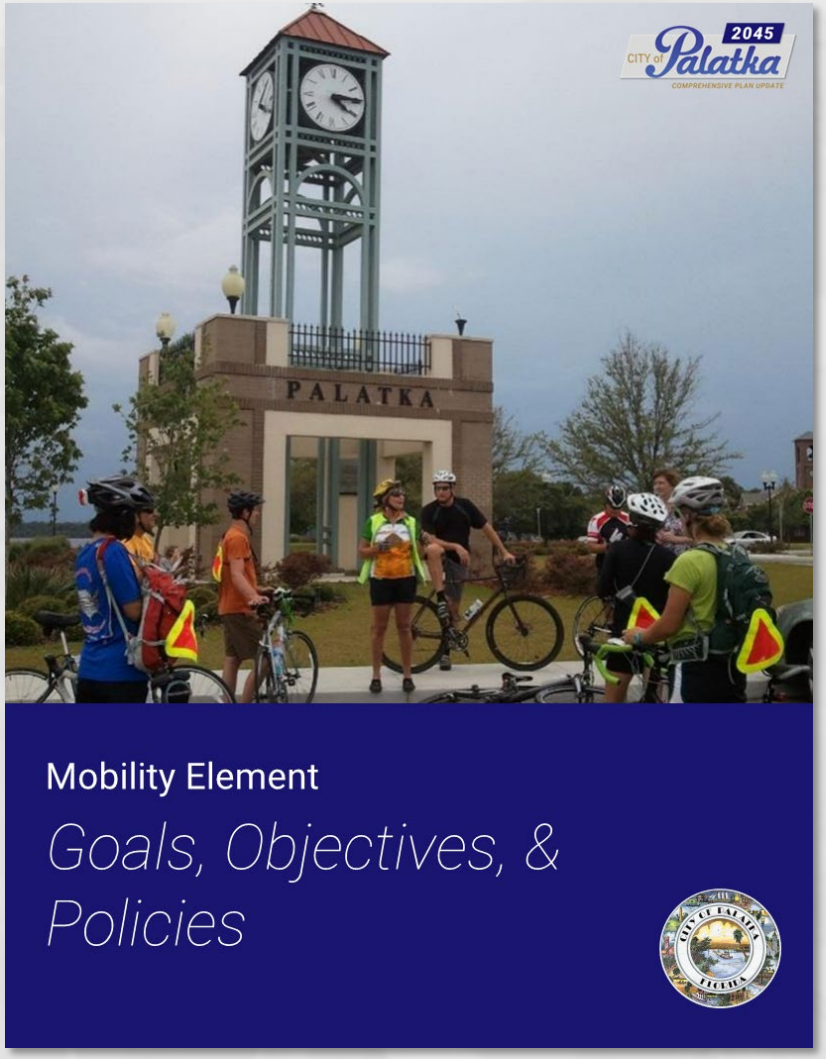
Statutory Basis

§163.3177(6)(b), Florida Statues

Intent

- To plan for a safe, convenient, and multimodal transportation system
- To emphasize public transit, where feasible, and support all travel modes
- To coordinate transportation with the Future Land Use Map and other plan elements
- To align with state, regional, and MPO transportation plans and programs

PROPOSED UPDATES

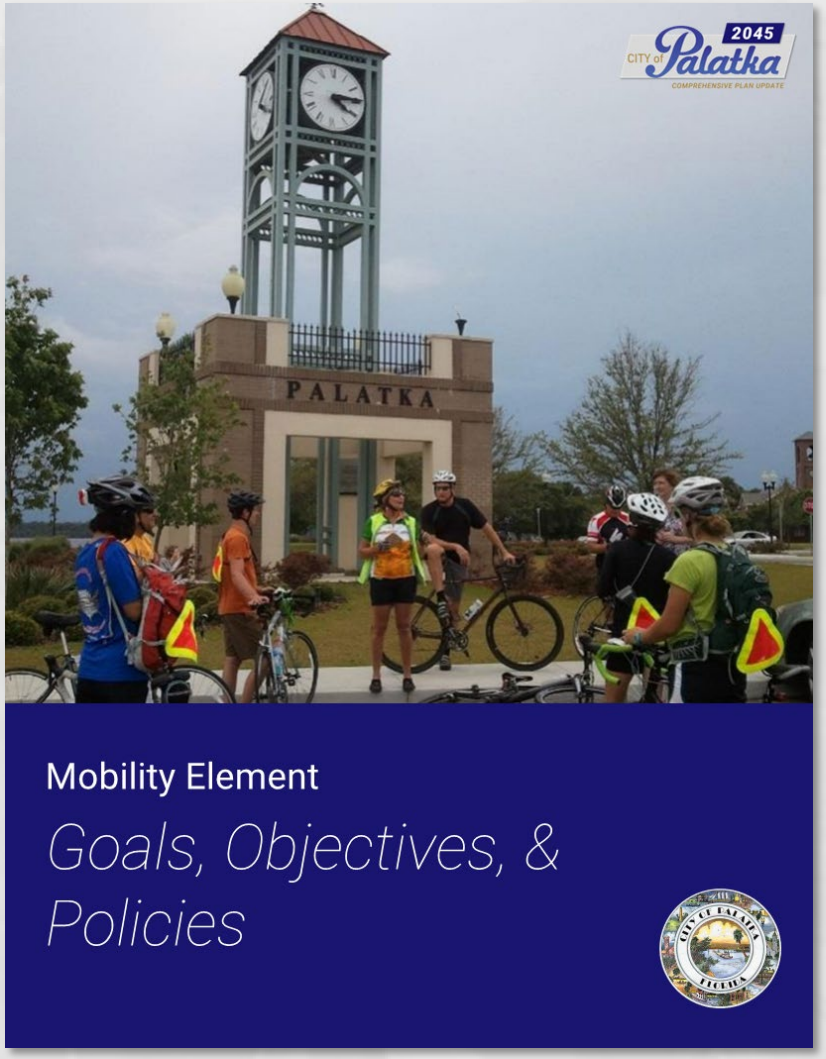


Developed in partnership with: THE CORRADINO GROUP

Statute-Based Changes

- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

PROPOSED UPDATES

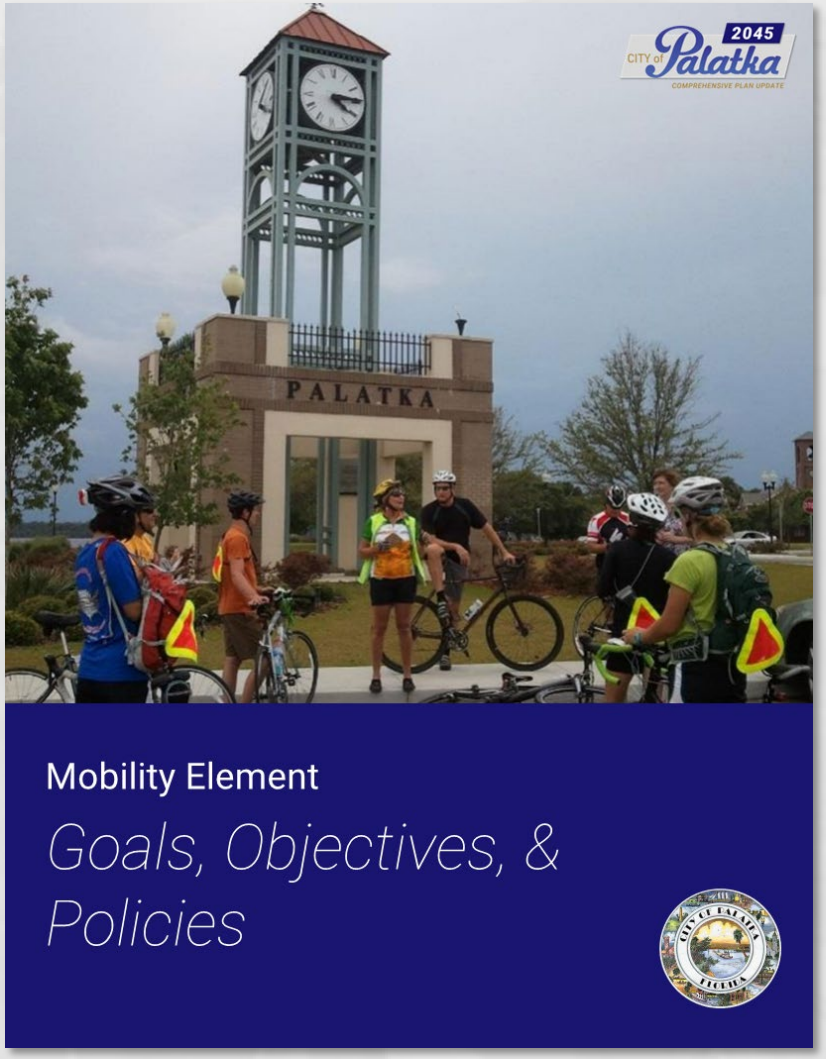


Vision-Based Changes

- Includes a series of policies which allow the City to cultivate a more connected pedestrian network
- Provides supportive policies which support the City's status as a designated Florida Trail Town

Developed in partnership with: THE CORRADINO GROUP

PROPOSED UPDATES



Developed in partnership with: THE CORRADINO GROUP

Best Practices Changes

- Directs the City to develop a *Long-Range Transportation Master Plan* to enhance the functionality and accessibility of the network
- Identifies potential streets for road diets
- Includes coordination with transit providers
- Lays the groundwork for a water-taxi service
- Restructures GOPs for improved readability and organization

PROPOSED UPDATES

Statutory Basis

§163.3177(3)(e), Florida Statues

Intent

- To plan for a comprehensive system of parks, open spaces, and recreational facilities
- To provide public and private spaces for play, leisure, and community gathering
- To protect and enhance access to natural areas, waterways, and beaches
- To ensure recreation opportunities support quality of life for all residents

PROPOSED UPDATES

Statute-Based Changes

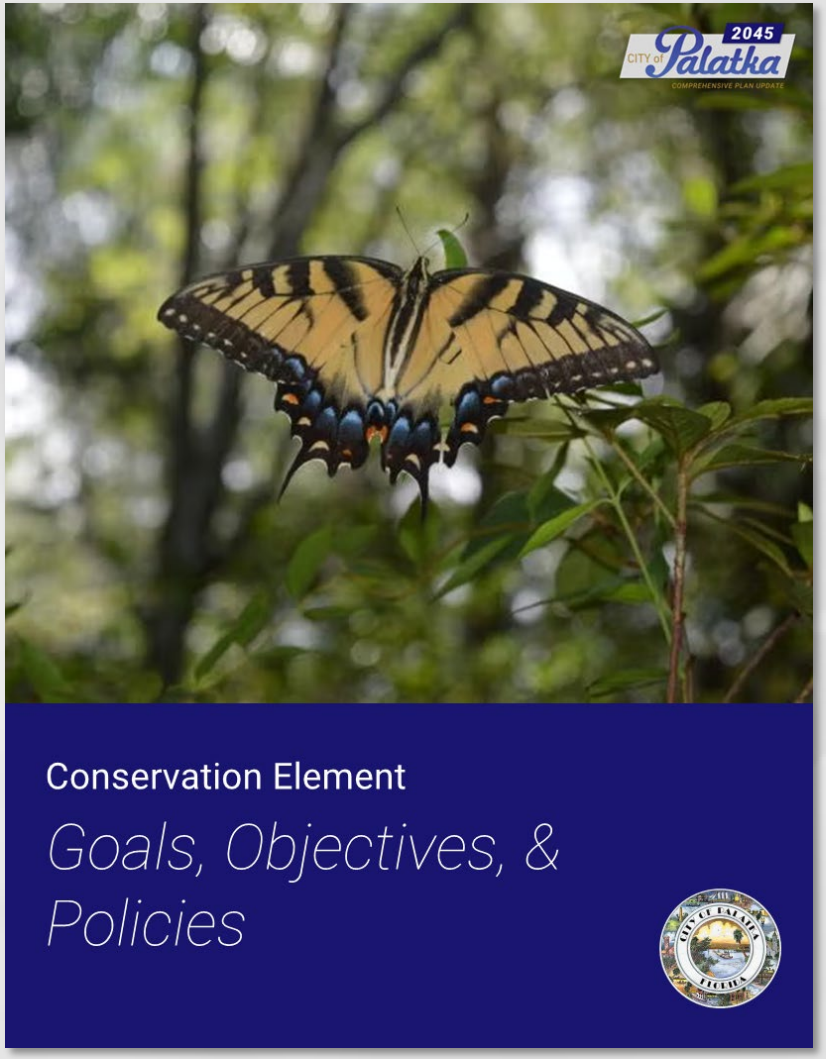
- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

PROPOSED UPDATES

Best Practices Changes

- Enforces the Parks and Recreation Facilities Impact Fee
- Directs the City to update its Level of Service standards for the parks and open space system to:
  - Provide a more formal open space management system
  - Consider facility proximity in addition to total space provided
- Restructures GOPs for improved readability and organization

PROPOSED UPDATES



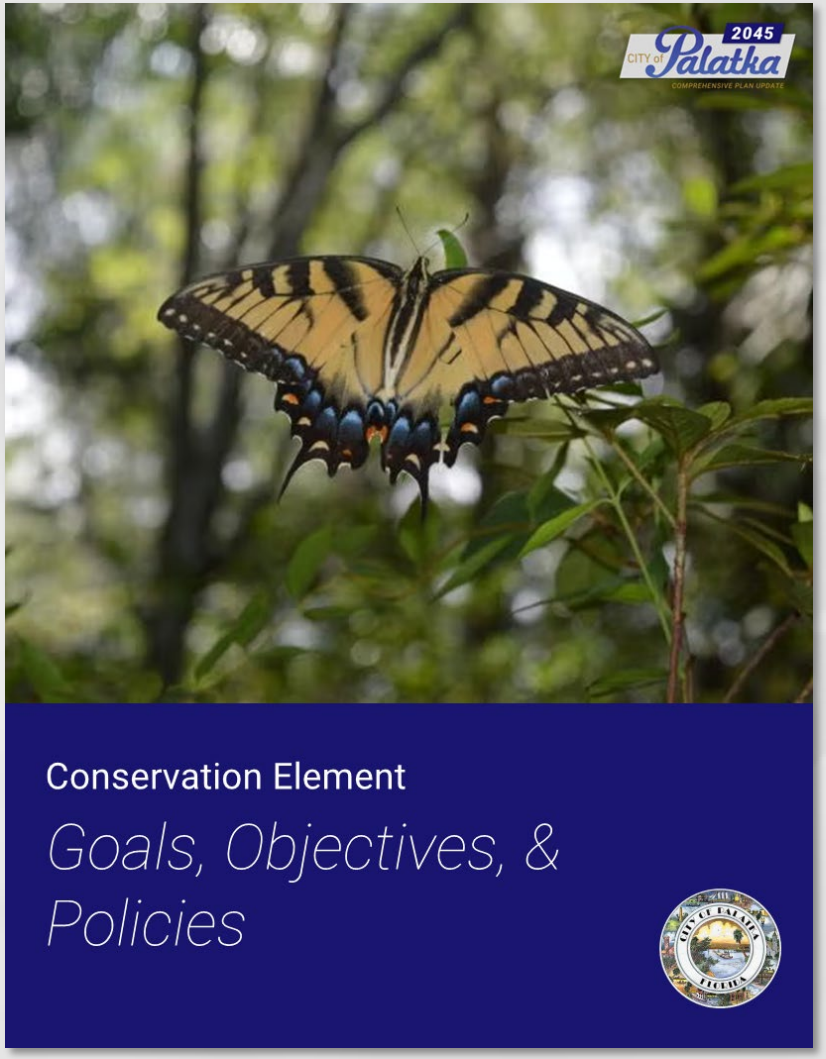
Statutory Basis

§163.3177(5)(d), Florida Statues

Intent

- To protect and manage air, water, wetlands, soils, and other vital natural resources
- To conserve wildlife, fisheries, habitats, and native ecosystems for long-term health
- To guide land use and development to avoid harm to environmentally sensitive areas
- To promote sustainable use of resources and coordination with regional conservation efforts

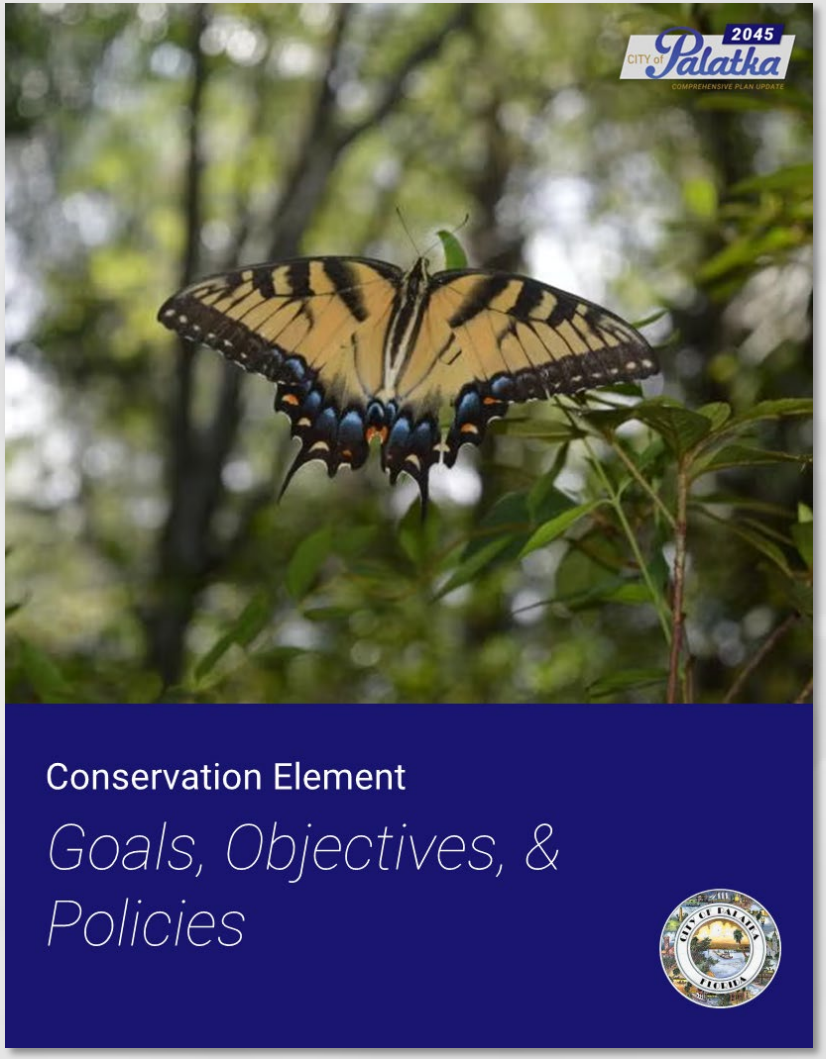
PROPOSED UPDATES



Statute-Based Changes

- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

PROPOSED UPDATES



Best Practices Changes

- Directs the City develop regulatory incentives within the LDRs which:
  - Preserve native vegetation and natural resources
  - Result in long-term conservation and restoration of environmentally sensitive lands
  - Protect water resources
- Restructures GOPs for improved readability and organization

PROPOSED UPDATES

Statutory Basis

§163.3177(6)(c), Florida Statues

Intent

- To plan for reliable sewer, water, drainage, solid waste, and aquifer recharge systems
- To identify current deficiencies and future infrastructure needs
- To coordinate facility upgrades and expansion to support planned growth
- To conserve water resources and protect natural drainage and recharge areas

PROPOSED UPDATES

Statute-Based Changes

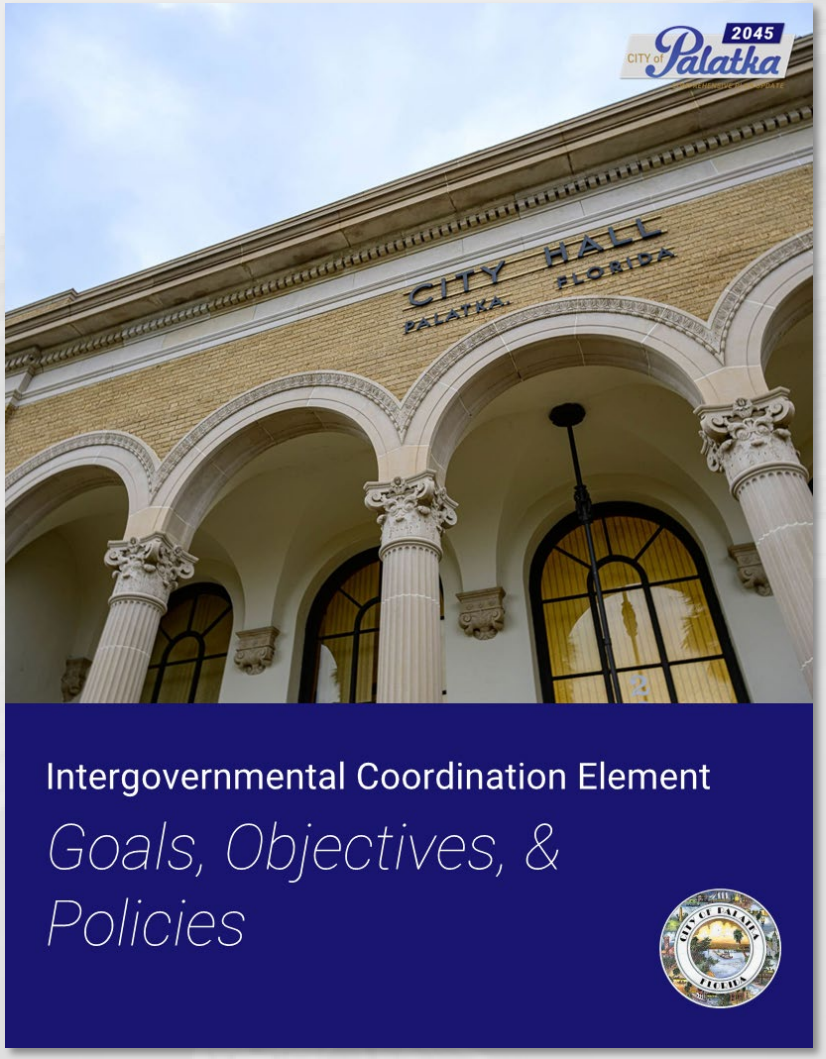
- Adopts a Water Supply Facilities Work Plan, by reference
- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

PROPOSED UPDATES

Best Practices Changes

- Includes provisions which help implement the Water Supply Facilities Work Plan
- Defers level of service requirements to the Capital Improvements Element
- Restructures GOPs for improved readability and organization

PROPOSED UPDATES



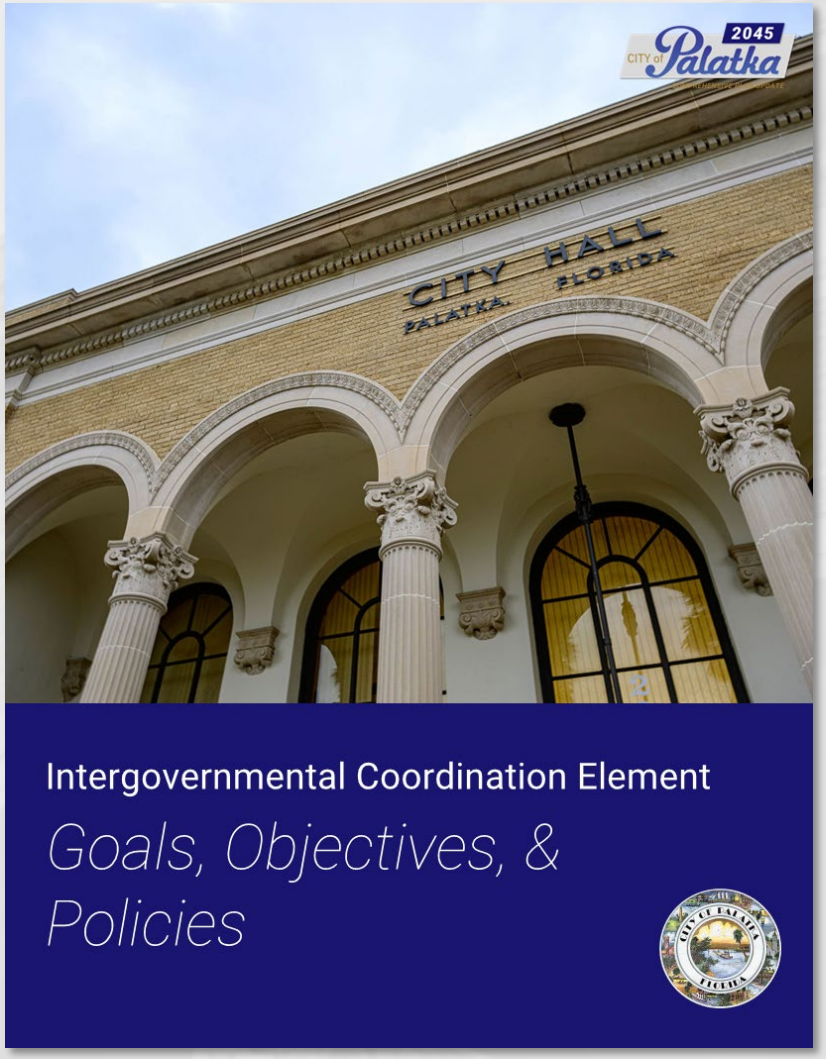
Statutory Basis

§163.3177(h), Florida Statues

Intent

- To coordinate the City's Comprehensive Plan with plans of neighboring governments, agencies, and service providers
- To establish joint planning areas and agreements for annexation, infrastructure, and public services, as needed
- To promote collaboration on schools, population projections, and facility planning

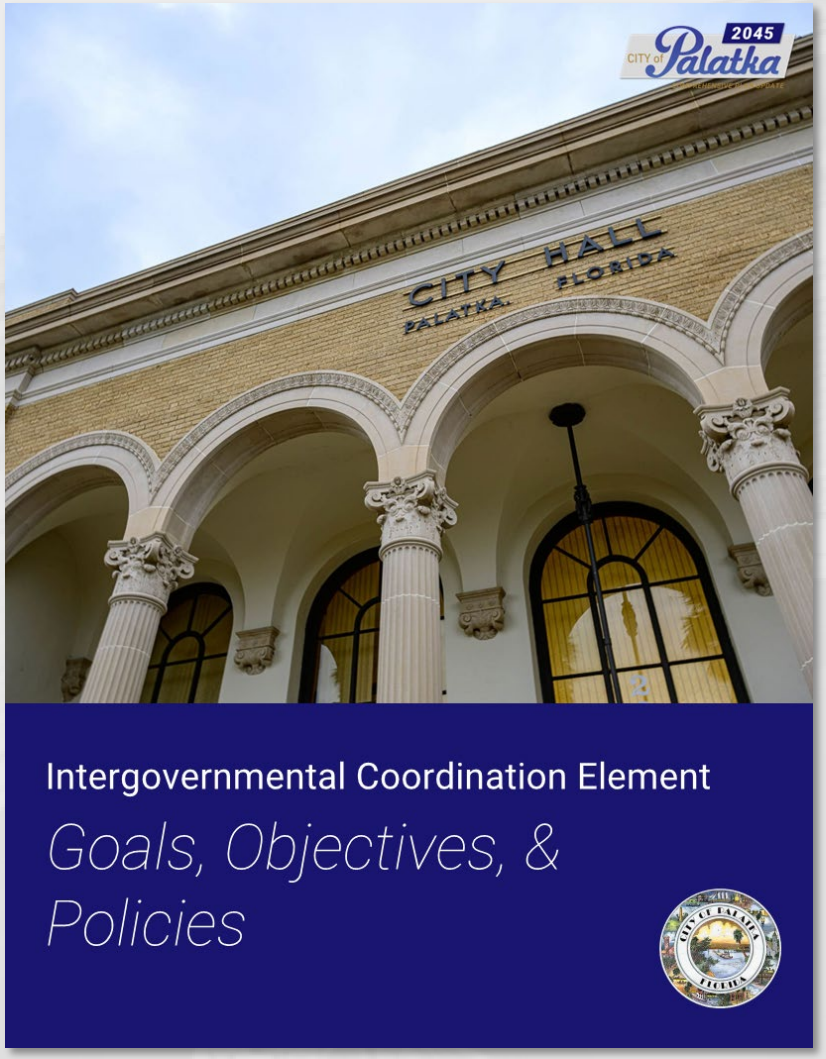
PROPOSED UPDATES



Statute-Based Changes

- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

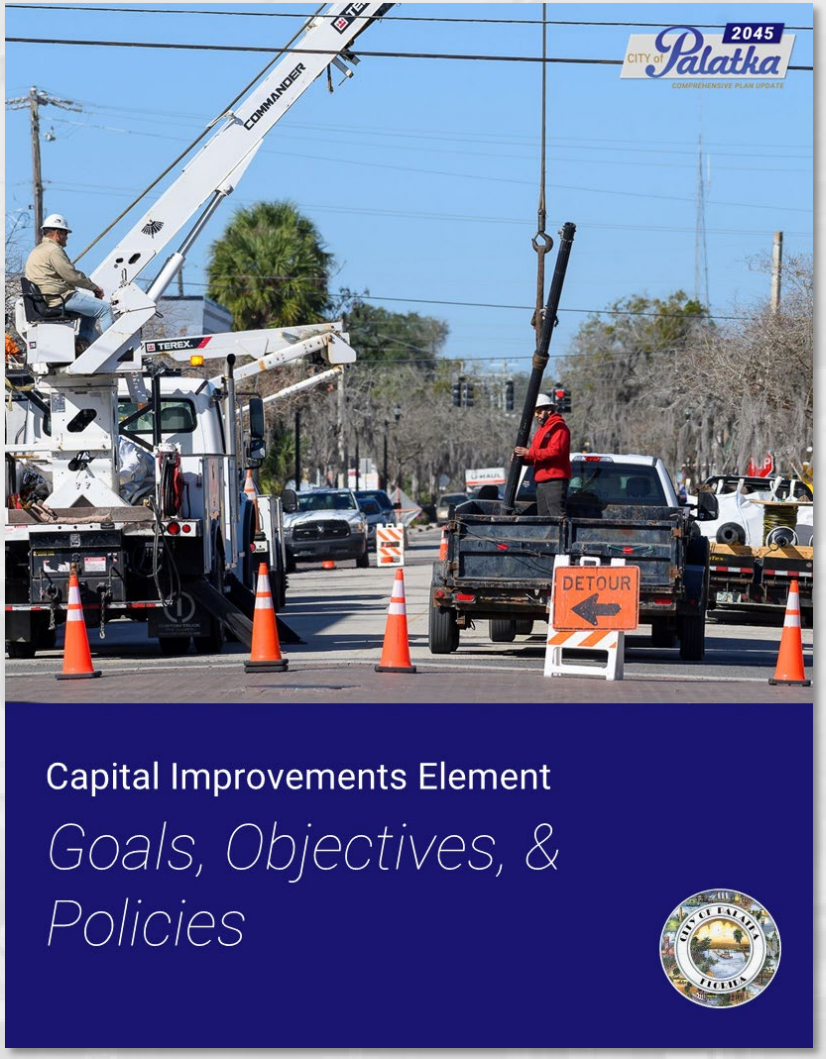
PROPOSED UPDATES



Best Practices Changes

- Directs the City to attempt an ISBA with Putnam County that establishes clear boundaries for service delivery, revenue sharing, and annexation, providing a collaborative alternative to annexation disputes under Florida Statutes Chapter 171
- Adds language recognizing Putnam County and incorporated municipalities as partners of the Florida Seaport Transportation and Economic Development Council (§163.3178, F.S.)
- Restructures GOPs for improved readability and organization

PROPOSED UPDATES



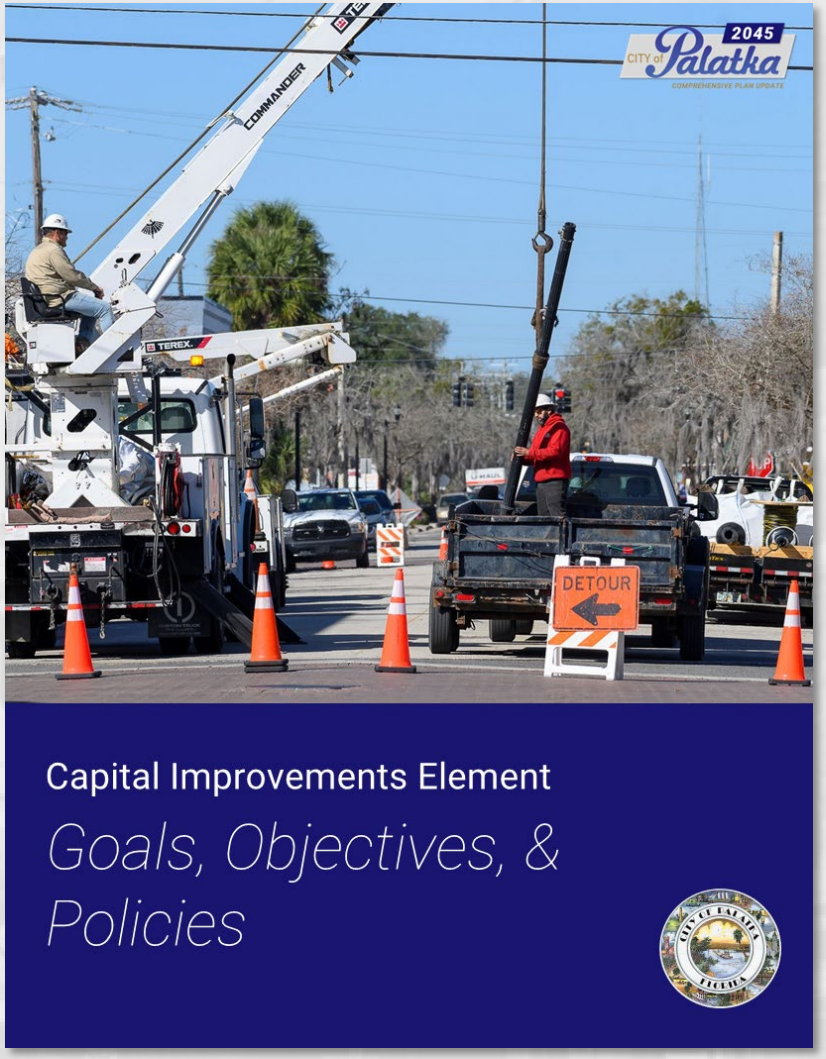
Statutory Basis

§163.3177(3)(a), Florida Statues

Intent

- To plan and prioritize major public facility projects to support growth and service needs
- To identify costs, funding sources, timing, and locations for future infrastructure investments
- To ensure facilities meet adopted levels of service and correct existing deficiencies

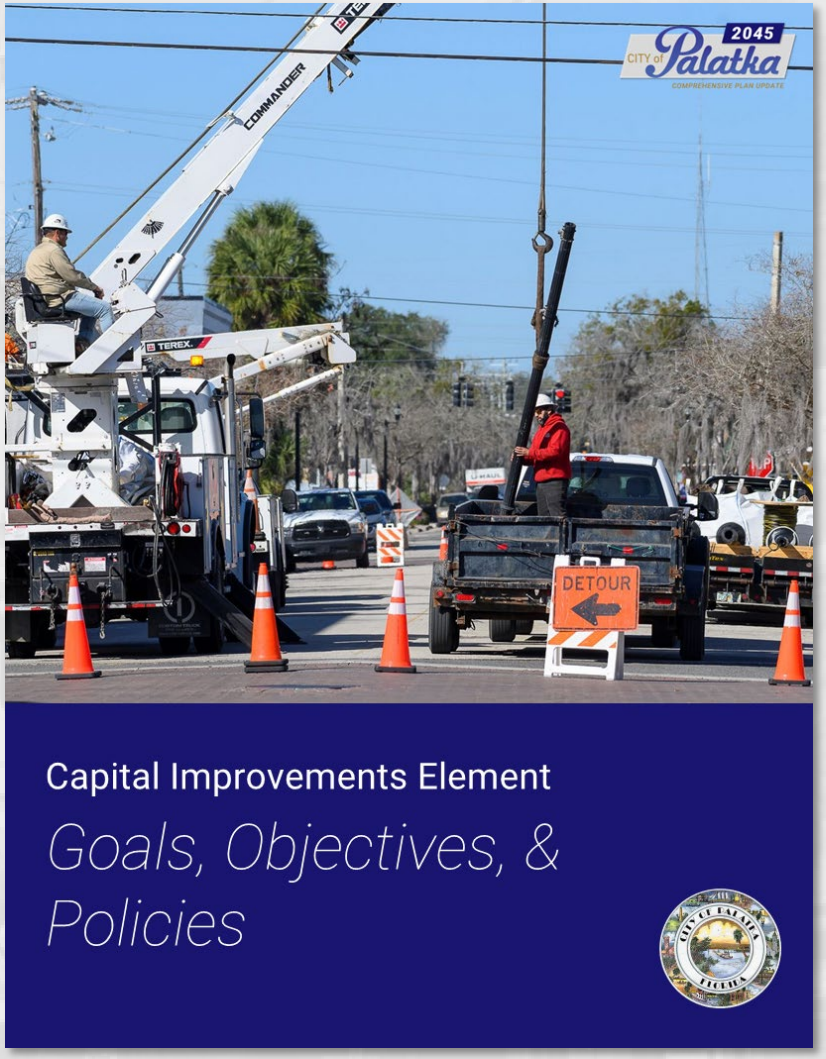
PROPOSED UPDATES



Statute-Based Changes

- Adopts an updated 5-Year Schedule of Capital Improvements
- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

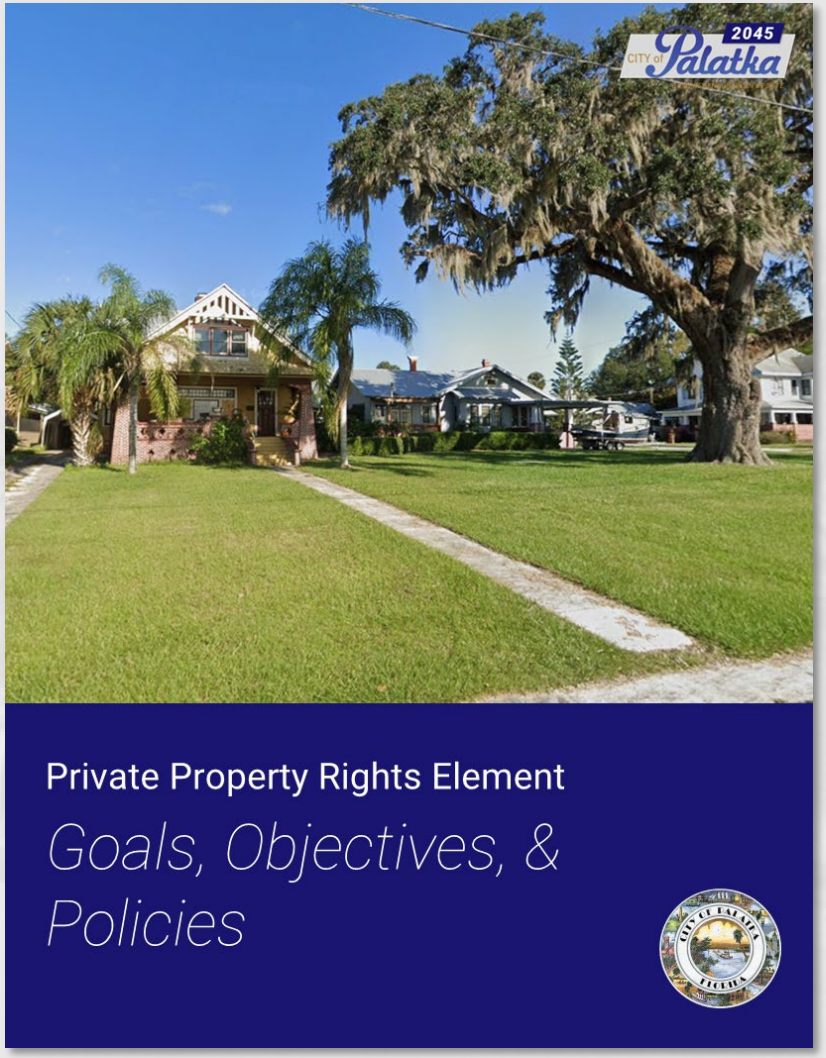
PROPOSED UPDATES



Best Practices Changes

- Consolidates level of service standards within a single element, which:
  - Eliminates redundancies across elements
  - Reduces the chances of conflicting provisions between elements
- General restructuring of GOPs for improved readability and organization

PROPOSED UPDATES



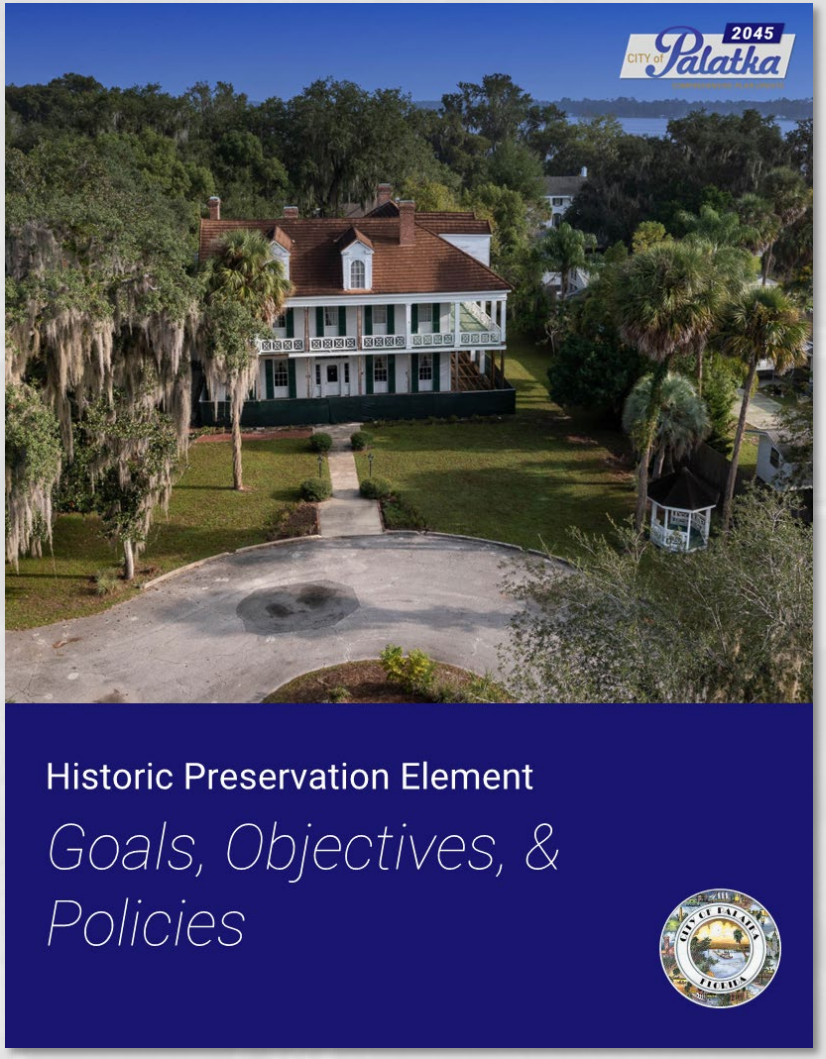
Statutory Basis

§163.3177(i), Florida Statues

Intent

- To ensure constitutionally protected private property rights are considered
- To protect the right to possess, control, and exclude others from private property
- To recognize the right to use, maintain, develop, and improve property within legal limits
- To affirm the right to sell, gift, or otherwise dispose of private property

PROPOSED UPDATES



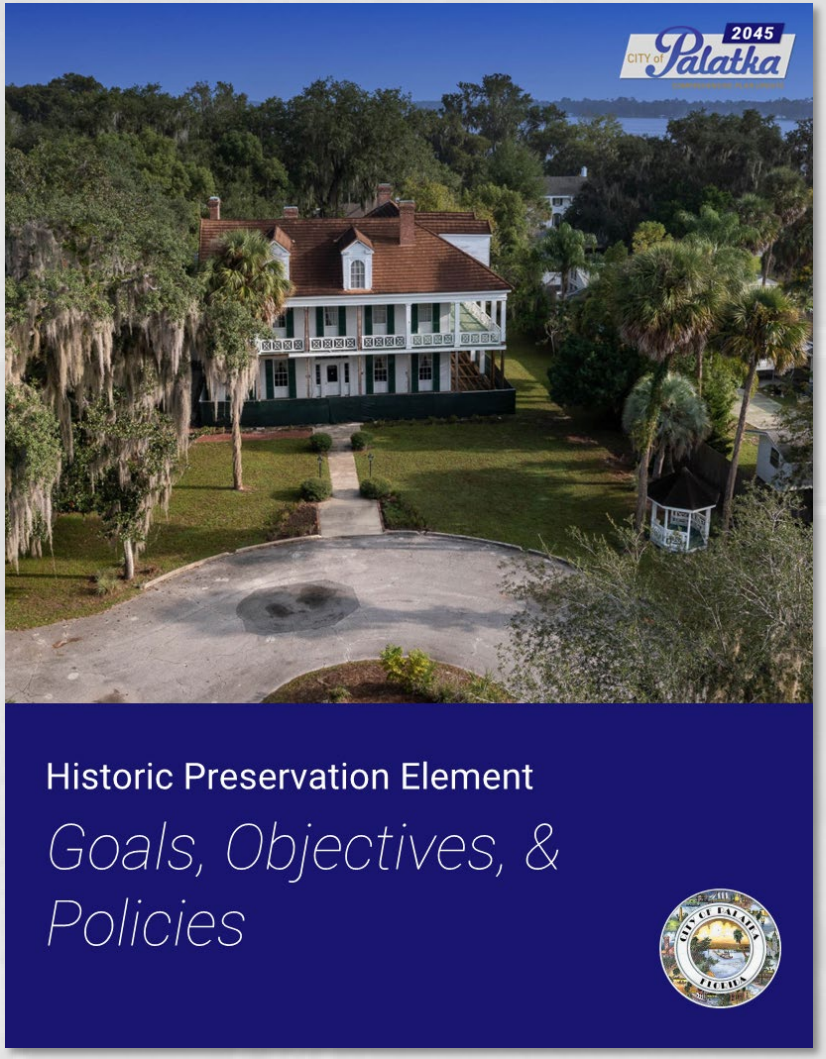
Statutory Basis

None (Optional Element per §163.3177, F.S.)

Intent

- To identify, document, and inventory historic and cultural resources
- To promote the protection, restoration, and adaptive reuse of historic structures
- To pursue funding and partnerships to support preservation efforts
- To integrate historic resources into community planning and development decisions

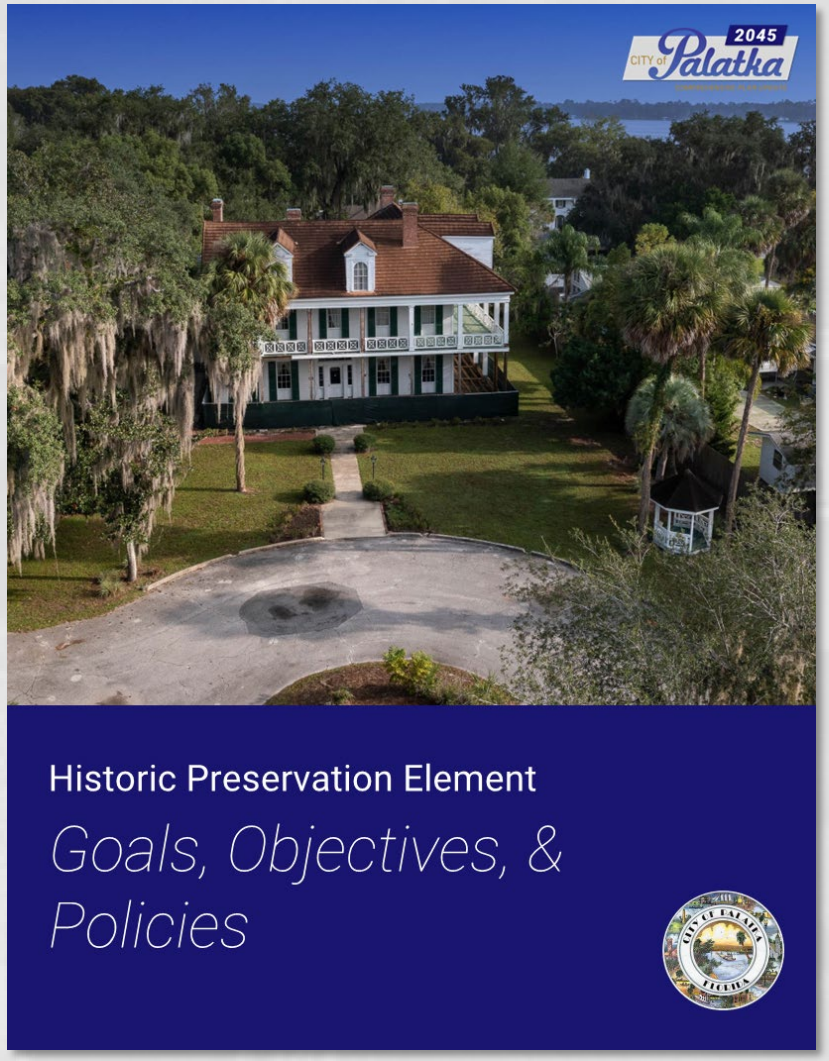
PROPOSED UPDATES



Statute-Based Changes

- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

PROPOSED UPDATES



Best Practices Changes

Includes policies which:

- Encourage adaptive reuse
- Implement public awareness and educational programs regarding historic preservation

PROPOSED UPDATES

Statutory Basis

None (Optional Element per §163.3177, F.S.)

Intent

- To support business growth through incubation, retention, and attraction efforts
- To promote tourism and leverage local assets to strengthen the economy
- To foster collaboration with regional partners and economic development organizations
- To pursue grants, incentives, and programs to expand jobs and investment

PROPOSED UPDATES

Statute-Based Changes

- Revises references to outdated Florida Statutes & Rules of the Florida Administrative Code
- Updates the Element's supporting Data & Analysis through the 2045 planning horizon

PROPOSED UPDATES

Best Practices Changes

- Clearly outlines economic development objectives, championing community investment, business incubation, tourism, and industry retention
- Recommends the reestablishment of a Main Street program to invest in and improve Palatka's historic downtown
- Improves the language of policies directed at tourism, wayfinding, and event programming citywide
- Explores opportunities to improve connections to regional trails, activate the waterfront, and accommodate tourism

ANTICIPATED NEXT STEPS

WE ARE HERE

Thursday, December 11, 2025 — **City Commission (First Reading)**

December 2025 - January 2026 — **State Coordinated Review Period**

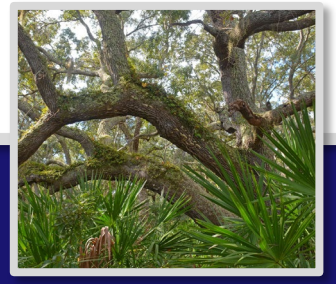
February 2026 — **City Commission (Second Reading)**

In partnership with:

JBPro

2045 CITY of Palatka

COMPREHENSIVE PLAN UPDATE



Transmittal Hearing

Thursday, December 11, 2025

ORDINANCE 2025-21

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CITY'S COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3191, FLORIDA STATUTES; AMENDING AND UPDATING THE FUTURE LAND USE ELEMENT, TRANSPORTATION ELEMENT, HOUSING ELEMENT, PUBLIC FACILITIES ELEMENT, CONSERVATION ELEMENT, RECREATION AND OPEN SPACE ELEMENT, INTERGOVERNMENTAL ELEMENT, CAPITAL IMPROVEMENT ELEMENT, PROPERTY RIGHTS ELEMENT, HISTORIC PRESERVATION ELEMENT, ECONOMIC DEVELOPMENT ELEMENT; AUTHORIZING TRANSMITTAL TO THE FLORIDA DEPARTMENT OF COMMERCE; PROVIDING LEGISLATIVE FINDINGS; PROVIDING FOR SCRIVENERS'S ERRORS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City of Palatka, Florida, is required to maintain and update a comprehensive plan in accordance with the Local Government Comprehensive Planning and Land Development Regulation Act, Chapter 163, Part II, Florida Statutes; and

WHEREAS, the City of Palatka Planning Board, acting as the local planning agency, held a public hearing on November 4, 2025, to review the proposed comprehensive plan amendments for recommendation to the City Commission for Transmittal to the State Land Planning Agency; and

WHEREAS, the City of Palatka Planning Board, acting as the local planning agency recommended approval of the proposed amendments to the City Commission, and

WHEREAS, the City Commission of the City of Palatka held a, duly advertised public hearing on December 11, 2025, to consider the adoption of the comprehensive plan amendments; and

WHEREAS, the City Commission finds that the adopted amendments are consistent with the existing City of Palatka Comprehensive Plan and are in compliance with Chapter 163, Part II, Florida Statutes, and will promote the public health, safety, and welfare of the citizens of Palatka.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

SECTION 1. ADOPTION OF COMPREHENSIVE PLAN AMENDMENTS.
The amendments in Exhibit "A" are adopted into the City of Palatka Comprehensive Plan.

SECTION 2. LEGISLATIVE FINDINGS.
The preceding "Whereas" clauses are adopted as legislative findings.

SECTION 3. TRANSMITTAL.
The City Clerk shall send this Ordinance and the amendments to the State Land Planning Agency and others as required by Florida Statutes within ten working days of adoption.

SECTION 4. EFFECT ON THE COMPREHENSIVE PLAN.

The remaining portions of said adopted comprehensive plan of the City of Palatka, Florida, which are not in conflict with the provisions of this Ordinance, remain in full force and effect.

SECTION 5. CONFLICTING ORDINANCES.
To the extent of any conflict between the provisions of this Ordinance and the the provisions of any existing Ordinances, this Ordinance shall prevail. Otherwise, all existing ordinances shall remain in full force and effect.

SECTION 6. SCRIVENER'S ERROR.
Typographical errors may be corrected without changing the Ordinance's intent.

SECTION 7. EFFECTIVE DATE.
This Ordinance is effective upon adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 11th day of December 2025.

CITY OF PALATKA, FLORIDA

By:

_____
Roberta Correa, Mayor

ATTEST:

_____
Karen Hayes, City Clerk

APPROVED AS TO LEGAL SUFFICIENCY:

_____
Jane West, Esq., City Attorney

ATTACHED EXHIBIT "A"

Detailed text amendments and/or map changes

Business Impact Estimate

Proposed ordinance's title/reference: "**ORDINANCE 2025-21 AMENDING THE CITY'S COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3191, FLORIDA STATUTES"** more specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CITY'S COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3191, FLORIDA STATUTES; AMENDING AND UPDATING THE FUTURE LAND USE ELEMENT, TRANSPORTATION ELEMENT, HOUSING ELEMENT, PUBLIC FACILITIES ELEMENT, CONSERVATION ELEMENT, RECREATION AND OPEN SPACE ELEMENT, INTERGOVERNMENTAL ELEMENT, CAPITAL IMPROVEMENT ELEMENT, PROPERTY RIGHTS ELEMENT, HISTORIC PRESERVATION ELEMENT, ECONOMIC DEVELOPMENT ELEMENT; AUTHORIZING TRANSMITTAL TO THE FLORIDA DEPARTMENT OF COMMERCE;PROVIDING LEGISLATIVE FINDINGS; PROVIDING FOR SCRIVENERS'S ERRORS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state law[1] for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☒ The proposed ordinance is enacted to implement the following:
  a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
  b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
  c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
  d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

[1] See Section 166.041(4)(c), Florida Statutes.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): The Accessory Dwelling Unit ordinance seeks to address the City's affordable housing crisis by allowing ADUs in single-family residential districts.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:
(a) An estimate of direct compliance costs that businesses may reasonably incur;
(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.
It is not anticipated that the ordinance will create any direct economic impact to businesses in Palatka, beyond a positive economic impact due to construction and development of new residential structures.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance: None

4. Additional information the governing body deems useful (if any): In 2013, Governor Rick Scott signed a bill banning gaming centers; however, state officials left enforcement of the law in the hands of local officials. While many counties and cities throughout the state adopted internet café bans, Palatka allowed the businesses to continue to operate unregulated. Internet cafes in Palatka have been posing an increased threat to public safety and have become localized areas of crime. The cafes create an unsafe environment for surrounding businesses because of criminal activity and frequently serve as a front for illegal activity.

Future Land Use Element

Goals, Objectives, & Policies

Goal FLUE - 1. Guide future growth to maintain a coordinated, efficient, and compatible land use pattern that supports community needs, avoids urban sprawl, and ensures the availability of public facilities and services.

~~Goal 1 9J-5.006(3)a; F.S.187.201(16)3 Preserve and protect the City's natural resources and quality of life by establishing a pattern of development that is harmonious with the City's natural environment and provides a desired lifestyle for City residents.~~

Commented [JBP1]: Addressed in Goal 1 above.

Obj. FLUE - 1.1. Future Land Use Categories & Map

Ensure that all future development is consistent with the property's underlying Future Land Use Map (FLUM) designation and corresponding Future Land Use Category (FLUC).

Policy FLUE - 1.1.1. All new development within the City shall align with the typical uses, densities, and intensities established for each FLUC.

Policy FLUE - 1.1.2. The maximum density and intensity for each FLUC shall be measured as follows, unless otherwise specified:

A. Density: Dwelling units per gross residential acre (DU/AC).

B. Intensity: Floor Area Ratio (FAR), calculated by dividing a building's gross floor area by the total square footage of the site.

Policy FLUE - 1.1.3. **Table FLUE – 1** identifies the use types and maximum density and intensity permitted within each FLUC.

Table FLUE – 1. Future Land Use Categories

FLUC	Description	Maximum DU/AC	Maximum FAR
Residential, Low-Density (LDR)	Predominantly areas of low-density residential character supported by limited multi-family development and civic uses such as schools, parks, and other neighborhood-serving activities.	5	0.7
Residential, Medium-Density (MDR)	Moderate-density residential areas containing a mix of single- and multi-family development supported by civic uses such as schools, parks, and other neighborhood-serving activities.	10	0.7
Residential, High Density (HDR)	Predominantly areas of high-density residential character supported by civic uses such as schools, parks, and other neighborhood-serving activities.	18	1
Mixed-Use (MU)	Areas intended to accommodate a concentrated mix of residential, commercial, civic, and recreational uses within a walkable.	20	4.0

Commented [JBP2]: Per the LDC's FLU/Zon implementation table.

Commented [JBP3]: Max DU/AC and FAR remains unchanged, however, the City may want to increase this slightly in the future (6-8 du/ac?) to incentivize further infill.

Commented [JBP4]: Per the LDC's FLU/Zon implementation table.

Commented [JBP5]: Max DU/AC and FAR remains unchanged, however, the City may want to increase this slightly (12-15 du/ac?) to incentivize further infill in the future.

Commented [JBP6]: Max DU/AC and FAR remains unchanged.

Commented [JBP7]: FLUC name is intentionally non-locational, in case another area of the City beyond the CBD/DT may warrant mixed-use development.

Commented [JBP8]: Title, description, and max. density/intensity are derived from what's allowed within the Downtown Zoning districts. All properties currently featuring Downtown Zoning designations will be assigned this new FLU designation as part of this update.

	interconnected setting. Residential development may include a range of housing types and densities, with an emphasis on multi-family formats that support a compact urban form. Nonresidential uses may consist of a diverse mix of retail, office, civic, and service activities that primarily support the surrounding neighborhoods and residential component of the mixed-use area.		
Commercial (COM)	Areas of commercial character accommodating retail, service, and office uses serving local to regional needs.	0	1.5
Industrial (IND)	Areas of industrial character accommodating manufacturing, processing, distribution, and related employment activities.	0	1
Recreation (REC)	Lands designated for public and private recreation and open space uses.	0	0.1
Conservation (CON)	Environmentally sensitive lands designated for habitat protection and passive recreation.	0	0.1
Public Buildings & Grounds (PB)	Lands designated for civic, institutional, and governmental facilities.	0	1
Other Public Facilities (OPF)	Lands designated for utilities, infrastructure, and essential public services. This category may also allow for floating solar facilities, as defined in §163.32051, Florida Statutes.	0	0.5

Commented [JBP9]: Max DU/AC and FAR remains unchanged.

Commented [JBP10]: Max DU/AC and FAR remains unchanged.

Commented [JBP11]: Max DU/AC and FAR remains unchanged.

Commented [JBP12]: Max DU/AC and FAR remains unchanged.

Commented [JBP13]: Max DU/AC and FAR remains unchanged.

Commented [JBP14]: Max DU/AC and FAR remains unchanged.

~~Policy A.1.9.3 9J-5.006(3)(c)7 Land Development Regulations adopted, to implement this Plan shall be based on the following land use standards:~~

~~A. Land Use Districts~~

~~1. Residential~~

~~Residential land use is intended to be used primarily for housing and shall be protected from intrusion by land uses that are incompatible with residential density. Residential land use provides for a variety of land use densities and housing types.~~

~~Low Density (1730acres) - provides for a range of densities up to 5 units per acre and a floor area ratio not to exceed 0.7 (Ordinance # ?).~~

~~Medium Density (231 acres) - provides for a range of densities up to 10 units per acre and a floor area ratio not to exceed 0.7 (Ordinance # ?).~~

~~High Density (477 acres) - provides for a range of densities up to 18 units per acre and a floor area ratio not to exceed 1.0 (Ordinance # ?).~~

~~Residential development within the 100-year floodplain will be required to meet the standards of Policy A.1.1.1 for construction, Policy A.1.1.3 for placement of septic tank sewerage systems, and Policy A.1.4.1 for density.~~

Mobile homes will be permitted in accordance with F.S. 320.8285(5) 723.083, manufactured homes will be permitted in accordance with F. S. 553.38, and community group residential homes shall be permitted in accordance with F.S. 419.001(2), (3).

2. Commercial (1,210 acres)

Land designated for commercial use is intended for activities that are predominantly associated with the sale, rental, and distribution of products or the performance of service. Commercial land use includes offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar business activities. Public/Institutional uses and recreational uses are allowed within the commercial land use category. Residential uses are allowed within Downtown zoning districts, at an overall density of 20 units per acre and are subject to additional project density, design and locational standards set forth in these zoning districts (Ordinance # 11-22). The intensity of commercial use, as measured by impervious surface, should not exceed 70 percent of the parcel and a floor area ratio of 1.5, except that a floor area ratio of up to 4.0 is allowed in downtown zoning districts. Intensity may be further limited by intensity standards of the Zoning Code. The maximum height should not exceed 40 feet. (Ordinance # 12-50). Land Development Regulations shall provide requirements for buffering commercial land uses (i.e., sight access, noise) from adjacent land uses of lesser density or intensity of use. See Policy A.1.3.2.

3. Industrial (258 acres)

Land designated for industrial use is intended for activities that are predominantly associated with the manufacturing, assembly, processing, or storage of products. Industrial land use provides for a variety of intensities of use including heavy industry, light industry, and industrial park operations. Land Development Regulations shall provide requirements for buffering industrial land uses (i.e., sight, access noise) from adjacent land uses of lesser density or intensity of use. The intensity of industrial land use, as measured by impervious surface shall not exceed 90 percent of the parcel and a floor area ratio not to exceed 1.0. Intensity may be further limited by intensity standards of the Zoning Code. The maximum height of development shall not exceed 45 feet. (Ordinance # ?)

4. Recreation (158 acres)

Land designated for recreation is intended for a variety of leisure time activities. Included in this land use classification are both resource-based and activity-based sites and facilities. Resource-based sites and facilities are oriented toward natural resources; activity-based sites and facilities are those that require major development for the enjoyment of a particular activity. Activity-based sites and facilities include ball fields, golf courses, tennis courts, etc.; resource-based facilities include lakes, trails, picnic areas, etc.

New recreational facilities must be sited in locations which are compatible or can be made compatible with adjacent land uses.

Impervious surface land coverage of recreation land use shall not exceed 50 percent for active recreational development; 10 percent for passive recreational development. Floor area ratios shall

not exceed 0.1, and intensity may be further limited by intensity standards of the Zoning Code (Ordinance # ?).

5. Public Buildings and Grounds (11 acres)

Lands designated in this category of use include a broad variety of public and quasi-public activities such as schools, churches, government buildings, hospitals, colleges and ancillary uses including student residences, administrative offices, and sports facilities, etc. and similar uses (Ord. # 12-25). The intensity of development in this land use category, as measured by impervious surface, shall not exceed 65 percent. The maximum height shall not exceed 40 feet. Floor area ratios shall not exceed 1.0, and intensity may be further limited by intensity standards of the Zoning Code (Ordinance # ?).

6. Other Public Facilities (1,041acres)

Lands designated as Public Facilities are intended for use as potable water, sanitary sewer treatment facilities, transportation, stormwater / drainage control structures, etc.

The intensity of this land use is dependent upon its use. For example, roads may cover 100 percent of the land area while a parking/maintenance facility may cover an impervious area of only 25 percent. Floor area ratios shall not exceed 0.50, and intensity may be further limited by intensity standards of the Zoning Code (Ordinance # ?).

7. Conservation (58 acres)

Conservation lands are parcels that are environmentally or ecologically significant. Floor area ratios shall not exceed 0.1, and intensity may be further limited by intensity standards of the Zoning Code (Ordinance # ?).

Preservation

The 58 acres of Ravine Gardens State Park that are committed to botanical gardens and natural environment are designated as conservation land use in this Plan and are considered "preservation lands" permitting no development.

Limited Development

Wetlands that are under two (2) acres in size that are not classified as “conservation” do have an assigned restriction on development. Development is restricted to residential land use at a density of no greater than 1 DU/5 acres with permitted development to occur on the upland portion of the site or that portion of the site least effected by construction activity.

8. Historic Resources (40 acres)

There are three historic structures and two historic districts within the City. The density/intensity of development within an area of historic significance shall be limited to that which will not reduce the historical significance or integrity of the site or structure physically or aesthetically.

~~9. Agriculture (18 acres)~~

~~The City projects continued growth out to the year 2010 and beyond. Every parcel of land will not be developed by 2010, with the remaining undeveloped parcels scattered throughout the City. Beyond the year 2010, these individual lots will be developed as in-fill parcels.~~

~~No land will be designated as "vacant or undeveloped" on the Future Land Use Map. There are 18 acres of land designated as "Agriculture" by the Future Land Use Map. It is not anticipated that, when annexed into the City, undeveloped lands designated by the county as "agriculture" will remain as such.~~

~~B. Overlays~~

~~1. Planned Unit Developments~~

~~Typical uses of the PUD may be (1) to improve the use of land where topography does not permit the application of the standard grid pattern subdivision of land, (2) to introduce more than one land use within a development complex, for example, recreation and commercial activities within a mobile home park or (3) to cluster homes, businesses or other uses within a development in order to improve the efficiency of supporting infrastructure.~~

~~As noted above, the PUD may contain a mixture of residential, commercial, industrial, and recreational land uses so long as these uses are made compatible through spatial or buffering techniques. The acceptable mix of land uses within a PUD in the City is based upon the type and location of PUD under review. Commercial and recreational uses within a PUD shall be planned at a level no greater than that required to support the commercial and recreational needs of the residents of the PUD (in land area--approximately 4 percent commercial, 6 percent recreational). (Ord. # 12-15)~~

~~References to residential, commercial, industrial and recreational land uses in the PUD shall carry the same density/intensity of use as defined in Policies A.1.9.3, A.1, 2, 3 and 4. Planned Unit Development may be applied as an optional overlay district over any underlying land use. Use of the PUD overlay will require a land use amendment in accordance with s. 163.3187, F.S. (Ord. # 12-??)~~

Policy FLUE - 1.1.4. All residential FLUCs shall allow for mobile homes, group home facilities, foster care facilities, and housing for low-, very-low-, and moderate-income households, including affordable workforce housing as defined in Section 380.0651, Florida Statutes, and, where appropriate, affordable housing for persons 60 years of age or older. These uses shall be regulated by the zoning and use standards established within the Land Development Regulations (LDRs).

Policy FLUE - 1.1.5. ~~Policy A.1.11.5~~ The property known as "Oaks Landing" shall have a land use designation of ~~Residential / Medium Density~~MDR and~~with~~ a maximum gross

density of 7.75 ~~units per acre~~du/ac, which cannot exceed 120 du total~~and a maximum number of units of 120 dwelling units~~.

Policy FLUE - 1.1.6. Amendments to the FLUM shall be evaluated in accordance with the analysis and urban sprawl criteria set forth in Section 163.3177, Florida Statutes.

Obj. FLUE - 1.2. **Land Development Regulations Implementation**
Adopt, amend, and enforce the LDRs to implement the provisions of the Comprehensive Plan.

~~Objective A.1.9 F.S. 187.201(2)(b)2 The City shall manage future growth and development through the preparation, adoption, implementation and enforcement of Land Development Regulations.~~

~~Policy A.1.9.1 9J-5.006 Adopt Land Development Regulations that shall contain specific and detailed provisions required to implement the adopted Comprehensive Plan.~~

Policy FLUE - 1.2.1. Within one year of adopting an amendment to the Comprehensive Plan, the City shall update the LDRs, if applicable, to implement the amendment and maintain consistency between the two documents.

Policy FLUE - 1.2.2. The City shall ensure that zoning districts established in the LDRs are consistent with the Comprehensive Plan's FLUCs and provide more detailed regulations for the specific uses, densities, and intensities allowed within each category.

~~Policy A.1.9.2 9J-5.006(3)(c)7 Land Development Regulations shall be adopted which address the location and intensity of land uses in accordance with the Future Land Use Map and the policies and regulations which describe the categories, acreage allocations, densities and intensities of land use contained in this Element.~~

~~Policy A.1.10.1 9J-5.006(3)(c)2 The City shall monitor and take positive action to guide development in a manner that is consistent with the comprehensive plan and land development regulations.~~

~~Policy A.1.3.3 9J-5.006(3)(c)1 By June 2008, the Building Official shall review the City's Subdivision Regulations and Zoning Code and where necessary revise these ordinances to ensure that land use categories are regulated in accordance with the Future Land Use Map and that controls are adopted for the regulation of sub-divisions and the use of land in flood prone areas in accordance with applicable FEMA regulations and Policies D.1.1.1 and D.2.2.5.~~

Policy FLUE - 1.2.3. The Planned Unit Development (PUD) overlay shall be established through the LDRs and applied only in a manner consistent with the FLUM and corresponding FLUCs. The PUD overlay is intended exclusively for projects that demonstrate a superior design and development approach that cannot

Commented [JBP15]: Assumed we could not get rid of this, so just revised for formatting and clarity.

Commented [JBP16]: Incorporated in Obj. above.

Commented [JBP17]: Incorporated in policy above.

Commented [JBP18]: Incorporated above.

Commented [JBP19]: Statutory requirement

Commented [JBP20]: Addressed in policy above.

Commented [JBP21]: Very broad policy and covered elsewhere. Recommended for deletion.

Commented [JBP22]: Very broad policy and covered elsewhere. Recommended for deletion.

be achieved through standard zoning provisions. Projects approved with a PUD overlay should achieve one or more of the following outcomes:

A. Coordinated, master-planned development that integrates a compatible mix of uses;

B. Site and building design that results in exceptional community character, environmental protection, and open space preservation;

C. Improved efficiency in the provision and long-term maintenance of infrastructure and public services; or

D. Inclusion of public amenities and benefits that advance the goals, objectives, and policies of this Comprehensive Plan.

The LDRs shall establish eligibility criteria, application and review procedures, and performance standards for the PUD overlay, ensuring that any approved PUD maintains compatibility with surrounding development, protects natural and cultural resources, and does not exceed the maximum densities or intensities established in the Comprehensive Plan unless otherwise authorized therein.

~~Objective A.1.8 9J-5.006(3)(b)9; F.S. 187.201(16)(b)3 Upon Plan adoption, The City shall establish a program that provides the means for innovative development planning. The end goals of the program are to provide:~~

~~Flexibility and efficiency in site design to reduce infrastructure costs, improve interior circulation patterns, and promote open space;~~

~~Development that is adapted to natural features in the landscape such as wetlands, vegetation and habitat, and which avoids the disruption of natural drainage patterns; and~~

~~A mix of land use to promote convenience in the location of related uses and to reduce travel congestion and costs.~~

~~Policy A.1.8.1 9J-5.006(3)(c)5 The Land Development Regulations shall include alternative available land use control techniques and programs such as Planned Unit Developments.~~

~~Planned Unit Developments may be used to protect safety restricted or environmentally sensitive areas but also may be used to increase the potential for developing water/sewer systems and more effective drainage systems. PUDs also shall benefit from the potential of receiving "density bonuses" for incorporating benefits which serve a public good into the development (See Policy A.1.9.3.8 Overlays).~~

Commented [JBP23]: The objective and corresponding policies are really just speaking about PUDs with minor exceptions. Considering that PUD provisions are handled in the code, we just consolidated these CP provisions within one policy.

~~Policy A.1.8.2 9J-5.006(3)(c)5 The Land Development Regulations shall include provisions for Planned Unit Developments as an optional overlay designation. PUDs shall be permitted within any land use area through land use amendment procedures defined in s. 163.3187, Florida Statutes.~~

~~Policy A.1.8.3 9J-5.006(3)(c)1, 3 The Land Development Regulations shall be structured to provide definite benefits for developer application of innovative land development techniques, for example:~~

~~A. Additional density bonuses (up to 5 percent of permitted density) shall be allowed for developments which integrate into their design particular features of significant public benefit. These may include bonuses for the provision of low and moderate income housing units and the installation or extension of potable water and/or sanitary sewer systems.~~

~~Changes to the underlying FLUM density/intensity of use shall require a Plan amendment in accordance with s.163.3187, F.S.~~

~~B. To promote infill, delays may be granted for the availability of infrastructure where such action will not adversely affect public health, safety or welfare, in accordance with F.S. 163.3180.~~

Policy FLUE - 1.2.4. The City may consider adopting a density bonus program in the LDRs that allows a development to exceed the maximum residential density permitted by the property's zoning by up to 25%, so long as said bonus is not greater than 25% of the maximum residential density allowed by the site's underlying FLUM designation. Public benefits that could qualify a development for a density bonus may include, but are not limited to:

A. The provision of dedicated affordable housing units (as described in the Housing Element);

B. The preservation or adaptive reuse of historic resources;

C. The dedication of land or improvements for public parks, trails, or other community amenities; or

D. The incorporation of sustainable design features or infrastructure extensions that serve the broader public interest.

Policy FLUE - 1.2.5. New development shall be designed to ensure safe and efficient access and circulation, consistent with applicable state, regional, and local standards, as implemented through the LDRs.

~~Policy A.1.7.1 9J-5.006(3)(c)4 Access to major/minor arterials, adequate parking and sufficient buffering shall be considerations in approving proposed development in accordance with FDOT standards. At the time of issuing a building permit or at site plan review preliminary to issuing a plat approval, the building official shall ensure that the following FDOT standards are met~~

Commented [JBP24]: Standards are suitable for the LDC, not the FLUE of the CP. Recommend removing these and adding a summary policy above.

Minimum Lane & Buffer Width Roadway	Lane Width	Buffer [1]
Parkway [2,3]	12'	25'
Major Arterial [2,3]	12'	15'
Minor Arterial [3]	11'	10'
Major Collector [3]	11'	10'
Minor Collector	11'	10'
Local	N/A	4.5'
Alley	N/A	N/A
Cul-de-sac	- [4]	N/A

[1] Landscaped strip between edge of pavement and sidewalk. The swale shall serve as the minimum buffer on roadways where the swale is greater than the minimum buffer.
[2] Median width is 30 feet.
[3] Provide 5 foot bike lanes on the outer side of roadway.
[4] The cul-de-sac may include a center island with a 30' radius and an outside radius of 50' as approved by the Public Services Director.

Minimum Offset Distance Between Driveways or Intersections of Undivided RoadwaysRoadway Classification	Minimum Offset 1
Major Arterial [2,3]	600' [2], 300' [3]
Minor Arterial [3]	220'
Major Collector [3]	220'
Minor Collector	150'

[1] Measured centerline-to-centerline of opposing driveways on intersections
[2] Posted speed 45 mph or greater
[3] Posted speed 40 mph or less

Policy A.1.7.2 9J-5.006(3)(c)3 Commercial development adjacent to major and minor arterial roads shall provide sufficient depth to allow adequate set back distance and clearance to accommodate FDOT near and long range roadway improvements.

Obj. FLUE - 1.3. Public Facilities

Coordinate land use decisions with the availability and efficient provision of infrastructure and services to maintain level-of-service (LOS) standards established within the Capital Improvement Element (CIE).

Policy FLUE - 1.3.1. Coordinate the timing, location, and capacity of public facilities and services with land use decisions to ensure efficient service delivery, support planned growth patterns, and avoid premature or inefficient extensions of infrastructure.

Policy FLUE - 1.3.2. Approve new development only when it can be demonstrated that adequate public facilities and services, including required utility connections, will be available consistent with the requirements of the Public Facilities Element

(PFE), performance standards in the CIE, and development standards in the LDRs.

~~Policy A.1.1.3 9J-5.006(3)(c)3 The City shall, as a condition of issuing a building permit or other development order, require proposed developments to hook up to the City central sewer systems in accordance with the revised City zoning code and subdivision regulations based upon Chapter 381, Florida Statutes, and Division 64E, Florida Administrative Code.~~

Commented [JBP25]: Already stated in the PFE

~~Policy A.1.1.7 9J-5.006(3)(c)2 The City Building Official shall not issue a building permit or other final development order, or issue final plat approval, until it has been certified that infrastructure facilities and services exist or shall be available pursuant to an executed development agreement to satisfy demands generated by the development in accordance with adopted City levels of service standards. By June 1, 2008, the City shall incorporate into the land development regulations a method for establishing transportation proportionate fair share. Availability of infrastructure will be certified through the Building Official issuing a "Certificate of Concurrency."~~

Commented [JBP26]: Already stated in PFE

Commented [JBP27]: Already stated in PFE

Policy FLUE - 1.3.3. Ensure that adequate and suitably located land is available for public facilities to serve existing and planned development.

~~Objective A.1.7 9J-5.006(3)(b)8; F.S. 187.201(17)(a) Upon Plan adoption, the City shall ensure the availability of suitable land for utility facilities necessary to support proposed development.~~

Commented [JBP28]: Incorporated into policy above.

~~Policy A.1.7.3 9J-5.006(3)(c)3; F.S. 187.201(16)(a)(b)4 Land required for utility facilities to support future development, when identified, shall be designated on the Future Land Use Map by Plan amendment procedures and a means shall be established for acquiring the sites through either private or public acquisition.~~

Commented [JBP29]: Incorporated into policy above.

Policy FLUE - 1.3.4. Electric substations shall be permitted in all FLUCs except for Recreation and Conservation.

Commented [JBP30]: New state preemption (163.3208, F.S.)

Obj. FLUE - 1.4. Infill & Redevelopment

Promote the infill and redevelopment of the City in a manner that strengthens community character, addresses substandard living conditions and blight, maximizes the use of existing infrastructure, and supports sustainable economic growth.

~~Objective A.1.2 9J-5.006(3)(b)2 Upon Plan Adoption, the City shall implement the following policies in order to provide the means for redevelopment and renewal of blighted properties.~~

Commented [JBP31]: Objective is addressed above in new Obj. language.

~~Objective A.1.6 9J-5.006(3)(b)7 Upon Plan adoption, the City shall discourage urban sprawl. Land Development Regulations shall be adopted that implement the following policies:~~

Commented [JBP32]: Could fall under multiple objectives, but is addressed primarily within this objective.

Policy FLUE - 1.4.1. The City shall direct growth toward areas with existing infrastructure and services, prioritizing infill and redevelopment through the FLUM, LDRs, capital improvement programming, and other growth management tools.

Policy FLUE - 1.4.2. Evaluate incentives to encourage infill development in areas served by existing public facilities. Potential incentives may include, but are not limited to:

A. Allowing additional permitted land uses or accessory units, such as accessory dwelling units ("mother-in-law" units) with separate kitchens.

B. Expanding opportunities for small-scale, home-based businesses consistent with neighborhood character.

C. Streamlining development review or providing expedited permitting for qualifying infill projects.

D. Reducing or waiving certain development fees for projects that utilize existing infrastructure capacity.

E. Offering density or intensity bonuses for projects that incorporate dedicated affordable housing units, historic preservation elements, or other public benefits.

F. Providing flexible dimensional standards, parking requirements, or open space requirements to accommodate site constraints in developed areas.

G. Supporting public-private partnerships to assemble parcels, remediate underutilized sites, or improve infrastructure to facilitate redevelopment.

~~Policy A.1.6.1 9J-5.006(3)(c) Provide incentives which direct development to infill in areas of the City with in-place water/sewer lines and paved road. These incentives may include, but not be limited to providing additional permitted land uses through special use designations under the City Zoning Code such as approved "mother-in-law" units with separate kitchens or home office operations for limited business activities.~~

Commented [JBP33]: Addressed above.

~~Policy A.1.6.2 9J-5.006(3)(c)3 Minimize scattered and highway strip commercial by directing commercial development to occur in a planned and compact manner through in-filling within already developed commercial areas as identified on the Future Land Use Map.~~

Commented [JBP34]: Not sure this needs to be explicitly stated.

Policy FLUE - 1.4.3. Support the City's three Community Redevelopment Areas — the North Historic District, the Central Business District, and the South Historic

District — and their adopted CRA Plan, including the continued use of Tax Increment Financing (TIF) and other funding tools, to implement projects and programs consistent with this Objective.

Policy FLUE - 1.4.4. Identify and designate additional redevelopment areas as needed, based on a finding of necessity conducted in accordance with Section 163.340, Florida Statutes, to guide public and private investment and redevelopment.

~~Policy A.1.2.2 The City has one Community Redevelopment Area that is comprised of three Tax Increment Finance (TIF) districts: the North Historic District, the Central Business District, and the South Historic District. These three TIF districts are governed by the Community Redevelopment Agency and guided by the Community Redevelopment Area Plan. This plan's original sunset of December 27, 2013 has been extended by the Agency and the City Commission to continue with an amended sunset of December 27, 2043. (Ordinance 12-29)~~

Commented [JBP35]: Addressed in policy above.

~~Policy A.1.2.1 9J-5.006(3)(b)(2) The minimum housing code shall be utilized to upgrade existing housing within designated revitalization areas. Designation of proposed revitalization areas will be made subsequent to on-site housing surveys conducted by the City staff. (Note: Florida law mandates utilization of the Florida Building Code)~~

Commented [JBP36]: Strange requirement, but functionally already addressed above and within the Housing Element.

~~Policy A.1.1.4 By June 1, 2009, the City's Subdivision and Zoning Code shall be reviewed and where necessary revised to address drainage and stormwater issues as identified in the Public Facility Element; open space requirements as addressed in the Recreation and Open Space Element; and on-site traffic flow and vehicle parking as addressed in the Traffic Circulation Element.~~

Commented [JBP37]: Strange requirement, spanning multiple topic areas, different elements, and the LDC itself. Recommend deletion.

~~A. Open space requirements will meet the LOS adopted in the Recreation and Open Space Element.~~

~~B. On-site traffic will, at a minimum, require that adjacent commercial, high density / medium density (or combinations thereof) properties provide interconnections to reduce requirements for road trips.~~

~~C. Parking requirements shall be specified in terms of number of parking space units per type and size of facility.~~

Policy FLUE - 1.4.5. The City shall encourage the preservation of recreational and commercial working waterfronts along the St. Johns River for water-dependent uses by maintaining land use and zoning provisions that prioritize such activities, supporting reinvestment in existing facilities, and promoting partnerships that sustain their economic, cultural, and public value.

Commented [JBP38]: 163.3177, F.S. requirement.

Obj. FLUE - 1.5. Community Character & Compatibility

Ensure that new development, redevelopment, and public improvements preserve or enhance the established character of the community and its neighborhoods by promoting compatible land use

patterns, high-quality design, and smooth transitions between areas of differing scale, intensity, or use.

Policy FLUE - 1.5.1. The City shall maintain regulations in the LDRs for signage, building design, site design, and related development features that preserve or enhance community character and prevent adverse impacts on adjacent properties, public rights-of-way, and the St. Johns River.

~~*Policy A.1.1.5 9J-5.006(3)(c)1 Upon Plan adoption, the City Building Official shall review the City Zoning Code to ensure that current signage regulations preserve the character of the City. Where, through citizen participation, it is determined that current signage regulations regarding location, size, height, motion, etc., should be revised, changes to the current regulation shall, be discussed in public hearing and proposed changes considered for adoption by the City Commission. By June 2008, the City shall review the land development regulations to ensure that signage maintains the character of the City and does not adversely impact adjoining properties, public rights-of-way, and the St. Johns River.*~~

Commented [JBP39]: Policy was addressed above and opened to other items beyond simply signage.

~~Objective A.1.3 9J-5.006(3)(b(3); 187-.201(16)a Upon Plan adoption the City shall pursue the elimination or reduction of land uses inconsistent with the uses identified on the Future Land Use Map or associated adopted Goals, Objectives and Policies.~~

Commented [JBP40]: Addressed in policy form below.

Policy FLUE - 1.5.2. ~~Policy A.1.3.1 9J-5.006(3)(c)2~~ The LDRs shall include ~~The Building Official shall utilize the Land Development Regulations, specifically the City Zoning Code, to reinforce its current~~ provisions regarding the elimination of non-conforming land uses, to include all uses which are inconsistent with the adopted ~~Future Land Use Map 2005~~FLUM or cannot be made compatible with adjacent land uses. The requirement of this provision shall be enforced by the City's designated Building Official or their designee upon application to the City for building permits to repair or improve such structures.

Policy FLUE - 1.5.3. ~~The Building Official or designee shall ensure the City's LDC establishes clear and enforceable buffering and separation requirements between land uses of different densities or intensities of use to ensure compatibility between uses.~~The Planning Director~~Building Official~~ or designee shall ensure the City's LDRs~~C~~ promotes neighborhood compatibility by encouraging smooth, natural transitions in building form, scale, design, and land use, intensity, and density rather than relying solely on separation or buffering, so that neighborhoods evolve cohesively. Pursuant to this policy, the City will review its LDR's~~C~~ buffering, separation, and building standards.

~~Issues of compatibility shall include considerations for noise, sight, and level of traffic generation. The primary tool of ensuring capability between land uses shall be the Future Land Use Map and the elimination of non-conforming land uses. Other techniques shall include: Noise and sight~~

Commented [JBP41]: Not sure this needs stating within the confines of a Comprehensive Plan.

~~incompatibility -- screening by either a 6' solid physical wall or landscape plantings to reach, within 18 months, a height of at least 5 feet and an opacity of 80 percent.~~

~~Policy A.1.3.4 9J-5.006(3)(c)2 The City shall not issue variances, special use permits, building permits or zoning changes in any case where the proposed land use is not consistent with the City of Palatka adopted Comprehensive Plan.~~

Policy FLUE - 1.5.4. Consistent with the provisions of the Intergovernmental Coordination Element (ICE), guide annexations to areas where land use patterns, infrastructure capacity, and service availability can support development that is compatible with surrounding neighborhoods and preserves community character.

Policy FLUE - 1.5.5. Coordinate annexation-related land use decisions with adjacent jurisdictions, as outlined in the ICE, to prevent incompatible uses along jurisdictional boundaries and maintain harmonious community character.

~~Objective A.1.10 9J-5.006(3)(b)3 Upon Plan adoption, the City shall coordinate land development with adjacent jurisdictions or may pursue annexation of surrounding areas whose proposed land uses may adversely impact the City.~~

Commented [JBP42]: Addressed in new policies above.

Policy FLUE - 1.5.6. ~~Policy A.1.10.2 By June 2008, the City shall establish~~Establish and maintain a "Memorandum of Agreement" with local governments of adjacent jurisdictions to coordinate~~arbitrate~~ the siting of "Locally Undesirable Land Uses" (LULUs) within two ~~(2)~~ miles of adjacent local government boundaries and implement procedures for reviewing such cases.

Policy FLUE - 1.5.7. As detailed in the ICE, coordinate land use decisions with the Putnam County School District to ensure adequate, appropriately located sites for current and future educational facilities.

Commented [JBP43]: Required in 163.3177, F.S.

Goal FLUE - 2. Preserve and enhance the City's natural systems, environmental resources, historic assets, and other significant community features while ensuring compatible, safe, and sustainable development.

~~Objective A.1.4 9J-5.006(3)(b)4; 187.201(23)(a)(b)1 Upon Plan adoption the City shall ensure the protection of natural resources and historic resources through implementing the following policies.~~

Obj. FLUE - 2.1. Floodplain & Wetland Protection
Consistent with the provisions of the Public Facilities (PFE) and Conservation Elements (CONE), limit development in floodplains and wetlands to protect public safety and environmental integrity.

~~Objective A.1.1 9J-5.006(3)(b)1; F.S. 187.201(16)1, 5 Upon Plan adoption, the City shall coordinate future land uses with the appropriate topography, adjacent land uses, soil conditions, and the availability of facilities and services.~~

Policy FLUE - 2.1.1. Continue to utilize the latest Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps to identify the 100-year floodplain and other flood-prone areas within the City.

Commented [JBP44]: Addressed throughout the Comprehensive Plan, but most notably in the above Objective.

~~Policy A.1.1.1 9J-5.006(3)(c)1; F.S. 187.201(25)(2) The City of Palatka shall use the latest version of the Flood Insurance Rate Maps promulgated by FEMA to determine the location of the 100-year floodplain and flood prone areas in the City. The City shall, within its Land Development Regulations provide specifications for regulating construction/development within these areas. These specifications will include:~~

Commented [JBP45]: Revised into the above policy.

Policy FLUE - 2.1.2. Continue to refine construction and development standards in the LDRs for flood-prone areas to minimize flood risk, protect natural floodplain functions, and ensure consistency with applicable state and federal requirements.

~~A. Development within the FEMA 100-year flood hazard zone is to be constructed so that the lowest floor elevation is at least one foot above the base flood elevation as established by the FEMA Flood Insurance Rate Maps;~~

Commented [JBP46]: Development standards that are best deferred to the Land Development Code.

~~B. Dredging and filling of lands within floodplains shall be limited to that approved by federal and State agencies having the authority to regulate and police such activities. All proposed development shall be clustered and located on the non-floodplain portions of the site, or, for proposed development areas that lie entirely within the 100-year floodplain, all structures shall be required to be elevated on pilings; and~~

~~C. In addition, the following criteria will apply to development in the 100-year floodplain:~~

~~1. No hazardous materials or waste shall be stored within the 100-year floodplain;~~

~~2. Clearing of native vegetation will be minimized in the 100-year floodplain by establishing the following open space ratios for the land uses identified below:~~

~~Residential land use: 60% open space~~

~~Commercial land use: 50% open space~~

~~Industrial land use: 45% open space~~

~~3. Use of septic tanks in flood prone areas will be restricted as specified by the County Health Department. Existing Development shall be required to connect to central sewage systems when system collection lines are within 250 feet of subject property. New development will be required to connect to centralized sewer pursuant to Public Facilities Element Policy D.1.4.1.~~

~~4. Any development within a flood prone area will maintain the natural topography and hydrology of the development site.~~

Policy FLUE - 2.1.3. ~~Policy A.1.4.1 9J-5.006(3)(c)2~~ Restrict ~~Development~~development in wetland/flood-prone areas ~~will be restricted~~ to ~~low density residential land use at~~ a density no greater than 1 unit per 5 acres, with permitted development clustered on the upland portion of the site or in that portion of the site least affected by construction activities.

Policy FLUE - 2.1.4. The City shall utilize the "City of Palatka Wetlands Protection Ordinance" ~~contained in Chapter 30 of the Land Development Regulations~~ to ensure that wetlands are adequately protected from development activities.

Policy FLUE - 2.1.5. Protect public water well fields from adverse impacts of development by maintaining a minimum 500-foot setback consistent with the Wellhead Protection Area definition in Rule 62-521.200, Florida Administrative Code (FAC). Within this area, only non-polluting land uses such as recreation, conservation, low- and medium-density residential, and limited commercial uses that do not involve the production, storage, use, or sale of hazardous materials shall be permitted. Expansion or improvement of nonconforming uses within the setback shall be prohibited.

~~Policy A.1.4.2 9J-5.006(3)(c)2, 6 Public water well fields shall be protected from adverse impacts of development by requiring a 500-foot radial setback buffer consistent with the definition of a "Wellhead Protection Area" as defined in 62-521.200, F.A.C.~~

Commented [JBP47]: Addressed above.

~~Non-polluting land uses shall include Recreation and Conservation land uses, low and medium density residential land use and commercial land uses that do not, in their operations, produce, store, use nor sell toxic materials as defined in SARA Title III (consolidated list of hazardous materials).~~

~~Any non-conforming land use located within 500 feet of a well serving the public will not be permitted to expand or be improved.~~

Policy FLUE - 2.1.6. ~~Policy A.1.4.3 9J-5.006(3)(c)6 The City shall ensure, through regular review, that the Land Development Regulations specify~~The LDRs shall include and be periodically updated with acceptable erosion control practices to be implemented during construction (such as temporary covering of straw, hay-bale obstruction in drainage swales, etc.) to reduce soil erosion from wind and water during ~~the construction phase of~~ development.

Policy FLUE - 2.1.7. ~~Policy A.1.4.4 9J-5.006(3)(c)4~~ A 50-foot set-back measured from the waterfront will be required for all new construction along the St. Johns River.

Policy FLUE - 2.1.8. ~~Policy A.1.4.5 9J-5.006(3)(c)4~~ A vegetated, upland buffer with a minimum width of ~~fifteen (~~15~~)~~ feet and an average width of ~~twenty-five (~~25~~)~~ feet shall be required in any new development abutting a wetland.

Policy FLUE - 2.1.9. ~~Policy A.1.4.6 9J-5.006(3)(c)4~~ Every two years, the City shall review the City of Palatka and Ravine State Gardens Stormwater Quality Master Plan to ensure that it continues to meet the needs of the City.

Policy FLUE - 2.1.10. The LDRs shall include and be periodically updated with standards that protect and enhance the quality of surface and groundwater resources, consistent with the requirements of the PFE, CIE, and applicable Florida and federal water quality regulations.

~~Policy A.1.4.7 9J-5.006(3)(c)4 The City shall adopt Land Use Regulations which will provide for maintaining the quality of surface waters in accordance with the standards specified in Policy D.1.1.1 .~~

Commented [JBP48]: Addressed in new policy above.

~~Policy A.1.1.2 9J-5.006(3)(c)6; F.S. 187.201(25)(a)(b)2, 5 The City shall revise its site plan review ordinance to require that permits required by law from the Water Management District, the Department of Environmental Protection, and the Army Corps of Engineers be secured prior to the issuance of a land clearing, fill, building, or other land development permit by the City.~~

Commented [JBP49]: Addressed in new policy above.

Policy FLUE - 2.1.11. ~~Policy A.1.4.8 9J-5.006(3)(c)4~~ Riverfront and lakefront development shall be designed so as not to affect the water quality of adjacent waters through stormwater run-off. Design standards shall include:

A. Appropriate limitations on development density and setbacks to protect water quality;

B. Setbacks for structures and onsite sewage treatment systems (including septic tanks and drainfields) from surface waters, in accordance with applicable state regulations, including those adopted by FDEP; and

C. The installation and/or preservation of vegetative buffers between development and water bodies to minimize runoff and preserve water quality.

~~limitation of density; a 50-foot set back of buildings from waterfront; set back of sanitary sewer drainfield (septic tank) from water's edge as specified in the Department of Health issued construction permit HRS-H Form 4016; based upon Rules 10D-6.063(1)(a)1 through 3 for siting of a septic tank and drainfield "within the mean high water line of tidal water bodies or of the ordinary high water line of lakes, ponds or other non-tidal surface waters~~

Commented [JBP50]: Incorporated and clarified in provisions above.

~~and a 50-foot vegetative buffer required between building site and waterbody.~~

Policy FLUE - 2.1.12. ~~Policy A.1.4.9 9J-5.006(3)(c)6~~ The City shall, through available ~~S~~state and federal programs, promote the acquisition of floodplains along the St. Johns River.

Obj. FLUE - 2.2. **Historic Resource Protection**

Ensure land use decisions, redevelopment activities, and infrastructure investments protect and enhance the City's historic resources and districts, consistent with the Historic Preservation Element (HPE).

Commented [JBP51]: Required to be addressed in the FLUE per 163.3177, F.S., but best left clarified in the actual Historic Preservation Element.

~~Objective A.1.5 9J-5.006(3)(b)4; F.S. 187.201(16)(a)(b)5 Upon Plan adoption, The City, through implementing the following policies, shall increase public awareness of the historical significance of the City and provide incentives to maintain and restore historically significant areas and structures within the City limits.~~

Commented [JBP52]: Addressed above.

Policy FLUE - 2.2.1. Require that new development, redevelopment, and site improvements within or adjacent to designated historic districts or properties are compatible in scale, form, and character, as implemented through the LDRs.

Policy FLUE - 2.2.2. Coordinate FLUCs and FLUM designations, zoning districts and maps, and redevelopment initiatives with the HPE to support preservation, adaptive reuse, and reinvestment in historic resources and districts.

~~Policy A.1.5.1 9J-5.006(3)(c)8 Historic resources shall be protected through designation as historic sites by the State or City. Such designated sites shall require plan review procedures for proposed alterations or remodeling that will ensure, through the permitting process that the proposed activity will not degrade or destroy the historical / archaeologic significance of the site.~~

Commented [JBP53]: Addressed above and in greater detail in the HPE.

~~Policy A.1.5.2 9J-5.006(3)(c)8 Neither the owner of, nor the person in charge of, a structure within a historic district, or a structure that has been designated a national, State or local historical landmark shall permit such structure to fall into a state of disrepair which may result in the deterioration of exterior appurtenances or architectural features so as to produce or tend to produce, in the judgment of the board, a detrimental effect upon the character of the district as a whole or the life and character of the structure in question.~~

Commented [JBP54]: Addressed above and in greater detail in the HPE.

~~Adaptive reuse of historic structures shall be given priority over actions that would harm or destroy the historic value of such resources. Adaptive reuse shall include the permitting of historic structures to be remodeled or rehabilitated for a use that would be non-conforming to adjacent properties so long as the remodeling/rehabilitation does not affect the historical significance of the structure and the proposed use is or can be made compatible with adjacent land uses.~~

~~Policy A.1.5.3 9J-5.006(3)(c)8 Proposed development projects shall be reviewed at the time of issuing a building permit to determine potential impacts on known historic sites. Where such construction or other development activity may impact adversely on a historic/archaeological site, the proposed development must provide sufficient buffering (spatial separation, physical wall, or other method approved by the City Planning Board) before a permit is issued.~~

Commented [JBP55]: Addressed above and in greater detail in the HPE.

~~Policy A.1.5.4 9J-5.006(3)(c)8 The City shall seek funding and technical support from the Department of State, Division of Historic Resources to review and conduct further field surveys to identify any additional historical/archaeological sites that may exist within the City limits. The City shall update Figure A-2 and the Housing Element Appendix accordingly.~~

Commented [JBP56]: Addressed above and in greater detail in the HPE.

~~Policy A.1.5.5 The City shall support public activities which disseminate information regarding the historic significance of the City of Palatka and its historic sites.~~

Commented [JBP57]: Addressed above and in greater detail in the HPE.

Obj. FLUE - 2.3. Airport Compatibility

~~Policy A.1.1.6 9J-5.006(3)(c)2~~ The City shall maintain standards and procedures in accordance with Chapter 333 F.S., "airport zoning" to ensure that incompatible land uses will be restricted from placement in accident and noise zones surrounding the airport.

Commented [JBP58]: Kept this section as is, considering its close alignment with F.S. However, section should be revisited in a standalone update in partnership with airport leadership.

Policy FLUE - 2.3.1. ~~Policy A.1.1.6a 9J-5.006(3)(c)2~~ The City shall not permit the placement of tall structures such as high-rise buildings or radio/TV towers within areas that are take-off or landing zones or are otherwise defined as areas of special safety concern. In accordance with Section~~s.~~ 333.025, Florida Statutes,~~.S.~~ the City shall require FDOT review and approval and, when applicable, the FCC and/or FAA prior to the issuance of any City permit.

Policy FLUE - 2.3.2. ~~Policy A.1.1.6b 9J-5.006(3)(c)2~~ The City shall coordinate with the county regarding land use issues that affect operations at Kay Larkin Airport.

Policy FLUE - 2.3.3. ~~Policy A.1.1.6c~~ The City shall not allow future amendments that change the ~~Future Land Use Map~~FLUM designation to ~~Residential Medium~~MDR and ~~Residential High~~HDR within the Residential Restricted Zone, as ~~indicated by Map A-7~~depicted in the adopted FLUM~~Future Land Use Map~~ series. ~~-~~This shall not include the designation of lands with City ~~land use categories~~FLUCs comparable to existing ~~C~~county FLUCs~~land use categories~~ when such properties are annexed into the City. ~~(Ord. # 12-20)~~

Policy FLUE - 2.3.4. ~~Policy A.1.1.6d~~ The City shall not allow new public or private primary or secondary educational facilities within the Educational Restricted Zone, as depicted in the ~~indicated by Map A-8 in the Future Land Use Map~~adopted FLUM series, except for improvements and additions to existing facilities

approved in a state college campus master plan as amended on an ongoing basis in the future, or aviation-related educational facilities. ~~(Ord. # 12-20)~~

Policy FLUE - 2.3.5. ~~Policy A.1.1.6e~~ The City shall maintain and regularly update the Kay Larkin Airport Master Plan (AMP) in accordance with Section~~s.~~ 333.06, Florida Statutes.~~S.~~

~~Objective A.1.11 187201(15)(b)1, 2, 3 The City shall protect private property rights and recognize the existence of private interest in land use.~~

~~Policy A.1.11.1 The City will regulate the use of land only for valid public purposes in a reasonable manner, in accordance with due process.~~

~~Policy A.1.11.2 187.201(15)(b)3 The City shall consider the acquisition of lands by State, county, or local governments where regulation will severely limit practical use of real property~~

~~Policy A.1.11.3 The City shall give public notice to land owners of any proposed land use change or change of zoning and will provide an opportunity for comment by the land owner and affected residents of the City prior to making a final decision on any land use change or rezoning proposal.~~

~~Policy A.1.11.4 9J-5.006(3)(c)6 Applications by land owners for a land use amendment to the Comprehensive Plan shall, as part of filing procedures, require the payment of a fee and provisions by the land owner of topographic, soil condition, flood hazard zone and wetland zone and wetland information on all land surveys filed in support of a land use amendment, zoning change or land subdivision. Exceptions may be made by the City on a case by case basis for small-scale amendments when the property in question is (1) already developed or (2) is of a size, shape, and location that the normal permitting processes are sufficient.~~

Commented [JBP59]: Objective and subsequent policies are essentially addressed in the new Private Property Rights Element.

Housing Element

Goals, Objectives, & Policies

Goal HE - 1. **Cultivate a safe, diverse, and high-quality housing supply that meets the needs of current and future residents.**

Commented [JBP1]: Reflects the new/updated objectives and Element organization.

~~**Goal C.1 Plan for and assist providing adequate and affordable housing for the current and projected populations of the City.**~~

Obj. HE - 1.1. **Diversify & Expand the Local Housing Stock**

Provide opportunities to expand and diversify the City's housing supply by permitting a range of housing types, sizes, and price points that meet the needs of current and future residents.

Policy HE - 1.1.1. The City shall ensure that the provisions of the Comprehensive Plan and the Land Development Regulations (LDRs) provide sufficient designations, densities, uses, and locations to allow for a well-balanced mix of housing types, sizes, and price points across the City.

Policy HE - 1.1.2. The City shall consider updates to the LDRs that could support and enable the further expansion and diversification of the City's housing stock, such as:

A. Amending zoning standards to allow for a broader range of housing types throughout the City, including missing middle housing (e.g., duplexes, triplexes, cottage courts).

B. Providing more flexible lot size and dimensional standards to support and accommodate infill and redevelopment.

C. Reducing existing parking requirements that may prevent the development of smaller or more dense housing types.

D. Adopting design standards that encourage innovative and non-traditional housing formats while maintaining neighborhood compatibility.

E. Broaden opportunities for accessory dwelling units (ADUs) in residential districts, including adjustments to location, size, and design standards to encourage their development while ensuring neighborhood compatibility.

~~Policy C.1.1.4 The City shall allow small accessory dwelling units in single-family zoning districts.~~

Commented [JBP2]: Addressed in new policy above.

Policy HE - 1.1.3. Regularly work with the development community to identify opportunities to diversify the City's housing inventory while meeting local housing demand.

Policy HE - 1.1.4. The City shall evaluate and address the housing demands of special needs households, including persons who are homeless, elderly, or have disabilities, as well as households requiring temporary or transitional housing. This evaluation shall be conducted in coordination with local service providers, nonprofit agencies, and regional housing organizations, and shall include:

A. Regular assessment of existing special needs housing capacity, service availability, and barriers to access.

B. Prioritization of available funding, including federal, state, and local sources, to address the greatest identified needs.

C. Support for the development, rehabilitation, or adaptation of housing units and facilities that meet accessibility, safety, and supportive service requirements.

D. Facilitation of partnerships among public, nonprofit, and private entities to increase the availability of permanent supportive housing, transitional housing, and emergency shelter.

E. Promotion of programs that enable aging in place and independent living for elderly and disabled residents.

~~Objective C.1.2 The City shall support the provision of adequate housing for special needs households (housing for the homeless, handicapped, elderly).~~

Commented [JBP3]: Addressed in policy immediately above.

~~Policy C.1.2.1 The City shall continue to evaluate special needs housing, housing for the homeless, temporary shelters and transitional housing, and target available funding to the areas of greatest need.~~

Commented [JBP4]: Addressed in policy immediately above.

~~Policy C.1.1.3 The City shall pursue annexation and/or unified urban service delivery with the County, which will result in increased development efficiency, higher density, and reduced costs that translate to more affordable housing.~~

Commented [JBP5]: This is a bit of "A to C" policy and likely redundant of existing and new FLUE policies. As such, it has been deleted.

Policy HE - 1.1.5. To maintain a balanced, inclusive, and diverse housing supply, the City shall ensure that the LDRs support the development of large-lot, executive-level housing options within the City.

Obj. HE - 1.2. Expand & Preserve Dedicated Affordable Housing Units

Cultivate a sufficient inventory of dedicated affordable housing units

for very low-, low-, and moderate-income households by supporting the development, preservation, and continued investment in subsidized and income-restricted units.

~~Objective C.1.1 Upon Plan adoption, the City shall promote the provision of adequate and affordable housing in the city.~~

Commented [JBP6]: Expanded into Objective 1.2. and Objective 1.3.

Policy HE - 1.2.1. Actively engage in local and regional housing committees, task forces, and working groups to assess local housing needs, share data and resources, coordinate funding opportunities, and develop policies and programs that result in the creation and preservation of dedicated affordable housing units.

~~Policy C.1.1.1 The City shall participate in local and regional affordable housing committees and working groups and support such activities in identifying, analyzing, and addressing the growing need for affordable housing, and exploring and supporting the delivery of affordable housing.~~

Commented [JBP7]: Addressed in policy immediately above.

Policy HE - 1.2.2. The City shall support public, private, and nonprofit developers in the creation and long-term stewardship of dedicated affordable housing units by providing assistance that may include, but is not limited to:

A. Identifying sites suitable for residential development;

B. Utilizing relevant federal, state, and local funding sources, such as the Community Development Block Grant (CDBG) Program, State Housing Initiatives Partnership (SHIP), and HOME Investment Partnerships Program (HOME)

C. Offering technical support in navigating the development review and approval process;

D. Providing guidance on site and building design to ensure compliance with the LDRs and compatibility with surrounding uses;

E. Connecting developers with local partners, programs, and community-based organizations that can provide additional resources, expertise, or support services.

~~Policy C.1.1.5 The City shall encourage and support a local public/private partnership to promote, facilitate, develop, and finance the creation and maintenance of affordable housing to effectively meet the housing needs of its low and moderate income households.~~

Commented [JBP8]: Addressed in policy immediately above.

~~Policy C.1.1.2 The City shall provide technical assistance and formal support to public, non-profit, and private agencies and organizations in developing affordable housing that is in keeping with the~~

~~City's Comprehensive Plan. These organizations include but are not limited to Habitat for Humanity, Inc.; Palatka Housing Authority, and Florida Housing Finance Corp. tax credit applicants.~~

~~Policy C.1.3.3 The City shall continue to support and assist the Palatka Housing Authority in maintaining the condition and appearance of subsidized housing units in the City.~~

Policy HE - 1.2.3. The City shall consider amending the Land Development Regulations to incentivize the development of new dedicated affordable housing units. Such amendments may include:

A. Allowances for increased density, height, floor area, or lot coverage in appropriate locations to improve project feasibility;

B. Increased flexibility in meeting dimensional, parking, and open space standards;

C. Reduced or waived impact fees; and

D. Expedited development review and permitting for projects that meet established affordability criteria.

~~Policy C.1.4.2 The City shall endorse the maintenance of existing permitting system so that affordable housing projects will not experience unnecessary delays.~~

Policy HE - 1.2.4. The City shall assist in the establishment and growth of community land trusts, which provide dedicated affordable housing units with long-term affordability requirements.

Policy HE - 1.2.5. Pursuant to section 166.0451, Florida Statutes, the City shall maintain and update at least every three years a publicly available inventory of City-owned properties appropriate for dedicated affordable housing units, and prioritize disposition or development strategies that ensure long-term affordability.

Policy HE - 1.2.6. The City shall ensure that dedicated affordable housing units are dispersed throughout the City and within individual developments, and that these units are designed to match the appearance and quality of market-rate housing, while contributing positively to the neighborhood character.

~~Policy C.1.4.4 The City shall avoid encouraging or requiring concentrations of affordable housing units in limited and specific areas, and shall support scattered site affordable housing that meets basic design standards, thereby enhancing property values~~

Commented [JBP9]: Addressed in policy immediately above.

Commented [JBP10]: Incorporated into policy above.

Commented [JBP11]: Relatively new requirement in Florida Statutes.

Commented [JBP12]: Incorporated into policy above.

Obj. HE - 1.3. **Preserve and Enhance Naturally Occurring Affordable Housing**
Protect and improve naturally occurring affordable housing so it continues to offer viable living options for very low-, low-, and moderate-income households in the City.

Policy HE - 1.3.1. The City shall identify and monitor naturally occurring affordable housing within city limits to track changes in condition, occupancy, and affordability over time.

Policy HE - 1.3.2. The City shall pursue the strategic acquisition of naturally occurring affordable housing at risk of market-rate conversion and partner with qualified nonprofit, public, or mission-driven private entities to preserve these units, thereby preventing resident displacement.

Policy HE - 1.3.3. The City shall seek funding from federal, state, and local sources to support the preservation of naturally occurring affordable housing, including weatherization, energy efficiency, and structural repair programs.

Policy HE - 1.3.4. The City shall encourage the rehabilitation of naturally occurring affordable housing through code compliance assistance, access to repair and renovation programs, and partnerships with nonprofit housing organizations.

Policy HE - 1.3.5. The City shall encourage property owners of naturally occurring affordable housing to maintain affordability through voluntary agreements, participation in incentive programs, or partnerships with community land trusts.

Policy HE - 1.3.6. The City shall promote neighborhood stability and livability in areas with naturally occurring affordable housing by implementing targeted infrastructure improvements, enhancing code enforcement, and providing access to public amenities.

Obj. HE - 1.4. **Rehabilitate & Replace Substandard Housing**
Improve the quality and safety of the City's housing stock by prioritizing the rehabilitation and repair of substandard units, extending their useful life, and replacing those that are beyond feasible repair through safe demolition and redevelopment.

~~Objective C.1.3 Upon plan adoption, the City shall target the rehabilitation of existing substandard units by adopting the following policies.~~

Commented [JBP13]: New Objective to make a clear distinction between dedicated affordable housing (i.e., subsidized/income-restricted for an extended period of time) vs. naturally occurring affordable housing (i.e., older/smaller units that are priced below median rents/mortgages in the area). These are often treated the same, but I feel they are two distinct concepts worthy of discussion in comprehensive plans.

Commented [JBP14]: Incorporated into the Objective above (note: this a requirement listed in 163.3177, F.S.)

Policy HE - 1.4.1. Identify substandard housing units through regular property condition assessments, code enforcement inspections, and coordination with local health and safety agencies.

Policy HE - 1.4.2. The City shall support the repair and rehabilitation of substandard housing as a first response before considering demolition by using tools such as financial assistance, technical support, and partnerships with nonprofit and private housing providers.

~~Policy C.1.3.1 The City shall target CDBG funds, when available, in low income areas of the City, to remove or rehabilitate existing substandard units and improve existing infrastructure. The City shall continue participation in the State Housing Initiative Partnership (SHIP) program in order to assist very low to low income borrowers with down payment and closing costs.~~

Commented [JBP15]: Summarized in new policy above.

Policy HE - 1.4.3. The City shall encourage the incorporation of energy efficiency, climate resilience, and accessibility upgrades into rehabilitation projects to enhance long-term livability and reduce household operating costs.

Policy HE - 1.4.4. When the City's designated Building Official or their designee determines that a housing unit is beyond feasible repair, the City shall proceed with demolition in accordance with the Code Enforcement Board's procedures and applicable nuisance abatement processes. Redevelopment of such sites should meet current building codes, complement neighborhood character, and address identified housing needs.

~~Policy C.1.3.4 The City shall continue the practice of demolishing substandard housing structures through the City's Code Enforcement Board Procedures. The City will also employ the procedures for nuisance abatement.~~

Commented [JBP16]: Deleted policy is required by F.S. but has been incorporated into the new policy text above.

Policy HE - 1.4.5. ~~Objective C.1.6~~ When occupied dwelling units are demolished in a public action, the occupants will be ensured adequate temporary shelter or housing in accordance ~~with the following policy. Policy C.1.6.1 The City shall continue to ensure the provision of relocation housing in accordance~~ with the Uniform Relocation Assistance Act.

Obj. HE - 1.5. Preserve and Enhance Historically Significant Housing

In alignment with the provisions of the Historic Preservation Element, safeguard historically significant housing within the City through proactive identification, regulatory protection, and reinvestment.

~~Objective C.1.5 The City shall ensure the preservation of its historically significant housing assets by adopting the following policies.~~

Commented [JBP17]: Deleted Objective is required by F.S. but has been incorporated into the new Objective text above.

Policy HE - 1.5.1. The City shall maintain an up-to-date inventory of historically significant housing by conducting periodic surveys in coordination with the Putnam County Historical Society and the Florida Division of Historical Resources, ensuring that all eligible properties are appropriately and sufficiently documented in the Florida Master Site File.

~~Policy C.1.5. The City shall support the Putnam County Historical Society in its efforts to identify and preserve structures of historical significance.~~

Commented [JBP18]: Incorporated into the above policy.

~~Policy C.1.5.4 The City shall request funding from the State Division of Historic Resources, Bureau of Historic Preservation to conduct a re-survey of the City to identify all significant historic and architectural sites in the City and ensure their inclusion on the Florida Master Site File.~~

Commented [JBP19]: Incorporated into the above policy.

Policy HE - 1.5.2. The City shall enforce the provisions of the Historic Preservation Ordinance to protect historically significant housing through appropriate design review, permitting, and enforcement measures.

Policy HE - 1.5.3. The City shall encourage rehabilitation practices for historically significant housing that retain defining architectural features, meet applicable building and safety codes, improve energy efficiency where feasible, and support long-term residential use.

Policy HE - 1.5.4. The City shall apply for and administer grants from public and nonprofit sources to support the rehabilitation, repair, and maintenance of historically significant housing.

~~Policy C.1.5.2 The City shall apply for and utilize federal and state historic preservation programs and grant funding.~~

Commented [JBP20]: Incorporated into the above policy.

~~Policy C.1.5.3 The City shall retain its Certified Local Government status, and utilize this along with REDI (Rural Economic Development Initiative) and other state and federal designation which provides incentives for historic preservation funding and programs.~~

Commented [JBP21]: Incorporated into the above policy.

Policy HE - 1.5.5. The City shall promote public awareness of the value of historically significant housing through outreach programs, preservation workshops, and partnerships with local schools, historical societies, and community organizations.

~~Objective C.1.4 The City's Zoning Code shall continue to provide for the siting of housing for low and moderate income families, mobile homes and group home facilities.~~

Commented [JBP22]: This should be reserved for the FLUE

~~Policy C.1.4.1 Upon Plan adoption, the City shall allow the siting of sheltered homes and similar group homes and foster home facilities in single family or multi-family zoning in accordance with Chapter 419, F.S.~~

Commented [JBP23]: This should be reserved for the FLUE

~~Policy C.1.4.3 The City shall retain, and utilize when appropriate for new development, zoning which allows mobile home developments and parks.~~

~~Objective C.1.7 The City shall establish policies that commit the City to improve and maintain the quality and integrity of its residential neighborhoods.~~

~~Policy C.1.7.1 The City shall enforce current provisions regarding the elimination of non-conforming land uses to include all uses which are inconsistent with the Future Land Use Map or cannot be made compatible with adjacent land uses. New development or redevelopment shall require buffering between land uses of different densities or intensities of use that are sufficient to ensure compatibility between land uses.~~

Commented [JBP24]: This should be reserved for the FLUE

Commented [JBP25]: Should be addressed in the FLUE.

Commented [JBP26]: Should be addressed in the FLUE.

2045 CITY of Palatka
COMPREHENSIVE PLAN UPDATE

Mobility Element

Goals, Objectives, & Policies

Goal ME - 1. ~~**Goal B-1**~~ **Ensure a multimodal network that serves the needs of the City of Palatka's residents, visitors, and local economy with** ~~**Pursue transportation improvements provide for the**~~ **safe and efficient motorized and non-motorized movement of people and goods** ~~**at reasonable cost throughout the City of Palatka, and which**~~ **in a manner that is consistent with desired land use patterns, conserves energy, and protects the natural environment.**

Obj. ME - 1.1. ~~**Objective B.1.1**~~ **Transportation Master Plan**
Develop a comprehensive long-range transportation master plan to enhance the functionality and accessibility of the overall transportation network. Upon plan adoption, the City shall work to enhance a safe and efficient transportation system for vehicles, bicycles, pedestrians, and transit riders.

Policy ME - 1.1.1. The City shall adopt and maintain a Long-Range Comprehensive Transportation Master Plan, which shall include considerations for modal priorities. The plan shall include, at minimum, analyses for vehicular travel, transit, bicycling, and pedestrian modes of travel, and incorporate the following as base elements of the overall plan:

A. Roadway

B. Transit

C. Pedestrian Connectivity

D. Bicycle and Alternative Transportation

E. Water Transit

F. Freight

G. Complete Streets and Wayfinding Program

Policy ME - 1.1.2. The development of a Long-Range Comprehensive Transportation Master Plan/Approach and its implementation shall be context-sensitive to land use patterns and urban design.

Policy ME - 1.1.3. ~~Policy B.1.1.10~~ The City shall~~should~~ develop and maintain as part of its Transportation Master Plan/Approach an inventory, including maps, of sidewalks/trails, bicycle lanes, and transit routes and stops, focusing on the City's collector and arterial road system. Utilizing this mobility inventory, the City shall~~should~~ conduct~~develop~~ a "gap" ~~plan~~analysis that identifies and prioritizes improvements needed to fill in gaps of pedestrian, bicycle, and transit routes (working with Ride Solution and other transit providers) as part of a Complete Streets and "First/Last Mile" program for the Transportation Master Plan/Approach.

Policy ME - 1.1.4. ~~Policy B.1.3.1~~ The City shall review all proposed transportation plans and improvements to determine the impacts such projects or proposals will have on the City's traffic circulation system, and to ensure that projects provide for multi-modal movement, including vehicles, bicycle lanes, sidewalks, and transit stops.

Policy ME - 1.1.5. The City shall ensure that the transportation network is planned, designed, and maintained in a context-sensitive manner to provide safe usage for users of all ages and abilities, including pedestrians, dockless mobility users, bicyclists, transit users, motorists, and freight vehicles.

Policy ME - 1.1.6. ~~Policy B.1.1.9~~ The City will work to implement a Complete Streets program, providing~~afforded~~ access and safety for~~to~~ all users of all ages, including pedestrians, bicyclists, motorists, and transit riders. This program emphasizes the following elements: sidewalks; bike lanes (or wide paved shoulders); wayfinding; frequent and safe street crossing opportunities; accessible pedestrian signals; desirable appearance including landscaping, shade and design; "tree lawns" between street and sidewalk for safety and comfort;~~,~~ comfortable and accessible public transportation stops; median islands; narrower travel lanes; roundabouts; and special bus lanes.

Policy ME - 1.1.7. ~~Policy B.1.1.11~~ Working closely with the Florida Department Of Transportation (FDOT) and Putnam County, the City shall~~should~~ identify roads in need of a "road diet" (overbuilt roads with excessive available capacity), based on current and future land use, and plan for future conversion of ~~un-needed~~unnecessary traffic lanes to bicycle, pedestrian, and transit greenways as part of its Transportation Master Plan/Approach. The City will regularly evaluate its road diet planning list and adjust as appropriate ~~Potential candidates include St. Johns Ave. between Palm Ave. and SR 10 (which would also assist in high school student safety), Palm Ave., the six lane stretch of S.R. 19 (which could allow for additional future commercial/mixed-use development), and the overly wide Husson Ave~~.

Obj. ME - 1.2. **Roadway Planning**

Ensure the roadway system is planned and implemented to provide adequate connectivity and mobility in Palatka, as well as develop safe systems that prioritize safety and protect vulnerable road users.

Policy ME - 1.2.1. Level of Service (LOS) standards for City-maintained roadways are adopted within the Capital Improvement Element (CIE). The City adopts by reference LOS standards mandated by FDOT and Putnam County for state and county roads, respectively.

Policy ME - 1.2.2. The City shall monitor and inventory existing rights-of-way in the City, and regularly evaluate the City's roadway network for LOS and safety.

Policy ME - 1.2.3. The City shall minimize the need for roadway width expansion, except where necessary to improve mobility for bicycles, micromobility, or other alternative mobility options and sharing services, as well as for pedestrians, or to effect intersection improvements. The City will continue to focus its efforts on implementing Complete Streets.

Policy ME - 1.2.4. The City shall plan for future multimodal facilities designed to correct the projected failing LOS for Crill Avenue in 2035, and segments of Reid Street in 2035 and 2045.

Policy ME - 1.2.5. Palatka shall consider opportunities and methods to partner on and support roadway "shared space" efforts, such as, but not limited to, the (re)design of appropriate rights-of-way to best accommodate festivals, parades, open-air markets, urban trails, placemaking engagements and activities, and other events that encourage social interaction, safety education, and community building.

Obj. ME - 1.3. **Pedestrian Mobility**

Ensure a safe network that maximizes pedestrian accessibility and mobility for Palatka's neighborhoods as part of a multimodal transportation system.

Policy ME - 1.3.1. The City shall maintain an inventory of existing rights-of-way within the City and regularly evaluate safety and ensure the proper upkeep of pedestrian facilities.

Policy ME - 1.3.2. Continue to implement the design concepts in areas of high pedestrian traffic, which include, but are not limited to, street trees, canopies/arcades,

patterned colored pavement, and street signage, as well as area-specific recommendations, such as those in the vicinity of local schools.

Policy ME - 1.3.3. Provide pedestrian safety by ensuring well-lit streets, intersections, pedestrian refuges, midblock crossings, and sidewalks. As needed, the City will conduct lighting analyses in areas with high pedestrian crash incidents.

Policy ME - 1.3.4. The City's Land Development Regulations (LDRs) shall require sidewalks or clearly marked, separate pathways as part of construction and maintenance of traffic plans, except where not feasible.

Obj. ME - 1.4. **Bicycle Mobility/Micromobility Devices**
Ensure a complete network that accommodates bicycling and micromobility devices as a viable primary mode of transportation, complementing Palatka's multimodal transportation network. Micromobility devices include any motorized transportation device made available for private use that is not capable of traveling at a speed greater than 20 miles per hour on level ground.

Policy ME - 1.4.1. The City shall maintain a listing of existing bicycle infrastructure and a prioritized inventory of missing bicycle links and facilities within the City, inclusive of location and infrastructure needs for each missing link.

Policy ME - 1.4.2. When streets and bridges are reconstructed, bicycles, micromobility, or other alternative mobility options, including sharing services facilities, shall be considered in street redesign plans when appropriate.

Policy ME - 1.4.3. The City shall support its status as a designated Florida Trail Town by enhancing connectivity to the regional bicycle and greenways network through planning and implementation of new bicycle connections to trailheads. To the extent possible, the City will evaluate and include in its Master Plan appropriate cross-city connections between the trailheads of different trails and greenways, such as for the Palatka-to-Lake Butler Trail, to local businesses, points of interest, or any other future connections to other trails in the vicinity of the City.

Policy ME - 1.4.4. The City shall encourage partner agencies to conduct ongoing safe bicycle, micromobility, and other alternative mobility options and sharing services as part of Safe Routes to Schools/Safe Routes to Parks programs, including semi-annual safety educational programs for children and adults.

Policy ME - 1.4.5. Where possible, the City shall enhance bikeway, micromobility or other alternative mobility options and sharing services information and way-finding signage along bicycle routes.

Obj. ME - 1.5. **Transit**
Provide for current and future regional and local transit mobility and accessibility as part of the overall multimodal network.

Policy ME - 1.5.1. The City shall continue to support efforts toward a regional transit service and shall, as needed, evaluate first and last mile transportation improvements, techniques, and implementable transit programs for public education, and transit demand management in support of local stops development for any local and regional transit network.

Policy ME - 1.5.2. Planning and implementation for any transit stations and stops in the City shall identify needs for improvements such as shade, ADA compliance, well-designed shelters, bicycle parking, route information, benches, and waste receptacles. Such future stops will be located within walking distance of activity generators, and access routes for pedestrians and bicycles, micromobility or other alternative mobility options, and sharing services to transit should be as direct as possible, promoting both pedestrian and bicycle connectivity, including to Amtrak and Greyhound Stations.

Policy ME - 1.5.3. The City shall plan for future stops in assigning right-of-way space, including in consideration of any road diets. Such spaces may be utilized as part of wider sidewalks, parking, seating, and/or landscaped areas until such time as transit facilities are needed.

Policy ME - 1.5.4. ~~Objective B.1.6~~ The City shall cooperate with public agencies, private businesses, and civic associations responsible for the planning and operation of transportation disadvantaged to promote efficient coordination of transit service delivery.

Policy ME - 1.5.5. ~~Policy B.1.6.1~~ The City shall~~should~~ support efforts by Ride Solution and any other transit service deemed appropriate by the City Commission to develop short-term and long-term needs and operation plans. ~~The City shall continue to support efforts toward a regional transit service.~~

Policy ME - 1.5.6. The City will continue to work toward the development of a water transit/water taxi system on the St. Johns River, including planning for two passenger ferries that will ply the river between Palatka, Murphy Island, Welaka, and Crescent City, and providing for a new Water Taxi Terminal by the Mary Lawson Brown Municipal Marina and boat ramp. The City will work

to connect this new facility through first and last-mile multimodal infrastructure to integrate the Water Taxi into the greater multimodal network.

Goal ME - 2. Obtain the highest possible value and utility from investments in the City's transportation network.

Obj. ME - 2.1. General Mobility Implementation and Operations

Ensure the development of a Complete Multimodal Network to enhance general mobility, based on core principles of ~~equity~~ equality, connectivity, accessibility, safety, and reliability.

Commented [JBP1]: Amended provision per Plan Board recommendation at 11/04 hearing.

Policy ME - 2.1.1. The City shall regularly collect and evaluate available safety data, such as through Signal4, to evaluate and plan for local transportation safety improvements. Palatka will utilize this data to collaborate with regional partners to inform street planning, design, maintenance, operations, and law enforcement, thereby enhancing roadway safety.

Policy ME - 2.1.2. ~~Policy B.1.1.5~~ The City shall maximize the traffic-carrying capacity and operational efficiency of a roadway through Transportation System Management (TSM) measures. A list of such measures includes, but is not limited to, ~~encourage~~ encouraging off-peak use of transportation facilities, ~~improve~~ improving traffic signal timing and spacing, ~~reduce~~ reducing the number of curb and median cuts, ~~reduce~~ minimizing on-street parking, and ~~improve~~improving pedestrian access.

Policy ME - 2.1.3. Continue to evaluate and implement pedestrian and transit design standards as they relate to incorporating transit, carpool, pedestrians, and bicycle amenities in different commercial, industrial, and office buildings on Main Street and any future activity generators.

Policy ME - 2.1.4. Ensure accessibility and connectivity by providing ADA-compliant sidewalks, bicycle paths, trails, lighting, transit and rideshare facilities, and/or roads between new developments and existing neighborhoods.

Policy ME - 2.1.5. ~~Policy B.1.1.2 -~~The City shall use operational improvements, where possible, such as intersection design, traffic signals improvements and coordination, turn lanes, signage~~s~~, pavement striping, and traffic calming measures when necessary to ensure~~insure~~ smooth and safe traffic flow.

Policy ME - 2.1.6. ~~Policy B.1.1.3~~ The City, in cooperation with the s~~S~~tate and county government~~s~~, shall review existing standards addressing traffic flow within

the Central Business District (CBD). Where necessary, the City shall adopt design criteria providing for parking, pedestrian traffic, bicycle use, and loading facilities and accesses that provide safety as well as convenience.

Policy ME - 2.1.7. ~~Policy B.1.1.8~~ The City of Palatka shall reduce the amount of existing on-street parking permitted along major and minor arterials except in those areas in which on-street parking provides needed customer parking for the adjacent commercial properties or where on-street parking will have a traffic calming effect that will improve safety.

Policy ME - 2.1.8. The City shall evaluate potential candidates for road diets, which involve redesigning existing roadways to improve safety and better balance space for drivers, pedestrians, bicyclists, and other users, for the following roadway segments:

A. St. Johns Ave. between Palm Ave. and SR 19
B. Palm Ave.
C. The six-lane stretch of SR 19
D. Husson Ave.

Obj. ME - 2.2. ~~Objective B.1.4~~ **Funding**
Explore all available sources for transportation funding to ensure implementation of ~~The City shall coordinate with related local, State, regional, and federal agencies for~~ an integrated, cost-effective transportation system.

Policy ME - 2.2.1. ~~Policy B.1.4.1~~ The City shall coordinate roadway improvements with Putnam County and the Florida Department of Transportation to ensure effective application of available revenue.

Policy ME - 2.2.2. ~~Policy B.1.1.9~~ The City shall pursue federal, ~~S~~state, and local funding sources ~~which~~ that could supplement the Palatka budget for road construction and maintenance.

~~Policy B.1.4.2 The City shall research federal, State, and local funding sources which could supplement the City's budget for road construction and maintenance.~~

Commented [JBP2]: Redundant with above policy.

Policy ME - 2.2.3. The City shall evaluate the need for potential multimodal impact fees based on infrastructure needs. In determining developer responsibilities for project transportation impact mitigation, the City shall also consider project conditions benefits such as capture of internal trips through mixed-use development, and other relevant factors. Developers may provide actual

improvements or pay into a transportation mitigation fund, with such payments limited to documented impacts.

Commented [JBP3]: Moved (and adapted/revised) from second half of adopted Policy B.1.1.7

Policy ME - 2.2.4. Explore opportunities for developers, companies, non-profits, and other private sector entities to participate in the implementation, operation, and maintenance of the transportation system.

Obj. ME - 2.3. ~~Objective B.1.3~~ **Transportation and Land Development Regulations**
Connect transportation, growth, and land use policies so that Palatka~~The City shall encourage growth to~~ develops in a planned and orderly manner, which is compatible with the framework established in the Future Land Use Element.

Policy ME - 2.3.1. The City shall create and implement standards for right-of-way widths through the application of context-sensitive measures within its Land Development Regulations as part of a Complete Streets Program.

~~Policy B.13.5 The City shall adopt minimum right-of-way requirements for new roadways containing the following provisions:~~

Commented [JBP4]: Incorporated (and revised) in proposed Policy immediately below.

~~a) Arterial roadways - 150 ft. right-of-way~~

~~b) Collector roadways - 80 ft. right-of-way~~

~~c) Local roadways - 66 ft. right-of-way~~

Policy ME - 2.3.2. Where some types of development may contain situations where roadway construction requirements for right-of-way vary, the City may elect to alter the right-of-way requirements on a case-by-case basis and as determined by the City Commission based upon the recommendation of the Public Works Director and City Manager.

Policy ME - 2.3.3. ~~Policy B.1.1.7~~ The City shall ensure that the necessary transportation facilities, including motorized and non-motorized vehicle parking, are in place when a development permit is issued, or a development permit is issued subject to the condition that the necessary transportation facilities will be in place when the impacts of development occur. The City Commission, with advice from the Planning Board, shall consider the following criteria in evaluating development projects with transportation impacts of more than 100 daily trips, when such projects will directly result in the available capacity of adjacent and impacted roadways being~~to be~~ reduced to less than 10%.

A. demonstrated need for turning lanes;

B. connection to City, ~~C~~county, and ~~S~~state road system through collector or arterial roadways;

C. need for vicinity improvements (within two miles) to sidewalks, bicycle lanes, and greenway trails to assist with filling in sidewalk and bicycle lane "gaps"; and

D. transit route opportunities, including provision of bus shelters.

~~In determining developer responsibilities for project impact mitigation, the City shall also consider project benefits such as new jobs, public benefits such as parks and public spaces, capture of internal trips through mixed-use development, and other relevant factors. Developers may provide actual improvements or pay into a transportation mitigation fund, with such payments limited to documented impacts.~~

Policy ME - 2.3.4. ~~Policy B.1.3.3~~ The City shall establish access management standards, coordinating planning, regulation, and design of access between roadways and land development in the land development regulations to ensure safety and appropriate, efficient access to the City's transportation network. The City shall minimize the connection of access points of driveways and roads to roadways by~~through the use of land development regulations~~ addressing subdivision regulations and driveway access management in the Land Development Regulations. ~~, In general, land development regulations will be developed to limit access road spacing according to the following schedule:~~

~~Adjoining Road Posted Speed Limit~~	~~Minimum Access (feet) Spacing (feet)~~
~~25 mph~~	~~80~~
~~30 mph~~	~~105~~
~~35 mph~~	~~145~~
~~40 mph~~	~~185~~
~~45 mph~~	~~200~~

Policy ME - 2.3.5. ~~Policy B.1.3.4~~ The City of Palatka shall regularly review all transportation plans to emphasize the connection of residential areas to park and recreation areas, schools, and major shopping centers, with such connections including pedestrian ways and bikeways, and shall include transportation and circulation analysis as part of all development review processes. Connectivity between non-residential projects shall be required of all new development and redevelopment, except when not feasible due to environmental factors ~~or objections of existing developed properties~~.

Policy ME - 2.3.6. ~~Policy B.1.1.6~~ The City will require developers to comply with City road design standards and to pave all internal roadways for all new subdivisions

and participate in access road improvements. The City shall include these ~~has until June, 2008 to include the~~ standards under the street portion of the code to address those situations not covered by the subdivision portion of the code.

Policy ME - 2.3.7. The City shall adopt requirements for bicycle and pedestrian facilities as appropriate into its Land Development Regulations. Development plans for new developments and redevelopment of residential and non-residential sites shall show any existing and proposed bicycle and pedestrian access to adjacent properties and transit stops.

Policy ME - 2.3.8. The City shall consider in its Land Development Regulations opportunities and incentives for the provision of appropriate facilities to support pedestrians, bicycles, micromobility, or other alternative mobility options and sharing services, such as lockers and bicycle parking, and transit, by new development or redevelopment.

Obj. ME - 2.4. ~~Objective B.1.5~~ **Palatka Lt. Kay Larking Airport**
Ensure the continued development and maintenance of Lt. Kay Larkin Airport as a vital component of transportation infrastructure for the regional network and emergency management services~~The City shall monitor the effectiveness of the adopted Airport Master Plan and aviation-related zoning standards, revising the Plan and standards when necessary~~.

Policy ME - 2.4.1. A Master Plan for the Palatka Lt. Kay Larkin Airport, assessing aviation facility and infrastructure needs to optimize existing facilities, resources, and airport operations, will be maintained and updated at least every 5 years.

Policy ME - 2.4.2. ~~Policy B.1.5.1~~ Kay Larkin Airport development shall~~should~~ be coordinated with the Continuing Florida Aviation System Planning Process (CFASPP) and in accordance with the ~~the local government~~ Comprehensive Plan.

Policy ME - 2.4.3. ~~Policy B.1.5.4~~ The City shall establish methods to provide ~~long range~~long-range airspace planning ~~which~~that recognizes requirements for aviation use, urban development, communications, and industrial development.

Policy ME - 2.4.4. ~~Policy B.1.5.5~~ The City~~h~~ shall enforce the Airport Education Restriction Zone and the Airport Residential Restriction ~~zone~~ Zone rules as ~~set forth in~~outlined in the Future Land Use Element. The City shall continue to enforce Part 77, Title 14 of the Code of Federal Regulations entitled "Objects Affecting Navigable Airspace" and require advanced written approval from

the Federal Aviation Administration (FAA) for any structure, temporary or permanent, within a one-mile radius of the airport.

Policy ME - 2.4.5. The City shall monitor developments in Advanced Air Mobility (AAM) and coordinate with FDOT, the FAA, and regional partners to understand potential applications, siting considerations, and regulatory requirements. Coordination shall focus on information sharing, education, and readiness planning to ensure the City remains informed as state and federal guidance evolves.

Policy ME - 2.4.6. As AAM facilities or services are proposed within the City, they shall be evaluated for consistency with applicable safety standards, infrastructure capacity, and compatibility with surrounding land uses and community character. Any City participation, investment, or facility development shall occur only through separate actions with identified funding sources and demonstrated public benefit.

Goal ME - 3. Ensure a cohesive transportation network among local, regional, state, and national infrastructure that will provide increased accessibility and mobility for Palatka's residents, visitors, and businesses.

Obj. ME - 3.1. Resource Coordination with State and Regional Entities

Support the connectivity of Palatka's transportation network with the region, state, and national networks through resource coordination.

Policy ME - 3.1.1. ~~Policy B.1.4.3~~ Although the City of Palatka does not constitute a metropolitan organization as defined under Chapter 339.175, F.S., and is located outside the jurisdictional limits of any Transportation Planning Organization (TPO), intergovernmental coordination and resource planning ~~pursuant to Chapter 380 in north Florida~~ shall be accomplished through the continued cooperation and communication with the Northeast Florida Regional Council (NEFRC) when and where appropriate.

Policy ME - 3.1.2. ~~Policy B.1.6.2~~ The City shall supplement the requirements of Chapter 427, F.S., by providing local participation on the designated official planning agency "coordinating board." The City shall continue to implement and support the transit system as prescribed by the City's existing and future goals.

Commented [JBP5]: CG: Transportation Disadvantaged Board.

Obj. ME - 3.2. **Support National and Regional Transit Options**

Encourage the connectivity of Palatka's transportation network with the regional, state, and national transit networks.

Policy ME - 3.2.1. The City shall continue to coordinate with existing providers of local and regional transit, including Greyhound and non-profits like the Ride Solution, to promote continued operations within Palatka. To further this support, Palatka shall consider in its capital improvements priorities for first- and last-mile connectivity, including improved pedestrian, bicycle, local transit, and micromobility infrastructure, which will improve accessibility to the Amtrak Train/Greyhound Bus Station and local bus stops as applicable.

Policy ME - 3.2.2. The City shall coordinate with Amtrak as needed to ensure that service to the City, such as those provided by the Floridian and Silver Meteor Lines, continues to be provided for the benefit of residents and businesses. To further this support, Palatka shall consider in its capital improvements priorities for first- and last-mile connectivity, including improved pedestrian, bicycle, local transit, and micromobility infrastructure, that will improve accessibility to the Amtrak Train/Greyhound Bus Station.

Obj. ME - 3.3. **Regional Trails and Greenways**

Ensure integration of regional trails and recreational networks to increase mobility and accessibility to Palatka.

Policy ME - 3.3.1. The City shall coordinate with Putnam County and the Florida Department of Transportation to complete and maintain regional trails that increase accessibility and mobility, including for recreational purposes, to Palatka.

3.3.1.1. ~~Policy B.1.4.4~~ The City shall work and coordinate with FDOT~~the Florida Department of Transportation~~ and the Office of Greenways and Trails to complete the Palatka-Lake Butler State Trail within the City limits, and to maintain the trail on an ongoing basis~~.~~.

3.3.1.2. The City shall work and coordinate with Putnam County to enhance connectivity, parking, and education of various regional routes to residents and businesses, such as:

- Palatka to Keystone Heights
- Palatka to Brown's Landing Route
- Palatka to Bucknam Lock Loop

- Palatka to Dunns Creek Loop
- Palatka to Hastings Loop

3.3.1.3. The City shall work and coordinate with the Florida Department of Transportation, Office of Greenways and Trails, and Putnam County to promote and encourage connectivity for residents and businesses to the Palatka to St. Augustine State Trail.

Recreation & Open Space Element

Goals, Objectives, & Policies

Goal ROSE - 1. ~~**Goal F.1**~~ Provide~~**The City of Palatka shall ensure the provision of**~~ **sufficient parks and recreational facilities to meet the needs of Palatka's~~~~its~~ residents and visitors.**

Obj. ROSE - 1.1. **Park Access**

~~Objective F.1.1. Upon plan adoption, the City shall implement the following policies to ensure~~The City shall ensure public access to all identified recreational facilities.~~:~~

Policy ROSE - 1.1.1. ~~Policy F.1.1.1~~ The City shall adhere to the park and recreation level of service (LOS) standards adopted in the Capital Improvements Element of this plan. ~~adopt the following Level of Service Standards:~~

~~Park Type~~	~~Facility Per Population~~
~~Regional Park~~	~~1 acre per 50~~
~~Community Park~~	~~1 acre per 500~~
~~Neighborhood Park~~	~~1 acre per 500~~
~~Equipped Play and Tot Lot~~	~~1 acre per 2,000~~

~~Type of Facility~~	~~Unit of Measure~~	~~Population Served~~
~~Baseball/Softball Fields~~	~~1 Field~~	~~5,000~~
~~Football/Soccer Fields~~	~~1 Field~~	~~6,000~~
~~Equipped Play Area~~	~~1 Play Area~~	~~10,000~~
~~Basketball Courts~~	~~1 Court~~	~~5,000~~
~~Boat Ramp (Lanes)~~	~~1 Lane~~	~~5,000~~
~~Tennis Courts~~	~~1 Court~~	~~2,000~~
~~Swimming Pools~~	~~1 Pool~~	~~25,000~~
~~Hiking (miles)~~	~~1 Mile~~	~~6,750~~
~~Picnic Area (Tables)~~	~~1 Table~~	~~6,000~~

Policy ROSE - 1.1.2. ~~Policy F.1.1.3~~ The City shall continue to ensure that City recreational facilities within the City limits shall be accessible to all people, including the handicapped, the elderly, and the transportation disadvantaged.

Policy ROSE - 1.1.3. The City shall continue to explore the feasibility of maintaining and expanding waterfront recreational activities following guidance from the Michael Redd Riverfront Master Plan.

Obj. ROSE - 1.2. **Delivery of Parks Service**

~~Objective F.1.2~~ The City shall coordinate public and private resources to ensure that Level of Service (LOS) ~~S~~standards ~~(LOSS)~~ do not fall

below acceptable levels, and that means of improving the delivery of service are reviewed annually. ~~through implementation of the following policies:~~

Policy ROSE - 1.2.1. ~~Policy F.1.2.1~~ The City shall include private recreational facilities open to the public (whether or not a fee is charged) in the Comprehensive Plan's Level of Service (LOS) calculations ~~of this plan~~.

Policy ROSE - 1.2.2. The City shall explore public-private partnerships and funding opportunities to develop, upgrade, or expand community facilities, including, but not limited to, community centers, public pools, and kayak launches.

Policy ROSE - 1.2.3. The City shall continue to maintain and update its Land Development Regulations (LDRs) to ensure that development may not occur if it is determined that it would cause the park and recreation system to fall under the adopted LOS standards.

Policy ROSE - 1.2.4. ~~Policy F.1.4.1~~ The City shall continue to require the designation of 25 acres per 1,000 persons of open space in its subdivision and zoning regulations as a prerequisite ~~of~~ for development approval. This requirement may be ~~satisfied~~met on-site, ~~or may take~~ through the form of a cash payment, or donation~~ed~~ of a parcel of land ~~(~~acceptable to the City~~)~~, located off ~~the development~~ site but within the City limits.

Policy ROSE - 1.2.5. ~~Policy F.1.4.2~~ The City shall continue to implement the Parks and Recreation Facilities Impact Fee, and shall monitor its effects and update it as necessary to meet the adopted levels of service for recreational facilities/reserve open space. ~~consider re-instituting the Parks and Recreation Facilities impact fee as a means of raising revenue to purchase land and construct recreational facilities/reserve open space to meet adopted levels of service.~~

Policy ROSE - 1.2.6. ~~Policy F.1.2.2~~ The City shall coordinate its recreational facility planning ~~plans for recreational facilities~~ with Putnam County, nonprofit organizations, civic groups, and other private entities ~~and local private/civic groups~~ to maximize~~ensure that the greatest~~ the benefit ~~is derived from~~ of City recreational funding.

Policy ROSE - 1.2.7. The City shall use interlocal agreements with Putnam County and other local and state agencies to work together to meet the recreational needs of City residents.

Policy ROSE - 1.2.8. ~~Policy F.1.4.3~~ The City shall support~~assist~~ programs maintained by the Chamber of Commerce~~'s~~ and Downtown Palatka's non-profit organizations~~program~~ to promote tourism and provide~~the provision of~~ open space activities for ~~City~~ residents and visitors. The City shall request ~~to receive~~ an Annual Report from the Chamber of Commerce Tourist Development Council and the CRA on their~~its~~ activities and coordination with the City of Palatka ~~in order~~ to evaluate the success of these efforts~~this policy~~ and update this Policy as necessary.

Policy ROSE - 1.2.9. The City shall consider installing clear and consistent signage at all public park pavilions with information on rental procedures, contact details, and user responsibilities for maintenance and cleanup..

Obj. ROSE - 1.3. **Concurrency Management System**

~~Objective F.1.3 The City, through its Concurrency Management System, shall ensure that the adopted Recreation and Open Space Level of Service Standards (LOSS) are maintained and that defined recreational needs, for planning purposes, are entered into the City's Capital Improvement Plan five years in advance of actual need.~~ The City shall align its park and recreation goals with the existing Concurrency Management System to ensure that recreational needs are met for Palatka's current and future population.

Policy ROSE - 1.3.1. The City shall adhere to the park and recreation level of service (LOS) standards adopted in the Capital Improvements Element of this plan.

Policy ROSE - 1.3.2. ~~Policy F.1.3.1~~ The City shall ensure that there are sufficient recreational facilities to meet adopted Level of Service (LOS) ~~S~~standards ~~(LOSS)~~, in accordance with its Concurrency Management System and the requirements of 163.3180, F.S.~~, and Rule 9J-5.0055, F.A.C~~.

~~Policy F.1.3.2 Upon Plan adoption, the City adopts recreational Levels of Service Standards (LOSS) as identified in Table F-4 of the Recreation and Open Space Element and an open space Level of Service Standard (LOSS) of 25 acres per persons.~~

Policy ROSE - 1.3.3. Upon plan adoption, the City will improve its recreation and open space LOS standards by updating its LDRs and Concurrency Management System (CMS) to provide:

A. A formal open space management system that (1) establishes an inventory of open space lands, (2) enforces LOS standards for open

space, and (3) implements development standards that require new residential development to dedicate land to the City's open space inventory, or;

B. An informal open space system that does not utilize an open space inventory or strict LOS standards but does require specified new developments to set aside land to maintain adequate open space.

Policy ROSE - 1.3.4. ~~Policy F.1.3.3~~ Upon plan adoption, the City shall improve any existing LOS deficiencies in parks or recreation facilities ~~through~~by budgeting for such improvements in its ~~f~~Five-~~y~~Year Capital Improvement Plan (CIP).

Policy ROSE - 1.3.5. The City will meet the recreational needs of the adopted LOS standards by assessing public open space and vacant lands to identify future recreational development priorities. If capacity allows, this assessment will lead to a public open space and vacant lands inventory.

~~Policy F.1.3.4 Where of mutual benefit, the City shall enter into interlocal agreements with Putnam County to meet the recreational needs of City residents.~~~~Policy F.1.3.5 Open space/recreational lands shall be designated on the Future Land Use Map Series (Figure A-1). These lands shall be protected from adjacent incompatible land uses and development through the adoption and implementation of land development regulations that control the spatial distribution of land use on adjacent lands in accordance with that designated on the Future Land Use Map (Figure A-1) and control the density/intensity of land use in accordance with Policy A.1.9.3.~~

Commented [JBP1]: Moved to Policy ROSE 1.2.7

~~*Objective F.1.4 The City shall annually review its activities pertaining to the provision of recreation and open space for its residents, and identify means of improving the delivery of service by five percent by the year 2010 through implementing the following policies:*~~

Conservation Element

Goals, Objectives, & Policies

Goal CONE - 1. ~~Goal E.1~~ **Conserve and protect the natural resources of the City of Palatka and maintain an acceptable quality of life for its citizens.**

Obj. CONE - 1.1. **Environmentally Sensitive Lands**
Conserve Palatka's inventory of environmentally sensitive lands and protect them from the impacts of new development.

Policy CONE - 1.1.1. Environmentally sensitive lands in the City shall include areas adjacent to the St. Johns River and its tributaries, wetlands, sensitive aquifer recharge zones, and other lands that support vulnerable native vegetation or habitat for species of concern.

Policy CONE - 1.1.2. ~~Policy E.1.7.2~~ The City shall develop a conservation master plan for ~~connected greenway system of~~ public lands (and private lands under conservation easement) that identifies environmentally sensitive lands, supports the future conservation of threatened habitats and wildlife, ~~to~~ provides for stormwater and flood control, ~~and also~~and explores possible, low-impact ~~for~~ recreational uses like ~~(~~hiking and kayaking~~)~~.

Policy CONE - 1.1.3. ~~Policy E.1.2.8~~ The City shall require a~~A~~n average fifty (50)-foot vegetated upland buffer of native plant species, with a minimum width of twenty-five (25) feet ~~shall be required~~ for any waterfront development along the St. Johns River.

Policy CONE - 1.1.4. The City shall require a~~A~~ vegetated, upland buffer with a minimum width of fifteen (15) feet and an average width of twenty-five (25) feet ~~shall be required~~ in any new development abutting a wetland. These buffers may accommodate vegetated stormwater retention areas, and less than 10% of buffer space may be utilized for boathouses, boardwalks, docks, and non-pervious walkways.

Policy CONE - 1.1.5. ~~Policy E.1.3.5~~ The City shall enforce land use regulations which ensure that ~~the~~its wetlands ~~identified in Figure E-1~~ are protected through controlling development density in wetlands to no greater than one (1) unit per five (5) acres, and requiring that the total number of approved units be clustered on the least sensitive portion of the land parcel.

Policy CONE - 1.1.6. ~~Policy E.1.2.17~~ The City shall protect environmentally sensitive lands from incompatible uses or ~~N~~new development by ensuring that it:

A. ~~shall~~ Uses~~utilize~~ and/or preserves native vegetation, or;

B. U~~u~~ses drought-resistant plants for landscaping to the greatest practicable extent.

Native or ~~drought tolerant~~drought-tolerant plants include, but are not limited to, those in the Florida Native Plant Society's Native Plants for Landscaping in Florida, or comparable guidelines.

Obj. CONE - 1.2. Air Quality

~~Objective E.1.1The City of Palatka will take steps if needed to e~~Ensure that ~~the~~ air ~~quality in the City of Palatka shall be maintained~~quality is maintained without ~~no~~ further degradation, in line with air quality levels established by the Florida Department of Environmental Protection.

Policy CONE - 1.2.1. ~~Policy E.1.1.1~~ The City shall report any apparent industrial pollution problems to the ~~Jacksonville~~Florida Department of Environmental Protection (FDEP) ~~office~~.

Policy CONE - 1.2.2. ~~Policy E.1.1.2~~ The City shall require new ~~Developments of Regional Impact, future~~ power generation projects, ~~future~~ major transportation projects, and ~~future~~ industrial projects~~y shall be required~~ to evaluate their impacts on the air quality of Palatka~~the City~~ as a condition of receiving an approved development order from the City.

Policy CONE - 1.2.3. ~~Policy E.1.1.3~~ The City Commission will work with local industry to acquire whatever ~~S~~state and federal assistance may be available to reduce levels of air pollution ~~being~~ generated by ~~business~~ businesses already sited within the City.

Obj. CONE - 1.3. Surface Water Resources

~~Objective E.1.2 Upon Plan adoption, the City, through enforcing adopted objectives and policies, shall e~~Ensure that no degradation will occur in either the quality or quantity of the St. Johns River and other current projected water sources.

Policy CONE - 1.3.1. ~~Policy E.1.2.1~~ No new landfills shall be located within the City limits.

Policy CONE - 1.3.2. ~~Policy E.1.2.2~~ The City's designated Building Official or their designee shall not issue a building permit or other development order until the appropriate permitting agency~~Department of Health~~ has provided a permit for the sizing and siting of an on-site sewage disposal system. Septic tanks may be installed only in accordance with all applicable provisions of the Public

Facilities Element and the City's Land Development Regulations (LDRs)~~Policy D.1.4.1~~.

Policy CONE - 1.3.3. ~~Policy E.1.2.3~~ Any waterbody or wastewater treatment plant having wasteload allocations shall meet or exceed established water quality standards enforced~~through enforcement~~ by FDEP, the City, and the county.

Policy CONE - 1.3.4. ~~Policy E.1.2.4~~ Wastewater effluent shall not adversely impact the surface water quality of area lakes or rivers.

Policy CONE - 1.3.5. ~~Policy E.1.2.5~~ The City shall prohibit the dumping of raw sewage from live~~-~~aboard vessels. ~~and~~

Policy CONE - 1.3.6. ~~t~~The City shall require that sewage pumpout facilities at future designated marinas ~~to~~ meet or exceed established water quality standards enforced~~through enforcement~~ by FDEP, the City, and the county.

Policy CONE - 1.3.7. ~~Policy E.1.2.6~~ Secondary containment around all underground storage tanks and attached piping located within waterfront marinas shall meet or exceed established water quality standards enforced~~through enforcement~~ by FDEP, the City, and the county.

Policy CONE - 1.3.8. ~~Policy E.1.2.7~~ New waterfront development shall be designed so that stormwater runoff and erosion do not degrade the ambient water quality of adjacent waters.

Obj. CONE - 1.4. Groundwater Resources

Conserve and protect the quality and quantity of current projected groundwater sources.

Policy CONE - 1.4.1. ~~Policy E.1.2.10~~ The City will cooperate with the St. Johns River Water Management District (SJRWMD) to promote public education and awareness of the benefits of conserving water.

Policy CONE - 1.4.2. ~~Policy E.1.2.12 Unless proven to be economically, environmentally, or technologically unfeasible, all new subdivisions and nonresidential development shall include reuse / reclaimed water lines.~~ In pursuit of the City's long-standing policy to require reuse / reclaimed water lines to be installed when economically or environmentally feasible, the City shall make efforts to expand its reuse and reclaimed water capacity by constructing new facilities and extending service areas. ~~**Note:** *it has been, and continues to be, the policy of the City of Palatka to require reuse / reclaimed water lines to be installed when feasible.*)~~

Policy CONE - 1.4.3. ~~Policy E.1.2.18~~ The City shall coordinate with the St. Johns River Water Management District (SJRWMD) to ensure that groundwater supplies for public wellfields ~~be~~ are maintained and protected from competing, man-made, non-potable uses, in accordance with Florida Administrative Code. ~~the requirements of Rule 40C-2.381, F.A.C., as it relates to the illegal use of water or leaking wellheads or valves that legally can be observed through the City's police authority. Infractions of Rule 40C-2.381 shall be reported to the SJRWMD for action.~~

Policy CONE - 1.4.4. ~~Policy E.1.2.19~~ The City shall ~~R~~require all new water-to-air heat pumps to have return wells.

Policy CONE - 1.4.5. ~~Policy E.1.2.20~~ The City will enforce ~~S~~state regulations for the area around ~~the City~~ well ~~field~~s that constitutes ~~the~~ its ~~well field's~~ cone of influence and provide ~~setback~~ setbacks of potentially polluting land uses around the site. Non-polluting land uses shall include Recreation and Conservation land uses, low and medium-density residential land use, and commercial land uses that do not, in their operations, produce, store, use, or sell toxic materials as defined in SARA Title III (Consolidated List of Chemicals).

Policy CONE - 1.4.6. The City shall enforce a 500-foot radial setback buffer consistent with the definition of a "Wellhead Protection Area" as defined in Rule ~~65~~62-521.200, F.A.C., for wellhead protection. ~~Non-polluting land uses shall include Recreation and Conservation land uses, low and medium density residential land use and commercial land uses that do not, in their operations, produce, store, use nor sell toxic materials as defined in SARA Title III (Consolidated List of Chemicals).~~ Any non-conforming land use located within the ~~five hundred (~~500~~)~~ ~~-~~ foot radial setback of a well serving the public will not be permitted to expand or be improved and will be phased out upon change of ownership.

Policy CONE - 1.4.7. ~~Policy E.1.2.14 By June 1, 2018, the City shall amend its~~ The City shall continue to enforce, maintain, and update as necessary the ~~land development regulations by adopting a~~ landscape irrigation and ~~X~~xeriscape ordinance. ~~based on "Standards for Landscape Irrigation in Florida."~~

Policy CONE - 1.4.8. ~~Policy E.1.2.16~~ The City will periodically conduct a water conservation public awareness campaign ~~for the purpose of communicating~~ to communicate to residents clear, concise, and consistent messages on water conservation.

Obj. CONE - 1.5. River Level Rise

~~Objective E.1.6 The City shall~~ Coordinate with relevant entities to

determine~~develop more specific findings regarding~~ the probable extent ~~and results~~ of sea/river level rise and plan for the mitigation of its impacts.

Policy CONE - 1.5.1. ~~Policy E.1.6.1~~ The City shall coordinate with the St. Johns River Water Management District (SJRWMD) to ~~i~~identify areas of the City that are vulnerable to river level rise, utilizing elevation, soil, hydrographic, and other relevant data.

Policy CONE - 1.5.2. ~~Policy E.1.6.2~~ The City shall explore the possibility of ~~i~~identifying "vulnerability zones" in which relocation, accommodation, or protection shall be required in the event of sea/river level rise.

Policy CONE - 1.5.3. The City shall coordinate with the SJRWMD to ~~Policy E.1.6.3~~ d~~D~~evelop a timeframe that projects~~for~~ river level rise through the planning horizon.

Policy CONE - 1.5.4. ~~Policy E.1.7.1~~ The City shall determine the feasibility of utilizing~~e~~ public funds and pursuing~~e~~ grants to acquire privately-owned lands within recognized vulnerability zones.

Policy CONE - 1.5.5. ~~Policy E.1.7.3~~ The City shall develop a vegetative planting strategy for riverfront lands to improve flood control and water quality, noting~~with an eye toward~~ future salinity changes that would impact freshwater marsh vegetation.

Policy CONE - 1.5.6. ~~Policy E.1.7.4~~ The City shall develop an inventory and plan for the potential relocation of ~~vulnerable~~ public buildings and infrastructure vulnerable to sea/river level rise.

Policy CONE - 1.5.7. ~~Policy E.1.7.5~~ The City shall investigate the efficacy of~~plan for~~ shoreline stabilization measures and flood control, with a preference on "soft" stabilization through vegetated wetland creation and expansion, and the use of "hard" stabilization armoring structures, utilized only if ~~absolutely~~ necessary or in support of~~conjunction with~~ soft stabilization.

Policy CONE - 1.5.8. ~~Policy E.1.7.6~~ The City shall develop incentives and provisions~~regulations~~ in its LDRs that cluster future riverfront and floodplain development while improving and expanding vegetated wetlands along the riverfront.

Policy CONE - 1.5.9. ~~Policy E.1.7.8~~ The City shall revise its Floodplain Management Ordinance~~Flood Code~~ to ensure that development within present and future flood zones will be elevated appropriately to a height of at least two feet above the 2025~~2017~~ base flood elevation and will not diminish flood zone

capacity. This height shall be adjusted as base flood elevation data~~information~~ is updated~~becomes more current~~.

Policy CONE - 1.5.10. ~~Policy E.1.7.7~~ The City shall require that notice be provided to purchasers of property within the vulnerability zones to inform them of vulnerability elements and Flood Code requirements.

Policy CONE - 1.5.11. The City shall investigate initiatives to implement in the LDRs and municipal building code that address climate change and ensure that new development meets building resiliency standards.

Policy CONE - 1.5.12. ~~Policy E.1.7.9~~ The City shall explore development alternatives such as floating structures and stilt structures connected by boardwalks.

~~***Objective E.1.7 The City shall plan for mitigation of sea/river level rise.***~~

Obj. CONE - 1.6. Mining and Minerals

~~Objective E.1.3Upon Plan adoption, the City shall implement the following policies to e~~Ensure that remaining minerals, soils, native vegetative communities, and other resources are not reduced due to inefficiently regulated land use practices.

Policy CONE - 1.6.1. ~~Policy E.1.3.3~~ The City shall enforce the Future Land Use Element and Future Land Use Map ~~density, and~~density, intensity, and use provisions to ensure that existing natural reservations ~~identified in the Future Land Use and the Recreation and Open Space Elements~~ are sufficiently protected from development intrusion.

Policy CONE - 1.6.2. ~~Policy E.1.3.1~~ Developers shall be required to use the Florida Stormwater, Erosion, and Sedimentation Control Inspector's Manual published by the FDEP ~~Florida Department of Environmental Protection,~~ Nonpoint Source Management Program~~,~~ as the guiding Best Management Practices (BMPs) erosion control document~~, and shall~~. Developers shall ~~be required to~~ adhere to the requirements therein both during and after construction.

~~Policy E.1.3.2 The Building and Zoning Department shall continue to enforce the City tree and landscape ordinance. This ordinance specifies:~~

~~A. The permitting requirements for clearing a parcel prior to development;~~

~~B. The number of trees to be preserved or replaced in a development site; and~~

~~C. The requirements for xeriscape planting.~~

~~An occupancy permit Certificate of Occupancy shall not be issued by the Building Official unless the standards required by the ordinance are adhered to.~~

Commented [JBP1]: First half redundant with Policy CONE 1.7.2; second half is implemented through the new Policy CONE 1.7.3

Obj. CONE - 1.7. Wildlife and Habitats

~~Objective E.1.4Upon Plan adoption, the City shall~~ Protect and preserve ~~implement the following policies to achieve a goal of no more than two (2) percent loss of~~ wildlife ~~habitat~~ and marine habitats within city limits from incompatible land uses through the planning horizon.~~the City for both the five year planning and long term planning horizons.~~

Policy CONE - 1.7.1. To maintain its status as a Tree City, the City shall determine the feasibility of implementing an urban forestry program that supports, maintains, and plants local trees and vegetation in designated areas.

Policy CONE - 1.7.2. ~~Policy E.1.4.1~~ The City shall continue to enforce its tree and landscape ordinance to control potential destruction of wildlife habitat within the ~~C~~city limits that ~~has~~have been identified by the Florida Fish and Wildlife Conservation Commission (FFWCC) as a known habitat of listed endangered or threatened wildlife or plant species of special concern.

Policy CONE - 1.7.3. In support of the tree and landscape ordinance, the City's designated Building Official or their designee shall not issue a Certificate of Occupancy unless the standards required by the ordinance are adhered to by new development.

Policy CONE - 1.7.4. The City shall develop new regulatory incentives within its LDRs to protect native vegetation and natural resources and promote sustainable development practices. These incentives shall encourage:

A. Clustered development that minimizes the footprint of development on riverfront, conservation, and other environmentally sensitive lands;

B. Long-term conservation and restoration of environmentally sensitive lands;

C. Protection of water resources through the implementation of Low-Impact Development (LID) strategies, and;

D. Enhancement and expansion of native vegetation to support habitat connectivity, water quality, and ecological resilience.

Policy CONE - 1.7.5. ~~Policy E.1.3.4~~ The City shall coordinate with the county to ensure that the St. Johns River and unique vegetative communities that are shared between the two jurisdictions are protected from degradation or intrusion by development.

Policy CONE - 1.7.6. The City shall coordinate with the St. Johns River Water Management District (SJRWMD), FFWCC, and other relevant entities to identify endangered species within the City, map the locations of these species, and direct development away from these sensitive areas.

Policy CONE - 1.7.7. The City will cooperate with the SJRWMD to, as necessary, help protect and preserve vulnerable marine life in the St. Johns River and other identified major surface waters.

Obj. CONE - 1.8. Hazardous Waste Mitigation

~~Objective E.1.5~~ The City shall manage the disposal of hazardous waste to prevent adverse effects on natural resources~~implement the following policies to manage hazardous waste so as to protect natural resources~~.

Policy CONE - 1.8.1. ~~Policy E.1.5.1~~ The City shall continue to provide in-kind support to Keep Putnam Beautiful so~~in order~~ that ~~City residents, businesses and facilities will be informed through~~ public education on~~f~~ hazardous waste disposal locations and proper methods of disposal will be readily available for residents, businesses, and facilities.

Policy CONE - 1.8.2. ~~Policy E.1.5.2~~ The City shall continue to cooperate with the FDEP to enforce the proper disposal of hazardous waste, including used automobile and truck tires and batteries.

Policy CONE - 1.8.3. ~~Policy E.1.5.3~~ The City shall continue to require that City Fire Department personnel have the proper training to respond to~~in regard to~~ hazardous materials spills and evacuation procedures in the event that hazardous materials are released ~~due to train or truck accidents or other causes~~.

Policy CONE - 1.8.4. ~~Policy E.1.5.4~~ Information currently obtainable from the EPA, FDEP, and Putnam County regarding hazardous materials~~,~~ and evacuation procedures shall be made available for distribution to City residents.~~,~~ These materials~~and~~ shall be available at the City Hall and fire stations.

Public Facilities Element

Goals, Objectives, & Policies

Goal PFE - 1. Ensure the City's public facilities operate as an integrated and efficient network that delivers reliable service, meets adopted level of service (LOS) standards, and supports well-planned, coordinated growth and development.

~~Goal D.1 The City of Palatka shall ensure the provision of potable water, sanitary sewer, drainage, solid waste facilities and services and maintain aquifer recharge to meet existing and projected demands identified in this Plan.~~

~~Goal D.2 The City shall ensure that natural resources are protected from potential adverse impacts associated with sewer facilities, stormwater drainage, and solid waste disposal.~~

Obj. PFE - 1.1. Public Facility Planning & Maintenance

Plan, fund, and manage the construction, operation, and maintenance of public facilities to provide capacity where needed, support planned growth, and maintain system performance.

~~Objective D.1.1 Upon Plan adoption, the City of Palatka shall enforce adopted Concurrency Management System procedures to ensure that at the time a building permit or other development order is issued, infrastructure facility capacity is available to meet the demand of development without lowering adopted Levels of Service Standards (LOSS), or provide the opportunity for such development to provide the needed capacity.~~

Policy PFE - 1.1.1. ~~Policy D.1.1.1 The following level of service~~ The City's public facilities LOS standards, as adopted in the Capital Improvement Element (CIE), shall serve as ~~be~~ the basis for ~~determining the~~evaluating ~~availability of facility~~ facility demands~~capacity against the demand~~ generated by new development.~~:~~

~~Facilities~~	~~Level of Service Standards~~
~~A. Potable Water~~	
~~1. Central Water System~~	
~~a. Main Design Flow~~	~~Residential - 130 gallons per capita per day (GCD)~~ ~~Commercial/Industrial - 110 gallons per acre per day (GAD)~~
~~b. Storage Capacity~~	~~2,000,000 gallons (ground and elevated)~~

Commented [JBP1]: Addressed in Goal 1 above.

Commented [JBP2]: Addressed in Goal 1 above.

Commented [JBP3]: Addressed below.

Commented [JBP4]: LOSS for each system will be consolidated in the Capital Improvements Element to avoid issues that arise when the same standard is located in two places (or in this case, two separate elements).

c. Pressure Level	67 to 72 lbs/square inch at plant
2. Private Well	
a. Must be located more than 250 feet from a central water plant distribution line. b. Must be permitted by the Florida Department of Environmental Protection. c. Must meet the standards of Rule 40C-3.512 and Rule 62-532.500, F.A.C., for a private well; Rule 40C-3.512through (g) and Rule 62-550.300 F.A.C. for a well serving the public.	
B. Sanitary Sewer	
1. Central Sanitary Sewer System	
a. Average design flow	Residential - 125 gallons per capita per day (GCD) Commercial/Institutional/Industrial - 110 gallons per acre per day (GAD)
b. Peak design flow	249 gallons per capita per day
c. Water quality	Discharge water quality of wastewater treatment plants shall meet the minimum requirements of the St. Johns River Water Management District and Florida law.
2. Septic Tank System Standards	
a. No on-site sewage disposal system shall be installed until an "On-site Sewage Disposal System Construction Permit" (DH Form 4016) has been obtained from the Florida Department of Environmental Protection. Septic tank sanitary sewage systems shall not be constructed until an application form DH 4016 is submitted and a construction permit is issued. b. The sizing and location of septic tank sanitary sewer disposal systems shall be in accordance with the minimum requirements of the Florida Department of Environmental Protection and with Chapter 62-6.005 and 62-6.008, F.A.C., and s.381.0065, F.S. c. Site evaluation for the location of septic tanks shall meet the site evaluation criteria established by the Florida Department of Environmental Protection and specified in Chapter 62-6.006, F.A.C.	
C. Solid Waste	
Per Capita Per Day	6.4 lbs/person/day
D. Drainage Facilities	

~~Interim Standards~~	~~See Policy PFE – 4.2.2~~
~~Water Quality~~	~~Criteria for surface water quality shall meet the minimum standards of the St. Johns River Water Management District and Florida Department of Environmental Protection, and of 62-302.200, F.A.C.~~
~~Wetland Stormwater Discharge~~	~~Permits for wetland stormwater discharge shall follow the minimum requirements of the St. Johns River Water Management District, and of 62-25.042, F.A.C.~~
~~Stormwater Discharge Facilities~~	~~Permits for the construction of new stormwater discharge facilities shall follow the minimum requirements of the St. Johns River Water Management District, and shall follow 62-330.301, F.A.C.~~
~~Closed Conduits~~	~~10-year frequency, 24-hour duration; Intensity-Duration-Frequency (IDF) Curve, Zone 5, most recent FDOT Drainage Manual.~~
~~Open Channels~~	~~10-year frequency, Roadside, Median, and Interceptor Ditches or Swales~~ ~~25-year frequency, outfalls~~ ~~25-year frequency, canals~~ ~~2-year, Temporary Roadside and Median Ditches or Swales~~ ~~5-year, Temporary Outfalls and Canals~~ ~~Most Recent FDOT Drainage Manual~~
~~Retention/Detention~~	~~Shall meet minimum requirements of the St. Johns River Water Management District (retain the first inch of stormwater for drainage basins over 100 acres; the first one-half inch of stormwater for drainage basins under 100 acres).~~

Policy PFE - 1.1.2. Maintain adopted public facility LOS standards for the entire service area by designing and constructing replacements, expansions, or capacity improvements in locations that best serve both new and existing developments.

Policy PFE - 1.1.3. Site and distribute new or expanded public facilities in locations that support the City's planned growth pattern and are consistent with the Future Land Use Map.

~~Policy D.1.1.2 All improvements for replacement, expansion, or increase in capacity of facilities shall be compatible with the adopted level of service standards for the facilities and that distribution of these facilities/services is consistent with the Future Land Use Map.~~

Commented [JBP5]: Incorporated into policy above.

Policy PFE - 1.1.4. The City shall continue to loop potable water distribution lines to improve system reliability, maintain pressure, enhance water quality, and support fire protection.

~~Policy D.1.5.4 The City shall continue its ongoing project of "looping" all lines in the potable water system.~~

Commented [JBP6]: Incorporated into policy above.

Policy PFE - 1.1.5. ~~Policy D.1.2.6.~~ The City shall annually review and rank the need for new or expanded public infrastructure and, based on this review, consider amendments to the CIE to refine the Capital Improvements Schedule (CIS) or to adjust adopted LOS standards. This review shall be conducted in accordance with the following criteria~~The City shall review and rank the need for new and additional public infrastructure as detailed in the Comprehensive Plan with the advice of the City department heads and public advisory groups annually in accordance with the requirements of set forth in Policy D.1.3.1 and the following criteria~~:

A. ~~elimination~~Elimination of public hazards;

B. ~~elimination~~ Correction of existing capacity deficits;

C. ~~locational~~Locational needs based on projected growth and redevelopment patterns;

D. ~~accommodation~~Accommodation of new development and redevelopment; and

E. ~~financial~~ Financial feasibility.

~~Based on the results of this review, the City shall annually update the Capital Improvements Elements (CIE) of the Comprehensive Plan and LOS standards, if necessary.~~

~~Objective D.1.2 Capital projects needed to ensure support facility and development concurrency will be evaluated annually and when financially feasible become part of the five year schedule of capital expenditures in the Capital Improvement Program. This update of the CIP will be an annual amendment to the City's adopted Comprehensive Plan. In order to preserve adopted Level of Service Standards (LOSS), the City of Palatka, upon Plan adoption, shall continue to coordinate the extension of, or increase of, facilities to meet future needs, through implementing the following policies.~~

Commented [JBP7]: Language that is better suited for the CIE.

~~Policy D.1.2.2 Upon reaching 90 percent of system capacity, the City Commission shall review the City's current debt service (for consideration of issuing bonds), federal/State grant potential and other sources of funding to determine future policies relating to system expansion.~~

~~Policy D.1.2.3 The Concurrency Management System shall be implemented and shall, at a minimum, include a Capital Improvement Program that is financially feasible and include both necessary facilities to maintain adopted Level of Service standards to serve new development and the necessary facilities required to eliminate existing deficiencies which are a priority to be eliminated during the five year CIP planning period.~~

~~Objective D.1.3 To correct deficiencies as well as to coordinate the extension of facilities to meet future needs, the City shall maintain a five-year schedule of capital improvement needs for public facilities. This five-year plan will be updated annually in conformance with a coordinated review and update process for the Capital Improvement Element of this plan.~~

~~Policy D.1.3.1 The City Commission shall coordinate, evaluate, and rank capital improvement projects proposed for inclusion in the five-year schedule of capital improvement needs, utilizing the following priority level guidelines.Level One - Whether the project is needed to protect public health and safety, and to provide the City's legal commitment to provide services.~~

~~Level Two - Whether the project provides service to developed service areas shown for such facilities in the Future Land Use element of this plan.~~

~~Level Three - Whether the project represents a logical extension of facilities and services within a designated service area as shown on the City's Future Land Use Map.~~

~~Based on the results of this review, the City shall annually update the Capital Improvements Elements (CIE) of the Comprehensive Plan and LOS standards, if necessary, in accordance with Policy D.1.2.4.Policy D.1.3.2 Projects shall be completed in accordance with the schedule provided in the Capital Improvements Element of this plan.~~

Commented [JBP8]: Language that is better suited for the CIE.

Commented [JBP9]: Language that is better suited for the CIE.

Commented [JBP10]: Language that is better suited for the CIE.

Commented [JBP11]: Language that is better suited for the CIE.

Obj. PFE - 1.2. **Impacts from New Development on Public Facilities**

Ensure that impacts from new development do not cause the City's public facility systems to fall below their adopted LOS standard.

Policy PFE - 1.2.1. ~~Policy D.1.3.4~~ Consistent with public health and safety, required potable water, sanitary sewer, ~~solid waste,~~ drainage, and solid waste facilities ~~adequate water supplies, and potable water facilities~~ shall be in place and available to serve new development no later than the issuance ~~by the local government~~ of a Certificate of Occupancy or its functional equivalent.

~~Policy D.1.1.3 Potable water facilities, including all structures designed to collect, treat, or distribute potable water, including wells, treatment plants, reservoirs, and distribution mains, are to be authorized concurrent with development approval.~~

Commented [JBP12]: Incorporated above and made to apply to all public facility systems.

Policy PFE - 1.2.2. ~~Policy D.1.2.4~~ When the City's designated Building Official, or their designee, issues a building permit, or when the City approves a development order, an enforceable agreement shall be required to ensure that all necessary public facilities and services to support the development will be in place and available prior to the issuance of a Certificate of Occupancy, or its functional equivalent~~When the City a development order or permit, it shall require an enforceable agreement ensuring that all necessary public facilities to serve the project are in place before issuance of a certificate of occupancy or its functional equivalentAt the time of development order or development permit, there is an enforceable development agreement in place that ensures, prior to issuance of a Certificate of Occupancy or its functional equivalent, the necessary facilities and services for potable water and sanitary sewer will be available~~.

Policy PFE - 1.2.3. The City shall not approve development that would cause a public facility to operate below its adopted LOS standard unless proportionate mitigation is provided through an enforceable development agreement.

~~Policy D.1.2.5 The City shall prohibit or allow for the proportionate mitigation of impacts of any development that adversely affects the LOS standards established for the potable water and sanitary sewer system, solid waste disposal, or drainage. The City shall evaluate and update, if necessary, LOS standards in cooperation with the St. Johns River Water Management District during the annual update process for the Capital Improvement Element (CIE).~~

Commented [JBP13]: Incorporated above.

Obj. PFE - 1.3. Potable Water System

Provide for a safe and efficient potable water supply system capable of meeting the needs of Palatka's existing and projected population.

Policy PFE - 1.3.1. New development located within the City's potable water service area, and within 250 feet of an existing potable water main, shall connect to the central potable water system as a condition of development approval.

Policy PFE - 1.3.2. ~~Policy D.1.3.5~~ Prior to approval of a building permit or its functional equivalent, the City shall consult with the municipal water supplier to ~~determine whether~~ confirm that adequate water supplies ~~to serve the new development~~ will be available to serve the new development no later than the anticipated date of issuance of a ~~Certificate of Occupancy~~certificate of occupancy or its functional equivalent ~~by the City~~.

Policy PFE - 1.3.3. ~~Policy D.1.5.2~~ The City shall ensure that an adequate water supply is available through coordinating land use decisions with the St. Johns River Water Management District (SJRWMD) and their water supply plan. Prior to the approval of a development order, the City shall ensure that the municipal water supplier's Consumptive Use Permit (CUP) ~~issued by the St. Johns River Water Management District~~ has available capacity to serve the new development.

Policy PFE - 1.3.4. ~~Policy D.1.4.2~~ No new private well shall be allowed within 250 feet of an existing potable water distribution line. In cases where there are existing private wells, the City's designated Building Official or their designee shall notify the applicant that the facility will be required to convert to the City water system within twelve months of a distribution line reaching within 250 feet of the subject property line.

Policy PFE - 1.3.5. ~~Policy D.1.5.6~~ Public water wellfields shall be protected from adverse impacts of development by requiring a 500-foot radial setback buffer consistent with the definition of a "Wellhead Protection Area" as defined in Rule 62-521.200, F.A.C. Any non-conforming land use located within 500 feet of a well serving the public will not be permitted to expand or be improved and will be phased out upon change of ownership.

Policy PFE - 1.3.6. Potable water service outside the City limits shall be provided only in conjunction with an annexation agreement, unless the City Commission determines that such service will improve system efficiency, supports operations, protects the environment, promote economic development, and not encourage urban sprawl.

~~Policy D.1.2.1 The City of Palatka shall establish a coordinating relationship with the Putnam County Board of County Commissioners to discuss future development plans adjacent to City borders and to discuss the City supporting development beyond their border with water/sewer service. Areas served by Palatka water and sewer will be annexed into the City; however, the distribution of potable water for areas outside of City limits is conditioned upon annexation only when those properties become contiguous. Annexation of contiguous property receiving water or sewer service shall not be required if the City Commission determines that provision of service to a property, in substantive terms, improves the efficiency of the collection system, supports the system through additional service and user fees, achieves environmental protection, and promotes economic development; and does not promote urban sprawl.~~

Commented [JBP14]: Incorporated into policy above.

Policy PFE - 1.3.7. ~~Objective D.1.5 In order to fully utilize and efficiently protect and conserve potable water resources, the City shall continue~~ The City shall continue to

reduce per capita water consumption through implementing the following sub-policies~~specific measures in the policies listed below~~:

1.3.7.1. The City shall ensure that all wells no longer in use within the City limits are capped in accordance with the Land Development Regulations (LDRs) to prevent water loss from the Floridan Aquifer and contamination of the Surficial Aquifers.~~Policy D.1.5.5 Land Development Regulations shall require that wells no longer in use within the City limits be capped to prevent water loss from the Floridan Aquifer or contamination of the Surficial Aquifers. This requirement will be enforced by the Building Official.~~

1.3.7.2. ~~Policy D.1.5.3~~ The City's designated Building Official or their designee shall ensure that all new construction and substantial renovations comply with the plumbing fixture standards established in the Florida Building Code (FBC), including maximum allowable flow rates and water consumption levels.~~The City Building Official, in issuing a building permit or other development order, shall require that construction meet the Building Construction Standards of Chapter 553, F.S., which states that no new building shall be constructed which employs a tank-type water closet having a tank capacity in excess of 3.5 gallons of water, or employs a shower head or faucet that allows a flow of more than an average of three gallons of water per minute at 60 pounds of pressure per square inch. Compliance with this requirement shall be reviewed at final inspection. A Certificate of Occupancy shall not be issued if this requirement is not satisfied.~~

1.3.7.3. ~~Policy D.1.5.1~~ The City shall conduct a public information program in conjunction with the SJRWMD ~~in~~ to alert~~ing~~ water customers of wasteful water usage practices and promote~~ing~~ responsible and practical use of the water system~~ with the goal of maintaining a potable water level of service requirement of 130 GCD~~.

1.3.7.4. The City shall ensure that ~~W~~water conservation information ~~shall be~~is attached to every permit application and will be issued with all plumbing permits. ~~The City will cooperate with the SJRWMD to promote public education and awareness of the benefits of conserving water.~~

1.3.7.5. The City shall cooperate with SJRWMD during declared water shortage emergencies by conserving water resources and assisting with enforcement of water shortage emergency declaration, orders, and plans (Rule 40C-21, F.A.C., SJRWMD water shortage plan).

1.3.7.6. The City shall continue to implement its Water Conservation Plan that is associated with its CUP.

Policy PFE - 1.3.8. The City shall maintain a Water Supply Facilities Work Plan, in accordance with Florida Statutes, to ensure a safe, adequate, and sustainable water supply. The Work Plan shall be an integral part of the Comprehensive Plan and shall be implemented primarily through the following sub-policies.

1.3.8.1. The City's Water Supply Facilities Work Plan (2025-2035) is incorporated into the Comprehensive Plan as Appendix A of the Public Facilities Element.

1.3.8.2. The City shall maintain a water supply facilities work plan (WSFWP) that is coordinated with SJRWMD's North Florida Regional Water Supply Plan (NFRWSP). The WSFWP and related comprehensive plan policies will be updated, at a minimum, every five (5) years within 18 months of an update of the NFRWSP.

1.3.8.3. The WSFWP shall identify the traditional and alternative water supply projects and programs, along with the water conservation and reuse practices necessary to meet existing and future water demands.

1.3.8.4. The WSFWP shall address those project options identified in the NFRWSP and selected by the City for implementation (if any), along with any respective implementation schedules.

1.3.8.5. The City will participate in the development of updates to the NFRWSP and other water supply development-related initiatives facilitated by the SJRWMD that affect the City.

Obj. PFE - 1.4. Sanitary Sewer System

Provide for a safe and efficient sanitary sewer system capable of meeting the needs of Palatka's existing and projected population.

~~*Objective D.1.6 Upon Plan adoption, the City shall continue to take measures that will ensure that the City's sanitary wastewater system functions adequately (provides sufficient quantity of service) and correctly (does not pollute the environment) through implementing the following policies:*~~

Commented [JBP15]: Incorporated into new objective.

Policy PFE - 1.4.1. New development shall connect to the City's central sanitary sewer system when the following conditions apply:

A. **Residential subdivisions** –New residential subdivisions located within 1,320 feet of an existing sewer line, or a sewer line scheduled to be in place or under actual construction within three years of final development approval, provided that the site is accessible to the line via public right-of-way.

B. **Single-Family—**New single-family homes not in a subdivision and located within 250 feet of -an existing or planned sewer line, or a sewer line that will be in place or under actual construction within three years of final development approval, provided the site is accessible to the sewer line via public right-of-way.

C. **Large Industrial/Commercial—**New industrial and commercial developments with a gross leasable floor area of greater than 5,000 square feet and located within 1,320 feet of an existing or planned sewer line, or a sewer line that will be in place or under actual construction within three years of final development approval, provided that the site is accessible to the sewer line by public right-of-way.

D. **Small Commercial—**New commercial developments not in a subdivision, with a gross leasable floor area of 5,000 square feet or less and located within 250 feet of an existing or planned sewer line, or a sewer line that will be in place or under actual construction within three years of final development approval, provided that the site is accessible to the sewer line by public right-of-way.

~~Policy D.1.4.1 (a) New residential subdivisions, new industrial development, and new commercial development with a gross leased floor area of greater than 5,000 square feet connect to the City's sanitary sewer system when they are within 1,320 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way; or~~

~~(b) New single-family homes and commercial development that are not located within a subdivision subject to criteria above shall be required to connect to the City's sanitary sewer system when they are within 250 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three years of final development approval, providing that the site is accessible to the sewer line by public right-of-way.~~

~~Objective D.2.1 Upon plan adoption, the City shall protect surface water bodies from potential sanitary waste disposal/treatment impacts by enforcing specific measures listed in the policies stated below.~~

Commented [JBP16]: Objective not needed with new element structure. Addressed in policies below.

Policy PFE - 1.4.2. ~~Policy D.2.1.2 The City shall enforce current regulations that stipulate that no~~No septic tank shall be installed within 250 feet of an existing sewer line.

Policy PFE - 1.4.3. The City shall maintain and enforce LDRs requiring remaining septic tanks to be phased out of service according to the schedule in the five-year CIS for sewer line extensions.

Policy PFE - 1.4.4. The City and its designated Building Official or their designee shall require new septic tank installations to be sited appropriately based on soil conditions. It shall not approve a building permit without an onsite sewage treatment and disposal system (OSTDS) permit from the relevant permitting agency.

Policy PFE - 1.4.5. Existing single-family homes shall not be required to connect to the sanitary sewer system if the Public Works Director or their designee determines that topography makes a gravity connection infeasible.

~~Policy D.2.1.1 The City shall adopt Land Development Regulations which ensure that remaining septic tanks are phased out of service and that any tanks installed be properly sited in relation to soil conditions and that building permits are conditioned upon the receipt of a permit from the Putnam County Health Department for septic tank installation and a specific date for phasing out such tanks be established based upon the 5-year Capital Improvement Program for extending sewer lines. Existing single-family residential homes shall not be required to connect to sanitary sewer lines if, based on the determination of the Building Official, topography makes a gravity feed impossible.~~

Commented [JBP17]: Incorporated into several policies above.

Policy PFE - 1.4.6. The City shall maintain an inflow and infiltration (I&I) rate of no more than 10 percent in the sanitary sewer system and shall seek to reduce this rate where feasible.

Policy PFE - 1.4.7. The City shall conduct ongoing inspections, repair or replace deteriorated sewer lines as needed, and include necessary projects in the five-year CIS to maintain the adopted I&I standard.

~~Policy D.1.6.2 The City shall continue to maintain its sanitary sewer system so as to maintain an inflow rate of no more than 10 percent and as much as possible improve upon that rate. The City, through ongoing inspection, shall identify and repair deteriorated portions of the sanitary sewer lines in order to maintain the inflow/infiltration rate to no more than 10 percent. The City shall adopt in the annual update of its capital improvements program the inclusion of projects in the five-year schedule of capital improvement needs necessary to maintain its sanitary sewer system at an inflow/infiltration rate of no more then 10 percent.~~

Commented [JBP18]: Incorporated into several policies above.

~~Policy D.1.6.1 The City, through its water saving activities, shall set a goal of maintaining a sanitary sewer LOSS of 125 GPD for residential land use and 110 GPD for commercial/institutional/industrial land use.~~

Policy PFE - 1.4.8. ~~Policy D.1.6.3~~ The City ~~Public Works Director shall ensure that City~~shall ~~ensures~~ensure its personnel working with the~~serving, the~~ sanitary wastewater system are properly trained and certified in system maintenance and operating procedures.

Obj. PFE - 1.5. **Stormwater Management System**

Provide for a safe and efficient stormwater management system capable of meeting the needs of Palatka's existing and projected population.

~~Objective D.2.2 Upon Plan adoption, the City shall take specific flood protection measures that will also protect the St. Johns River from runoff pollution.~~

Commented [JBP19]: Incorporated into the above Objective.

Policy PFE - 1.5.1. ~~Policy D.2.2.1~~ Upon Plan adoption the City, through its designated Building Official and Public Works Director, or their designees, shall implement the following programs to contain and/or channel stormwater runoff:

A. ~~A.~~ The Public Works Director or designee shall implement a routine maintenance program of semi-annual inspection of drainage facilities.

B. ~~B.~~ The City's designated Building Official ~~Zoning Administrator~~ or designee shall not permit ~~to be removed~~the removal of buffers comprised of native vegetation adjacent to water bodies and wetlands, which provide filtration of stormwater pollutants.

C. ~~C.~~ The Public Works Director or designee shall design ~~its~~ new streets to direct storm drainage to be filtered through soils and native vegetation before the runoff enters the drainage system.

D. ~~D.~~ The City's designated Building Official or their designee shall not approve~~issue~~ a building permit until permits from jurisdictional agencies for dredge and fill, stormwater, and drainage are secured.

E. ~~E.~~ The Public Works Director or designee shall continue to provide monthly drainage status reports to the City ~~Manager~~.

Policy PFE - 1.5.2. Stormwater runoff shall be reviewed by the City as part of the development review process in accordance with the LDRs~~Policy D.2.2.4 The level of stormwater run-off shall be reviewed as part of the requirements of the Land Development Regulations~~.

Policy PFE - 1.5.3. Post-construction stormwater runoff from a site shall not exceed the pre-construction runoff level ~~and the level of stormwater run-off from a parcel during and after construction shall not exceed the level of run-off from the site experienced prior to construction~~.

Policy PFE - 1.5.4. ~~Policy D.2.2.3~~ All new development in flood-prone areas shall meet the following standards:

A. Development in the Federal Emergency Management Agency (FEMA) 100-year flood hazard zone shall be constructed so that the lowest floor elevation is at least two feet above the base flood elevation as established by the latest versions of the FEMA Flood Insurance Rate Maps.

B. ~~B.~~ Dredging and filling of lands within floodplains shall be limited to that approved by federal and ~~S~~state agencies having the authority to regulate and police such activities. All proposed development shall be clustered and located on the non-floodplain portions of the site, or, for proposed development areas that lie entirely within the 100-year floodplain, all structures shall be required to be elevated on pilings.

C. ~~C.~~ In addition, the following criteria will apply to development in the 100-year floodplain:

a. ~~1)~~ No hazardous materials or waste shall be stored within the 100-year floodplain;

b. ~~2)~~ Clearing of native vegetation will be minimized in the 100-year floodplain by establishing the minimum following pervious surface ratios for the following land uses ~~identified below~~:

Residential, single-family land use:	65%
Residential, multi-family land use:	45%
Commercial land use:	30%
Industrial land use:	10%

c. ~~3)~~ Use of septic tanks in flood-prone areas will be restricted as specified by ~~the County Department of Health~~ FDEP, and all such sewage disposal systems shall be required to connect to central sewage systems; and ~~in accordance with Policy D.1.4.1.~~

Commented [JBP20]: Statutory change

d. ~~4)~~ Any development within a flood-prone area will maintain the natural topography and hydrology of the development site.

Policy PFE - 1.5.5. ~~Policy D.2.2.2~~ The City shall continue to coordinate with the Florida Department of Transportation (FDOT) to seek means of improving maintenance of drainage facilities along ~~State~~ state roads.

Obj. PFE - 1.6. **Solid Waste System**

Provide for a safe and efficient drainage system capable of meeting the needs of Palatka's existing and projected population.

~~Objective D.2.3 The City shall take the following measures to meet the requirements for safe and sanitary disposal of solid waste:~~

Policy PFE - 1.6.1. All residential and nonresidential solid-waste generating uses within the City limits shall utilize the municipal solid waste collection program.

Policy PFE - 1.6.2. The City shall ensure that all solid waste collection, transfer, and disposal activities comply with applicable federal, state, and local environmental regulations.

Policy PFE - 1.6.3. The City shall coordinate with Putnam County, the Northeast Florida Regional Council (NEFRC), and other appropriate agencies to adopt and maintain LDRs establishing procedures for identifying, collecting, transporting, and disposing of hazardous waste generated within the City.

Policy PFE - 1.6.4. The City shall identify businesses with the potential to generate hazardous waste and work with Keep Putnam Beautiful to provide them with information on its proper handling and disposal, including materials supplied by federal, state, and county agencies. This information shall also be made available to the public at City Hall and through other public outreach methods.

~~Policy D.2.3.1 the City shall coordinate with NEFRC and Putnam County to adopt Land Development Regulations that establish procedures for disposal of hazardous waste materials and identify levels of hazardous waste generated. Business with the potential for generating hazardous waste will be identified. The City Commission will coordinate with Putnam County and the NEFRPC to establish procedures for the pick-up, transport and disposal of identified hazardous wastes.~~

Commented [JBP21]: Incorporated into policy above.

~~Policy D.2.3.2 The City shall coordinate with Keep Putnam Beautiful to distribute federal, State and county generated data regarding the handling and disposal of hazardous waste to all business identified as potential generators of such waste and make such literature available at City Hall for all its residents.~~

Commented [JBP22]: Incorporated into policy above.

Policy PFE - 1.6.5. The City shall seek to implement or support a recyclable materials recycling program in accordance with the standards outlined in Chapter 403.706, F.S.

~~Policy D.2.3.3 The City shall increase its recycling activities under its joint agreement with the county concerning a cooperative recycling effort. The City, through its water/sewer service billing process shall mail out information regarding the benefits of recycling to the community at large. Further, the City through resolutions will sponsor the activities of service/social groups in recycling programs. Through the recycling efforts of the City and its citizens, the City of Palatka will continue to reduce its solid waste by 30 percent as mandated by Chapter 403.706, FS and will increase its~~

~~recycling efforts in order to reduce its solid waste generation by 34 percent in order to remain consistent with county LOS standards.~~

Commented [JBP23]: Incorporated into policy above.

Policy PFE - 1.6.6. The City shall prohibit illegal dumping on public and private property and shall enforce penalties for violations in accordance with applicable ordinances.

Policy PFE - 1.6.7. The City shall implement public awareness measures, including the posting of notices in areas where illegal dumping has occurred, to discourage future violations and protect public health, safety, and the environment.

~~Policy D.2.1.3 The City shall control the disposal of solid waste. The City has established specific fines for dumping trash along roadways or private property and the City is required to post notices of such fines in locations where such dumping is known to have occurred.~~

Commented [JBP24]: Incorporated into policy above.

Intergovernmental Coordination Element

Goals, Objectives, & Policies

Goal ICE - 1. ~~**Goal G.1 The City shall improve coordination**~~**Coordinate with Putnam County and with local, regional, ~~S~~state, and federal agencies ~~in order to improve development activities and~~ to facilitate the development and infrastructure services needed to accommodate the needs of the City's existing and future ~~growth~~residents and businesses.**

Obj. ICE - 1.1. **Coordinated Planning**
Maintain interlocal consistency by collaborating with local, regional, state, and federal agencies and jurisdictions on planning and development initiatives.~~Objective G.1.1 The City shall continue to review the comprehensive or development plans of Putnam County, the Putnam County School Board, and other entities providing services to the City to ensure interlocal consistency.~~

Policy ICE - 1.1.1. ~~Policy G.1.1.1 As part of the Comprehensive Plan process, t~~The City will continue to compare its~~the City's~~ Comprehensive Plan with ~~the county's Comprehensive Plan and~~ those of neighboring municipalities and other development plans of authorities and agencies with which the City shares interlocal agreements.

Policy ICE - 1.1.2. The City shall work to establish an Interlocal Service Boundary Agreement (ISBA) with Putnam County to guide smart development practices in City-serviced areas that have not yet been annexed and efficiently provide utility services to residents while avoiding the duplication of services.

Policy ICE - 1.1.3. ~~Policy G.1.1.5~~ The City shall coordinate all land use amendments to its Comprehensive Plan that impact ~~on~~ development sites that abut the City/county boundary with ~~the~~ Putnam County's Planning and ~~, Building and~~ Zoning Department.

Policy ICE - 1.1.4. The City shall provide written notification to the county of all amendments to the Comprehensive Plan, including text amendments and amendments to the Future Land Use Map series.

Policy ICE - 1.1.5. The City shall work with Putnam County to partner with the Florida Seaport Transportation and Economic Development (FSTED) Council for assistance and coordination in services like capital infrastructure projects, funding and grants, and for seaport, freight mobility, and trade plans.

Policy ICE - 1.1.6. ~~Policy G.1.1.3~~ The City shall promote affordable housing through:

A. ~~a~~Active participation in the Northeast Florida Regional Council (NEFRC) Affordable Workforce Housing Taskforce;

B. ~~e~~Encouraging the Economic Development Council of the Putnam County Chamber of Commerce to address affordable housing as a function of job creation;

C. ~~e~~Encouraging higher wage industrial and commercial office employers to relocate or expand within the City; and

D. ~~by f~~Fostering partnerships between the Public Housing Authority, State Housing Initiative Partnership (SHIP) administrators, Community Development Block Grant (CDBG) administrators, and the private sector housing organizations, such as local and national home builders.

Obj. ICE - 1.2. **Coordinated Review Procedures**

~~Objective G.1.2 At the time of Plan implementation, the City shall~~ I~~i~~nstitute and maintain regular review procedures with local, regional, and state planning and regulatory agencies, including the Putnam County School Board, ~~as well as~~ Putnam County, and other agencies ~~any local governments~~ providing services to the City.

Policy ICE - 1.2.1. ~~Policy G.1.2.1~~ The City~~special intergovernmental coordinating committee~~ shall monitor and evaluate all interlocal agreements (ILAs), including those inventoried in the Data & Analysis Section of this Element, and assess the provision of adequate facilities and services concurrent with the impacts of City development programs.

Policy ICE - 1.2.2. The City Manager and the City Commission will be~~are~~ responsible for all ILAs~~interlocal agreements~~. The City Manager is responsible for negotiati~~ng~~~~ons of~~ ILAs~~interlocal agreements~~, and the City Commission is responsible for adopting or ratifying ILAs~~interlocal agreements~~.

Policy ICE - 1.2.3. ~~Policy G.1.5.1~~ The City shall review and improve, where necessary, all relevant interlocal agreements and coordination mechanisms that the City of Palatka has entered. ~~with the Florida Department of Environmental Protection, Florida Department of Children and Family Services, Putnam County Administration, Putnam County Health Department, the St. Johns River Water Management District, the Putnam County Solid Waste Management Board, the U.S. Army Corps of Engineers, the U.S.~~

~~Environmental Protection Agency, and state and federal Departments of Transportation.~~

Policy ICE - 1.2.4. The City Manager shall be responsible for the negotiation of interlocal~~the~~ agreements, which shall be subject to approval by the City Commission.

Policy ICE - 1.2.5. ~~Policy G.1.2.2~~ The City shall request that the Northeast Florida Regional Council ~~to~~ provide technical assistance to resolve conflicts with other local governments.

Obj. ICE - 1.3. Transportation Planning

~~Objective G.1.3~~ C~~The City shall c~~oordinate with related local, ~~S~~state, regional, and federal agencies to promote~~for~~ an integrated, ~~cost effective~~cost-effective transportation system.

Policy ICE - 1.3.1. ~~Policy G.1.3.2~~ Although Palatka is located outside the jurisdictional limits of any Metropolitan Planning Organization (MPO), ~~intergovernmental coordination and resource planning pursuant to Chapter 380 in north Florida shall be accomplished through~~ the City shall continue~~d~~ to cooperate~~ion~~ and ~~communication~~communicate with the Northeast Florida Regional Council, North Florida Transportation Planning Organization (Jacksonville region), Gainesville Metropolitan Transportation Planning Organization ~~for the Gainesville Urban Area~~, and the River to Sea ~~Volusia County~~ Transportation~~Metropolitan~~ Planning Organization.

Policy ICE - 1.3.2. ~~Policy G.1.3.1~~ The City shall coordinate roadway improvements with Putnam County and the Florida Department of Transportation (FDOT) to ensure roadways are well-maintained and that ~~effective application of~~ available revenue is used effectively.

Policy ICE - 1.3.3. ~~Policy G.1.1.2~~ The City will work with the ~~Department of Transportation~~FDOT to ensure that amendments to the Future Land Use Map (FLUM) series are consistent with the Strategic Intermodal System (SIS) criteria established by FDOT.

Policy ICE - 1.3.4. ~~Policy G.1.3.3~~ The City shall work with the Florida Department of Transportation (FDOT) and the Florida Department of Environmental Protection, Office of Greenways & Trails, in securing abandoned rail corridors and other lands for alternative multi-modal corridors and/or bike-pedestrian connectors~~recreational purposes~~.

Policy ICE - 1.3.5. ~~Policy G.1.3.4~~ The City shall ~~establish a public information program to inform residents of action taken under this element by December 1, 2007.~~

~~The City shall incorporate~~ maintain and update its ~~into the~~ Land Development Regulations (LDRs) ~~by June 30, 2008,~~ regarding public notification procedures for ~~transportation related~~transportation-related items, such as, but not limited to, fair share agreements and development agreements.

Commented [JBP1]: Seems to be implemented (§54-205 and § 54-131), updated to reflect

Obj. ICE - 1.4. Airport and Airspace Planning

~~Objective G.1.4 R~~~~The City shall r~~eview and revise appropriate local airport zoning ordinances as needed ~~, advise and assist other governmental entities in the enactment of reciprocal ordinances or interlocal agreements~~ to ~~ensure~~ protect~~ion of~~ the municipal airport and the airspace system.

Policy ICE - 1.4.1. ~~Policy G.1.4.1~~ The City shall ensure that the development of Kay Larkin Airport is ~~development should be~~ coordinated ~~-~~with the FAA~~,~~ and the Continuing Florida Aviation System Planning Process (CFASPP) ~~, and~~ in alignment~~accordance~~ with ~~the local government c~~Comprehensive ~~p~~Plan priorities.

Policy ICE - 1.4.2. ~~Policy G.1.4.2~~ The City shall, on a case-by-case basis, evaluate the impact of tall structures and aviation noise upon air system safety and capacity, ~~i~~in cooperation with the DOT Bureau of Aviation and the FAA., ~~the City shall on a case-by-case basis evaluate the impact of tall structures and aviation noise upon air system safety and capacity.~~

Obj. ICE - 1.5. Public Facilities and Services

~~Objective G.1.5 The City shall e~~Ensure that public facilities and services are planned and allocated equitably, through effective coordination with ~~the~~ appropriate ~~federal, State, and local government departments and regulatory~~ agencies.

Policy ICE - 1.5.1. ~~Policy G.1.5.2~~ The City shall establish a coordinating relationship with the Putnam County Board of Commissioners to discuss future development plans adjacent to City borders and to discuss the City supporting development beyond ~~their~~ its border with water/sewer service.

Policy ICE - 1.5.2. The City shall annex p~~P~~roperties outside city limits serviced by City water ~~shall annex into the City~~ when they become sufficiently contiguous and shall annex all properties serviced by City septic. ~~Properties serviced by septic shall be annexed into the City.~~

Policy ICE - 1.5.3. ~~Policy G.1.5.3~~ The City shall improve the maintenance of drainage facilities along major roads in ~~continue to~~ coordinatione with Putnam County and the FDOT ~~to seek means of improving maintenance of drainage facilities along State roads~~.

Policy ICE - 1.5.4. ~~Policy G.1.5.4 The City shall continue its recycling activities as specified under its joint agreement with the county concerning a cooperative recycling effort.~~The City shall coordinate with the county to determine the feasibility of reestablishing a cooperative recycling program, both within Palatka and countywide.

Policy ICE - 1.5.5. The City shall seek to improve animal control coordination with services provided by Putnam County.

Policy ICE - 1.5.6. The City shall explore methods to address gaps in service between the City of Palatka and Putnam County concerning trash collection, fire services, emergency medical services, and law enforcement. Potential methods include, but are not limited to, updating interlocal agreements, coordinating with relevant county departments, and extending service boundaries.

Policy ICE - 1.5.7. The City shall consider options to improve public services that take care of litter and trash collection in residential neighborhoods.

Obj. ICE - 1.6. Public Schools

Coordinate with the Putnam County School District to address gaps in school infrastructure and better serve underprivileged students.

Policy ICE - 1.6.1. The City shall annually review the interlocal agreement with the Putnam County School District to ensure that the following elements are maintained, updated, or improved:

1. Population projection figures;
2. Public school facilities siting, infrastructure, and safety needs;
3. Adoption of a level of service standard for public school facilities;
4. A public school capital facilities program;
5. A definition of the geographic application of school concurrency;
6. The use of schools by the public, including use as emergency shelters; and

7. Outlining public school concurrency requirements for future development

Policy ICE - 1.6.2. The City shall coordinate with the Putnam County School District as necessary to address capacity and infrastructure concerns for schools sited within, or nearby, city limits.

Policy ICE - 1.6.3. The City shall continue to cooperate with the Putnam County School District to ensure that the School Impact Fee System is implemented and collected by the county.

Obj. ICE - 1.7. Conservation Efforts

~~Objective G.1.6 C~~~~The City shall c~~onserve and protect the natural resources of Palatka through effective coordination with appropriate ~~federal, State, and local government departments and regulatory~~ agencies.

Policy ICE - 1.7.1. ~~Policy G.1.6.1~~ The City shall work with Putnam County and the St. Johns River Water Management District (SJRWMD)to continue to remove sewage effluent ~~discharges~~ into the St. Johns River.

Policy ICE - 1.7.2. ~~Policy G.1.6.2~~ The City shall coordinate with~~request the~~ SJRWMD to obtain~~provide the City with the latest~~ technical assistance and guidance on the management of groundwater quality and supply.

Policy ICE - 1.7.3. ~~Policy G.1.6.3~~ The City shall coordinate with ~~the~~ Putnam ~~c~~County and the SJRWMD to protect~~ensure that~~ the St. Johns River, its tributaries, wetlands, and other environmentally sensitive areas, including ~~and~~ unique vegetative communities that are shared between the two jurisdictions, ~~are protected~~ from degradation or intrusion by inappropriate development. Such coordination shall include joint review of development proposals, enforcement of applicable environmental regulations, and implementation of conservation and restoration initiatives to preserve ecological integrity and water quality.

Policy ICE - 1.7.4. ~~Policy G.1.6.4~~ The City shall cooperate with the ~~S~~state and ~~C~~county in recognizing and enforcing manatee protection laws.

Policy ICE - 1.7.5. The City shall coordinate with the Florida Department of Environmental Protection to ensure that Ravine Gardens State Park is protected from the development of incompatible land uses in its immediate vicinity.

Capital Improvements Element

Goals, Objectives, & Policies

Goal CIE - 1. ~~**Goal 1.0.0. To a**~~**Annually adopt and utilize a 5-Year Capital Improvements Schedule (CIS)~~~~Program~~ and ~~A~~annual ~~C~~capital ~~B~~budget to coordinate ~~the timing~~ and ~~to~~ prioritize the construction and redevelopment of public facilities that~~which~~ support the needs of residents, address deficiencies in existing operations, ~~implementation of the Comprehensive Plan in a manner that protects investments in existing facilities~~ and promote~~s~~ orderly growth.**

Obj. CIE - 1.1. **Five-Year Capital Improvements Schedule**
Annually adopt a Five-Year Capital Improvements Schedule (CIS) to outline a schedule of improvements for capital facilities serving existing and future development.

Policy CIE - 1.1.1. The City shall annually update and adopt, by ordinance, a Five-Year CIS that identifies the timing, location, and cost of capital projects, along with the revenue sources available to fund them. ~~Objective 1.2.0. The City shall maintain and annually update a five-year capital budget detailing the timing and expenditures necessary for each new or to be renovated public facility, ranked by priority of need, with funding sources available for debt service.~~

Policy CIE - 1.1.2. The City hereby adopts by reference Ordinance ####-##, as amended, establishing the current Five-Year CIS. Updates to this ordinance shall serve as the annual amendment to this element.

Policy CIE - 1.1.3. The City shall prioritize projects in the Five-Year CIS based on the following criteria:

A. Projects that protect life, health, property, or critical facilities.

B. Projects necessary to comply with federal, state, or local mandates, including adopted level of service standards, consent orders, or settlement agreements.

C. Projects required to achieve or maintain adopted level of service standards, support concurrency, or accommodate planned growth consistent with the Future Land Use Map.

Commented [JBP1]: With the 2011 legislative changes, Florida's local governments are no longer required to submit the annual update of the Five-Year Capital Improvements Schedule to FloridaCommerce for review. However, the Capital Improvements Element remains a required critical component of the local government's comprehensive plan. The schedule must be reviewed annually by the local government to reflect the timing, location and funding of capital projects to achieve and maintain adopted level of service standards for public facilities that are necessary to implement the comprehensive plan. **The update to the schedule may be accomplished by ordinance and will not be considered an amendment to the comprehensive plan.**

D. Projects that directly support employment opportunities, redevelopment, or economic vitality.

E. Projects that include matching funds, grants, or partnerships that maximize the City's investment.

F. Projects that extend the useful life of existing facilities, improve operational efficiency, or reduce long-term costs.

G. Projects that promote neighborhood revitalization, enhance quality of life, or support equitable access to facilities and services.

Policy CIE - 1.1.4. ~~Policy 1.2.1.~~ Review and rank the need for new and additional public infrastructure as detailed in the Comprehensive Plan, with the advice of the City department heads and public advisory groups, and the following criteria:

A. Elimination of public hazards;

B. Elimination of existing capacity deficits;

C. Locational needs based on projected growth patterns;

D. Accommodation of new development and redevelopment, and;

E. Financial feasibility.

Policy CIE - 1.1.5. ~~Policy 1.2.8.~~ The City shall ensure that ~~the~~its fiscal policies ~~are directing~~direct expenditures for capital improvements that support proposed projects outlined elsewhere in the Comprehensive Plan, including ~~recognize the policies of the other comprehensive plan elements, such as those policies that identify the adopted Level of Service Standards, and~~ those policies related to~~dealing with~~ public transit and workforce housing improvements.

Policy CIE - 1.1.6. ~~Policy 1.2.2.~~ Annually ~~R~~review projects with each department and appropriate consultants or other sources to provide accurate~~best~~ construction cost and time estimates ~~for each proposed facility annually~~.

Policy CIE - 1.1.7. ~~Policy 1.2.3.~~ Annually ~~R~~review projects and facilities ~~that will serve needs~~ identified in future plans of ~~the St. Johns River Water Management District and other~~ local, regional, and ~~S~~state agencies that may provide public facilities within the City, such as the St. Johns River Water Management District (SJRWMD). The City shall include a survey of qualifying projects from

relevant outside agencies within the CIS~~City's Capital Improvements Program~~.

Policy CIE - 1.1.8. ~~Policy 1.2.4.~~ Include the adoption of an annual capital budget ~~Five-Year Capital Budget~~ with an annually updated ~~Five Year~~Five-Year Schedule of Improvements at the time of the adoption of the annual governmental budget of the City of Palatka.

Policy CIE - 1.1.9. ~~Policy 1.2.5.~~ There shall be no limitation placed on the use of revenue bonds as a percentage of the total public debt of the City of Palatka.

Policy CIE - 1.1.10. ~~Policy 1.2.6.~~ The maximum debt service that may be outstanding for capital improvement bonds in any given year shall not exceed a~~the~~ total of~~: twenty (~~20~~)~~ percent of the general fund revenues and ~~fifty (~~50~~)~~ percent of the total enterprise fund revenues, as estimated to be collected by the City in that year~~—~~: ~~P~~providing~~, however,~~ that debt incurred by an enterprise fund will not be measured against the noted general fund ratio, ~~:~~ and ~~Providing further~~ that non-enterprise fund debt will not be measured against the enterprise fund ratio.

Policy CIE - 1.1.11. ~~Policy 1.2.7.~~ The ratio of outstanding capital improvement bonded indebtedness shall not exceed ~~twenty (~~20~~)~~ percent of the total non-exempt real property just value (ad valorem tax base) of the City.

Obj. CIE - 1.2. **Provision of Public Facilities**

~~Goal 2.0.0.~~ Coordinate land use decisions with projected new or improved public facilities, including schools, to maintain the required level of service.

Policy CIE - 1.2.1. ~~Objective 2.1.0.~~ All new development shall be provided with infrastructure to meet or exceed the adopted ~~L~~level of ~~S~~service (LOS) ~~S~~standards as stated in this Element~~e Comprehensive Plan~~, concurrent with the needs of development.

Policy CIE - 1.2.2. ~~Policy 2.1.1.~~ Review land use decision impacts and timing against existing and future facilities as proposed in the Five-Year ~~Capital Improvements Program~~ CIS and the Public School Facilities Capital Improvement Projects to ensure~~for~~ maintenance of the adopted LOS~~Level of Service~~ ~~S~~standards.

Policy CIE - 1.2.3. The City of Palatka shall not approve a development order or issue a building permit until the designated City official certifies that the necessary public facilities and services will be available concurrent with the impacts of development, consistent with the requirements of Chapter 163, Florida

Statutes.~~Policy 2.1.2. The City of Palatka shall not issue a building permit or other development order until the designated City official certifies that required public facilities and services will be provided concurrent with the impact of development or that infrastructure and services are in place consistent with the requirements of FAC 9J-5.0055~~.

Obj. CIE - 1.3. **Fair Share Program**

~~Goal 3.0.0.~~ Require future development to pay their fair share of the costs of providing public infrastructure at the levels of service included in the Comprehensive Plan.

Policy CIE - 1.3.1. ~~Policy 3.1.1. The City shall incorporate into the Land Development Regulations a Transportation Proportionate Fair Share Program~~ ~~The City shall m~~Maintain adopted LOS~~Level of Service S~~standards through the annual adoption of~~maintaining~~ a ~~"financially feasible"~~ Capital Improvements Schedule~~Program~~, in accordance with Florida~~State~~ Statutes~~, which shall be updated annually~~.

Commented [JBP2]: Merged into the above policy

Commented [JBP3]: Deleted due to statutory changes

Policy CIE - 1.3.2. ~~Objective 3.1.0.~~ The City shall adopt in its Land Development Regulations (LDRs)~~Land Development Regulations~~ provisions for transportation proportionate fair share fees and a Transportation Proportionate Fair Share Program to ensure that the adopted LOS~~Level of Service~~ s~~S~~tandards are maintained.

Policy CIE - 1.3.3. ~~Policy 2.1.3.~~ Require that~~e~~ developers~~/builder to~~ provide funds to upgrade or expand existing City facilities or to construct new facilities for donation to the City ~~in order~~ in order to maintain the adopted LOS~~Level of Service S~~standards as necessary, primarily through the use of an Impact Fee System ~~as provided in the Comprehensive Plan~~.

Policy CIE - 1.3.4. ~~Policy 3.1.3.~~ A development order or permit shall~~will~~ be approved~~issued~~ only if the necessary ~~subject to the conditions that the necessary~~ transportation facilities are scheduled to be in place or under actual construction no later~~not more~~ than three ~~(3)~~ years after the issuance of a Certificate of Occupancy or its functional equivalent as provided in the adopted local government ~~f~~Five-~~y~~Year CIS~~schedule of capital improvements~~. The CIS~~schedule of capital improvements~~ may also recognize and include transportation projects listed within~~included in~~ the first three years of the ~~applicable,~~ adopted Florida Department of Transportation (FDOT) ~~f~~Five-~~y~~Year ~~work~~ program.

Policy CIE - 1.3.5. ~~Policy 3.1.4. The City shall p~~Produce an "Impact Fee Analysis Study," not less than every five years, to ~~that~~ assess whether the current impact fee rates ~~and conditions~~ have resulted in the adequate provision of public facilities.

Obj. CIE - 1.4. **Level of Service Monitoring**

~~Objective 1.1.0. The City shall develop and annually maintain a list~~ Monitor, update, and program an inventory of inefficient, worn-out, or obsolete facilities that may become infrastructure deficiencies requiring upgrading or replacement. ~~before the year. This list shall be updated annually and provided as part of the budget process.~~

Policy CIE - 1.4.1. ~~Policy 1.1.1.~~ Review all current deficiencies reported in the Comprehensive Plan and identify facility needs. ~~Policy 1.1.2.~~ Included in the resulting inventory will be all identified facility needs found in the Five-Year Schedule of Improvements and the Public School Facilities Capital Improvement Projects, as provided by the District, for the applicable Fiscal Years.

~~Policy 1.1.5. Review all current deficiencies reported in the Comprehensive Plan and identify facility needs.~~

Commented [JBP4]: Duplicated policy from the adopted comprehensive plan

~~Policy 1.1.6. Include all identified facility needs found in the Five-Year Schedule of Improvements.~~

Commented [JBP5]: Duplicated policy from the adopted comprehensive plan

Policy CIE - 1.4.2. ~~Policy 1.1.3.~~ City departments shall review their capital facilities annually to determine the remaining ~~extent of~~ effective economic life of ~~remaining in~~ each facility, indicating whether facilities have become outmoded or economically inefficient. This inventory shall be provided to the City manager prior to the adoption of the annual CIS to determine whether City facilities require infrastructure improvements in a manner consistent with F.S. 163.3177(3)(a). ~~The remaining economic life for each capital facility shall be included in the Capital Improvements Program. The economic life shall be included as a field within a spreadsheet or database and shall be provided to the City Manager prior to adoption of the C.I.P. by the City Commission.~~

~~Policy 1.1.4. City departments shall review outmoded and other economically inefficient public facilities for inclusion in new proposed infrastructure. The City Departments shall provide a list of these facilities and necessary infrastructure improvements in a manner consistent with F.S. 163.3177(3)(a), to the City Manager annually prior to the adoption of the C.I.P. by the City Commission.~~

Commented [JBP6]: Merged into above policy

Goal CIE - 2. ~~Goal 4.0.0.~~ **Monitor, review, and annually upgrade ~~annually, L~~level of ~~S~~service (LOS) ~~S~~standards ~~as contained in the Comprehensive Plan~~ to maintain and improve the quality of life for the residents~~Citizens~~ of Palatka.**

Obj. CIE - 2.1. **Citywide Infrastructure**

~~Objective 4.1.0.~~ Public or private infrastructure serving all areas of the City shall meet or exceed the required levels of service.

Policy CIE - 2.1.1. ~~Policy 4.1.1.~~ Require developers of new subdivisions or commercial construction to prove that the adopted LOS~~Level of Service S~~standards will be satisfied~~available~~ concurrent with any recognized development impacts, ~~before~~prior to the approval of a development order ~~is issued~~.

Policy CIE - 2.1.2. ~~Policy 4.1.2. The City shall m~~Maintain an ~~list~~inventory of private infrastructure providers~~,~~ that~~which~~ actively operate, or have upcoming plans to develop, infrastructure and capital facilities serving City residents. Ensure that these ~~shall~~ providers update ~~to~~ the City ~~an~~ annually with a program of ~~update of~~ the facilities that they maintain.

Obj. CIE - 2.2. **Level of Service Standards**

~~Objective 4.2.0.~~ All new and existing construction shall include plans for infrastructure ~~in order~~ to meet: (1) the l~~L~~evel of s~~S~~ervice s~~S~~tandards, and (2) consistency with Florida Statutes.~~Rule 9J-5.0055(2)(a)1 through 4; (b)1,2, and (c).~~

Policy CIE - 2.2.1. ~~Policy 4.2.1. The City shall r~~Require new development orders and ~~development~~ permits to undergo concurrency review prior to the issuance of development orders, permits, or Certificates of Occupancy ~~pursuant to the Comprehensive Plan~~. Through concurrency review, the City shall ensure that sanitary sewer, solid waste, drainage, adequate water supplies, and potable water facilities are~~shall be~~ in place and available to serve new development no later than the issuance ~~by the City~~ of a Certificate of Occupancy or its functional equivalent.

Policy CIE - 2.2.2. ~~Policy 4.2.2. For~~ To meet concurrency needs for sanitary sewer, solid waste, drainage, and potable water facilities, ~~at a minimum,~~ the City shall ensure~~meet the following standards to satisfy the concurrency requirements~~:

1. A development order or permit is approved~~issued~~ only if the required facilities and services are in place and available at the time a Certificate of Occupancy or its functional equivalent is approved~~subject to the condition that, at the time of the issuance of a certificate of occupancy or its functional equivalent, the necessary facilities and services are in place and available to serve the new development~~; or.

2. The required facilities and services are guaranteed through an enforceable development order or agreement, consistent with Florida Statutes, to be in place and available by the time a Certificate of Occupancy (or its equivalent) is approved. ~~At the time the development order or permit is issued, the necessary facilities and services are guaranteed in an enforceable development agreement, pursuant to Section 163.3220, F.S., or an agreement or development order issued pursuant to Chapter 380, F.S., to be in place and available to serve new development at the time of the issuance of a certificate of occupancy or its functional equivalent.~~

SANITARY SEWER

Policy CIE - 2.2.3. ~~Policy 4.2.3.~~ Upon plan adoption, the following LOS~~Level of Service S~~standards for sanitary sewer usage and wastewater treatment shall be required~~:~~ for all new development:

A. Sanitary Sewer	
1. Central Sanitary Sewer System	
a. Average design flow	Residential - 125 gallons per capita per day (GCD) Commercial/Institutional/Industrial - 110 gallons per acre per day (GAD)
b. Peak design flow	249 gallons per capita per day
c. Water quality	Discharge water quality of wastewater treatment plants shall meet the minimum requirements of the St. Johns River Water Management District and Florida law.
2. Septic Tank System Standards	
a. No on-site sewage disposal system shall be installed until an "On-site Sewage Disposal System Construction Permit" (~~HRS-H~~DH Form 4016) has been obtained from the Florida Department of Health's local county health department~~Department of Health and Rehabilitative Services~~. Septic tank sanitary sewage systems	

shall not be constructed until an application form ~~HRS~~DH 4016 is submitted and a construction permit is issued.

b. The sizing and location of septic tank sanitary sewer disposal systems shall be in accordance with the minimum requirements of the Florida Department of Environmental Protection and with Chapter 62-6.005 and 62-6.008, ~~10D-6, sections .044 through .046(f),~~ F.A.C., and s.~~381.272~~381.0065, F.S.

c. Site evaluation for the location of septic tanks shall meet the site evaluation criteria established by the Florida Department of Environmental Protection and specified in Chapter~~s 100-6.047 and 17-600, Part 1,~~ 62-6.006, F.A.C.

Policy CIE - 2.2.4. The City shall not approve a development order, nor shall its designated Building Official issue a building permit, if the adopted level of service standards for sanitary sewer or wastewater treatment facilities are not met~~Policy 4.2.4. The City of Palatka shall not issue a building permit or other development order in any case where the above standards for sanitary sewer and wastewater treatment levels of service are not met~~.

~~Policy 4.2.5. The City shall require that:New residential subdivisions, new industrial development, and new commercial development with a gross leased floor area of greater than 5,000 square feet connect to the City's sanitary sewer system when they are within 1,320 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of- way; or New single-family homes and commercial development that are not located within a subdivision subject to criteria (a) above shall be required to connect to the City's sanitary sewer system when they are within 250 feet of either (1) an existing sewer line, or (2) a sewer line that will be in place or under actual construction within three (3) years of final development approval, providing that the site is accessible to the sewer line by public right-of-way.~~

Commented [JBP7]: Covered by PFE Policy 1.4.1

Policy CIE - 2.2.5. ~~Policy 4.2.6.~~ Coordinate with ~~T~~the county to~~shall~~ enforce ~~Level of Service (~~LOS~~)~~ standards against which the adequacy and deficiencies of infrastructure facilities between jurisdictions shall be measured for the purposes of concurrency management. The City shall continue to participate in its joint agreement with the county regarding~~concerning~~ cooperative recycling, and shall reduce its solid waste by 30 percent, consistent with Florida Statutes~~State Statute~~.

DRAINAGE

Policy CIE - 2.2.6. ~~Policy 4.2.7.~~ Upon plan adoption, the LOS~~Level of Service S~~standards to be met for stormwater drainage and treatment shall be as required by the various jurisdictional ~~S~~state and federal agencies. In any event, the design LOS standards shall not be less than the following:

Drainage Facility	Design Storm
Water quality	Minimum criteria for surface water quality shall meet the minimum standards of the St. Johns River Water Management District and Florida Department of Environmental Protection, and of ~~17-302.500~~62-302.200, F.A.C.
Wetland Stormwater Discharge	Permits for wetland stormwater discharge shall follow the minimum requirements of the St. Johns River Water Management District, and of ~~17-25.042~~62-25.042, F.A.C.
Stormwater Discharge Facilities	Permits for the construction of new stormwater discharge facilities shall follow the minimum requirements of the St. Johns River Water Management District~~shall follow~~, and shall follow ~~FAC 17-25.040~~62-330.301, F.A.C.
Closed Conduit	10-year frequency, 24-hour duration; Intensity-Duration-Frequency (IDF) Curve, Zone 5, most recent FDOT Drainage Manual. ~~FDOT Drainage Manual 2022~~
Open channel	10-year frequency, Roadside, Median, and Interceptor Ditches or Swales 25-year frequency, outfalls 25-year~~s~~ frequency, canals 2-year, Temporary Roadside and Median Ditches or Swales 5-year, Temporary Outfalls and Canals Most Recent FDOT Drainage Manual~~FDOT Drainage Manual 2022~~
Retention/Detention	Shall meet the minimum requirements of the St. Johns River Water Management District ~~DER Stormwater Drainage Rule 17-25~~ (retain the first inch of stormwater for drainage basins over 100 acres; the first one-half inch of stormwater for drainage basins under 100 acres).

The standards stated above shall pertain to all new development and redevelopment without exception. The exemption regarding project size thresholds provided in Rule ~~17-25.040~~62-330.301 F.A.C. does not apply ~~for~~ to concurrency determinations.

Policy CIE - 2.2.7. The City shall not approve a development order, nor shall its designated Building Official issue a building permit, if the adopted level of service standards for stormwater drainage facilities are not met~~Policy 4.2.8. The City of Palatka shall not issue a building permit or other development order in any case where the above standards for the stormwater drainage levels of service are not met~~.

Policy CIE - 2.2.8. The City shall ensure that the continuation and extension of stormwater drainage services meet the needs of current and future residents. The City shall not approve a development order, issue a building permit, or grant final plat approval if the adopted level of service standards for stormwater drainage facilities are not met~~Policy 4.2.9. The City shall ensure that the continuation of current drainage and stormwater service and the extension of services into the future meets the needs of the residents of the City of Palatka. The City shall not issue a final building permit, development order or final plat approval where the Level of Service Standards are not met~~.

POTABLE WATER

Policy CIE - 2.2.9. ~~Policy 4.2.10.~~ The LOS~~Level of Service S~~standards to be met for potable water shall be as follows:

Facilities	Level of Service Standards
1. Central Water System	
Main Design Flow	Residential - 130 gallons per capita per day (GCD) Commercial/Industrial - 110 gallons per acre per day (GAD)
Storage Capacity	2,000,000 gallons (ground and elevated)
Pressure level	67 to 72 lbs/square inch at plant
2. Private Well	

a. Must be located more than 250 feet from a central water plant distribution line.
b. Must be permitted by the Florida Department of Environmental Protection ~~County Department of Health~~.
c. Must meet the standards of ~~Rule 10D04.021(1)(b)1 through 3~~Rule 40C-3.512 and ~~rule~~Rule ~~17.532.500~~62-532.500, F.A.C., for a private well; Rule ~~10D-4.021(1)(a), (3)(a) and (b) and (4)(a)~~40C-3.512 ~~through~~ (g) and Rule ~~17.550-300~~62-550.300 F.A.C. for a well serving the public.

PARKS AND RECREATION

Policy CIE - 2.2.10. ~~Policy 4.2.11.~~ Upon plan ~~enaction~~enactment, the adopted LOS ~~Level of Service S~~standards to be met for recreation facilities shall be:

Park Type	Facility per Population
Regional Park	1 acre per 50
Community Park	1 acre per 500
Neighborhood Park	1 acre per 500
Equipped Play and Tot Lot	1 acre per 2,000

Type of Facility	Unit of Measure	Population Served
Baseball/Softball Fields	1 Field	5,000
Football/Soccer Fields	1 Field	6,000
Equipped Play Area	1 Play Area	10,000
Basketball Courts	1 Court	5,000
Boat Ramp (Lanes)	1 Lane	5,000
Tennis Courts	1 Court	2,000
Swimming Pools	1 Pool	25,000
Hiking (miles)	1 Mile	6,750
Picnic Areas (Tables)	1 Table	6,000

Policy CIE - 2.2.11. The City of Palatka shall not approve a development order, nor shall its designated Building Official issue a building permit, if the adopted level of service standards for recreational facilities are not met, unless ~~Policy 4.2.12.~~

~~The City of Palatka shall not issue a building permit or other development order in any case where the above standards for the recreational levels of service are not met, unless~~:

A. The park and recreation facilities are in place or under actual construction not more than one year after issuance of a Certificate of Occupancy or its functional equivalent as provided in the adopted local ~~government~~ government's ~~5~~five-year schedule of capital improvements; or

B. At the time the development order or permit is issued, the necessary park and recreation facilities are mandated through a binding executed agreement which requires the necessary recreation facilities to be in place or under actual construction not more than one year after issuance of a Certificate of Occupancy or its functional equivalent; or

C. At the time the development order or permit is issued, the necessary park and recreation facilities are guaranteed in an enforceable development agreement, pursuant to Section 163.3220, F.S., or an agreement or development order issued pursuant to Chapter 380, F.S., to be in place or under actual construction not more than one year after issuance of a certificate of occupancy or its functional equivalent. ~~[Section 163.3180(2)(b), F.S.]~~

Commented [JBP8]: Cited Statute does not appear to exist. 163.3180(2) has no subsections

Policy CIE - 2.2.12. The City shall determine the feasibility of implementing proximity-based LOS standards for its parks and recreation system to better meet the needs of residents in underserved areas of Palatka. Proximity-based LOS standards may include provisions that ensure that all residents are reasonably within a 10-minute walk of a park or recreation facility, that facilities meet size standards based on park classification, and that they meet minimum standards for programming provided.

TRANSPORTATION

Policy CIE - 2.2.13. ~~Policy 4.2.15.13.~~ Upon plan adoption, the Roadway Level of Service ~~Level of Service Standards~~ to be met for the City roadway system shall be LOS D for all city-maintained roadways within the City. The City adopts by reference LOS standards mandated by FDOT and Putnam County for state and county roads, respectively. ~~as stated in this objective.~~ The City level of service may be modified as required by the jurisdictional s~~S~~tate agency (FDOT), through a plan amendment in accordance with Section 163.3187, F.S.

~~A. The State-wide minimum acceptable operating Level of Service Standards (LOSS) for the State Highway System and City Street System shall be the base LOSS standards listed herein.The City hereby adopts~~

~~the following Levels of Service for each listed facility type:Principal Arterials – LOS C~~

~~B. Collectors and Minor Arterials – LOS D~~

~~C. Local City Streets – LOS D~~

Policy CIE - 2.2.14. The City shall implement a concurrency tracking and monitoring system, which shall be used to analyze the impacts of ~~a~~ proposed developments in relation to the available roadway capacity and LOS~~Level of Service S~~standards.

A development order or permit will be approved~~issued~~ subject to~~to~~ the condition~~s~~ that the necessary transportation facilities are scheduled to be in place or under actual construction within~~not more than~~ three ~~(3)~~ years of the~~after~~ issuance of a Certificate of Occupancy or its functional equivalent, as provided in the adopted local government five-year schedule of capital improvements. The schedule of capital improvements may recognize and include transportation projects included in the first three years of the applicable, adopted FDOT~~Florida Department of Transportation~~ five-year work program.

Policy CIE - 2.2.15. ~~Policy 4.2.14.~~ The City shall not approve a development order, nor shall its designated Building Official issue a building permit, where the adopted level of service standards for State roadways within the City are not met~~The City of Palatka shall not issue a building permit or other development order in any case where the above standards for the levels of service on State roadways within the City are not met~~.

Private Property Rights Element

Goals, Objectives, & Policies

Goal PPRE - 1. ~~**Goal.**~~ Promote~~**The City of Palatka will make**~~ **local** ~~**decision making**~~decision-making that respects~~**with respect for**~~ **property rights and** ~~**with respect for**~~ **people's rights to participate in decisions that affect their lives and property.**

Obj. PPRE - 1.1. **Respect Property Rights**

~~Objective 1. The City of Palatka will r~~Respect judicially acknowledged and constitutionally protected private property rights.

Policy PPRE - 1.1.1. ~~Policy 1.1.~~ The City of Palatka will consider in its decision-making the property owner's right~~right of a property owner~~ to physically possess and control their~~his or her~~ interests in the property, including easements, leases, and mineral rights.

Policy PPRE - 1.1.2. ~~Policy 1.2.~~ The City of Palatka will consider in its decision-making the right of a property owner to use, maintain, develop, and improve their~~his or her~~ property for personal use, or for the use of any other person, subject to state law and local ordinances.

Policy PPRE - 1.1.3. ~~Policy 1.3.~~ The City of Palatka will consider in its decision-making the property owner's right~~right of the property owner~~ to privacy and to exclude others from the property to protect the owner's possessions and property.

Policy PPRE - 1.1.4. ~~Policy 1.4.~~ The City of Palatka will consider in its decision-making the right of a property owner to dispose of their~~his or her~~ property through sale or gift.

Historic Preservation Element

Goals, Objectives, & Policies

Goal HPE - 1. ~~The City shall r~~Recognize and protect historic resources through proactive preservation, education, and reinvestment.

Obj. HPE - 1.1. **Identification and Documentation**

~~Objective A.1.1 Survey - the City shall m~~Maintain and ~~update~~ expand its inventory of historic resources~~, and shall assist in showcasing local history, culture, and architecture~~ to support ongoing preservation, planning, and community education.

Policy HPE - 1.1.1. ~~Policy A.1.1.1~~ The City shall maintain and update Florida Master Site Files for all documented historic structures. ~~The City shall provide for the recognition and protection of historic resources through retaining and updated Florida Master Site Files for identified historic properti~~

Policy HPE - 1.1.2. ~~Policy A.1.1.6~~ The City will assist current and prospective property owners in obtaining the ~~The City shall provide~~ Master Site Files ~~to property owners of~~ for historic and potentially historic structures within the City~~inside and outside of historic districts~~.

Policy HPE - 1.1.3. ~~Policy A.1.1.3 The City shall maintain~~ Maintain the City's Certified Local Government (CLG) ~~designation from State of Florida and National Park Service~~status by~~,~~ committing to continue historic preservation efforts and reporting activities to the Florida Division of Historical Resources.

Policy HPE - 1.1.4. ~~Policy A.1.1.4~~ The City shall seek funding and technical support from the Department of State, Division of Historic Resources, to review and conduct further field surveys to identify any additional historical/archaeological sites that may exist within the City limits, with the first two areas of interest being the greater Northside and Palatka Heights.

~~Policy A.1.1.5 The City shall by 2020 survey the greater Northside area, Palatka Heights, and West View Cemetery to determine areas that are eligible for local and national historic designation~~

Policy HPE - 1.1.5. ~~Policy A.1.1.7~~ The City shall support public activities ~~which~~ that disseminate information regarding the historic significance of the City and its historic sites.

Policy HPE - 1.1.6. ~~Policy A.1.1.8~~ The City shall assist the Putnam County Historical Society in improving electronic and hard copy archive facilities.

Policy HPE - 1.1.7. ~~Policy A.1.1.9~~ The City shall coordinate with the Putnam County Historical Society, the Chamber of Commerce, and other~~s~~ organizations to update documentation of historic buildings in published guides, including a walking tour format, and to pursue ~~(~~funding available from the State Historic Preservation Office (SHPO).

Policy HPE - 1.1.8. ~~Policy A.1.1.10~~ The City shall continue to install interpretative kiosk signs in historic districts, Downtown, and in parks that exhibit local history and culture. In doing so, the City shall ensure that such efforts are closely coordinated with neighborhood residents and property owners, and that an overall plan is developed for such signs.

Obj. HPE - 1.2. Preservation Empowerment and Incentives

~~Objective A.2 Preservation - over time the City shall preserve 95% of its identified historic structures and shall encourage the annual improvement of at least two historic structures~~ Foster the long-term preservation and enhancement of historic structures by promoting rehabilitation, adaptive reuse, and ongoing stewardship through public awareness efforts, CRA incentives, and ~~Code~~ enforcement tools.

Policy HPE - 1.2.1. The City shall strive to preserve its identified historic structures and shall encourage the improvement of historic structures through public awareness efforts, Community Redevelopment Agency (CRA) initiatives, and Code enforcement.

Policy HPE - 1.2.2. The City shall implement public awareness and educational programs that inform residents on key historical preservation issues, including the benefits of preserving and rehabilitating historic structures.

Policy HPE - 1.2.3. ~~Policy A.2.2.1~~ The City shall provide for the recognition and protection of historic resources through this Element and additional implementing standards of the ~~Planning and Zoning Codes~~land development regulations.

Policy HPE - 1.2.4. ~~Policy A.2.2.2~~ The City shall protect ~~H~~historic resources ~~are protected~~ by designating them~~through designation~~ as historic sites ~~by the City~~. Such designated sites require plan review procedures for proposed alterations or remodeling that ensure~~s~~, through the permitting process, that the proposed activity will not degrade or destroy the historical~~-~~/~~-~~archaeological significance of the site.

Policy HPE - 1.2.5. ~~Policy A.2.2.3~~ Neither the owner or person responsible for~~of, nor the person in charge of,~~ a property or structure within a locally designated historic district, property or structure shall allow~~permit~~ the resource to fall into a state of disrepair that~~which may~~ results in the deterioration of exterior features~~appurtenances~~ or architectural features. ~~so as to~~Such deterioration may produce, or tend to produce, ~~in the judgment of the board,~~ a detrimental effect upon the overall character of the district ~~as a whole~~ or on the life and character of the structure in question.

Policy HPE - 1.2.6. Adaptive reuse of historic structures shall be prioritized over actions that could diminish their historic value. Such reuse may allow remodeling or rehabilitation for otherwise non-conforming uses, provided the work does not compromise the structure's historical significance and the use is compatible with surrounding land uses.~~Adaptive reuse of historic structures shall be given priority over actions that would harm or destroy the historic value of such resources. Adaptive reuse shall include the permitting of historic structures to be remodeled or rehabilitated for a use that would be non-conforming to adjacent properties so long as the remodeling/rehabilitation does not affect the historical significance of the structure and the proposed use is or can be made compatible with adjacent land uses.~~

Policy HPE - 1.2.7. ~~Policy A.2.5.4~~ New construction in locally designated historic districts shall be architecturally compatible with adjacent and vicinity structures. Compatibility standards within the ~~Planning Code~~land development regulations shall ensure that such new construction neither detracts from nor imitates architectural character in the vicinity.

Policy HPE - 1.2.8. ~~Policy A.2.5.6~~ The City shall consider on a case-by-case basis the granting of state-enabled city tax exemptions for locally designated historic structures, including:

A. ~~a~~A ten-year freeze on property tax increases attributable to historic renovations;

B. 100% property tax exemption when the cost of historic renovation exceeds 50% of the property value; and

C. 50% property tax exemption for commercial and non-profit use of publicly accessible buildings (public access, including those structures with historic facades visible from the right-of-way).

Policy HPE - 1.2.9. ~~Policy A.2.5.7~~ The City will utilize CRA and other funding sources for infrastructure improvements in locally designated historic districts, including:

A. ~~r~~Restoration of brick streets and historic curbs;

B. ~~n~~New or retrofitted period streetlighting;

C. ~~s~~Sidewalk construction and reconstruction;

D. ~~t~~Traffic calming;

E. ~~u~~Unified and unique signage, wayfinding, and gateway/entry features;

F. ~~p~~Parks improvements;

G. ~~p~~Power line undergrounding; and

H. ~~s~~Street tree planting.

Policy HPE - 1.2.10. ~~Policy A.2.5.8~~ Continue programs that leverage private investment on appropriate historic building improvements with City Tax Increment Financing (TIF) or other funds.

Policy HPE - 1.2.11. ~~Policy A.2.5.9~~ The City shall continue programs that leverage private historic rehabilitation investment ~~on~~ for locally designated structures using~~with~~ City TIF or other funds~~. Consider~~ and consider programs that incentivize~~ing~~ the acquisition of historic homes by both private and public entities.

Policy HPE - 1.2.12. ~~Policy A.2.5.10~~ In cooperation with the Historic Preservation Board and the Putnam County Historical Society, continue to work to preserve, renovate, and market the City's historic resources, including the following: Bronson-Mulholland House, Larimer Arts Center, Old A.C.L. Union Depot, Palatka City Hall, Palatka Waterworks, Putnam County Historical Museum, Tilghman House, Century Block/Riverfront Square (100 Block N. 2nd St.), Central Academy, West View Cemetery, Oak Hill East Cemetery, Municipal Golf Course, Booker Park, Hank Bryan Park, and the North and South Historic Districts.

Policy HPE - 1.2.13. The City shall pursue designation of the Downtown St. Johns Avenue corridor as a National Register Historic District in coordination with local property owners, the State Historic Preservation Office, and other preservation partners.

Policy HPE - 1.2.14. ~~Policy A.2.5.11~~ The City shall ~~C~~continue to seek public and private funding sources to support improvements for downtown and the historic district, including both ~~improvement for~~ publicly and privately owned properties.~~,~~ Potential funding sources include the ~~utilizing funding from sources such as~~ State Historic Preservation Office Acquisition and Development (restoration), Survey and Planning, and Education grants, as well as private/nonprofit sources such as the National Trust grant and revolving loan funds.

Policy HPE - 1.2.15. ~~Policy A.2.5.12~~ The City shall ~~C~~continue to utilize design standards for downtown that protect the historic character and pedestrian orientation of buildings, including prohibition of blank walls on new or renovated buildings,~~;~~ use of awnings and canopies,~~;~~ and general compatibility with existing and adjacent historic buildings.

Economic Development Element

Goals, Objectives, & Policies

Goal EDE - 1. To maintain and diversify the City's core economic base, cultivate job creation, and establish long-term stability. ~~Goal I.1. To improve the City by emphasizing and promoting its assets, pursuing its opportunities, and improving deficiencies in infrastructure and Codes noncompliance.~~

Obj. EDE - 1.1. **Maintain Programs and Partnerships**

Maintain economic development programs and local non-profit partnerships that support and strengthen the core economic base of Palatka.

~~Objective I.13 City Economic Development - strengthen City economic development efforts, as resources allow.~~

Commented [JBP1]: Redundant with Obj. EDE 1.1

~~Policy I.13.1 Consider separate advisory CRA board to allow for stronger focus on redevelopment.~~

Commented [JBP2]: Merged into the Policy below

Policy EDE - 1.1.1. ~~Policy I.13.2~~The City shall explore establishing a ~~city~~ staff position, such as an ~~e~~Economic ~~d~~Development ~~staff~~ Coordinator~~,position - not~~ to support economic development partnerships and initiatives led by~~replace~~ the Putnam County Chamber of Commerce, and to enhance the City's economic development capacity, as resources allow ~~efforts but to supplement them~~.

Policy EDE - 1.1.2. ~~Policy I.3.8~~ The City shall~~Interface~~ collaborate with public, private, non-profit,~~state~~ and~~regional~~ tourism agencies to advance economic development, enhance community benefits, and promote~~develop~~ a distinct~~clearer~~ identity for the City.

Policy EDE - 1.1.3. ~~Policy I.10.2~~ The City shall ~~P~~pursue grant and loan opportunities offered by ~~established~~ foundations, state and~~,~~ federal programs, and other entities to support capital improvement projects, including airport facilities, and to attract and retain new businesses. ~~grant and loan opportunities in conjunction with the entities listed above,~~

~~Policy I.7.1 Continue to pursue state and federal grants for capital improvements in airport facilities and new business attraction and retention (within reason, ensuring not to over commit the City to matching grant costs).~~

Commented [JBP3]: Merged into the above Policy

~~Objective I.1. Downtown - increase the downtown business occupancy rate to over 90%, by marketing and utilizing CRA funds when justified and available.~~

Commented [JBP4]: Implemented by the below two policies

Policy EDE - 1.1.4. ~~Objective I.6 CRAs -~~ The City shall maintain its~~current~~ Community Redevelopment Areas (CRAs) and use Tax Increment Financing (TIF) revenues, in coordination with public-private partnerships, to improve building conditions, create jobs, and increase tax revenues~~, and establish new CRAs when identified areas exhibit clear symptoms of blight~~.

Commented [JBP5]: Retooled to read more like a policy; second half was redundant with below policy EDE 1.1.5

Policy EDE - 1.1.5. ~~Policy I.6.1~~ The City shall strengthen its CRA program by considering a separate advisory board and by exploring the feasibility of e~~E~~stablishing new CRAs~~Community Redevelopment Areas~~ along blighted sections of major thorough~~-~~fares such as Reid St., SR 19, Crill Ave., and US Hwy 17, along with adjacent residential areas, to lay the groundwork for future localized public~~-~~/private redevelopment and economic growth~~improvement projects~~.

Policy EDE - 1.1.6. The City shall reestablish the Palatka Main Street program to drive economic growth through business retention and recruitment, historic preservation, events, and marketing, using partnerships and grants to fund improvements and attract community investment.

Policy EDE - 1.1.7. ~~Policy I.13.3~~ The City shall c~~C~~onsider tax exemptions for property improvements to new or expanding businesses in brownfields or enterprise zones ~~(requires~~by city referendum~~,)~~ under applicable Florida Statutes~~F.S. 196.1995~~.

Policy EDE - 1.1.8. ~~Policy I.6.2~~ The City shall ~~E~~explore public-private partnerships where CRA funds can be best leveraged with private resources to improve building conditions, generate increased tax revenues, and create jobs.

Policy EDE - 1.1.9. ~~Policy I.13.1~~ The City shall ~~C~~consider establishing a separate advisory CRA board to allow for a stronger focus on redevelopment.

Policy EDE - 1.1.10. ~~Objective I.10 Agency Coordination -~~ The City shall coordinate with local and regional planning, cultural, and community development entities that have similar goals of ~~benefitting~~ benefiting the community.

Policy EDE - 1.1.11. ~~Policy I.10.1~~ The City shall ~~S~~strengthen strategic partnerships with other units of government, quasi-public, and non-profit groups~~, including but not limited to African Cultural Arts Council, the Arts Council of Greater Palatka, Conlee-Snyder Mural Committee, Downtown Palatka, Inc., Habitat for Humanity, Northeast Florida Regional Council, Putnam Blueways and Trails,~~

~~Putnam County, Palatka Art League, Putnam County Chamber of Commerce, Putnam County Economic Development Council, Putnam County Historical Society, Ravines State Gardens, Revitalize Historic Palatka, St. Johns River State College, the St. Johns River Water Management District, and the Water Works Environmental Education Center.~~

Policy EDE - 1.1.12. The City will explore the possibility of~~possibly utilizing~~ hiring a city-funded grants staff person, who could also act as the City's economic development coordinator, at such a time that resources allow.

Policy EDE - 1.1.13. The City shall explore partnerships with public and private landowners to activate vacant or underutilized properties for temporary or permanent facilities that support local business growth, entrepreneurship, and nonprofit operations.

Obj. EDE - 1.2. **Diversify Our Economic Base**

Explore partnerships, programs, and funding opportunities with nearby jurisdictions in pursuit of expanding Palatka's traditional economic base.

Policy EDE - 1.2.1. ~~Policy I.11.1~~ The City shall ~~Work~~coordinate with the ~~C~~county to identify an appropriate~~logical~~ lan22d use mix~~for lands identified~~ for future expansion and annexation areas, ensuring~~including~~ sufficient land~~s~~ for commercial and industrial use.

Policy EDE - 1.2.2. ~~Policy I.5.3~~ The City shall ~~Encourage public-private partnerships to extend water and sewer lines~~ coordinate with the county to encourage public-private partnerships that extend water and sewer lines to industrial and business parks ~~Plum Creek Industrial Park and to the western portion of Putnam County Business Park~~ where~~n~~ there is a likelihood of job creation, thereby maximizing public investments ~~and reduced costs of public investment~~.

Policy EDE - 1.2.3. ~~Policy I.13.3~~ The City shall work~~Consider~~ with the county and the Northeast Florida Regional Council (NEFRC) to evaluate and, when appropriate, pursue tax exemptions for property improvements to new or expanding businesses in brownfields or enterprise zones ~~(requires city referendum)~~ under applicable Florida Statutes~~F.S. 196.1995~~ and subject to approval by City referendum.

Policy EDE - 1.2.4. ~~Policy I.11.2~~ The City shall ~~C~~consider an Interlocal Service Boundary A~~a~~greement (ISBA) with the c~~C~~ounty to~~that would~~ define the logical extent of city-provided urban services, ~~and~~ establish~~provide for~~ funding strategies for

service area expansion, ~~and annexationObjective I.11 Annexation -~~ and pursue long-term annexation or consolidated urban service delivery area goals ~~for lands~~ within the City's logical extent and area of influence, ~~:~~ including west to Francis and SR 19, north to Rice Creek, and south to include East Palatka.

~~Objective I.5 Industrial Parks - assist the Chamber and the County in attracting new business to the Putnam County Business Park and the Plum Creek Business Park.~~

Commented [JBP6]: Merged into the below policy

Policy EDE - 1.2.5. ~~Policy I.5.1~~ The City shall ~~A~~assist the Economic Development Council (EDC), ~~and~~ Chamber of Commerce, and Putnam County in attracting targeted industries to ~~marketing the Plum Creek and Putnam County~~ the area's industrial parks ~~to targeted industries~~, and in providing technical zoning assistance and other relevant information as ~~when~~ needed.

~~Policy I.5.2 Assist the County in developing a flexible platting process for Putnam County Business Park, in which the City could approve a road, stormwater, and easement plat and then allow staff approval for minor adjustments including shifts of easements, lot splits, etc.~~

Obj. EDE - 1.3. **Cultivate Job Growth**

Explore incentives to increase support for business owners, strengthen existing business networks, and foster new business networks within the local economy.

~~Objective I.9 Business Incubation - develop business incubation that serves all levels of the community.~~

Commented [JBP7]: No longer serves a purpose as a GOP with the addition of Objective EDE 1.3

Policy EDE - 1.3.1. ~~Policy I.1.3~~ The City shall ~~P~~provide incentives to support ~~for~~ live-work opportunities for artists, entrepreneurs, and business ~~persons~~owners, encouraging spaces that combine residential and commercial use, foster creativity and innovation, and contribute to the local economy.

Policy EDE - 1.3.2. ~~Policy I.9.1~~ If capacity is available, the City shall ~~S~~support small business development and incubation by partnering with ~~the services of~~ the Florida Small Business Development Center (FSBDC) ~~, housed at the Putnam County Chamber of Commerce,~~ to provide ~~deliver~~ up-to-date management advice ~~,~~ and training, such as selecting suitable business locations, planning for expansion and growth, delivering basic management services, employing positive hiring practices, offering flexible shared facilities, and distributing information to help business owners make sound decisions ~~and to assist potential owners in getting started~~.

~~Policy I.9.3 In planning for incubation, stress the following elements that help businesses to succeed: determining the best location; having available space for expansion, availability of basic services (reception, conference room), track record of the incubator's manager, "graduation" policy, flexible space, common facilities, and negotiation with service firms (accounting, tax, marketing, legal, advertising and business planning) for trial-period discounts for services to new businesses.~~

Commented [JBP8]: Merged relevant information into the above Policy

Policy EDE - 1.3.3. ~~Policy I.9.2~~ The City shall ~~Consider~~identify opportunities to work~~ing~~ with the St. Johns River State College, Florida School of the Arts (SJRSC/FLOARTS) to complement FSBDC's efforts in establishing a downtown incubator~~,~~ branch~~,~~ and continuing education facility to address the need for accessible job training and education ~~that is accessible for those most in need~~, and to build on the potential synergy between the arts and education.

Obj. EDE - 1.4. Enhance Connectivity and Services

Support and implement projects that improve the transportation, connectivity, and infrastructure services within Palatka to attract new businesses and create jobs.

~~Objective I.12 Transit - support local and interlocal transit.~~

Commented [JBP9]: No longer applicable with the addition of Obj EDE 1.4

Policy EDE - 1.4.1. ~~Policy I.14.2~~ To stimulate economic development, attract tourism, and promote downtown businesses, the City shall initiate efforts to ~~P~~plan for and develop bicycle routes or trails ~~to~~ linking the terminus of the Palatka-to-Lake Butler ~~Lake Butler-Palatka rail~~ trail to downtown, creating a direct regional connection for cyclists, outdoor recreation tourists, and other related activities that contribute to local spending.

Policy EDE - 1.4.2. ~~Policy I.12.1~~ The City shall explore mechanisms to, and support efforts in service of, ~~i~~implementing a water taxi program for tourism and transit purposes, including potential connections between Riverfront Park and Murphy Island for hikers or campers.

~~Policy I.14.3 Support public and/or private water taxis that connect the Riverfront Park with Murphy Island for hikers and/or campers.~~

Commented [JBP10]: Merged into the above Policy

Policy EDE - 1.4.3. ~~Policy I.12.1~~ To support business incubation, tourism, and local marketing, the City shall enhance~~Provide~~ regional transit and rail access by supporting ~~assistance and funding for~~ the Ride Solution transit system, as ~~when~~ resources allow. As part of this system, the City will coordinate with Amtrak to achieve a manned station and improve luggage and bicycle accommodations, and partner with the Putnam County Tourist

Development Council to market rail daytrips from regional origins such as Jacksonville, Orlando, and South Georgia.

~~Policy I.12.2 Persuade Amtrak to convert train station to "manned" status, with an interim measure of modifying cars and equipment to load larger luggage and bicycles.~~

~~Policy I.12.3 Work with the Putnam County Tourist Development Council to market and promote rail daytrips to City from regional origins such as Jacksonville, Orlando, South Georgia, etc.; with hiking, water taxi, and downtown shopping/eating as a draw.~~

Policy EDE - 1.4.4. ~~Policy I.7.2~~ The City will work to attract more airport traffic and increase commercial activity by ~~Policy I.7.3I~~implementing the marketing strategies identified~~proposed~~ in~~by~~ the Airport Master Plan and enhancing~~improve~~ the appearance of the airport through ~~use of~~ strategic landscaping.

~~Objective I.7 Airport - improve Airport function and appearance.~~

~~Policy I.7.1 Continue to pursue state and federal grants for capital improvements in airport facilities and new business attraction and retention (within reason, ensuring not to over commit the City to matching grant costs).~~

~~Policy EDE - 1.1.1.~~**Policy EDE - 1.4.5.** The City shall seek funding for improvements to critical utilities and infrastructure, including upgrades to the biosolids treatment and dewatering system at the wastewater treatment facility, replacement of previously surveyed aging water lines, and expansion and maintenance of the existing re-use water system.

~~Objective I.8 Infrastructure - pursue the following high-priority economic development-related infrastructure projects~~

~~Policy I.8.1 Obtain funding for improvements to the biosolids treatment and dewatering system of the wastewater treatment facility~~

~~Policy I.8.2 Continue to seek funding for the replacement of approximately 65 miles of aging water lines that are exhibiting problems of low water quality and pressure due to tuberculation (build-up) in corroded pipes.~~

~~Policy I.8.3 Continue to expand re-use water system that now serves the municipal golf course, airport, and cemeteries.~~

Commented [JBP11]: Merged into the above Policy

Commented [JBP12]: Merged into the above Policy

Commented [JBP13]: Merged into the above policy

Commented [JBP14]: All four merged into the above policy

Policy EDE - 1.4.6. The City shall ensure that public facilities within city limits offer modern amenities, operate efficiently, and remain well-maintained by exploring the feasibility of consolidating City offices, replacing or upgrading obsolete public buildings, and establishing an ongoing building maintenance plan and fund.

~~Policy I.8.4 Explore the consolidation of City offices and the replacement or upgrading of obsolete public buildings.~~

~~Policy I.8.5 Establish an ongoing public building maintenance plan and fund.~~

Commented [JBP15]: Both Policies merged into the above Policy

Obj. EDE - 1.5. **Promote a Vibrant Lifestyle**

Foster programs and amenities that improve historical, cultural, and recreational assets, and market critical areas like Downtown and the Riverfront.

Policy EDE - 1.5.1. The City shall work with the County Chamber of Commerce, the Tourist Development Council, and other partners to promote the City and county as premier eco-tourism and heritage tourism destinations. Efforts shall include marketing fishing tournaments, highlighting historic, natural, and cultural resources, and installing interpretive kiosks in historic districts and downtown to enhance visitor experiences and support the local tourism economy.

~~Policy I.14.4 Work with the Chamber and the Tourist Development Council promote the City's historic, natural, and cultural resources.~~

~~Policy I.14.1 Continue to support and promote fishing tournaments.~~

~~Policy I.14.5 Continue to install kiosk interpretative signs in historic districts and downtown, to highlight local historic, architecture, environment, and culture.~~

Commented [JBP16]: All merged into the above Policy

Policy EDE - 1.5.2. The City shall promote art events sponsored by local artist organizations, such as the Arts Alliance of Putnam, and maintain an annual inventory of art facilities and programs to guide planning and use, and assess community cultural needs to strengthen the arts economy and expand cultural opportunities.

~~Policy I.3.4 Support art events that attract artists to the City like the Chalkfest and other Arts Council events.~~

~~Policy I.3.5 Inventory art facilities and programs to assist in determining types of facilities, capacities and activities to be scheduled. Update inventory annually.~~

~~Policy I.3.6 Complete an assessment of cultural needs of the community.~~

Commented [JBP17]: All merged into the above Policy

Policy EDE - 1.5.3. ~~Policy I.1.1~~ The City shall assess opportunities to reestablish its Main Street program to lead downtown revitalization and economic development efforts. This shall include retaining a dedicated Main Street Manager who is directed by an independent citizen board and reports to the City Commission. The program will focus on business retention and recruitment, historic preservation, marketing, events, and partnerships that strengthen the downtown economy and enhance Palatka's position as a regional destination.~~As resources allow, the City should retain a Main Street Manager who is directed by an independent citizen board while reporting to the City Commission~~

Policy EDE - 1.5.4. The City shall continue to improve and maintain Riverfront Park as a clean, safe, and attractive multi-use destination for walking, sightseeing, boating, fishing, and shrimping. These efforts shall align with and advance the Michael Redd Riverfront Master Plan, including park renovations, mixed-use development, and the creation of an entertainment district to attract residents, visitors, and investment.

~~Objective I.2 Riverfront Park - improve and maintain Riverfront Park as a multi-use park emphasizing walking, enjoying the view, boating, fishing, and shrimping, with reasonable regulations and funding that provides for an attractive, clean, and safe environment.~~

~~Policy I.2.1 Continue to implement the Michael Redd Riverfront Master Plan including park renovation, mixed-use development, and entertainment district.~~

Commented [JBP18]: Merged into the above Policy

Policy EDE - 1.5.5. ~~Policy I.1.6~~ The City shall use the Downtown Overlay Standards to guide development and redevelopment, designate a downtown historic district as resources allow, and implement design improvements that enhance downtown's appeal, functionality, and economic vitality. These improvements may include~~Continue to plan for and institute downtown design improvements including the following~~:

A. Nurturing~~e~~, trimming, and replacing~~e~~ downtown street trees.

B. ~~Consider i~~Instituting public and private lighting improvements in the form of a "Light Up Downtown program," particularly for historic facades.

C. Filling gaps~~holes~~ (vacant lots, parking lots) in the downtown building fabric by installing "streetwalls" or low hedges/walls along the frontage of vacant lots and parking lots ~~that continue the line of buildings that provides enclosure for the street~~.

D. Developing and maintaining a signage program for public parking, public buildings, and merchant directories that is tasteful and recognizable.

E. ~~Consider e~~Establishing a civic facility like a town square with a pavilion in an interior downtown location within walking distance of the riverfront. ~~This space would not be open like the riverfront, but enclosed by buildings like urban plaza, celebrating the city instead of river/open space. This area would be utilized for special events and would link pedestrians and energy from the public riverfront to the retail district. Several potential locations elist for this such as the northwest corner of St. Johns Ave. and 2nd St., the courthouse parking lot, or the courthouse lawn.~~

F. Beautifying currently unattractive and critically important view corridors from US 17 to attract passers-by, ~~:~~ utilizing street trees and plantings, building canopies/~~-~~awnings, and parking/vacant lot streetwalls.

G. Developing a parking study that identifies current and future parking demand and supply, with an emphasis on public parking. ~~Work to provide for public parking either through small and scattered lots peripheral to St. Johns Avenue.~~

H. As demand grows, ~~P~~planning for eventual parking garage(s) that will include ground floor retail or office space.

I. ~~Continue u~~Using grant and other funding to transform the Price Martin Center into a mid-size performing ~~A~~arts ~~C~~center., ~~upgrade lighting, sound, and wiring; fit interior with appropriate seating, and improve design elements.~~

~~Policy I.1.7 Continue to review downtown development and redevelopment utilizing the Downtown Overlay Standards, and designate a downtown historic district as resources allow.~~

Commented [JBP19]: Merged into the above Policy

Policy EDE - 1.5.6. ~~Objective I.4 Trees -~~ To~~o~~ enhance downtown's appeal, attract investment, and retain ~~its status as a~~ Tree City status, the City shall:

A. ~~-e~~Establish and maintain a tree advisory board;~~-~~

B. ~~develop~~Adopt a tree preservation ordinance;~~-~~

C. ~~e~~Commit at least $2 per capita annually~~($20,000)~~ to~~on~~ tree planting and care~~ing for trees~~;~~,~~

D. Continue officially observing Arbor Day, and;

E. Develop a street tree inventory along collector and arterial corridors as part of a citywide master plan~~, and pursuing the following strategies~~.

~~Develop tree inventory of street trees along collector and arterial road corridors in conjunction with the development of a citywide Master Tree Plan;~~

Commented [JBP20]: Merged into the above Policy

Policy EDE - 1.5.7. ~~Policy I.4.3~~ The City shall actively pursue~~Identify additional~~ funding sources for downtown tree planting and maintenance through programs like Keep America Beautiful, ~~and~~ adopt-a-median, adopt-a-block, and other sponsorship and recognition programs. These investments shall be used to enhance the streetscape, strengthen downtown's identity, attract businesses, draw visitors, and create a more vibrant and competitive economic environment.

Policy EDE - 1.5.8. ~~Policy I.4.4~~ The City shall ~~Administer~~implement and periodically update Tree Protection, Landscaping, ~~and~~ Screening, and Buffering ~~C~~codes in the Land Development Regulations (LDRs) to maintain a high-quality downtown environment without imposing an ~~, and adjust these Codes in a manner that they provide strategic and needed green space while not presenting an~~ unreasonable cost burden to development and redevelopment.

~~Objective I.3 Arts the City shall utilize innovative and practical strategies to enhance the City's Arts/Cultural programs and activities.~~

Policy EDE - 1.5.9. The City shall coordinate efforts with public and private entities aimed at supplementing the existing tree canopy along roadways, preserving and pruning existing trees, and planting appropriate new urban street trees where needed.

Policy EDE - 1.5.10. ~~Policy I.4.2~~ The City shall continue to ~~C~~commit the City's Tree Fund ~~(funded solely by development mitigation of the tree protection ordinance, when trees are removed for new construction projects)~~ to help implement the Master Tree Plan.

Policy EDE - 1.5.11. ~~Objective I.14 Tourism -~~The City shall support the growth of the City and ~~C~~county as an eco-tourism and heritage tourism destination.

Public Facilities Element

Appendix A: Water Supply Facilities Work Plan

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01. Introduction to the Water Supply Facilities Work Plan

This Water Supply Facilities Work Plan (WSFWP) has been prepared pursuant to Section 163.3177(6)(c)4, Florida Statutes (F.S.). The purpose of the WSFWP is to identify and plan for the water supply sources, projects, and facilities necessary to serve existing and future development within the City's jurisdiction and water service area over a 10-year planning horizon. This WSFWP addresses the 10-year period from 2025 through 2035.

The St. Johns River Water Management District's (SJRWMD's) 2023 North Florida Water Supply Plan (NFRWSP) continues to identify north Florida, including the City of Palatka (City), as being within a Water Resource Caution Area (WRCA). WRCAs are geographic areas identified by a water management district as having existing water resource problems or areas in which water resource problems are projected to develop during the next twenty years. Therefore, in accordance with Section 163.3177(6)(c), F.S., the City is required to adopt and maintain a WSFWP and update the comprehensive plan, as necessary, to implement the WSFWP and address water supply-related legislative requirements. **Sub-Policy PFE – 1.3.8.1** incorporates the WSFWP into the comprehensive plan as Appendix A of the Public Facilities Element (PFE).

In accordance with Section 163.3177(6)(h), F.S., the City must ensure coordination of its comprehensive plan with SJRWMD's NFRWSP. Therefore, when SJRWMD updates its NFRWSP, and it affects the City, it will be necessary to update the City's WSFWP during the planning period. **Sub-Policy PFE – 1.3.8.2** contains enabling language to ensure maintenance of the work plan and coordination of the City's comprehensive plan with SJRWMD's NFRWSP. In accordance with Section 163.3177(6)(c)4, F.S., WSFWPs must be updated, at a minimum, every 5 years or within 18 months after a water management district approves an updated regional water supply plan.

02. Potable Water Supply and Service Agreement

02.A. Potable Water Supply

The City owns and maintains a potable water treatment and distribution system and is the only potable water supplier within its municipal limits. In addition, the City also provides potable water service to a small portion of unincorporated Putnam County. Generally, new development is required to annex into the City's municipal limits over time to obtain water service. While most City residences are on the central services, some residences utilize private domestic self-supply wells for their water supply.

02.B. Water Supply Agreement with Putnam County

The City of Palatka maintains a water service agreement with Putnam County, formalized through an interlocal agreement. Under this agreement, the Putnam County Port Authority is authorized to purchase potable water from the City for resale to a limited number of businesses along Comfort Road. The agreement strictly limits service to these identified users, and any future extension of service would require annexation into the City.

There are no current plans to terminate the agreement. However, the City has engaged in discussions with Putnam County and the Chamber of Commerce regarding potential development along US 17 near the Comfort Road connection. While this area is not currently annexed, the City is exploring whether to amend the existing interlocal agreement or establish a new agreement to provide municipal water and sewer services to the area.

Additionally, the City is aware that the County is extending water service along East River Road. If any request is made for County use of City-supplied water beyond the limits of the current interlocal agreement, a new or amended agreement with the City would be required.

Policy ICE – 1.5.1 of the Intergovernmental Coordination Element (ICE) contains enabling language relative to coordinating the provision of water and sewer services with Putnam County.

03. Potable Water Sources, Supplies, Facilities, and Demand

03.A. Consumptive Use Permit

The City's current Consumptive Use Permit (CUP, #8114) expires in 2027. The CUP authorizes the use of 3.09 million gallons per day (mgd) [average] of groundwater from the Floridan aquifer for public supply type uses, and an additional 4.56 mgd for essential services such as fire protection.

03.B. Potable Water Facilities

The City currently owns and operates one wellfield and one potable water treatment plant (WTP). In addition, the potable water system includes four storage tanks with a total capacity of 2.3 million gallons. The WTP has a design capacity of six (6) mgd. In 2024, the WTP use/flow was approximately 1.74 mgd. No WTP capacity-related capital improvements are anticipated during the planning period; only normal and routine maintenance-related capital improvements are expected.

03.C. Projections

Table 1 of this document contains the projected population and water demand for the City's potable water service area, along with the CUP allocation and WTP facility data for the planning period. The findings presented demonstrate that the City has an adequate potable water supply and facility capacity to accommodate existing projected growth within its service area throughout the planning period. However, it should be noted that the City's recent actual water usage (e.g., 2024 =1.7 mgd) was higher than the 2023 NFRWSP demand projection.

Table – 1. Potable Water Service Area Projections

	2025	2030	2035
2023 NFRWSP Population [1]	12,053	12,053	12,053
2023 NFRWSP Demand [1]	1.28	1.28	1.28
Palatka 2045 Population Projections [2]	11,198	11,742	12,174
Palatka 2045 Demand [3]	1.54	1.61	1.72
CUP Allocation (mgd) [4]	3.09	3.09	3.09
WTP Capacity (mgd)	6	6	6

[1] As identified in the 2023 North Florida Regional Water Supply Plan (2020-2045).
[2] As identified in the attached Palatka 2045 Comprehensive Plan Update – Population Projection Methods & Results memorandum
[3] As calculated within the Data & Analysis for the updated Public Facilities Element
[4] CUP expires in 2027. Therefore, the table extrapolates allocation from the end of the permit for 2030 and 2035.

04. Non-potable Water Suppliers, Sources, Services, and Facilities

The City owns and operates one wastewater reclamation facility (WRF) that has a permitted maximum average daily flow capacity of 3.5 mgd. In 2024, the annual average daily flow was approximately 1.7 mgd. One hundred percent (100%) of this daily flow is distributed for reuse irrigation at several facilities, including the Palatka Municipal Golf Course, airport, two commercial sod farms, several churches, athletic fields, and cemeteries. No WRF capacity-related capital improvements are anticipated during the planning period; only normal and routine maintenance-related capital improvements are expected.

05. Water Supply and Facility Concurrency

05.A. Potable Water Level of Service

The City is ultimately responsible for authorizing development within its municipal limits. All future development and redevelopment in the City are required to be compatible with the adopted LOS standards. Both the PFE and Capital Improvements Element (CIE) contain enabling language that establishes the City's level of service standards for potable water facilities.

05.B. Water Supply and Facility Concurrency

The current legislative requirements for concurrency [i.e., Section 163.3180(2), F.S.] require that the City's comprehensive plan and land development regulations ensure that both adequate water supplies and facilities are available to serve new development no later than the date on which the City anticipates issuing a certificate of occupancy. In addition, the City must, prior to the approval of a building permit, determine whether adequate water supplies will be available to serve the development by the anticipated issuance date of the certificate of occupancy. The PFE and CIE contains enabling language that addresses the water supply concurrency statutory provisions.

06. Traditional & Alternative Water Supply and Facility Capacity Projects

No WTP or WRF capacity-related capital improvements are anticipated during the planning period. Only normal and routine maintenance-related capital improvements are expected.

07. NFRWSP Project Options

SJRWMD's 2023 NFRWSP does not identify any 'project options' for selection or implementation by the City.

08. Water Conservation Practices

Water conservation is important to reduce potable water demand and efficiently meet existing and future water needs. The City currently implements several water conservation practices, including some that are enabled by comprehensive plan policies. These practices include the following:

- Conducting a public outreach program on water conservation in coordination with SJRWMD (**Policy CONE – 1.4.1**)
- Conducting water conservation public awareness campaigns (**Policy CONE – 1.4.8**)
- Requiring development to comply with building code standards (**Sub-Policy PFE – 1.3.7.2**)
- Requiring plugging of abandoned water wells **(Sub-Policy PFE – 1.3.7.1)**
- Requiring implementation of landscape irrigation and xeriscape standards (**Policy CONE – 1.4.7**)
- Requiring use of drought-resistant plants (**Policy CONE – 1.1.6**)

09. Reuse and Non-potable Water (Reuse) Practices

Utilization of reused/reclaimed water to meet non-potable water demand can conserve traditional freshwater supplies. The City currently implements several reuse practices, including some that are enabled by comprehensive plan policies, such as **Policy CONE – 1.4.2**, which requires new subdivisions and nonresidential development to include reuse/reclaimed water lines when feasible.

10. Water Source Protection Practices

Protection of the City's water supply source is important to maintain a safe water supply. The City currently implements several water source protection practices, including some that are enabled by comprehensive plan policies. These practices include the following:

- Implementing a Wellhead Protection Area and requiring setback buffers (**Policy CONE – 1.4.6)**

- Ensuring that wastewater effluent does not degrade surface water quality (**Policy CONE – 1.3.4**)
- Mandating compliance with water quality standards for facilities with wasteload allocations (**Policy CONE – 1.3.3**)
- Coordinating with SJRWMD to protect groundwater from development intrusion (**Policy CONE – 1.6.1**)
- Designing waterfront development to prevent stormwater runoff and erosion into water bodies (**Policy CONE – 1.3.8**)

Palatka 2045 Comprehensive Plan Update

POPULATION PROJECTION METHODS & RESULTS

Purpose

The comprehensive plan is a document that guides and enables the future actions of a community by establishing strategic planning directives and service standards. In Florida, the contents of these documents must abide by the provisions of Florida Statute §163.3177 (*"Required and optional elements of comprehensive plan; studies and surveys"*). Consistent with these statutory requirements, local government must ensure their plans provide sufficient public facilities and services to accommodate its future population growth.

Florida Statutes §163.3177(1)(f)3 identifies the State's requirements for municipalities establishing population projections as part of the comprehensive planning process:

> *"The comprehensive plan shall be based upon **permanent and seasonal population estimates and projections**, which shall either be those published by [the Bureau of Economic Business Research (BEBR)] or generated by the local government based upon a professionally acceptable methodology. The plan must be based on at least the minimum amount of land required to accommodate the medium projections as published by [BEBR] ... Absent physical limitations on population growth, **population projections for each municipality … must, at a minimum, be reflective of each area's proportional share of … the total county population growth**."*

In 2023, the City of Palatka began the process of updating its comprehensive plan to accommodate for a 2045 planning horizon. As stated above, the plan update will be required to demonstrate that the update is based upon the City's "permanent and seasonal population projections."

According to the BEBR's latest *Florida Estimates of Population,* **Palatka's permanent population was estimated to be 10,503 in 2024**. Like many local governments in Florida, the City has chosen to project its future population based on Palatka's proportional share of BEBR's forecasted countywide growth for Putnam County.

The purpose of this technical memorandum is to detail the methodology utilized by the City of Palatka to project its ***permanent***, ***seasonal***, and ***functional*** *(the sum of permanent and seasonal)* population through the plan's 2045 planning horizon. This methodology is inclusive of five steps:

Step 1. Review the population projected for Putnam County;

Step 2. Ascertain Palatka's proportionate share of Putnam County's projected population;

Step 3. Determine Palatka's projected *permanent* population;

Step 4. Estimate Palatka's projected *seasonal* population;

Step 5. Calculate Palatka's projected *functional* population.

These steps are explored in further detail as follows:

Step 1. Review the population projected for Putnam County (as reported by BEBR)

Permanent population projections for Putnam County through 2045 have been provided by BEBR as recently as January 2024 (BEBR Volume 57, Bulletin 198). As part of their projections for Putnam County, BEBR provides three growth models—titled *Low*, *Medium*, and *High*. According to Florida Statute §163.3177(1)(f)3, population projections for local governments must meet or exceed the populations

identified within BEBR's Medium projection model. As such, only BEBR's Medium and High population projection models for Putnam County are provided in **Table 1** below.

Table 1. Putnam County Population Projections (2025 – 2045)

Projection Model	2025	2030	2035	2040	2045
BEBR Medium	76,400	77,600	78,100	78,500	79,000
BEBR High	80,300	84,200	87,300	90,100	92,800

Source: BEBR, January 2024.

Step 2. Ascertain Palatka's proportionate share of Putnam County's projected population (by choosing between *historical* or *current* share methods)

Since BEBR's population projections are only available at the county level, most municipalities estimate their future growth by assuming it will follow a fixed rate based on the city's **historic or current proportion** of the county's total population.

Historical Proportion Method

Table 2 identifies Palatka's ***historical share*** of Putnam County's permanent population between 1970 and 2020, as reported by the U.S. Census Bureau.

Table 2. Palatka's Historical (1970—2020) Share of Putnam County's Permanent Population

Year	Putnam County	City of Palatka	Proportionate Share
1970	36,290	9,444	26.0%
1980	50,549	10,175	20.1%
1990	65,070	10,201	15.7%
2000	70,423	10,033	14.2%
2010	74,364	10,558	14.2%
2020	73,321	10,446	14.2%
50-Year (1970 – 2020) Average Population Share			17.4%
20-Year (2000 – 2020) Average Population Share			14.2%

Source: United States Census Bureau, 1970-2020.

As shown above, Palatka's population has historically represented 17.4% of Putnam County's permanent population over the past 50 years. However, this share has declined to 14.2% over the past 20 years, highlighting an ongoing decrease in Palatka's relative contribution to Putnam County's permanent population growth.

Current Share Method

Table 3 presents Palatka's ***current share*** of Putnam County's permanent population as of April 2024, as estimated by BEBR.

Table 3. Palatka's Current (2024) Share of Putnam County's Permanent Population

Year	Putnam County	City of Palatka	Current (2024) Population Share
2024	76,138	10,503	13.8%

Source: BEBR, April 2024.

As of 2024, the City of Palatka accounted for 13.8% of Putnam County's total permanent population, reflecting a 0.4% decrease from 2020, as shown in **Table 2**.

Method Determination (Historical v. Current Share)

Comparing the *historic 50-year average* population share (17.4%), the *historic 20-year average* population share (14.2%), and *current (2024) population share* (13.8%) demonstrates that Palatka's relative share of Putnam County's total population growth continues to decline. Due to this decreasing trend in population share, **the City of Palatka determined that it would use the current population share (13.8%) as a constant for determining its proportionate share of future countywide growth.**

Step 3. Determine Palatka's projected permanent population (by selecting an appropriate BEBR projection model)

The next step in the population projection process was to apply the City of Palatka's 13.8% population share as a constant to BEBR's countywide permanent population models and determine which growth model (Medium or High) would be more appropriate for anticipating the City's future growth through the 2045 planning horizon. **Table 4** shows the 13.8% population share applied to both BEBR Medium and High for Putnam County.

Table 4. Comparison of Palatka's Projected (2025-2045) Permanent Population Models

	BEBR Medium		BEBR High	
Year	Putnam County	City of Palatka [1]	Putnam County	City of Palatka [1]
2025	76,400	10,539	80,300	11,077
2030	77,600	10,705	84,200	11,615
2035	78,100	10,774	87,300	12,043
2040	78,500	10,829	90,100	12,429
2045	79,000	10,898	92,800	12,801

[1] Determined by multiplying the projected population for the County with the City's 13.8% population share.

Source: BEBR, January 2024.

Model Determination (BEBR Medium v. High)

Florida has experienced rapid population growth over the last several years. This growth has been typically concentrated within major urban counties such as Orange, Hillsborough, and Miami-Dade, as well as within more suburban counties such as Polk, Sumter, Marion, and Pasco. Although the City of Palatka is comparatively a more exurban area and has historically experienced population decline, the City and County have taken marked steps in recent years to promote economic development and increase the area's existing housing stock. In the last year alone, this has led to the creation of new permanent manufacturing jobs, new proposals by large-scale real estate developers, and the adoption of a five-year economic development plan by Putnam County. **Due to these factors, the City of Palatka has determined it will utilize the BEBR *High* growth model, rather than BEBR *Medium*, for population projection purposes.**

Step 4. Estimate Palatka's projected seasonal population

In addition to ***permanent*** population, Florida Statute 163.3177 also requires local governments to identify and plan for its projected growth in ***seasonal*** population. Section 163.3164 of Florida Statues defines seasonal population as "part-time inhabitants who use, or may be expected to use, public facilities or services, but are not residents and includes tourists, migrant farmworkers, and other short-term and long-term visitors."

Although population projections for permanent residents are provided for each county by BEBR, there is currently no state-recognized database that provides contemporary or projected seasonal population data at the county or city level. As such, it is up to each jurisdiction to determine an appropriate methodology for estimating their current and projected seasonal populations for comprehensive planning purposes.

To determine its current and projected seasonal population, the City relied upon data provided by the U.S. Census Bureau's 2018-2022 American Community Survey 5-Year Estimates. More specifically: *'Occupied Units'* were used to calculate the number of permanent households and *'Vacant Units for Seasonal, Recreational, or Occasional Use'* were utilized to calculate the number of seasonal households. These household figures were then multiplied by the City's average household size[1] to estimate the total number of permanent and seasonal residents. This process is shown in formulas below:

Permanent Residents	=	# of Occupied Units	x	Average Persons Per Household
Seasonal Residents	=	# of Vacant Units for Seasonal, Recreational, or Occasional Use	x	Average Persons Per Household

When this formula is applied to the 2018-2022 American Community Survey for Palatka, it is estimated that the City had *10,471 permanent residents* (calculated as 4,317 occupied units × 2.43 persons per household) and *114 seasonal residents* (calculated as 47 vacant units for seasonal, recreational, or occasional use × 2.43 persons per household) during this period. In other words, Palatka's seasonal population equates to just 1.1% of its permanent population. **To project the number of seasonal residents through the 2045 planning horizon for the City of Palatka, the City's 1.1% seasonal population share was applied to the projected permanent residential population, as shown in Table 5.**

Table 5. Projected (2025-2045) Seasonal Population for Palatka

Year	Permanent Population	Seasonal Population [1]
2025	11,077	121
2030	11,615	126
2035	12,043	131
2040	12,429	135
2045	12,801	139

[1] Determined by multiplying Permanent Population by Palatka's 1.1% Seasonal Population Share.

Step 5. Establish Palatka's projected functional population

As mentioned previously, the State of Florida requires local governments to plan for "permanent and seasonal population[s]" as part of the comprehensive planning process (§163.3177, Florida Statutes). **As**

[1] Average household size for Palatka was determined by dividing the City's *Total Population* (10,471) by the total number *Occupied Units* (4,317), as estimated by the American Community Survey 5-Year Estimates (2018-2022).

such, the Palatka 2045 Comprehensive Plan Update will be based on the City's projected functional population (i.e., permanent and seasonal), as identified in Table 6.

Table 6. Projected (2025-2045) Functional Population for the City of Palatka

Year	Permanent Population	Seasonal Population [1]	Functional Population [2]
2025	11,077	121	11,198
2030	11,615	126	11,742
2035	12,043	131	12,174
2040	12,429	135	12,564
2045	12,801	139	12,940

[1] See Table 5.
[2] Determined by adding *Permanent Population* and *Seasonal Population*.

A Note on Future Updates to Population Projections

The population projections for the City of Palatka used in the comprehensive plan update process are based on currently available data. As such, they are intended to serve as estimates rather than definitive figures. These projections will be periodically re-evaluated and adjusted, as needed, following the adoption of the Palatka 2045 Comprehensive Plan.

2045 CITY of Palatka
COMPREHENSIVE PLAN UPDATE

Capital Improvements Element

Appendix A: Capital Improvements Schedule

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01. Capital Improvement Schedule 3

Table

Table CIE – 1. Five-Year Capital Improvements Schedule (CIS) 3

01. Capital Improvement Schedule

The Capital Improvement Schedule (CIS) in **Table CIE –1** identifies the City's planned capital projects and funding commitments over the next five fiscal years. It serves as a short-term tool for implementing the goals of the Comprehensive Plan by ensuring that needed public facilities are provided, maintained, and expanded to help ensure adopted levels of service standards for public facilities are met. The CIS is reviewed and updated annually, consistent with Section 163.3177(3)(b), Florida Statutes, and reflects the City's ongoing coordination between long-range planning, budgeting, and capital investment. Five-Year Capital Improvement Schedule (CIS) represent the City's planned improvements through the 2045 planning horizon.

Table CIE – 1. Five-Year Capital Improvements Schedule (CIS)

DEPARTMENT	SCOPE OF WORK	STATUS	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
CITY MANAGER	CITY HALL BUILDING IMPROVEMENTS	PLANNING	$10,000	$2,000	$2,000	$2,000	$2,000
CITY SHARE	SIDEWALKS	PLANNING	$110,000				
CITY SHARE	PUBLIC WORKS BUILDING	PLANNING	$1,374,348				
CITY SHARE	STORMWATER	PLANNING	$481,433				
CITY SHARE	RESURFACING STRIPING	PLANNING	$500,000				
CITY SHARE	PRICE MARTIN IMPROVEMENTS	PLANNING	$100,000				
CITY SHARE	CITY SHARE DOWNTOWN STREETSCAPE ST JOHNS	PLANNING	$605,166				
CITY SHARE	HMGP KAY LARKIN FD CITY MATCH	PLANNING	$34,001				
CITY SHARE	DOS AACH JENKINS CITY MATCH	PLANNING	$78,300				
CITY SHARE	CITY MATCH FED DOT SS4A	PLANNING	$216,000				
CITY SHARE	CITY MATCH CDBG MIT IRMA IR042	PLANNING	$30,000				
CITY SHARE	CITY MATCH BRONSON HOUSE	PLANNING	$134,634				
CITY SHARE	FPL REID STREET MEDIAN 1 BRIDGE TO SR 19	PLANNING	$400,277				
CITY SHARE	RODDY ROAD FORCE MAIN RELOCATION	PLANNING	$235,000				
CITY SHARE	RIVER ST RETAINING WALL	PLANNING	$370,000				
CITY SHARE	FLOATING DOCK	PLANNING	$295,000				
CITY SHARE	ROLLING HILL STORMWATER	PLANNING	$455,000				
COMMUNITY AFFAIRS - CULTURAL ARTS	COMMUNITY AREA IMPROVEMENTS	PLANNING	$20,000				
COMMUNITY AFFAIRS - JENKINS GYM	JENKINS GYM IMPROVEMENTS	PLANNING	$50,000				
COMMUNITY AFFAIRS - RECREATION	RECREATION TRANSPORTATION	PLANNING	$25,000				
COMMUNITY AFFAIRS - RECREATION	NEWTOWN MUSEUM BUILD OUT SUPPORT	PLANNING	$50,000				

DEPARTMENT	SCOPE OF WORK	STATUS	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
FINANCE	COMPUTER HARDWARE	PLANNING	$5,000				
FIRE	CUTTERS EXTRICATION, METAL CONTAINERS, G1 CYLINDERS, FIRE HOSES AND ELKWAY AND WATERWAY, PUBLIC SAFETY SIGNS, AND GAS METER REPLACEMENT	PLANNING	$228,000				
FIRE	GYM EQUIPMENT	OPERATIONAL			$15,000		
FIRE	FUEL TANKS/PUMP	OPERATIONAL		$10,000			
FIRE	LAWN MOWER	OPERATIONAL			$15,000		
FIRE	EXTRACTION TOOLS			$40,000			
FIRE	CONFINED SPACE TOOLS			$10,000			
FIRE	LIGHT PLANT/GENERATOR	OPERATIONAL		$15,000		$15,000	$15,000
FIRE	GENERATORS	OPERATIONAL		$30,000			
FIRE	SAR CART	OPERATIONAL			$5,000		
FIRE	SCBA	OPERATIONAL		$22,000	$22,000	$22,000	$22,000
FIRE	RADIOS	OPERATIONAL		$20,000	$20,000	$20,000	$20,000
FIRE	MARINE UNIT	PLANNING		$100,000			
FIRE	TRENCH/COLLAPSE EQUIPMENT	OPERATIONAL				$30,000	$30,000
FIRE	CONEX BOXES	OPERATIONAL			$15,000		
FIRE	METAL BUILDINGS	OPERATIONAL			$40,000		
FIRE	FIRE STATION	OPERATIONAL				$8,000,000	$8,000,000
FIRE	SQUAD TRUCK	OPERATIONAL				$90,000	$90,000
FIRE	BRUSH TRUCK	OPERATIONAL			$90,000		
FIRE	ENGINE	OPERATIONAL		$800,000			
FIRE	UTV	OPERATIONAL				$25,000	$25,000
FIRE	TRAILERS	OPERATIONAL		$30,000	$30,000		
FIRE	BUNKER GEAR	OPERATIONAL		$32,000	$32,000	$32,000	$32,000
FIRE	TRAINING PROPS	OPERATIONAL			$20,000		
FIRE	CLASSROOM UPDATES	OPERATIONAL				$10,000	$10,000
FIRE	AIRBAGS	OPERATIONAL			$25,000		
FIRE	FANS	OPERATIONAL		$10,000			
FIRE	CHIEF TRUCK	OPERATIONAL				$65,000	$65,000
FIRE	DEPUTY CHIEF TRUCK	OPERATIONAL				$40,000	$40,000
FIRE	HEAVY RESCUE	OPERATIONAL			$500,000		
GEN ADMIN	COMMUNITY AMENITIES	PLANNING	$20,000				
GENERAL	COMMUNITY AMENITIES	PLANNING	$20,000				
GENERAL	CITY HALL BUILDING IMPROVEMENTS	PLANNING	$85,000				
GENERAL	ANNEX HALL BUILDING IMPROVEMENTS	PLANNING	$35,000				

DEPARTMENT	SCOPE OF WORK	STATUS	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
PARKS & RECREATION	PARK IMPROVEMENTS	PLANNING	$20,000				
PLANNING - CODE ENFORCEMENT	VEHICLE PURCHASE	PLANNING	$25,000				
POLICE	PURCHASES OF AED, TASER REPLACEMENTS, PAVING FOR PARKING LOT, RAPID ID, CONTINUE RANGE PROJECT, REPLACE RADAR UNITS AND 4 LAPTOP COMPUTERS, ADD A PUBLIC SAFETY SIGN, PORTABLE RADIOS, AND COMMUNITY SERVICE TRAILER	PLANNING	$346,696				
POLICE	VEHICLE PURCHASES	PLANNING	$100,000				
POLICE	REINFORCE RECORDS FRONT WINDOW/WALL WITH LEXAN GLASS BULLET RESISTENT MATERIAL FOR SAFETY/SECURITY			$10,000			
POLICE	NEW POLICE VEHICLES TO REPLACE FLEET	OPERATIONAL		$550,000			
POLICE	GUN RANGE BERM REPLACEMENT					$12,000	$12,000
POLICE	GUN RANGE REPAIR/REMODEL	OPERATIONAL		$30,000			
POLICE	BATHROOM/RECORDS/MAIN OFFICE FLOORING REMODEL	OPERATIONAL		$32,000			
PUBLIC WORKS - CEMETERY	OFFICE BUILDING IMPROVEMENTS	PLANNING	$15,000				
PUBLIC WORKS - PARKS	PARK IMPROVEMENTS	PLANNING	$515,000				
PUBLIC WORKS - PARKS	PARK IMPROVEMENTS	PLANNING	$100,000				
PUBLIC WORKS - PARKS	SPLASH PAD	PLANNING	$375,000				
PUBLIC WORKS - PARKS	PARK IMPROVEMENTS	PLANNING	$30,000				
PUBLIC WORKS - PARKS	UTILITY TRAILER	PLANNING		$5,647			
PUBLIC WORKS - PARKS	TILLER	PLANNING			$6,454		
PUBLIC WORKS - SANITATION	VEHICLE PURCHASE	PLANNING	$345,000				
PUBLIC WORKS - STREETS	UTILITY TRAILER	PLANNING	$15,000				
PUBLIC WORKS - STREETS	VEHICLE PURCHASE	PLANNING	$45,000				
PUBLIC WORKS - STREETS	PAVING ROAD RENOVATIONS	PLANNING	$685,525				
PUBLIC WORKS - STREETS	BACKHOE	PLANNING			$100,000		
PUBLIC WORKS - STREETS	DUMP TRUCK	PLANNING				172,774	
PUBLIC WORKS - STREETS	U-46 SUPERVISOR TRUCK	PLANNING			$26,499		
PUBLIC WORKS - STREETS	UTILITY TRAILER	PLANNING			$4,500		
PUBLIC WORKS - WATER AND SEWER	METERS AND METER REPAIR	PLANNING	$34,000				

DEPARTMENT	SCOPE OF WORK	STATUS	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
PUBLIC WORKS - WATER AND SEWER	WASTEWATER MATERIALS	PLANNING	$18,000				
PUBLIC WORKS - WATER AND SEWER	PIPE AND FITTINGS	PLANNING	$100,000				
PUBLIC WORKS - WATER AND SEWER	CONCRETE, FILL	PLANNING	$30,000				
PUBLIC WORKS - WATER AND SEWER	CDBG MIT SANITARY WASTEWATER RESILIENCY	PLANNING	$198,859				
PUBLIC WORKS - WATER AND SEWER	CAPITAL OUTLAY	PLANNING	$370,000				
PUBLIC WORKS - WATER AND SEWER	CITY MATCH DEO MADISON 5TH TO 11TH	PLANNING	$64,217				
PUBLIC WORKS - WATER AND SEWER	CITY MATCH SANITARY SEWER SMART SENSOR	PLANNING	$136,270				
PUBLIC WORKS - WATER AND SEWER	SANITARY SEWER SMART SENSORS	PLANNING	$154,426				
RECLAMATION FACILITY - WASTEWATER TREATMENT	DEO LIFT STATION 16 EXPANSION D0207 CITY...	PLANNING	$1,752,098				
RECLAMATION FACILITY - WASTEWATER TREATMENT	WWTP BIOSOLIDS LPR0004 FDEP	PLANNING	$242,984				
RECLAMATION FACILITY - WASTEWATER TREATMENT	U-92 SUPERVISOR TRUCK	PLANNING		$42,000			
RECLAMATION FACILITY - WASTEWATER TREATMENT	RECLAIMED SPRAYFIELD AND POND CONSTRUCTION	PLANNING		$25,000			
RECLAMATION FACILITY - WASTEWATER TREATMENT	CHLORINE STORAGE BUILDING ROOF REPAIR	PLANNING		$10,000			
RECLAMATION FACILITY - WASTEWATER TREATMENT	AERATION BLOWER (3 TOTAL)	PLANNING		$50,000	$50,000	$50,000	$50,000
RECLAMATION FACILITY - WASTEWATER TREATMENT	AERATION BASIN FLOW GATES/ VARIOUS SLUICE GATES	PLANNING		$25,000	$25,000	$25,000	$25,000
RECLAMATION FACILITY - WASTEWATER TREATMENT	AUTOMATIC COMPOSITE SAMPLER	PLANNING			$15,000	$15,000	$15,000
SANITATION	U-87 DIESEL REAR LOADER W/ TIPPING BAR	PLANNING	$230,000	$230,000			
SANITATION	U-30 DIESEL REAR LOADER W/ TIPPING BAR	PLANNING			$230,000		
TIF/CRA DOWNTOWN	DOWNTOWN CHRISTMAS LIGHTS	PLANNING	$30,000				
TIF/CRA DOWNTOWN	WAYFINDING	PLANNING	$15,000				
TIF/CRA DOWNTOWN	BUILDING IMPROVEMENT GRANT	PLANNING	$135,000				
TIF/CRA DOWNTOWN	LANDSCAPING	PLANNING	$25,000				
TIF/CRA DOWNTOWN	SITE AMENITIES	PLANNING	$10,000				
TIF/CRA DOWNTOWN	PUBLIC ART	PLANNING	$25,000				
TIF/CRA DOWNTOWN	ECONOMIC DEVELOPMENT	PLANNING	$15,000				
TIF/CRA DOWNTOWN	LARIMER RENOVATIONS	PLANNING	$150,000				
TIF/CRA DOWNTOWN	CAPITAL OUTLAY	PLANNING	$5,000				
TIF/CRA NORTH	CODE COMPLIANCE	PLANNING	$30,000				
TIF/CRA SOUTH	SIGNAGE	PLANNING	$10,000				
TIF/CRA SOUTH	SITE AMENITIES	PLANNING	$3,000				

DEPARTMENT	SCOPE OF WORK	STATUS	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030
TIF/CRA SOUTH	LANDSCAPING	PLANNING	$10,000				
TIF/CRA SOUTH	CAPITAL OUTLAY	PLANNING	$50,615				
TIF/CRA SOUTH	324 RIVER ST REPAIRS TILGHMAN HOUSE	PLANNING	$300,000				
TIF/CRA SOUTH	CODE COMPLIANCE	PLANNING	$70,000				
TIF/CRA SOUTH	TRANSFER TO BETTER STREET	PLANNING	$20,621				
TIF/CRA SOUTH	GENERAL CAPITAL IMPROVEMENTS	PLANNING	$16,005				
WATER	GAC RE-BEDDING	PLANNING		$55,000	$55,000	$55,000	
WATER	GAC RE-BEDDING	OPERATIONAL		$50,000	$50,000	$50,000	$50,000
WATER	HIGH SERVICE PUMP VFDS	OPERATIONAL		$30,000	$30,000	$30,000	$30,000
WATER	CHEMICAL FEED PUMP REPLACEMENT	OPERATIONAL		$6,000	$6,000	$6,000	$6,000
WATER	WELL UPGRADES	OPERATIONAL		$50,000	$50,000	$50,000	$50,000
WATER TAXI	WATER TAXI IMPROVEMENTS	PLANNING	$10,000				
WATER TREATMENT PLANT	SRF DW54025 CARBON FILTERS	PLANNING	$1,312,368				
WATER TREATMENT PLANT	WELL UPGRADES	PLANNING	$55,000				
WATER TREATMENT PLANT	CAPITAL OUTLAY	PLANNING	$634,556				
WATER TREATMENT PLANT	U-67 SERVICE TRUCK	PLANNING			$41,620		
WATER TREATMENT PLANT	WELL UPGRADES (8 TOTAL)	PLANNING	$40,000	$50,000	$50,000	50000	$50,000
WATER TREATMENT PLANT	SCADA	PLANNING	$150,000	$150,000	$150,000	$150,000	$150,000
WATER TREATMENT PLANT	CHEMICAL FEED PUMP REPLACEMENT	PLANNING	$5,000				
WATER TREATMENT PLANT	HIGH SERVICE PUMP (4 TOTAL)	PLANNING	$20,000				
WATER TREATMENT PLANT	PRIMARY FEED PUMP REPAIR (4 TOTAL)	PLANNING	$9,000				
WATER TREATMENT PLANT	HVAC	PLANNING			$20,000	$30,000	$10,000
WATER TREATMENT PLANT	FILTERS	PLANNING	$50,000				
WATER TREATMENT PLANT	U-66 SUPERINTENDENT PICKUP TRUCK	PLANNING		$27,253			
WATER TREATMENT PLANT	FLOW METERS	PLANNING		$26,000	$10,000	$10,000	
WATER TREATMENT PLANT	VFD	PLANNING	$50,000	$20,000	$20,000	$20,000	$20,000
WATER TREATMENT PLANT	FILTERS	PLANNING		$110,000	$125,000	$136,000	$150,000
WATER TREATMENT PLANT	ELEVATED TANK	PLANNING		$330,000	$1,250,000		
WATER TREATMENT PLANT	GROUND STORAGE TANKS (3 TOTAL)	PLANNING		$50,000	$52,000	$55,000	$60,000
WATER TREATMENT PLANT	PAC TOWER	PLANNING		$125,000	$130,000	$135,000	$150,000
			$15,171,399	**$3,209,900**	**$3,326,073**	**$9,402,774**	**$9,179,000**

Future Land Use Element

Data & Analysis

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01. Introduction to the Future Land Use Element

The primary intent of this Element is to establish and enable the planning mechanisms needed to support the land use needs of Palatka's current and projected population through the 2045 planning horizon. These mechanisms are intended to be consistent with the comprehensive planning requirements established within Florida Statutes and advance the shared community vision identified within the *2045 Palatka Vision Plan*.

The purpose of the Data & Analysis (D&A) portion of the Future Land Use Element is threefold: (1) analyze the current land use conditions within Palatka, (2) determine the land use needs of the City's projected population, and (3) identify potential strategies for addressing these needs through the 2045 planning horizon.

02. Existing Conditions Analysis

This section provides a foundational analysis of the existing conditions that shape land use in Palatka. It begins by examining how land is currently utilized across the City, identifying patterns of residential, commercial, industrial, institutional, and vacant land. It then evaluates key factors that influence the future use of land, such as infrastructure availability, local programs and policies, and the presence of natural resources.

A Regional Perspective

Palatka, Florida, serves as the county seat of Putnam County and is strategically located along the St. Johns River, approximately 50 miles south of Jacksonville. This central position in northeastern Florida has historically established Palatka as a vital connector among major urban centers such as Gainesville, St. Augustine, and Daytona Beach. The City's accessibility to both large cities like Jacksonville and smaller communities, including Palm Coast and Jacksonville Beach, places it within one of the state's fastest-growing regions. Surrounded by natural landscapes and positioned along regional transportation corridors, Palatka benefits from a balance of economic opportunity and environmental character that continues to shape its role in broader regional growth. The City's strategic location has influenced its land use patterns, with a mix of residential, commercial, and industrial areas developed to support its role as a regional hub.

02.A. Existing Land Use Conditions

To assess current land utilization within Palatka, the City analyzed data from the Putnam County Property Appraiser, who assigns Department of Revenue (DOR) use codes to each parcel for taxation purposes. These codes were consolidated into broader categories to discern general land use patterns across the City. The findings of this exercise are detailed in **Table FLUE – 1** and visually represented on **Map FLUE – 1**.

***Table FLUE* – 1.** Existing Land Use Inventory

Existing Land Use	Description	Acreage[1]	Percent of Total
Governmental	Areas used for government operations, including city halls, courthouses, public safety buildings, and other municipal facilities	1,433.4	24.9%
Single-Family Residential	Zones which primarily consist of detached homes designed to accommodate one family per dwelling	699.6	12.1%
Agricultural	Lands utilized for farming activities, such as crop cultivation, livestock raising, and related agricultural operations.	659.0	11.4%
Commercial	Areas used for business activities, including retail stores, offices, restaurants, and other enterprises that provide goods or services	617.9	10.7%
Right-of-Way and Utilities	Land primarily used for infrastructure such as roads, highways, railways, power lines, and pipelines, facilitating transportation and utility services	382.2	6.6%
Parks and Recreation	Spaces used for public leisure and recreational activities, including parks, playgrounds, sports fields, and community centers	222.2	3.9%
Institutional	Lands utilized by facilities like schools, hospitals, churches, and other establishments serving educational, health, or religious functions	219.5	3.8%
Multi-Family Residential	Areas featuring housing units designed to accommodate multiple families, such as apartment complexes and condominiums	147.9	2.6%
Industrial	Lands used for manufacturing, warehousing, distribution centers, and other industrial operations	105.8	1.8%
Mobile Homes	Zones specifically allocated for mobile or manufactured homes, often organized within mobile home parks or communities	9.1	0.2%
Residential Common Area	Shared spaces within residential developments, such as communal gardens, clubhouses, or other amenities accessible to residents	4.1	0.1%
Vacant	Parcels of land that are currently undeveloped or not in active use	1,264.6	21.9%
Total Area		**5,765.3**	**100.0%**

[1] Acreage calculations are estimates based on analysis completed in ArcGIS Pro and may not be survey-accurate

Source: Putnam County Property Appraiser, 2024.

As of 2024, Palatka contains approximately 5,765 acres of land within its municipal boundaries. Governmental uses represent the largest single land use category, accounting for 1,433 acres (24.9%), followed closely by vacant land at 1,265 acres (21.9%). Single-family residential land makes up 12.1% of the total area, while commercial (10.7%), agricultural (11.4%), and right-of-way/utilities (6.6%) also represent notable shares of the City's land area. Broader descriptions of how the City's residential, nonresidential, and vacant lands are distributed are provided as follows.

02.A.1. Description of Existing Residential Uses

Residential development in Palatka is predominantly concentrated east of State Road 19, a pattern shaped by the City's historic growth as a riverfront port and commercial hub along the St. Johns River. This eastern side encompasses the historic core, central business district, and established neighborhoods like Palatka Heights and The Hammock—areas characterized by a traditional street grid and a predominance of single-family homes, which occupy nearly 700 acres across the city. While multi-family housing makes up a smaller share of the land area (2.6%), it exists in defined clusters, particularly in apartment communities northwest of downtown. Mobile homes are present in limited, scattered pockets and account for just 0.2% of land use. Some residential areas, especially in and around downtown, are located within mixed-use zones where residential, commercial, and civic uses coexist under flexible zoning overlays.

In contrast to the east, the area west of State Road 19 is more sparsely developed residentially, with a less cohesive pattern of settlement. Here, larger lots and a blend of single- and multi-family housing are loosely arranged along corridors like St. Johns Avenue, functioning as lower-density, exurban extensions of the City's primary residential fabric.

02.A.2. Description of Existing Non-residential Uses

Non-residential land in Palatka is significantly shaped by governmental and institutional uses, which together account for a substantial portion of the City's land area. Governmental land is the largest single land use category, anchored by major facilities west of State Road 19 such as the Kay Larkin Municipal Airport, Putnam County Detention Center, and other key county and city operations. Smaller municipal uses, including City Hall, fire stations, and public works facilities, are more evenly distributed, with a noticeable concentration in the downtown area. Institutional uses—comprising schools, churches, and healthcare facilities—make up 3.8% of the land area and are typically embedded within or adjacent to residential neighborhoods.

Palatka's commercial and industrial land uses are concentrated along its primary transportation corridors and key access points. Commercial development follows State Road 17 (Reid Street) and State Road 19, forming the City's commercial spine and primary employment zone. These corridors support a variety of retail, service, office, and light industrial uses, serving both local residents and regional visitors. Industrial land, though limited in scale at 1.8% of total land area, is primarily found in small clusters west of downtown, typically positioned near rail lines or major highways to accommodate logistical needs. These areas represent opportunities for future employment-generating uses, especially in relation to nearby vacant and underutilized lands.

02.A.3. Description of Existing Vacant & Agricultural Lands

Vacant land is a prominent feature of Palatka's existing land use, totaling over 1,260 acres and concentrated primarily in the western and northern portions of the City. These areas are often heavily wooded, largely undeveloped, and frequently disconnected from existing infrastructure. Some parcels east of State Road 17, particularly along the St. Johns River, are likely

undevelopable due to the presence of wetlands. In addition to vacant land, agricultural uses occupy 11.4% of the city's area and are primarily located along its northwestern and southern edges. While some of this agricultural land remains in active use, it shares characteristics with vacant parcels in terms of development potential. Together, Palatka's vacant, agricultural, and underutilized lands—especially those west of State Road 19—highlight a significant opportunity for accommodating future growth and expanding the city's land use diversity beyond its historically developed eastern core.

02.B. Conditions Impacting Land Use

A range of physical, regulatory, and environmental factors influence how land is developed and used in Palatka. This section examines key conditions that shape the city's land use patterns, including the availability and capacity of public infrastructure, the implementation of planning programs and policies, and the presence of sensitive natural features. Understanding these elements is essential for evaluating where and how future growth can occur, ensuring that development is both feasible and aligned with the City's long-term vision for sustainability, resilience, and quality of life.

[Continued on next page]

02.B.1. Public Facilities & Infrastructure

Public facilities and infrastructure shape land use by determining where and how intensely development can occur. Public facilities and infrastructure serving Palatka are analyzed in detail in the **Public Facilities**, **Mobility**, **Recreation & Open Space**, **Intergovernmental Coordination**, and **Capital Improvements Elements** of this Plan, but are briefly summarized below.

Water & Sewer Systems

As detailed in the Public Facilities Element, The City of Palatka provides centralized water and sewer services to both residential and nonresidential customers, primarily within city limits, with some services extending to facilities just outside the city boundaries. The Public Works Department oversees the maintenance and operation of these utilities, ensuring their proper functioning.

Solid Waste Collection & Disposal

Palatka offers residential and commercial garbage collection within city limits and is transported to the Putnam County Central Landfill for disposal.

Drainage & Stormwater Management

The City of Palatka maintains a complex and largely interconnected stormwater management system which includes drainage pipes, basins, and ditches.

Parks & Recreation Facilities

21 spaces are dedicated to parks and recreation in the City of Palatka, of which 15 are City-owned. These parks offer a wide range of passive and active recreational uses.

Roadway Network

The roadway network is anchored by several major routes, including U.S. Route 17, State Road 19, State Road 20, and State Road 100, which facilitate regional connectivity to cities like Jacksonville, Gainesville, and St. Augustine. These highways intersect with a grid of local streets, supporting both residential and commercial areas, and are maintained by the Public Works Department.

Airport

The Kay-Larkin Airport is the sole municipal airport in Palatka. While primarily serving general aviation purposes, it is also uncommonly used for commercial or shipping purposes.

Railways

Palatka is served by Amtrak's passenger rail service, with the Palatka Amtrak Station providing connections to major cities along the East Coast. Additionally, freight services operate in the area, supporting local industries.

Public Schools

In total, Palatka hosts approximately seven public schools, including traditional and charter institutions, catering to the educational needs of its community.

Prisons & Detention Centers

The City of Palatka is home to the Putnam County Jail, which is overseen by the Putnam County Sheriff's Office.

Military Installations

Palatka does not host any military installations within its city limits. The nearest significant military facility is Naval Air Station Jacksonville, located approximately 60 miles to the north.

02.B.2. Programs & Policies

In addition to public facilities and infrastructure, local programs and policies play a key role in shaping how land use evolves within the community. These include the City's *future land use* framework, the *Community Redevelopment Plan*, its *Historic Preservation Ordinance, airport restriction zones*, and existing *inventory of historic resources*. These topics are discussed in the sections which follow.

02.B.2.a. Future Land Use

The most powerful land use regulation tool established within the City Comprehensive Plan is the future land use map (FLUM), which identifies the future land use category (FLUC) assigned to each property within the City. Adopted as part of the Goals, Objectives, and Policies of the Future Land Use Element, the FLUCs establish the *general uses* and maximum *density* (generally measured in dwelling units per acre, du/ac) and *intensity* (typically defined by floor area ratio) allowed for that property. The FLUCs adopted as part of the City of Palatka Comprehensive Plan are detailed in **Table FLUE – 2**, while their distribution on the FLUM is shown in **Map FLUE – 2**.

Table FLUE – 2. Future Land Use Categories

FLUC	Use Types Allowed	Maximum Permitted Density (DU/AC)	Maximum Permitted Intensity (FAR)
Residential, Low-Density (LDR)	Primarily single-family detached homes, with the possibility of duplexes or accessory dwelling units	5	0.7
Residential, Medium-Density (MDR)	A mix of housing options, including single-family homes, townhouses, duplexes, and low-rise multifamily buildings	10	0.7
Residential, High Density (HDR)	Multifamily housing such as apartments and condominiums.	18	1
Commercial (COM) [1]	Offices, retail, lodging, restaurants, services, commercial parks, shopping centers, or other similar activities, public/institutional uses, and recreational uses	0	1.5
Industrial (IND)	Manufacturing, assembly, processing, or storage of products. Suitable for heavy industry, light industry, and industrial park operations	0	1
Recreation (REC)	A variety of leisure time activities, inclusive of both resource-based and activity-based sites and facilities	0	0.1
Conservation (CON)	Naturally preserved resources	0	0.1
Public Buildings & Grounds (PB)	A variety of public and quasi-public activities such as schools, churches, government buildings, hospitals, colleges, and its associated ancillary uses	0	1
Other Public Facilities (OPF)	Public facilities and infrastructure	0	0.5

1. Properties that have both a Commercial FLU designation and are zoned as Downtown Business (DB) or Downtown Riverfront (DR) are permitted to develop residential units at a density not exceeding 20 du/ac.

02.B.2.b. Community Redevelopment Plan

As shown in **Map FLUE – 3**, the City is home to three community redevelopment areas: the Central Business District, North Historic District, and South Historic District. The Palatka Community Redevelopment Agency (CRA) utilizes tax increment financing generated within these districts to implement projects and programs outlined in the Community Redevelopment Plan, which was last updated in October 2021. These initiatives aim to address localized conditions of slum and blight, fostering reinvestment and economic development.

02.B.2.c. Historic Preservation Ordinance and Resources

As detailed in the **Historic Preservation Element**, the City remains steadfast in its commitment to protecting its cultural heritage. This commitment was formalized in 2012 with the adoption of Palatka's first *Historic Preservation Ordinance*, which established the framework for identifying, preserving, and enhancing local historic resources. The ordinance outlines the responsibilities and composition of the Historic Preservation Board and provides procedures for designating local historic districts, sites, and structures. It also created a formal review process for Certificates of Appropriateness and introduced flexible building code standards to support the continued use and preservation of historic structures. These tools not only safeguard the City's architectural and cultural legacy but also guide future land use and development decisions to ensure that new growth respects and complements the historic character of the community.

Palatka's preservation efforts are further supported by a growing inventory of properties listed, or eligible for listing, on the *National Register of Historic Places* (NRHP). Currently, there are three historic districts and eight structures within Palatka officially listed on the NRHP, with eleven additional structures identified as eligible for potential listing. These designations help inform land use decisions by highlighting historically significant areas and structures that may require tailored approaches to redevelopment. **Map FLUE – 4** shows all of Palatka's historic resources that have been surveyed, listed on the NRHP or determined to be eligible for future listing.

02.B.2.d. Airport Restriction Zones

As required by Florida Statues Chapters 163.3177 and 333.03, municipalities must plan around and adopt standards for development within land impacted by proximity to an airport. In response, the City of Palatka adopted an *Education Restriction Zone* and a *Residential Restriction Zones* for lands surrounding the airport.

- The *Education Restriction Zone*, as shown in **Map FLUE – 5,** denotes an area where school facilities are either disallowed or limited in activity due to the flight path of planes taking off from and approaching the Palatka Municipal Airport.

- The *Residential Restriction Zone*, as shown in **Map FLUE – 6**, denotes a buffer within which residential development is either severely limited or completely disallowed due to the potential noise level and danger associated with close proximity to the airport.

02.B.3. Natural Resources

The City of Palatka contains–and is surrounded by–a dense, diverse inventory of natural resources. It is of utmost priority to protect these natural resources, not just as a means of preserving the unique, threatened species and vegetation found within them but also to ensure that future generations of Palatka residents can continue to appreciate the area's natural beauty. While the natural resources found within the City are analyzed in detail within the **Conservation Element**, a brief discussion on how these resources may impact land use decisions is provided in the following sections.

02.B.3.a. Waterbodies, Wetlands, and Floodplains

Palatka's landscape is defined by its proximity to the St. Johns River and the presence of wetlands and floodplains, which contribute to the City's environmental resilience and ecological diversity. These features provide natural flood protection, support wildlife habitats, and offer recreational and economic value. Wetlands account for approximately 1,086.2 acres, and floodplains cover about 1,060.4 acres within the City (excluding open water bodies). **Maps FLUE – 7** and **FLUE – 8** illustrate the extent of these areas. Future development must account for these sensitive features to minimize impacts on water quality, manage flood risk, and avoid habitat loss. Land use decisions in and around these areas require careful planning, guided by local, state, and federal coordination to ensure their long-term sustainability.

02.B.3.b. Soil Diversity

The City's soils—primarily from the Zolfo, Pomona, Placid, Surrency, and Tavares series—are generally sandy and vary in drainage, stability, and load-bearing capacity (see **Map FLUE – 9**). These characteristics directly affect the suitability of land for development. A large share of Palatka's soils is not ideal for large-scale construction without substantial site preparation, such as moisture management or soil stabilization. As development pressures increase, understanding soil limitations will be critical for guiding growth to appropriate locations and avoiding costly modifications or infrastructure challenges.

02.B.3.c. Aquifer Recharge

Palatka relies on the Floridan aquifer as its primary groundwater source, supporting both public and private well systems. However, the City lies within a low aquifer recharge zone, meaning groundwater replenishes slowly compared to surrounding areas (see **Map FLUE – 10**). This makes long-term water supply sustainability a key concern. While recharge occurs more efficiently in nearby areas—particularly in northwest Putnam County and between the Welaka and Pomona Park communities—Palatka's land use decisions must be made with water conservation in mind. Protecting regional recharge areas, minimizing impervious surfaces, and promoting low-impact development practices are essential to preserving the City's future water availability.

02.B.3.d. Vegetation

According to the Statewide Land Use/Land Cover Inventory maintained by the Florida Department of Environmental Protection, using data from the St. Johns River Water Management District (SJRWMD), natural lands make up 30.8% of the City's ten largest land cover categories. The most prominent natural land types include *wetland hardwood forests*, *upland mixed forests*, *wetland forested mixed*, and *upland coniferous forests*. Of these, wetlands represent the majority of natural lands within Palatka. These ecosystems often support fragile (and in some cases, rare) plant communities that must be carefully considered and preserved when development occurs nearby.

02.B.3.e. Wildlife

With its extensive wetlands, diverse plant life, and proximity to the St. Johns River, the City of Palatka supports a rich ecosystem that includes numerous species classified as threatened or endangered at both the state and federal levels. According to data from the Florida Fish and Wildlife Conservation Commission, 21 documented species of concern are present within the city, five of which are federally listed as endangered or threatened. While the preservation of these species is closely tied to the protection of their habitats, any efforts to accommodate future growth through 2045 must ensure that development does not adversely affect their range, habitat quality, or overall survival.

03. Projected Needs Analysis

As outlined in the **Population Projections** section of this plan update, the City of Palatka is projected to reach a permanent population of 12,801 and a seasonal population of 139 by 2045. Under the assumption that: (1) each permanent and seasonal household within Palatka will occupy at least one housing unit, and (2) the average household size will remain at 2.43 persons per household, **Table HE – 14** indicates that by 2045, the City will require 5,268 units for its permanent population and 57 units for its seasonal population (or 5,325 units total).

***Table FLUE* – 3.** Projected Housing Need

Projected Population / Units Needed	2025	2030	2035	2040	2045
Permanent					
Projected Population	11,077	11,615	12,043	12,429	12,801
Units Needed [1]	4,558	4,780	4,956	5,115	5,268
Seasonal					
Projected Population	121	126	131	135	139
Units Needed [1]	50	52	54	56	57
Total					
Projected Population	11,198	11,742	12,174	12,564	12,941
Units Needed [1]	4,608	4,832	5,010	5,170	5,325
[1]Assuming an average persons per household figure of 2.43					

Source: BEBR, 2024; City of Palatka, 2025.

As identified in the 2018-2022 ACS housing data, there are currently 4,667 housing units within the City. As such, a minimum of 658 additional units will be needed to support Palatka's projected permanent and seasonal population by the end of the 2045 planning horizon. But do the City's regulatory and environmental conditions allow for this to occur?

03.A. Carrying Capacity Methodology

To answer this question, the City performed a *carrying capacity analysis*, which involved extracting the total acreage of vacant lands within the City (as identified in **Table FLUE – 1** and **Map FLUE – 1**), subtracting the wetland acreages, and multiplying the remaining vacant acreage by the maximum density and intensity afforded to them by their FLUM designation. The result of this effort is shown in **Table FLUE – 4** on the following page.

Table FLUE – 4. Carrying Capacity Analysis

Future Land Use Categories	All Lands		Vacant Lands		Vacant Lands with Wetlands	Remaining (Developable) Vacant Land [1]	Max. Permitted Density	Max. Dwelling Units Possible on Remaining Vacant Land [2]	Max. Permitted Intensity	Max. Non-Res. Possible on Remaining Vacant Land [3]
	Acres	Percentage	Acres	Percentage	Acres	Acres	Units Per Acre	Units	FAR	Square Feet
Residential, Low-Density (RL)	887.5	15.4%	347.9	27.5%	269.2	78.7	5	394	0.0	0
Residential, Medium-Density (RM)	362.7	6.3%	169.1	13.4%	53.2	115.9	10	1,159	0.0	0
Residential, High-Density (RH)	415.1	7.2%	73.6	5.8%	3.3	70.3	18	1,265	0.0	0
Commercial (COM) (w/ DB or DR Zoning)	59.2	1.0%	5.4	0.4%	0.0	5.4	20	108	4.0	940,896
Commercial (COM) (w/ all other zoning)	909.0	15.8%	264.0	20.9%	46.2	217.8	0	0	1.5	14,231,052
Industrial (IN)	1,213.8	21.1%	191.2	15.1%	42.8	148.4	0	0	1.0	6,464,304
Recreation (REC)	482.3	8.4%	188.9	14.9%	146.5	42.4	0	0	0.1	184,694
Conservation (CON)	50.9	0.9%	0.0	0.0%	0.0	0.0	0	0	0.1	0
Public Buildings and Grounds (PB)	1,016.7	17.6%	0.0	0.0%	0.0	0.0	0	0	1.0	0
Other Public Facilities (OPF)	339.9	5.9%	6.0	0.5%	0.0	6.0	0	0	0.5	130,680
County Land Use (COUNTY)	18.2	0.3%	18.2	1.4%	16.2	2.0	0	0	0.0	0
Urban Service (US) [Putnam County FLUC]	8.0	0.1%	0.2	0.0%	0.0	0.2	9	2	1.0	8,712
Total	**5,763.3**	**100.0%**	**1,264.5**	**100.0%**	**577.4**	**686.9**	**N/A**	**2,928**	**N/A**	**21,960,338**

1. Calculated by subtracting "Vacant Lands with Wetlands" from "Vacant Lands"
2. Calculated by multiplying "Remaining (Developable) Vacant Land" and "Max. Permitted Density"
3. Calculated by multiplying "Remaining (Developable) Vacant Land" and "Max. Permitted Intensity," then converting the results into square feet
4. As determined in the Population Projections Technical Memorandum

Total Residential Carrying Capacity	
2,928	*Units*
7,114	*Persons (2.43 PPH)* [4]

Total Non-Residential Carrying Capacity	
21,960,338	*Square Feet*

03.B. Carrying Capacity Results

The results of this regulatory and environmental analysis show the City of Palatka could accommodate an additional 2,928 housing units (a potential capacity of 7,114 new residents) and 21,960,338 square feet of nonresidential within the City. Considering that the City's projected population is anticipated to need just 658 new dwellings (assuming an average of 2.43 persons per household), it can be concluded that Palatka has sufficient capacity to accommodate the housing demand of its future population by 2045. Additionally, the City appears to have more than sufficient vacant nonresidential lands (504.2 acres) available to the support the City's incoming population for goods, services, entertainment, and employment.

04. Strategies for Addressing Projected Needs

The preceding section of this report finds that Palatka has sufficient land use capacity to support its projected residential growth. It also offers ample opportunity to meet the needs of current and future residents through nonresidential entitlements that allow for the future expansion of goods, services, entertainment, and employment. However, there is still room to improve how land use planning is approached and adapted over time. Potential improvements to explore through the 2045 planning horizon via the comprehensive plan and/or appropriate means are provided as follows:

1. *Amend the FLUC/FLUM for clarity and to better position the City for desirable future development.* Possible amendments to investigate include:

    a. Eliminating adopted FLUCs which are not currently assigned to any properties, including *Agriculture* and *Historic Resources*.

    b. Clarifying what types of housing are permitted within each of the three residential FLUCs.

    c. Establishing a *Downtown Mixed Use FLUC* in lieu of allowing the *Commercial FLUC* residential allowances if certain underlying zoning designations are present.

    d. Identifying a maximum permitted density for ancillary dorms or living areas for colleges permitted within the Public Buildings and Grounds FLUC.

    Note that each of these comprehensive plan amendments would require amendments to the City's zoning ordinance to maintain consistency between the two documents.

2. *Adopt an Economic Development Element.* For a jurisdiction like Palatka, adopting a dedicated Economic Development Element (rather than placing all economic development goals, objectives, and policies (GOPs) in the FLUE) allows for a more focused and strategic approach to supporting local economic growth. A standalone element provides space to address workforce development, industry diversification, infrastructure needs, and economic resilience in greater detail, while still coordinating

with land use planning. This helps ensure that economic development efforts are not only aligned with physical growth but are also responsive to broader market trends, community needs, and long-term economic sustainability.

3. *Create a long-term annexation plan.* Even though Palatka has sufficient land to accommodate its projected residential and nonresidential needs through 2045, identifying a long-term annexation plan remains important for promoting strategic, coordinated growth beyond the current planning horizon. A proactive annexation strategy allows the City to guide development in adjacent unincorporated areas, ensure consistent infrastructure and service delivery, preserve its ability to influence future land use patterns, and expand its tax base in a fiscally responsible manner. It also positions Palatka to respond more effectively to changing market conditions, regional growth pressures, and future infrastructure investments. *Note: this is explored in greater detail within the* ***Intergovernmental Coordination Element.***

CITY of Palatka

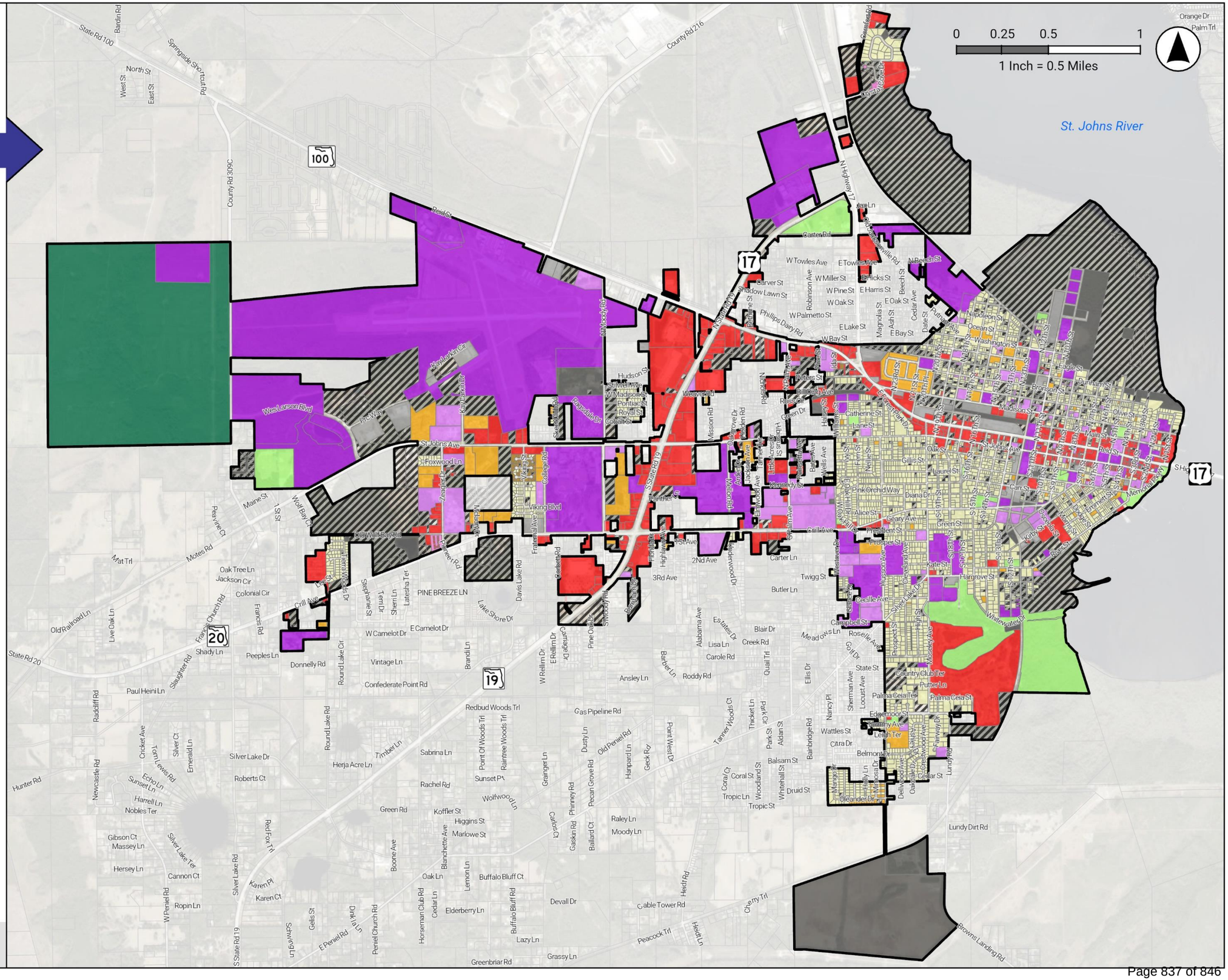
EXISTING LAND USE

Legend

- City Limit
- Parcel Boundary

Land Use

- Single-Family Residential
- Multi-Family Residential
- Mobile Homes
- Residential Common Area
- Commercial
- Industrial
- Parks and Recreation
- Agricultural
- Governmental
- Institutional
- Right-of-Way and Utilities
- Vacant



Sources: City of Palatka, 2025.

MAP FLUE – 1

CITY of Palatka

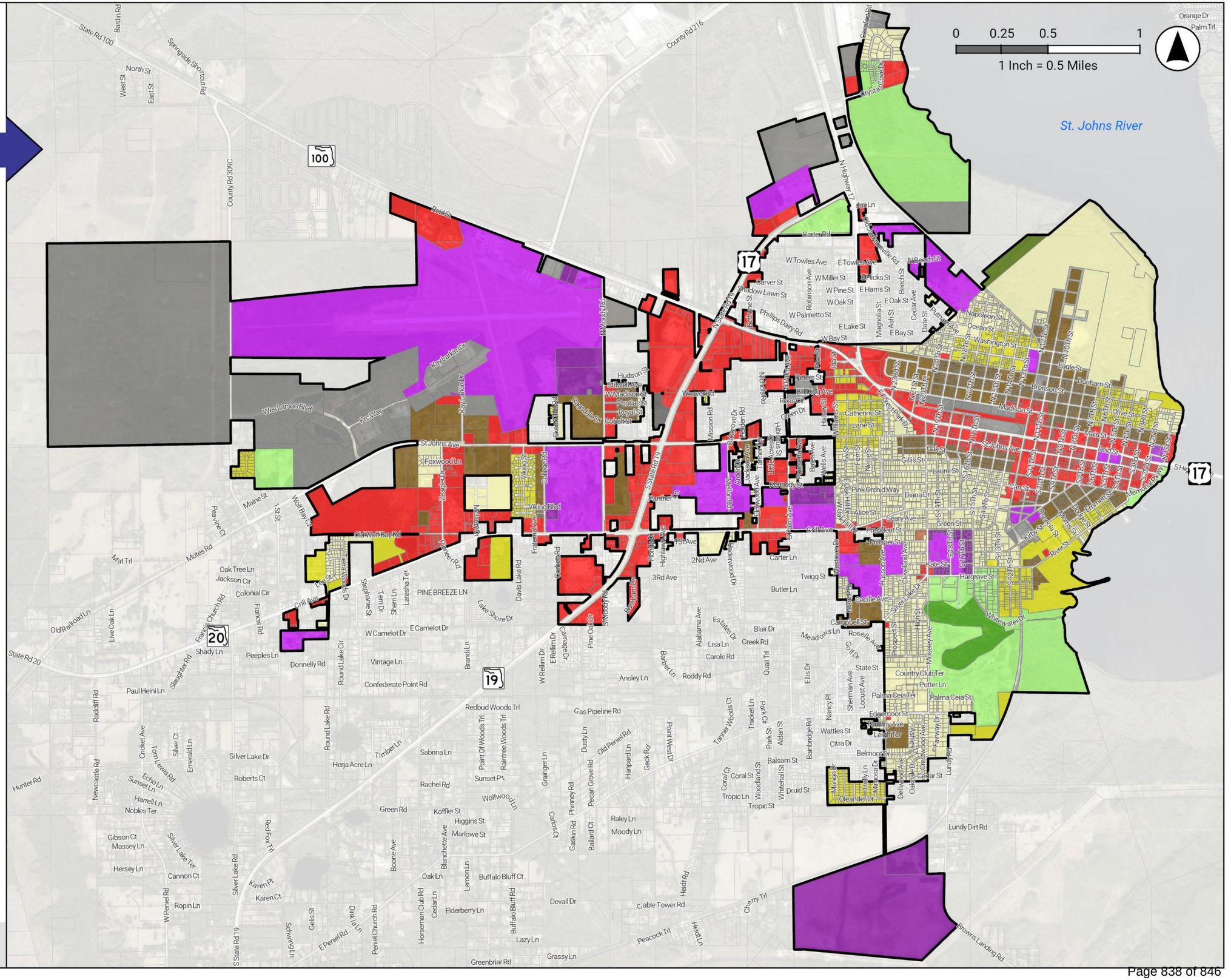
ADOPTED FLUM

Legend

- City Limit
- Parcel Boundary

Future Land Use

- Residential, Low-Density (RL)
- Residential, Medium-Density (RM)
- Residential, High-Density (RH)
- Commercial (COM)
- Industrial (IN)
- Recreation (REC)
- Conservation (CON)
- Public Buildings and Grounds (PB)
- Other Public Facilities (OPF)
- County Land Use (COUNTY)
- Urban Service (US)
- Unassigned



Sources: City of Palatka, 2025.

MAP FLUE – 2

CITY of Palatka

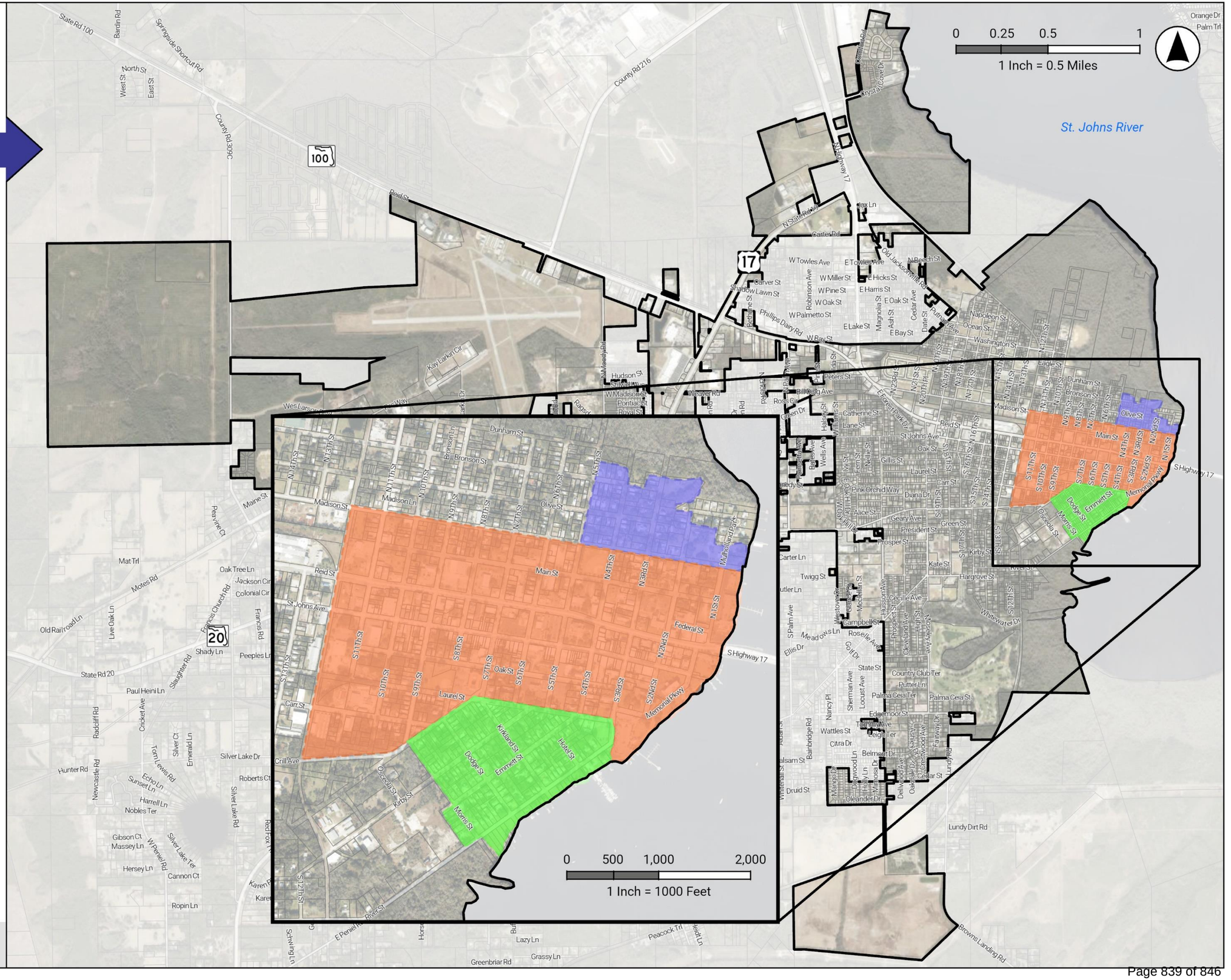
CRA BOUNDARIES

Legend

- City Limit
- Parcel Boundary

Tax District

- North Historic District
- Central Business District
- South Historic District


0 0.25 0.5 1
1 Inch = 0.5 Miles
St. Johns River
0 500 1,000 2,000
1 Inch = 1000 Feet
S Highway 17
Main St
Dodge St
Emmett St
Morris St
Kirkland St
Hotel St
Oak St
Laurel St
Carr St
Reid St
St Johns Ave
Federal St
Memorial Pkwy
Madison St
Dunham St
Bronson St
Olive St
Oscelola St
Kirby St
Lundy Dirt Rd
Browns Landing Rd
Greenbriar Rd
Grassy Ln
Lazy Ln
Peacock Trl
Silver Lake Dr
Silver Lake Rd
Hunter Rd
Crill Ave
Roberts Ct
Ropin Ln
Cannon Ct
Hersey Ln
Nobles Ter
Harrell Ln
Sunset Ln
Echo Ln
Tom Lewis Rd
Emerald Ln
Silver Ct
Cricket Ave
Radcliff Rd
Newcastle Rd
Paul Heini Ln
Slaughter Rd
State Rd 20
Shady Ln
Peeples Ln
Francis Rd
Live Oak Ln
Old Railroad Ln
Motes Rd
Mat Trl
Oak Tree Ln
Jackson Cir
Colonial Cir
Peavine Ct
Maine St
Madison Ln
Muhoolland Park
Kay Larkin Cir
Weaver Rd
Hudson St
W Madison St
Pontiac St
Royal St
Reid St
Peters St
Bill Dodd Ave
Ross Cir
Gilbert Dr
Catherine St
Lane St
Wells Ave
Ferris St
Nellie St
Gillis St
Laurel St
Pink Orchid Way
Diana Dr
Alice St
Geary Ave
President St
Prosper St
Green St
Kirby St
Kate St
Hargrove St
Twigg St
Carter Ln
Butler Ln
Whitewater Dr
Campbell St
Roselle Ave
Meadows Ln
Ellis Dr
Golf Dr
State St
Country Club Ter
Putter Ln
Palma Ceia Ter
Palma Ceia St
Edgewater St
Wattles St
Citra Dr
Belmont Dr
Druid St
Alsam St
Whitehall St
Lundy Rd
Cedar St
Oleander Dr
Mango Dr
Fairway Dr
Nancy Pl
Sherman Ave
Locust Ave
Bainbridge Rd
Acoma St
Prospect St
Cleveland Ave
Hudson Ave
Mcclellan St
Cecile Ave
Westover Dr
Meadowlawn Dr
S Palm Ave
Carter Rd
N Beach St
Old Jacksonville Rd
W Towles Ave
E Towles Ave
W Miller St
E Hicks St
W Pine St
E Harris St
W Oak St
E Oak St
W Palmetto St
E Lake St
W Bay St
E Bay St
Carver St
Shadow Lawn St
Robinson Ave
Magnolia St
Ash St
Cedar Ave
Date St
Palm Ave
Napoleon St
Ocean St
Washington St
Eagle St
Dunham St
Bronson St
Olive St
Main St
Reid St
St Johns Ave
Oak St
Laurel St
Carr St
Kirby St
River St
Hargrove St
Kate St
Prosper St
Green St
Geary Ave
President St
Diana Dr
Pink Orchid Way
Carter Ln
Twigg St

CITY of Palatka

HISTORIC RESOURCES

Legend

- City Limit
- Parcel Boundary

Historic Resources

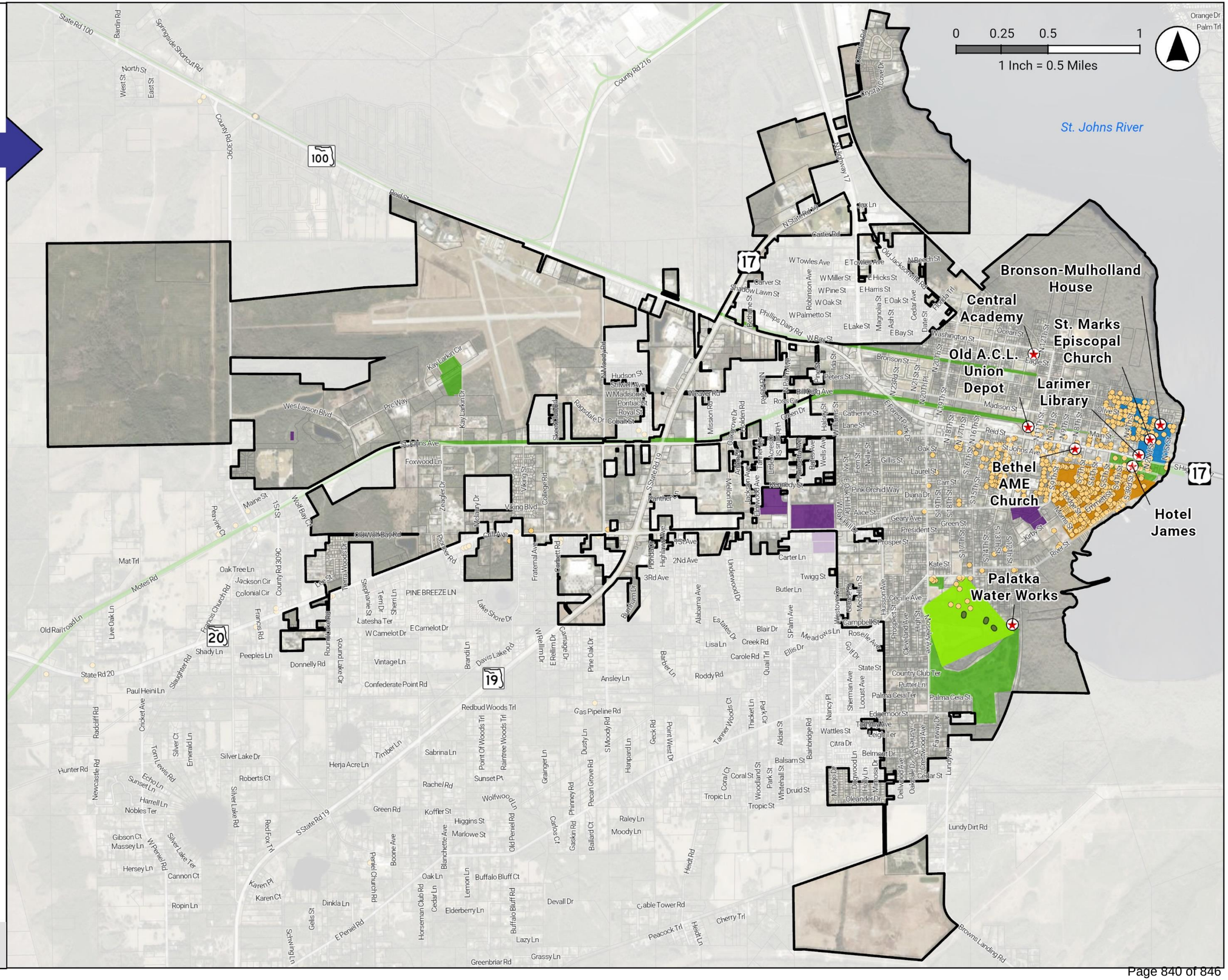
- Surveyed Resource Group
- Surveyed Cemetery
- Surveyed Bridge
- NRHP-Recognized Structure
- Surveyed Structure

NRHP-Recognized Historic District

- Palatka North HD
- Palatka Ravine Gardens HD
- Palatka South HD

Sources: City of Palatka, 2025; FGDL, 2025; FDHR, 2025.

MAP FLUE – 4

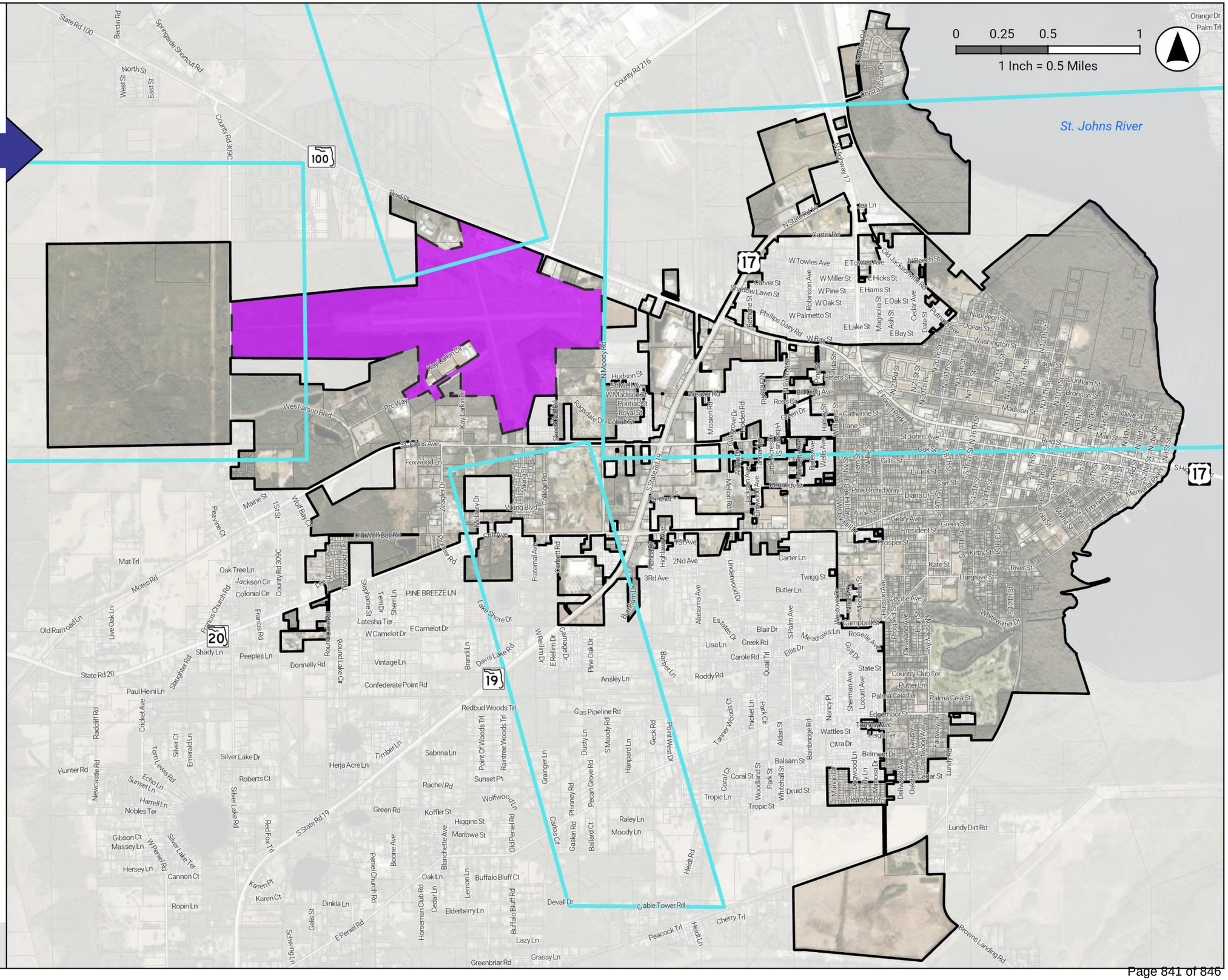

0 0.25 0.5 1
1 Inch = 0.5 Miles
St. Johns River
Bronson-Mulholland House
Central Academy
St. Marks Episcopal Church
Old A.C.L. Union Depot
Larimer Library
Bethel AME Church
Hotel James
Palatka Water Works
State Rd 100
County Rd 309C
County Rd 216
Reid St
N State Rd 17
W Towles Ave
E Towles Ave
W Bay St
E Bay St
Washington St
Madison St
Main St
St Johns Ave
Oak St
Laurel St
Kate St
Twigg St
Butler Ln
Carter Ln
2nd Ave
3rd Ave
Kennedy St
Pink Orchid Way
Diana Dr
Geary Ave
President St
Prosper St
Carter Rd
Old Jacksonville Rd
Bronson St
Ocean St
Peters St
Lane St
Catherine St
Reid St
Olive St
Kay Larkin Dr
Wes Larson Blvd
Foxwood Ln
Maine St
1st St
Wolf Bay Ct
Old Wolf Bay Rd
Viking Blvd
College Rd
Zeagler Dr
Fraternal Ave
Rodgers Rd
Peavine Ct
Mat Trl
Oak Tree Ln
Jackson Cir
Colonial Cir
Motes Rd
Old Railroad Ln
Live Oak Ln
Francis Church Rd
Francis Rd
Shady Ln
Peeples Ln
Donnelly Rd
Vintage Ln
Confederate Point Rd
Paul Heini Ln
Slaughter Rd
Cricket Ave
Radcliff Rd
Hunter Rd
Newcastle Rd
Tom Lewis Rd
Echo Ln
Sunset Ln
Harrell Ln
Nobles Ter
Silver Ct
Emerald Ln
Silver Lake Dr
Roberts Ct
Silver Lake Rd
Red Fox Trl
Gibson Ct
Massey Ln
W Peniel Rd
Silver Lake Ter
Hersey Ln
Cannon Ct
Ropin Ln
Karen Pl
Karen Ct
Dinkla Ln
Gelis St
Schwing Ln
E Peniel Rd
Peniel Church Rd
Boone Ave
Horseman Club Rd
Cedar Ln
Oak Ln
Lemon Ln
Elderberry Ln
Buffalo Bluff Rd
Buffalo Bluff Ct
Lazy Ln
Greenbriar Rd
Grassy Ln
Devall Dr
Cable Tower Rd
Peacock Trl
Heidt Rd
Cherry Trl
Lundy Dirt Rd
Browns Landing Rd
Timber Ln
Herja Acre Ln
Sabrina Ln
Point Of Woods Trl
Raintree Woods Trl
Sunset Pt
Rachel Rd
Green Rd
Koffler St
Higgins St
Marlowe St
Wolfwood Ln
Raley Ln
Moody Ln
Gas Pipeline Rd
Redbud Woods Trl
Ansley Ln
Roddy Rd
Barber Ln
Pine Oak Dr
Brandi Ln
Davis Lake Rd
Lake Shore Dr
PINE BREEZE LN
Latesha Ter
W Camelot Dr
E Camelot Dr
Stephanie St
Tami Dr
Sherri Ln
Les St
Terra Woods Dr
Round Lake Cir
Burnham Dr
Fraternal Ave
Gerbert Rd
Florida Ave
Highland Ave
Underwood Dr
Alabama Ave
Estates Dr
Lisa Ln
Creek Rd
Carole Rd
Quail Trl
Blair Dr
S Palm Ave
Meadows Ln
Ellis Dr
Golf Dr
Country Club Ter
Putter Ln
Palma Ceia Ter
Palma Ceia St
Edgewater St
Wattles St
Citra Dr
Belmont Dr
Balsam St
Druid St
Tropic Ln
Tropic St
Coral St
Woodland St
Park St
Whitehall St
Aldan St
Bainbridge Rd
Nancy Pl
Sherman Ave
Locust Ave
Thicket Ln
Park Ct
Tanner Woods Ct
Geck Rd
Point Meek Dr
Hampard Ln
S Moody Rd
Dusty Ln
Grainger Ln
Phinney Rd
Pecan Grove Rd
Gaskin Rd
Ballard Ct
Carlos Ct
Old Peniel Rd
Blanchette Ave
Wells Ave
Mallory Dr
Viking Dr
Panther Dr
S State Rd 19
Mission Rd
Weaver Rd
Golden Rd
Pine Grove Dr
Ross Cir
Bill Dodd Ave
Gilbert Dr
Forest Lake Dr
Pine St
Ida St
Hudson St
Sidell Ave
W Madison St
Pontiac St
Royal St
Cobalt St
Ragsdale Dr
Skeet Club Rd
N Mosely Rd
Phillips Dairy Rd
Shadow Lawn St
Carver St
Robinson Ave
W Miller St
W Pine St
W Oak St
W Palmetto St
Pontiac Ln
Catherine Ln
Lane St
Gillis St
Oak St
Laurel St
Carr St
Diana Dr
Pink Orchid Way
Kennedy St
Panther Dr
Viking Blvd
Zeagler Dr
College Rd
Fraternal Ave
Rodgers Rd

CITY of Palatka

ED. RESTRICTION ZONE

Legend

- City Limit
- Parcel Boundary
- Educational Restriction Zone
- Palatka Municipal Airport



Source: City of Palatka, 2025.

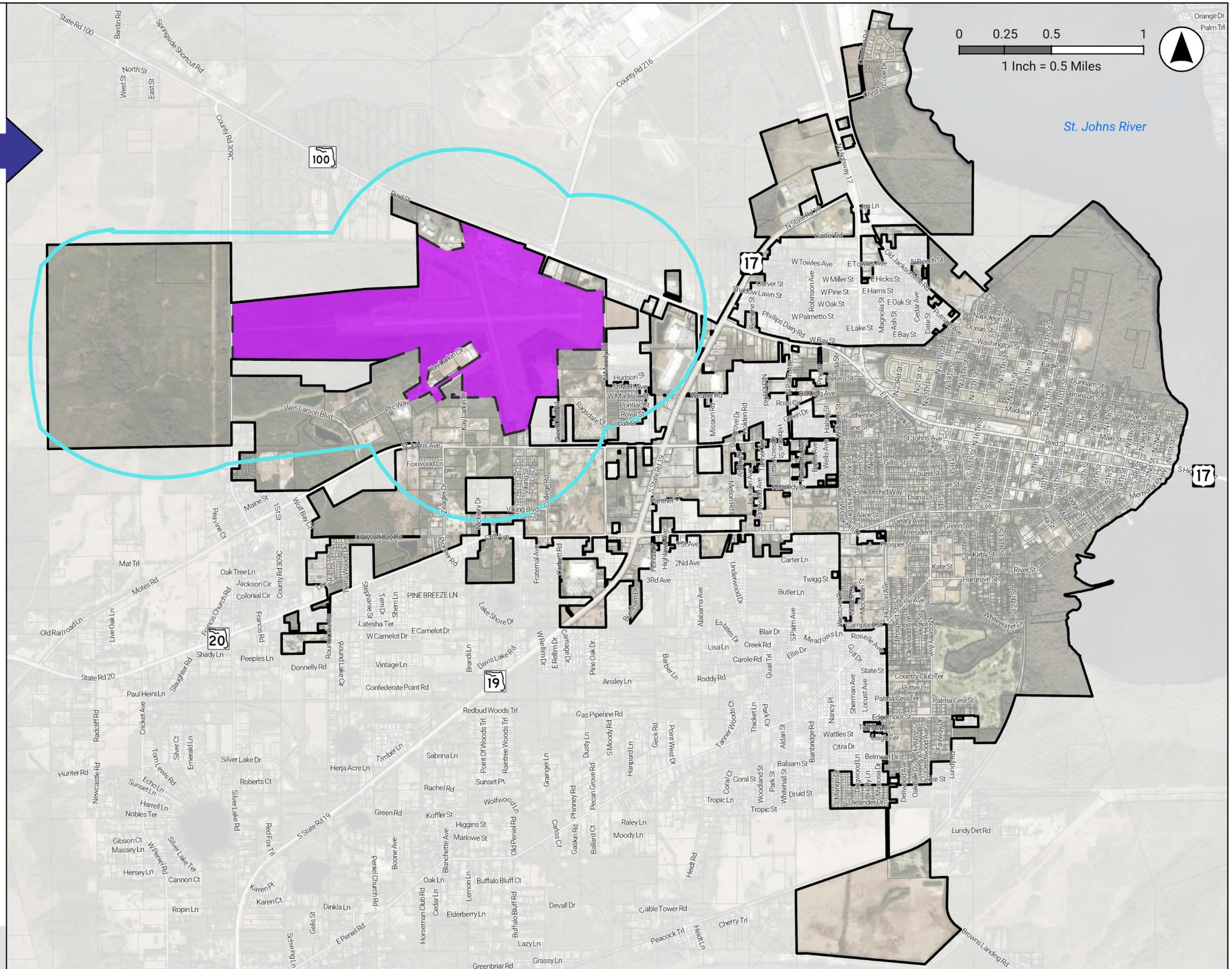
MAP FLUE – 5

CITY of Palatka

RES. RESTRICTION ZONE

Legend

- City Limit
- Parcel Boundary
- Residential Restriction Zone
- Palatka Municipal Airport



Source: City of Palatka, 2025.

MAP FLUE – 6

CITY of Palatka

WETLAND INVENTORY

Legend

- City Limit
- Parcel Boundary

Wetland Type

- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Riverine

0 0.25 0.5 1

1 Inch = 0.5 Miles

St. Johns River

Sources: City of Palatka, 2025; NWI, 2023.

MAP FLUE – 7

CITY of Palatka

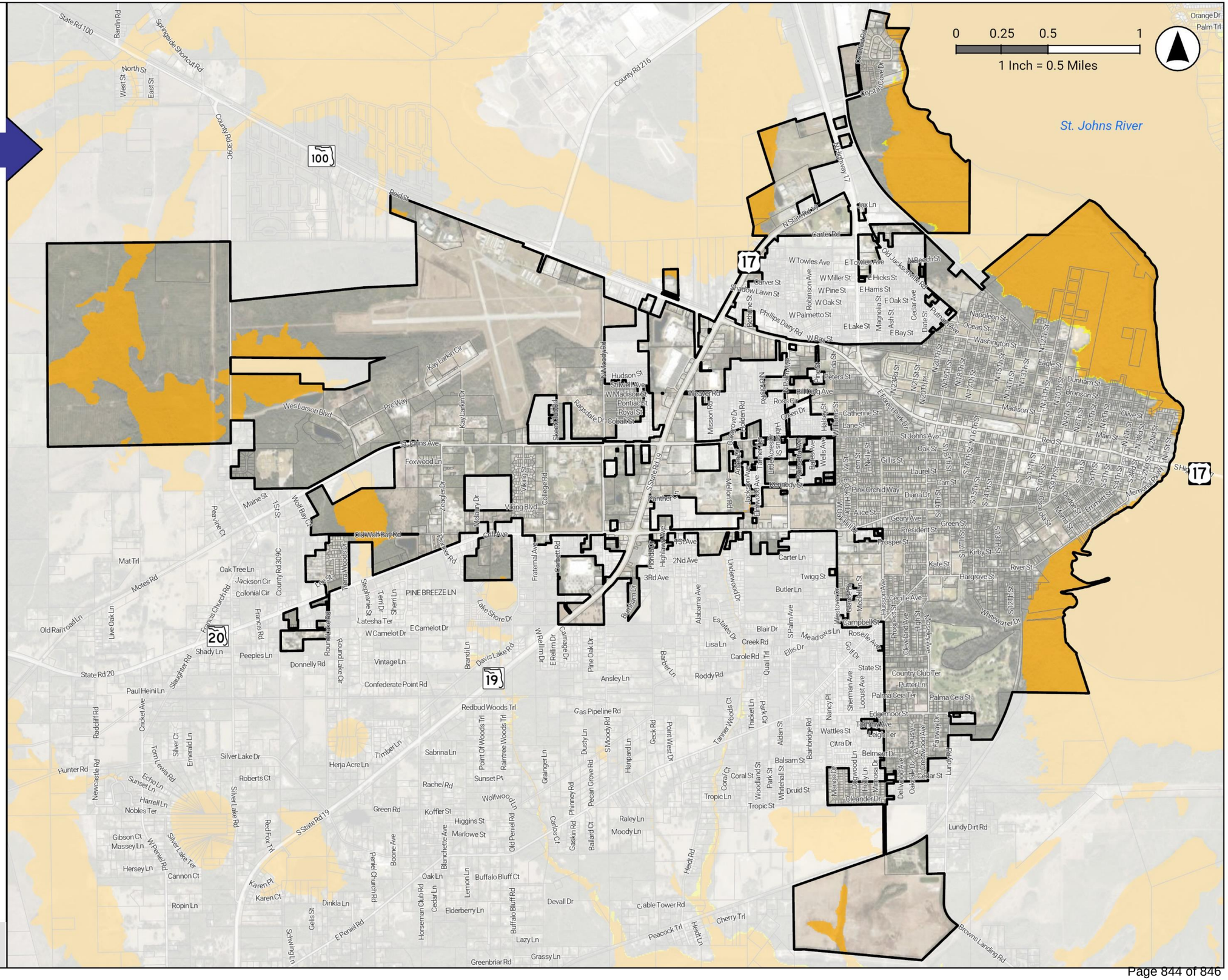
FLOODPLAIN INVENTORY

Legend

- City Limit
- Parcel Boundary

Floodplain

- 100-Year Floodplain
- 500-Year Floodplain



Sources: City of Palatka, 2025; FEMA, 2022.

MAP FLUE – 8

CITY of Palatka

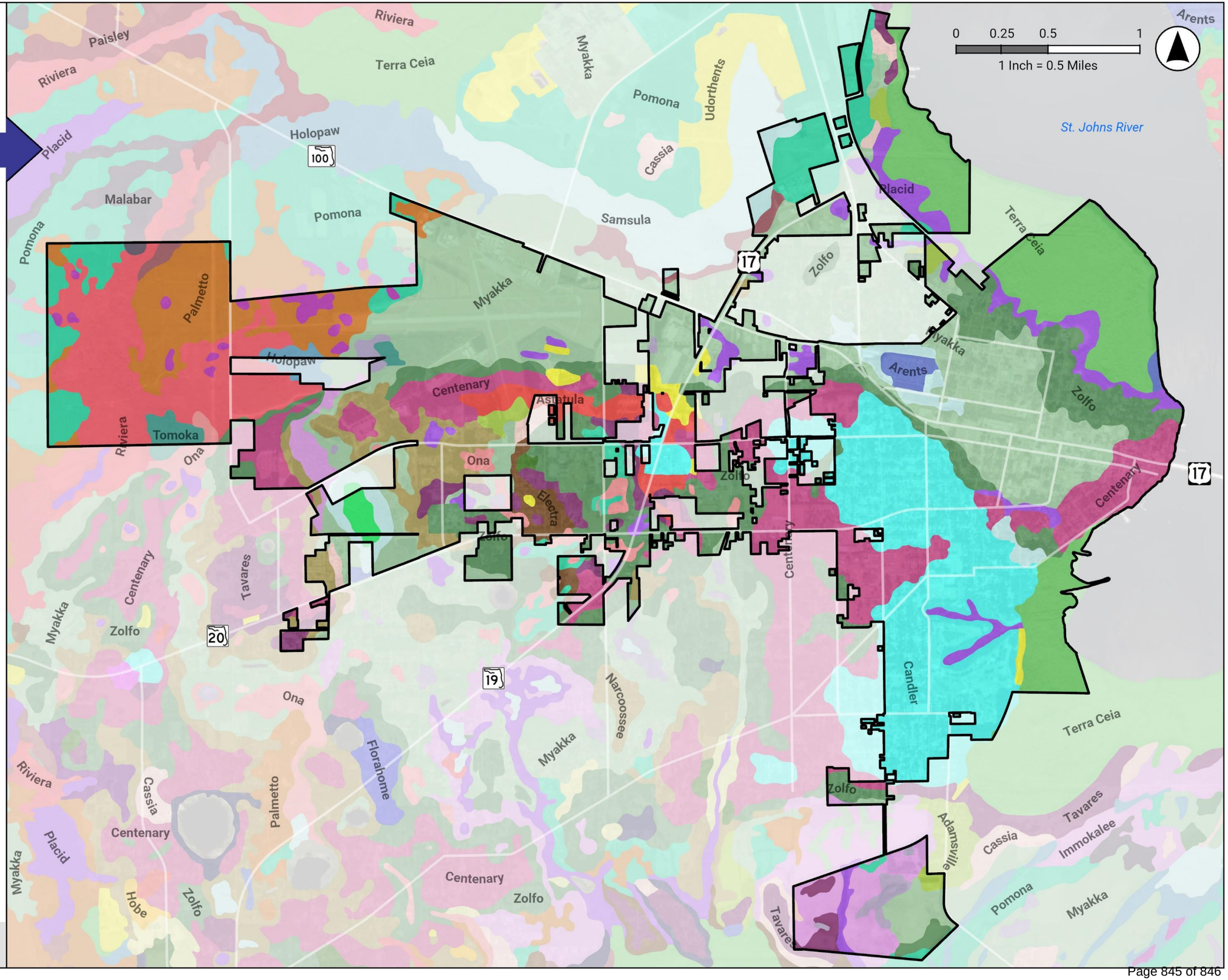
SOILS INVENTORY

Legend

- City Limit
- *Soil Name*
- Adamsville
- Arents
- Astatula
- Candler
- Cassia
- Centenary
- Deland
- Electra
- Florahome
- Hobe
- Holopaw
- Hontoon
- Immokalee
- Lochloosa
- Malabar
- Millhopper
- Myakka
- Narcoossee
- Newnan
- Ona
- Paisley
- Palmetto
- Placid
- Pomona
- Pompano
- Riviera
- Samsula
- Sparr
- St. Johns
- Surrency
- Tavares
- Terra Ceia
- Tomoka
- Udorthents
- Zolfo

Sources: City of Palatka, 2025; NRCS, 2023.

MAP FLUE – 9



CITY of Palatka

COMPREHENSIVE PLAN UPDATE

AQUIFER RECHARGE

Legend

- City Limit
- Parcel Boundary

Recharge Range

- Discharge
- High
- Medium
- Low

0 0.25 0.5 1

1 Inch = 0.5 Miles

St. Johns River

Sources: City of Palatka, 2025; SJRWMD, 2024

MAP FLUE – 10