

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, FCPC
CITY CLERK

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT

CHANTEL PIERRE, CPA
FINANCE DIRECTOR

AGENDA
CITY COMMISSION MEETING
January 8, 2026 at 6:00 PM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. December 11, 2025 Minutes

3. PUBLIC RECOGNITION/PRESENTATIONS (PRESENTERS ARE LIMITED TO FIVE MINUTES)

- a. Homeless Outreach Program -
- b. Non Profit Organizations
- c. Arbor Day

4. MAYOR CORREA, COMMISSIONER CAMPBELL'S REPORT

5. CITY MANAGER AND ADMINISTRATIVE REPORTS

- a. City Manager Report
- b. Roddy Road completion
- c. FPL LED lighting enhancements to streetlights in high crime areas
- d. **Financial Report - November 2025**

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 2026-R-2 authorizing utilization of a Cooperative Purchase Contract no. 092222-CAT for the purchase of a Generator for the City of Palatka Reclamation Facility. The funding is coming from the capital budget line for the department. It was approved when the budget was adopted.
- b. ADOPT RESOLUTION 2026-R-03 granting a special events permit to Sunshine State Bass Nation DBA Florida Bass Nation for the FBN JR./SR High School Series fishing tournament to be held 01/24/2026 and 01/25/2026.
- c. ADOPT RESOLUTION 2026-R-04 granting a special events permit to Tunnel to Towers Foundation for the Tunnel to Towers 5K run/walk to be held on 04/04/2026.

- d. ADOPT RESOLUTION 2026-R-5 granting a special events permit to Legacy Community Network for Mardi Gras in the Gem City to be held on 09/04/2026 and 09/05/2026 on the hours provided on the application.
- e. ADOPT RESOLUTION 2026-R-06 granting a special events permit for the Annual Martin Luther King Jr. Legacy Walk and Festival to be held on 01/19/2026.
- f. ADOPT RESOLUTION 2026-R-07 granting approval of the Strategic Plan for the City of Palatka created by Reno Rells of Community Affairs and Recreation.

8. REGULAR BUSINESS

- a. Recess for 10 minutes at 7:30 PM.
- b. Direction/Discussion – Airport Advisory Board.
- c. Direction/Discussion: City Commission performance evaluation of the city manager.
- d. Discussion/Direction of Gas Lamp Funding

9. PUBLIC HEARINGS

- a. **Second 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.
- b. **Request to Annex, Amend and Rezone 902 S. State Rd 19**
 - i) **ORDINANCE NO. 2026-01**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 11-10-26-0000-0574-0012, THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, 902 S STATE RD 19 # UNIT 1, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
 - ii) **ORDINANCE NO. 2026-02**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY COMMERCIAL (CR) TO CITY OF PALATKA COMMERCIAL (COM) FOR THE FOLLOWING PROPERTY: 902 SOUTH STATE ROAD 19 # UNIT 1, PALATKA PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
 - iii) **ORDINANCE NO. 2026-03**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY COMMERCIAL, RETAIL (C-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTY LOCATED AT 902 SOUTH STATE ROAD 19 # UNIT 1, PALATKA, FLORIDA 32177; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
- c. **Request to Annex, Amend and Rezone 106 COMFORT ROAD**

- i) **ORDINANCE NO. 2026-04**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 37-09-26-0000-0230-0010, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699 (MAP SHEET 37E), 106 COMFORT ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
- ii) **ORDINANCE NO. 2026-05**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY INDUSTRIAL (IN) TO CITY OF PALATKA INDUSTRIAL (IN) FOR THE FOLLOWING PROPERTY: 106 COMFORT ROAD, PALATKA, FLORIDA 32177, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699, (MAP SHEET 37E); 106 COMFORT ROAD, PARCEL 37-09-26-0000-0230-0010, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
- iii) **ORDINANCE NO. 2026-06**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY INDUSTRIAL, HEAVY (IH) TO CITY OF PALATKA LIGHT INDUSTRIAL (M-1), STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699 (MAP SHEET 37E), FOR THE PROPERTY LOCATED AT 106 COMFORT ROAD PALATKA, FLORIDA 32177, PARCEL 37-09-26-0000-0230-0010; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

10. COMMISSIONER COMMENTS

11. ADJOURN

Upcoming Events Special Magistrate January 20, 2026, 1:30 p.m. MLK Walk January 19, 2026, 10:30 a.m. CRA Meeting January 22, 2026, 5:00 p.m. Commission Meeting January 22, 2026, 6:00 p.m.	Board Vacancies Airport Advisory Board - 5 vacancies Board of Zoning Appeals - 3 vacancies Planning Board - 1 vacancy Tree Committee - 1 vacancy
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Regular meetings 2nd and 4th Thursdays of each month at 6:00 PM

MARCIA G. CARTY, CPA, CGFO
CITY MANAGER

JANE WEST, ESQ.
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KAREN HAYES, MMC
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CHIEF, FIRE DEPT.

CHANTEL PIERRE
FINANCE DIRECTOR

Commission Meeting
December 11, 2025
Minutes

Invocation

Invocation was led by Pastor Mulberry

Pledge of Allegiance

The pledge of Allegiance was led by Commissioner Davis

Roll Call

Commissioner Davis, Commissioner Campbell, Commissioner Jones and Mayor Correa were present. Commissioner Borom was excused.

Approval Of Minutes

November 13, 2025, Regular Meeting and November 24, 2025, Special Called meeting.

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

PUBLIC RECOGNITION/PRESENTATIONS

Employee of the Month

Human Resource Manager Virginia Jones announced that Community Affairs has been selected as department of the Month.

Director of Community Affairs Eddie Cutwright stated all the recognition goes to his team, they do a great job.

Achievement Award

Chief Shaw and Ms. Carty presented an award to City Attorney Jane West for becoming the first women to serve as president of the Putnam County Bar Association.

Plaque - NSFA Flag Football - Commissioner Campbell

Commissioner Campbell presented a plaque to the Putnam Academy of Arts and Sciences in recognition of the outstanding achievements of the school's flag football team. He commended Principal Ellis and Coach Ward for their exceptional leadership and dedication. Commissioner Campbell noted that in just two years, the team progressed from struggling to provide transportation to complete the season to becoming championship winners. He congratulated the team and Coach Ward for their phenomenal accomplishment.

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

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www.palatka-fl.gov

FAX: 386-329-0106

CITY MANAGER AND ADMINISTRATIVE REPORTS

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

Carlos Dominguez provided background, noting that in January 2024, the city received \$2 million from the Department of Commerce for affordable housing initiatives. The allocations were as follows: \$1 million for home repairs and for down payment assistance. The remaining funds were designated for lot acquisitions and construction of affordable housing.

St. Johns Housing reported progress on home repairs, including repair and replacement of six roofs with metal roofing, replacement of windows and electric panels, installation of privacy fencing and construction of a water heater shed

Affordable Housing Grant - Downpayment Assistance Task Presentation by Azcarate Consulting

Crystal Escotta, from Escotta Consulting, provided an update on the Payment Assistance Program. She explained that the program was officially launched on March 1, 2025. She noted that they have partnered with local realtors and mortgage brokers within the city to support the program's implementation and outreach efforts.

2026 Legislative Preview

Attorney Jane West spoke about the Legislative Preview. She explained the Legislative session starts January 15, 2026. She pointed out SB 34 Senator Sharief (D), SB 44 by Senator Rouson (D), SB 48 by Senator Gaetz (R), SB 92 by Senator Gaetz (R), SB 110 by Senator Arrington (D), SB 118 by Senator Truenow (R), SB 122 by Senator Truenow (R), SB 156 by Senator Leek (R), SB 168 by Senator Truenow (R), SB 208 by Senator McClain (R), SB 218 by Senator Gaetz (R), SB 248 by Senator Rodriguez (R), SJR 270, 278, SB 27, 276, 280, 286, by Senator Bernard (D) and explained what each one was and gave a brief description of each bill.

Commissioner Campbell thanked Ms. West for keeping them informed. However, he requested Ms. West meet with the Public Information Officer to see about putting a section on the website so the public can be informed as well.

Financial Report - October 2025

Chantel Pierre gave the financial report to the Mayor and the Commissioners.

Police Department Staff Study

Chief Shaw provided background on why the staff study was warranted and discussed the need for additional officers during certain shifts. Dr. Miller, of Miller Justice Consulting, presented an overview of his findings and analysis. He also shared his hiring recommendations with the Mayor and Commissioners for consideration.

Commissioner Campbell requested that Shawn Bruneau speak on the City's behalf regarding lead in the water supply. Mr. Bruneau clarified that while six homes were found to have lead in their water, the issue was identified at the household level, not in the City's water system. He assured that City water is free of lead

COMMISSIONER DAVIS, COMMISSIONER JONES REPORTS.

Commissioner Davis stated she would like to see about a community shredding program. She also stated as a board member of the Putnam County Development Authority are currently holding interviews for the Executive director position. She also mentioned the COC (Continuum of Care) and the Putnam County Caring Coalition.

Commissioner Jones stated he serves as a liaison for the Commission on the Palatka Housing Authority. He also stated the Palatka Housing Authority is completing the rehab project for the north side. Commissioner Jones stated the Palatka Housing Authority just redid the Family Investment Center out at Rosa K Ragsdale.

PUBLIC COMMENTS

Public Comments

Mr. Griffin spoke about the tall ship that comes to Palatka and explained what it is and what it provides. He requested while docked in Palatka if the city could provide power so they would not have to run the generator.

Response: Ms. Carty stated they have met a couple of times with M. Griffin and asked if they could set up a meeting with him as well as with the Public Works director.

Mr. Deputy thanks the Commission for another great Christmas Parade.

Ms. Kitchens complimented on the new flashing lights; however, the city needs to put the flashing lights on the 13th side now.

Mr. Klonch spoke about the Oakhill Cemetery and asked about getting an irrigation system put in, he also complained about the ant piles and sandspurs.

Ms. Carty spoke on about the cemetery, Joe Verrechio stated he did answer back and explained in detail about the irrigation system. He also explained that years ago there were complaints that the water was damaging head stones. Mr. Verrechio also stated the cost would be astronomical if they were to put the irrigation system back in.

CONSENT AGENDA

Vote: Commissioner Campbell moved to approve the consent agenda excluding item f. Commissioner Davis seconded the motion which passed all ayes.

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.

Ms. Taylor explained the application to the National Historic Registry and what it entails. Ms. Milton explained the history of the building and explained how her family was a part of the history.

Vote: Commissioner Campbell moved to accept this resolution and supporting and endorsing the nominations of ST. Mary's to be listed on the National Registry of Historic Places. Commissioner Davis seconded the motion which pass unanimously.

REGULAR BUSINESS

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

After a brief discussion the Commission decided to keep the be able to zoom in as long as there is a quorum resent.

DISCUSSION/DIRECTION: Commissioner performance evaluation of City Manager

After discussion, the Commission agreed to implement a fillable evaluation form, allowing members to complete it at home. Commissioner Davis stated she would research how evaluations are conducted between other city commissions and their city managers. Commissioner Jones requested that HR reach out to the County Commissioners to learn how they evaluate their administration.

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

After discussion, the Commission agreed that they will inform the Clerk if they wish to attend pre-agenda meetings to ensure compliance with Sunshine Law requirements. Commissioner Campbell and Commissioner Davis stated they will not attend pre-agenda meetings. Commissioner Jones expressed support for Ms. Carty's approach of holding the meetings and

distributing the pre-agenda draft to all Commissioners. He noted that if Commissioners have questions after reviewing the draft, they may ask them individually.

PUBLIC HEARINGS

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.

Vote: Commissioner Davis moved to approve the second reading of Ordinance 2025-60. Commissioner Campbell seconded the motion which passed unanimously.

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.

Vote: Commissioner Campbell moved to approve the second reading of Ordinance 2025-61. Commissioner Davis seconded the motion which passed unanimously.

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.

Vote: Commissioner Davis moved to approve the first reading of Ordinance 2025-19. Commissioner Campbell seconded the motion which passed unanimously.

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.

Vote: Commissioner Campbell moved to approve the second reading of Ordinance 2025-20. Commissioner Davis seconded the motion which passed 3-1. Commissioner Jones dissenting.

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.

Nicholas Hill from JV Pro's explained the elements of the comprehension plan for the City of Palatka.

Vote: Commissioner Davis moved to approve the second reading of Ordinance 2025-60. Commissioner Campbell seconded the motion which passed unanimously.

COMMISSIONER COMMENTS

Mayor and the Commission wished everyone a Happy Holiday.

ADJOURN

Commissioner Campbell moved to adjourn.

On July 10, 2025, during the budget period, various non-profit organizations gave presentations about their organization and requested funds from the City to assist them with continuing their mission. There were several organizations which appeared before the Board. Four were awarded — Feed the Need (\$5,000), Family Life Center (\$10,000), Putnam County Care Coalition (\$10,000), and Episcopal Children Services (\$5,000).

CITY OF PALATKA



PROCLAMATION

WHEREAS, Arbor Day is observed throughout the nation and the world, in recognition of the many benefits of trees; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the City of Palatka is proudly a “Tree City USA”.

NOW, THEREFORE, I, Roberta Correa, Mayor of the City of Palatka, together with the members of the Palatka City Commission do hereby proclaim January 16, 2026, as

ARBOR DAY

in the City of Palatka, and we urge all citizens to celebrate Arbor Day by supporting efforts to protect our trees and woodlands, and further, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

CITY OF PALATKA

By: _____
Mayor

Attest: _____
Acting City Clerk

Date filed with the City Clerk: 01/09/2026

City Manager Report

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

Human Resources Department Restructuring and an Updated Salary Study

At this time, the City Manager is working to restructure the Human Resources Department. Currently, an analysis is being performed to understand all the functions and responsibilities of the department, and to determine which position should be responsible for which task. Currently, there are two (2) employees in the department (Human Resources Manager and Human Resources Coordinator). Even though a Human Resource Director position is being considered, another alternative is also being reviewed. This alternative includes hiring a Human Resource Generalist instead, since the department is expected to have a transition in approximately 2 years. After 24 months, the Human Resource Director will be retained and work simultaneously with the department during the transition period. The decision as to which path will be followed will be decided during the month of January 2026, with input from external sources, including the Senior Advisor, at a minimum.

The Salary Study was performed in June 2021. Due to the changes in the labor market, COVID, and State regulations, there is a need to have the salary study updated. The quotes received to have a Human Resources consultant perform an assessment of the Human Resources department ranged from \$20,000 to \$42,000. A more efficient use of the funds would be to update the salary study, invest in upgrading the skills of the current Human Resources Manager, coupled with mentoring and training from SHRM and the Florida League of Cities.

The intent is to improve the operations and efficiency of the Human Resources Department and evaluate the projected steps quarterly to determine if the department has become more responsive to the needs of this evolving and developing city. The aspect of adding a Human Resources Director will be monitored quarterly as well.

Grievance Policy Update

The first draft of the revised grievance policy has been completed. A team has been assigned to complete the review and editing within the next ten (10) days the version which will be

submitted to the Board of Commissioners for consideration. The City Attorney, Police Chief, and City Manager are working collaboratively, with external assistance as well.

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	Human Resources Department Restructuring and an Updated Salary Study revised
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Human Resources Department Restructuring and an Updated Salary Study

At this time, the City Manager is working to restructure the Human Resources Department. Currently, an analysis is being performed to understand all the functions and responsibilities of the department, and to determine which position should be responsible for which task. Currently, there are two (2) employees in the department (Human Resources Manager and Human Resources Coordinator). Even though a Human Resource Director position is being considered, another alternative is also being reviewed. This alternative includes hiring a Human Resource Generalist instead, since the department is expected to have a transition in approximately 2 years. The decision as to which path will be followed will be decided during the month of January 2026, with input from external sources, including the Senior Advisor, at a minimum.

The Salary Study was performed in June 2021. Due to the changes in the labor market, COVID, and State regulations, there is a need to have the salary study updated. The quotes received for a Human Resources consultant to perform an assessment of the Human Resources department ranged from \$18,000 to \$42,000. The intent is to improve the operations and efficiency of the Human Resources Department.

Grievance Policy Update

The first draft of the revised grievance policy has been completed. A team has been assigned to complete the review and editing within the next ten (10) days the version which will be submitted to the Board of Commissioners for consideration. Human Resources, City Attorney, Police Chief, and City Manager are working collaboratively, with external assistance as well.

River Street Retaining Wall

The construction will start on January 12, 2026 – blocking the streets and roping off the streets have already been completed.

Public Works Building Movement

Part of the Public Works staff (Administration and Water and Sewer materials) has commenced moving to new location in the industrial area of the City of Palatka as of January 7, 2026.

Roddy Road completion

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The sanitary sewer collection force main that sits below Roddy Road at Twomile creek, which is a county-maintained roadway that has been closed due to failing cross-drain culverts. The sanitary sewer is owned and operated by the City of Palatka. The force main has been repaired, avoiding major service disruptions, costly emergency repairs, and environmental concerns.

PROJECT ANALYSIS

Staff Recommendation

Staff will discuss verbally

ATTACHMENTS

1.	The sanitary sewer collection force main
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The sanitary sewer collection force main that sits below Roddy Road at Twomile creek, which is a county-maintained roadway that has been closed due to failing cross-drain culverts. The sanitary sewer is owned and operated by the City of Palatka. The force main has been repaired, avoiding major service disruptions, costly emergency repairs, and environmental concerns.

FPL LED lighting enhancements to streetlights in high crime areas

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

This update will address the FPL LED lighting enhancements to streetlights in high crime areas, hot spots, and low-lit areas across our community. As a reminder the City Commission approved the staff recommendation for enhancing street lighting during the budget process and the cost associated to the enhancements was a total of \$193,056.46. See attached PO Packets which contains contract agreements, invoices, and purchase orders associated to the project.

PROJECT ANALYSIS

The update will include:

- We have received and Chief Shaw signed the updated contracts for the enhancements on November 10, 2025.
- Contracts were sent back to FPL on November 10, 2025.
- Invoices were obtained on 12-12-25
- Invoices were processed and purchase orders were signed on 12-18-25
- Currently processing checks for payment.
- Once FPL receives the payment, they will order the LEDs which will take approximately four (4) months for the order to come in.
- Once FPL receives the LEDS, they will begin the installation process which will take approximately two (2) months to complete.
- I will continue to maintain constant communication with our FPL point of contact Scot Thrapp through the completion of the project.

Staff Recommendation

ATTACHMENTS

1.	LED Lighting Agreement
2.	PO Packet 77525
3.	PO Packet 77563
4.	FPL LED lighting enhancements



FPL Account Number: 52702-09637

FPL Work Request Number: _____

LED LIGHTING AGREEMENT

In accordance with the following terms and conditions, City of Palatka (hereinafter called the Customer), requests on this 10th day of November, 2025, from FLORIDA POWER & LIGHT COMPANY (hereinafter called FPL), a corporation organized and existing under the laws of the State of Florida, the following installation or modification of lighting facilities at (general boundaries) V/O St Johns Avenue N, located in Palatka, Florida.

(a) Installation and/or removal of FPL-owned facilities described as follows:

Fixture Description (1)	Watts	Lumens	Color Temperature	# Installed	# Removed
AEL ATB2	120	17,300L	4000K	216	N/A
ATBS	76	8,653L	N/A	N/A	3
ATB2 GRAY	133	16,000L	N/A	N/A	1
RSW	26	3,300L	4000K	N/A	168
RSW	41	5,000L	4000K	N/A	44

(1) Catalog of available fixtures and the assigned billing tier for each can be viewed at www.fpl.com/led

Pole Description	# Installed	# Removed
N/A	N/A	N/A

- (b) Installation and/or removal of FPL-owned additional lighting facilities where a cost estimate for these facilities will be determined based on the job scope, and the Additional Lighting Charges factor applied to determine the monthly rate.
- (c) Modification to existing facilities other than described above or additional notes (explain fully): _____

That, for and in consideration of the covenants set forth herein, the parties hereto covenant and agree as follows:

FPL AGREES:

1. To install or modify the lighting facilities described and identified above (hereinafter called the Lighting System), furnish to the Customer the electric energy necessary for the operation of the Lighting System, and furnish such other services as are specified in this Agreement, all in accordance with the terms of FPL's currently effective lighting rate schedule on file at the Florida Public Service Commission (FPSC) or any successive lighting rate schedule approved by the FPSC.

THE CUSTOMER AGREES:

2. To pay a monthly fee for fixtures and poles in accordance to the Lighting tariff, and additional lighting charge in the amount of \$0.00. These charges may be adjusted subject to review and approval by the FPSC.
3. To pay Contribution in Aid of Construction (CIAC) in the amount of \$120,120.48 prior to FPL's initiating the requested installation or modification.
4. To pay the monthly maintenance and energy charges in accordance to the Lighting tariff. These charges may be adjusted subject to review and approval by the FPSC.
5. To purchase from FPL all the electric energy used for the operation of the Lighting System.
6. To be responsible for paying, when due, all bills rendered by FPL pursuant to FPL's currently effective lighting rate schedule on file at the FPSC or any successive lighting rate schedule approved by the FPSC, for facilities and service provided in accordance with this agreement.
7. To provide access, suitable construction drawings showing the location of existing and proposed structures, and appropriate plats necessary for planning the design and completing the construction of FPL facilities associated with the Lighting System.
8. To have sole responsibility to ensure lighting, poles, luminaires and fixtures are in compliance with any applicable municipal or county ordinances governing the size, wattage, lumens or general aesthetics.
9. For new FPL-owned lighting systems, to provide final grading to specifications, perform any clearing if needed, compacting, removal of stumps or other obstructions that conflict with construction, identification of all non-FPL underground facilities within or near pole or trench locations, drainage of rights-of-way or good and sufficient easements required by FPL to accommodate the lighting facilities.
10. For FPL-owned fixtures on customer-owned systems:
 - a. To perform repairs or correct code violations on their existing lighting infrastructure. Notification to FPL is required once site is ready.
 - b. To repair or replace their electrical infrastructure in order to provide service to the Lighting System for daily operations or in a catastrophic event.
 - c. In the event the light is not operating correctly, Customer agrees to check voltage at the service point feeding the lighting circuit prior to submitting the request for FPL to repair the fixture.

IT IS MUTUALLY AGREED THAT:

11. Modifications to the facilities provided by FPL under this agreement, other than for maintenance, may only be made through the execution of an additional lighting agreement delineating the modifications to be accomplished. Modification of FPL lighting facilities is defined as the following:
 - a. the addition of lighting facilities;
 - b. the removal of lighting facilities; and
 - c. the removal of lighting facilities and the replacement of such facilities with new facilities and/or additional facilities.

Modifications will be subject to the costs identified in FPL's currently effective lighting rate schedule on file at the FPSC, or any successive schedule approved by the FPSC.

12. FPL will, at the request of the Customer, relocate the lighting facilities covered by this agreement, if provided sufficient rights-of-way or easements to do so and locations requested are consistent with clear zone right-of-way setback requirements. The Customer shall be responsible for the payment of all costs associated with any such Customer-requested relocation of FPL lighting facilities. Payments shall be made by the Customer in advance of any relocation.
Lighting facilities will only be installed in locations that meet all applicable clear zone right-of-way setback requirements.
13. FPL may, at any time, substitute for any fixture installed hereunder another equivalent fixture which shall be of similar illuminating capacity and efficiency.

14. This Agreement shall be for a term of ten (10) years from the date of initiation of service, and, except as provided below, shall extend thereafter for further successive periods of five (5) years from the expiration of the initial ten (10) year term or from the expiration of any extension thereof. The date of initiation of service shall be defined as the date the first lights are energized and billing begins, not the date of this Agreement. This Agreement shall be extended automatically beyond the initial ten (10) year term or any extension thereof, unless either party shall have given written notice to the other of its desire to terminate this Agreement. The written notice shall be by certified mail and shall be given not less than ninety (90) days before the expiration of the initial ten (10) year term, or any extension thereof.
15. In the event lighting facilities covered by this agreement are removed, either at the request of the Customer or through termination or breach of this Agreement, the Customer shall be responsible for paying to FPL an amount equal to the original installed cost of the facilities provided by FPL under this agreement less any salvage value and any depreciation (based on current depreciation rates approved by the FPSC) plus removal cost.
16. Should the Customer fail to pay any bills due and rendered pursuant to this agreement or otherwise fail to perform the obligations contained in this Agreement, said obligations being material and going to the essence of this Agreement, FPL may cease to supply electric energy or service until the Customer has paid the bills due and rendered or has fully cured such other breach of this Agreement. Any failure of FPL to exercise its rights hereunder shall not be a waiver of its rights. It is understood, however, that such discontinuance of the supplying of electric energy or service shall not constitute a breach of this Agreement by FPL, nor shall it relieve the Customer of the obligation to perform any of the terms and conditions of this Agreement.
17. The obligation to furnish or purchase service shall be excused at any time that either party is prevented from complying with this Agreement by strikes, lockouts, fires, riots, acts of God, the public enemy, or by cause or causes not under the control of the party thus prevented from compliance, and FPL shall not have the obligation to furnish service if it is prevented from complying with this Agreement by reason of any partial, temporary or entire shut-down of service which, in the sole opinion of FPL, is reasonably necessary for the purpose of repairing or making more efficient all or any part of its generating or other electrical equipment.
18. This **Agreement supersedes all previous Agreements** or representations, either written, oral, or otherwise between the Customer and FPL, with respect to the facilities referenced herein and constitutes the entire Agreement between the parties. This Agreement does not create any rights or provide any remedies to third parties or create any additional duty, obligation or undertakings by FPL to third parties.
19. In the event of the sale of the real property upon which the facilities are installed, upon the written consent of FPL, this Agreement may be assigned by the Customer to the Purchaser. No assignment shall relieve the Customer from its obligations hereunder until such obligations have been assumed by the assignee and agreed to by FPL.
20. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the Customer and FPL.
21. The lighting facilities shall remain the property of FPL in perpetuity.
22. This Agreement is subject to FPL's Electric Tariff, including, but not limited to, the General Rules and Regulations for Electric Service and the Rules of the FPSC, as they are now written, or as they may be hereafter revised, amended or supplemented. In the event of any conflict between the terms of this Agreement and the provisions of the FPL Electric Tariff or the FPSC Rules, the provisions of the Electric Tariff and FPSC Rules shall control, as they are now written, or as they may be hereafter revised, amended or supplemented.

IN WITNESS WHEREOF, the parties hereby caused this Agreement to be executed in triplicate by their duly authorized representatives to be effective as of the day and year first written above.

Charges and Terms Accepted:

City of Palatka
Customer (Print or type name of Organization)

By: [Signature]
Signature (Authorized Representative)

JASON L. STANLEY
(Print or type name)

Title: CHIEF OF POLICE

FLORIDA POWER & LIGHT COMPANY

By: [Signature]
(Signature)

Scot Thrapp
(Print or type name)

Title: FPL LED Lighting Solutions Representative

PAYMENT COUPON

/4115006400313000161737180052656240012012048

CITY OF PALATKA
201 N 2ND ST
PALATKA FL 32177

Cust. No.: 3000161737	Bill No.: 1800526562
Payment Due Upon Receipt	Amount Due This Bill \$ 120,120.48
Reference# 1J.D00014489735	

Your payment may be eligible to be paid online, Visit
www.fpl.com/construction to learn more. You can also mail a check
payable to FPL in USD to the FPL address listed below right. Please
mail the top portion of the coupon with your check.

FPL
General Mail Facility
Miami FL 33188-0001

Please retain this portion for your records.

Florida Power & Light Company
Federal Tax Id #: 59-0247775
Customer Name and Address

CITY OF PALATKA
201 N 2ND ST
PALATKA FL 32177

Customer Number: 3000161737
Reference Number: 1J.D00014489735
Bill Number: 1800526562
Bill Date: 11/12/2025

CURRENT CHARGES AND CREDITS

Customer No: 3000161737 Bill No: 1800526562

Description		Amount
FPLES LGHT/0 ST JOHNS AVE Reference# 1J.D00014489735		120,120.48
For Inquiries Contact: Palatka Svc Ctr 904-824-7615		Total Amount Due \$120,120.48 Payment Due Upon Receipt



CITY OF PALATKA

201 N 2ND ST
PALATKA FL 32177-3735

PURCHASE ORDER: 77562

Page: 1 of 1

***** VENDOR *****

**FLORIDA POWER & LIGHT
GENERAL MAIL FACILITY
MIAMI FL 33188-0001**

***** DELIVER TO *****

**CITY OF PALATKA POLICE DEPART
110 N 11TH ST
PALATKA FL 32177-3639**

Ordered	Due By	Ship Via	FOB	Terms	Customer No	By
12/19/25	01/18/26			NET 30		JTHOMPSON

Requisition No	Vendor No	Vendor Phone	Email Address	Vendor Contact
PD003421	209-1	(800)375-2434		

No	Quantity	U/M	Description	Unit Price	Extended	G/L Account
1	1.00	EACH	Reference #1J.D00014489735 - FPLES LGHT/0 ST JOHNS AVE	120,120.4800	120,120.48	001-07-521-6-6400
				** TOTAL **	120,120.48	

VENDOR INSTRUCTIONS:

1. EMAIL INVOICES TO: FINANCE@PALATKA-FL.GOV
OR MAIL INVOICES TO: CITY OF PALATKA
ATTN: AP
201 N 2ND ST
PALATKA, FL 32177
2. INVOICES OR PACKAGES MUST BEAR THE PO NUMBER ABOVE.
3. PURCHASES MUST NOT EXCEED THE TOTAL AMOUNT OF THIS PO.
4. ACCEPTANCE OF THIS PO INCLUDES ACCEPTANCE OF ALL TERMS,
PRICES, DELIVERY INSTRUCTIONS, SPECIFICATIONS, AND CONDITIONS.
5. STATE TAX EXEMPT#: 85-8012621665C-8

SPECIAL INSTRUCTIONS:

City of Palatka Mayor



FPL Account Number: **52702-09637**

FPL Work Request Number: _____

LED LIGHTING AGREEMENT

In accordance with the following terms and conditions, City of Palatka (hereinafter called the Customer), requests on this 10th day of **November, 2025**, from FLORIDA POWER & LIGHT COMPANY (hereinafter called FPL), a corporation organized and existing under the laws of the State of Florida, the following installation or modification of lighting facilities at (general boundaries) V/O St Johns Avenue N, located in Palatka, Florida.

(a) Installation and/or removal of FPL-owned facilities described as follows:

Fixture Description (1)	Watts	Lumens	Color Temperature	# Installed	# Removed
AEL ATB2	186	25,839L	4000K	36	N/A
ATBS	76	8,653L	N/A	N/A	2
ATB2 GRAY	133	16,000L	N/A	N/A	1
RSW	26	3,300L	4000K	N/A	29
RSW	41	5,000L	4000K	N/A	4

(1) Catalog of available fixtures and the assigned billing tier for each can be viewed at www.fpl.com/led

Pole Description	# Installed	# Removed
N/A	N/A	N/A

- (b) Installation and/or removal of FPL-owned additional lighting facilities where a cost estimate for these facilities will be determined based on the job scope, and the Additional Lighting Charges factor applied to determine the monthly rate.
- (c) Modification to existing facilities other than described above or additional notes (explain fully): _____

That, for and in consideration of the covenants set forth herein, the parties hereto covenant and agree as follows:

FPL AGREES:

1. To install or modify the lighting facilities described and identified above (hereinafter called the Lighting System), furnish to the Customer the electric energy necessary for the operation of the Lighting System, and furnish such other services as are specified in this Agreement, all in accordance with the terms of FPL's currently effective lighting rate schedule on file at the Florida Public Service Commission (FPSC) or any successive lighting rate schedule approved by the FPSC.

THE CUSTOMER AGREES:

2. To pay a monthly fee for fixtures and poles in accordance to the Lighting tariff, and additional lighting charge in the amount of \$0.00. These charges may be adjusted subject to review and approval by the FPSC.
3. To pay Contribution in Aid of Construction (CIAC) in the amount of \$18,327.48 prior to FPL's initiating the requested installation or modification.
4. To pay the monthly maintenance and energy charges in accordance to the Lighting tariff. These charges may be adjusted subject to review and approval by the FPSC.
5. To purchase from FPL all the electric energy used for the operation of the Lighting System.
6. To be responsible for paying, when due, all bills rendered by FPL pursuant to FPL's currently effective lighting rate schedule on file at the FPSC or any successive lighting rate schedule approved by the FPSC, for facilities and service provided in accordance with this agreement.
7. To provide access, suitable construction drawings showing the location of existing and proposed structures, and appropriate plats necessary for planning the design and completing the construction of FPL facilities associated with the Lighting System.
8. To have sole responsibility to ensure lighting, poles, luminaires and fixtures are in compliance with any applicable municipal or county ordinances governing the size, wattage, lumens or general aesthetics.
9. For new FPL-owned lighting systems, to provide final grading to specifications, perform any clearing if needed, compacting, removal of stumps or other obstructions that conflict with construction, identification of all non-FPL underground facilities within or near pole or trench locations, drainage of rights-of-way or good and sufficient easements required by FPL to accommodate the lighting facilities.
10. For FPL-owned fixtures on customer-owned systems:
 - a. To perform repairs or correct code violations on their existing lighting infrastructure. Notification to FPL is required once site is ready.
 - b. To repair or replace their electrical infrastructure in order to provide service to the Lighting System for daily operations or in a catastrophic event.
 - c. In the event the light is not operating correctly, Customer agrees to check voltage at the service point feeding the lighting circuit prior to submitting the request for FPL to repair the fixture.

IT IS MUTUALLY AGREED THAT:

11. Modifications to the facilities provided by FPL under this agreement, other than for maintenance, may only be made through the execution of an additional lighting agreement delineating the modifications to be accomplished. Modification of FPL lighting facilities is defined as the following:
 - a. the addition of lighting facilities;
 - b. the removal of lighting facilities; and
 - c. the removal of lighting facilities and the replacement of such facilities with new facilities and/or additional facilities.

Modifications will be subject to the costs identified in FPL's currently effective lighting rate schedule on file at the FPSC, or any successive schedule approved by the FPSC.

12. FPL will, at the request of the Customer, relocate the lighting facilities covered by this agreement, if provided sufficient rights-of-way or easements to do so and locations requested are consistent with clear zone right-of-way setback requirements. The Customer shall be responsible for the payment of all costs associated with any such Customer-requested relocation of FPL lighting facilities. Payments shall be made by the Customer in advance of any relocation.
Lighting facilities will only be installed in locations that meet all applicable clear zone right-of-way setback requirements.
13. FPL may, at any time, substitute for any fixture installed hereunder another equivalent fixture which shall be of similar illuminating capacity and efficiency.

14. This Agreement shall be for a term of ten (10) years from the date of initiation of service, and, except as provided below, shall extend thereafter for further successive periods of five (5) years from the expiration of the initial ten (10) year term or from the expiration of any extension thereof. The date of initiation of service shall be defined as the date the first lights are energized and billing begins, not the date of this Agreement. This Agreement shall be extended automatically beyond the initial ten (10) year term or any extension thereof, unless either party shall have given written notice to the other of its desire to terminate this Agreement. The written notice shall be by certified mail and shall be given not less than ninety (90) days before the expiration of the initial ten (10) year term, or any extension thereof.
15. In the event lighting facilities covered by this agreement are removed, either at the request of the Customer or through termination or breach of this Agreement, the Customer shall be responsible for paying to FPL an amount equal to the original installed cost of the facilities provided by FPL under this agreement less any salvage value and any depreciation (based on current depreciation rates approved by the FPSC) plus removal cost.
16. Should the Customer fail to pay any bills due and rendered pursuant to this agreement or otherwise fail to perform the obligations contained in this Agreement, said obligations being material and going to the essence of this Agreement, FPL may cease to supply electric energy or service until the Customer has paid the bills due and rendered or has fully cured such other breach of this Agreement. Any failure of FPL to exercise its rights hereunder shall not be a waiver of its rights. It is understood, however, that such discontinuance of the supplying of electric energy or service shall not constitute a breach of this Agreement by FPL, nor shall it relieve the Customer of the obligation to perform any of the terms and conditions of this Agreement.
17. The obligation to furnish or purchase service shall be excused at any time that either party is prevented from complying with this Agreement by strikes, lockouts, fires, riots, acts of God, the public enemy, or by cause or causes not under the control of the party thus prevented from compliance, and FPL shall not have the obligation to furnish service if it is prevented from complying with this Agreement by reason of any partial, temporary or entire shut-down of service which, in the sole opinion of FPL, is reasonably necessary for the purpose of repairing or making more efficient all or any part of its generating or other electrical equipment.
18. This Agreement supersedes all previous Agreements or representations, either written, oral, or otherwise between the Customer and FPL, with respect to the facilities referenced herein and constitutes the entire Agreement between the parties. This Agreement does not create any rights or provide any remedies to third parties or create any additional duty, obligation or undertakings by FPL to third parties.
19. In the event of the sale of the real property upon which the facilities are installed, upon the written consent of FPL, this Agreement may be assigned by the Customer to the Purchaser. No assignment shall relieve the Customer from its obligations hereunder until such obligations have been assumed by the assignee and agreed to by FPL.
20. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the Customer and FPL.
21. The lighting facilities shall remain the property of FPL in perpetuity.
22. This Agreement is subject to FPL's Electric Tariff, including, but not limited to, the General Rules and Regulations for Electric Service and the Rules of the FPSC, as they are now written, or as they may be hereafter revised, amended or supplemented. In the event of any conflict between the terms of this Agreement and the provisions of the FPL Electric Tariff or the FPSC Rules, the provisions of the Electric Tariff and FPSC Rules shall control, as they are now written, or as they may be hereafter revised, amended or supplemented.

IN WITNESS WHEREOF, the parties hereby caused this Agreement to be executed in triplicate by their duly authorized representatives to be effective as of the day and year first written above.

Charges and Terms Accepted:

City of Palatka
Customer (Print or type name of Organization)

By: _____

Signature (Authorized Representative)

JASON SHAW Sr

(Print or type name)

Title: CHIEF OF POLICE

FLORIDA POWER & LIGHT COMPANY

By: _____

(Signature)

(Print or type name)

Title: FPL LED Lighting Solutions Representative

PAYMENT COUPON

/4115006400313000161737180052647760001832748

CITY OF PALATKA
201 N 2ND ST
PALATKA FL 32177

Cust. No.: 3000161737	Bill No.: 1800526477
Payment Due Upon Receipt	Amount Due This Bill \$ 18,327.48
Reference# 1J.D00014490066	

Your payment may be eligible to be paid online. Visit www.fpl.com/construction to learn more. You can also mail a check payable to FPL in USD to the FPL address listed below right. Please mail the top portion of the coupon with your check.

FPL
General Mail Facility
Miami FL 33188-0001

Please retain this portion for your records.

Florida Power & Light Company
Federal Tax Id #: 59-0247775
Customer Name and Address

CITY OF PALATKA
201 N 2ND ST
PALATKA FL 32177

Customer Number: 3000161737
Reference Number: 1J.D00014490066
Bill Number: 1800526477
Bill Date: 11/11/2025

CURRENT CHARGES AND CREDITS

Customer No: 3000161737 Bill No: 1800526477

Description	Amount
FPLES LGHT/ 2017 CRILL AVE Reference# 1J.D00014490066	18,327.48
For Inquiries Contact: Scot Thrapp 904-315-8192	Total Amount Due \$18,327.48 Payment Due Upon Receipt



CITY OF PALATKA

201 N 2ND ST
PALATKA FL 32177-3735

PURCHASE ORDER: 77525

Page: 1 of 1

***** VENDOR *****

**FLORIDA POWER & LIGHT
GENERAL MAIL FACILITY
MIAMI FL 33188-0001**

***** DELIVER TO *****

**CITY OF PALATKA POLICE DEPART
110 N 11TH ST
PALATKA FL 32177-3639**

Ordered	Due By	Ship Via	FOB	Terms	Customer No	By
12/18/25	01/17/26			NET 30		CPIERRE

Requisition No	Vendor No	Vendor Phone	Email Address	Vendor Contact
PD003423	209-1	(800)375-2434		

No	Quantity	U/M	Description	Unit Price	Extended	G/L Account
1	1.00	EACH	Reference #1J.D00014490066 - FPLES LGHT / 2017 CRILL AVE	18,327.4800	18,327.48	001-07-521-6-6400
				** TOTAL **	18,327.48	

VENDOR INSTRUCTIONS:

1. EMAIL INVOICES TO: FINANCE@PALATKA-FL.GOV
OR MAIL INVOICES TO: CITY OF PALATKA
ATTN: AP
201 N 2ND ST
PALATKA, FL 32177
2. INVOICES OR PACKAGES MUST BEAR THE PO NUMBER ABOVE.
3. PURCHASES MUST NOT EXCEED THE TOTAL AMOUNT OF THIS PO.
4. ACCEPTANCE OF THIS PO INCLUDES ACCEPTANCE OF ALL TERMS,
PRICES, DELIVERY INSTRUCTIONS, SPECIFICATIONS, AND CONDITIONS.
5. STATE TAX EXEMPT#: 85-8012621665C-8

SPECIAL INSTRUCTIONS:

City of Palatka Mayor



FPL Account Number: 52702-09637

FPL Work Request Number: _____

LED LIGHTING AGREEMENT

In accordance with the following terms and conditions, City of Palatka (hereinafter called the Customer), requests on this 10th day of November, 2025, from FLORIDA POWER & LIGHT COMPANY (hereinafter called FPL), a corporation organized and existing under the laws of the State of Florida, the following installation or modification of lighting facilities at (general boundaries) V/O St Johns Avenue N, located in Palatka, Florida.

- (a) Installation and/or removal of FPL-owned facilities described as follows:

Fixture Description (1)	Watts	Lumens	Color Temperature	# Installed	# Removed
AEL ATB2	264	33,907L	4000K	115	N/A
ATBS	76	8,653L	N/A	N/A	25
ATB2 GRAY	133	16,000L	N/A	N/A	3
RSW	26	3,300L	4000K	N/A	85
RSW	41	5,000L	4000K	N/A	2

- (1) Catalog of available fixtures and the assigned billing tier for each can be viewed at www.fpl.com/led

Pole Description	# Installed	# Removed
N/A	N/A	N/A

- (b) Installation and/or removal of FPL-owned additional lighting facilities where a cost estimate for these facilities will be determined based on the job scope, and the Additional Lighting Charges factor applied to determine the monthly rate.
- (c) Modification to existing facilities other than described above or additional notes (explain fully): _

That, for and in consideration of the covenants set forth herein, the parties hereto covenant and agree as follows:

FPL AGREES:

1. To install or modify the lighting facilities described and identified above (hereinafter called the Lighting System), furnish to the Customer the electric energy necessary for the operation of the Lighting System, and furnish such other services as are specified in this Agreement, all in accordance with the terms of FPL's currently effective lighting rate schedule on file at the Florida Public Service Commission (FPSC) or any successive lighting rate schedule approved by the FPSC.

THE CUSTOMER AGREES:

2. To pay a monthly fee for fixtures and poles in accordance to the Lighting tariff, and additional lighting charge in the amount of \$0.00. These charges may be adjusted subject to review and approval by the FPSC.
3. To pay Contribution in Aid of Construction (CIAC) in the amount of \$54,608.50 prior to FPL's initiating the requested installation or modification.
4. To pay the monthly maintenance and energy charges in accordance to the Lighting tariff. These charges may be adjusted subject to review and approval by the FPSC.
5. To purchase from FPL all the electric energy used for the operation of the Lighting System.
6. To be responsible for paying, when due, all bills rendered by FPL pursuant to FPL's currently effective lighting rate schedule on file at the FPSC or any successive lighting rate schedule approved by the FPSC, for facilities and service provided in accordance with this agreement.
7. To provide access, suitable construction drawings showing the location of existing and proposed structures, and appropriate plats necessary for planning the design and completing the construction of FPL facilities associated with the Lighting System.
8. To have sole responsibility to ensure lighting, poles, luminaires and fixtures are in compliance with any applicable municipal or county ordinances governing the size, wattage, lumens or general aesthetics.
9. For new FPL-owned lighting systems, to provide final grading to specifications, perform any clearing if needed, compacting, removal of stumps or other obstructions that conflict with construction, identification of all non-FPL underground facilities within or near pole or trench locations, drainage of rights-of-way or good and sufficient easements required by FPL to accommodate the lighting facilities.
10. For FPL-owned fixtures on customer-owned systems:
 - a. To perform repairs or correct code violations on their existing lighting infrastructure. Notification to FPL is required once site is ready.
 - b. To repair or replace their electrical infrastructure in order to provide service to the Lighting System for daily operations or in a catastrophic event.
 - c. In the event the light is not operating correctly, Customer agrees to check voltage at the service point feeding the lighting circuit prior to submitting the request for FPL to repair the fixture.

IT IS MUTUALLY AGREED THAT:

11. Modifications to the facilities provided by FPL under this agreement, other than for maintenance, may only be made through the execution of an additional lighting agreement delineating the modifications to be accomplished. Modification of FPL lighting facilities is defined as the following:
 - a. the addition of lighting facilities;
 - b. the removal of lighting facilities; and
 - c. the removal of lighting facilities and the replacement of such facilities with new facilities and/or additional facilities.

Modifications will be subject to the costs identified in FPL's currently effective lighting rate schedule on file at the FPSC, or any successive schedule approved by the FPSC.

12. FPL will, at the request of the Customer, relocate the lighting facilities covered by this agreement, if provided sufficient rights-of-way or easements to do so and locations requested are consistent with clear zone right-of-way setback requirements. The Customer shall be responsible for the payment of all costs associated with any such Customer-requested relocation of FPL lighting facilities. Payments shall be made by the Customer in advance of any relocation.
Lighting facilities will only be installed in locations that meet all applicable clear zone right-of-way setback requirements.
13. FPL may, at any time, substitute for any fixture installed hereunder another equivalent fixture which shall be of similar illuminating capacity and efficiency.

14. This Agreement shall be for a term of ten (10) years from the date of initiation of service, and, except as provided below, shall extend thereafter for further successive periods of five (5) years from the expiration of the initial ten (10) year term or from the expiration of any extension thereof. The date of initiation of service shall be defined as the date the first lights are energized and billing begins, not the date of this Agreement. This Agreement shall be extended automatically beyond the initial ten (10) year term or any extension thereof, unless either party shall have given written notice to the other of its desire to terminate this Agreement. The written notice shall be by certified mail and shall be given not less than ninety (90) days before the expiration of the initial ten (10) year term, or any extension thereof.
15. In the event lighting facilities covered by this agreement are removed, either at the request of the Customer or through termination or breach of this Agreement, the Customer shall be responsible for paying to FPL an amount equal to the original installed cost of the facilities provided by FPL under this agreement less any salvage value and any depreciation (based on current depreciation rates approved by the FPSC) plus removal cost.
16. Should the Customer fail to pay any bills due and rendered pursuant to this agreement or otherwise fail to perform the obligations contained in this Agreement, said obligations being material and going to the essence of this Agreement, FPL may cease to supply electric energy or service until the Customer has paid the bills due and rendered or has fully cured such other breach of this Agreement. Any failure of FPL to exercise its rights hereunder shall not be a waiver of its rights. It is understood, however, that such discontinuance of the supplying of electric energy or service shall not constitute a breach of this Agreement by FPL, nor shall it relieve the Customer of the obligation to perform any of the terms and conditions of this Agreement.
17. The obligation to furnish or purchase service shall be excused at any time that either party is prevented from complying with this Agreement by strikes, lockouts, fires, riots, acts of God, the public enemy, or by cause or causes not under the control of the party thus prevented from compliance, and FPL shall not have the obligation to furnish service if it is prevented from complying with this Agreement by reason of any partial, temporary or entire shut-down of service which, in the sole opinion of FPL, is reasonably necessary for the purpose of repairing or making more efficient all or any part of its generating or other electrical equipment.
18. This **Agreement supersedes all previous Agreements** or representations, either written, oral, or otherwise between the Customer and FPL, with respect to the facilities referenced herein and constitutes the entire Agreement between the parties. This Agreement does not create any rights or provide any remedies to third parties or create any additional duty, obligation or undertakings by FPL to third parties.
19. In the event of the sale of the real property upon which the facilities are installed, upon the written consent of FPL, this Agreement may be assigned by the Customer to the Purchaser. No assignment shall relieve the Customer from its obligations hereunder until such obligations have been assumed by the assignee and agreed to by FPL.
20. This Agreement shall inure to the benefit of and be binding upon the successors and assigns of the Customer and FPL.
21. The lighting facilities shall remain the property of FPL in perpetuity.
22. This Agreement is subject to FPL's Electric Tariff, including, but not limited to, the General Rules and Regulations for Electric Service and the Rules of the FPSC, as they are now written, or as they may be hereafter revised, amended or supplemented. In the event of any conflict between the terms of this Agreement and the provisions of the FPL Electric Tariff or the FPSC Rules, the provisions of the Electric Tariff and FPSC Rules shall control, as they are now written, or as they may be hereafter revised, amended or supplemented.

IN WITNESS WHEREOF, the parties hereby caused this Agreement to be executed in triplicate by their duly authorized representatives to be effective as of the day and year first written above.

Charges and Terms Accepted:

City of Palatka
Customer (Print or type name of Organization)

By: [Signature]
Signature (Authorized Representative)

Jason L. Shaw Sr
(Print or type name)

Title: CHIEF OF POLICE

FLORIDA POWER & LIGHT COMPANY

By: Scot Thrapp
(Signature)

Scot Thrapp
(Print or type name)

Title: FPL LED Lighting Solutions Representative

PAYMENT COUPON

/4115006400313000161737180052676270005460850

CITY OF PALATKA
201 N 2ND ST
PALATKA FL 32177

Cust. No.: 3000161737	Bill No.: 1800526762
Payment Due Upon Receipt	Amount Due This Bill \$ 54,608.50
Reference# 1J.D00014490128	

Your payment may be eligible to be paid online. Visit www.fpl.com/construction to learn more. You can also mail a check payable to FPL in USD to the FPL address listed below right. Please mail the top portion of the coupon with your check.

FPL
General Mail Facility
Miami FL 33188-0001

Please retain this portion for your records.

Florida Power & Light Company
Federal Tax Id #: 59-0247775
Customer Name and Address

CITY OF PALATKA
201 N 2ND ST
PALATKA FL 32177

Customer Number: 3000161737
Reference Number: 1J.D00014490128
Bill Number: 1800526762
Bill Date: 11/13/2025

CURRENT CHARGES AND CREDITS

Customer No: 3000161737 Bill No: 1800526762

Description		Amount
FPLES LGHT/2204 BRONSON ST Reference# 1J.D00014490128		54,608.50
For Inquiries Contact: Scot Thrapp 904-315-8192	Total Amount Due Payment Due Upon Receipt	\$54,608.50



CITY OF PALATKA

201 N 2ND ST
PALATKA FL 32177-3735

PURCHASE ORDER: 77563

Page: 1 of 1

***** VENDOR *****

**FLORIDA POWER & LIGHT
GENERAL MAIL FACILITY
MIAMI FL 33188-0001**

***** DELIVER TO *****

**CITY OF PALATKA POLICE DEPART
110 N 11TH ST
PALATKA FL 32177-3639**

Ordered	Due By	Ship Via	FOB	Terms	Customer No	By
12/19/25	01/18/26			NET 30		JTHOMPSON

Requisition No	Vendor No	Vendor Phone	Email Address	Vendor Contact
PD003422	209-1	(800)375-2434		

No	Quantity	U/M	Description	Unit Price	Extended	G/L Account
1	1.00	EACH	Reference #1J.D00014490128 - FPLES LIGHT/2204 BRONSON ST	54,608.5000	54,608.50	001-07-521-6-6400
				** TOTAL **	54,608.50	

VENDOR INSTRUCTIONS:

SPECIAL INSTRUCTIONS:

1. EMAIL INVOICES TO: FINANCE@PALATKA-FL.GOV
OR MAIL INVOICES TO: CITY OF PALATKA
ATTN: AP
201 N 2ND ST
PALATKA, FL 32177
2. INVOICES OR PACKAGES MUST BEAR THE PO NUMBER ABOVE.
3. PURCHASES MUST NOT EXCEED THE TOTAL AMOUNT OF THIS PO.
4. ACCEPTANCE OF THIS PO INCLUDES ACCEPTANCE OF ALL TERMS,
PRICES, DELIVERY INSTRUCTIONS, SPECIFICATIONS, AND CONDITIONS.
5. STATE TAX EXEMPT#: 85-8012621665C-8

City of Palatka Mayor

This update will address the FPL LED lighting enhancements to streetlights in high crime areas, hot spots, and low-lit areas across our community. As a reminder the City Commission approved the staff recommendation for enhancing street lighting during the budget process and the cost associated to the enhancements was a total of \$193,056.46. See attached PO Packets which contains contract agreements, invoices, and purchase orders associated to the project.

The update will include:

- We have received and Chief Shaw signed the updated contracts for the enhancements on November 10, 2025.
- Contracts were sent back to FPL on November 10, 2025.
- Invoices were obtained on 12-12-25
- Invoices were processed and purchase orders were signed on 12-18-25
- Currently processing checks for payment.
- Once FPL receives the payment, they will order the LEDs which will take approximately four (4) months for the order to come in.
- Once FPL receives the LEDS, they will begin the installation process which will take approximately two (2) months to complete.
- I will continue to maintain constant communication with our FPL point of contact Scot Thrapp through the completion of the project.

STAFF REPORT

DATE: January 8, 2026
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 November 30, 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 16.66% 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 November 30
2.	City of Palatka Summary Financial Report November 2025
3.	City of Palatka Monthly Financials November 2025
4.	City of Palatka Individual Fund Reports November 2025

Unaudited Results of Operations for the Period ending November 30, 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 16.66% of the 2026 fiscal year.

Highlights

General Fund revenues year to date are \$3,072,981 (representing 12% of the budgeted amounts for FY2026). General Fund expenditures year to date are \$2,632,122 (representing 10% of the budgeted amounts for FY2026). General Fund encumbrances are \$ 1,147,565 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 \$ 18.4 million. City-wide reserves are 18.3%. 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 \$268,180 (representing 6% of the budgeted amounts for FY2026). Airport expenses year to date are \$265,334 (representing 6% of the budgeted amounts for FY2026). ARPA Fund revenues/expenses year to date are \$0). Better Place Plan Fund revenues year to date are \$524,188 (representing 3% of the budgeted amounts for FY2026). Better Place Plan Fund expenditures year to date are \$408,978, representing 2% of the budgeted amounts for FY2026.)

The Golf Course Fund revenues year to date are \$11,156 (representing 6% of the budgeted amounts for FY2026). Golf Course Fund expenses year to date are \$42,527 (representing 23% of the budgeted amounts for FY2026). Sanitation Fund revenues year to date \$629,869 (representing 15% of the budgeted amounts for FY2026). Sanitation Fund expenses year to date are \$388,083 (representing 9% of the budgeted amounts for FY2026). Utility Fund revenues year to date are \$1,756,556 (representing 6% of the budgeted amounts for FY2026). Utility Fund expenses year to date are \$1,728,766 (representing 6% of the budgeted amounts for FY2026). Tax Increment Fund (TIF) revenues year to date are \$417,137 (representing 15% of the budgeted amounts for FY2026). TIF expenses year to date are \$322,712 (representing 11% of the budgeted amounts for FY2026).

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

First Month YTD 11/30/2025 Total Citywide Budget and Actual			Airport Fund		
Revenues	Budget	Actuals	Budget		Actuals
Total Citywide	85,617,317.00	6,680,066.00	REVENUES		
			Federal & State Grants	\$2,412,335	\$26,198
Expenditures	Budget	Actuals	Operating Revenues	\$1,539,108	\$172,911
Total Citywide	\$ (85,617,317)	\$ (5,788,522)	Other Revenues	\$31,232	\$25,738
			Transfers	\$200,000	\$33,334
Net Results	Budget	Actuals	Cash Balance Forward	\$172,020	\$10,000
Total Citywide	\$ -	\$ 891,544	Total Revenues	\$ 4,354,695	\$ 268,180
General Fund Revenues					
Sources	Budget	Actuals	Personnel Expenses	\$483,697	\$67,472
Property Taxes	\$4,628,086	\$717,701	Operating Expenses	\$1,020,648	\$135,493
Local Option Taxes	\$565,503	\$95,470	Capital Outlay	\$2,524,334	\$26,197
Utility Service Taxes	\$1,501,083	\$302,381	Debt Service	\$50,000	\$0
Communication Service Tax	\$400,852	\$66,138	Reimbursements	\$217,037	\$36,172
Licenses/Permits	\$120,454	\$35,353	Transfer, Contngencies, Reservs	\$58,979	\$0
Franchise/Impact Fees	\$1,231,880	\$358,288	Total Expenditures	\$ 4,354,695	\$ 265,334
Special Assessments	\$2,292,138	\$489,880	Net Results	\$0	\$ 2,846
State/Federal Grants	\$662,620	\$12,622			
State Shared Revenues	\$1,136,764	\$191,537	ARPA Fund		
Impact Fees	\$850,000	\$0	Budget		Actuals
Charges for Service	\$221,456	\$72,165	REVENUES		\$1,283,471
Fines and Forfeits	\$211,503	\$18,093	Revenues		\$0
Miscellaneous Revenues	\$1,641,663	\$50,040	Total Revenues		\$1,283,471
Transfers In	\$1,658,567	\$276,426	EXPENSES		
Contributions/Reimbursements	\$2,169,468	\$386,886	Operating Expenses		\$0
Debt Proceeds	\$1,000,000	\$0	Capital Outlay		\$1,283,471
Fund Balance/Reserves - PY	\$5,576,765	\$0	Fund Balance/Reserves - PY		
Total Revenues	\$25,868,802	\$3,072,981	Total Expenses		\$1,283,471
			Net Results		\$ -
					\$ -

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

General Fund Expenditures		
Departments	Budget	Actuals
City Commission	\$561,464	\$49,566
City Manager	\$809,762	\$59,862
City Clerk's Office	\$167,458	\$39,942
General Fund Expenditures Continued		
Finance Department	\$687,768	\$91,797
Human Resources	\$433,222	\$32,334
Facilities Maintenance	\$553,538	\$83,769
Information Technology	\$435,000	\$56,787
General Administration - City Hall	\$255,795	\$8,405
Legal Counsel	\$259,564	\$37,734
Other Government Services	\$1,110,900	\$213,888
Building & Zoning	\$730,660	\$60,563
Police Department	\$5,794,531	\$841,831
Code Enforcement	\$331,346	\$40,427
Fire Department	\$5,068,803	\$607,199
Streets	\$2,067,235	\$157,180
Cemetery	\$148,960	\$1,382
Cultural Services	\$205,467	\$35,899
Recreation	\$523,434	\$53,701
Parks	\$1,547,392	\$36,482
Price Martin Center	\$58,400	\$3,250
Water Taxis	\$97,600	\$10,014
Jenkins Gymnasium	\$159,076	\$45,112
Transfers	\$390,000	\$65,000
Contingencies	\$0	\$0
Fund Balance/Reserves - PY	\$3,471,427	\$0
Total Expenditures	\$25,868,802	\$2,632,122
General Fund Net	\$0	\$440,859

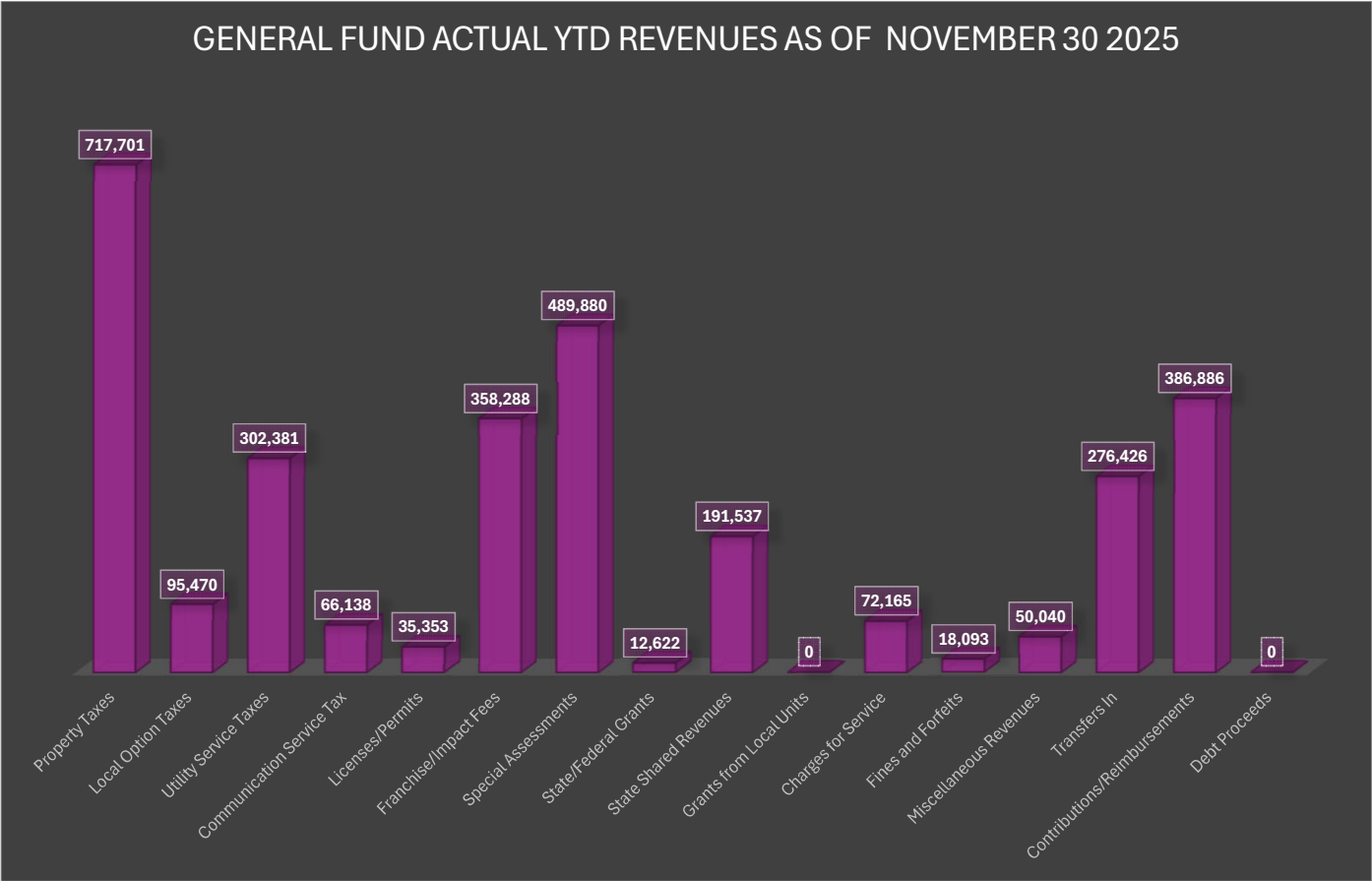
Golf Course Fund		
	Budget	Actuals
REVENUES		
Restaurant Lease	\$58,837	\$4,490
Reimbursements	\$33,829	\$0
Profit Sharing Agreement	\$52,416	\$0
Other Revenues	\$597	\$0
Transfers In	\$40,000	\$6,666
Fund Balance/Reserves - PY	\$0	\$0
Total Revenues	\$185,679	\$11,156
EXPENSES		
Maintenance Expenditures	\$129,490	\$37,499
Maintenance Capital Exp	\$20,000	\$0
Club House Operating Exp	\$36,000	\$4,998
Club House Capital	\$0	\$0
Transfers	\$189	\$30
Debt Service	\$0	\$0
Fund Balance/Reserves - PY	\$0	\$0
Total Expenditures	\$ 185,679	\$ 42,527
Net Results	\$ -	\$ (31,371)

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

Better Place Plan Fund			Sanitation Fund		
	Budget	Actuals		Budget	Actuals
REVENUES			REVENUES		
Discretionary Infrastructure Surtax	\$1,465,659	\$264,008	Charges for Services	\$3,624,973	\$607,444
State/Federal Grants	\$13,479,808	\$0	Contributions	\$134,109	\$22,352
Transfers In	\$1,561,079	\$260,180	Other Revenue	\$16,158	\$73
Loan Proceeds	\$1,387,948	\$0	Debt Service	\$0	\$0
Fund Balance/Reserves - PY	\$1,456,514	\$0	Fund Balance/Reserves - PY	\$360,357	\$0
Total Revenues	\$ 19,351,008	\$ 524,188	Total Revenues	\$ 4,135,597	\$ 629,869
EXPENSES			EXPENSES		
Operating Expenses	\$105,428	\$0	Garage Maintenance	\$327,096	\$30,192
Capital Outlay	\$5,419,159	\$197,119	Sanitation Department	\$2,666,010	\$295,838
Debt Service	\$185,185	\$77,166	Capital Outlay	\$20,000	\$0
Grant Matches	\$13,022,669	\$31,599	Debt Service	\$177,739	\$0
Transfers Out	\$618,567	\$103,094	Transfers Out	\$372,320	\$62,054
Fund Balance/Reserves - PY	\$0	\$0	Fund Balance/Reserves - PY	\$572,433	\$0
Total Expenses	\$ 19,351,008	\$ 408,978	Total Expenditures	\$ 4,135,597	\$ 388,083
Net Results	\$ -	\$ 115,210	Net Results	\$ -	\$ 241,786

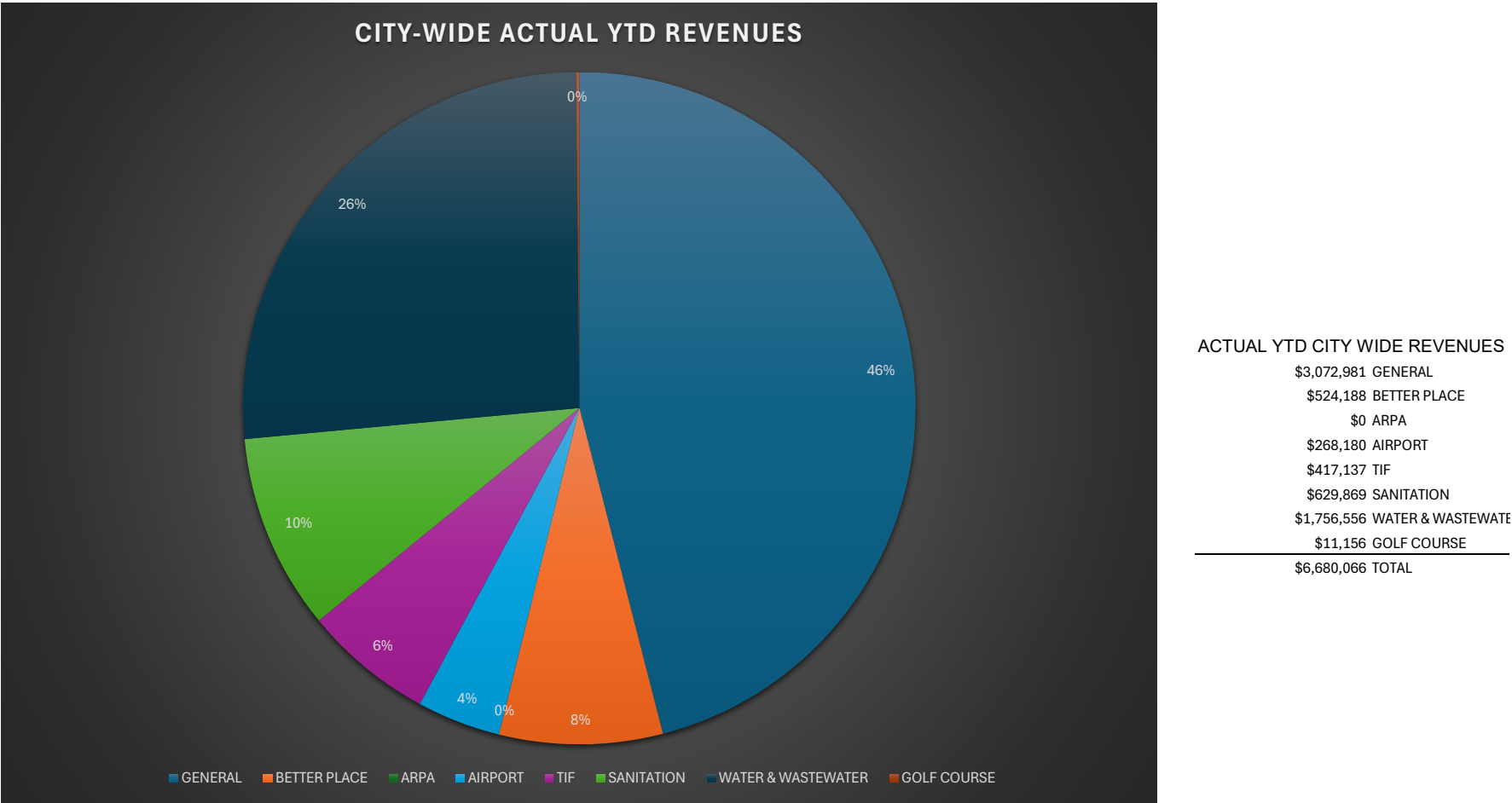
CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES YTD FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

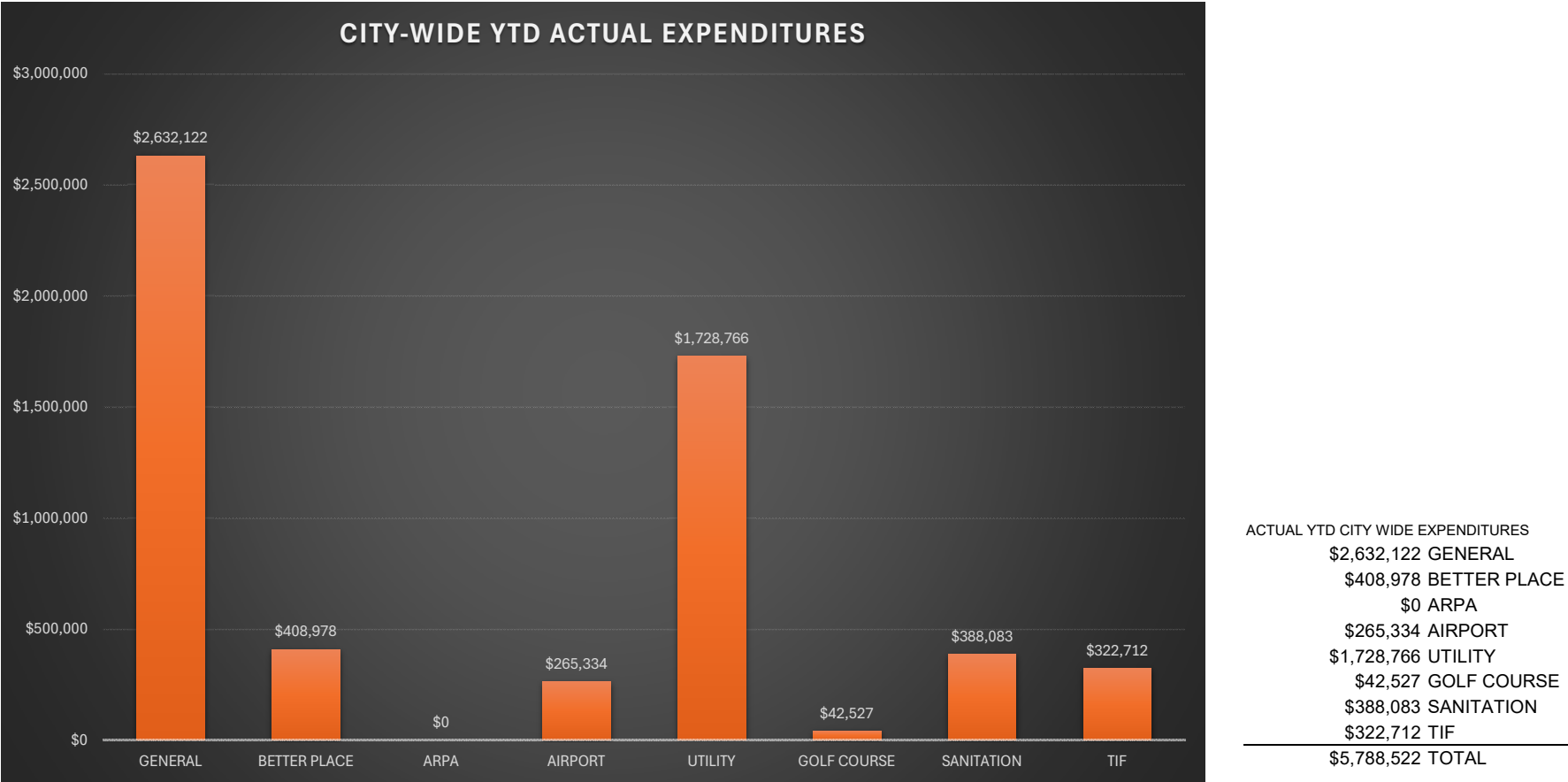
Utility Fund				Tax Increment Fund			
Budget		Actuals		Budget		Actuals	
REVENUES				REVENUES			
Federal & State Grants	\$10,282,287		\$85,007	Property Tax	\$1,115,081		\$417,137
Water & Waste/Sewer Charges	\$9,393,684		\$1,474,469	Other Revenues	\$0		\$0
Other Revenues	\$1,394,706		\$25,414				
Transfers	\$130,000		\$21,666	Fund Balance/Reserves - PY	\$1,699,693		\$0
Fund Balance/Reserves - PY	\$6,422,614		\$150,000	Total Revenues	\$ 2,814,774		\$ 417,137
Total Revenues	\$27,623,291		\$1,756,556				
EXPENSES				EXPENSES			
Water Plant	\$3,198,953		\$181,717	Downtown Historic	\$663,938		\$11,231
Sewer/Wastewater Plant	\$4,971,045		\$329,351	South Historic	\$569,991		\$38,654
Water & Sewer Distribution	\$11,403,019		\$290,348	North Historic	\$99,971		\$709
Utility Administration	\$810,931		\$130,161	Transfers	\$1,120,458		\$186,744
Debt	\$1,444,061		\$317,697	Reimbursements	\$360,416		\$85,374
Transfers	\$3,866,615		\$479,494				
Fund Balance/Reserves - PY	\$1,928,668		\$0	Fund Balance/Reserves - PY			
Total Expenditures	\$ 27,623,291	\$	1,728,766	Total Expenses	\$2,814,774		\$322,712
Net Results	\$ -	\$	27,790	Net Results	\$ -	\$	94,425



ACTUAL YTD GENERAL FUND REVENUES

Property Taxes	717,701
Local Option Taxes	95,470
Utility Service Taxes	302,381
Communication Service Tax	66,138
Licenses/Permits	35,353
Franchise/Impact Fees	358,288
Special Assessments	489,880
State/Federal Grants	12,622
State Shared Revenues	191,537
Grants from Local Units	0
Charges for Service	72,165
Fines and Forfeits	18,093
Miscellaneous Revenues	50,040
Transfers In	276,426
Contributions/Reimburseme	386,886
Debt Proceeds	0
	3,072,981





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	\$4,354,695	\$172,020	4.0%
TIF Fund	030	\$2,814,774	\$1,699,693	60.4%
Utilities	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		\$85,617,317	\$15,687,963	0.183233527

Best Practices for General Fund Reserves

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

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

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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 / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
6		311 PROPERTY TAXES							
7	001-00-311-0-0100	CURRENT AD VALOREM TAXES	4,615,232.00	706,742.44	706,742.44		3,908,489.56	15.31%	
8	001-00-311-0-0200	DELINQUENT AD VALOREM TAXES	12,854.00	0.00	10,958.09		1,895.91	85.25%	
9			-----	-----	-----		-----	-----	
10		TOTAL	4,628,086.00	706,742.44	717,700.53		3,910,385.47	16.00%	
11									
12		LOCAL OPTION, USE & FUEL TAXES							
13	001-00-312-4-1000	LOCAL OPTION GAS TAX	335,723.00	29,995.98	58,129.62		277,593.38	17.31%	
14	001-00-312-4-2000	2010 LOCAL GAS TAX	229,780.00	19,002.76	37,340.68		192,439.32	16.25%	
15			-----	-----	-----		-----	-----	
16		TOTAL	565,503.00	48,998.74	95,470.30		470,032.70	17.00%	
17									
18		UTILITY SERVICES TAXES							
19	001-00-314-1-0000	UTILITY TAX ELECTRIC	1,087,202.00	112,037.06	233,365.63		853,836.37	21.46%	
20	001-00-314-3-0000	UTILITY TAX WATER	300,126.00	26,415.16	53,046.06		247,079.94	17.67%	
21	001-00-314-4-0000	UTILITY TAX GAS	112,725.00	7,836.70	7,836.70		104,888.30	6.95%	
22	001-00-314-8-0000	UTILITY TAX PROPANE	1,030.00	618.00	8,132.97		-7,102.97	789.61%	
23			-----	-----	-----		-----	-----	
24		TOTAL	1,501,083.00	146,906.92	302,381.36		1,198,701.64	21.00%	
25									
26		COMMUNICATION SERVICE TAXES							
27	001-00-315-0-1000	TELE COMMUNICATION SERVICE TAX	400,852.00	32,947.88	66,138.34		334,713.66	16.50%	
28			-----	-----	-----		-----	-----	
29		TOTAL	400,852.00	32,947.88	66,138.34		334,713.66	17.00%	
30									
31		LICENSES/PERMITS							
32	001-00-316-0-1000	OCCUPATIONAL BUSINESS TAX	48,321.00	1,824.25	13,847.00		34,474.00	28.66%	
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	7,740.00	21,506.00		29,203.00	42.41%	
35			-----	-----	-----		-----	-----	
36		TOTAL	120,454.00	9,564.25	35,353.00		85,101.00	30.00%	
37									
38		FRANCHISE FEES							
39	001-00-323-1-0000	FRANCHISE FEES ELECTRIC	964,080.00	175,062.12	329,778.10		634,301.90	34.21%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
40	001-00-323-4-1000	FRANCHISE FEE - GAS AUTHORITY	267,800.00	14,394.79	28,510.05		239,289.95	10.65%	
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	189,456.91	358,288.15		1,723,591.85	18.00%	
50									
51		SPECIAL ASSESSMENTS							
52	001-00-325-2-1000	FIRE ASSESSMENT FEES	2,292,138.00	484,944.71	489,880.38		1,802,257.62	21.37%	
53			-----	-----	-----		-----	-----	
54		TOTAL	2,292,138.00	484,944.71	489,880.38		1,802,257.62	22.00%	
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	5,283.82	5,283.82		-5,283.82	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	0.00	5,000.00		25,000.00	16.67%	
71	001-00-334-2-0102	SAFE GRANT	70,000.00	2,337.93	2,337.93		67,662.07	3.34%	
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%	
74			-----	-----	-----		-----	-----	
75		TOTAL	662,620.00	7,621.75	12,621.75		649,998.25	2.00%	
76									
77		STATE SHARED REVENUES							

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
78	001-00-335-1-2000	STATE REVENUE SHARING	501,105.00	39,890.42	79,780.84		421,324.16	15.92%	
79	001-00-335-1-4000	MOBILE HOME LICENSE TAX	5,356.00	415.23	594.97		4,761.03	11.11%	
80	001-00-335-1-5000	ALCOHOLIC BEVERAGE TAX	14,997.00	13,123.99	13,123.99		1,873.01	87.51%	
81	001-00-335-1-6000	SALES TAX 1/2 cent REVENUE (95	594,140.00	46,498.82	93,668.50		500,471.50	15.77%	
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	0.00	4,368.54		12,512.46	25.88%	
84			-----	-----	-----		-----	-----	
85		TOTAL	1,136,764.00	99,928.46	191,536.84		945,227.16	17.00%	
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	600.00	800.00		1,878.00	29.87%	
98	001-00-341-0-9001	CODE ENFORCEMENT-MISC FEES	12,854.00	1,170.00	3,055.00		9,799.00	23.77%	
99	001-00-341-9-2000	ZONING CONVENIENCE FEE	1,071.00	60.00	276.00		795.00	25.77%	
100	001-00-342-1-1002	POLICE DEPT-ADMIN TOW FEES	11,783.00	900.00	1,050.00		10,733.00	8.91%	
101	001-00-342-1-1003	POLICE DEPT-INVESTIGATIVE COST	12,854.00	0.00	1,081.95		11,772.05	8.42%	
102	001-00-342-1-1004	POLICE DEPT-RECORDS REQUESTS	4,285.00	445.37	1,472.30		2,812.70	34.36%	
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	0.00	70.00		1,537.00	4.36%	
105	001-00-342-1-1007	MARSHALLS PD-OT REIMBURSEMENTS	21,424.00	421.11	3,571.11		17,852.89	16.67%	
106	001-00-342-1-1009	POLICE DEPT-MISCELLANEOUS	-	166.66	166.66		(166.66)	0.00%	
107	001-00-342-2-1000	FIRE SERVICES	64,272.00	0.00	55,500.00		8,772.00	86.35%	
108	001-00-342-5-1000	FIRE INSPECTION FEES	30,000.00	350.00	750.00		29,250.00	2.50%	
109	001-00-343-8-1000	CEMETERY SERVICES	13,390.00	90.00	90.00		13,300.00	0.67%	
110	001-00-347-2-1001	SPECIAL EVENT FEES	1,607.00	310.00	390.00		1,217.00	24.27%	
111	001-00-347-2-2500	SPONSORSHIP-RECREATION	5,784.00	0.00	0.00		5,784.00	0.00%	
112	001-00-347-2-3000	BOOKER/LEFTY TURNER FIELD	643.00	0.00	233.65		409.35	36.34%	
113	001-00-347-3-1000	BRONSON HOUSE	0.00	0.00	0.00		0.00	0.00%	
114	001-00-347-3-1001	ST JOHNS RIVER CENTER-RENTALS-	0.00	0.00	0.00		0.00	0.00%	
115	001-00-347-3-1003	RENTAL-JENKINS COMM CENTER	0.00	1,063.08	3,128.40		-3,128.40	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
116	001-00-347-4-1004	Parks Dept OT reimbursement	10,176.00	0.00	530.00		9,646.00	5.21%	
117	001-00-347-4-1005	Cultural OT reimbursement	0.00	0.00	0.00		0.00	0.00%	
118	001-00-347-5-1000	PRICE MARTIN CENTER	3,214.00	0.00	0.00		3,214.00	0.00%	
119			-----	-----	-----		-----	-----	
120		TOTAL	221,456.00	5,576.22	72,165.07		149,290.93	33.00%	
121									
122		FINES/FORFEITS							
123	001-00-351-1-1000	COURT FINES	32,136.00	1,860.82	4,141.17		27,994.83	12.89%	
124	001-00-351-3-1000	POLICE EDUCATION	2,142.00	274.84	478.68		1,663.32	22.35%	
125	001-00-354-0-1000	CODE ENFORCEMENT-LIEN FINES	65,343.00	0.00	9,097.65		56,245.35	13.92%	
126	001-00-354-0-1001	CODE ENFORCEMENT - LEGAL LIEN	20,600.00	0.00	3,032.55		17,567.45	14.72%	
127	001-00-359-0-0500	EVIDENCE FUND	24,897.00	0.00	0.00		24,897.00	0.00%	
128	001-00-359-0-1100	FALSE ALARM FINES	17,675.00	0.00	1,343.15		16,331.85	7.60%	
129	001-00-359-0-2000	SPECIAL POLICE TRUST REV	46,160.00	0.00	0.00		46,160.00	0.00%	
130	001-00-359-0-3000	ABATEMENT FINES	2,550.00	0.00	0.00		2,550.00	0.00%	
131			-----	-----	-----		-----	-----	
132		TOTAL	211,503.00	2,135.66	18,093.20		193,409.80	9.00%	
133									
134		MISCELLANEOUS REVENUES							
135	001-00-361-1-1000	INTEREST EARNINGS	595,334.00	0.00	0.00		595,334.00	0.00%	
136	001-00-361-1-1001	INTEREST-MONEY MARKET	33,020.00	2,777.56	6,031.59		26,988.41	18.27%	
137	001-00-361-1-1002	INTEREST FROM GAS AUTHORITY	31,291.00	789.98	1,938.52		29,352.48	6.20%	
138	001-00-362-0-1000	MISC RENTS	37,615.00	1,600.00	4,050.00		33,565.00	10.77%	
139	001-00-362-0-2000	LAND RENT/LEASE	6,000.00	0.00	0.00		6,000.00	0.00%	
140	001-00-362-0-3000	AMTRAK RENT	2,142.00	0.00	340.00		1,802.00	15.87%	
141	001-00-362-0-5000	RENTAL OF RIVERFRONT PARK OPS	0.00	1,000.00	1,500.00		-1,500.00	0.00%	
142	001-00-362-0-5001	PBM PROFIT SHARE- DOCK RENTALS	280.00	32.63	40.19		239.81	14.35%	
143	001-00-362-0-5002	PBM PROFIT SHARE- SHIP STORE S	5,356.00	802.05	1,228.86		4,127.14	22.94%	
144	001-00-362-0-5003	PBM PROFIT SHARE- CONCESSION S	50.00	0.00	0.00		50.00	0.00%	
145	001-00-362-0-5004	PBM PROFIT SHARE- PBM OWNED IT	30.00	376.69	386.86		-356.86	1289.53%	
146	001-00-362-0-5005	PBM PROFIT SHARE- WATER TAXI N	0.00	0.00	40.28		-40.28	0.00%	
147	001-00-364-0-1000	CEMETERY LOTS	48,000.00	500.00	500.00		47,500.00	1.04%	
148	001-00-364-0-1010	CEMETERY LOTS RESTRICTED	24,900.00	250.00	250.00		24,650.00	1.00%	
149	001-00-364-0-4900	SURPLUS EQUIPMENT-GENERAL	0.00	0.00	0.00		0.00	0.00%	
150	001-00-364-0-4902	SURPLUS HAMMOCK HALL 429 KIRBY	0.00	0.00	0.00		0.00	0.00%	
151	001-00-366-0-1100	CONTRIBUTION - RECREATION	2,142.00	0.00	0.00		2,142.00	0.00%	
152	001-00-366-0-1150	Libra Philanthropies Foundatio	0.00	0.00	0.00		0.00	0.00%	
153	001-00-366-0-1300	RECREATION - REGISTRATION	2,142.00	290.00	1,130.00		1,012.00	52.75%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
154	001-00-366-0-1400	RECREATION FIELD RENTALS	643.00	0.00	0.00		643.00	0.00%	
155	001-00-366-0-1700	WELLNESS GRANT - FL BLUE	10,000.00	0.00	9,711.90		288.10	97.12%	
156	001-00-366-0-2510	FIRE DECONTAMINATION GRANT	565,500.00	0.00	0.00		565,500.00	0.00%	
157	001-00-366-0-7601	CONTRIBUTIONS - SP EVENT JONES	2,062.00	0.00	0.00		2,062.00	0.00%	
158	001-00-366-0-8000	CONTRIBUTION - FIREWORKS	5,356.00	0.00	0.00		5,356.00	0.00%	
159	001-00-366-0-8001	CONTRIBUTION - MAYOR'S RECEIPT	7,498.00	0.00	0.00		7,498.00	0.00%	
160	001-00-366-0-8002	CONTRIBUTION - SPECIAL EVENTS	536.00	0.00	0.00		536.00	0.00%	
161	001-00-366-0-8500	CONTRIBUTION - FIRE PUBLIC EDU	535.00	0.00	0.00		535.00	0.00%	
162	001-00-369-3-1000	REFUNDS & REIMBURSEMENTS	5,356.00	0.00	0.00		5,356.00	0.00%	
163	001-00-369-3-2000	FEMA REIMBURSEMENT	40,000.00	0.00	0.00		40,000.00	0.00%	
164	001-00-369-3-3500	OPIOD SETTLEMENT TRUST FUND RE	0.00	0.00	1,453.64		-1,453.64	0.00%	
165	001-00-369-9-0500	MISC REVENUE	37,492.00	66.00	9,697.01		27,794.99	25.86%	
166	001-00-369-9-1000	FDOT ISLAND RIGHT OF WAY MAINT	55,333.00	0.00	0.00		55,333.00	0.00%	
167	001-00-369-9-1001	E-PAYABLES REVENUE SHARE	1,610.00	135.86	259.93		1,350.07	16.14%	
168	001-00-369-9-2000	INSURANCE CLAIMS - GENERAL	0.00	1,039.15	11,481.30		-11,481.30	0.00%	
169	001-00-369-9-3000	FDOT LIGHTING MAINTENANCE	42,911.00	0.00	0.00		42,911.00	0.00%	
170	001-00-369-9-3001	FDOT TRAFFIC SIGNAL MAINTENANC	78,529.00	0.00	0.00		78,529.00	0.00%	
171		-----	-----	-----	-----		-----	-----	
172		TOTAL	1,641,663.00	9,659.92	50,040.08		1,591,622.92	4.00%	
173									
174		TRANSFERS IN							
175	001-00-381-0-1400	TRANSFER FROM UTILITY FUND-FRA	700,000.00	58,333.00	116,666.00		583,334.00	16.67%	
176	001-00-381-0-1500	TRANSFER FROM SANITATION FUND-	165,000.00	13,750.00	27,500.00		137,500.00	16.67%	
177	001-00-381-0-1900	TRANSFER FROM BETTER PLACE	618,567.00	51,547.00	103,094.00		515,473.00	16.67%	
178	001-00-381-0-2100	TRANSFER FROM UTILITY-STREETS	175,000.00	14,583.00	29,166.00		145,834.00	16.67%	
179		-----	-----	-----	-----		-----	-----	
180		TOTAL	1,658,567.00	138,213.00	276,426.00		1,382,141.00	17.00%	
181									
182		REIMBURSEMENTS							
183	001-00-382-0-1000	CONTRIB FROM UTILITIES	1,384,506.00	115,376.00	230,752.00		1,153,754.00	16.67%	
184	001-00-382-0-2000	CONTRIB FROM GOLF	189.00	16.00	32.00		157.00	16.93%	
185	001-00-382-0-3000	CONTRIB FROM SANITATION	207,320.00	17,277.00	34,554.00		172,766.00	16.67%	
186	001-00-382-0-5001	ADMIN EXP REIMB-AIRPORT GRANTS	217,037.00	18,086.00	36,172.00		180,865.00	16.67%	
187	001-00-382-0-6000	CONTRIB FROM TAX INCREMENT	141,098.00	11,758.00	23,516.00		117,582.00	16.67%	
188	001-00-382-0-6001	REIMBURSEMENT FROM TAX INCREME	219,318.00	18,277.00	61,859.93		157,458.07	28.21%	
189		-----	-----	-----	-----		-----	-----	
190		TOTAL	2,169,468.00	180,790.00	386,885.93		1,782,582.07	18.00%	
191									

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
192		DEBT PROCEEDS							
193	001-00-384-0-1000	LOAN PROCEEDS	1,000,000.00	0.00	0.00		1,000,000.00	0.00%	
194									
195		TOTAL	1,000,000.00	0.00	0.00		1,000,000.00	0.00%	
196									
197									
198		TOTAL OPERATING & OTHER REV	20,292,037.00	2,063,486.86	3,072,980.93		17,219,056.07	16.00%	
199									
200									
201		CASH BALANCE FORWARD							
202	001-00-301-0-1000	OPERATING CASH BALANCE FORWARD	4,480,772.00	0.00	0.00		4,480,772.00	0.00%	
203	001-00-301-0-1001	EVIDENCE FUND BALANCE FORWARD	7,282.00	0.00	0.00		7,282.00	0.00%	
204	001-00-301-0-1002	LOT DEMOLITION/CLEANUP BALANCE	22,075.00	0.00	0.00		22,075.00	0.00%	
205	001-00-301-0-1003	IMPACT FEES-POLICE BALANCE FOR	0.00	0.00	0.00		0.00	0.00%	
206	001-00-301-0-1004	IMPACT FEES-FIRE BALANCE FORWA	0.00	0.00	0.00		0.00	0.00%	
207	001-00-301-0-1006	INSURANCE CONTINGENCY BALANCE	624,444.00	0.00	0.00		624,444.00	0.00%	
208	001-00-301-0-1009	SPECIAL CEMETERY BALANCE FORWA	118,889.00	0.00	0.00		118,889.00	0.00%	
209	001-00-301-0-1010	SPECIAL POLICE BALANCE FORWARD	61,271.00	0.00	0.00		61,271.00	0.00%	
210	001-00-301-0-1012	HAND GUN CLASSES BALANCE FORWA	7,637.00	0.00	0.00		7,637.00	0.00%	
211	001-00-301-0-1013	FIRE PUBLIC EDUCATION BALANCE	24,937.00	0.00	0.00		24,937.00	0.00%	
212	001-00-301-0-1019	RED LIGHT CAMERA BALANCE FORWA	49,988.00	0.00	0.00		49,988.00	0.00%	
213	001-00-301-0-1021	LANDSCAPING CODE FEE BALANCE F	61,663.00	0.00	0.00		61,663.00	0.00%	
214	001-00-301-0-1022	I&E EVIDENCE BALANCE FORWARD	7,523.00	0.00	0.00		7,523.00	0.00%	
215	001-00-301-0-1023	PARKS BANK -DONATIONS	284.00	0.00	0.00		284.00	0.00%	
216	001-00-301-0-1024	FIRE CAPITAL REPLACEMENT BALAN	110,000.00	0.00	0.00		110,000.00	0.00%	
217	001-00-301-0-1025	IMPACT FEES-TRANSPORTATION BAL	0.00	0.00	0.00		0.00	0.00%	
218	001-00-301-0-1026	IMPACT FEES-PARKS & REC BALANC	0.00	0.00	0.00		0.00	0.00%	
219									
220		TOTAL	5,576,765.00	0.00	0.00		5,576,765.00	0.00%	
221									
222	GENERAL FUND	TOTAL REV, TRANSFERS & CASH BAL	25,868,802.00	2,063,486.86	3,072,980.93		22,795,821.07	12.00%	
223									
224	GENERAL FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
225		CITY COMMISSION							
226									
227		PERSONNEL SERVICES							
228	001-01-511-1-1110	COMMISSIONERS SALARIES	121,316.00	8,737.62	18,475.24	0.00	102,840.76	15.23%	
229	001-01-511-1-1200	LEGISLATIVE ASST SALARIES	50,505.00	0.00	0.00	0.00	50,505.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
230	001-01-511-1-2100	FICA TAX EXPENSE	13,144.00	656.38	1,389.24	0.00	11,754.76	10.57%	
231	001-01-511-1-2200	RETIREMENT EXPENSE	47,423.00	2,545.27	5,366.54	7,501.10	34,555.36	11.32%	
232	001-01-511-1-2300	HEALTH AND LIFE INSURANCE	15,893.00	1,162.24	2,318.56	0.00	13,574.44	14.59%	
233			-----	-----	-----	-----	-----	-----	
234		TOTAL	248,281.00	13,101.51	27,549.58	7,501.10	213,230.32	12.00%	
235									
236		OPERATING EXPENSES							
237	001-01-511-3-3100	PROFESSIONAL SERVICES	90,000.00	11,799.90	16,799.90	16,583.34	56,616.76	18.67%	
238	001-01-511-3-4022	SCHOOLING/CONF-MAYOR	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
239	001-01-511-3-4023	SCHOOLING/CONF-Commissioner W	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
240	001-01-511-3-4024	SCHOOLING/CONF-COMM CAMPBELL	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
241	001-01-511-3-4025	SCHOOLING/CONF-COMM DAVIS	7,500.00	662.77	662.77	1,923.76	4,913.47	8.84%	
242	001-01-511-3-4026	SCHOOLING/CONF-COMM BOROM	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
243	001-01-511-3-4100	COMMUNICATIONS SERVICES	6,000.00	0.00	267.33	0.00	5,732.67	4.46%	
244	001-01-511-3-4800	ADVERTISING	15,000.00	438.32	438.32	696.72	13,864.96	2.92%	
245	001-01-511-3-4901	SPECIAL EVENTS & PROJECTS - Ma	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
246	001-01-511-3-4903	SPECIAL EVENTS & PROJECTS - Co	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
247	001-01-511-3-4904	SPECIAL EVENTS & PROJECTS - Co	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
248	001-01-511-3-4905	SPECIAL EVENTS & PROJECTS - Co	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
249	001-01-511-3-4906	SPECIAL EVENTS & PROJECTS - Co	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
250	001-01-511-3-4907	MAYOR'S RECEPTION	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
251	001-01-511-3-4910	NEFLC	5,000.00	209.72	209.72	0.00	4,790.28	4.19%	
252	001-01-511-3-4930	CITIZENS TRANSPORTATION	0.00	0.00	0.00	0.00	0.00	0.00%	
253	001-01-511-3-5100	OFFICE SUPPLIES	520.00	0.00	0.00	0.00	520.00	0.00%	
254	001-01-511-3-5260	UNIFORMS	520.00	0.00	0.00	0.00	520.00	0.00%	
255	001-01-511-3-5280	OPERATING SUPPLIES	3,213.00	39.00	138.00	642.00	2,433.00	4.30%	
256	001-01-511-3-5283	SBDC	10,000.00	0.00	2,500.00	7,500.00	0.00	25.00%	
257	001-01-511-3-5284	AWARDS/RECONGNITION	5,000.00	0.00	0.00	335.95	4,664.05	0.00%	
258	001-01-511-3-5286	YOUTH AMBASSADOR PROGRAM	520.00	0.00	0.00	0.00	520.00	0.00%	
259	001-01-511-3-5287	NON-PROFIT ORGANIZATION ASSIST	50,000.00	1,000.00	1,000.00	10,000.00	39,000.00	2.00%	
260	001-01-511-3-5400	MEMBR,SUBSCRIPT,DUES	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
261			-----	-----	-----	-----	-----	-----	
262		TOTAL	259,273.00	14,149.71	22,016.04	37,681.77	199,575.19	9.00%	
263									
264		CAPITAL OUTLAY							
265	001-01-511-6-6400	CAPITAL OUTLAY	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
266			-----	-----	-----	-----	-----	-----	
267		TOTAL	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
268			-----	-----	-----	-----	-----	-----	
269									
270		COMMISSIONER INTERNS							
271	001-01-512-1-1200	REGULAR SALARIES	31,500.00	0.00	0.00	0.00	31,500.00	0.00%	
272	001-01-512-1-2100	FICA TAX EXPENSE	2,410.00	0.00	0.00	0.00	2,410.00	0.00%	
273			-----	-----	-----	-----	-----	-----	
274		TOTAL	33,910.00	0.00	0.00	0.00	33,910.00	0.00%	
275		DEPARTMENT TOTAL	561,464.00	27,251.22	49,565.62	45,182.87	466,715.51	9.00%	
276			-----	-----	-----	-----	-----	-----	
277		CITY MANAGER'S OFFICE							
278									
279		PERSONNEL SERVICES							
280	001-20-512-1-1100	EXECUTIVE SALARIES	313,485.00	13,076.94	26,153.88	0.00	287,331.12	8.34%	
281	001-20-512-1-1200	REGULAR SALARIES	175,565.00	8,244.00	16,162.40	0.00	159,402.60	9.21%	
282	001-20-512-1-2100	FICA TAX EXPENSE	37,412.00	1,603.95	3,182.98	0.00	34,229.02	8.51%	
283	001-20-512-1-2200	RETIREMENT EXPENSE	134,978.00	5,884.59	11,679.31	0.00	123,298.69	8.65%	
284	001-20-512-1-2300	HEALTH AND LIFE INSURANCE	90,474.00	1,171.88	2,341.08	0.00	88,132.92	2.59%	
285			-----	-----	-----	-----	-----	-----	
286		TOTAL	751,914.00	29,981.36	59,519.65	0.00	692,394.35	8.00%	
287									
288		OPERATING EXPENSES							
289	001-20-512-3-3100	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	12.65	14,987.35	0.00%	
290	001-20-512-3-3120	PRE-EMPLOYMENT EXPENSE	200.00	95.00	95.00	54.53	50.47	47.50%	
291	001-20-512-3-4021	SCHOOLING/CONF-CITY MANAGER	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
292	001-20-512-3-4100	COMMUNICATIONS SERVICES	2,296.00	0.00	112.35	0.00	2,183.65	4.89%	
293	001-20-512-3-4200	POSTAGE AND FREIGHT	832.00	0.00	0.00	0.00	832.00	0.00%	
294	001-20-512-3-4400	RENTALS AND LEASES	0.00	0.00	0.00	0.00	0.00	0.00%	
295	001-20-512-3-4630	VEHICLE MAINTENANCE	1,040.00	25.00	25.00	275.00	740.00	2.40%	
296	001-20-512-3-4700	PRINTING AND BINDING	600.00	0.00	0.00	0.00	600.00	0.00%	
297	001-20-512-3-5000	FINES & FEES	0.00	0.00	9.54	0.00	-9.54	0.00%	
298	001-20-512-3-5100	OFFICE SUPPLIES	1,200.00	0.00	0.00	509.20	690.80	0.00%	
299	001-20-512-3-5210	GAS AND LUBRICANTS	2,080.00	0.00	0.00	0.00	2,080.00	0.00%	
300	001-20-512-3-5260	UNIFORMS	600.00	0.00	0.00	0.00	600.00	0.00%	
301	001-20-512-3-5280	OPERATING SUPPLIES	3,000.00	19.51	100.25	561.76	2,337.99	3.34%	
302	001-20-512-3-5400	MEMBR,SUBSCRIPT,DUES	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
303			-----	-----	-----	-----	-----	-----	
304		TOTAL	47,848.00	139.51	342.14	1,413.14	46,092.72	1.00%	
305									

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
306		CAPITAL OUTLAY							
307	001-20-512-6-6400	CAPITAL OUTLAY	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
308		-----	-----	-----	-----	-----	-----	-----	
309		TOTAL	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
310		-----	-----	-----	-----	-----	-----	-----	
311		DEPARTMENT TOTAL	809,762.00	30,120.87	59,861.79	1,413.14	748,487.07	7.00%	
312		-----	-----	-----	-----	-----	-----	-----	
313		CITY CLERK'S OFFICE							
314									
315		PERSONNEL SERVICES							
316	001-21-512-1-1100	EXECUTIVE SALARIES	71,253.00	5,304.00	10,560.00	0.00	60,693.00	14.82%	
317	001-21-512-1-1200	REGULAR SALARIES	0.00	0.00	0.00	0.00	0.00	0.00%	
318	001-21-512-1-2100	FICA TAX EXPENSE	5,451.00	365.33	726.99	0.00	4,724.01	13.34%	
319	001-21-512-1-2200	RETIREMENT EXPENSE	19,666.00	1,463.90	2,914.55	0.00	16,751.45	14.82%	
320	001-21-512-1-2300	HEALTH AND LIFE INSURANCE	13,182.00	577.13	1,154.25	0.00	12,027.75	8.76%	
321		-----	-----	-----	-----	-----	-----	-----	
322		TOTAL	109,552.00	7,710.36	15,355.79	0.00	94,196.21	14.00%	
323									
324		OPERATING EXPENSES							
325	001-21-512-3-3100	PROFESSIONAL SERVICES	22,300.00	0.00	16,457.67	0.00	5,842.33	73.80%	
326	001-21-512-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
327	001-21-512-3-3400	CONTRACTUAL SERVICES	10,006.00	0.00	5,287.59	0.00	4,718.41	52.84%	
328	001-21-512-3-4027	SCHOOLING/CONF-CITY CLERK	5,000.00	171.64	171.64	0.00	4,828.36	3.43%	
329	001-21-512-3-4100	COMMUNICATIONS SERVICES	520.00	0.00	74.90	0.00	445.10	14.40%	
330	001-21-512-3-4200	POSTAGE AND FREIGHT	300.00	0.00	0.00	0.00	300.00	0.00%	
331	001-21-512-3-4400	RENTALS AND LEASES	2,880.00	0.00	0.00	0.00	2,880.00	0.00%	
332	001-21-512-3-4700	PRINTING AND BINDING	2,500.00	0.00	12.16	0.00	2,487.84	0.49%	
333	001-21-512-3-4810	LEGAL ADVERTISING	7,000.00	2,248.56	2,248.56	4,717.68	33.76	32.12%	
334	001-21-512-3-5000	FINES & FEES	300.00	88.65	88.65	0.00	211.35	29.55%	
335	001-21-512-3-5100	OFFICE SUPPLIES	600.00	0.00	0.00	0.00	600.00	0.00%	
336	001-21-512-3-5260	UNIFORMS	400.00	0.00	0.00	0.00	400.00	0.00%	
337	001-21-512-3-5280	OPERATING SUPPLIES	5,000.00	244.62	244.62	148.50	4,606.88	4.89%	
338	001-21-512-3-5400	MEMBR,SUBSCRIPT,DUES	1,100.00	0.00	0.00	200.00	900.00	0.00%	
339		-----	-----	-----	-----	-----	-----	-----	
340		TOTAL	57,906.00	2,753.47	24,585.79	5,066.18	28,254.03	42.00%	
341									
342		CAPITAL OUTLAY							
343		-----	-----	-----	-----	-----	-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
344		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
345			-----	-----	-----	-----	-----	-----	
346		DEPARTMENT TOTAL	167,458.00	10,463.83	39,941.58	5,066.18	122,450.24	24.00%	
347			-----	-----	-----	-----	-----	-----	
348		FINANCE							
349									
350		PERSONNEL SERVICES							
351	001-22-513-1-1100	EXECUTIVE SALARIES	121,758.00	9,366.00	18,732.00	0.00	103,026.00	15.38%	
352	001-22-513-1-1200	REGULAR SALARIES	252,663.00	19,466.57	40,080.97	0.00	212,582.03	15.86%	
353	001-22-513-1-1400	OVERTIME	7,000.00	20.28	20.28	0.00	6,979.72	0.29%	
354	001-22-513-1-2100	FICA TAX EXPENSE	29,179.00	2,136.87	4,361.91	0.00	24,817.09	14.95%	
355	001-22-513-1-2200	RETIREMENT EXPENSE	105,272.00	7,963.39	16,237.98	0.00	89,034.02	15.42%	
356	001-22-513-1-2300	HEALTH AND LIFE INSURANCE	70,563.00	2,749.82	5,212.70	0.00	65,350.30	7.39%	
357			-----	-----	-----	-----	-----	-----	
358		TOTAL	586,435.00	41,702.93	84,645.84	0.00	501,789.16	14.00%	
359									
360		OPERATING EXPENSES							
361	001-22-513-3-3100	PROFESSIONAL SERVICES	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
362	001-22-513-3-3120	PRE-EMPLOYMENT EXPENSE	300.00	95.00	95.00	62.41	142.59	31.67%	
363	001-22-513-3-3200	ACCOUNTING AND AUDITING	43,709.00	1,724.66	1,724.66	0.00	41,984.34	3.95%	
364	001-22-513-3-4020	SCHOOLING, CONFERENCE, ETC	7,644.00	2,934.28	2,934.28	0.00	4,709.72	38.39%	
365	001-22-513-3-4100	COMMUNICATIONS SERVICES	655.00	0.00	37.45	0.00	617.55	5.72%	
366	001-22-513-3-4200	POSTAGE AND FREIGHT	825.00	344.89	533.95	140.50	150.55	64.72%	
367	001-22-513-3-4400	RENTALS AND LEASES	1,800.00	0.00	0.00	0.00	1,800.00	0.00%	
368	001-22-513-3-4700	PRINTING AND BINDING	1,500.00	0.00	190.57	0.00	1,309.43	12.70%	
369	001-22-513-3-5000	FINES & FEES	5,000.00	197.11	1,272.21	0.00	3,727.79	25.44%	
370	001-22-513-3-5100	OFFICE SUPPLIES	1,900.00	163.06	163.06	1,244.87	492.07	8.58%	
371	001-22-513-3-5260	UNIFORMS	600.00	0.00	0.00	0.00	600.00	0.00%	
372	001-22-513-3-5280	OPERATING SUPPLIES	1,900.00	19.51	19.51	0.00	1,880.49	1.03%	
373	001-22-513-3-5400	MEMBR,SUBSCRIPT,DUES	500.00	180.00	180.00	172.00	148.00	36.00%	
374			-----	-----	-----	-----	-----	-----	
375		TOTAL	96,333.00	5,658.51	7,150.69	1,619.78	87,562.53	7.00%	
376									
377		CAPITAL OUTLAY							
378	001-22-513-6-6400	CAPITAL OUTLAY	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
379			-----	-----	-----	-----	-----	-----	
380		TOTAL	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
381			-----	-----	-----	-----	-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
382		DEPARTMENT TOTAL	687,768.00	47,361.44	91,796.53	1,619.78	594,351.69	13.00%	
383			-----	-----	-----	-----	-----	-----	
384		HUMAN RESOURCES							
385									
386		PERSONNEL SERVICES							
387	001-25-513-1-1100	EXECUTIVE SALARIES	105,000.00	6,384.00	12,768.00	0.00	92,232.00	12.16%	
388	001-25-513-1-1200	SALARY	130,494.00	4,200.00	8,400.00	0.00	122,094.00	6.44%	
389	001-25-513-1-1400	OVERTIME	600.00	0.00	0.00	0.00	600.00	0.00%	
390	001-25-513-1-2100	FICA TAX EXPENSE	18,061.00	785.89	1,571.78	0.00	16,489.22	8.70%	
391	001-25-513-1-2200	RETIREMENT EXPENSE	65,162.00	2,921.18	5,842.36	0.00	59,319.64	8.97%	
392	001-25-513-1-2300	HEALTH AND LIFE INSURANCE	43,677.00	1,154.24	2,308.48	0.00	41,368.52	5.29%	
393			-----	-----	-----	-----	-----	-----	
394		TOTAL	362,994.00	15,445.31	30,890.62	0.00	332,103.38	9.00%	
395									
396		OPERATING EXPENSES							
397	001-25-513-3-3100	PROFESSIONAL SERVICES	25,000.00	1,080.00	1,080.00	0.00	23,920.00	4.32%	
398	001-25-513-3-3120	PRE-EMPLOYMENT EXPENSE	300.00	0.00	0.00	0.00	300.00	0.00%	
399	001-25-513-3-4020	SCHOOLING, CONFERENCE, ETC	4,576.00	0.00	0.00	0.00	4,576.00	0.00%	
400	001-25-513-3-4100	COMMUNICATIONS SERVICES	563.00	0.00	77.90	0.00	485.10	13.84%	
401	001-25-513-3-4200	POSTAGE AND FREIGHT	228.00	33.40	37.10	0.00	190.90	16.27%	
402	001-25-513-3-4400	RENTALS AND LEASES	686.00	0.00	0.00	0.00	686.00	0.00%	
403	001-25-513-3-4700	PRINTING AND BINDING	563.00	0.00	78.24	0.00	484.76	13.90%	
404	001-25-513-3-4800	ADVERTISING	8,500.00	0.00	0.00	347.17	8,152.83	0.00%	
405	001-25-513-3-5000	FEES & FINES	420.00	51.89	51.89	0.00	368.11	12.35%	
406	001-25-513-3-5100	OFFICE SUPPLIES	1,144.00	0.00	0.00	0.00	1,144.00	0.00%	
407	001-25-513-3-5260	UNIFORMS	300.00	0.00	0.00	0.00	300.00	0.00%	
408	001-25-513-3-5280	OPERATING SUPPLIES	4,576.00	118.34	118.34	394.95	4,062.71	2.59%	
409	001-25-513-3-5288	EMPLOYEE RECOGNITION SUPPLIES	572.00	0.00	0.00	52.97	519.03	0.00%	
410	001-25-513-3-5400	MEMBR,SUBSCRIPT,DUES	572.00	0.00	0.00	0.00	572.00	0.00%	
411	001-25-513-3-5500	WELLNESS PROGRAM	13,728.00	0.00	0.00	0.00	13,728.00	0.00%	
412			-----	-----	-----	-----	-----	-----	
413		TOTAL	61,728.00	1,283.63	1,443.47	795.09	59,489.44	2.00%	
414									
415		CAPITAL OUTLAY							
416	001-25-513-6-6400	CAPITAL OUTLAY	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
417			-----	-----	-----	-----	-----	-----	
418		TOTAL	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
419			-----	-----	-----	-----	-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
420		DEPARTMENT TOTAL	433,222.00	16,728.94	32,334.09	795.09	400,092.82	7.00%	
421			-----	-----	-----	-----	-----	-----	
422		FACILITIES MAINTENANCE							
423									
424		PERSONNEL SERVICES							
425	001-23-519-1-1100	EXECUTIVE SALARIES	134,180.00	13,664.80	27,170.00	0.00	107,010.00	20.25%	
426	001-23-519-1-1200	REGULAR SALARIES	122,031.00	9,081.16	17,973.32	0.00	104,057.68	14.73%	
427	001-23-519-1-1400	OVERTIME	7,000.00	822.59	1,619.60	0.00	5,380.40	23.14%	
428	001-23-519-1-2100	FICA TAX EXPENSE	20,136.00	1,607.49	3,186.36	0.00	16,949.64	15.82%	
429	001-23-519-1-2200	RETIREMENT EXPENSE	72,646.00	6,504.92	12,906.56	0.00	59,739.44	17.77%	
430	001-23-519-1-2300	HEALTH AND LIFE INSURANCE	48,694.00	4,927.83	9,855.67	0.00	38,838.33	20.24%	
431			-----	-----	-----	-----	-----	-----	
432		TOTAL	404,687.00	36,608.79	72,711.51	0.00	331,975.49	18.00%	
433									
434		OPERATING EXPENSES							
435	001-23-519-3-3100	PROFESSIONAL SERVICES	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
436	001-23-519-3-3120	PRE-EMPLOYMENT EXPENSE	300.00	0.00	0.00	0.00	300.00	0.00%	
437	001-23-519-3-4020	SCHOOLING, CONFERENCE, ETC	5,000.00	0.00	375.00	0.00	4,625.00	7.50%	
438	001-23-519-3-4100	COMMUNICATIONS SERVICES	1,800.00	0.00	149.80	0.00	1,650.20	8.32%	
439	001-23-519-3-4400	RENTALS AND LEASES	1,600.00	0.00	0.00	0.00	1,600.00	0.00%	
440	001-23-519-3-4610	BUILDING MAINTENANCE	25,000.00	3,678.08	3,678.08	277.68	21,044.24	14.71%	
441	001-23-519-3-4620	EQUIPMENT MAINTENANCE	1,500.00	101.95	101.95	0.00	1,398.05	6.80%	
442	001-23-519-3-4630	VEHICLE MAINTENANCE	5,500.00	14.15	14.15	0.00	5,485.85	0.26%	
443	001-23-519-3-5100	OFFICE SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
444	001-23-519-3-5210	GAS AND LUBRICANTS	4,500.00	145.81	374.60	0.00	4,125.40	8.32%	
445	001-23-519-3-5250	SMALL TOOLS	3,500.00	1,269.25	1,327.45	508.93	1,663.62	37.93%	
446	001-23-519-3-5260	UNIFORMS	2,500.00	154.90	229.06	0.00	2,270.94	9.16%	
447	001-23-519-3-5280	OPERATING SUPPLIES	3,500.00	945.01	991.88	0.00	2,508.12	28.34%	
448	001-23-519-3-5400	MEMBR,SUBSCRIPT,DUES	500.00	0.00	0.00	0.00	500.00	0.00%	
449			-----	-----	-----	-----	-----	-----	
450		TOTAL	66,200.00	6,309.15	7,241.97	786.61	58,171.42	11.00%	
451									
452		CAPITAL OUTLAY							
453	001-23-519-6-6400	CAPITAL OUTLAY	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
454			-----	-----	-----	-----	-----	-----	
455		TOTAL	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
456									
457		DEBT SERVICE							

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
458	001-23-517-7-7101	PRINCIPAL PUBLIC WORKS BLDG	12,788.00	0.00	0.00	0.00	12,788.00	0.00%	
459	001-23-517-7-7201	INTEREST PUBLIC WORKS BLDG	21,966.00	0.00	0.00	0.00	21,966.00	0.00%	
460			-----	-----	-----	-----	-----	-----	
461		TOTAL	34,754.00	0.00	0.00	0.00	34,754.00	0.00%	
462									
463		TRANSFERS ADMINISTRATIVE							
464	001-23-519-9-9104	REIMB FLEET MAINTENANCE	22,897.00	1,908.00	3,816.00	0.00	19,081.00	16.67%	
465			-----	-----	-----	-----	-----	-----	
466		TOTAL	22,897.00	1,908.00	3,816.00	0.00	19,081.00	17.00%	
467			-----	-----	-----	-----	-----	-----	
468		DEPARTMENT TOTAL	553,538.00	44,825.94	83,769.48	786.61	468,981.91	15.00%	
469			-----	-----	-----	-----	-----	-----	
470		INFORMATION TECHNOLOGY DEPT							
471									
472		PERSONNEL SERVICES							
473	001-17-516-1-1100	EXECUTIVE SALARIES	0.00	0.00	0.00	0.00	0.00	0.00%	
474	001-17-516-1-2100	FICA TAX EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
475	001-17-516-1-2200	RETIREMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
476			-----	-----	-----	-----	-----	-----	
477		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
478									
479		OPERATING EXPENSES							
480	001-17-516-3-3100	PROFESSIONAL SERVICES	195,000.00	40,710.00	42,487.50	130,765.00	21,747.50	21.79%	
481	001-17-516-3-4100	COMMUNICATIONS SERVICES	1,000.00	50.00	100.00	0.00	900.00	10.00%	
482	001-17-516-3-5241	SOFTWARE	55,000.00	0.00	0.00	0.00	55,000.00	0.00%	
483	001-17-516-3-5242	HARDWARE	24,000.00	379.99	559.99	261.36	23,178.65	2.33%	
484	001-17-516-3-5401	SOFTWARE SUBSCRIPT, LICENSES	160,000.00	10,863.64	13,639.92	0.00	146,360.08	8.52%	
485			-----	-----	-----	-----	-----	-----	
486		TOTAL	435,000.00	52,003.63	56,787.41	131,026.36	247,186.23	13.00%	
487									
488		CAPITAL OUTLAY							
489			-----	-----	-----	-----	-----	-----	
490		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
491									
492		DEBT SERVICE							
493			-----	-----	-----	-----	-----	-----	
494		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
495			-----	-----	-----	-----	-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
496		DEPARTMENT TOTAL	435,000.00	52,003.63	56,787.41	131,026.36	247,186.23	13.00%	
497			-----	-----	-----	-----	-----	-----	
498		GENERAL ADMIN - CITY HALL							
499									
500		PERSONNEL							
501			-----	-----	-----	-----	-----	-----	
502		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
503									
504		OPERATING EXPENSES							
505	001-04-513-3-3100	PROFESSIONAL SERVICES	55,000.00	0.00	0.00	0.00	55,000.00	0.00%	
506	001-04-513-3-4100	COMMUNICATIONS SERVICES	5,200.00	309.50	463.56	0.00	4,736.44	8.91%	
507	001-04-513-3-4200	POSTAGE AND FREIGHT	2,600.00	0.00	0.00	0.00	2,600.00	0.00%	
508	001-04-513-3-4320	ELECTRICITY	9,360.00	2,503.01	3,285.47	0.00	6,074.53	35.10%	
509	001-04-513-3-4400	RENTALS AND LEASES	2,915.00	0.00	179.85	0.00	2,735.15	6.17%	
510	001-04-513-3-4610	CITY HALL BUILDING MAINTENANCE	25,000.00	2,480.75	2,930.75	6,552.89	15,516.36	11.72%	
511	001-04-513-3-4615	ANNEX BUILDING EXP	15,000.00	206.90	206.90	1,652.05	13,141.05	1.38%	
512	001-04-513-3-4620	EQUIPMENT MAINTENANCE	4,160.00	0.00	0.00	0.00	4,160.00	0.00%	
513	001-04-513-3-4700	PRINTING AND BINDING	6,000.00	130.00	725.15	130.00	5,144.85	12.09%	
514	001-04-513-3-5100	OFFICE SUPPLIES	6,000.00	0.00	0.00	1,895.52	4,104.48	0.00%	
515	001-04-513-3-5230	JANITORIAL SUPPLIES	4,560.00	22.90	190.62	0.00	4,369.38	4.18%	
516			-----	-----	-----	-----	-----	-----	
517		TOTAL	135,795.00	5,653.06	7,982.30	10,230.46	117,582.24	6.00%	
518			-----	-----	-----	-----	-----	-----	
519									
520		CAPITAL OUTLAY							
521	001-04-513-6-6445	CITY HALL BUILDING IMPROVEMENT	85,000.00	422.45	422.45	972.00	83,605.55	0.50%	
522	001-04-513-6-6450	ANNEX HALL BUILDING IMPROVEMEN	35,000.00	0.00	0.00	0.00	35,000.00	0.00%	
523			-----	-----	-----	-----	-----	-----	
524		TOTAL	120,000.00	422.45	422.45	972.00	118,605.55	0.00%	
525			-----	-----	-----	-----	-----	-----	
526		LEGAL COUNSEL							
527									
528		PERSONNEL SERVICES							
529	001-04-514-1-1000	EXECUTIVE SALARIES	162,785.00	12,521.60	25,043.20	0.00	137,741.80	15.38%	
530	001-04-514-1-2100	FICA TAXES	12,453.00	932.41	1,864.82	0.00	10,588.18	14.97%	
531	001-04-514-1-2200	RETIREMENT-GENERAL	44,929.00	3,455.96	6,911.92	0.00	38,017.08	15.38%	
532	001-04-514-1-2300	HEALTH AND LIFE INSURANCE	8,139.00	577.12	1,154.24	0.00	6,984.76	14.18%	
533			-----	-----	-----	-----	-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
534		TOTAL	228,306.00	17,487.09	34,974.18	0.00	193,331.82	15.00%	
535									
536		OPERATING EXPENSES							
537	001-04-514-3-3100	PROFESSIONAL SERVICES	4,160.00	0.00	0.00	0.00	4,160.00	0.00%	
538	001-04-514-3-3110	FL BAR INTERN EXP	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
539	001-04-514-3-4020	SCHOOLING/CONF-CITY ATTORNEY	5,200.00	0.00	1,687.13	0.00	3,512.87	32.44%	
540	001-04-514-3-5000	FINES & FEES	0.00	0.00	133.31	0.00	-133.31	0.00%	
541	001-04-514-3-5260	UNIFORMS	0.00	0.00	0.00	0.00	0.00	0.00%	
542	001-04-514-3-5280	OPERATING SUPPLIES	1,040.00	7.13	44.58	0.00	995.42	4.29%	
543	001-04-514-3-5400	Membership, subscription, dues	6,300.00	447.34	894.68	4,317.04	1,088.28	14.20%	
544			-----	-----	-----	-----	-----	-----	
545		TOTAL	19,700.00	454.47	2,759.70	4,317.04	12,623.26	14.00%	
546			-----	-----	-----	-----	-----	-----	
547									
548		CAPITAL OUTLAY							
549			-----	-----	-----	-----	-----	-----	
550		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
551			-----	-----	-----	-----	-----	-----	
552									
553		DEBT SERVICE							
554	001-04-517-7-7101	PRINCIPAL-2020 ADMIN VEHICLE T	11,454.00	0.00	0.00	0.00	11,454.00	0.00%	
555	001-04-517-7-7201	INTEREST-2020 ADMIN VEHICLE TD	104.00	0.00	0.00	0.00	104.00	0.00%	
556			-----	-----	-----	-----	-----	-----	
557		TOTAL	11,558.00	0.00	0.00	0.00	11,558.00	0.00%	
558			-----	-----	-----	-----	-----	-----	
559		OTHER GOVERNMENT SERVICES							
560									
561		OPERATING EXPENSES							
562	001-04-519-3-3100	PROFESSIONAL SERVIES	30,000.00	320.00	640.00	3,200.00	26,160.00	2.13%	
563	001-04-519-3-3420	FIREWORKS - SPECIAL EVENTS	52,000.00	0.00	0.00	0.00	52,000.00	0.00%	
564	001-04-519-3-4500	LIABILITY INSURANCE	605,000.00	0.00	140,183.09	416,259.27	48,557.64	23.17%	
565	001-04-519-3-4510	INSURANCE CLAIMS REIMBURSABLE	20,000.00	1,582.29	1,582.29	-1,582.29	20,000.00	7.91%	
566	001-04-519-3-4810	LEGAL ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00%	
567	001-04-519-3-4920	PROPERTY TAX	10,000.00	264.32	264.32	0.00	9,735.68	2.64%	
568	001-04-519-3-4930	SPECIAL EVENTS	26,400.00	0.00	0.00	0.00	26,400.00	0.00%	
569	001-04-519-3-4940	SPECIAL EVENTS - FESTIVALS	75,000.00	0.00	0.00	0.00	75,000.00	0.00%	
570	001-04-519-3-4951	BLUE CRAB EVENT	0.00	0.00	0.00	0.00	0.00	0.00%	
571			-----	-----	-----	-----	-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
572		TOTAL	818,400.00	2,166.61	142,669.70	419,459.27	257,853.32	17.00%	
573									
574		CAPITAL OUTLAY							
575	001-04-519-6-6120	LAND PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00%	
576			-----	-----	-----	-----	-----	-----	
577		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
578									
579		GRANTS & AIDS							
580	001-04-519-1-2400	WORKERS COMP	285,000.00	0.00	71,218.16	213,654.48	127.36	24.99%	
581			-----	-----	-----	-----	-----	-----	
582		TOTAL	285,000.00	0.00	71,218.16	213,654.48	127.36	25.00%	
583									
584		CAPITAL GRANTS							
585	001-04-519-8-8210	CHAMBER OF COMMERCE	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
586	001-04-519-8-8220	DEO STRATEGIC REVITALIZATION G	0.00	0.00	0.00	0.00	0.00	0.00%	
587			-----	-----	-----	-----	-----	-----	
588		TOTAL	7,500.00	0.00	0.00	0.00	7,500.00	0.00%	
589			-----	-----	-----	-----	-----	-----	
590		DEPARTMENT	1,626,259.00	26,183.68	260,026.49	648,633.25	719,181.55	14.00%	
591			-----	-----	-----	-----	-----	-----	
592		PLANNING & ZONING DEPARTMENT							
593									
594		PERSONNEL SERVICES							
595	001-02-524-1-1100	EXECUTIVE SALARIES	110,838.00	8,276.80	17,639.20	0.00	93,198.80	15.91%	
596	001-02-524-1-1200	REGULAR SALARIES	209,230.00	10,714.26	19,984.54	0.00	189,245.46	9.55%	
597	001-02-524-1-1400	OVERTIME	1,200.00	0.00	0.00	0.00	1,200.00	0.00%	
598	001-02-524-1-2100	FICA TAX EXPENSE	24,577.00	1,413.03	2,798.66	0.00	21,778.34	11.39%	
599	001-02-524-1-2200	RETIREMENT EXPENSE	88,670.00	5,241.54	10,384.16	0.00	78,285.84	11.71%	
600	001-02-524-1-2300	HEALTH AND LIFE INSURANCE	59,435.00	2,465.54	4,931.66	0.00	54,503.34	8.30%	
601			-----	-----	-----	-----	-----	-----	
602		TOTAL	493,950.00	28,111.17	55,738.22	0.00	438,211.78	11.00%	
603									
604		OPERATING EXPENSES							
605	001-02-524-3-3100	PROFESSIONAL SERVICES	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
606	001-02-524-3-3120	PRE-EMPLOYMENT EXPENSE	450.00	0.00	0.00	0.00	450.00	0.00%	
607	001-02-524-3-4020	SCHOOLING, CONFERENCE, ETC	9,500.00	1,582.31	1,838.31	1,052.97	6,608.72	19.35%	
608	001-02-524-3-4100	COMMUNICATIONS SERVICES	650.00	0.00	73.52	0.00	576.48	11.31%	
609	001-02-524-3-4200	POSTAGE AND FREIGHT	1,700.00	30.72	80.30	0.00	1,619.70	4.72%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
610	001-02-524-3-4310	NATURAL GAS	1,500.00	0.00	24.50	0.00	1,475.50	1.63%	
611	001-02-524-3-4330	CREDIT CARD FEES	2,000.00	0.00	156.18	0.00	1,843.82	7.81%	
612	001-02-524-3-4400	RENTALS AND LEASES	5,500.00	0.00	0.00	0.00	5,500.00	0.00%	
613	001-02-524-3-4620	EQUIPMENT MAINTENANCE	1,600.00	0.00	0.00	0.00	1,600.00	0.00%	
614	001-02-524-3-4630	VEHICLE MAINTENANCE	900.00	0.00	0.00	0.00	900.00	0.00%	
615	001-02-524-3-4700	PRINTING AND BINDING	2,300.00	0.00	395.01	0.00	1,904.99	17.17%	
616	001-02-524-3-4810	LEGAL ADVERTISING	14,000.00	331.04	331.04	95.44	13,573.52	2.36%	
617	001-02-524-3-5000	FEES & FINES	150.00	50.67	50.67	0.00	99.33	33.78%	
618	001-02-524-3-5100	OFFICE SUPPLIES	1,560.00	0.00	230.90	0.00	1,329.10	14.80%	
619	001-02-524-3-5210	GAS AND LUBRICANTS	800.00	0.00	47.17	0.00	752.83	5.90%	
620	001-02-524-3-5260	UNIFORMS	900.00	265.70	265.70	392.70	241.60	29.52%	
621	001-02-524-3-5280	OPERATING SUPPLIES	6,000.00	573.33	1,331.23	0.00	4,668.77	22.19%	
622	001-02-524-3-5400	MEMBR,SUBSCRIPT,DUES	12,200.00	0.00	0.00	0.00	12,200.00	0.00%	
623			-----	-----	-----	-----	-----	-----	
624		TOTAL	161,710.00	2,833.77	4,824.53	1,541.11	155,344.36	3.00%	
625									
626		CAPITAL OUTLAY							
627			-----	-----	-----	-----	-----	-----	
628		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
629									
630		GRANT							
631	001-02-524-8-6402	DEO COMMUNITY PLANNING TECH AS	75,000.00	0.00	0.00	0.00	75,000.00	0.00%	
632			-----	-----	-----	-----	-----	-----	
633		TOTAL	75,000.00	0.00	0.00	0.00	75,000.00	0.00%	
634			-----	-----	-----	-----	-----	-----	
635		DEPARTMENT TOTAL	730,660.00	30,944.94	60,562.75	1,541.11	668,556.14	9.00%	
636			-----	-----	-----	-----	-----	-----	
637		POLICE DEPARTMENT							
638									
639		PERSONNEL SERVICES							
640	001-07-521-1-1100	EXECUTIVE SALARIES	442,533.00	34,921.28	73,189.56	0.00	369,343.44	16.54%	
641	001-07-521-1-1200	REGULAR SALARIES	1,982,075.00	154,824.22	301,341.61	0.00	1,680,733.39	15.20%	
642	001-07-521-1-1220	CLERICAL SALARIES	277,641.00	16,759.12	33,301.20	0.00	244,339.80	11.99%	
643	001-07-521-1-1221	VOCA SALARIES	46,137.00	0.00	0.00	0.00	46,137.00	0.00%	
644	001-07-521-1-1300	OTHER SALARIES & WAGES	38,850.00	0.00	0.00	0.00	38,850.00	0.00%	
645	001-07-521-1-1400	OVERTIME	200,000.00	25,008.95	46,098.40	0.00	153,901.60	23.05%	
646	001-07-521-1-2100	FICA TAX EXPENSE	224,994.00	16,994.40	33,295.88	0.00	191,698.12	14.80%	
647	001-07-521-1-2101	FICA TAX VOCA EXPENSE	3,529.00	0.00	0.00	0.00	3,529.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
648	001-07-521-1-2200	RETIREMENT-CLERICAL BENEFIT	100,085.00	4,990.53	9,943.12	0.00	90,141.88	9.93%	
649	001-07-521-1-2201	PENSION-POLICE BENEFIT	544,321.00	42,449.12	82,479.50	0.00	461,841.50	15.15%	
650	001-07-521-1-2300	HEALTH AND LIFE INSURANCE	552,639.00	44,855.30	89,712.18	0.00	462,926.82	16.23%	
651			-----	-----	-----	-----	-----	-----	
652		TOTAL	4,412,804.00	340,802.92	669,361.45	0.00	3,743,442.55	15.00%	
653									
654		OPERATING EXPENSES							
655	001-07-521-3-3100	PROFESSIONAL SERVICES	135,000.00	426.36	22,492.92	4,708.96	107,798.12	16.66%	
656	001-07-521-3-3120	PRE-EMPLOYMENT EXPENSE	4,000.00	177.58	777.58	0.00	3,222.42	19.44%	
657	001-07-521-3-3500	CONFIDENTIAL INFORMANTS - I&E	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
658	001-07-521-3-4020	SCHOOLING, CONFERENCE, ETC	19,000.00	5,799.29	8,740.29	7,623.90	2,635.81	46.00%	
659	001-07-521-3-4100	COMMUNICATIONS SERVICES	36,520.00	162.50	2,731.41	0.00	33,788.59	7.48%	
660	001-07-521-3-4200	OUTGOING POSTAGE/FREIGHT	1,450.00	110.28	162.37	0.00	1,287.63	11.20%	
661	001-07-521-3-4320	ELECTRICITY	11,500.00	905.04	2,097.59	0.00	9,402.41	18.24%	
662	001-07-521-3-4330	CREDIT CARD FEES	500.00	0.00	0.00	0.00	500.00	0.00%	
663	001-07-521-3-4380	ANIMAL CONTROL	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
664	001-07-521-3-4390	K-9 CARE	4,400.00	140.00	229.25	208.33	3,962.42	5.21%	
665	001-07-521-3-4400	RENTALS AND LEASES	6,200.00	88.00	1,716.00	968.00	3,516.00	27.68%	
666	001-07-521-3-4500	LIABILITY, AUTO, PROPERTY INSU	0.00	0.00	2,708.00	0.00	-2,708.00	0.00%	
667	001-07-521-3-4510	INSURANCE CLAIMS REIMBURSABLE	35,000.00	0.00	0.00	0.00	35,000.00	0.00%	
668	001-07-521-3-4610	BUILDING MAINTENANCE	30,000.00	1,172.68	1,225.82	292.27	28,481.91	4.09%	
669	001-07-521-3-4620	EQUIPMENT MAINTENANCE	8,500.00	226.89	226.89	643.20	7,629.91	2.67%	
670	001-07-521-3-4630	VEHICLE MAINTENANCE	59,000.00	2,780.70	3,544.18	4,635.02	50,820.80	6.01%	
671	001-07-521-3-4650	RANGE MAINTENANCE	1,000.00	0.00	158.56	792.80	48.64	15.86%	
672	001-07-521-3-4700	PRINTING AND BINDING	2,165.00	0.00	235.45	0.00	1,929.55	10.88%	
673	001-07-521-3-4950	POLICE ATHLETIC LEAGUE	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
674	001-07-521-3-5000	FINES & FEES	200.00	80.66	80.66	0.00	119.34	40.33%	
675	001-07-521-3-5100	OFFICE SUPPLIES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
676	001-07-521-3-5210	GAS AND LUBRICANTS	140,000.00	7,836.41	16,095.15	0.00	123,904.85	11.50%	
677	001-07-521-3-5230	JANITORIAL SUPPLIES	2,000.00	0.00	494.38	0.00	1,505.62	24.72%	
678	001-07-521-3-5260	UNIFORMS	19,050.00	351.99	538.96	6,002.86	12,508.18	2.83%	
679	001-07-521-3-5270	PUBLIC SAFETY SCHOLARSHIP POLI	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
680	001-07-521-3-5280	OPERATING SUPPLIES	43,400.00	4,098.38	4,631.29	2,877.72	35,890.99	10.67%	
681	001-07-521-3-5281	SPECIAL POLICE TRUST EXPENSE	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
682	001-07-521-3-5282	EVIDENCE FUND EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
683	001-07-521-3-5400	MEMBR,SUBSCRIPT,DUES	1,725.00	0.00	0.00	0.00	1,725.00	0.00%	
684			-----	-----	-----	-----	-----	-----	
685		TOTAL	621,110.00	24,356.76	68,886.75	28,753.06	523,470.19	12.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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									
687		CAPITAL OUTLAY							
688	001-07-521-6-6400	CAPITAL OUTLAY	346,696.00	0.00	0.00	0.00	346,696.00	0.00%	
689	001-07-521-6-6401	VEHICLE PURCHASES	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
690			-----	-----	-----	-----	-----	-----	
691		TOTAL	446,696.00	0.00	0.00	0.00	446,696.00	0.00%	
692									
693		GRANTS & AIDS							
694	001-07-521-8-8320	BULLET PROOF GRANT-50% CITY	4,388.00	0.00	0.00	0.00	4,388.00	0.00%	
695	001-07-521-8-8370	BULLET PROOF GRANT	4,388.00	0.00	0.00	0.00	4,388.00	0.00%	
696	001-07-521-8-8531	2023 JAGC	22,740.00	18,097.86	18,097.86	4,100.00	542.14	79.59%	
697	001-07-521-8-8532	FDLE GRANT POLICE CARS	0.00	0.00	0.00	0.00	0.00	0.00%	
698	001-07-521-8-8540	2024 JAG D 6N045 Street Crimes	0.00	0.00	0.00	0.00	0.00	0.00%	
699	001-07-521-8-8541	2024 JAG C 6N204	0.00	0.00	0.00	0.00	0.00	0.00%	
700			-----	-----	-----	-----	-----	-----	
701		TOTAL	31,516.00	18,097.86	18,097.86	4,100.00	9,318.14	58.00%	
702									
703		DEBT SERVICE							
704	001-07-517-7-7106	PRINCIPAL-2020 POLICE CARS TD	0.00	0.00	0.00	0.00	0.00	0.00%	
705	001-07-517-7-7107	LEASE-POLICE CARS	85,000.00	0.00	85,000.00	0.00	0.00	100.00%	
706	001-07-517-7-7108	PRINCIPAL- AMERIS LOAN #281 20	89,970.00	0.00	0.00	0.00	89,970.00	0.00%	
707	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%	
708	001-07-517-7-7206	INTEREST-2020 POLICE CARS TD e	0.00	0.00	0.00	0.00	0.00	0.00%	
709	001-07-517-7-7207	INTEREST-BB&T POL VEH 2021	485.00	0.00	484.51	0.00	0.49	99.90%	
710	001-07-517-7-7208	INTEREST - AMERIS LOAN #281 20	17,327.00	0.00	0.00	0.00	17,327.00	0.00%	
711	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%	
712			-----	-----	-----	-----	-----	-----	
713		TOTAL	282,405.00	0.00	85,484.51	0.00	196,920.49	31.00%	
714			-----	-----	-----	-----	-----	-----	
715		DEPARTMENT TOTAL	5,794,531.00	383,257.54	841,830.57	32,853.06	4,919,847.37	15.00%	
716			-----	-----	-----	-----	-----	-----	
717		CODE ENFORCEMENT							
718									
719		PERSONNEL SERVICES							
720	001-19-521-1-1200	REGULAR SALARIES	145,782.00	10,774.40	24,627.20	0.00	121,154.80	16.89%	
721	001-19-521-1-1400	OVERTIME	1,500.00	0.00	144.30	0.00	1,355.70	9.62%	
722	001-19-521-1-2100	FICA TAX EXPENSE	11,267.00	785.44	1,806.11	0.00	9,460.89	16.03%	
723	001-19-521-1-2200	RETIREMENT EXPENSE	40,650.00	2,973.72	6,836.91	0.00	33,813.09	16.82%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
724	001-19-521-1-2300	HEALTH AND LIFE INSURANCE	27,247.00	1,731.89	4,059.11	0.00	23,187.89	14.90%	
725			-----	-----	-----	-----	-----	-----	
726		TOTAL	226,446.00	16,265.45	37,473.63	0.00	188,972.37	17.00%	
727									
728		OPERATING EXPENSES							
729	001-19-521-3-3100	PROFESSIONAL SERVICES	17,000.00	600.00	600.00	6,600.00	9,800.00	3.53%	
730	001-19-521-3-3110	Professional Services Orange D	6,000.00	570.00	1,105.00	0.00	4,895.00	18.42%	
731	001-19-521-3-3120	PRE-EMPLOYMENT EXPENSE	600.00	0.00	0.00	0.00	600.00	0.00%	
732	001-19-521-3-4020	SCHOOLING, CONFERENCE, ETC.	4,000.00	255.00	255.00	0.00	3,745.00	6.38%	
733	001-19-521-3-4100	COMMUNICATIONS SERVICES	1,100.00	0.00	112.35	0.00	987.65	10.21%	
734	001-19-521-3-4200	POSTAGE AND FREIGHT	1,700.00	91.36	538.72	0.00	1,161.28	31.69%	
735	001-19-521-3-4400	RENTALS AND LEASES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
736	001-19-521-3-4630	VEHICLE MAINTENANCE	2,500.00	0.00	0.00	0.00	2,500.00	0.00%	
737	001-19-521-3-4700	PRINTING AND BINDING	1,400.00	0.00	52.61	0.00	1,347.39	3.76%	
738	001-19-521-3-4810	LEGAL ADS	2,200.00	72.08	72.08	1,272.08	855.84	3.28%	
739	001-19-521-3-5000	FINES & FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
740	001-19-521-3-5100	OFFICE SUPPLIES	500.00	0.00	143.31	0.00	356.69	28.66%	
741	001-19-521-3-5120	ABATEMENT, LOT CLEANUP, DEMO	26,000.00	0.00	0.00	0.00	26,000.00	0.00%	
742	001-19-521-3-5210	GAS AND LUBRICANTS	1,100.00	0.00	0.00	0.00	1,100.00	0.00%	
743	001-19-521-3-5230	FILINGS AND MISC LEGAL FEES	13,500.00	0.00	0.00	0.00	13,500.00	0.00%	
744	001-19-521-3-5260	UNIFORMS	600.00	0.00	0.00	0.00	600.00	0.00%	
745	001-19-521-3-5280	OPERATING SUPPLIES	600.00	74.48	74.48	0.00	525.52	12.41%	
746			-----	-----	-----	-----	-----	-----	
747		TOTAL	79,900.00	1,662.92	2,953.55	7,872.08	69,074.37	4.00%	
748									
749		CAPITAL OUTLAY							
750	001-19-521-6-6450	CAPITAL IMPROVEMENT	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
751			-----	-----	-----	-----	-----	-----	
752		TOTAL	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
753			-----	-----	-----	-----	-----	-----	
754		DEPARTMENT TOTAL	331,346.00	17,928.37	40,427.18	7,872.08	283,046.74	12.00%	
755			-----	-----	-----	-----	-----	-----	
756		FIRE DEPARTMENT							
757									
758		PERSONNEL SERVICES							
759	001-08-522-1-1100	EXECUTIVE SALARIES	226,863.00	17,172.80	34,104.00	0.00	192,759.00	15.03%	
760	001-08-522-1-1200	REGULAR SALARIES	2,092,436.00	153,809.81	293,721.44	0.00	1,798,714.56	14.04%	
761	001-08-522-1-1220	CLERICAL SALARIES	81,900.00	6,048.00	12,378.94	0.00	69,521.06	15.11%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
762	001-08-522-1-1300	OTHER SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00	0.00%	
763	001-08-522-1-1400	OVERTIME	150,000.00	0.00	0.00	0.00	150,000.00	0.00%	
764	001-08-522-1-2100	FICA TAX EXPENSE	195,167.00	12,865.84	24,685.74	0.00	170,481.26	12.65%	
765	001-08-522-1-2200	CLERICAL RETIREMENT	22,604.00	1,669.26	3,416.61	0.00	19,187.39	15.12%	
766	001-08-522-1-2201	FIRE PENSION	757,303.00	56,222.22	107,750.00	0.00	649,553.00	14.23%	
767	001-08-522-1-2300	HEALTH AND LIFE INSURANCE	508,078.00	27,269.88	53,309.92	0.00	454,768.08	10.49%	
768			-----	-----	-----	-----	-----	-----	
769		TOTAL	4,034,351.00	275,057.81	529,366.65	0.00	3,504,984.35	13.00%	
770									
771		OPERATING EXPENSES							
772	001-08-522-3-3100	PROFESSIONAL SERVICES	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
773	001-08-522-3-3120	PRE-EMPLOYMENT EXPENSE	10,000.00	0.00	0.00	1,971.00	8,029.00	0.00%	
774	001-08-522-3-3410	CONTRACTUAL SERVICES	9,500.00	0.00	0.00	291.60	9,208.40	0.00%	
775	001-08-522-3-4020	SCHOOLING, CONFERENCE, ETC	30,000.00	1,690.00	8,140.00	12,000.59	9,859.41	27.13%	
776	001-08-522-3-4100	COMMUNICATION SERVICES	15,000.00	162.50	1,028.88	0.00	13,971.12	6.86%	
777	001-08-522-3-4200	POSTAGE AND FREIGHT	500.00	0.00	0.00	150.00	350.00	0.00%	
778	001-08-522-3-4310	NATURAL GAS	2,800.00	48.77	82.71	0.00	2,717.29	2.95%	
779	001-08-522-3-4320	ELECTRICITY	15,000.00	1,255.93	2,821.23	0.00	12,178.77	18.81%	
780	001-08-522-3-4330	CREDIT CARD FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
781	001-08-522-3-4400	RENTALS AND LEASES	2,500.00	0.00	127.00	0.00	2,373.00	5.08%	
782	001-08-522-3-4500	LIABILITY INSURANCE	8,892.00	0.00	4,747.33	6,117.99	-1,973.32	53.39%	
783	001-08-522-3-4510	INSURANCE CLAIMS REIMBURSABLE	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
784	001-08-522-3-4610	BUILDING MAINTENANCE	30,000.00	899.68	899.68	2,000.00	27,100.32	3.00%	
785	001-08-522-3-4620	EQUIPMENT MAINTENANCE	15,000.00	1,383.15	4,369.43	8,248.44	2,382.13	29.13%	
786	001-08-522-3-4630	VEHICLE MAINTENANCE	80,000.00	16,675.70	31,170.66	5,944.57	42,884.77	38.96%	
787	001-08-522-3-4640	RADIO MAINTENANCE	2,000.00	136.40	136.40	0.00	1,863.60	6.82%	
788	001-08-522-3-4680	STORM CLEANUP/REPAIR	500.00	0.00	0.00	0.00	500.00	0.00%	
789	001-08-522-3-4700	PRINTING AND BINDING	500.00	0.00	103.27	0.00	396.73	20.65%	
790	001-08-522-3-5000	FINES & FEES	300.00	86.86	86.86	0.00	213.14	28.95%	
791	001-08-522-3-5100	OFFICE SUPPLIES	2,000.00	0.00	105.03	0.00	1,894.97	5.25%	
792	001-08-522-3-5140	FIRE CODE ENFORCEMENT	8,000.00	0.00	0.00	545.00	7,455.00	0.00%	
793	001-08-522-3-5210	GAS AND LUBRICANTS	42,000.00	1,532.54	3,647.98	66.76	38,285.26	8.69%	
794	001-08-522-3-5230	JANITORIAL SUPPLIES	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
795	001-08-522-3-5250	SMALL TOOLS	10,000.00	0.00	0.00	2,068.80	7,931.20	0.00%	
796	001-08-522-3-5260	UNIFORMS	60,000.00	-1,673.90	6,985.14	12,989.65	40,025.21	11.64%	
797	001-08-522-3-5270	PUBLIC SAFETY SCHOLARSHIP FIRE	14,560.00	0.00	0.00	0.00	14,560.00	0.00%	
798	001-08-522-3-5280	OPERATING SUPPLIES	31,000.00	191.93	4,486.87	6,227.36	20,285.77	14.47%	
799	001-08-522-3-5282	USAR	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
800	001-08-522-3-5283	HAZARDOUS MATERIALS	10,000.00	2,462.60	6,823.38	1,595.00	1,581.62	68.23%	
801	001-08-522-3-5284	SCBA MAINTENANCE	5,000.00	123.24	123.24	0.00	4,876.76	2.46%	
802	001-08-522-3-5290	FIRE PUB ED EXPENSE	1,500.00	1,395.00	1,395.00	0.00	105.00	93.00%	
803	001-08-522-3-5400	MEMBR, SUBSCRIPT, DUES	3,000.00	0.00	552.40	95.00	2,352.60	18.41%	
804			-----	-----	-----	-----	-----	-----	
805		TOTAL	554,652.00	26,370.40	77,832.49	60,311.76	416,507.75	14.00%	
806									
807		CAPITAL OUTLAY							
808	001-08-522-6-6400	CAPITAL OUTLAY	228,000.00	0.00	0.00	54,311.46	173,688.54	0.00%	
809	001-08-522-6-6401	VEHICLE PURCHASE	0.00	0.00	0.00	0.00	0.00	0.00%	
810	001-08-522-6-6480	City Match DEM HMGP 4486-106-R	0.00	0.00	0.00	0.00	0.00	0.00%	
811	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%	
812			-----	-----	-----	-----	-----	-----	
813		TOTAL	228,000.00	0.00	0.00	54,311.46	173,688.54	0.00%	
814									
815		DEBT SERVICE							
816	001-08-517-7-7107	PRINCIPAL-FIRE LADDER TRUCK LO	181,159.00	0.00	0.00	0.00	181,159.00	0.00%	
817	001-08-517-7-7207	INTEREST-FIRE LADDER TRUCK LOA	70,641.00	0.00	0.00	0.00	70,641.00	0.00%	
818			-----	-----	-----	-----	-----	-----	
819		TOTAL	251,800.00	0.00	0.00	0.00	251,800.00	0.00%	
820			-----	-----	-----	-----	-----	-----	
821		DEPARTMENT TOTAL	5,068,803.00	301,428.21	607,199.14	114,623.22	4,346,980.64	12.00%	
822			-----	-----	-----	-----	-----	-----	
823		STREETS							
824									
825		PERSONNEL SERVICES							
826	001-09-541-1-1100	EXECUTIVE SALARIES	67,704.00	4,878.40	9,678.40	0.00	58,025.60	14.30%	
827	001-09-541-1-1200	REGULAR SALARIES	222,768.00	18,032.97	35,881.48	0.00	186,886.52	16.11%	
828	001-09-541-1-1400	OVERTIME	20,000.00	948.12	2,363.87	0.00	17,636.13	11.82%	
829	001-09-541-1-2100	FICA TAX EXPENSE	23,751.00	1,739.64	3,494.92	0.00	20,256.08	14.71%	
830	001-09-541-1-2200	RETIREMENT EXPENSE	85,690.00	6,585.22	13,226.94	0.00	72,463.06	15.44%	
831	001-09-541-1-2300	HEALTH AND LIFE INSURANCE	57,437.00	4,115.51	8,230.99	0.00	49,206.01	14.33%	
832			-----	-----	-----	-----	-----	-----	
833		TOTAL	477,350.00	36,299.86	72,876.60	0.00	404,473.40	15.00%	
834									
835		OPERATING EXPENSES							
836	001-09-541-3-3100	PROFESSIONAL SERVICES	33,210.00	97.17	161.51	8,077.87	24,970.62	0.49%	
837	001-09-541-3-3120	PRE-EMPLOYMENT EXPENSE	455.00	0.00	0.00	0.00	455.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
838	001-09-541-3-3430	TREE MAINTENANCE & PLANTING	5,200.00	0.00	0.00	0.00	5,200.00	0.00%	
839	001-09-541-3-3440	TREE REMOVAL	35,145.00	0.00	1,000.00	7,850.00	26,295.00	2.85%	
840	001-09-541-3-3460	RAILROAD SIGNAL MAINTENANCE	9,880.00	0.00	0.00	0.00	9,880.00	0.00%	
841	001-09-541-3-4020	SCHOOLING, CONFERENCE, ETC	6,240.00	0.00	500.00	762.00	4,978.00	8.01%	
842	001-09-541-3-4100	COMMUNICATIONS SERVICES	3,744.00	0.00	235.99	0.00	3,508.01	6.30%	
843	001-09-541-3-4320	ELECTRICITY	200,000.00	19,410.22	39,084.47	0.00	160,915.53	19.54%	
844	001-09-541-3-4400	RENTALS & LEASES	8,000.00	0.00	0.00	0.00	8,000.00	0.00%	
845	001-09-541-3-4510	INSURANCE CLAIMS REIMBURSABLE	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
846	001-09-541-3-4610	BUILDING MAINTENANCE	3,384.00	0.00	0.00	89.42	3,294.58	0.00%	
847	001-09-541-3-4620	EQUIPMENT MAINTENANCE	40,000.00	2,432.27	3,515.20	938.50	35,546.30	8.79%	
848	001-09-541-3-4630	VEHICLE MAINTENANCE	35,000.00	1,312.96	1,711.96	71.03	33,217.01	4.89%	
849	001-09-541-3-4660	TRAFFIC LIGHT REPAIR	51,567.00	1,180.14	1,180.14	1,445.11	48,941.75	2.29%	
850	001-09-541-3-4661	STREET LIGHT REPAIR	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
851	001-09-541-3-4662	STREET SIGNS	40,000.00	8,360.00	8,360.00	7,255.91	24,384.09	20.90%	
852	001-09-541-3-4670	STORMWATER MAINTENANCE	57,200.00	0.00	0.00	4,945.00	52,255.00	0.00%	
853	001-09-541-3-5000	FINES & FEES	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
854	001-09-541-3-5100	OFFICE SUPPLIES	1,500.00	0.00	119.63	0.00	1,380.37	7.98%	
855	001-09-541-3-5210	GAS AND LUBRICANTS	30,000.00	1,645.93	3,545.45	0.00	26,454.55	11.82%	
856	001-09-541-3-5230	JANITORIAL SUPPLIES	1,500.00	35.30	57.50	285.07	1,157.43	3.83%	
857	001-09-541-3-5250	SMALL TOOLS	8,000.00	132.05	132.05	92.09	7,775.86	1.65%	
858	001-09-541-3-5260	UNIFORMS	3,640.00	254.27	390.06	0.00	3,249.94	10.72%	
859	001-09-541-3-5270	CHEMICALS AND FERTILIZERS	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
860	001-09-541-3-5280	OPERATING SUPPLIES	20,000.00	4,218.18	4,506.98	1,459.49	14,033.53	22.53%	
861	001-09-541-3-5283	INMATE OPERATING SUPPLIES	10,000.00	4,186.11	4,186.11	1,092.82	4,721.07	41.86%	
862	001-09-541-3-5330	PAVING ROAD REPAIRS	80,000.00	0.00	0.00	4,278.00	75,722.00	0.00%	
863	001-09-541-3-5340	SIDEWALK REPAIRS	30,000.00	0.00	0.00	2,390.00	27,610.00	0.00%	
864	001-09-541-3-5400	Memberships, Subscriptions, Du	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
865			-----	-----	-----	-----	-----	-----	
866		TOTAL	751,665.00	43,264.60	68,687.05	41,032.31	641,945.64	9.00%	
867									
868		CAPITAL OUTLAY							
869	001-09-541-6-6400	CAPITAL OUTLAY	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
870	001-09-541-6-6401	Vehicle purchase	45,000.00	0.00	0.00	44,993.32	6.68	0.00%	
871	001-09-541-6-6431	PAVING ROAD RENOVATIONS	685,525.00	0.00	11,800.00	-11,800.00	685,525.00	1.72%	
872	001-09-541-6-6453	RIVER ST RETAINING WALL	0.00	0.00	0.00	0.00	0.00	0.00%	
873	001-09-541-8-6300	FDOT PED PIER MEMORIAL BRIDGE	6,000.00	0.00	0.00	0.00	6,000.00	0.00%	
874			-----	-----	-----	-----	-----	-----	
875		TOTAL	751,525.00	0.00	11,800.00	33,193.32	706,531.68	2.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
876									
877		DEBT SERVICE							
878	001-09-517-7-7132	PRINCIPAL-N TIF ROAD RECONSTR	12,802.00	0.00	0.00	0.00	12,802.00	0.00%	
879	001-09-517-7-7133	PRINCIPAL- AMERIS LOAN #281 LI	35,983.00	0.00	0.00	0.00	35,983.00	0.00%	
880	001-09-517-7-7134	PRINCIPAL PUBLIC WORKS BLDG	0.00	0.00	0.00	0.00	0.00	0.00%	
881	001-09-517-7-7135	PRNCIPAL - ROAD PAVING LOAN	0.00	0.00	0.00	0.00	0.00	0.00%	
882	001-09-517-7-7232	INTEREST-N TIF ROAD RECONSTR	8,083.00	0.00	0.00	0.00	8,083.00	0.00%	
883	001-09-517-7-7233	INTEREST - AMERIS LOAN #281 LI	6,930.00	0.00	0.00	0.00	6,930.00	0.00%	
884	001-09-517-7-7234	INTEREST PUBLIC WORKS BLDG	0.00	0.00	0.00	0.00	0.00	0.00%	
885	001-09-517-7-7235	INTEREST - ROAD PAVING LOAN	0.00	0.00	0.00	0.00	0.00	0.00%	
886			-----	-----	-----	-----	-----	-----	
887		TOTAL	63,798.00	0.00	0.00	0.00	63,798.00	0.00%	
888			-----	-----	-----	-----	-----	-----	
889									
890		TRANSFERS							
891	001-09-541-9-9104	REIMB FLEET MAINTENANCE	22,897.00	1,908.00	3,816.00	0.00	19,081.00	16.67%	
892			-----	-----	-----	-----	-----	-----	
893		TOTAL	22,897.00	1,908.00	3,816.00	0.00	19,081.00	17.00%	
894		DEPARTMENT TOTAL	2,067,235.00	81,472.46	157,179.65	74,225.63	1,835,829.72	8.00%	
895			-----	-----	-----	-----	-----	-----	
896		CEMETERY							
897									
898		PERSONNEL SERVICES							
899			-----	-----	-----	-----	-----	-----	
900		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
901									
902		OPERATING EXPENSES							
903	001-14-569-3-3100	PROFESSIONAL SERVICES	6,500.00	40.36	71.08	2,943.96	3,484.96	1.09%	
904	001-14-569-3-3440	TREE REMOVAL	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
905	001-14-569-3-4100	COMMUNICATIONS SERVICES	2,300.00	0.00	123.63	0.00	2,176.37	5.38%	
906	001-14-569-3-4320	ELECTRICITY	4,160.00	389.36	854.38	0.00	3,305.62	20.54%	
907	001-14-569-3-4330	CREDIT CARD FEES	500.00	0.00	295.46	0.00	204.54	59.09%	
908	001-14-569-3-4610	BUILDING MAINTENANCE	15,000.00	36.60	36.60	0.00	14,963.40	0.24%	
909	001-14-569-3-4650	GROUNDS MAINTENANCE	65,000.00	0.00	0.00	0.00	65,000.00	0.00%	
910	001-14-569-3-5100	OFFICE SUPPLIES	500.00	0.00	0.00	8.51	491.49	0.00%	
911	001-14-569-3-5230	JANITORIAL SUPPLIES	500.00	0.00	0.00	0.00	500.00	0.00%	
912	001-14-569-3-5250	SMALL TOOLS	500.00	0.00	0.00	0.00	500.00	0.00%	
913	001-14-569-3-5270	CHEMICALS & FERTILIZER	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
914	001-14-569-3-5280	OPERATING SUPPLIES	18,000.00	0.99	0.99	47.86	17,951.15	0.01%	
915									
916		TOTAL	133,960.00	467.31	1,382.14	3,000.33	129,577.53	1.00%	
917									
918									
919		CAPITAL OUTLAY							
920	001-14-569-6-6450	CAPITAL IMPROVEMENTS	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
921									
922		TOTAL	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
923									
924		DEPARTMENT TOTAL	148,960.00	467.31	1,382.14	3,000.33	144,577.53	1.00%	
925									
926		CULTURAL SERVICES							
927									
928		PERSONNEL SERVICES							
929	001-03-573-1-1200	REGULAR SALARIES	55,198.00	7,328.43	13,155.27	0.00	42,042.73	23.83%	
930	001-03-573-1-1400	OVERTIME	2,500.00	0.00	5.96	0.00	2,494.04	0.24%	
931	001-03-573-1-2100	FICA TAX EXPENSE	4,414.00	556.02	986.63	0.00	3,427.37	22.35%	
932	001-03-573-1-2200	RETIREMENT EXPENSE	15,925.00	1,633.71	3,179.43	0.00	12,745.57	19.97%	
933	001-03-573-1-2300	HEALTH AND LIFE INSURANCE	10,674.00	1,159.57	2,319.13	0.00	8,354.87	21.73%	
934									
935		TOTAL	88,711.00	10,677.73	19,646.42	0.00	69,064.58	22.00%	
936									
937		OPERATING EXPENSES							
938	001-03-573-3-3100	PROFESSIONAL SERVICES	2,300.00	0.00	0.00	0.00	2,300.00	0.00%	
939	001-03-573-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
940	001-03-573-3-4020	SCHOOLING CONFERENCES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
941	001-03-573-3-4100	COMMUNICATION SERVICES	1,500.00	0.00	74.90	0.00	1,425.10	4.99%	
942	001-03-573-3-4400	RENTALS AND LEASES	736.00	0.00	0.00	0.00	736.00	0.00%	
943	001-03-573-3-4610	MAINTENANCE-BRONSON HOUSE	7,400.00	47.80	7.80	0.00	7,392.20	0.11%	
944	001-03-573-3-4611	MAINTENANCE-PUTNAM CO HIST SOC	2,600.00	294.00	294.00	882.00	1,424.00	11.31%	
945	001-03-573-3-4612	MAINTENANCE-ST JOHNS RIVER CEN	0.00	0.00	0.00	0.00	0.00	0.00%	
946	001-03-573-3-4613	MAINTENANCE-LARIMER ARTS CENTE	5,000.00	1,038.33	1,305.82	0.00	3,694.18	26.12%	
947	001-03-573-3-4614	MAINTENANCE-TILGHMAN HOUSE	1,000.00	26.57	53.91	292.27	653.82	5.39%	
948	001-03-573-3-4615	MAINTENANCE-TRAIN DEPOT	5,200.00	0.00	0.00	0.00	5,200.00	0.00%	
949	001-03-573-3-4616	MAINTENANCE-WATERWORKS	4,000.00	230.00	230.00	0.00	3,770.00	5.75%	
950	001-03-573-3-4618	MAINTENANCE-WILLARD COOPER BUI	5,000.00	125.19	287.80	599.40	4,112.80	5.76%	
951	001-03-573-3-4619	MAINTENANCE TERMINAL BUILDING	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
952	001-03-573-3-4800	ADVERTISING	520.00	0.00	0.00	0.00	520.00	0.00%	
953	001-03-573-3-4910	SPECIAL EVENT- RIVERFRONT	35,000.00	650.00	650.00	650.00	33,700.00	1.86%	
954	001-03-573-3-4911	FIELD TRIPS-ST JOHNS RIVER CEN	0.00	0.00	0.00	0.00	0.00	0.00%	
955	001-03-573-3-5000	FINES & FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
956	001-03-573-3-5222	MERCHANDISE-ST JOHNS RIVER CEN	0.00	0.00	0.00	0.00	0.00	0.00%	
957	001-03-573-3-5230	JANITORIAL SUPPLIES	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
958	001-03-573-3-5260	UNIFORMS	200.00	0.00	0.00	0.00	200.00	0.00%	
959	001-03-573-3-5280	OPERATING-BRONSON HOUSE	12,000.00	572.95	1,192.07	0.00	10,807.93	9.93%	
960	001-03-573-3-5281	OPERATING-PUTNAM CO HIST SOCIE	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
961	001-03-573-3-5282	OPERATING-ST JOHNS RIVER CENTE	0.00	718.46	1,606.71	0.00	-1,606.71	0.00%	
962	001-03-573-3-5283	OPERATING-LARIMER ARTS CENTER	1,000.00	0.00	628.28	0.00	371.72	62.83%	
963	001-03-573-3-5286	OPERATING-WATERWORKS	5,600.00	478.38	1,026.35	320.10	4,253.55	18.33%	
964	001-03-573-3-5289	OPERATING-TERMINAL BUILDING	2,100.00	172.50	345.00	0.00	1,755.00	16.43%	
965			-----	-----	-----	-----	-----	-----	
966		TOTAL	96,756.00	4,354.18	7,702.64	2,743.77	86,309.59	8.00%	
967									
968		CAPITAL OUTLAY							
969	001-03-573-6-6400	CAPITAL OUTLAY	20,000.00	0.00	8,550.00	0.00	11,450.00	42.75%	
970			-----	-----	-----	-----	-----	-----	
971		TOTAL	20,000.00	0.00	8,550.00	0.00	11,450.00	43.00%	
972			-----	-----	-----	-----	-----	-----	
973		DEPARTMENT TOTAL	205,467.00	15,031.91	35,899.06	2,743.77	166,824.17	17.00%	
974			-----	-----	-----	-----	-----	-----	
975		RECREATION							
976									
977		PERSONNEL SERVICES							
978	001-06-572-1-1100	EXECUTIVE SALARIES	81,900.00	5,942.40	11,884.80	0.00	70,015.20	14.51%	
979	001-06-572-1-1200	REGULAR SALARIES	135,135.00	7,261.60	11,104.80	0.00	124,030.20	8.22%	
980	001-06-572-1-1400	OVERTIME	2,000.00	316.86	316.86	0.00	1,683.14	15.84%	
981	001-06-572-1-2100	FICA EXPENSE	16,756.00	950.08	1,636.68	0.00	15,119.32	9.77%	
982	001-06-572-1-2200	RETIREMENT EXPENSE	60,454.00	3,598.25	6,299.07	0.00	54,154.93	10.42%	
983	001-06-572-1-2300	HEALTH AND LIFE INSURANCE	40,521.00	4,236.70	7,878.08	0.00	32,642.92	19.44%	
984			-----	-----	-----	-----	-----	-----	
985		TOTAL	336,766.00	22,305.89	39,120.29	0.00	297,645.71	12.00%	
986									
987		OPERATING EXPENSES							
988	001-06-572-3-3100	PROFESSIONAL SERVICES	3,500.00	0.00	0.00	375.00	3,125.00	0.00%	
989	001-06-572-3-3120	PRE-EMPLOYMENT EXPENSE	400.00	0.00	95.00	41.88	263.12	23.75%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
990	001-06-572-3-4020	SCHOOLING/CONFERENCES	5,000.00	700.00	700.00	0.00	4,300.00	14.00%	
991	001-06-572-3-4100	COMMUNICATIONS SERVICES	2,508.00	0.00	74.90	0.00	2,433.10	2.99%	
992	001-06-572-3-4310	NATURAL GAS	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
993	001-06-572-3-4320	ELECTRICITY	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
994	001-06-572-3-4322	ELECTRICITY-FRED GREEN PARK	1,400.00	148.19	295.21	0.00	1,104.79	21.09%	
995	001-06-572-3-4325	ELECTRICITY-FORRESTER FIELD	400.00	48.45	84.03	0.00	315.97	21.01%	
996	001-06-572-3-4326	ELECTRICITY-SHAW BUCK RECREATI	400.00	34.28	66.42	0.00	333.58	16.61%	
997	001-06-572-3-4329	ELECTRICITY-BOOKER PARK	800.00	78.96	181.70	0.00	618.30	22.71%	
998	001-06-572-3-4330	CREDIT CARD FEES-REC	250.00	42.76	98.32	0.00	151.68	39.33%	
999	001-06-572-3-4400	RENTALS AND LEASES	500.00	0.00	0.00	0.00	500.00	0.00%	
1000	001-06-572-3-4610	BUILDING MAINTENANCE	2,500.00	0.00	35.00	0.00	2,465.00	1.40%	
1001	001-06-572-3-4620	EQUIPMENT MAINTENANCE	1,000.00	315.00	315.00	0.00	685.00	31.50%	
1002	001-06-572-3-4630	VEHICLE MAINTENANCE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1003	001-06-572-3-4651	MAINTENANCE-FRED GREEN PARK	13,860.00	0.00	0.00	2,091.50	11,768.50	0.00%	
1004	001-06-572-3-4653	MAINTENANCE-BOOKER PARK	13,860.00	200.00	200.00	2,091.50	11,568.50	1.44%	
1005	001-06-572-3-4654	MAINTENANCE-FORRESTER FIELD	13,860.00	0.00	0.00	2,091.50	11,768.50	0.00%	
1006	001-06-572-3-4655	MAINTENANCE-SHAW BUCK RECREATI	13,860.00	0.00	0.00	2,091.50	11,768.50	0.00%	
1007	001-06-572-3-4700	PRINTING AND BINDING	1,500.00	0.00	51.71	0.00	1,448.29	3.45%	
1008	001-06-572-3-5000	FEES & FINES	300.00	94.37	94.37	0.00	205.63	31.46%	
1009	001-06-572-3-5100	OFFICE SUPPLIES	520.00	0.00	0.00	0.00	520.00	0.00%	
1010	001-06-572-3-5210	GAS AND LUBRICANTS	2,500.00	166.30	345.75	0.00	2,154.25	13.83%	
1011	001-06-572-3-5230	JANITORIAL SUPPLIES	800.00	0.00	0.00	0.00	800.00	0.00%	
1012	001-06-572-3-5260	UNIFORMS	450.00	0.00	0.00	0.00	450.00	0.00%	
1013	001-06-572-3-5270	CHEMICALS & FERTILIZER	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1014	001-06-572-3-5280	OPERATING SUPPLIES	5,000.00	2,497.19	2,497.19	987.83	1,514.98	49.94%	
1015	001-06-572-3-5281	PROGRAMS	20,000.00	943.21	943.21	3,150.00	15,906.79	4.72%	
1016			-----	-----	-----	-----	-----	-----	
1017		TOTAL	111,668.00	5,268.71	6,077.81	12,920.71	92,669.48	6.00%	
1018									
1019		CAPITAL OUTLAY							
1020	001-06-572-6-6400	CAPITAL OUTLAY	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
1021	001-06-572-6-6450	CAPITAL IMPROVEMENT	50,000.00	8,503.20	8,503.20	1,400.00	40,096.80	17.01%	
1022	001-06-572-8-5200	Libra Philanthropies Foundatio	0.00	0.00	0.00	0.00	0.00	0.00%	
1023			-----	-----	-----	-----	-----	-----	
1024		TOTAL	75,000.00	8,503.20	8,503.20	1,400.00	65,096.80	11.00%	
1025			-----	-----	-----	-----	-----	-----	
1026		DEPARMENT	523,434.00	36,077.80	53,701.30	14,320.71	455,411.99	10.00%	
1027			-----	-----	-----	-----	-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1028		PARKS							
1029									
1030		PERSONNEL SERVICES							
1031	001-15-572-1-1200	REGULAR SALARIES	110,838.00	5,009.82	9,966.62	0.00	100,871.38	8.99%	
1032	001-15-572-1-1400	OVERTIME	7,000.00	0.00	0.00	0.00	7,000.00	0.00%	
1033	001-15-572-1-2100	FICA TAX EXPENSE	9,015.00	369.91	735.76	0.00	8,279.24	8.16%	
1034	001-15-572-1-2200	RETIREMENT EXPENSE	32,523.00	1,382.70	2,750.76	0.00	29,772.24	8.46%	
1035	001-15-572-1-2300	HEALTH AND LIFE INSURANCE	21,800.00	1,154.24	2,308.48	0.00	19,491.52	10.59%	
1036			-----	-----	-----	-----	-----	-----	
1037		TOTAL	181,176.00	7,916.67	15,761.62	0.00	165,414.38	9.00%	
1038									
1039		OPERATING EXPENSES							
1040	001-15-572-3-3100	PROFESSIONAL SERVICES	40,435.00	32.18	96.54	403.93	39,934.53	0.24%	
1041	001-15-572-3-3120	PRE-EMPLOYMENT EXPENSE	1,123.00	0.00	0.00	0.00	1,123.00	0.00%	
1042	001-15-572-3-3440	TREE REMOVAL	16,380.00	0.00	0.00	0.00	16,380.00	0.00%	
1043	001-15-572-3-4020	TRAINING, SCHOOLING, ETC	2,500.00	0.00	0.00	0.00	2,500.00	0.00%	
1044	001-15-572-3-4100	COMMUNICATIONS SERVICES	1,529.00	0.00	198.53	0.00	1,330.47	12.98%	
1045	001-15-572-3-4310	NATURAL GAS	200.00	15.90	15.90	0.00	184.10	7.95%	
1046	001-15-572-3-4315	WATER, SEWER, TRASH	0.00	634.91	670.62	0.00	-670.62	0.00%	
1047	001-15-572-3-4321	DOWNTOWN/RIVERFRONT ELECTRICIT	11,000.00	975.75	2,083.36	0.00	8,916.64	18.94%	
1048	001-15-572-3-4323	ELECTRICITY-HANK BRYAN PARK	5,000.00	752.91	787.36	0.00	4,212.64	15.75%	
1049	001-15-572-3-4400	RENTALS AND LEASES	2,500.00	0.00	0.00	0.00	2,500.00	0.00%	
1050	001-15-572-3-4610	BUILDING MAINTENANCE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1051	001-15-572-3-4620	EQUIPMENT MAINTENANCE	8,500.00	32.00	529.33	0.00	7,970.67	6.23%	
1052	001-15-572-3-4630	VEHICLE MAINTENANCE	3,000.00	693.40	693.40	0.00	2,306.60	23.11%	
1053	001-15-572-3-4651	MAINTENANCE-FRED GREEN PARK	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1054	001-15-572-3-4652	MAINTENANCE-HANK BRYAN PARK	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
1055	001-15-572-3-4653	MAINTENANCE-BOOKER PARK	10,000.00	1,046.72	1,046.72	3.79	8,949.49	10.47%	
1056	001-15-572-3-4654	MAINTENANCE-FORRESTER FIELD	6,500.00	0.00	0.00	0.00	6,500.00	0.00%	
1057	001-15-572-3-4655	MAINTENANCE-SHAW BUCK RECREATI	10,000.00	3,885.36	3,885.36	0.00	6,114.64	38.85%	
1058	001-15-572-3-4656	MAINTENANCE-WESTOVER PARK	6,240.00	0.00	0.00	0.00	6,240.00	0.00%	
1059	001-15-572-3-4657	MAINTENANCE-PLAYGROUND 12TH &	6,500.00	0.00	0.00	0.00	6,500.00	0.00%	
1060	001-15-572-3-4658	MAINTENANCE - RIVERFRONT	73,000.00	5,399.95	5,579.95	2,503.92	64,916.13	7.64%	
1061	001-15-572-3-4659	MAINTENANCE-EDGEMOORE & HUSSON	3,500.00	0.00	0.00	0.00	3,500.00	0.00%	
1062	001-15-572-3-4660	MAINTENANCE BOOKER PARK MOBILE	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
1063	001-15-572-3-4662	DOWNTOWN MAINTENANCE & LIGHTIN	10,400.00	0.00	0.00	0.00	10,400.00	0.00%	
1064	001-15-572-3-4663	MAINTENANCE-BIKE TRAIL	500.00	0.00	0.00	0.00	500.00	0.00%	
1065	001-15-572-3-4680	STORM CLEANUP/REPAIR	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1066	001-15-572-3-5100	OFFICE SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1067	001-15-572-3-5210	GAS AND LUBRICANTS	3,120.00	0.00	0.00	0.00	3,120.00	0.00%	
1068	001-15-572-3-5230	JANITORIAL SUPPLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1069	001-15-572-3-5250	SMALL TOOLS	10,218.00	0.00	0.00	0.00	10,218.00	0.00%	
1070	001-15-572-3-5260	UNIFORMS	1,400.00	0.00	0.00	0.00	1,400.00	0.00%	
1071	001-15-572-3-5270	CHEMICALS & FERTILIZER	3,500.00	0.00	0.00	0.00	3,500.00	0.00%	
1072	001-15-572-3-5280	OPERATING SUPPLIES	10,400.00	0.00	0.00	115.98	10,284.02	0.00%	
1073	001-15-572-3-5283	INMATE OPERATING SUPPLIES	3,120.00	661.36	1,317.23	0.00	1,802.77	42.22%	
1074	001-15-572-3-5400	MEMBR,SUBSCRIPT,DUES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1075			-----	-----	-----	-----	-----	-----	
1076		TOTAL	288,565.00	14,130.44	16,904.30	3,027.62	268,633.08	6.00%	
1077									
1078		CAPITAL OUTLAY							
1079	001-15-572-6-6310	PARK IMPROVEMENT EXPENSE	515,000.00	0.00	0.00	0.00	515,000.00	0.00%	
1080	001-15-572-6-6400	CAPITAL OUTLAY	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
1081	001-15-572-6-6403	SPLASH PAD	375,000.00	0.00	0.00	0.00	375,000.00	0.00%	
1082	001-15-572-6-6450	CAPITAL IMPROVEMENTS	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
1083			-----	-----	-----	-----	-----	-----	
1084		TOTAL	1,020,000.00	0.00	0.00	0.00	1,020,000.00	0.00%	
1085									
1086		DEBT SERVICE							
1087	001-15-517-7-7101	PRINCIPAL PUBLIC WORKS BLDG	12,788.00	0.00	0.00	0.00	12,788.00	0.00%	
1088	001-15-517-7-7201	INTEREST PUBLIC WORKS BLDG	21,966.00	0.00	0.00	0.00	21,966.00	0.00%	
1089			-----	-----	-----	-----	-----	-----	
1090		TOTAL	34,754.00	0.00	0.00	0.00	34,754.00	0.00%	
1091									
1092		TRANSFERS							
1093	001-15-572-9-9104	REIMB FLEET MAINTENCE	22,897.00	1,908.00	3,816.00	0.00	19,081.00	16.67%	
1094			-----	-----	-----	-----	-----	-----	
1095		TOTAL	22,897.00	1,908.00	3,816.00	0.00	19,081.00	17.00%	
1096			-----	-----	-----	-----	-----	-----	
1097		DEPARTMENT TOTAL	1,547,392.00	23,955.11	36,481.92	3,027.62	1,507,882.46	3.00%	
1098			-----	-----	-----	-----	-----	-----	
1099		PRICE MARTIN CENTER							
1100									
1101		OPERATING EXPENSES							
1102	001-26-579-3-4100	COMMUNICATIONS SERVICES	1,400.00	0.00	0.00	0.00	1,400.00	0.00%	
1103	001-26-579-3-4310	NATURAL GAS	1,000.00	0.00	24.50	0.00	975.50	2.45%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1104	001-26-579-3-4320	ELECTRICITY	10,000.00	718.42	1,877.59	0.00	8,122.41	18.78%	
1105	001-26-579-3-4610	BUILDING MAINTENANCE	10,000.00	73.04	825.64	0.00	9,174.36	8.26%	
1106	001-26-579-3-4620	EQUIPMENT MAINTENANCE	3,300.00	522.08	522.08	0.00	2,777.92	15.82%	
1107	001-26-579-3-4650	GROUNDS MAINTENANCE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1108	001-26-579-3-4680	STORM CLEANUP	600.00	0.00	0.00	0.00	600.00	0.00%	
1109	001-26-579-3-5230	JANITORIAL SUPPLIES	600.00	0.00	0.00	0.00	600.00	0.00%	
1110	001-26-579-3-5280	OPERATING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00%	
1111			-----	-----	-----	-----	-----	-----	
1112		TOTAL	28,400.00	1,313.54	3,249.81	0.00	25,150.19	12.00%	
1113									
1114		CAPITAL OUTLAY							
1115	001-26-579-6-6400	CAPITAL OUTLAY	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
1116			-----	-----	-----	-----	-----	-----	
1117		TOTAL	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
1118			-----	-----	-----	-----	-----	-----	
1119		DEPARTMENT TOTAL	58,400.00	1,313.54	3,249.81	0.00	55,150.19	6.00%	
1120			-----	-----	-----	-----	-----	-----	
1121		WATER TAXIS							
1122									
1123		OPERATING EXPENSES							
1124	001-27-549-3-4500	LIABILITY INSURANCE	40,000.00	0.00	9,173.76	27,521.28	3,304.96	22.93%	
1125	001-27-549-3-4610	TAXI TERMINAL BUILDING EXPENSE	10,000.00	840.00	840.00	70.00	9,090.00	8.40%	
1126	001-27-549-3-4630	RIVERBOAT MAINTENANCE	35,000.00	0.00	0.00	0.00	35,000.00	0.00%	
1127	001-27-549-3-4680	STORM CLEANUP/REPAIR	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
1128	001-27-549-3-5000	FINES & FEES	600.00	0.00	0.00	0.00	600.00	0.00%	
1129			-----	-----	-----	-----	-----	-----	
1130		TOTAL	87,600.00	840.00	10,013.76	27,591.28	49,994.96	12.00%	
1131									
1132		CAPITAL OUTLAY							
1133	001-27-549-6-6400	CAPITAL OUTLAY	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1134			-----	-----	-----	-----	-----	-----	
1135		TOTAL	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1136			-----	-----	-----	-----	-----	-----	
1137		DEPARTMENT TOTAL	97,600.00	840.00	10,013.76	27,591.28	59,994.96	10.00%	
1138			-----	-----	-----	-----	-----	-----	
1139		JENKINS GYMNASIUM							
1140									
1141		PERSONNEL SERVICES							

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1142			-----	-----	-----	-----	-----	-----	
1143		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1144									
1145		OPERATING EXPENSES							
1146	001-40-572-3-3100	PROFESSIONAL SERVICES	10,000.00	71.00	213.00	781.00	9,006.00	2.13%	
1147	001-40-572-3-4020	SCHOOLING, CONFERENCE, ETC	2,500.00	492.00	492.00	464.52	1,543.48	19.68%	
1148	001-40-572-3-4100	COMMUNICATION SERVICES	618.00	650.64	1,216.43	0.00	-598.43	196.83%	
1149	001-40-572-3-4320	ELECTRICITY	20,800.00	1,202.69	3,115.21	0.00	17,684.79	14.98%	
1150	001-40-572-3-4500	LIABILITY INSURANCE	14,758.00	0.00	3,384.66	10,153.98	1,219.36	22.93%	
1151	001-40-572-3-4610	BUILDING MAINTENANCE	35,000.00	2,886.63	3,915.02	6,170.31	24,914.67	11.19%	
1152	001-40-572-3-4620	EQUIPMENT MAINTENANCE	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1153	001-40-572-3-4630	VEHICLE MAINTENANCE	2,500.00	0.00	0.00	242.70	2,257.30	0.00%	
1154	001-40-572-3-4650	GROUPS MAINTENANCE	5,200.00	1,009.50	1,009.50	0.00	4,190.50	19.41%	
1155	001-40-572-3-5230	JANITORIAL SUPPLIES	2,200.00	0.00	0.00	0.00	2,200.00	0.00%	
1156	001-40-572-3-5280	OPERATING SUPPLIES	5,500.00	139.95	364.05	475.93	4,660.02	6.62%	
1157			-----	-----	-----	-----	-----	-----	
1158		TOTAL	109,076.00	6,452.41	13,709.87	18,288.44	77,077.69	13.00%	
1159									
1160		CAPITAL OUTLAY							
1161	001-40-572-6-6400	CAPITAL OUTLAY	50,000.00	31,401.67	31,401.67	12,954.10	5,644.23	62.80%	
1162			-----	-----	-----	-----	-----	-----	
1163		TOTAL	50,000.00	31,401.67	31,401.67	12,954.10	5,644.23	63.00%	
1164			-----	-----	-----	-----	-----	-----	
1165		DEPARTMENT	159,076.00	37,854.08	45,111.54	31,242.54	82,721.92	28.00%	
1166			-----	-----	-----	-----	-----	-----	
1167		TRANSFERS							
1168									
1169	001-81-581-9-9140	TRANSFER TO GOLF FUND	40,000.00	3,333.00	6,666.00	0.00	33,334.00	16.67%	
1170	001-81-581-9-9150	TRANSFER TO BETTER PLACE FUND	150,000.00	12,500.00	25,000.00	0.00	125,000.00	16.67%	
1171	001-81-581-9-9160	TRANSFER TO AIRPORT FUND	200,000.00	16,667.00	33,334.00	0.00	166,666.00	16.67%	
1172			-----	-----	-----	-----	-----	-----	
1173		DEPARTMENT TOTAL	390,000.00	32,500.00	65,000.00	0.00	325,000.00	17.00%	
1174									
1175		CONTINGENCIES							
1176									
1177			-----	-----	-----	-----	-----	-----	
1178		DEPARTMENT TOTAL	0.00	0.00	0.00	0.00	0.00	#DIV/0!	
1179									

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1180			-----	-----	-----	-----	-----	-----	
1181		TOTAL EXPENDITURES	22,397,375.00	1,218,010.82	2,632,121.81	1,147,564.63	18,619,270.85	12.00%	
1182			-----	-----	-----	-----	-----	-----	
1183		RESERVES							
1184									
1185	001-83-581-9-9900	OPERATING CASH RESERVE	2,359,422.00	0.00	0.00	0.00	2,359,422.00	0.00%	
1186	001-83-581-9-9901	EVIDENCE FUND RESERVE	7,282.00	0.00	0.00	0.00	7,282.00	0.00%	
1187	001-83-581-9-9902	LOT DEMOLITION/CLEANUP RESERVE	22,075.00	0.00	0.00	0.00	22,075.00	0.00%	
1188	001-83-581-9-9909	SPECIAL CEMETERY RESERVE	118,889.00	0.00	0.00	0.00	118,889.00	0.00%	
1189	001-83-581-9-9910	SPECIAL POLICE RESERVE	61,271.00	0.00	0.00	0.00	61,271.00	0.00%	
1190	001-83-581-9-9912	HAND GUN CLASSES RESERVE	7,637.00	0.00	0.00	0.00	7,637.00	0.00%	
1191	001-83-581-9-9913	FIRE PUBLIC EDUCATION RESERVE	24,937.00	0.00	0.00	0.00	24,937.00	0.00%	
1192	001-83-581-9-9921	LANDSCAPING CODE FEE RESERVE	61,663.00	0.00	0.00	0.00	61,663.00	0.00%	
1193	001-83-581-9-9922	INSURANCE RESERVE BUDGET ACCOU	624,444.00	0.00	0.00	0.00	624,444.00	0.00%	
1194	001-83-581-9-9923	PARKS BANK ACCT- DONATIONS	284.00	0.00	0.00	0.00	284.00	0.00%	
1195	001-83-581-9-9924	POLICE I&E ACCOUNT	7,523.00	0.00	0.00	0.00	7,523.00	0.00%	
1196	001-83-581-9-9925	FIRE CAPITAL REPLACEMENT RESER	176,000.00	0.00	0.00	0.00	176,000.00	0.00%	
1197			-----	-----	-----	-----	-----	-----	
1198		DEPARTMENT TOTAL	3,471,427.00	0.00	0.00	0.00	3,471,427.00	0.00%	
1199									
1200			-----	-----	-----	-----	-----	-----	
1201		TOTAL EXPENDITURES, TRANSFERS,							
1202	GENERAL FUND	CONTINGENCIES & RESERVES	25,868,802.00	1,218,010.82	2,632,121.81	1,147,564.63	22,090,697.85	11.00%	
1203									
1204	AIRPORT FUND								
1205									
1206			-----	-----	-----	-----	-----	-----	
1207	AIRPORT REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1208		FEDERAL GRANTS							
1209	005-00-389-2-8109	FAA West Taxilanes & Apron Fed	0.00	0.00	0.00		0.00	0.00%	
1210	005-00-389-2-8110	Fed FAA Taxiway "E"cho	95,309.00	0.00	0.00		95,309.00	0.00%	
1211	005-00-389-2-8932	FAA AIRPORT AGIS SURVEY & MAPP	0.00	0.00	0.00		0.00	0.00%	
1212	005-00-389-2-8933	FAA Airport Aircraft Transient	67,760.00	0.00	0.00		67,760.00	0.00%	
1213			-----	-----	-----		-----	-----	
1214		TOTAL	163,069.00	0.00	0.00		163,069.00	0.00%	
1215									
1216		STATE GRANTS							
1217	005-00-389-3-7500	FDOT MASTER PLAN APD49	115,000.00	0.00	0.00		115,000.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1218	005-00-389-3-8906	FDOT GRANT OBSTRUCTION/TREE RE	0.00	0.00	0.00		0.00	0.00%	
1219	005-00-389-3-8922	FDOT West Taxilanes & Apron st	0.00	0.00	0.00		0.00	0.00%	
1220	005-00-389-3-8923	FDOT RWY 9 Obstruction Tree Re	45,820.00	0.00	4,103.00		41,717.00	8.95%	
1221	005-00-389-3-8924	FDOT Wildlife Hazard Assessmen	0.00	0.00	0.00		0.00	0.00%	
1222	005-00-389-3-8925	FDOT Bulk Hangar (W1-3) Apron	0.00	0.00	0.00		0.00	0.00%	
1223	005-00-389-3-8926	FDOT RWY 9/27 EXT feasibility	0.00	0.00	0.00		0.00	0.00%	
1224	005-00-389-3-8927	FDOT Access Control & Gate Imp	0.00	0.00	0.00		0.00	0.00%	
1225	005-00-389-3-8928	FDOT CORPORATE	900,000.00	0.00	22,095.00		877,905.00	2.46%	
1226	005-00-389-3-8929	FDOT Emergency Generators	179,863.00	0.00	0.00		179,863.00	0.00%	
1227	005-00-389-3-8930	FDOT TAXIWAY 'E'CHO	5,017.00	0.00	0.00		5,017.00	0.00%	
1228	005-00-389-3-8931	FDOT AIRPORT AGIS SURVEY & MAP	0.00	0.00	0.00		0.00	0.00%	
1229	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%	
1230	005-00-389-3-8933	FDOT WILDLIFE HAZARD TRENCH F	300,000.00	0.00	0.00		300,000.00	0.00%	
1231	005-00-389-3-8934	FDOT AIRPORT AIRCRAFT TRANSIEN	3,566.00	0.00	0.00		3,566.00	0.00%	
1232	005-00-389-3-8935	AIRPORT RUNWAY MARKING REHAB 9	200,000.00	0.00	0.00		200,000.00	0.00%	
1233			-----	-----	-----		-----	-----	
1234		TOTAL	2,249,266.00	0.00	26,198.00		2,223,068.00	2.00%	
1235									
1236			-----	-----	-----		-----	-----	
1237		TOTAL GRANTS	2,412,335.00	0.00	26,198.00	0.00	2,386,137.00	2.00%	
1238			-----	-----	-----		-----	-----	
1239									
1240		OPERATING REVENUES							
1241	005-00-344-1-1010	100 LL AVIATION FUEL	648,900.00	35,023.31	69,887.73		579,012.27	10.77%	
1242	005-00-344-1-1020	JET A AVIATION FUEL	412,000.00	13,684.91	33,895.00		378,105.00	8.23%	
1243	005-00-344-1-1030	DONATIONS-FLY-IN EVENT	20,600.00	0.00	0.00		20,600.00	0.00%	
1244	005-00-344-1-1200	TIE DOWN FEES/VEHICLE PARKING	4,120.00	970.50	2,305.50		1,814.50	55.96%	
1245	005-00-344-1-1400	VENDING	824.00	0.00	0.00		824.00	0.00%	
1246	005-00-344-1-1700	AVIATION LUBRICANTS	2,060.00	342.22	476.63		1,583.37	23.14%	
1247	005-00-344-1-1800	MERCHANDISE SALES	1,808.00	135.00	405.00		1,403.00	22.40%	
1248	005-00-362-0-1000	HANGAR RENTALS	404,300.00	28,105.23	59,590.86		344,709.14	14.74%	
1249	005-00-362-0-1100	HANGAR MAINT FEE	19,776.00	1,675.00	3,425.00		16,351.00	17.32%	
1250	005-00-362-0-2000	LAND LEASE	4,120.00	425.00	850.00		3,270.00	20.63%	
1251	005-00-362-0-3000	BUILDING RENTAL	20,600.00	1,475.00	2,075.00		18,525.00	10.07%	
1252			-----	-----	-----		-----	-----	
1253		TOTAL	1,539,108.00	81,836.17	172,910.72		1,366,197.28	12.00%	
1254									
1255		OTHER REVENUES							

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1256	005-00-364-0-1001	LOSS ON SALE/DISPOSAL OF ASSET	0.00	0.00	0.00		0.00	0.00%	
1257	005-00-365-0-0000	SURPLUS EQUIPMENT-AIRPORT	2,318.00	0.00	0.00		2,318.00	0.00%	
1258	005-00-369-9-1000	MISCELLANEOUS REVENUES	3,605.00	200.80	665.88		2,939.12	18.47%	
1259	005-00-369-9-1001	E-PAYABLES REVENUE SHARE	309.00	37.49	71.73		237.27	23.21%	
1260	005-00-369-9-4000	INSURANCE CLAIMS - AIRPORT	25,000.00	0.00	25,000.00		0.00	100.00%	
1261			-----	-----	-----		-----	-----	
1262		TOTAL	31,232.00	238.29	25,737.61		5,494.39	82.00%	
1263									
1264		TRANSFERS							
1265	005-00-381-0-0000	TRANSFER FROM GENERAL	200,000.00	16,667.00	33,334.00		166,666.00	16.67%	
1266			-----	-----	-----		-----	-----	
1267		TOTAL	200,000.00	16,667.00	33,334.00		166,666.00	17.00%	
1268									
1269		LOAN PROCEEDS							
1270			-----	-----	-----		-----	-----	
1271		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1272									
1273			-----	-----	-----		-----	-----	
1274		TOTAL REVENUES	4,182,675.00	98,741.46	258,180.33		3,924,494.67	7.00%	
1275			-----	-----	-----		-----	-----	
1276									
1277		CASH BALANCE FORWARD							
1278	005-00-301-0-0000	OPERATING CASH BALANCE FORWARD	38,155.00	0.00	10,000.00		28,155.00	26.21%	
1279	005-00-302-0-0000	SURPLUS LAND BALANCE FORWARD	133,865.00	0.00	0.00		133,865.00	0.00%	
1280			-----	-----	-----		-----	-----	
1281		TOTAL	172,020.00	0.00	10,000.00		162,020.00	6.00%	
1282			-----	-----	-----		-----	-----	
1283		TOTAL REV, TRFS & CASH BALANCE	4,354,695.00	98,741.46	268,180.33		4,086,514.67	7.00%	
1284			-----	-----	-----		-----	-----	
1285	AIRPORT EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1286		PERSONNEL SERVICES							
1287	005-05-542-1-1100	EXECUTIVE SALARIES	106,197.00	7,769.60	15,539.20	0.00	90,657.80	14.63%	
1288	005-05-542-1-1200	REGULAR SALARIES	204,204.00	13,700.94	28,153.59	0.00	176,050.41	13.79%	
1289	005-05-542-1-1400	OVERTIME	6,500.00	1,527.09	3,351.60	0.00	3,148.40	51.56%	
1290	005-05-542-1-2100	FICA TAX EXPENSE	24,243.00	1,704.67	3,489.53	0.00	20,753.47	14.39%	
1291	005-05-542-1-2200	RETIREMENT EXPENSE	75,753.00	5,394.31	11,022.42	0.00	64,730.58	14.55%	
1292	005-05-542-1-2300	HEALTH AND LIFE INSURANCE	58,627.00	1,936.73	3,873.47	0.00	54,753.53	6.61%	
1293	005-05-542-1-2400	WORKERS COMP	8,173.00	0.00	2,042.34	6,127.02	3.64	24.99%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1294			-----	-----	-----	-----	-----	-----	
1295		TOTAL	483,697.00	32,033.34	67,472.15	6,127.02	410,097.83	14.00%	
1296									
1297		OPERATING EXPENSES							
1298	005-05-542-3-3100	PROFESSIONAL SERVICES	19,996.00	290.00	300.00	1,195.00	18,501.00	1.50%	
1299	005-05-542-3-3120	PRE-EMPLOYMENT EXPENSE	1,050.00	0.00	0.00	0.00	1,050.00	0.00%	
1300	005-05-542-3-3200	ACCOUNTING AND AUDITING	9,387.00	0.00	0.00	0.00	9,387.00	0.00%	
1301	005-05-542-3-4020	SCHOOLING, CONFERENCE, ETC	5,250.00	0.00	0.00	0.00	5,250.00	0.00%	
1302	005-05-542-3-4100	COMMUNICATIONS SERVICES	16,800.00	0.00	1,903.00	0.00	14,897.00	11.33%	
1303	005-05-542-3-4200	POSTAGE AND FREIGHT	315.00	0.00	0.00	0.00	315.00	0.00%	
1304	005-05-542-3-4310	NATURAL GAS	1,050.00	0.00	55.31	0.00	994.69	5.27%	
1305	005-05-542-3-4315	UTILITIES-WATER	8,400.00	0.00	562.04	0.00	7,837.96	6.69%	
1306	005-05-542-3-4320	ELECTRICITY	21,000.00	3,060.09	6,341.05	0.00	14,658.95	30.20%	
1307	005-05-542-3-4330	CREDIT CARD FEES	31,500.00	2,422.54	4,832.16	0.00	26,667.84	15.34%	
1308	005-05-542-3-4400	RENTALS AND LEASES	12,285.00	0.00	0.00	0.00	12,285.00	0.00%	
1309	005-05-542-3-4500	LIABILITY INSURANCE	88,287.00	0.00	20,248.09	60,744.27	7,294.64	22.93%	
1310	005-05-542-3-4510	INSURANCE CLAIMS REIMBURSABLE	0.00	0.00	0.00	0.00	0.00	0.00%	
1311	005-05-542-3-4610	BUILDING MAINTENANCE	27,500.00	650.00	1,650.00	815.00	25,035.00	6.00%	
1312	005-05-542-3-4615	HANGAR MAINTENANCE	33,000.00	5,317.98	5,317.98	0.00	27,682.02	16.12%	
1313	005-05-542-3-4620	EQUIPMENT/FIELD MAINTENANCE	31,350.00	607.31	1,820.71	4,423.99	25,105.30	5.81%	
1314	005-05-542-3-4630	VEHICLE MAINTENANCE	5,250.00	206.62	239.54	528.87	4,481.59	4.56%	
1315	005-05-542-3-4650	GROUNDS LANDSCAPING	53,800.00	0.00	1,550.00	0.00	52,250.00	2.88%	
1316	005-05-542-3-4800	ADVERTISING	5,250.00	0.00	0.00	0.00	5,250.00	0.00%	
1317	005-05-542-3-4810	LEGAL ADVERTISING	1,050.00	0.00	0.00	600.00	450.00	0.00%	
1318	005-05-542-3-4900	FLY-IN EVENT-EXPENSES	11,000.00	0.00	0.00	0.00	11,000.00	0.00%	
1319	005-05-542-3-5000	FEES & FINES	0.00	45.13	45.13	0.00	-45.13	0.00%	
1320	005-05-542-3-5100	OFFICE SUPPLIES	1,575.00	245.69	348.20	31.95	1,194.85	22.11%	
1321	005-05-542-3-5170	100LL FUEL	402,588.00	31,142.58	63,483.32	67,327.87	271,776.81	15.77%	
1322	005-05-542-3-5180	JET A FUEL	198,000.00	3,311.47	25,597.34	1,613.00	170,789.66	12.93%	
1323	005-05-542-3-5210	GAS AND LUBRICANTS	2,625.00	107.51	150.95	0.00	2,474.05	5.75%	
1324	005-05-542-3-5220	GENERAL MERCHANDISE	5,250.00	0.00	391.51	687.69	4,170.80	7.46%	
1325	005-05-542-3-5230	JANITORIAL SUPPLIES	2,625.00	0.00	166.71	133.42	2,324.87	6.35%	
1326	005-05-542-3-5260	UNIFORMS	525.00	0.00	0.00	0.00	525.00	0.00%	
1327	005-05-542-3-5280	OPERATING SUPPLIES	6,300.00	305.82	490.12	54.13	5,755.75	7.78%	
1328	005-05-542-3-5400	MEMBR,SUBSCRIPT,DUES	7,140.00	0.00	0.00	0.00	7,140.00	0.00%	
1329	005-05-542-3-6000	AIRPORT SURPLUS LAND SPEND PLA	10,500.00	0.00	0.00	0.00	10,500.00	0.00%	
1330			-----	-----	-----	-----	-----	-----	
1331		TOTAL	1,020,648.00	47,712.74	135,493.16	138,155.19	746,999.65	14.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1332									
1333		CAPITAL OUTLAY							
1334	005-05-542-6-6309	FDOT WEST TAXILANES & APRON ST	0.00	0.00	0.00	0.00	0.00	0.00%	
1335	005-05-542-6-6450	CAPITAL IMPROVEMENTS	112,000.00	0.00	0.00	0.00	112,000.00	0.00%	
1336	005-05-542-8-6303	FDOT Taxiway "E"CHO	5,016.00	0.00	0.00	0.00	5,016.00	0.00%	
1337	005-05-542-8-6308	FAA West Taxilanes & Apron Fed	0.00	0.00	0.00	0.00	0.00	0.00%	
1338	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%	
1339	005-05-542-8-6311	FDOT RWY 9 Obstruction Tree Re	45,820.00	4,102.40	4,102.40	20,359.53	21,358.07	8.95%	
1340	005-05-542-8-6312	FDOT Wildlife Hazard Assessmen	0.00	0.00	0.00	0.00	0.00	0.00%	
1341	005-05-542-8-6314	FDOT Bulk Hangar (W1-3) Apron	0.00	0.00	0.00	0.00	0.00	0.00%	
1342	005-05-542-8-6315	FDOT RWY 9/27 EXT feasibility	0.00	0.00	0.00	0.00	0.00	0.00%	
1343	005-05-542-8-6316	FDOT Access Control & Gate Imp	0.00	0.00	0.00	0.00	0.00	0.00%	
1344	005-05-542-8-6317	AIRPORT FDOT CORPORATE HANGAR	900,000.00	22,095.00	22,095.00	42,516.25	835,388.75	2.46%	
1345	005-05-542-8-6318	FDOT Emergency Generators	179,863.00	0.00	0.00	0.00	179,863.00	0.00%	
1346	005-05-542-8-6319	FAA AIRPORT AGIS SURVEY & MAPP	0.00	0.00	0.00	0.00	0.00	0.00%	
1347	005-05-542-8-6320	FDOT AIRPORT AGIS SURVEY & MAP	0.00	0.00	0.00	0.00	0.00	0.00%	
1348	005-05-542-8-6321	FDOT AIRPORT MASTER PLAN	115,000.00	0.00	0.00	26,210.00	88,790.00	0.00%	
1349	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%	
1350	005-05-542-8-6323	FDOT WILDLIFE HAZARD TRENCH F	300,000.00	0.00	0.00	0.00	300,000.00	0.00%	
1351	005-05-542-8-6324	FAA AIRPORT AIRCRAFT TRANSIENT	67,760.00	0.00	0.00	0.00	67,760.00	0.00%	
1352	005-05-542-8-6325	FDOT AIRPORT AIRCRAFT TRANSIEN	3,566.00	0.00	0.00	0.00	3,566.00	0.00%	
1353	005-05-542-8-6326	FDOT AIRWAY RUNWAY MARKING REH	200,000.00	0.00	0.00	0.00	200,000.00	0.00%	
1354			-----	-----	-----	-----	-----	-----	
1355		TOTAL	2,524,334.00	26,197.40	26,197.40	179,775.78	2,318,360.82	2.00%	
1356									
1357		DEBT SERVICE							
1358	005-05-517-7-7140	PRINCIPAL-AIRPORT VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00%	
1359	005-05-517-7-7141	PRINCIPAL - GENERAL FUND LOAN	50,000.00	0.00	0.00	0.00	50,000.00	0.00%	
1360	005-05-517-7-7240	INTEREST-AIRPORT VEHICLE	0.00	0.00	0.00	0.00	0.00	0.00%	
1361			-----	-----	-----	-----	-----	-----	
1362		TOTAL	50,000.00	0.00	0.00	0.00	50,000.00	0.00%	
1363									
1364			-----	-----	-----	-----	-----	-----	
1365		TOTAL EXPENDITURES	4,078,679.00	105,943.48	229,162.71	324,057.99	3,525,458.30	6.00%	
1366			-----	-----	-----	-----	-----	-----	
1367									
1368		TRANSFERS, CONT, RESERVES							
1369	005-05-542-9-9100	REIMB GENERAL FUND-ADMIN EXP	217,037.00	18,086.00	36,172.00	0.00	180,865.00	16.67%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	005-05-542-9-9900	CONTINGENCY/RESERVE	58,979.00	0.00	0.00	0.00	58,979.00	0.00%	
1371			-----	-----	-----	-----	-----	-----	
1372		TOTAL	276,016.00	18,086.00	36,172.00	0.00	239,844.00	13.00%	
1373			-----	-----	-----	-----	-----	-----	
1374		TOTAL EXPENDITURES, TRANSFERS,							
1375	AIRPORT FUND	CONTINGENCIES & RESERVES	4,354,695.00	124,029.48	265,334.71	324,057.99	3,765,302.30	6.00%	
1376			-----	-----	-----	-----	-----	-----	
1377									
1378	WATER FUND								
1379	WATER FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1380		GRANTS							
1381	041-00-389-2-8107	FEMA HMGP 4283-66 LIFT STATION	0.00	0.00	0.00		0.00	0.00%	
1382	041-00-389-3-5010	CDBG MIT SANITARY WASTEWATER R	198,859.00	0.00	0.00		198,859.00	0.00%	
1383	041-00-389-5-2000	Fed CDBG DEO Madison to 11th	714,000.00	0.00	0.00		714,000.00	0.00%	
1384	041-00-389-5-2100	SANITARY SEWE SMART SENSOR	103,000.00	0.00	0.00		103,000.00	0.00%	
1385	041-00-389-6-3000	FDEP LPA0354 Sewer Main and Ma	2,000,000.00	85,007.00	85,007.00		1,914,993.00	4.25%	
1386	041-00-389-6-3100	FDEP Potable Water state North	5,000,000.00	0.00	0.00		5,000,000.00	0.00%	
1387	041-00-389-6-3200	FDEP Sewer Lining state	1,000,000.00	0.00	0.00		1,000,000.00	0.00%	
1388	041-00-389-7-1008	WWTP Biosolids LPR0004 FDEP	242,985.00	0.00	0.00		242,985.00	0.00%	
1389	041-00-389-7-1009	SJRWMD #35891 Madison to 11th	694,000.00	0.00	0.00		694,000.00	0.00%	
1390	041-00-334-3-5000	DEO Lift Station 16 Expansion	329,443.00	0.00	0.00		329,443.00	0.00%	
1391			-----	-----	-----		-----	-----	
1392		TOTAL	10,282,287.00	85,007.00	85,007.00		10,197,280.00	1.00%	
1393									
1394		CHARGES FOR SERVICES							
1395	041-00-343-6-1000	WATER SALES	4,481,074.00	375,722.91	760,585.80		3,720,488.20	16.97%	
1396	041-00-343-6-1010	WATER TAPS & RENEWALS	53,226.00	1,000.00	3,500.00		49,726.00	6.58%	
1397	041-00-343-6-1040	PENALTIES	79,237.00	6,316.01	12,841.16		66,395.84	16.21%	
1398	041-00-343-6-2000	BROKEN METERS/LOCKS	2,690.00	45.00	55.00		2,635.00	2.04%	
1399	041-00-343-6-3000	WASTEWATER SERVICE REVENUE	3,970,620.00	333,212.37	674,943.18		3,295,676.82	17.00%	
1400	041-00-343-6-3010	WASTEWATER TAPS/RENEWALS	52,494.00	0.00	5,000.00		47,494.00	9.52%	
1401	041-00-343-6-3020	SEPTIC DUMPING (WWTP)	223,047.00	0.00	3,770.00		219,277.00	1.69%	
1402	041-00-343-6-4000	WATER IMPACT FEES	258,866.00	1,122.00	7,284.00		251,582.00	2.81%	
1403	041-00-343-6-5000	WASTEWATER IMPACT FEES-NEW CON	272,430.00	0.00	6,490.00		265,940.00	2.38%	
1404			-----	-----	-----		-----	-----	
1405		TOTAL	9,393,684.00	717,418.29	1,474,469.14		7,919,214.86	16.00%	
1406									
1407		OTHER REVENUES							

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1408	041-00-361-1-1000	INTEREST-SERIES 98 SINKING FD	868.00	242.54	311.10		556.90	35.84%	
1409	041-00-361-1-1100	INTEREST DW 540250	106.00	0.00	215.58		-109.58	203.38%	
1410	041-00-362-0-1000	COMMUNICATION TOWER LEASE	29,810.00	0.00	0.00		29,810.00	0.00%	
1411	041-00-362-0-1005	TATER FARMS LAND LEASE	34,042.00	0.00	24,750.00		9,292.00	72.70%	
1412	041-00-364-0-4900	SURPLUS EQUIPMENT-WATER	8,252.00	0.00	0.00		8,252.00	0.00%	
1413	041-00-369-9-1000	OTHER REVENUE	8,365.00	0.00	0.00		8,365.00	0.00%	
1414	041-00-369-9-1001	E-PAYABLES REVENUE SHARE	895.00	71.55	136.89		758.11	15.29%	
1415	041-00-384-0-1002	SRF 2019 MATCHING PROCEEDS DW5	0.00	0.00	0.00		0.00	0.00%	
1416	041-00-384-0-1004	SRF DW54025 PROCEEDS Carbon Fi	1,312,368.00	0.00	0.00		1,312,368.00	0.00%	
1417	041-00-384-0-1005	SRF 54022 DOWNTOWN POTABLE	0.00	0.00	0.00		0.00	0.00%	
1418			-----	-----	-----		-----	-----	
1419		TOTAL	1,394,706.00	314.09	25,413.57		1,369,292.43	2.00%	
1420			-----	-----	-----		-----	-----	
1421									
1422			-----	-----	-----		-----	-----	
1423		TOTAL OPERATING REVENUES	21,070,677.00	802,739.38	1,584,889.71		19,485,787.29	8.00%	
1424			-----	-----	-----		-----	-----	
1425									
1426		TRANSFERS IN							
1427	041-00-381-0-3000	TRANSFER FROM CENTRAL TIF POTA	100,000.00	8,333.00	16,666.00		83,334.00	16.67%	
1428	041-00-381-0-3100	TRANSFER FROM SOUTH TIF-POTABL	30,000.00	2,500.00	5,000.00		25,000.00	16.67%	
1429			-----	-----	-----		-----	-----	
1430		TOTAL	130,000.00	10,833.00	21,666.00		108,334.00	17.00%	
1431									
1432		CASH BALANCE FOWARD							
1433	041-00-301-0-0100	CASH BALANCE FOWARD	4,022,639.00	0.00	150,000.00		3,872,639.00	3.73%	
1434	041-00-301-0-0101	WATER IMPACT FEES BALANCE FORW	77,223.00	0.00	0.00		77,223.00	0.00%	
1435	041-00-301-0-0102	WASTEWATER IMPACT FEES BALANCE	156,217.00	0.00	0.00		156,217.00	0.00%	
1436	041-00-301-1-0000	UTILITY CAPITAL REPLACEMENT BA	2,158,440.00	0.00	0.00		2,158,440.00	0.00%	
1437	041-00-301-1-7000	FRUFC REBATE-CAP PROJECTS ONLY	8,095.00	0.00	0.00		8,095.00	0.00%	
1438			-----	-----	-----		-----	-----	
1439		TOTAL	6,422,614.00	0.00	150,000.00		6,272,614.00	3.00%	
1440			-----	-----	-----		-----	-----	
1441	WATER FUND	TOTAL REV, TRF & CASH BALANCES	27,623,291.00	813,572.38	1,756,555.71		25,866,735.29	7.00%	
1442			-----	-----	-----		-----	-----	
1443	WATER FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1444		WATER PLANT							
1445									

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1446		PERSONNEL SERVICES							
1447	041-11-533-1-1100	EXECUTIVE SALARIES	121,485.00	8,800.00	16,621.36	0.00	104,863.64	13.68%	
1448	041-11-533-1-1200	REGULAR SALARIES	271,635.00	15,668.37	28,825.65	0.00	242,809.35	10.61%	
1449	041-11-533-1-1400	OVERTIME	50,000.00	2,603.49	5,508.74	0.00	44,491.26	11.02%	
1450	041-11-533-1-2100	FICA TAX EXPENSE	33,899.00	1,998.98	3,779.48	0.00	30,119.52	11.15%	
1451	041-11-533-1-2200	RETIREMENT EXPENSE	122,301.00	6,499.09	13,139.02	0.00	109,161.98	10.74%	
1452	041-11-533-1-2300	HEALTH AND LIFE INSURANCE	81,977.00	3,048.17	6,077.32	0.00	75,899.68	7.41%	
1453			-----	-----	-----	-----	-----	-----	
1454		TOTAL	681,297.00	38,618.10	73,951.57	0.00	607,345.43	11.00%	
1455									
1456		OPERATING EXPENSES							
1457	041-11-533-3-3100	PROFESSIONAL SERVICES	50,000.00	237.00	487.00	0.00	49,513.00	0.97%	
1458	041-11-533-3-3110	LAB/TESTING	30,000.00	1,436.03	1,436.03	0.00	28,563.97	4.79%	
1459	041-11-533-3-3120	PRE-EMPLOYMENT EXPENSE	412.00	105.00	105.00	109.06	197.94	25.49%	
1460	041-11-533-3-4020	SCHOOLING, CONFERENCE, ETC	8,000.00	0.00	0.00	408.00	7,592.00	0.00%	
1461	041-11-533-3-4100	COMMUNICATIONS SERVICES	200.00	162.50	570.67	0.00	-370.67	285.34%	
1462	041-11-533-3-4200	POSTAGE AND FREIGHT	100.00	0.00	0.00	0.00	100.00	0.00%	
1463	041-11-533-3-4320	ELECTRICITY	149,900.00	15,078.95	31,078.79	0.00	118,821.21	20.73%	
1464	041-11-533-3-4400	RENTALS AND LEASES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1465	041-11-533-3-4500	LIABILITY INSURANCE	1,500.00	0.00	344.01	1,032.03	123.96	22.93%	
1466	041-11-533-3-4610	BUILDING MAINTENANCE	15,000.00	136.55	833.64	0.00	14,166.36	5.56%	
1467	041-11-533-3-4620	EQUIPMENT MAINTENANCE	75,000.00	898.58	898.58	5,789.61	68,311.81	1.20%	
1468	041-11-533-3-4630	VEHICLE MAINTENANCE	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1469	041-11-533-3-5000	FINES & FEES	520.00	55.90	55.90	0.00	464.10	10.75%	
1470	041-11-533-3-5100	OFFICE SUPPLIES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1471	041-11-533-3-5210	GAS AND LUBRICANTS	3,000.00	0.00	285.09	0.00	2,714.91	9.50%	
1472	041-11-533-3-5230	JANITORIAL SUPPLIES	1,500.00	43.20	64.80	0.00	1,435.20	4.32%	
1473	041-11-533-3-5250	SMALL TOOLS	4,000.00	299.98	299.98	0.00	3,700.02	7.50%	
1474	041-11-533-3-5260	UNIFORMS	6,000.00	352.32	638.80	0.00	5,361.20	10.65%	
1475	041-11-533-3-5270	CHEMICALS AND FERTILIZERS	150,000.00	9,418.31	16,590.18	7,441.00	125,968.82	11.06%	
1476	041-11-533-3-5280	OPERATING SUPPLIES	15,600.00	3,229.86	3,390.00	1,345.00	10,865.00	21.73%	
1477	041-11-533-3-5400	MEMBR,SUBSCRIPT,DUES	1,000.00	0.00	0.00	0.00	1,000.00	0.00%	
1478			-----	-----	-----	-----	-----	-----	
1479		TOTAL	515,732.00	31,454.18	57,078.47	16,124.70	442,528.83	12.00%	
1480									
1481		CAPITAL OUTLAY							
1482	041-11-533-6-6330	SRF DW54025 Carbon Filters	1,312,368.00	1,899.20	1,899.20	7,596.50	1,302,872.30	0.14%	
1483	041-11-533-6-6380	WELL UPGRADES	55,000.00	0.00	0.00	0.00	55,000.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1484	041-11-533-6-6400	CAPITAL OUTLAY	634,556.00	48,788.13	48,788.13	204,096.26	381,671.61	7.69%	
1485			-----	-----	-----	-----	-----	-----	
1486		TOTAL	2,001,924.00	50,687.33	50,687.33	211,692.76	1,739,543.91	3.00%	
1487			-----	-----	-----	-----	-----	-----	
1488		DEPARTMENT TOTAL	3,198,953.00	120,759.61	181,717.37	227,817.46	2,789,418.17	6.00%	
1489			-----	-----	-----	-----	-----	-----	
1490		SEWER/WASTEWATER PLANT							
1491									
1492		PERSONNEL SERVICES							
1493	041-12-535-1-1100	EXECUTIVE SALARIES	165,346.00	6,943.84	14,815.76	0.00	150,530.24	8.96%	
1494	041-12-535-1-1200	REGULAR SALARIES	409,500.00	38,119.12	75,446.64	0.00	334,053.36	18.42%	
1495	041-12-535-1-1220	CLERICAL SALARY	50,232.00	3,864.00	9,267.92	0.00	40,964.08	18.45%	
1496	041-12-535-1-1400	OVERTIME	55,000.00	1,111.59	3,815.91	0.00	51,184.09	6.94%	
1497	041-12-535-1-2100	FICA TAX EXPENSE	52,026.00	3,658.19	7,550.67	0.00	44,475.33	14.51%	
1498	041-12-535-1-2200	RETIREMENT EXPENSE	187,702.00	10,827.68	21,876.45	0.00	165,825.55	11.65%	
1499	041-12-535-1-2300	HEALTH AND LIFE INSURANCE	125,814.00	12,783.77	25,858.53	0.00	99,955.47	20.55%	
1500			-----	-----	-----	-----	-----	-----	
1501		TOTAL	1,045,620.00	77,308.19	158,631.88	0.00	886,988.12	16.00%	
1502									
1503		OPERATING EXPENSES							
1504	041-12-535-3-3100	PROFESSIONAL SERVICES	9,800.00	765.00	765.00	750.00	8,285.00	7.81%	
1505	041-12-535-3-3110	LAB/TESTING	59,000.00	4,707.50	4,707.50	4,391.00	49,901.50	7.98%	
1506	041-12-535-3-3120	PRE-EMPLOYMENT EXPENSE	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1507	041-12-535-3-3440	TREE REMOVAL	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	
1508	041-12-535-3-3460	RAILROAD CROSSING MAINTENANCE	350.00	0.00	0.00	0.00	350.00	0.00%	
1509	041-12-535-3-4000	TRAVEL	1,600.00	0.00	0.00	0.00	1,600.00	0.00%	
1510	041-12-535-3-4020	SCHOOLING, CONFERENCE, ETC	4,000.00	0.00	100.00	0.00	3,900.00	2.50%	
1511	041-12-535-3-4100	COMMUNICATIONS SERVICES	10,300.00	458.10	1,163.35	0.00	9,136.65	11.29%	
1512	041-12-535-3-4200	POSTAGE AND FREIGHT	500.00	0.00	0.00	29.50	470.50	0.00%	
1513	041-12-535-3-4310	NATURAL GAS	6,000.00	24.34	391.27	0.00	5,608.73	6.52%	
1514	041-12-535-3-4320	ELECTRICITY	280,000.00	16,405.54	36,088.78	0.00	243,911.22	12.89%	
1515	041-12-535-3-4330	CREDIT CARD FEES	500.00	0.00	0.00	0.00	500.00	0.00%	
1516	041-12-535-3-4400	RENTALS AND LEASES	43,000.00	3,729.40	3,729.40	0.00	39,270.60	8.67%	
1517	041-12-535-3-4500	LIABILITY INSURANCE	1,200.00	0.00	275.20	825.60	99.20	22.93%	
1518	041-12-535-3-4610	BUILDING MAINTENANCE	10,000.00	43.00	43.00	0.00	9,957.00	0.43%	
1519	041-12-535-3-4620	EQUIPMENT MAINTENANCE	165,000.00	7,527.25	10,830.36	49,282.22	104,887.42	6.56%	
1520	041-12-535-3-4630	VEHICLE MAINTENANCE	3,200.00	347.70	768.04	79.46	2,352.50	24.00%	
1521	041-12-535-3-4680	STORM CLEANUP/REPAIR	700.00	0.00	0.00	0.00	700.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1522	041-12-535-3-4700	PRINTING AND BINDING	250.00	0.00	24.78	0.00	225.22	9.91%	
1523	041-12-535-3-5000	FINES & FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
1524	041-12-535-3-5100	OFFICE SUPPLIES	4,500.00	0.00	0.00	0.00	4,500.00	0.00%	
1525	041-12-535-3-5210	GAS AND LUBRICANTS	14,000.00	1,511.73	3,560.61	0.00	10,439.39	25.43%	
1526	041-12-535-3-5230	JANITORIAL SUPPLIES	500.00	16.25	129.27	0.00	370.73	25.85%	
1527	041-12-535-3-5250	SMALL TOOLS	6,800.00	0.00	0.00	0.00	6,800.00	0.00%	
1528	041-12-535-3-5260	UNIFORMS	9,700.00	688.90	996.30	0.00	8,703.70	10.27%	
1529	041-12-535-3-5270	CHEMICALS	90,000.00	9,667.50	9,667.50	0.00	80,332.50	10.74%	
1530	041-12-535-3-5280	OPERATING SUPPLIES	18,000.00	17.62	62.62	1,624.52	16,312.86	0.35%	
1531	041-12-535-3-5290	BIOSOLIDS DISPOSAL	56,000.00	15,129.84	15,129.84	0.00	40,870.16	27.02%	
1532	041-12-535-3-5400	MEMBR,SUBSCRIPT,DUES	400.00	0.00	0.00	0.00	400.00	0.00%	
1533			-----	-----	-----	-----	-----	-----	
1534		TOTAL	798,900.00	61,039.67	88,432.82	56,982.30	653,484.88	12.00%	
1535									
1536		CAPITAL OUTLAY							
1537	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%	
1538	041-12-535-6-6359	WWTP Biosolids LPR0004 FDEP	242,984.00	3,107.00	3,107.00	0.00	239,877.00	1.28%	
1539	041-12-535-6-6450	CAPITAL IMPROVEMENTS	802,000.00	5,872.50	5,872.50	106,264.05	689,863.45	0.73%	
1540			-----	-----	-----	-----	-----	-----	
1541		TOTAL	2,797,082.00	8,979.50	8,979.50	106,264.05	2,681,838.45	1.00%	
1542			-----	-----	-----	-----	-----	-----	
1543		GRANTS							
1544	041-12-535-8-6401	DEO Lift Station 16 Expansion	329,443.00	73,306.44	73,306.44	44,529.63	211,606.93	22.25%	
1545			-----	-----	-----	-----	-----	-----	
1546		TOTAL	329,443.00	73,306.44	73,306.44	44,529.63	211,606.93	23.00%	
1547			-----	-----	-----	-----	-----	-----	
1548		DEPARTMENT TOTAL	4,971,045.00	220,633.80	329,350.64	207,775.98	4,433,918.38	7.00%	
1549			-----	-----	-----	-----	-----	-----	
1550		WATER/SEWER DISTRIBUTION							
1551									
1552		PERSONNEL SERVICES							
1553	041-13-536-1-1100	EXECUTIVE SALARIES	118,850.00	5,468.40	10,134.60	0.00	108,715.40	8.53%	
1554	041-13-536-1-1200	REGULAR SALARIES	280,679.00	28,168.01	55,964.27	0.00	224,714.73	19.94%	
1555	041-13-536-1-1220	CLERICAL SALARY	38,220.00	2,823.20	6,973.40	0.00	31,246.60	18.25%	
1556	041-13-536-1-1400	OVERTIME	55,000.00	3,748.23	7,615.18	0.00	47,384.82	13.85%	
1557	041-13-536-1-2100	FICA TAX EXPENSE	37,695.00	2,843.99	5,682.19	0.00	32,012.81	15.07%	
1558	041-13-536-1-2200	RETIREMENT EXPENSE	135,999.00	9,595.77	20,059.15	0.00	115,939.85	14.75%	
1559	041-13-536-1-2300	HEALTH AND LIFE INSURANCE	91,159.00	9,771.22	19,618.58	0.00	71,540.42	21.52%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1560									
1561		TOTAL	757,602.00	62,418.82	126,047.37	0.00	631,554.63	17.00%	
1562									
1563		OPERATING EXPENSES							
1564	041-13-536-3-3100	PROFESSIONAL SERVICES	20,000.00	81.81	115.43	899.91	18,984.66	0.58%	
1565	041-13-536-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
1566	041-13-536-3-4020	SCHOOLING, CONFERENCE, ETC	9,000.00	75.00	550.00	0.00	8,450.00	6.11%	
1567	041-13-536-3-4100	COMMUNICATIONS SERVICES	5,500.00	0.00	390.97	0.00	5,109.03	7.11%	
1568	041-13-536-3-4200	POSTAGE AND FREIGHT	0.00	0.00	0.00	0.00	0.00	0.00%	
1569	041-13-536-3-4310	NATURAL GAS	1,500.00	0.00	12.25	0.00	1,487.75	0.82%	
1570	041-13-536-3-4320	ELECTRICITY	1,700.00	232.90	527.04	0.00	1,172.96	31.00%	
1571	041-13-536-3-4400	RENTALS AND LEASES	500.00	0.00	0.00	0.00	500.00	0.00%	
1572	041-13-536-3-4610	BUILDING MAINTENANCE	10,000.00	2,514.71	2,514.71	54.35	7,430.94	25.15%	
1573	041-13-536-3-4620	EQUIPMENT MAINTENANCE	20,000.00	517.55	2,204.42	1,060.40	16,735.18	11.02%	
1574	041-13-536-3-4630	VEHICLE MAINTENANCE	15,000.00	1,141.97	1,207.20	857.67	12,935.13	8.05%	
1575	041-13-536-3-4700	PRINTING AND BINDING	500.00	0.00	13.53	0.00	486.47	2.71%	
1576	041-13-536-3-4900	LEGAL ADVERTISING	0.00	0.00	0.00	0.00	0.00	0.00%	
1577	041-13-536-3-5100	OFFICE SUPPLIES	1,445.00	0.00	0.00	0.00	1,445.00	0.00%	
1578	041-13-536-3-5210	GAS AND LUBRICANTS	25,000.00	1,654.79	3,145.58	0.00	21,854.42	12.58%	
1579	041-13-536-3-5230	JANITORIAL SUPPLIES	1,000.00	17.40	25.00	0.00	975.00	2.50%	
1580	041-13-536-3-5250	SMALL TOOLS	5,000.00	0.00	0.00	0.00	5,000.00	0.00%	
1581	041-13-536-3-5260	UNIFORMS	4,500.00	187.84	319.06	0.00	4,180.94	7.09%	
1582	041-13-536-3-5280	OPERATING SUPPLIES	10,000.00	7,396.08	7,431.71	-1,048.81	3,617.10	74.32%	
1583	041-13-536-3-5330	ROAD REPAIRS	470,000.00	0.00	4,200.00	-3,495.20	469,295.20	0.89%	
1584									
1585		TOTAL	600,645.00	13,820.05	22,656.90	-1,671.68	579,659.78	4.00%	
1586									
1587		CAPITAL OUTLAY							
1588	041-13-536-6-6300	METERS AND METER REPAIR	34,000.00	0.00	4,717.00	201.00	29,082.00	13.87%	
1589	041-13-536-6-6320	WASTEWATER MATERIALS	18,000.00	0.00	0.00	0.00	18,000.00	0.00%	
1590	041-13-536-6-6330	PIPE AND FITTINGS	100,000.00	4,625.65	4,625.65	24,721.49	70,652.86	4.63%	
1591	041-13-536-6-6340	CONCRETE, FILL	30,000.00	8,530.00	10,210.00	4,870.00	14,920.00	34.03%	
1592	041-13-536-6-6372	CDBG MIT SANITARY WASTEWATER R	198,859.00	0.00	0.00	0.00	198,859.00	0.00%	
1593	041-13-536-6-6400	CAPITAL OUTLAY	370,000.00	17,771.40	17,771.40	22,500.00	329,728.60	4.80%	
1594	041-13-536-6-6450	CAPITAL IMPROVEMENTS	225,000.00	0.00	0.00	0.00	225,000.00	0.00%	
1595	041-13-536-6-6458	SRF 2019 DW54022 PALATKA HEIGH	0.00	0.00	0.00	0.00	0.00	0.00%	
1596	041-13-536-6-6464	SRF DW54022 Downtown Potable	0.00	0.00	0.00	0.00	0.00	0.00%	
1597	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%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1598	041-13-536-6-6473	SRF DEO RIF St. Johns Ave Mose	0.00	0.00	0.00	0.00	0.00	0.00%	
1599	041-13-536-6-6474	PUBLIC WORKS BUILDING	0.00	0.00	19,313.04	0.00	-19,313.04	0.00%	
1600	041-13-536-6-6475	CITY MATCH SANITARY SEWER SMAR	136,270.00	0.00	0.00	0.00	136,270.00	0.00%	
1601	041-13-536-6-6476	SANITARY SEWER SMART SENSORS	154,426.00	0.00	0.00	0.00	154,426.00	0.00%	
1602	041-13-536-8-6465	DEO RIF MOSELY TO RR	0.00	0.00	0.00	0.00	0.00	0.00%	
1603	041-13-536-8-6466	FDEP LPA0354 Sewer Main and Ma	2,000,000.00	85,006.50	85,006.50	1,914,993.50	0.00	4.25%	
1604	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%	
1605	041-13-536-8-6468	FDEP Potable Water state North	5,000,000.00	0.00	0.00	138,866.70	4,861,133.30	0.00%	
1606	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%	
1607	041-13-536-8-6471	SJRWMD 35891 MADISON TO 11TH S	0.00	0.00	0.00	0.00	0.00	0.00%	
1608		-----	-----	-----	-----	-----	-----	-----	
1609		TOTAL	10,044,772.00	115,933.55	141,643.59	2,106,152.69	7,796,975.72	2.00%	
1610		-----	-----	-----	-----	-----	-----	-----	
1611		DEPARTMENT TOTAL	11,403,019.00	192,172.42	290,347.86	2,104,481.01	9,008,190.13	3.00%	
1612		-----	-----	-----	-----	-----	-----	-----	
1613		WATER ADMINISTRATION							
1614									
1615		PERSONNEL SERVICES							
1616	041-29-536-1-1200	REGULAR SALARIES	185,914.00	0.00	0.00	0.00	185,914.00	0.00%	
1617	041-29-536-1-1220	SALARIES CLERICAL	0.00	6,918.06	13,224.04	0.00	-13,224.04	0.00%	
1618	041-29-536-1-1300	OTHER SALARIES	0.00	6,153.84	10,454.46	0.00	-10,454.46	0.00%	
1619	041-29-536-1-1400	OVERTIME-WATER ADMIN	0.00	0.00	0.00	0.00	0.00	0.00%	
1620	041-29-536-1-2100	FICA TAX EXPENSE	14,222.00	971.31	1,769.05	0.00	12,452.95	12.44%	
1621	041-29-536-1-2200	RETIREMENT EXPENSE	51,312.00	3,607.85	6,568.88	0.00	44,743.12	12.80%	
1622	041-29-536-1-2300	HEALTH AND LIFE INSURANCE	34,394.00	3,702.39	6,772.92	0.00	27,621.08	19.69%	
1623	041-29-536-1-2400	WORKERS COMP	39,541.00	0.00	9,880.83	29,642.49	17.68	24.99%	
1624		-----	-----	-----	-----	-----	-----	-----	
1625		TOTAL	325,383.00	21,353.45	48,670.18	29,642.49	247,070.33	15.00%	
1626									
1627		OPERATING EXPENSES							
1628	041-29-536-3-3100	PROFESSIONAL SERVICES	45,249.00	110.00	220.00	1,100.00	43,929.00	0.49%	
1629	041-29-536-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
1630	041-29-536-3-3200	ACCOUNTING AND AUDITING	54,578.00	0.00	0.00	0.00	54,578.00	0.00%	
1631	041-29-536-3-4020	SCHOOLING, CONFERENCE, ETC	5,928.00	0.00	0.00	0.00	5,928.00	0.00%	
1632	041-29-536-3-4100	COMMUNICATIONS SERVICES	988.00	0.00	112.35	0.00	875.65	11.37%	
1633	041-29-536-3-4200	POSTAGE AND FREIGHT	100.00	0.00	0.00	0.00	100.00	0.00%	
1634	041-29-536-3-4330	CREDIT CARD FEES	100.00	0.00	0.00	0.00	100.00	0.00%	
1635	041-29-536-3-4400	RENTALS AND LEASES	494.00	0.00	0.00	0.00	494.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1636	041-29-536-3-4500	LIABILITY INSURANCE	329,005.00	0.00	75,455.31	226,365.93	27,183.76	22.93%	
1637	041-29-536-3-4620	EQUIPMENT MAINTENANCE	44,460.00	0.00	0.00	0.00	44,460.00	0.00%	
1638	041-29-536-3-5100	OFFICE SUPPLIES	200.00	0.00	0.00	0.00	200.00	0.00%	
1639	041-29-536-3-5280	OPERATING SUPPLIES	4,446.00	0.00	0.00	0.00	4,446.00	0.00%	
1640			-----	-----	-----	-----	-----	-----	
1641		TOTAL	485,548.00	110.00	75,787.66	227,465.93	182,294.41	16.00%	
1642									
1643		CAPITAL OUTLAY							
1644	041-29-536-6-6474	PUBLIC WORKS BUILDING	0.00	0.00	5,702.67	0.00	-5,702.67	0.00%	
1645			-----	-----	-----	-----	-----	-----	
1646		TOTAL	0.00	0.00	5,702.67	0.00	-5,702.67	0.00%	
1647									
1648		DEBT SERVICE							
1649	041-13-517-7-7100	PRINCIPAL PUBLIC WORKS BUILDIN	24,892.00	0.00	0.00	0.00	24,892.00	0.00%	
1650	041-13-517-7-7200	INTEREST PUBLIC WORKS BLDG	37,213.00	0.00	0.00	0.00	37,213.00	0.00%	
1651	041-29-517-7-7120	PRINCIPAL DW541901	258,310.00	0.00	0.00	0.00	258,310.00	0.00%	
1652	041-29-517-7-7130	PRINCIPAL SERIES 2010A	240,669.00	0.00	240,669.00	0.00	0.00	100.00%	
1653	041-29-517-7-7140	PRINCIPAL SRF 2108 DW54022	512,592.00	0.00	0.00	0.00	512,592.00	0.00%	
1654	041-29-517-7-7160	PRINCIPAL WW 540230 SRF 2019	24,772.00	0.00	12,386.10	0.00	12,385.90	50.00%	
1655	041-29-517-7-7180	PRINCIPAL DW54025 SRF Carbon F	174,634.00	0.00	0.00	0.00	174,634.00	0.00%	
1656	041-29-517-7-7190	PRINCIPAL PUBLIC WORKS BLDG	7,350.00	0.00	0.00	0.00	7,350.00	0.00%	
1657	041-29-517-7-7220	INTEREST-DW541901	26,643.00	0.00	0.00	0.00	26,643.00	0.00%	
1658	041-29-517-7-7230	INTEREST-SERIES 2010A	125,998.00	0.00	64,641.51	0.00	61,356.49	51.30%	
1659	041-29-517-7-7290	INTEREST PUBLIC WORKS BLDG	10,988.00	0.00	0.00	0.00	10,988.00	0.00%	
1660			-----	-----	-----	-----	-----	-----	
1661		TOTAL	1,444,061.00	0.00	317,696.61	0.00	1,126,364.39	23.00%	
1662			-----	-----	-----	-----	-----	-----	
1663		DEPARTMENT TOTAL	2,254,992.00	21,463.45	447,857.12	257,108.42	1,550,026.46	20.00%	
1664			-----	-----	-----	-----	-----	-----	
1665									
1666			-----	-----	-----	-----	-----	-----	
1667		TOTAL EXPENDITURES	21,828,009.00	555,029.28	1,249,272.99	2,797,182.87	17,781,553.14	6.00%	
1668			-----	-----	-----	-----	-----	-----	
1669									
1670		TRANSFERS							
1671	041-13-536-9-9104	REIMB FLEET MAINTENCE	65,419.00	5,452.00	10,904.00	0.00	54,515.00	16.67%	
1672	041-29-536-9-9100	UTILITY CAPITAL REPLACEMENT CO	900,000.00	0.00	0.00	0.00	900,000.00	0.00%	
1673	041-29-536-9-9101	REIMB GENERAL FUND-ADMIN EXP	1,384,506.00	115,376.00	230,752.00	0.00	1,153,754.00	16.67%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1674	041-29-536-9-9103	REIMB GAS AUTHORITY	241,690.00	25,340.01	25,340.01	0.00	216,349.99	10.48%	
1675	041-29-536-9-9110	TRANSFER TO GENERAL FUND-FRANC	700,000.00	58,333.00	116,666.00	0.00	583,334.00	16.67%	
1676	041-29-536-9-9123	TRANSFER TO BETTER PLACE FUND	400,000.00	33,333.00	66,666.00	0.00	333,334.00	16.67%	
1677	041-29-536-9-9124	TRANSFER TO GENERAL FUND - STR	175,000.00	14,583.00	29,166.00	0.00	145,834.00	16.67%	
1678			-----	-----	-----	-----	-----	-----	
1679		TOTAL	3,866,615.00	252,417.01	479,494.01	0.00	3,387,120.99	13.00%	
1680									
1681		CONTINGENCIES & RESERVES							
1682	041-29-536-9-9901	CONTINGENCY/RESERVE	1,928,667.00	0.00	0.00	0.00	1,928,667.00	0.00%	
1683			-----	-----	-----	-----	-----	-----	
1684		TOTAL	1,928,667.00	0.00	0.00	0.00	1,928,667.00	0.00%	
1685			-----	-----	-----	-----	-----	-----	
1686		TOTAL EXPENDITURES, TRANSFERS,							
1687	WATER FUND	CONTINGENCIES & RESERVES	27,623,291.00	807,446.29	1,728,767.00	2,797,182.87	23,097,341.13	3.00%	
1688			-----	-----	-----	-----	-----	-----	
1689									
1690	GOLF COURSE								
1691	GOLF COURSE REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1692		OPERATING REVENUES							
1693	042-00-347-2-2510	MISC REVENUE/SERVICE CHARGES	597.00	0.00	0.00		8,000.00	0.00%	
1694			-----	-----	-----		-----		
1695		TOTAL	597.00	0.00	0.00		8,000.00	0.00%	
1696									
1697		GRANTS							
1698			-----	-----	-----		-----		
1699		TOTAL	0.00	0.00	0.00		0.00%	0.00%	
1700									
1701									
1702		OTHER REVENUES							
1703	042-00-369-9-1000	REFUNDS/REIMBURSEMENTS	5,000.00	0.00	0.00		5,000.00	0.00%	
1704	042-00-369-9-1002	RESTAURANT LEASE	58,837.00	0.00	4,490.00		54,347.00	7.63%	
1705	042-00-369-9-1003	UTILITY REIMBURSEMENT-RESTAURA	28,829.00	0.00	0.00		28,829.00	0.00%	
1706	042-00-369-9-1004	PROFIT SHARING FRANCHISE AGREE	52,416.00	0.00	0.00		52,416.00	0.00%	
1707			-----	-----	-----		-----	-----	
1708		TOTAL	145,082.00	0.00	4,490.00		140,592.00	4.00%	
1709									
1710		TRANSFERS IN							
1711	042-00-389-9-0001	TRANSFER FROM GENERAL FUND	40,000.00	3,333.00	6,666.00		33,334.00	16.67%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1712			-----	-----	-----		-----	-----	
1713		TOTAL	40,000.00	3,333.00	6,666.00		33,334.00	17.00%	
1714									
1715		LOAN PROCEEDS							
1716			-----	-----	-----		-----	-----	
1717		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1718									
1719			-----	-----	-----		-----	-----	
1720		TOTAL OPERATING & OTHER REV	185,082.00	3,333.00	11,156.00		173,926.00	7.00%	
1721			-----	-----	-----		-----	-----	
1722									
1723		CASH BALANCE FORWARD							
1724			-----	-----	-----		-----	-----	
1725		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1726			-----	-----	-----		-----	-----	
1727	GOLF	TOTAL REV, TRF & CASH BALANCES	370,761.00	6,666.00	22,312.00		355,852.00	7.00%	
1728			-----	-----	-----		-----	-----	
1729	GOLF COURSE EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1730		MAINTENANCE							
1731		PERSONNEL SERVICES							
1732			-----	-----	-----		-----	-----	-----
1733		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1734									
1735		OPERATING EXPENSES							
1736	042-16-572-3-3440	TREE REMOVAL	8,000.00	0.00	0.00	0.00	8,000.00	0.00%	
1737	042-16-572-3-4400	RENTAL AND LEASES	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
1738	042-16-572-3-4410	OPERATING LEASES	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
1739	042-16-572-3-4650	IRRIGATION SUPPLIES	15,000.00	0.00	4,998.40	0.00	10,001.60	33.32%	
1740			-----	-----	-----	-----	-----	-----	
1741		TOTAL	36,000.00	0.00	4,998.40	0.00	31,001.60	14.00%	
1742									
1743		CAPITAL OUTLAY							
1744			-----	-----	-----	-----	-----	-----	
1745		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1746			-----	-----	-----	-----	-----	-----	
1747		DEPARTMENT TOTAL	36,000.00	0.00	4,998.40	0.00	31,001.60	14.00%	
1748			-----	-----	-----	-----	-----	-----	
1749		CLUB HOUSE							

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1750		PERSONNEL SERVICES							
1751			-----	-----	-----	-----	-----	-----	
1752		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1753									
1754		OPERATING EXPENSES							
1755	042-24-572-3-3200	ACCOUNTING AND AUDITING	8,500.00	0.00	0.00	0.00	8,500.00	0.00%	
1756	042-24-572-3-4100	COMMUNICATIONS SERVICES	3,822.00	0.00	0.00	0.00	3,822.00	0.00%	
1757	042-24-572-3-4310	NATURAL GAS	3,028.00	0.00	0.00	0.00	3,028.00	0.00%	
1758	042-24-572-3-4320	ELECTRICITY	18,000.00	1,619.74	3,560.39	0.00	14,439.61	19.78%	
1759	042-24-572-3-4400	RENTALS AND LEASES	78,048.00	12,537.19	31,578.38	118,867.90	-72,398.28	40.46%	
1760	042-24-572-3-4500	LIABILITY INSURANCE	10,292.00	0.00	2,360.41	7,081.23	850.36	22.93%	
1761	042-24-572-3-4610	BUILDING MAINTENANCE	1,092.00	0.00	0.00	0.00	1,092.00	0.00%	
1762	042-24-572-3-4630	CART MAINTENANCE	5,460.00	0.00	0.00	0.00	5,460.00	0.00%	
1763	042-24-572-3-5280	OPERATING SUPPLIES	550.00	0.00	0.00	0.00	550.00	0.00%	
1764	042-24-572-3-5400	MEMBR,SUBSCRIPT,DUES	698.00	0.00	0.00	0.00	698.00	0.00%	
1765			-----	-----	-----	-----	-----	-----	
1766		TOTAL	129,490.00	14,156.93	37,499.18	125,949.13	-33,958.31	29.00%	
1767									
1768		CAPITAL OUTLAY							
1769	042-24-572-6-6450	CONTRACT CAPITAL IMPROVEMENTS	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1770			-----	-----	-----	-----	-----	-----	
1771		TOTAL	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1772									
1773		DEBT SERVICE							
1774			-----	-----	-----	-----	-----	-----	
1775		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1776			-----	-----	-----	-----	-----	-----	
1777									
1778		TRANSFERS							
1779	042-24-572-9-9100	REIMB GENERAL FUND-ADMIN EXP	189.00	15.00	30.00	0.00	159.00	15.87%	
1780			-----	-----	-----	-----	-----	-----	
1781		TOTAL	189.00	15.00	30.00	0.00	159.00	16.00%	
1782			-----	-----	-----	-----	-----	-----	
1783		DEPARTMENT TOTAL	185,679.00	14,171.93	42,527.58	125,949.13	17,202.29	23.00%	
1784			-----	-----	-----	-----	-----	-----	
1785									
1786			-----	-----	-----	-----	-----	-----	
1787		TOTAL EXPENDITURES	185,679.00	14,171.93	42,527.58	125,949.13	17,202.29	23.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1788			-----	-----	-----	-----	-----	-----	
1789									
1790		TRFS, CONTINGENCIES, RESERVES							
1791			-----	-----	-----	-----	-----	-----	
1792		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
1793			-----	-----	-----	-----	-----	-----	
1794		TOTAL EXPENDITURES, TRANSFERS,							
1795	GOLF	CONTINGENCIES & RESERVES	185,679.00	14,171.93	42,527.58	125,949.13	17,202.29	23.00%	
1796			-----	-----	-----	-----	-----	-----	
1797									
1798	SANITATION FUND								
1799	SANITATION FUND REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1800		CHARGES FOR SERVICES							
1801	043-00-343-4-1000	GARBAGE FEES-RESIDENTIAL	3,571,715.00	299,382.44	597,984.95		2,973,730.05	16.74%	
1802	043-00-343-4-1040	PENALTIES-SANITATION	20,460.00	1,631.62	3,148.07		17,311.93	15.39%	
1803	043-00-343-4-1500	CONTAINER USAGE FEES	3,790.00	630.00	900.00		2,890.00	23.75%	
1804	043-00-343-4-2500	DUMPSTER DROP OFF FEE	16,689.00	3,075.00	4,715.00		11,974.00	28.25%	
1805	043-00-343-4-4150	EXTRA GARBAGE	12,319.00	131.13	696.15		11,622.85	5.65%	
1806			-----	-----	-----		-----	-----	
1807		TOTAL	3,624,973.00	304,850.19	607,444.17		3,017,528.83	17.00%	
1808									
1809		OTHER REVENUES							
1810	043-00-364-0-4900	SURPLUS EQUIPMENT-SANITATION	9,368.00	0.00	0.00		9,368.00	0.00%	
1811	043-00-369-9-1000	MISC REVENUE	6,163.00	0.00	0.00		6,163.00	0.00%	
1812	043-00-369-9-1001	E-PAYABLES REVENUE SHARE	627.00	38.02	72.75		554.25	11.60%	
1813	043-00-382-0-1000	CONTRIBUTION FROM GENERAL FUND	68,690.00	5,724.00	11,448.00		57,242.00	16.67%	
1814	043-00-382-0-2000	CONTRIBUTIONS FROM UTILITIES	65,419.00	5,452.00	10,904.00		54,515.00	16.67%	
1815			-----	-----	-----		-----	-----	
1816		TOTAL	150,267.00	11,214.02	22,424.75		127,842.25	15.00%	
1817			-----	-----	-----		-----	-----	
1818		DEBT PROCEEDS							
1819			-----	-----	-----		-----	-----	
1820		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1821			-----	-----	-----		-----	-----	
1822									
1823			-----	-----	-----		-----	-----	
1824		TOTAL REVENUES	3,775,240.00	316,064.21	629,868.92		3,145,371.08	17.00%	
1825			-----	-----	-----		-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1826									
1827		CASH BALANCE FORWARD							
1828	043-00-302-0-0000	CASH BALANCE FORWARD	360,357.00	0.00	0.00		360,357.00	0.00%	
1829			-----	-----	-----		-----	-----	
1830		TOTAL	360,357.00	0.00	0.00		360,357.00	0.00%	
1831			-----	-----	-----		-----	-----	
1832	SANITATION FUND	TOTAL REV, TRF & CASH BALANCES	4,135,597.00	316,064.21	629,868.92		3,505,728.08	16.00%	
1833			-----	-----	-----		-----	-----	
1834	SANITATION FUND EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1835		MAINTENANCE							
1836									
1837		PERSONNEL SERVICES							
1838	043-28-534-1-1200	REGULAR SALARIES	158,467.00	8,646.00	17,450.60	0.00	141,016.40	11.01%	
1839	043-28-534-1-1400	OVERTIME	8,000.00	606.59	1,446.82	0.00	6,553.18	18.09%	
1840	043-28-534-1-2100	FICA TAX EXPENSE	12,735.00	665.06	1,360.10	0.00	11,374.90	10.68%	
1841	043-28-534-1-2200	RETIREMENT EXPENSE	45,945.00	2,553.71	5,215.69	0.00	40,729.31	11.35%	
1842	043-28-534-1-2300	HEALTH AND LIFE INSURANCE	30,796.00	1,733.44	3,466.88	0.00	27,329.12	11.26%	
1843			-----	-----	-----	-----	-----	-----	
1844		TOTAL	255,943.00	14,204.80	28,940.09	0.00	227,002.91	12.00%	
1845									
1846		OPERATING EXPENSES							
1847	043-28-534-3-3100	PROFESSIONAL SERVICES	1,000.00	16.80	50.40	184.80	764.80	5.04%	
1848	043-28-534-3-3120	PRE-EMPLOYMENT EXPENSE	0.00	0.00	0.00	0.00	0.00	0.00%	
1849	043-28-534-3-3200	ACCOUNTING AND AUDITING	10,653.00	0.00	0.00	0.00	10,653.00	0.00%	
1850	043-28-534-3-4020	SCHOOLING, CONFERENCE, ETC	6,500.00	0.00	125.00	0.00	6,375.00	1.92%	
1851	043-28-534-3-4100	COMMUNICATIONS SERVICES	500.00	0.00	37.45	0.00	462.55	7.49%	
1852	043-28-534-3-4320	ELECTRICITY	0.00	212.74	474.96	0.00	-474.96	0.00%	
1853	043-28-534-3-4610	BUILDING MAINTENANCE	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
1854	043-28-534-3-4620	EQUIPMENT MAINTENANCE	500.00	0.00	0.00	0.00	500.00	0.00%	
1855	043-28-534-3-4630	VEHICLE MAINTENANCE	500.00	0.00	109.45	0.00	390.55	21.89%	
1856	043-28-534-3-5100	OFFICE SUPPLIES	500.00	0.00	0.00	0.00	500.00	0.00%	
1857	043-28-534-3-5230	JANITORIAL SUPPLIES	1,000.00	103.72	155.58	0.00	844.42	15.56%	
1858	043-28-534-3-5250	SMALL TOOLS	3,000.00	66.00	66.00	0.00	2,934.00	2.20%	
1859	043-28-534-3-5260	UNIFORMS	2,000.00	112.68	232.66	0.00	1,767.34	11.63%	
1860			-----	-----	-----	-----	-----	-----	
1861		TOTAL	51,153.00	511.94	1,251.50	184.80	49,716.70	3.00%	
1862									
1863		CAPITAL OUTLAY							

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1864	043-28-534-6-6400	CAPITAL OUTLAY	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1865			-----	-----	-----	-----	-----	-----	
1866		TOTAL	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
1867			-----	-----	-----	-----	-----	-----	
1868		DEPARTMENT TOTAL	327,096.00	14,716.74	30,191.59	184.80	296,719.61	10.00%	
1869			-----	-----	-----	-----	-----	-----	
1870		SANITATION							
1871									
1872		PERSONNEL SERVICES							
1873	043-10-534-1-1100	EXECUTIVE SALARIES	122,083.00	7,365.12	14,554.88	0.00	107,528.12	11.92%	
1874	043-10-534-1-1200	REGULAR SALARIES	666,573.00	34,642.98	72,043.46	0.00	594,529.54	10.81%	
1875	043-10-534-1-1400	OVERTIME	55,000.00	4,019.31	8,971.72	0.00	46,028.28	16.31%	
1876	043-10-534-1-2100	FICA TAX EXPENSE	64,540.00	3,396.66	7,062.27	0.00	57,477.73	10.94%	
1877	043-10-534-1-2200	RETIREMENT EXPENSE	232,849.00	12,703.57	24,954.95	0.00	207,894.05	10.72%	
1878	043-10-534-1-2300	HEALTH AND LIFE INSURANCE	156,076.00	8,566.40	17,132.80	0.00	138,943.20	10.98%	
1879	043-10-534-1-2400	WORKERS COMP	45,462.00	0.00	11,360.42	34,081.26	20.32	24.99%	
1880			-----	-----	-----	-----	-----	-----	
1881		TOTAL	1,342,583.00	70,694.04	156,080.50	34,081.26	1,152,421.24	12.00%	
1882									
1883		OPERATING EXPENSES							
1884	043-10-534-3-3100	PROFESSIONAL SERVICES	50,000.00	404.81	498.43	3,383.61	46,117.96	1.00%	
1885	043-10-534-3-3120	PRE-EMPLOYMENT EXPENSE	1,500.00	0.00	0.00	62.41	1,437.59	0.00%	
1886	043-10-534-3-3200	ACCOUNTING AND AUDITING	8,672.00	0.00	0.00	0.00	8,672.00	0.00%	
1887	043-10-534-3-3470	PUTNAM COUNTY TIPPING FEE	215,000.00	23,011.28	23,011.28	0.00	191,988.72	10.70%	
1888	043-10-534-3-4020	SCHOOLING, CONFERENCE, ETC	6,000.00	329.00	329.00	0.00	5,671.00	5.48%	
1889	043-10-534-3-4100	COMMUNICATIONS SERVICES	2,500.00	0.00	143.66	0.00	2,356.34	5.75%	
1890	043-10-534-3-4200	POSTAGE AND FREIGHT	100.00	0.00	0.00	0.00	100.00	0.00%	
1891	043-10-534-3-4310	NATURAL GAS	1,200.00	0.00	26.75	0.00	1,173.25	2.23%	
1892	043-10-534-3-4320	ELECTRICITY	4,000.00	554.58	1,233.12	0.00	2,766.88	30.83%	
1893	043-10-534-3-4400	RENTALS AND LEASES	26,000.00	238.98	238.98	2,517.02	23,244.00	0.92%	
1894	043-10-534-3-4500	LIABILITY INSURANCE	92,000.00	0.00	21,099.64	63,298.92	7,601.44	22.93%	
1895	043-10-534-3-4610	BUILDING MAINTENANCE	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
1896	043-10-534-3-4620	EQUIPMENT MAINTENANCE	3,000.00	635.00	1,081.31	0.00	1,918.69	36.04%	
1897	043-10-534-3-4630	VEHICLE MAINTENANCE	245,000.00	16,424.37	44,917.79	10,339.53	189,742.68	18.33%	
1898	043-10-534-3-4700	PRINTING AND BINDING	250.00	0.00	13.52	0.00	236.48	5.41%	
1899	043-10-534-3-4800	ADVERTISEMENTS	11,000.00	0.00	0.00	0.00	11,000.00	0.00%	
1900	043-10-534-3-5000	FEES & FINES	1,500.00	99.97	99.97	0.00	1,400.03	6.66%	
1901	043-10-534-3-5100	OFFICE SUPPLIES	2,000.00	0.00	0.00	0.00	2,000.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1902	043-10-534-3-5210	GAS AND LUBRICANTS	150,000.00	7,554.88	16,850.59	0.00	133,149.41	11.23%	
1903	043-10-534-3-5230	JANITORIAL SUPPLIES	2,000.00	44.60	66.90	0.00	1,933.10	3.35%	
1904	043-10-534-3-5250	SMALL TOOLS	8,000.00	3.88	3.88	199.99	7,796.13	0.05%	
1905	043-10-534-3-5260	UNIFORMS	10,000.00	562.63	818.35	0.00	9,181.65	8.18%	
1906	043-10-534-3-5280	OPERATING SUPPLIES	15,000.00	2,701.49	10,011.07	4,607.89	381.04	66.74%	
1907	043-10-534-3-5285	CUSTOMER REPAIRS	4,500.00	0.00	0.00	0.00	4,500.00	0.00%	
1908	043-10-534-3-5290	GARBAGE CONTAINERS/DUMPSTERS	60,000.00	0.00	0.00	0.00	60,000.00	0.00%	
1909			-----	-----	-----	-----	-----	-----	
1910		TOTAL	934,222.00	52,565.47	120,444.24	84,409.37	729,368.39	13.00%	
1911									
1912		CAPITAL OUTLAY							
1913	043-10-534-6-6400	CAPITAL OUTLAY	64,205.00	0.00	0.00	44,993.32	19,211.68	0.00%	
1914	043-10-534-6-6401	VEHICLE PURCHASE	345,000.00	0.00	0.00	0.00	345,000.00	0.00%	
1915	043-10-534-6-6474	PUBLIC WORKS BUILDING	0.00	0.00	19,313.05	0.00	-19,313.05	0.00%	
1916			-----	-----	-----	-----	-----	-----	
1917		TOTAL	409,205.00	0.00	19,313.05	44,993.32	344,898.63	5.00%	
1918									
1919		DEBT SERVICE							
1920	043-10-517-7-7100	PRINCIPAL- AMERIS LOAN #281 SA	96,961.00	0.00	0.00	0.00	96,961.00	0.00%	
1921	043-10-517-7-7112	PRINCIPAL-2016 USBANCORP LEASE	0.00	0.00	0.00	0.00	0.00	0.00%	
1922	043-10-517-7-7113	PRINCIPAL-BB&T CLAMSHELL-SERVI	0.00	0.00	0.00	0.00	0.00	0.00%	
1923	043-10-517-7-7114	PRINCIPAL-FRONT LOADER	0.00	0.00	0.00	0.00	0.00	0.00%	
1924	043-10-517-7-7115	PRINCIPAL PUBLIC WORKS BLDG	24,892.00	0.00	0.00	0.00	24,892.00	0.00%	
1925	043-10-517-7-7200	INTEREST- AMERIS LOAN #281 SAN	18,673.00	0.00	0.00	0.00	18,673.00	0.00%	
1926	043-10-517-7-7212	INTEREST-2016 USBANCORP LEASE	0.00	0.00	0.00	0.00	0.00	0.00%	
1927	043-10-517-7-7213	INTEREST-BB&T CLAMSHELL-SERVIC	0.00	0.00	0.00	0.00	0.00	0.00%	
1928	043-10-517-7-7214	INTEREST-FRONT LOADER	0.00	0.00	0.00	0.00	0.00	0.00%	
1929	043-10-517-7-7215	INTEREST PUBLIC WORKS BLDG	37,213.00	0.00	0.00	0.00	37,213.00	0.00%	
1930			-----	-----	-----	-----	-----	-----	
1931		TOTAL	177,739.00	0.00	0.00	0.00	177,739.00	0.00%	
1932			-----	-----	-----	-----	-----	-----	
1933		DEPARTMENT TOTAL	2,863,749.00	123,259.51	295,837.79	163,483.95	2,404,427.26	11.00%	
1934			-----	-----	-----	-----	-----	-----	
1935									
1936			-----	-----	-----	-----	-----	-----	
1937		TOTAL EXPENDITURES	3,190,845.00	137,976.25	326,029.38	163,668.75	2,701,146.87	11.00%	
1938			-----	-----	-----	-----	-----	-----	
1939									

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1940		TRANSFERS							
1941	043-10-534-9-9101	REIMB GENERAL FUND-ADMIN EXP	207,320.00	17,277.00	34,554.00	0.00	172,766.00	16.67%	
1942	043-10-534-9-9110	TRANSFER TO GENERAL FUND-FRANC	165,000.00	13,750.00	27,500.00	0.00	137,500.00	16.67%	
1943			-----	-----	-----	-----	-----	-----	
1944		TOTAL	372,320.00	31,027.00	62,054.00	0.00	310,266.00	17.00%	
1945									
1946		CONTINGENCIES & RESERVES							
1947	043-10-534-9-9900	CONTINGENCY/RESERVE	124,437.00	0.00	0.00	0.00	124,437.00	0.00%	
1948	043-10-534-9-9901	CAPITAL REPLACEMENT CONTINGENC	447,995.00	0.00	0.00	0.00	447,995.00	0.00%	
1949			-----	-----	-----	-----	-----	-----	
1950		TOTAL	572,432.00	0.00	0.00	0.00	572,432.00	0.00%	
1951			-----	-----	-----	-----	-----	-----	
1952		TOTAL EXPENDITURES, TRANSFERS,							
1953	SANITATION FUND	CONTINGENCIES & RESERVES	4,135,597.00	169,003.25	388,083.38	163,668.75	3,583,844.87	10.00%	
1954			-----	-----	-----	-----	-----	-----	
1955									
1956	TIF								
1957	TIF REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1958		PROPERTY TAXES							
1959	030-00-311-0-3100	DOWNTOWN REDEV COUNTY SHARE	477,105.00	0.00	0.00		477,105.00	0.00%	
1960	030-00-311-0-3110	DOWNTOWN REDEV CITY SHARE	323,447.00	321,763.13	321,763.13		1,683.87	99.48%	
1961	030-00-311-0-3200	SOUTH HISTORIC COUNTY SHARE	141,394.00	95,373.41	95,373.41		46,020.59	67.45%	
1962	030-00-311-0-3220	SOUTH HISTORIC CITY SHARE	95,856.00	0.00	0.00		95,856.00	0.00%	
1963	030-00-311-0-3300	NORTH HISTORIC COUNTY SHARE	46,056.00	31,196.71	31,196.71		14,859.29	67.74%	
1964	030-00-311-0-3330	NORTH HISTORIC CITY SHARE	31,223.00	-31,196.71	-31,196.71		62,419.71	-99.92%	
1965			-----	-----	-----		-----	-----	
1966		TOTAL	1,115,081.00	417,136.54	417,136.54		697,944.46	38.00%	
1967									
1968		OTHER REVENUES							
1969			-----	-----	-----		-----	-----	
1970		TOTAL	0.00	0.00	0.00		0.00	0.00%	
1971									
1972			-----	-----	-----		-----	-----	
1973		TOTAL REVENUES	1,115,081.00	417,136.54	417,136.54		697,944.46	38.00%	
1974			-----	-----	-----		-----	-----	
1975									
1976		CASH BALANCE FORWARD							
1977	030-00-301-0-0001	DOWNTOWN REDEVELOPMENT FORWARD	1,125,121.00	0.00	0.00		1,125,121.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
1978	030-00-301-0-0002	SOUTH HISTORIC BALANCE FORWARD	445,200.00	0.00	0.00		445,200.00	0.00%	
1979	030-00-301-0-0003	NORTH HISTORIC BALANCE FORWARD	129,372.00	0.00	0.00		129,372.00	0.00%	
1980			-----	-----	-----		-----	-----	
1981		TOTAL	1,699,693.00	0.00	0.00		1,699,693.00	0.00%	
1982			-----	-----	-----		-----	-----	
1983	TIF	TOTAL REV, TRF & CASH BALANCES	2,814,774.00	417,136.54	417,136.54		2,397,637.46	15.00%	
1984			-----	-----	-----		-----	-----	
1985	TIF EXPENDITURES / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
1986		DOWNTOWN							
1987	030-30-580-1-1100	EXEC SALARIES TIFDT	49,000.00	549.74	2,492.60	0.00	46,507.40	5.09%	
1988	030-30-580-1-2100	FICA TAX EXP TIF DT	3,749.00	42.05	190.68	0.00	3,558.32	5.09%	
1989	030-30-580-1-2200	RETIREMENT EXP TIF DT	13,524.00	0.00	536.23	0.00	12,987.77	3.97%	
1990	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%	
1991	030-30-580-3-3100	PROFESSIONAL SERVICES	110,000.00	0.00	0.00	0.00	110,000.00	0.00%	
1992	030-30-580-3-3105	SMALL BUSINESS DEVELOPMENT CEN	15,000.00	0.00	3,750.00	11,250.00	0.00	25.00%	
1993	030-30-580-3-3109	MAINTENANCE CONTRACT	20,000.00	1,200.00	2,400.00	12,000.00	5,600.00	12.00%	
1994	030-30-580-3-3200	AUDIT EXPENSE	11,900.00	1,848.28	1,848.28	0.00	10,051.72	15.53%	
1995	030-30-580-3-4020	DOWNTOWN-SCHOOL,CONF,TRAVEL	3,500.00	0.00	0.00	0.00	3,500.00	0.00%	
1996	030-30-580-3-5000	FINES & FEES	0.00	13.53	13.53	0.00	-13.53	0.00%	
1997	030-30-580-3-5280	MISC EXPENSES	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
1998	030-30-580-3-5281	DOWNTOWN OPS SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00%	
1999	030-30-580-3-5401	FRA ANNUAL DUES, TRAINING & CO	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
2000	030-30-580-3-5402	DEO ANNUAL DUES	200.00	0.00	0.00	105.45	94.55	0.00%	
2001	030-30-580-6-6311	DOWNTOWN CHRISTMAS LIGHTS	33,483.00	0.00	0.00	33,483.07	-0.07	0.00%	
2002	030-30-580-6-6316	WAYFINDING	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
2003	030-30-580-6-6319	BUILDING IMPROVEMENT GRANT	135,000.00	0.00	0.00	0.00	135,000.00	0.00%	
2004	030-30-580-6-6320	LANDSCAPING	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
2005	030-30-580-6-6321	SITE AMENITIES	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
2006	030-30-580-6-6328	PUBLIC ART	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
2007	030-30-580-6-6329	PROPERTY AQUISITION	0.00	0.00	0.00	0.00	0.00	0.00%	
2008	030-30-580-6-6332	ECONOMIC DEVELOPMENT	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
2009	030-30-580-6-6334	SPECIAL EVENTS GRANTS	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
2010	030-30-580-6-6336	LARIMER RENOVATIONS	150,000.00	0.00	0.00	0.00	150,000.00	0.00%	
2011	030-30-580-6-6400	CAPITAL OUTLAY	1,517.00	0.00	0.00	0.00	1,517.00	0.00%	
2012			-----	-----	-----	-----	-----	-----	
2013		TOTAL	663,938.00	3,653.60	11,231.32	56,838.52	595,868.16	2.00%	
2014									
2015		TRANSFERS							

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2016	030-30-580-9-9106	REIMB GENERAL-ADMIN EXP	96,529.00	8,044.00	16,088.00	0.00	80,441.00	16.67%	
2017	030-30-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	128,246.00	10,687.00	36,171.62	0.00	92,074.38	28.20%	
2018	030-30-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	25,276.00	2,106.00	7,128.45	0.00	18,147.55	28.20%	
2019	030-30-580-9-9132	TRANSFER TO UTILITY FUND-POTAB	100,000.00	8,333.00	16,666.00	0.00	83,334.00	16.67%	
2020	030-30-580-9-9134	TRANSFER TO BETTER PLACE - STR	911,684.00	75,974.00	151,948.00	0.00	759,736.00	16.67%	
2021			-----	-----	-----	-----	-----	-----	
2022		TOTAL	1,261,735.00	105,144.00	228,002.07	0.00	1,033,732.93	19.00%	
2023									
2024			-----	-----	-----	-----	-----	-----	
2025		DEPARTMENT TOTAL	1,925,673.00	108,797.60	239,233.39	56,838.52	1,629,601.09	12.00%	
2026			-----	-----	-----	-----	-----	-----	
2027									
2028		SOUTH HISTORIC							
2029	030-31-580-1-1100	EXEC SALARIES TIFSouth	16,100.00	62.77	673.38	0.00	15,426.62	4.18%	
2030	030-31-580-1-2100	FICA TAX EXP TIFSouth	1,232.00	4.80	51.50	0.00	1,180.50	4.18%	
2031	030-31-580-1-2200	RETIREMENT EXP TIFSouth	4,444.00	0.00	168.53	0.00	4,275.47	3.79%	
2032	030-31-580-1-2300	HEALTH AND LIFE INSUR TIFSouth	2,979.00	0.00	0.00	0.00	2,979.00	0.00%	
2033	030-31-580-3-3100	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	0.00	15,000.00	0.00%	
2034	030-31-580-3-3200	AUDIT EXPENSE	3,740.00	575.87	575.87	0.00	3,164.13	15.40%	
2035	030-31-580-3-4020	SOUTH- SCHOOL,CONF,TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00%	
2036	030-31-580-3-5000	FINES & FEES	0.00	13.53	13.53	0.00	-13.53	0.00%	
2037	030-31-580-3-5280	MISC EXPENSES	650.00	0.00	0.00	0.00	650.00	0.00%	
2038	030-31-580-3-5281	SOUTH OPS SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00%	
2039	030-31-580-3-5400	FRA ANNUAL DUES, TRAINING	1,500.00	0.00	0.00	0.00	1,500.00	0.00%	
2040	030-31-580-3-5402	DEO ANNUAL DUES	110.00	0.00	0.00	57.95	52.05	0.00%	
2041	030-31-580-6-6329	BUILDING IMPROVEMENT GRANT	60,000.00	0.00	0.00	0.00	60,000.00	0.00%	
2042	030-31-580-6-6333	SIGNAGE	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
2043	030-31-580-6-6337	SITE AMENITIES	3,000.00	0.00	0.00	0.00	3,000.00	0.00%	
2044	030-31-580-6-6341	LANDSCAPING	10,000.00	0.00	0.00	0.00	10,000.00	0.00%	
2045	030-31-580-6-6343	CAPITAL OUTLAY	50,615.00	0.00	0.00	0.00	50,615.00	0.00%	
2046	030-31-580-6-6344	324 RIVER ST REPAIRS TILGHMAN	300,000.00	33,735.00	33,735.00	191,165.00	75,100.00	11.25%	
2047	030-31-580-6-6347	CODE COMPLIANCE	70,000.00	0.00	0.00	0.00	70,000.00	0.00%	
2048	030-31-580-6-9134	TRANSFER TO BETTER STREET	20,621.00	1,718.00	3,436.00	0.00	17,185.00	16.66%	
2049			-----	-----	-----	-----	-----	-----	
2050		TOTAL	569,991.00	36,109.97	38,653.81	191,222.95	340,114.24	7.00%	
2051									
2052		TRANSFERS							
2053	030-31-580-9-9102	TRANSFER TO UTILITY- SOUTH POT	30,000.00	2,500.00	5,000.00	0.00	25,000.00	16.67%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	030-31-580-9-9105	REIMB GENERAL	34,210.00	2,851.00	5,702.00	0.00	28,508.00	16.67%	
2055	030-31-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	40,306.00	3,359.00	11,368.69	0.00	28,937.31	28.21%	
2056	030-31-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	7,944.00	662.00	2,240.62	0.00	5,703.38	28.21%	
2057			-----	-----	-----	-----	-----	-----	
2058		TOTAL	112,460.00	9,372.00	24,311.31	0.00	88,148.69	22.00%	
2059									
2060			-----	-----	-----	-----	-----	-----	
2061		DEPARTMENT TOTAL	682,451.00	45,481.97	62,965.12	191,222.95	428,262.93	9.00%	
2062									
2063		NORTH HISTORIC							
2064	030-32-580-1-1100	EXEC SALARIES TIFNorth	4,900.00	172.84	394.89	0.00	4,505.11	8.06%	
2065	030-32-580-1-2100	FICA TAX EXP TIFNorth	375.00	13.23	30.21	0.00	344.79	8.06%	
2066	030-32-580-1-2200	RETIREMENT EXP TIFNorth	1,352.00	0.00	61.28	0.00	1,290.72	4.53%	
2067	030-32-580-1-2300	HEALTH LIFE INSURA TIFNorth	907.00	0.00	0.00	0.00	907.00	0.00%	
2068	030-32-580-3-3100	PROFESSIONAL SERVICES	4,300.00	0.00	0.00	0.00	4,300.00	0.00%	
2069	030-32-580-3-3200	AUDIT EXPENSE	1,360.00	208.85	208.85	0.00	1,151.15	15.36%	
2070	030-32-580-3-4020	NORTH- SCHOOL,CONF,TRAVEL	0.00	0.00	0.00	0.00	0.00	0.00%	
2071	030-32-580-3-5000	FINES & FEES	0.00	13.53	13.53	0.00	-13.53	0.00%	
2072	030-32-580-3-5280	MISC EXPENSES	250.00	0.00	0.00	0.00	250.00	0.00%	
2073	030-32-580-3-5281	NORTH OPS SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00%	
2074	030-32-580-3-5400	FRA ANNUAL DUES, TRAINING	500.00	0.00	0.00	0.00	500.00	0.00%	
2075	030-32-580-3-5402	DEO ANNUAL DUES	22.00	0.00	0.00	11.60	10.40	0.00%	
2076	030-32-580-6-6319	BUILDING IMPROVEMENT GRANT	40,000.00	0.00	0.00	0.00	40,000.00	0.00%	
2077	030-32-580-6-6322	GENERAL CAPITAL IMPROVEMENTS	16,005.00	0.00	0.00	0.00	16,005.00	0.00%	
2078	030-32-580-6-6328	CODE COMPLIANCE	30,000.00	0.00	0.00	0.00	30,000.00	0.00%	
2079			-----	-----	-----	-----	-----	-----	
2080		TOTAL	99,971.00	408.45	708.76	11.60	99,250.64	1.00%	
2081									
2082		TRANSFERS							
2083	030-32-580-9-9105	REIMB GENERAL-ADMIN EXP	10,359.00	863.00	1,726.00	0.00	8,633.00	16.66%	
2084	030-32-580-9-9108	REIMBURSEMENT-CONTR POLICE SER	14,657.00	1,221.00	4,133.19	0.00	10,523.81	28.20%	
2085	030-32-580-9-9109	REIMBURSEMENT-CONTR CODE ENFR	2,889.00	241.00	815.36	0.00	2,073.64	28.22%	
2086	030-32-580-9-9134	TRANSFER TO BETTER PLACE	78,774.00	6,565.00	13,130.00	0.00	65,644.00	16.67%	
2087			-----	-----	-----	-----	-----	-----	
2088		TOTAL	106,679.00	8,890.00	19,804.55	0.00	86,874.45	19.00%	
2089									
2090			-----	-----	-----	-----	-----	-----	
2091		DEPARTMENT TOTAL	206,650.00	9,298.45	20,513.31	11.60	186,125.09	10.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2092									
2093			-----	-----	-----	-----	-----	-----	
2094		TOTAL EXPENDITURES	2,814,774.00	163,578.02	322,711.82	248,073.07	2,243,989.11	11.00%	0.00
2095			-----	-----	-----	-----	-----	-----	
2096									
2097		CONTINGENCIES & RESERVES							
2098			-----	-----	-----	-----	-----	-----	
2099		TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
2100			-----	-----	-----	-----	-----	-----	
2101		TOTAL EXPENDITURES, TRANSFERS,							
2102	TIF	CONTINGENCIES & RESERVES	2,814,774.00	163,578.02	322,711.82	248,073.07	2,243,989.11	11.00%	
2103			-----	-----	-----	-----	-----	-----	
2104									
2105	BETTER PLACE PLAN								
2106	BETTER PLACE PLAN REVENUES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
2107		LOCAL OPTION, USE & FUEL TAXES							
2108	101-00-312-6-0000	DISCRETIONARY SALES SURTAX	1,465,659.00	189,704.65	264,007.57		1,201,651.43	18.01%	
2109			-----	-----	-----		-----	-----	
2110		TOTAL	1,465,659.00	189,704.65	264,007.57		1,201,651.43	18.00%	
2111									
2112		STATE/FEDERAL GRANTS & PILOTS							
2113	101-00-331-2-5508	USDA RBDG SIDEWALK IMPRVMT	0.00	0.00	0.00		0.00	0.00%	
2114	101-00-331-2-5509	USDA PATROL CARS APPROPRIATION	0.00	0.00	0.00		0.00	0.00%	
2115	101-00-331-3-9006	CDBG MIT IRMA IR042	1,377,000.00	0.00	0.00		1,377,000.00	0.00%	
2116	101-00-331-3-9007	HMGP Kay Larkin FD	306,011.00	0.00	0.00		306,011.00	0.00%	
2117	101-00-331-3-9008	Fed RAISE	3,000,000.00	0.00	0.00		3,000,000.00	0.00%	
2118	101-00-331-4-1000	Fed DOT SS4A	500,000.00	0.00	0.00		500,000.00	0.00%	
2119	101-00-331-7-7004	CDBG CARES COVID SIDEWALKS	3,000,000.00	0.00	0.00		3,000,000.00	0.00%	
2120	101-00-334-2-3000	PRICE MARTIN RETROFIT SHELTER	989,760.00	0.00	0.00		989,760.00	0.00%	
2121	101-00-334-6-1000	AFFORDABLE HOUSING APPROPRIATI	1,900,000.00	0.00	0.00		1,900,000.00	0.00%	
2122	101-00-334-7-7009	DOS AACH JENKINS GRANT	78,803.00	0.00	0.00		78,803.00	0.00%	
2123	101-00-334-7-7010	DHR BRONSON HOUSE	367,900.00	0.00	0.00		367,900.00	0.00%	
2124	101-00-334-7-7011	DOT SAFE STREETS 4 ALL	500,000.00	0.00	0.00		500,000.00	0.00%	
2125	101-00-334-9-1100	FDOT Downtown Streetscapes Pha	1,060,334.00	0.00	0.00		1,060,334.00	0.00%	
2126	101-00-334-9-1101	FDOT Downtown Streetscapes Pha	400,000.00	0.00	0.00		400,000.00	0.00%	
2127	101-00-337-7-0002	SHAW BUCK PARK IMPROVEMENTS	0.00	0.00	0.00		0.00	0.00%	
2128	101-00-337-7-0003	PALM BOWL PARK IMPROVEMENTS	0.00	0.00	0.00		0.00	0.00%	
2129			-----	-----	-----		-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2130		TOTAL	13,479,808.00	0.00	0.00		13,479,808.00	0.00%	
2131									
2132									
2133		DISPOSITION OF FIXED ASSETS							
2134			-----	-----	-----		-----	-----	
2135		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2136									
2137		TRANSFERS IN							
2138	101-00-381-0-1004	TRANSFER FROM TAX INCREMENT -	1,011,079.00	84,257.00	168,514.00		842,565.00	16.67%	
2139	101-00-381-0-1200	TRANSFER FROM GENERAL	150,000.00	12,500.00	25,000.00		125,000.00	16.67%	
2140	101-00-381-0-1300	TRANSFER FROM UTILTIY FUND	400,000.00	33,333.00	66,666.00		333,334.00	16.67%	
2141			-----	-----	-----		-----	-----	
2142		TOTAL	1,561,079.00	130,090.00	260,180.00		1,300,899.00	17.00%	
2143									
2144									
2145		DEBT PROCEEDS							
2146	101-00-384-0-1000	LOAN/LEASE PROCEEDS	1,387,948.00	0.00	0.00		1,387,948.00	0.00%	
2147			-----	-----	-----		-----	-----	
2148		TOTAL	1,387,948.00	0.00	0.00		1,387,948.00	0.00%	
2149									
2150			-----	-----	-----		-----	-----	
2151		TOTAL OPERATING & OTHER REV	17,894,494.00	319,794.65	524,187.57		17,370,306.43	3.00%	
2152			-----	-----	-----		-----	-----	
2153									
2154		CASH BALANCE FORWARD							
2155	101-00-301-0-1007	BETTER PLACE BALANCE FORWARD	1,456,514.00	0.00	0.00		1,456,514.00	0.00%	
2156			-----	-----	-----		-----	-----	
2157		TOTAL	1,456,514.00	0.00	0.00		1,456,514.00	0.00%	
2158			-----	-----	-----		-----	-----	
2159	BETTER PLACE	TOTAL REV, TRF & CASH BALANCES	19,351,008.00	319,794.65	524,187.57		18,826,820.43	3.00%	
2160			-----	-----	-----		-----	-----	
2161	BETTER PLACE PLAN EXPENDITURES / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
2162		BETTER PLACE PLAN							
2163									
2164		OPERATING EXPENSES							
2165	101-18-519-3-3100	PROFESSIONAL SERVICES	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
2166	101-18-519-3-3103	GRANT APPLICATION FEES	4,928.00	0.00	0.00	0.00	4,928.00	0.00%	
2167	101-18-519-3-5000	FINES & FEES	500.00	0.00	0.00	0.00	500.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2168			-----	-----	-----	-----	-----	-----	
2169		TOTAL	105,428.00	0.00	0.00	0.00	105,428.00	0.00%	
2170									
2171		CAPITAL OUTLAY							
2172	101-18-519-6-6310	SIDEWALKS	110,000.00	0.00	9,400.00	0.00	100,600.00	8.55%	
2173	101-18-519-6-6330	PUBLIC WORKS BUILDING	1,374,348.00	12,799.43	45,473.42	1,044,144.30	284,730.28	3.31%	
2174	101-18-519-6-6400	STORMWATER	481,433.00	0.00	0.00	3,305.30	478,127.70	0.00%	
2175	101-18-519-6-6455	RESURFACING & STRIPING	500,000.00	137,245.64	137,245.64	212,701.06	150,053.30	27.45%	
2176	101-18-519-6-6457	HANK BRYAN PARK RESTROOM	0.00	0.00	0.00	0.00	0.00	0.00%	
2177	101-18-519-6-6459	PRICE MARTIN IMPROVEMENTS	100,000.00	0.00	0.00	0.00	100,000.00	0.00%	
2178	101-18-519-6-6467	CITY SHARE DOWNTOWN STREETSCAP	605,166.00	0.00	0.00	0.00	605,166.00	0.00%	
2179	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%	
2180	101-18-519-6-6473	DOS AACH JENKINS CITY MATCH	78,300.00	0.00	0.00	0.00	78,300.00	0.00%	
2181	101-18-519-6-6475	City Match Fed DOT SS4A	216,000.00	5,000.00	5,000.00	0.00	211,000.00	2.31%	
2182	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%	
2183	101-18-519-6-6477	CITY MATCH BRONSON HOUSE	134,634.00	0.00	0.00	0.00	134,634.00	0.00%	
2184	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%	
2185	101-18-519-6-6480	RODDY ROAD FORCE MAIN RELOCATI	235,000.00	0.00	0.00	0.00	235,000.00	0.00%	
2186	101-18-519-6-6481	RIVER ST RETAINING WALL	370,000.00	0.00	0.00	0.00	370,000.00	0.00%	
2187	101-18-519-6-6482	FLOATING DOCK	295,000.00	0.00	0.00	0.00	295,000.00	0.00%	
2188	101-18-519-6-6483	ROLLING HILL STORMWATER	455,000.00	0.00	0.00	9,871.00	445,129.00	0.00%	
2189			-----	-----	-----	-----	-----	-----	
2190		TOTAL	5,419,159.00	155,045.07	197,119.06	1,270,021.66	3,952,018.28	4.00%	
2191									
2192		DEBT SERVICE							
2193	101-18-517-7-7106	PRINCIPAL PUBLIC WORKS BUILDIN	40,866.00	0.00	0.00	0.00	40,866.00	0.00%	
2194	101-18-517-7-7108	PRINCIPAL-PUMPER FIRE TRUCKS	74,517.00	0.00	74,516.53	0.00	0.47	100.00%	
2195	101-18-517-7-7206	INTEREST - PUBLIC WORKS BUILDI	61,094.00	0.00	0.00	0.00	61,094.00	0.00%	
2196	101-18-517-7-7208	INTEREST-PUMPER FIRE TRUCKS	8,708.00	0.00	2,649.26	0.00	6,058.74	30.42%	
2197			-----	-----	-----	-----	-----	-----	
2198		TOTAL	185,185.00	0.00	77,165.79	0.00	108,019.21	42.00%	
2199									
2200		GRANT MATCHES							
2201	101-18-519-8-6210	PRICE MARTIN RETROFIT SHELTER	989,760.00	0.00	0.00	0.00	989,760.00	0.00%	
2202	101-18-519-8-6327	CDBG MIT IRMA IR042	1,377,000.00	7,941.21	7,941.21	659.20	1,368,399.59	0.58%	
2203	101-18-519-8-6364	DOS AACH JENKINS GRANT	78,803.00	3,325.22	3,325.22	0.00	75,477.78	4.22%	
2204	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%	
2205	101-18-519-8-8934	HMGP Kay Larkin FD	306,011.00	0.00	0.00	0.00	306,011.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2206	101-18-519-8-8937	DOT SAFE STREETS 4 ALL	500,000.00	20,000.00	20,000.00	0.00	480,000.00	4.00%	
2207	101-18-519-8-8938	Fed RAISE GRANT	3,000,000.00	0.00	0.00	0.00	3,000,000.00	0.00%	
2208	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%	
2209	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%	
2210	101-18-519-8-8942	USDA PATROL CARS APPROPRIATION	0.00	0.00	0.00	0.00	0.00	0.00%	
2211	101-18-519-8-8943	DHR BRONSON HOUSE	367,900.00	0.00	0.00	0.00	367,900.00	0.00%	
2212	101-18-519-8-8944	SHAW BUCK PARK IMPROVEMENTS	26,233.00	0.00	0.00	8,316.00	17,917.00	0.00%	
2213	101-18-519-8-8945	PALM BOWL PARK IMPROVEMENTS	16,628.00	332.89	332.89	0.00	16,295.11	2.00%	
2214	101-18-519-8-8946	VULNERABILITY ASSESSMENT	400,000.00	0.00	0.00	0.00	400,000.00	0.00%	
2215			-----	-----	-----	-----	-----	-----	
2216		TOTAL	13,022,669.00	31,599.32	31,599.32	8,975.20	12,982,094.48	1.00%	
2217									
2218		TRANSFERS							
2219	101-18-519-9-9100	TRANSFER TO GENERAL FUND	618,567.00	51,547.00	103,094.00	0.00	515,473.00	16.67%	
2220			-----	-----	-----	-----	-----	-----	
2221		TOTAL	618,567.00	51,547.00	103,094.00	0.00	515,473.00	17.00%	
2222									
2223			-----	-----	-----	-----	-----	-----	
2224		DEPARTMENT TOTAL	19,351,008.00	238,191.39	408,978.17	1,278,996.86	17,663,032.97	3.00%	
2225			-----	-----	-----	-----	-----	-----	
2226									
2227			-----	-----	-----	-----	-----	-----	
2228		TOTAL EXPENDITURES	19,351,008.00	170,786.78	170,786.78	376,468.97	18,803,752.25	1.00%	
2229			-----	-----	-----	-----	-----	-----	
2230									
2231		RESERVES							
2232			-----	-----	-----	-----	-----	-----	
2233		DEPARTMENT TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
2234									
2235			-----	-----	-----	-----	-----	-----	
2236		TOTAL EXPENDITURES, TRANSFERS,							
2237	BETTER PLACE	CONTINGENCIES & RESERVES	19,351,008.00	170,786.78	170,786.78	376,468.97	18,803,752.25	1.00%	
2238			-----	-----	-----	-----	-----	-----	
2239									
2240	AMERICAN RESCUE PLAN ACT								
2241	AMERICAN RESCUE PLAN ACT / ESTIMATED VS. ACTUAL MONTHLY REPORT / 16.66 % Yr Complete For Fiscal Year: 2026 / 11								
2242		LOCAL OPTION, USE & FUEL TAXES							
2243			-----	-----	-----	-----	-----	-----	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2244		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2245									
2246		STATE/FEDERAL GRANTS & PILOTS							
2247	300-00-331-5-1000	ARPA REVENUE	1,283,471.00	0.00	0.00		1,283,471.00	0.00%	
2248			-----	-----	-----		-----	-----	
2249		TOTAL	1,283,471.00	0.00	0.00		1,283,471.00	0.00%	
2250									
2251									
2252		DISPOSITION OF FIXED ASSETS							
2253			-----	-----	-----		-----	-----	
2254		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2255									
2256		TRANSFERS IN							
2257			-----	-----	-----		-----	-----	
2258		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2259									
2260									
2261		DEBT PROCEEDS							
2262			-----	-----	-----		-----	-----	
2263		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2264									
2265			-----	-----	-----		-----	-----	
2266		TOTAL OPERATING & OTHER REV	1,283,471.00	0.00	0.00		1,283,471.00	0.00%	
2267			-----	-----	-----		-----	-----	
2268									
2269		CASH BALANCE FORWARD							
2270			-----	-----	-----		-----	-----	
2271		TOTAL	0.00	0.00	0.00		0.00	0.00%	
2272			-----	-----	-----		-----	-----	
2273	ARPA FUND	TOTAL REV, TRF & CASH BALANCES	1,283,471.00	0.00	0.00		1,283,471.00	0.00%	
2274			-----	-----	-----		-----	-----	
2275		AMERICAN RESCUE PLAN ACT							
2276									
2277									
2278		CAPITAL OUTLAY							
2279	300-61-559-8-1200	OTHER PUBLIC HEALTH SERVICES	20,000.00	0.00	0.00	0.00	20,000.00	0.00%	
2280	300-63-559-8-3110	HOUSING SUPPORT SERVICES FOR U	50,000.00	0.00	0.00	0.00	50,000.00	0.00%	
2281	300-63-559-8-3120	HOUSING SUPPORT OTHER HOUSING	490,115.00	0.00	0.00	0.00	490,115.00	0.00%	

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2282	300-63-559-8-3130	Housing Support - Homelessness	99,770.00	0.00	0.00	0.00	99,770.00	0.00%	
2283	300-63-559-8-3400	EDUCATION ASSIST SOCIAL EMOT M	70,000.00	0.00	0.00	0.00	70,000.00	0.00%	
2284	300-63-559-8-3500	EDUCATION ASSISTANCE OTHER	24,000.00	0.00	0.00	0.00	24,000.00	0.00%	
2285	300-65-559-8-5100	DW TREATMENT GAC Filters	167,882.00	0.00	0.00	0.00	167,882.00	0.00%	
2286	300-65-559-8-5110	DW TRANSMISS/DISTRIBUT Palm to	0.00	0.00	0.00	0.00	0.00	0.00%	
2287	300-65-559-8-5130	GIS CDBG N32 Palatka Heights	0.00	0.00	0.00	0.00	0.00	0.00%	
2288	300-65-559-8-5140	LEAD AND COPPER RULE	0.00	0.00	0.00	0.00	0.00	0.00%	
2289	300-66-559-8-6100	PROVISION OF GOVT SERVICES	25,000.00	0.00	0.00	0.00	25,000.00	0.00%	
2290	300-66-559-8-6101	RADIOS 800 MHZ - ARPA	0.00	0.00	0.00	0.00	0.00	0.00%	
2291	300-66-559-8-6102	VACANT PROPERTY PURCHASES/ABAT	193,129.00	0.00	0.00	0.00	193,129.00	0.00%	
2292	300-66-559-8-6103	ROAD MAINTENANCE	143,575.00	0.00	0.00	0.00	143,575.00	0.00%	
2293		-----	-----	-----	-----	-----	-----	-----	
2294									
2295		-----	-----	-----	-----	-----	-----	-----	
2296		TOTAL	1,283,471.00	0.00	0.00	0.00	1,283,471.00	0.00%	
2297									
2298		GRANT MATCHES							
2299									
2300		-----	-----	-----	-----	-----	-----	-----	
2301		DEPARTMENT TOTAL	1,283,471.00	0.00	0.00	0.00	1,283,471.00	0.00%	
2302		-----	-----	-----	-----	-----	-----	-----	
2303									
2304		-----	-----	-----	-----	-----	-----	-----	
2305		TOTAL EXPENDITURES	1,283,471.00	0.00	0.00	0.00	1,283,471.00	0.00%	
2306		-----	-----	-----	-----	-----	-----	-----	
2307									
2308		RESERVES							
2309		-----	-----	-----	-----	-----	-----	-----	
2310		DEPARTMENT TOTAL	0.00	0.00	0.00	0.00	0.00	0.00%	
2311									
2312		-----	-----	-----	-----	-----	-----	-----	
2313		TOTAL EXPENDITURES, TRANSFERS,							
2314	ARPA FUND	CONTINGENCIES & RESERVES	1,283,471.00	0.00	0.00	0.00	1,283,471.00	0.00%	
2315		-----	-----	-----	-----	-----	-----	-----	
2316									
2317					0.00				
2318									
2319									

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2320									
2321									
2322									
2323									
2324									
2325									
2326									
2327									
2328									
2329									
2330									
2331									
2332									
2333									
2334									
2335									
2336									
2337									
2338									
2339									
2340									
2341									
2342									
2343									
2344									
2345									
2346									
2347									
2348									
2349									
2350									
2351									
2352									
2353									
2354									
2355									
2356									
2357									

CITY OF PALATKA BUDGET VS ACTUAL REVENUES AND EXPENSES FOR THE FIRST MONTH ENDED NOVEMBER 30, 2025

	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	
2358									
2359									
2360									
2361									
2362									
2363									
2364									
2365									
2366									
2367									
2368									
2369									
2370									
2371									
2372									
2373									

UTILITY FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	First Month YTD 11/30/2025 Total Utility Fund Budget and Actual			
2	Revenues	Budget		Actuals
3	Total Utility Fund	\$ 27,623,291	\$	1,756,556
4				
5	Expenditures	Budget		Actuals
6	Total Utility Fund	\$ 27,623,291	\$	1,728,766
7				
8	Net Results	Budget		Actuals
9	Total Utility Fund	\$ -	\$	27,790
10				
11	Utility Fund			
12		Budget		Actuals
13		REVENUES		
14	Federal & State Grants	\$10,282,287		\$85,007
15	Water & Waste/Sewer Charges	\$9,393,684		\$1,474,469
16	Other Revenues	\$1,394,706		\$25,414
17	Transfers	\$130,000		\$21,666
18	Fund Balance/Reserves - PY	\$6,422,614		\$150,000
19	Total Revenues	\$27,623,291		\$1,756,556
20				
21		EXPENSES		
22	Water Plant	\$3,198,953		\$181,717
23	Sewer/Wastewater Plant	\$4,971,045		\$329,351
24	Water & Sewer Distribution	\$11,403,019		\$290,348
25	Utility Administration	\$810,931		\$130,161
26	Debt	\$1,444,061		\$317,697
27	Transfers	\$3,866,615		\$479,494
28	Fund Balance/Reserves - PY	\$1,928,668		\$0
29	Total Expenditures	\$ 27,623,291	\$	1,728,766
30				
31	Net Results	\$ -	\$	27,790

BETTER PLACE PLAN FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	First Month YTD 11/30/2025 Total Better Place Plan Fund Budget and Actual			
2	Revenues	Budget	Actuals	
3	Total Better Place Plan Fund	\$ 19,351,008	\$ 524,188	
4				
5	Expenditures	Budget	Actuals	
6	Total Better Place Plan Fund	\$ 19,351,008	\$ 408,978	
7				
8	Net Results	Budget	Actuals	
9	Total Better Place Plan Fund	\$ -	\$ 115,210	
10				
11	Better Place Plan Fund			
12		Budget	Actuals	
13	REVENUES			
14	Discretionary Infrastructure Surtax	\$1,465,659	\$264,008	
15	State/Federal Grants	\$13,479,808	\$0	
16	Transfers In	\$1,561,079	\$260,180	
17	Loan Proceeds	\$1,387,948	\$0	
18	Fund Balance/Reserves - PY	\$1,456,514	\$0	
19	Total Revenues	\$ 19,351,008	\$ 524,188	
20				
21	EXPENSES			
22	Operating Expenses	\$105,428	\$0	
23	Capital Outlay	\$5,419,159	\$197,119	
24	Debt Service	\$185,185	\$77,166	
25	Grant Matches	\$13,022,669	\$31,599	
26	Transfers Out	\$618,567	\$103,094	
27	Fund Balance/Reserves - PY	\$0	\$0	
28	Total Expenses	\$ 19,351,008	\$ 408,978	
29				
30	Net Results	\$ -	\$ 115,210	
31				

TIF FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	First Month YTD 11/30/2025 Total TIF FUND Budget and Actual			
2	Revenues	Budget		Actuals
3	Total TIF Fund	\$ 2,814,774	\$	417,137
4				
5	Expenditures	Budget		Actuals
6	Total TIF Fund	\$ 2,814,774	\$	322,712
7				
8	Net Results	Budget		Actuals
9	Total TIF Fund	\$ -	\$	94,425
10				
11	Tax Increment Fund			
12		Budget		Actuals
13		REVENUES		
14	Property Tax	\$1,115,081		\$417,137
15	Other Revenues	\$0		\$0
16		\$0		\$0
17	Fund Balance/Reserves PY	\$1,699,693		\$0
18	Total Revenues	\$ 2,814,774	\$	417,137
19				
20	EXPENSES			
21	Downtown Historic	\$663,938		\$11,231
22	South Historic	\$569,991		\$38,654
23	North Historic	\$99,971		\$709
24	Transfers	\$1,120,458		\$186,744
25	Reimbursements	\$360,416		\$85,374
26				
27				
28	Fund Balance/Reserves - PY			
29	Total Expenses	\$2,814,774		\$322,712
30				
31	Net Results	\$ -	\$	94,425

SANITATION FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	First Month YTD 11/30/2025 Total Sanitation Budget and Actual			
2	Revenues	Budget		Actuals
3	Total Sanitation	\$ 4,135,597	\$	629,869
4				
5	Expenditures	Budget		Actuals
6	Total Sanitation	\$ 4,135,597	\$	388,083
7				
8	Net Results	Budget		Actuals
9	Total Sanitation	\$ -	\$	241,786
10				
11	Sanitation Fund			
12		Budget		Actuals
13		REVENUES		
14	Charges for Services	\$3,624,973		\$607,444
15	Contributions	\$134,109		\$22,352
16	Other Revenue	\$16,158		\$73
17	Debt Service	\$0		\$0
18	Fund Balance/Reserves - PY	\$360,357		\$0
19	Total Revenues	\$ 4,135,597	\$	629,869
20				
21	EXPENSES			
22	Garage Maintenance	\$327,096		\$30,192
23	Sanitation Department	\$2,666,010		\$295,838
24	Capital Outlay	\$20,000		\$0
25	Debt Service	\$177,739		\$0
26	Transfers Out	\$372,320		\$62,054
27	Fund Balance/Reserves - PY	\$572,433		\$0
28	Total Expenditures	\$ 4,135,597	\$	388,083
29				
30	Net Results	\$ -	\$	241,786

GOLF FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	First Month YTD 11/30/2025 Total Golf Fund Budget and Actual			
2	Revenues	Budget	Actuals	
3	Total Golf Fund	\$ 185,679	\$	11,156
4				
5	Expenditures	Budget	Actuals	
6	Total Golf Fund	\$ 185,678	\$	42,527
7				
8	Net Results	Budget	Actuals	
9	Total Golf Fund	\$ 1	\$	(31,371)
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		\$6,666
19	Fund Balance/Reserves - PY	\$0		\$0
20	Total Revenues	\$185,679		\$11,156
21				
22				
23	EXPENSES			
24	Maintenance Expenditures	\$129,490		\$37,499
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		\$30
29	Debt Service	\$0		\$0
30	Fund Balance/Reserves - PY	\$0		\$0
31	Total Expenditures	\$ 185,678	\$	42,527
32				
33	Net Results	\$ 1	\$	(31,371)

ARPA FUND BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
1	First Month YTD 11/30/2025 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 11/30/2025 Total Airport Fund Budget and Actual			
2	Revenues	Budget	Actuals	
3	Total Airport Fund	\$ 4,354,695	\$	268,180
4				
5	Expenditures	Budget	Actuals	
6	Total Airport Fund	\$ 4,354,695	\$	265,334
7				
8	Net Results	Budget	Actuals	
9	Total Airport Fund	\$ -	\$	2,846
10				
11	Airport Fund			
12		Budget	Actuals	
13	REVENUES			
14	Federal & State Grants	\$2,412,335		\$26,198
15	Operating Revenues	\$1,539,108		\$172,911
16	Other Revenues	\$31,232		\$25,738
17	Transfers	\$200,000		\$33,334
18	Cash Balance Forward	\$172,020		\$10,000
19	Total Revenues	\$ 4,354,695	\$	268,180
20				
21	EXPENSES			
22	Personnel Expenses	\$483,698		\$67,472
23	Operating Expenses	\$1,020,648		\$135,493
24	Capital Outlay	\$2,524,334		\$26,197
25	Debt Service	\$50,000		\$0
26	Reimbursements	\$217,037		\$36,172
27	Transfer, Contngencies, Reservs	\$58,979		\$0
28	Total Expenditures	\$ 4,354,695	\$	265,334
29	Net Results	\$0	\$	2,846

GENERAL FUND - BUDGET VS ACTUAL REVENUES AND EXPENSES

	A	B	C	D
2	General Fund Revenues			
3	First Month YTD 11/30/2025			
4	Sources	Budget		Actuals
5	Property Taxes	\$4,628,086		\$717,701
6	Local Option Taxes	\$565,503		\$95,470
7	Utility Service Taxes	\$1,501,083		\$302,381
8	Communication Service Tax	\$400,852		\$66,138
9	Licenses/Permits	\$120,454		\$35,353
10	Franchise/Impact Fees	\$1,231,880		\$358,288
11	Special Assessments	\$2,292,138		\$489,880
12	State/Federal Grants	\$662,620		\$12,622
13	State Shared Revenues	\$1,136,764		\$191,537
14	Impact Fees	\$850,000		\$0
15	Charges for Service	\$221,456		\$72,165
16	Fines and Forfeits	\$211,503		\$18,093
17	Miscellaneous Revenues	\$1,641,663		\$50,040
18	Transfers In	\$1,658,567		\$276,426
19	Contributions/Reimbursements	\$2,169,468		\$386,886
20	Debt Proceeds	\$1,000,000		\$0
21	Fund Balance/Reserves - PY	\$5,576,765		\$0
22	Total Revenues	\$25,868,802		\$3,072,981
23				
24				
25	General Fund Expenditures			
26	Departments	Budget		Actuals
27	City Commission	\$561,464		\$49,566
28	City Manager	\$809,762		\$59,862
29	City Clerk's Office	\$167,458		\$39,942
30				
31	General Fund Expenditures Continued			
32	Finance Department	\$687,768		\$91,797
33	Human Resources	\$433,222		\$32,334
34	Facilities Maintenance	\$553,538		\$83,769
35	Information Technology	\$435,000		\$56,787
36	General Administration - City Hall	\$255,795		\$8,405
37	Legal Counsel	\$259,564		\$37,734
38	Other Government Services	\$1,110,900		\$213,888
39	Building & Zoning	\$730,660		\$60,563
40	Police Department	\$5,794,531		\$841,831
41	Code Enforcement	\$331,346		\$40,427
42	Fire Department	\$5,068,803		\$607,199
43	Streets	\$2,067,235		\$157,180
44	Cemetery	\$148,960		\$1,382
45	Cultural Services	\$205,467		\$35,899
46	Recreation	\$523,434		\$53,701
47	Parks	\$1,547,392		\$36,482
48	Price Martin Center	\$58,400		\$3,250
49	Water Taxis	\$97,600		\$10,014
50	Jenkins Gymnasium	\$159,076		\$45,112
51	Transfers	\$390,000		\$65,000
52	Contingencies	\$0		\$0
53	Fund Balance/Reserves - PY	\$3,471,427		\$0
54	Total Expenditures	\$25,868,802		\$2,632,122
55				
56	General Fund Net	\$0		\$440,859

ADOPT RESOLUTION 2026-R-2 authorizing utilization of a Cooperative Purchase Contract no. 092222-CAT for the purchase of a Generator for the City of Palatka Reclamation Facility. The funding is coming from the capital budget line for the department. It was approved when the budget was adopted.

Replacement of the Generator at the Moody Road Pump Station.

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

We are submitting a request for the purchase of a Generator to operate the Pump Station located at Moody road Station. The current generator is inoperable and aged beyond repairs. This replacement is critical to return this Pump Station to normal operation and supply power when there is a power failure

BACKGROUND

Since this was an approved capital project, the replacement of the aging and defective equipment for generating power for the Pump Station is a necessary upgrade to maintain service and reliability.

PROJECT ANALYSIS

The current Generator was installed in 1985, and is beyond repair. The unit no longer functions as intended. Staff is requesting consent to purchase a replacement generator from Ring Power using a Cooperative Purchasing Contract no 09222-CAT

Staff Recommendation

As this was an approved capital project, Staff recommends purchasing of the Generator to replace the defective unit. This replacement is essential and will enable the Pump Station to operate in the case of a power failure.

ATTACHMENTS

1.	ring powwer quote moody gen
2.	cooperative purchase
3.	Sourcewell contract
4.	Notice of intent
5.	2. Resolution 2026-R-02 Cooperative purchase Contract

Ring Power®**OLYMPIAN™
GENERATORS****Your North and Central Florida Caterpillar Dealer**

ST. AUGUSTINE
500 World Commerce Prkwy
St. Augustine, FL 32092
904-737-7730

TALLAHASSEE
4752 Capital Circle NW
Tallahassee, FL 32303
850-562-1622

OCALA
6202 N US 301/441
Ocala, FL 34475
352-732-4600

ORLANDO
9901 Ringhaver Dr.
Orlando, FL 32824
407-855-6195

TAMPA
9797 Gibsonton Dr
Riverview, FL 33569
813-671-3700

SALES**SERVICE****PARTS****LEASING****RENTALS****QUOTATION / SALES AGREEMENT / SECURITY AGREEMENT**

DATE: 11.13.25

QUOTATION NO: RB24-31408065.SOURCEWELL.REV1

CUSTOMER NAME: City of Palatka: Sourcewell Member ID 21224

ADDRESS: 201 N. 2nd Street

CITY/STATE/ZIP: Palatka, FL 32177

CONTACT: Jackie Pappas

PHONE: 386-329-0100 X 204

ESTIMATED SHIPPING LEAD TIME: See Lead Time Statement

SHIPPING VIA/FOB: Jobsite

ESTIMATED SUBMITTAL LEAD TIME: 4 Weeks

JOBSITE ADDRESS: St Johns Ave & Moody Street

CITY/STATE/ZIP: Palatka, 32177

PROJECT NAME: Palatka Moody & St Johns Lift Station

TERMS: Payment Made In Full within 10 Days of Delivery.

DESCRIPTION OF MATERIAL	UNIT PRICE	EXTENSION
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Ring Power is pleased to offer this price per the Sourcewell CAT Contract # 092222-CAT.
For your reference, your Sourcewell member ID is 21224

One (1) New Caterpillar Natural Gas Fueled Generator. Model DG-100, Rated 100 KW Standby power at 0.8 PF, 240 Volt 3 Phase, 4 Wire, 60 Hz at 1800 RPM, with following options:

- UL Listed 2200 Packaged Gen Set, NFPA 110 Upgrade
- Permanent Magnet
- Main UL Circuit Breaker 400 Amp Adjustable Trip Breaker
- Shunt Trips & Auxiliary Contacts
- Generator Set Isolators
- Electric Start
- Control Panel with Safety Shutdowns
- Voltage Regulator IVR
- Governor
- Jacket Water Heater
- Battery & Battery Charger

Quotation Accepted By: _____ Date: _____ Tax No.: _____

Customer: _____ Salesman's Signature: *Rainer Berry*

Rainer Berry: Retail EPG Sales

TERMS

- This offer to sell is made subject to buyer's acceptance within ten (10) days from this date (noted above).
- All quoted prices are subject to change without notice. Those in effect on the date of shipment shall prevail.
- Subject to credit approval.
- Used equipment is subject to prior sale.
- A 25% restocking fee will be assessed for all canceled orders or returned materials.
- No retainage to be withheld. Ring Power Systems is an equipment supplier and is not a sub-contractor. Our terms are Net 10 days.
- No sales tax is included.
- Buyer grants to seller a security interest in all equipment as described in this agreement until such time as payment is made in full in accordance with the terms and conditions of this agreement and in accord with the seller's credit application.
- Ring Power requires a purchase order to secure this sales agreement.

DESCRIPTION OF MATERIAL	UNIT PRICE	EXTENSION
-------------------------	------------	-----------

Generator Continued

- Anti-Condensation Heater
- 105C Temp Rise Over 40C Ambient Alternator with Corrosive Environment Protection
- Factory Sound Attenuated Aluminum Enclosure

Dealer Additions & Scope of Installation As Follows

- Automatic Transfer Switch- ASCO 300 Series, 240 V, 3 Ph, Open Transition, Nema 3R Enclosed. Equipped with programmable Engine Exerciser, Auxiliary Contacts, Anti Condensation Heater, And Surge Protection on Normal & Emergency Sides to Mitigate Lightning Damage.
- Provide & Install New 400 Amp, 3 Phase Service with New 320 Amp Meter Socket & New Main Fused Disconnect
- Install New 400 Amp, 3 Ph Panel.
- Re Feed Existing Control Panel
- Reconnect Existing Circuitry to New 400 Amp Panel
- • Add Two LED Lights In Building
- Local Licensed Electrical Contractor Provided For Electrical Work Above In Addition to Disconnection of Existing Generator, & Reconnection of New Generator
- Local Licensed Gas Contractor Provided For Disconnection of Existing Gas Supply, & Connection of New Gas Supply. New Regulator Provided
- Delivery, Offloading, & Setting of New Generator, See Notes for Removal of Existing
- Provide New Generator Pad
- Temporary Power Provided for up to One Week During Installation
- All Permitting, Pre Start Up Inspection, Start Up, Commissioning, & Customer Training
- 5 Year Warranty on Both Generator & Transfer Switch

Total Net Per Sourcewell Contract # 092222-CAT	\$183,515.25	\$183,515.25
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Optional: 1 Year Preventative Maintenance Agreement. Pricing is budgetary. Please contact your Product Support Representative for formal pricing and to initiate service contract. \$1,538.97

Lead Time Statement: Upon Receipt of Purchase Order or Approved Submittals Where Required.

- **Generator: 20-22 Weeks**
- **Transfer Switch: 8-10 Weeks (Work to be performed on electrical service and transfer switch delivery will take place prior to generator delivery)**

NOTE:

- **Purchase orders must include the current Sourcewell Contract Number 092222-CAT & Customer Sourcewell Member ID 21224**
- **Removal & Disposal of Existing Generator Provided at No Charge with Customer Signed Bill of Material**

NOTES. Continued Pg. 3

1. The above price includes Installation, start-up, testing, and customer training (during normal business hours, Monday-Friday, 8 AM - 4PM). Equipment installation must complete and equipment ready to start-up. This includes all auxiliary power for generator/enclosure accessories, interconnect wiring, Remote Annunciators, etc. If there are questions regarding the locations for termination, our Project Manager will assist you. Return service calls due to incomplete installation (outside of Ring Power's control) may result in additional charges.
2. Training that is to be videotaped, requires Ring Power approval in advance. RPC "Video Recording Agreement" / waiver signed by the customer / end-user in advance. Videographer / Recording Equipment to be provided by others.

DESCRIPTION OF MATERIAL	UNIT PRICE	EXTENSION
3. No installation (including shipped loose accessories), labor, conduit, wire, equipment off loading, anchor bolts, pad, natural gas piping and gas flow meters is included unless otherwise stated above. 4. Third Party Testing provided by others (i.e. NETA, Infrared Scanning, etc...)In some cases, based on the generator set package weights and dimensions, items may ship loose and must be re-assembled by the contractor on site. Those items might include the fuel tank, load frame & generator, generator enclosures, mufflers, etc... 5. For fuel tanks over 550 Gallons, it is the Contractor or Owners responsibility to notify the appropriate State, and/or local regulatory agencies <u>prior</u> to delivery of the fuel storage tank so that it can be inspected prior to fueling. The FDEP Registration form will be provided in the Ring Power Submittal. Per FDEP Breach of Integrity Testing Guidance, tanks will ship from the factory with a vacuum/gauge installed. On-site testing is not included. 6. No sales tax included 7. Proposal is based on information supplied by the Customer. 8. No specifications, drawings, or diagrams were received or reviewed. General exception is taken to any other specifications and drawings not available at time of quotation. Equipment supplied will be limited to that described in this proposal. 9. Ring Power will be supplying equipment as described in the attached documentation. 10. No equipment will be ordered without an approved Purchase Order. 11. Equipment shipped will be invoiced for at the time of delivery. 12. Ring Power will not release equipment for production until we have received the signed sales agreement or PO and signed and approved submittal from our customer. This is done to insure that we are providing quality equipment that fits our customer's needs. If you need any assistance, please contact your sales representative.		

Thank you for considering Ring Power Systems for your generator needs

Rainer Berry

Rainer Berry

Ring Power Systems, Retail Generator Sales NE Florida, Central FL
904-494-7561 Office 904-679-9706 Cell
Rainer.Berry@Ringpower.com



STANDARD FORM FOR COOPERATIVE PURCHASING 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 Cooperative Purchasing Contract with ("Vendor"):

Ring Power

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 Cooperative Purchasing contracts. Pursuant to this procedure, the City is allowed to Cooperative Purchase 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:

Sourcewell,
said contract being identified as:

CONTRACT # 092222-CAT
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:

BRIAN MCCANN WWTP SUPERINTENDENT

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 Cooperative Purchasing 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

VENDOR

ATTEST:

ATTEST:

City Manager or designated representative

Authorized Vendor Representative

Print Name

Print Name

Date

Date

**Solicitation Number: RFP #092222****CONTRACT**

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Caterpillar Inc., 5212 N. O'Connor Blvd., Suite 1100, Irving, TX 75039 (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 Electrical Energy Power Generation Equipment with Related Parts, Supplies, 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.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires November 22, 2026, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.
- C. **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

- 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 used, 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.

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;
- 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 Sourcwell Price and Product 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. Sourcwell'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. Supplier may not enter into a contract with a U.S. Federal Government entity prior to obtaining necessary internal approvals and will not be obligated to provide Equipment, Products, or Services to any U.S. Federal Government entity under this Contract unless separately agreed in writing. Supplier may work with such parties and may agree to provide equipment or services under the Contract on a case-by-case basis.

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 Sourcwell 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 Sourcwell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcwell. Sourcwell 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 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

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 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. Provided, however, that Caterpillar is permitted to subcontract certain of its rights and obligations to Caterpillar dealers for performance without Sourcewell's prior written consent.

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.

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

Intentionally omitted.

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.

- 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.

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.

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

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. *Professional/Technical, Errors and Omissions, and/or Miscellaneous Professional Liability*. During the term of this Contract, Supplier will maintain coverage for all claims the Supplier may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Supplier's professional services required under this Contract.

Minimum Limits:

\$2,000,000 per claim or event

\$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 primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds. A Participating Dealer may name a Participating Entity as an additional insured on a case-by-case basis.

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.

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's Participating Dealers 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's Participating Dealer 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

Intentionally omitted.

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:
Jeremy Schwartz
C0FD2A139D06489...

By: _____

Jeremy Schwartz

Title: Chief Procurement Officer

12/6/2022 | 4:51 PM CST

Date: _____

Caterpillar Inc.

DocuSigned by:
Jaime Mineart
8ED6778AD1EB44E..

By: _____

Jaime Mineart

Title: Vice President & General Manager
Retail Electric Power Solutions

12/6/2022 | 6:57 PM PST

Date: _____

Approved:

DocuSigned by:
Chad Coauette
7E42B8F817A64CC...

By: _____

Chad Coauette

Title: Executive Director/CEO

12/6/2022 | 8:58 PM CST

Date: _____

RFP 092222 - Electrical Energy Power Generation Equipment with Related Parts, Supplies, and Services

Vendor Details

Company Name: Caterpillar
Address: 5205 N O'Connor Blvd
Irving, TX 75039
Contact: Jaime Mineart
Email: Mineart_Jaime_M@cat.com
Phone: 309-208-8238
Fax: 847-212-8020
HST#:

Submission Details

Created On: Thursday August 04, 2022 09:20:25
Submitted On: Thursday September 22, 2022 11:48:50
Submitted By: Jaime Mineart
Email: Mineart_Jaime_M@cat.com
Transaction #: 7d158290-a935-4ffc-acc0-efaa11d1bfb4
Submitter's IP Address: 198.180.154.20

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")	Caterpillar Inc.	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	N/A	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	N/A	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	11083	*
5	Proposer Physical Address:	5212 N O'Connor Blvd Ste. 1100, Irving, TX 75039	*
6	Proposer website address (or addresses):	https://www.caterpillar.com/ , https://www.cat.com/en_US.html	*
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):	Authorized Rep: Jaime Mineart Title: Vice President & General Manager, Retail Electric Power Solutions Address: 5212 N O'Connor Blvd Ste. 1100, Irving, TX 75039 Email: Mineart_Jaime_M@cat.com Phone: (309) 208-8238	*
8	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Primary Contact: Nicole Warnstedt Title: Territory Sales Manager Address: 5212 N O'Connor Blvd Ste. 1100, Irving, TX 75039 Email: Warnstedt_nicole_a@cat.com Phone: (847) 212-8020	*
9	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Other Contact: Steve Turner Title: Americas Sales Manager, Retail Electric Power Solutions Address: 5212 N O'Connor Blvd Ste. 1100, Irving, TX 75039 Email: Turner_Stephen_M@cat.com Phone: (309) 208-8238	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
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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.	Caterpillar was founded in 1925 when two entrepreneurs merged their companies: Holt Manufacturing Company and C.L. Best Tractor Company. The merger was a great success because the ethics of both men were focused on high quality products and the best customer support. The key to this satisfaction is two-fold: build the best products and empower our dealers to offer the best support. Through this combination, we are proud to prove that our products offer the best value to our customers regardless of where they are located. Caterpillar produced its first diesel engine in 1939. In 1953, Caterpillar created a division dedicated to the specific needs of a broad range of diesel engine customers, including power generation. In 2021, the Energy & Transportation segment including all Power Generation divisions contributed more than \$20.2 Billion of revenue globally for Caterpillar Inc. with more than \$7.6 Billion in North America alone. Since the founding, Caterpillar Inc. has retained the culture of focusing on customer needs and supporting products after the sale. Our company culture is keenly focused on customer satisfaction and every employee realizes that a customer's experience using the product will determine whether he or she will purchase another one. Caterpillar has a robust Code of Conduct that can be found at Caterpillar Code of Conduct Caterpillar Values in Action. Here is a quote from Jim Umpleby, Caterpillar Chief Executive Officer, summarizing this code and its significance in Caterpillar culture. "We are proud that the people on our team come from across the globe, with diverse backgrounds, experiences, and perspectives. This diverse culture and character make us stronger. What unites us within this diversity is a common set of Values; that we are not just accountable for the work we do; we also care deeply about how we do it. Our Code of Conduct defines those Values in action –what we stand for and how we conduct ourselves with our customers, suppliers and one another. Its purpose is not to provide a set of rules that covers every situation or challenge we may face, but to guide us in living those values every day. The Code of Conduct explains what Integrity, Excellence, Teamwork, Commitment and Sustainability mean to us and how we use these Values to make sound, ethical decisions. Our Code of Conduct is one of the most important documents we produce at Caterpillar. We can prove measurable advantages in total owning and operating costs as well as tangible benefits in terms of standard safety features, telematic information sharing, and many training, and application support services offered by our dealers.
11	What are your company's expectations in the event of an award?	Caterpillar is honored to have served Sourcewell and its members who have purchased Cat construction equipment, work-tools, and electrical power generation products through Sourcewell since 2008. Furthermore, we are proud to have earned the Sourcewell Legacy Award in 2019. Caterpillar is the top contributor to generator sales in our current Power Generation and Services contract 120617-CAT. Together with the Machine contract, we look forward to the opportunity to further grow business and serve member needs together in this new Power Generation contract. With average 20-30% growth over the past 5 years, we will be dedicated to continuing with this annual growth.

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.	Maintaining financial strength is a critical priority for Caterpillar. We receive debt ratings from the major credit rating agencies. Caterpillar is "mid-A" rated by S&P and Fitch and has a "low-A" rating with a positive outlook from Moody's. Maintaining our "mid-A" credit rating is critical to our cash deployment priorities. Due to our prudent focus on financial strength, on a comparative basis Caterpillar has generally demonstrated higher profitability, lower leverage, and better liquidity than our competitor peer group. Our liquidity position is extremely strong with typically the highest percentage of cash as a percent of total assets on the balance sheet vs our competitors. Please see 2021 Investor Presentation which provides additional details about our financial position. The full text of the SEC filing documents can be found on our public website: https://investors.caterpillar.com/financials/sec-filings/default.aspx. In 2021 full year sales and revenues were \$50.971B. Enterprise operating cash flow was \$7.2B. During the year, the company paid dividends of \$2.33B and repurchased \$2.67B of Caterpillar common stock. Liquidity remained strong with an enterprise cash balance of \$9.25B at the end of 2021. After paying uninterrupted rising annual dividends for more than two decades, Caterpillar, Inc. (NYSE:CAT) reached the 27th consecutive year mark for inclusion in the elite group of companies designated as Dividend Aristocrats. In addition to a minimum of 25 consecutive years of dividend hikes, a company must be a component of the S&P 500 index and must have a market capitalization of at least \$3B to qualify as a Dividend Aristocrat.	*
13	What is your US market share for the solutions that you are proposing?	Market share information beyond what is made publicly available through our annual reports is considered confidential. Market share data is not readily available within the industry. There are not many manufacturers offering products for the US and Canada that meet the required regulations. Caterpillar is a significant contributor to the overall Power Generation sector within the US and Canada.	*
14	What is your Canadian market share for the solutions that you are proposing?	Market share information beyond what is made publicly available through our annual reports is considered confidential. Market share data is not readily available within the industry. There are not many manufacturers offering products for the US and Canada that meet the required regulations. Caterpillar is a significant contributor to the overall Power Generation sector within the US and Canada.	*
15	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No, Caterpillar has never filed for bankruptcy.	*
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?	Caterpillar is a world class manufacturer which distributes products through a vast and capable dealer network. Our dealers are strong independent companies and in North America alone they have a combined net worth of billions of dollars. Their large valuation is a competitive advantage because it allows them to have the infrastructure to support customers regardless of location, industry, fleet size, or application. We believe our dealers have the largest amount of service parts available in their inventory. Another advantage of independently owned dealers is that they know their customers and market well. They tailor their services specifically to their customers' needs. Caterpillar and each dealer have signed a sales and service agreement that outlines the specific expectations from both parties. In a broad overview, Caterpillar manufactures products and sells them to our dealers. The dealers then sell those products to customers. Caterpillar does not sell directly to state and local governments. Though we will sign this contract as a manufacturer, our dealers will be given the opportunity to avail themselves of the opportunity presented by the contract and will execute all the transactions with governmental customers as they do today. This includes but is not limited to consultation, quoting, accepting payment, delivery, warranty support, parts sales, and service. This is no different than sales occurring out the terms of this agreement. Caterpillar dealers heartily embrace the other Sourcwell contracts currently available to them (032119-CAT, 120617-CAT and 062320-CAT). They have all been trained on contract usage. In fact, the current Electric Power contract is leveraged by at least 75% of our dealers in North America. Caterpillar offers specific discounts to Sourcwell members. By using any Sourcwell Contract, our dealers agree to honor those discounts.	*
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.	Caterpillar and its subsidiaries operate across the globe in a variety of markets that require Caterpillar to adhere to all locally mandated laws and regulations in order to do business. With regards to the territories covered by this RFP, Caterpillar will comply with applicable laws in order to do business in the territories described herein.	*

18	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	Caterpillar has not been suspended or disbarred in trading history.	*
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Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *
19	Describe any relevant industry awards or recognition that your company has received in the past five years	Please note: To list all the awards received in the past 5 years would unnecessarily lengthen our response. For brevity, we are highlighting some recognition received in 2020, 2021 and 2022. Also note there are many global awards. Fortune Magazine #78 on the Fortune 500 2021 Fortune Magazine World's Most Admired Companies World & North America Dow Jones Sustainability Index Forbes Best Employers for diversity 2020 and 2021 #82 Best Global Brands- Interbrand 2021 The Wall Street Journal Best Managed Companies in 2020 and 2021 The Wall Street Journal World's Most Sustainably Managed Companies Human Rights Campaign Foundation Corporate Equality Index Dow Jones Sustainability Index (World and North America) 21 years World's Most Sustainably Managed Companies – The Wall Street Journal United Way World Wide's Global Corporate Leadership Program U.S. President's Volunteer Service Award from Junior Achievement Corporate Equality Index – Human Rights Campaign Foundation CSR China Top 100 – the 4th CSR China Education Award (China) China CSR Excellence Award – China Philanthropy Times (China) Corporate Social Responsibility Research Center of Southern Weekly (China) Outstanding Contribution to Poverty Alleviation – China Foundation for Poverty Alleviation (China) 2020 Global 500 – Fortune Magazine America's Most Responsible Companies 2020, 2021 & 2022 – Newsweek Best-Managed Companies of 2020 & 2021 – The Wall Street Journal Top Companies for Customer Satisfaction – The Wall Street Journal The CEO Leaderboard: COVID-19 Reputation Rankings – SJR All-America Executive Team – Institutional Investor Top 150 Global Licensors – Global License Best Global Brands Top 100 – Interbrand World's Most Valuable Brands 2020 – Forbes 2020 Best Places to Work for Disability Inclusion – Disability Equality Index World's Best Employers 2020 – Forbes Best Employers for Women 2020 – Forbes America's Best Employers by State 2020 – Forbes America's Best Employers for Diversity 2020 – Forbes Best Employers for New Grads 2020 – Forbes Global 2000 – Forbes 2020, 2021 & 2022 Best Employers for Veterans 2020 and 2021– Forbes Top Veteran-Friendly Company – U.S. Veterans Magazine #1 Great Place to Work – Great Place to Work Institute (Brazil) #1 Great Place to Work in the Ag Business - Great Place to Work Institute (Brazil) Chile's 20 Best Places in 2020 to Work for LGBTQ Equality, pwc Human Rights Campaign Top of Mind Company "Industry category" (Piracicaba, Brazil) Certification on Promoting Work-Life Balance in Hyogo Prefecture – Hyogo Work and Life Center (Japan) Hyogo's Women's Success in Business Promotion Company – Hyogo Women Empowerment & Promotion Center (Japan) Hanada Award for WIN Akashi – Hyogo Women and Future Association (Japan) Hyogo Childcare Supporting Company Award (Japan) Science & Technology Industry Summit: Outstanding Contribution – The Economic Observer (China) 2020 China Good Companies: Industry Leadership – Jiemian.com (China) Cat® G3520 Fast-Response, Natural Gas Generator Set Earns Gold Award in Consulting-Specifying Engineer's 2021 Product of the Year Competition
20	What percentage of your sales are to the governmental sector in the past three years	The governmental and educational sector is extremely important to Caterpillar. We do not track government and education separately. However, it is safe to assume that the bulk of these sales is to state, county, municipal and special districts. We have a dedicated team to ensure success in this market. Overall, the percentage of our sales to non-federal government agencies varies between 7% and 15%.

21	What percentage of your sales are to the education sector in the past three years	The governmental and educational sector is extremely important to Caterpillar. We do not track government and education separately. However, it is safe to assume that the bulk of these sales is to state, county, municipal and special districts. We have a dedicated team to ensure success in this market. Overall, the percentage of our sales to non-federal government agencies varies between 7% and 15%.	*
22	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?	Cat dealers typically hold contracts with states and provinces. Additionally, we are contract holders with OMNIA. Just as we would never share Sourcewell transaction information with other cooperatives, we feel it is inappropriate to share volumes with those contracts.	*
23	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?	Listed below are the current Power Generation GSA contracts that Caterpillar holds: SIN 335999 Power Distribution Equipment: 2020=\$736,134 2021=\$1,353,905 2022 = as of today \$285,951 Contract Number: GS07F5666R (Future sales will be under new contract: GS30F0018U)	*

Table 4: References/Testimonials

Line Item 24. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Ogden	Monica Kapp	801-430-2308	*
United Water Conservation District	Chris Hendricks	805-415-1554	*
Renewable Water Resources	Brent Rhymer	864-299-4000	*

Table 5: Top Five Government or Education Customers

Line Item 25. 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 Charlotte	Government	North Carolina - NC	A city local to North Carolina	Purchased 16 units (specific to EP products)	\$2,545,112	*
Manatee County	Government	Florida - FL	A county local to Florida	Purchased 9 units (specific to EP products)	\$1,463,479	*
Bonita Springs Utilities	Government	Florida - FL	A city local to Florida	Purchased 2 units (specific to EP products)	\$1,388,444	*
University of Florida	Government	Florida - FL	College in Gainesville, Florida	Purchased 3 units (specific to EP products)	\$1,199,583	*
City of Raleigh Public Utilities	Government	North Carolina - NC	Water and sanitary sewer services	Purchased one unit (specific to EP products)	\$1,034,177	*

Table 6: 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 *
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26	Sales force.	The Cat dealer salesforce is the most capable and highly trained in the industry. The Cat dealer salespeople are consultants to their customers and advise their customers on the best solutions for their application and job. As a manufacturer we request our dealers to follow strict training protocols to ensure our sales force remains current on all product updates. Specifically, as it relates to governmental sales, each dealer has one or more people named to be a key liaison between us as manufacturer and their dealer sales team. This person is offered additional in-depth training on Sourcewell and ensures that all contract terms are followed. In addition, dealers also have electric power specialists located in house to work with customers on all aspects of their power generation business. In North America, our dealers employ more than 53,000 people across the machine, energy, parts and service divisions. The dealer sales teams are supported by a network of Caterpillar professionals. Each dealer has in territory support of 5-8 Caterpillar sales/marketing employees. It is the responsibility of these people to ensure that the dealer and Caterpillar are working well together to constantly improve and to adapt to marketplace changes. Beyond the territory experts, the sales and marketing department at Caterpillar is staffed by more than 600 people whose mission is to focus on customer satisfaction. Even more are employed "behind-the-scenes" to ensure industry leading product design, up to date product information, and maintaining the ease of doing business in an increasingly connected marketplace.
27	Dealer network or other distribution methods.	The Cat dealer network is key to the success of our company. Within Canada and the United States, we have more than 800 dealer owned locations that sell and rent equipment. Please refer to our directory listing of Cat dealer locations and locations map in the attached "Cat Dealer Directory". Cat dealers are independently owned and many cover an entire state or province. In some cases, dealers cross state/provincial boundaries, and in other cases, more than one dealer will be located in a state). Each dealer has multiple branches and a mobile service fleet that can serve customers regardless of location. These are full physical locations our governmental customers can use. Because of the size of Cat dealers, they are exceptionally capable to serve governmental customers and customers in the governmental industry. Dealers have trained specialists that cover many industries. Many of our dealer sales reps sell more than 50% of their sales through Sourcewell. To support these dealers and specialists in the field, Caterpillar has an electric power division with 30+ dedicated electric power territory managers dedicated to training and focused on the electric power industry. To help with Sourcewell sales, we have a dedicated sales rep, Nicole Warnstedt, who is expert on co-operative purchasing for the power generation group as well as an intern to assist with day to day tasks. Caterpillar also pulls together the electric power specialists into a Dealer Advisory group to have a continuous feedback loop on industry trends and to collaborate on future new product introductions. Collectively, Cat dealers' large net worth permits them to stock a high volume of replacement parts - allowing governmental customers the fastest turnaround on parts availability and repair time. Cat dealers recognize the importance of governmental business to their overall success and their product support sales reps are well versed in working with government entities. Please refer to the Cat dealer locations list and map included in "Additional Documents".

28	Service force.	At Caterpillar we are very proud of the saying "The sales department sells the first machine; the service department sells every one after that." The Cat dealer network in North America collectively employs more than 20,000 factory trained technicians, parts experts, product support managers and other service-oriented staff. These people are supported by the best repair shop equipment and materials. As machines and engines are constantly updated, so too are our service experts. We conduct product-specific training every week of the year. Technician shortage is an industry-wide concern, but because Cat dealers are large, long established companies, they can offer strong compensation and benefit packages that encourage the best people to seek employment and to retain them once hired. Caterpillar works very closely with dealers and through a program called "Think Big", we are able to keep the pipeline of high quality employees full. In addition to the technicians and mechanics that work on the generators directly, each dealer has a service support staff that includes customer-facing consultants who are responsible for working with customers to set up maintenance and repair schedules to ensure the best possible up-time. Collectively, service support staff makes up the bulk of each dealers' staff. Roughly half of their personnel investment goes to ensuring customer success via product support. The dealer service teams are supported by a network of Caterpillar professionals. Each dealer has in territory support of 5-8 Caterpillar parts/service employees. It is the responsibility of these people to ensure that the dealer and Caterpillar are working well together to constantly improve and to adapt to marketplace changes. Beyond the territory experts, the service and support groups at Caterpillar are staffed by thousands of people whose mission is to focus on post-sale customer satisfaction. Even more are employed "behind-the-scenes" to ensure technical literature is up to date, service standards are adhere to and repair questions are answered quickly. Historically, we have exceeded our 95% 2-hour response rate target in responding to dealer service inquiries.
29	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	Our simple order process has been and will continue to be well appreciated by Sourcewell and Sourcewell members: 1) When a member decides to purchase a new Cat Generator, they include the contract number and their Sourcewell member number on the Purchase Order they issue to the Cat dealer. 2) The Cat dealer then accepts the PO, issues the invoice, accepts payment and delivers the generator. 3) After the generator has been delivered, the dealer, as part of their normal process, includes the member number when filing their sales claims with Caterpillar. 4) At month end, Caterpillar aggregates these reports and sends the sales information quarterly to Sourcewell along with the administrative fee. IMPORTANT NOTE: Should a member wish to include additional terms and conditions to this contract, or to otherwise request a Participating Addendum, that agreement / PA should be executed between the member and Cat dealer directly.

30	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.	We are proud that our reputation stands on having the best customer support in the industry. In fact, our capabilities are industry leading. Should a customer ever have a problem or issue with a generator, their Cat dealer is empowered to resolve that issue locally. If the problem is a result of a defect in material or workmanship, Caterpillar has a standard warranty to address. Every Cat dealer has a common detailed service process in place. Caterpillar supports and verifies that all the dealer service technicians are supplied with the tools and equipment needed to repair all Cat products. With an abundance of Caterpillar Network service locations (over 468 locations) including an estimated sales and service team of 53,000, 8,000 service bays, and 8,500 field service trucks, our highly skilled/trained Caterpillar dealer technicians are in close proximity to Sourcewell customers within the US and Canada. The Caterpillar network provides unmatched service capabilities to meet customer servicing requirements. Technicians have access to an electronic library of technical information including Service Letters, Technical Information Bulletins, System Operations, Troubleshooting and Disassembly and Assembly manuals. These manuals are provided for every Cat product. Each dealer also has one or more "Technical Communicators" who are dedicated to supporting the service technicians by acting as a liaison between the shop personnel and Caterpillar. The service technicians also have a dealer support network (DSN) system with direct access to Caterpillar's Service Engineers. Caterpillar responds to more than 95% of all high priority tickets within one hour. Depending on a customer's needs, they may choose to handle service issues themselves, in conjunction with their dealer, or they may ask their dealer to handle them entirely. To meet the varying desires of each customer, Caterpillar offers a wide range of service programs: -Cat Inspect -Condition Monitoring -Customer Support Agreements -S-O-S Services (fluid analysis)	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	We are happy to serve all geographic areas and all Sourcewell member sectors with in the United States with our complete product and service offerings. Caterpillar has successfully utilized Sourcewell to sell generators in all states.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	We are happy to serve all geographic areas and all Sourcewell member sectors within Canada with our complete product and service offerings. In fact, we see the Canadian market as a significant growth opportunity for Sourcewell use and are actively encouraging its use. Caterpillar currently has Canada Sourcewell growth in our Canada Dealer's 2023 Growth Plans. We have gained momentum with our current contract 120617-CAT in Canada.	*
33	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	We are happy to serve all geographic areas of the United States and Canada.	*
34	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?	We are happy to serve all Sourcewell Member sectors within the United States and Canada with our complete product and service offering through Sourcewell. Caterpillar's cooperative purchasing contracts are non-exclusive; i.e. none of them restrict Caterpillar from promoting any other cooperative purchasing contracts.	*
35	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 or limitations for sales to members in Hawaii, Alaska or U.S. Territories.	*

Table 7: Marketing Plan

Line Item	Question	Response *
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36	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.	Caterpillar is committed to cooperating with Sourcewell to fully and continually train our 53,000+ management and sales staff within the dealer network to ensure maximum awareness and embracement of our Sourcewell contract. To show our commitment, we have engaged to deploy the proven ability of the Government Solutions Team, LLC (GST) of Lebanon, Tennessee to train and further support our sales management and dealer network in the event of a contract award in this RFP process. GST's extensive knowledge and understanding of the Sourcewell statutes, history and processes will be our continual priority in the support and education of our distribution channel. GST builds Sourcewell awareness and enthusiasm within our dealer network. Consistent remote and on-site dealer training at regional and national dealer meetings will continue to lead to exemplary sales growth of our proposed Sourcewell contract. GST also staffs a Dealer Support Specialist who is dedicated to assisting sales reps with their questions and needs. Caterpillar is also listed as a strategic supplier partner for National Cooperative Purchasing Partners (NCP), the professional association for cooperative procurement. Documentation and training regarding Sourcewell projects are available on our internal dealer website. Caterpillar also does onsite and virtual training for dealers to educate and drive Sourcewell growth. Our current marketing strategy with Sourcewell contract 120617-CAT proves to be effective with year-over-year sales growth. Since inception of Caterpillar's Sourcewell contracts, 3,015 Caterpillar generators have been sold leveraging the Sourcewell contract. Should we be fortunate enough to be awarded a contract for Energy Generation in response to RFP #092222, we will proudly announce the award publicly through our multiple customer-facing touchpoints to include but not limited to: 1) Press Release 2) Announcement in monthly Electric Power customer e-newsletter: 3) Feature on cat.com cooperative purchasing focused webpage: https://www.cat.com/en_US/articles/electric-power/sourcewell-cooperative-purchasing.html 4) Announcement on Cat Electric Power social media channels (FB, LinkedIn, Twitter) 5) Sourcewell promotion at industry events we attend where the audience includes non-profits and government within the SLED market including schools, landfill, and water/sewer treatment applications. Examples of 2022 events where GST representatives attended in support of Caterpillar and Sourcewell included American Public Works Association (PW), Wastecon, WasteExpo, Water Environment Federation's Technical Exhibition and Conference (WETEC), Government Fleet Expo (GFX), National Institute of Government Procurement (NIGP), California Association of Public Procurement Officials (CAPPO), National Association of County Engineers (NACE) and American Public Works Association (APWA) Snow Conference. 6) Update promotional literature 7) Dealer awareness promotional events
37	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Caterpillar and the Cat dealer network are leaders in using emerging technologies to reach our customers. We manage several social media platforms and can target governmental segments. We also look at past purchase history and financing information to recognize in advance when customers may be considering replacing machines they own. Caterpillar has teams of people who handle leads from Cat.com to grow and enhance online presence. Cat Electric Power has an online portal that has ability for customers to size a unit and view inventory. Our dealers have resources for lead generation from third party databases to understand which opportunities are coming in the governmental and non-profit section. Our dealers utilize these resources plus Caterpillar Inc. resources to focus and drive and understand pipeline of opportunity that we can promote the Sourcewell solution through.
38	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?	Sourcewell is a well-respected contracting agency within the public procurement industry. It is important, in the event of an award, that our products and logos be included in Sourcewell marketing and website. We believe that the most important role that Sourcewell can play in marketing our contract and products, is to market themselves and promote contract purchasing across the industry. In the event of an award, Caterpillar will put high priority in building awareness and enthusiasm within our dealer network and customer base to leverage the Sourcewell contract as our go to market strategy.

39	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.	We do offer a e-procurement ordering process for parts via parts.cat.com. We can also integrate into a variety of procurement systems for high volume customers. We enable customers to size and configure our less complex products, view available inventory, and engage dealers online at power.cat.com. Our larger products are complex and often custom-configured. A consultative salesperson is integral to ensuring that generator sets are configured and built to perform well in their expected duties. For this reason, we only include our less complex products online. We encourage our independent dealers to offer options beyond those from Caterpillar. Sourcewell members are free to use those options.	*
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Table 8: Value-Added Attributes

Line Item	Question	Response *	
40	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.	All dealers offer basic operation, safety, and maintenance training with every sale. All Caterpillar operation and maintenance manuals provided with our equipment have instructions for safe operation of our equipment. Should a customer desire more advanced training, such as productivity improvement or advanced repairs, each of our dealers can supply that training. Often there is a cost associated with that specific training and if would be negotiated between the dealer and the customer. Caterpillar also offers training programs directly to customers in three areas - operation, safety, and service. Members may access courses online, via CD's, or through instructor-led classes leading to operator certifications. The fees for these services vary depending on the depth of training desired. These high-level instruct-led courses can be conducted at one of our dedicated training facilities in the US or on a customer's local site using their own equipment.	*

41	Describe any technological advances that your proposed products or services offer.	Technology is a key product differentiator for Caterpillar. To describe each of them in detail would expand the length of this response beyond a reasonable level. For brevity, key technologies specific to products in this RFP are listed below. More details are available on our product pages on www.cat.com. 1. Cat Remote Asset Monitoring and telematics are available on every generator. Generators smaller than C32 come equipped with Product Link devices which allow ease of setup for monitoring. This allows customers and dealers to monitor generator health and operation with the intent of early issue detection. Through our proprietary fleet monitoring software, we are leaders in using technology to prevent unexpected downtime. 2. Caterpillar has invested in controller technology for generators, offering our EMCP 4.4 control panel for most generator offerings. This controller has an easy-to-use interface and allows for paralleling of multiple units, creating redundancies and allowing customers even more protection against outages. 3. Caterpillar equips every Tier 4 Interim/Stage IIIB engine with ACERT™ technology with an ideal combination of electronic, fuel, air and aftertreatment components, based on engine size, the type of application and the geographic location in which it will work. Applying technologies systematically and strategically optimizes them to meet our customers' high expectations for productivity, fuel efficiency, reliability, and service life. The right technology fine-tuned for the right application results in improved fuel efficiency, boosted power and performance across applications, no additional space requirements, and reduced emissions with up to 90 percent reduction in particulate matter (pm) and 50 percent reduction in oxides of nitrogen (NOx). 4. As the global climate changes, more companies are turning to sustainable solutions to help lower their carbon footprint. Renewable hydrogen and hydrogen blends are among several alternative fuels customers are considering achieving their sustainability goals. Leveraging 35 years of expertise in hydrogen technologies across multiple end markets, Caterpillar continues to improve the performance of hydrogen-fueled power technologies with minimal impacts on maintenance costs and schedules, availability, and operations. 5. Caterpillar offers a full range of Cat® Microgrid projects from 10kW to 100MW through our global dealer network. The projects would include an integrated or standalone solution using solar, energy storage and/or diesel/gas generator sets. We can also offer monitoring services for our projects. The solutions are all module and scalable. Our CAT dealers can offer product upgrades, financing services, warranties, service agreements, and parts availability. We will customize our microgrid technologies to meet your business and industry needs. 6. In 2022, Caterpillar acquired Tangent Energy Solutions, an Energy-as-a-service company. Tangent provides customers with turnkey solutions for reducing energy costs, increasing energy efficiency, reducing emissions, monetizing electric grid support and providing resiliency for customer operations. Tangent Energy's proprietary software solutions monitor patterns from grid and client facilities, analyze opportunities in energy markets, and then dispatch resources to maximize return without disrupting normal business operations.
42	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	At Caterpillar, sustainability is an important commitment to building a better world. Sustainability is part of who we are and what we do every day - it is one of Caterpillar's core values. We recognize progress involves a balance of environmental stewardship, social responsibility, and economic growth. We consider this as we work toward a vision of a world in which people's basic needs - such as shelter, clean water, education, and reliable energy - are fulfilled. We provide work environments, products, services, and solutions that make productive and efficient use of resources as we strive to achieve our vision. We believe this commitment supports the enduring the success of our customers, stockholders, dealers, and our people. Caterpillar is a proud 20-year member of the Dow Jones Sustainability Indices, including both the World and North America Indices. The annuals DJSI process follows a best-in-class approach, evaluating numerous corporate economic, environmental, and social performance factors. For more on sustainability at Caterpillar, please visit our 2021 Sustainability Report found at Caterpillar 2021 Sustainability Report. Caterpillar has recently acquired Tangent Energy Solutions. Tangent is an energy-as-a-service company that provides expertise to customers in structuring and developing projects that monetize their power generation assets. This capability increases a customer's financial rationale for new installations and, at the same time, increases power reliability and supports their ESG (Environmental, Social and Governance) initiatives. This investment increases our ability to participate in the growing utility sector and sell more electric power products. Electrification and Decarbonization are major growing trends in our energy space. Tangent can help with the reliability of power that customers are looking for while simplifying the power systems as we move forward through this Energy Transition

43	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.	Plants certified with ISO 14001:2004 Environmental Management System include: 1) Anchor Coupling - Goldsboro NC, ISO 14001:2004- Sept 2018 2) Anchor Coupling - Menominee - ISO 14001: 2015 - Jan. 2021 3) Mapleton - 14001:2004 self-certification issued Jan 2013 4) Reman Services - Corinth MS - ISO 14001:2015- Sept. 2021 5) Reman Services - Franklin - ISO 14001:2004-May 2017 Certifications specific to EP product manufacturing: 1) Lafayette, IN – ISO 9001: 2015- Nov 2020 2) Griffin, GA – ISO 9001:2015 – Feb 2021 3) Seguin, TX- ISO 9001:2015	*
44	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.	Two CAT dealers in NA are owned by women: Foley Equipment, with territory primarily in Kansas and Missouri; and Cashman Equipment based in Nevada. In addition to these two owners, there are 31 other women in our NA dealer network who hold the titles of President, Vice President or Director. One of the more recognized initiatives within Caterpillar's Global Supply Network Division is the Caterpillar Inc. Proprietary Information Supplier Diversity Program which spurs economic growth by increasing business opportunities to minority-owned, women-owned, veteran and service disabled veteran-owned, small disadvantaged businesses and those certified in HUBZones, all while ensuring expectations are met with regards to quality, velocity, capacity, and cost. Currently more than 37% of our direct and indirect purchasing is conducted with suppliers in these categories. Caterpillar is a proud member of the National Minority Supplier Development Council (NMSDC). We also use the System for Award Management (SAM), SBA, and NMSDC databases to locate SDB, VOSB, SDVOSB and HUBZone suppliers. Supplier Diversity is discussed with Global Supply Network Division leadership during the Monthly Operating Results Review meetings. This in turn forces accountability for divers supplier inclusion by measuring drivers, such as the number of sourcing projects, which include Divers Suppliers and the values of the projects in which they participate. The goal is to create greater transparency to determine which teams are creating inclusive environments and which are not. A full report on Caterpillar Diversity and Inclusion can be found at Caterpillar Caterpillar 2021 Diversity & Inclusion Report Highlights Progress with Growth in Diverse Populations.	*

45	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?	BEST OVERALL VALUE / LOWEST LIFE CYCLE COST: CAT products deliver the best value for the money. We are happy to demonstrate to customers that our generators offer the lowest overall owning and operating costs when factors such as fuel efficiency, repair frequency, productivity, and resale value are factored in. We believe that government agencies are tasked to be the best stewards of taxpayer funds and our products can prove that they are the best solution. Sourcewell members are in the best position to allow these discussions to take place in contrast to a local bid situation where the focus is often only on initial price. EXTENDED SERVICE COVERAGE To show the value that we place on this proposed contract, we will continue to offer a complimentary Gold and Platinum Extended Service Coverage on most models when purchased through the Sourcewell contract. Details on these offerings can be found in flyers included in Attachments. CAT SAFETY SERVICES / SAFETY FEATURES: In addition to the tangible, measurable aspects of the life cycle cost equation, we also bring our focus on safety to every product that we manufacture. Quantifying a human life or debilitating injury is impossible, but each generator has industry-leading features that strive to minimize the possibility for accidents. Some examples include: - UL2200 Certified – all units include guards over rotating compartments, safety shutdowns and alarms, and grounded wiring installations among many other safety features - Emergency Stop Button - Enclosures are lockable to allow human contact to be avoided - XQ Product has separated control panel to allow a member to not have to go in enclosure to make generator adjustments - XQ also has cover over customer connections and circuit breaker trips when opened. - NFPA 110 – Level 1 Life Safety saves lives of people who are in hospitals, nursing homes, etc. by requiring startup in X seconds. - IBC – certified against earthquakes All certifications on our products are listed here: AS1359, CSA C22.2 No100-04, UL142, UL489, UL869, UL2200, NFPA37, NFPA70, NFPA99, NFPA110, IBC, IEC60034-1, ISO3046, ISO8528, NEMA MG1-22, NEMA MG1-33, 2006/95/EC, 2006/42/EC, 2004/108/EC. Caterpillar Safety Services offers culture, jobsite and leadership assessments; safety and leadership training workshops; and a comprehensive continuous improvement process through consultative services. Services are facilitated by Safety Services consultants and training products can be purchased for self-implementation. Details on products and services are available at www.cat.com/safety. DEALERSHIP ATTRIBUTES: Back up power is a critical asset of many Sourcewell members. Caterpillar dealers bring a unique solution to provide second to none service to our customers. Unlike competitors, our dealers own their own rental fleet and make available as needed. Even with stationary products, we have options to provide back up rentals to best serve Sourcewell's members when emergencies occur. Our vast dealer network with 800 locations is positioned to service both urban and rural areas throughout the US and Canada. PRODUCT ATTRIBUTES: Over the last five years, Caterpillar has invested in a product that is lower capex cost for the public and non-profit industry sector. This new line of generators, our GC models, involved a redesign of 15 of our current generator offerings, which created an average cost reduction of 10-15%. The cost savings is driven by offering fewer options on these models without sacrificing Caterpillar quality.
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Table 9: 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 *	
46	Do your warranties cover all products, parts, and labor?	Yes. Caterpillar has the most extensive warranty coverage in the industry. We cover all products, parts and labor with fewer exclusions than our competitors. Please see our "EP Warranty Statement SELF5731-01."	*
47	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	We are pleased to say that our warranties cover defects in material and workmanship for the time specified in the policy when the equipment is used as per design intent.	*
48	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Caterpillar warranties cover the cost of replacement parts and the labor to install them. They sometimes cover travel time and mileage. Dealer territories vary considerably from state to state as do their policies about travel time and mileage during the warranty period.	*
49	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 no geography restrictions on warranty repairs. One of our key differentiating strengths is our ability to service equipment regardless of where it is located.	*
50	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?	Warranty service for generator ordered from a Caterpillar facility are generally provided by Caterpillar and performed by Cat dealers. Some items, such as battery chargers, are covered under their manufacturers' warranties	*
51	What are your proposed exchange and return programs and policies?	We warrant that upon delivery our products will be free from defects in material and workmanship and will operate as intended. If they are not, we will make any necessary corrections.	*
52	Describe any service contract options for the items included in your proposal.	We have a large variety of service contract options which can all be customized according to customer needs and at least equal to local competition. More solutions are available and we encourage members and dealers to explore all options. Customer Value Agreements (CVA's): A member may choose to enter an agreement with their Cat dealer to perform routine maintenance and/or repairs. These contracts are customizable based on member's situational and local needs, including some standard options as well. For instance, all units under 1250kW have standard parts kits available. Examples of options that can be included in a CVA are: 1. Condition Monitoring 2. Load Bank Testing 3. Extended Service Coverages CVA's are a useful tool for members to better manage their budget. Most CVA's are bundled at the time of purchase; however, they may be added at any time.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
53	Describe your payment terms and accepted payment methods.	Cat dealers are independently owned businesses. As such their payment terms vary, but all will be agreed upon at the PO level.	*
54	Describe any leasing or financing options available for use by educational or governmental entities.	Caterpillar's wholly owned subsidiary, Caterpillar Financial offers Sourcewell members leasing and finance products at below market interest rates. The total interest charged is normally less than the total cost of issuing a bond. Often these leasing/financing options may not require voter approval as with bond issuance. These products also let Sourcewell members cancel their contracts without penalty (on the last day of the appropriations period) if funding is not approved for the following year. Lending terms and conditions are transparent to all Sourcewell members upon quotation.	*
55	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.	Cat dealers are independently owned businesses. As such their standard transaction documents will vary.	*
56	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?	Because Cat dealers will be receiving payments directly from members, accepting P-card procurement will be at their discretion. Many dealers do accept this method without additional fees. Some have limitations on the amount that can be processed.	*

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Line Item	Question	Response *	
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54	Describe any leasing or financing options available for use by educational or governmental entities.	Caterpillar's wholly owned subsidiary, Caterpillar Financial offers Sourcewell members leasing and finance products at below market interest rates. The total interest charged is normally less than the total cost of issuing a bond. Often these leasing/financing options may not require voter approval as with bond issuance. These products also let Sourcewell members cancel their contracts without penalty (on the last day of the appropriations period) if funding is not approved for the following year. Lending terms and conditions are transparent to all Sourcewell members upon quotation.	*
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56	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?	Because Cat dealers will be receiving payments directly from members, accepting P-card procurement will be at their discretion. Many dealers do accept this method without additional fees. Some have limitations on the amount that can be processed.	*

Table 11: 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 Sourcwell Price and Product Change Request Form.

Line Item	Question	Response *	
57	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell 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.	Our pricing model is simple. We offer a deep discount off the current generator list prices to all Sourcwell members. Overall pricing from published list price is discounted up to 40% with an average of 27% overall. Specific discounts apply to each diesel or natural gas platform product line. Services, used products, rental agreements, and microgrid solutions are also included at different discounting levels. We have provided reference pricing in the document entitled "Caterpillar Gen Disc List RFP August 2022."	*
58	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.	The discounts are off of the current generator list prices. Our discount ranges varies between 10 - 40% off of the list price depending on the product family.	*
59	Describe any quantity or volume discounts or rebate programs that you offer.	Our dealers are empowered to consider purchase order volume, repeat purchases, member responsiveness, etc. They may offer members additional discounts and /or services at their discretion.	*
60	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.	Sourced goods / Open Market Items are available to members from our Cat dealers. The prices for these good or services will represent fair marketing value and will be determined between the member and the selling dealer. We encourage our dealers and members to use this option as it facilitates complimentary products and streamlines the procurement process. Customers and dealers are responsible for including their Sourcwell contract number and member numbers on all documentation related to these purchases. Caterpillar Inc. is not a party to these sales and is exempted from including them in quarterly reports. For audits, inclusion of a customer's Sourcwell member number on the PO and/or invoice shall be deemed sufficient.	*
61	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.	Generators are unique in their requirements, and often require specialized startup/installation which can be determined with the dealer at the PO level. When a dealer issues a quote for a generator, any additional costs will be itemized separately and are not subject to the Sourcwell discount.	*
62	If freight, delivery, or shipping is an additional cost to the Sourcwell participating entity, describe in detail the complete freight, shipping, and delivery program.	There is no additional cost to members who choose to pick up their generator from the Cat dealer. Freight and delivery charges will be determined and assessed at each project.	*
63	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Just as for members in the 48 contiguous states, there is no additional cost to members who choose to pick up their generator from their Cat dealer. Freight and delivery charges will be determined and assessed at each project.	*
64	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Generators are large purchases and if there are unique member requirements our dealers will be happy to discuss on a case by case basis.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
65	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	This proposed contract is priced to be our go-to-market strategy across the US and Canada. We have included a complimentary extended warranty for most models when purchased through our proposed Sourcwell contract.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
66	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.	We plan to continue our very robust process to ensure reporting speed, accuracy, and contract compliance. Caterpillar and our Cat dealers have very close and trusting relationships. Our dealers are long-established, and the current process (under contract #120617-CAT) is working well. The Caterpillar Dealer Network will receive additional discounts from Caterpillar to help reach Sourcewell members purchasing prices per the Sourcewell contract. To qualify for the discounts, the selling Caterpillar Dealer must identify each applicable sale as a Sourcewell sale on their order and they must also fill out a report to the Caterpillar designated Sourcewell custodian, Nicole Warnstedt, including the product order number and Sourcewell member number. Reports are updated and reviewed on a quarterly basis to assist in providing payment to Sourcewell. To ensure correct pricing and auditing, Caterpillar has created a focus program that dealers can use on their quotes. This focus program automatically populates associated discount levels. The Caterpillar designated Sourcewell custodian, Nicole Warnstedt, has and will remain actively involved in the auditing process both with auditing Caterpillar Dealer pricing to Sourcewell members as well as the quarterly administration fee process.
67	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.	In the event of an award, we will continue to measure the percentage of sales that are sold through the Sourcewell contract, dealer participation with the contract, total number of gensets sold and program growth year over year.
68	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.)	We propose an administrative fee to Sourcewell of 1% of transaction price of any new Caterpillar generators sold through this contract. Caterpillar will pay this fee to Sourcewell and not impose related charges to our dealers or members.

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *
69	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	Caterpillar is proposing an extensive alternative energy solutions offering including: 1) a full line of diesel and natural gas packaged generator sets from 20 to 4000 kW 2) a line of price point configured diesel generator sets up to 1250 kW and 3) Microgrid solar and battery energy solutions. The following key Caterpillar product categories are included in this response: Stationary Diesel Packaged Generator Sets Stationary Natural Gas Packaged Generator Sets Mobile Diesel Packaged Generator Sets (XQ Products with Trailers) Control Panels Switchgear Automatic Transfer Switches Microgrid Components Leasing and Financing The Caterpillar Dealer Network can also offer custom shop work, installation, "turn-key" solutions, delivery/freight, training, custom enclosures, custom fuel tanks, custom automatic transfer switches, dealer labor, additional/custom parts, engineering, leasing, financing and general contracting labor. To further enhance the Sourcewell members' product offering, the Caterpillar Dealer Network can also offer an expansive network of used equipment along with rental agreements and maintenance agreements.
70	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	N/A

Table 14B: 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
71	Stationary electrical generation systems, backup or standby generator sets, mobile and ground power units, and trailer mounted generators	☒ Yes ☐ No	N/A
72	Parts and accessories, including enclosures, fuel tanks, automatic transfer switches, paralleling equipment, switch gears, connection boxes, controls, alarm modules, batteries, block heaters, and networking tools	☒ Yes ☐ No	N/A
73	Related services, including design, customization, engineering, commissioning, installation, delivery, maintenance, repair, training and operation, service and maintenance agreements, decommissioning and repurposing, custom shop work, and rental services	☒ Yes ☐ No	N/A

Exceptions to Terms, Conditions, or Specifications Form

Only those Proposer Exceptions to Terms, Conditions, or Specifications that have been accepted by Sourcewell have been incorporated into the contract text.

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](#) - Caterpillar Gen Disc List RFP August 2022.xlsx - Tuesday September 20, 2022 15:56:47
 - [Financial Strength and Stability](#) - Financial Strength and Stability.zip - Tuesday September 20, 2022 15:58:41
 - [Marketing Plan/Samples](#) - Marketing Plan.zip - Tuesday September 20, 2022 15:59:03
 - WM8E/M8E/S8E or Related Certificates (optional)
 - [Warranty Information](#) - SELF5743-01_.pdf - Tuesday September 20, 2022 15:57:54
 - [Standard Transaction Document Samples](#) - Standard Transaction Document Samples.zip - Tuesday September 20, 2022 15:59:30
 - [Upload Additional Document](#) - Additional.zip - Tuesday September 20, 2022 15:59:44

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 Sourcwell 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 Sourcwell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcwell 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 Sourcwell 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. - Jaime Mineart, Vice President & General Manager, Caterpillar Inc.

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
Addendum_4_Electrical_Energy_Power_Generation_Equipment_RFP_092222 Fri September 9 2022 09:10 AM	☒	1
Addendum_3_Electrical_Energy_Power_Generation_Equipment_RFP_092222 Tue September 6 2022 02:37 PM	☒	1
Addendum_2_Electrical_Energy_Power_Generation_Equipment_RFP_092222 Wed August 31 2022 07:52 AM	☒	1
Addendum 1_Electrical_Energy_Power_Generation_Equipment_RFP_092222 Wed August 10 2022 11:35 AM	☒	1



NOTICE OF INTENDED DECISION TO AWARD

City of Palatka Caterpillar Model DG-100 Generator

AWARD: Ring Power

AWARD DATE:

January 8, 2026

NOTICE OF AWARD DATE:

AWARD BASIS: It shall be the policy of the City that Staff participates in cooperative purchasing programs that are found to provide cost savings to the City.

City staff have solicited Ring Power to provide a proposal to deliver a Caterpillar Model DG-100 Generator including installation utilizing terms set forth in their agreement with the Sourcewell CAT Contract # 092222-CAT

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.

THE CITY RESERVES THE RIGHT TO ENTER INTO AGREEMENTS WITH MULTIPLE RESPONDENTS, WAIVE ANY IRREGULARITIES SUBMITTED, REJECT ANY AND/OR ALL SUBMITTALS, RE-ADVERTISE, AND ACCEPT ANY SUBMITTALS DEEMED TO BE IN THE BEST INTEREST OF THE CITY. NO FAX OR E-MAIL PROPOSALS WILL BE ACCEPTED.

RESOLUTION NO 2026-R-02

**A RESOLUTION OF CITY OF PALATKA APPROVING THE
PURCHASE OF A REPLACEMENT GENERATOR FOR THE MOODY
ROAD PUMP STATION AND PROVIDING AN EFFECTIVE DATE,
PROVIDING FOR SCRIVENERS ERRORS**

WHEREAS, the Moody Road Pump Station requires a functioning generator to maintain operations during power outages; and

WHEREAS, the current generator, installed in 1985, is inoperable and aged beyond repair, making replacement critical to restore normal operations and ensure reliability; and

WHEREAS, this replacement was previously approved as a capital project to upgrade aging and defective equipment necessary for generating power at the Pump Station; and

WHEREAS, staff recommends purchasing a replacement generator from Ring Power utilizing Cooperative Purchasing Contract No. 09222-CAT to expedite procurement and ensure compliance with purchasing requirements;

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

1. Approval of Purchase

The purchase of a replacement generator for the Moody Road Pump Station from Ring Power under Cooperative Purchasing Contract No. 09222-CAT is hereby approved.

2. Authorization

Staff is authorized to proceed with all necessary actions to complete the purchase and installation of the generator to ensure uninterrupted service during power failures.

3. Effective Date

This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, on this 8th day of January 2026.

CITY OF PALATKA, FLORIDA

By: _____
IT'S MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

ADOPT RESOLUTION 2026-R-03 granting a special events permit to Sunshine State Bass Nation DBA Florida Bass Nation for the FBN JR./SR High School Series fishing tournament to be held 01/24/2026 and 01/25/2026.

Agenda Item Number – 2026-R-03

Title of Item / Subject –FBN JR./SR High School Series fishing tournament

Department / Division – Sunshine State Bass Nation DBA Florida Bass Nation

Prepared By – Daniel Tillis

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: January 8, 2026

TO: City of Palatka City Commission

FROM: City Staff

APPLICATION REQUEST

No request

BACKGROUND

Youth Bass fishing tournament

PROJECT ANALYSIS

Daniel Tillis of Sunshine State Bass Nation, DBA Florida Bass Nation, has requested to hold youth fishing tournament on Jan 24 and 24 of 2026 to be held at the docks.

Staff Recommendation

The Staff Recommendation is that the application be approved, and the resolution be adopted.

ATTACHMENTS

1.	FBN JR./SR High School Series fishing tournament application
2.	3. Resolution 2026-R-03 FBN_JR_SR High School series 2026_Jan resolution

STH [unclear]
[unclear]



Date Received: 8/18/25
Permit Classification: B

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: Daniel Tillis
Address: 31 Larch Run Email: bassfshnfreak@yahoo.com
Ocala FL 34480 Phone: _____
2. Secondary Contact: _____
Address: _____ Email: _____
Phone: _____
3. Event Sponsor/Organization: Sunshine State Bass Nation dba Florida Bass Nation
Attach a certificate of Tax Exemption if applicable.
4. Name of Event: FBN JR/High School Series
5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):

Youth Bass Fishing Tournament

① BBQ food truck

Porta Potties

4 Cans

By Boat House

NO CONES

NO POLICE

6. Event Location (911 Address): 319 River St. Palatka FL 32177
7. Road Closures: ex. St. Johns Avenue from First Street to Second Street

_____	from _____	to _____
_____	from _____	to _____
_____	from _____	to _____
_____	from _____	to _____
_____	from _____	to _____
_____	from _____	to _____
_____	from _____	to _____
_____	from _____	to _____

NA

8. Onsite representatives during the event:

Name: Daniel Tillis

Cell Phone: 352-572-3148

Name: _____

Cell Phone: _____

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

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

Setup:

1/23/26 9:00^{am} to 3:00pm to to

10

Event:

1/24/26 5:00^{am} to 4^{pm} 5am-7am 2pm to 4pm to

600-800

1/25/26 5:00^{am} to 4pm to

600-800

 / / to to to

 / / to to to

 / / to to to

 / / to to to

 / / to to to

Breakdown:

1/25/26 4pm to 6pm to to

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

Tournament Participants (350-400)

Spectators & Sponsors (250-300)

11. Number and type of auxiliary vehicles/ equipment:

100-150 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.

NA

Include date and time:

 / / to to

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

NA

14. Number of staff/ volunteer: 10 Uniform identification: Jerseys that specify staff

*Henry
will be in
attendance*

*80
boats
2 per
boat*

*JR/SR
3 per
boat*

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. 10-04, (Exh. 1), 12-9-2010)

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

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

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

Daniel Tillis
Signature of Applicant

8/11/2025
Date

State of Florida County of Marion

The foregoing application is acknowledged before me this 11th day of August, 2025, by Daniel Tillis, who is personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL



Constance Scott
Signature of Notary Public, State of FL

APPLICATION APPROVED

Special Events Coordinator

Date

Chief of Police

Date

Special Events Vendor Requirements

1. A 12 foot clear area must be maintained in front of each vendor site. This clear area will allow for the passage of emergency response vehicles. Assure there is at least a 12 foot clearance for emergency vehicles to be able to pass. All streets must remain open at all times. Make sure an apparatus can have a straight path and not have to zig zag around tents. Barricades can be used to close traffic, but no permanent blockages such as tents, vehicles, concession trailers, pools, etc.
2. Temporary vendor tents and/or canopies of 200 square feet or less and without food preparation are exempt from fire retardant requirements. Tent stakes, guide ropes, etc. will be clearly marked with a visible warning, i.e. flag, barricade tape, or protective cap. Protect from injuries by making sure there is some highly visible tape or protection cover over tent stakes.
3. Temporary electrical cords and hoses will not cross any street and where crossing sidewalks, will be protected and pose no trip hazard. All electric will be 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.
2. Under NO circumstances will any gray or black water be dumped, except into a proper disposal facility (At this time, the City of Palatka does not have a disposal facility within the city). Unauthorized dumping will be met with stiff penalties and expulsion from the event.
3. Parking of RV campers will insure that no driveway, street, or parking lot is blocked or obstructing traffic.
4. Campers will be locked when not occupied.
5. Permission to connect to utilities will only be authorized by event staff.
6. A placard issued by the event staff will identify vendor RVs.

City of Palatka
Indemnification & Hold Harmless Agreement

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

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

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

Dan Tillis

Signature of Applicant

Palatka City Docks

Name of Facility being used

Daniel Tillis

Print Name of Applicant

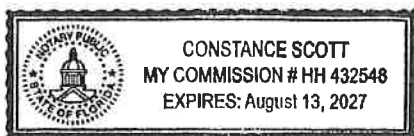
1/24/26 - 1/25/26

Date of Use

State of Florida County of Manion

The foregoing application is acknowledged before me this 11th day of August, 2025, by Daniel Tillis, who is personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL



Constance Scott

Signature of Notary Public, State of FL

Florida BASS Nation Jr/High School Program

Site Plan/Palatka City Docks

Nov 15th-Nov 16th 2025

Jan 24th -Jan 25th 2026

Fishing Tournament 70 boats or more

Parking:

Staff and Participants will utilize regular parking and overflow field across the street from the ramp.

*We do have the large event trailer that we would park in the field facing the river.

(I can draw out a map if needed)

Food Vendor:

One Food Vendor. Stalvey BBQ. Will set up in the field.

Sponsor/Promoter Stands:

Maybe 4-5 at most. They will set up in field away from sidewalks. They have their own 10x10 pop ups.

Some of the High School Clubs bring their own pop ups also and set up in the weigh in viewing area in the field in front of the stage.

Street Closures/Barricades:

There will not be any need for street closures. Sidewalks will not be blocked either.

Garbage Containers:

Does the City provide Garbage Containers for events? If so we will need a few to set out in various locations of the event. At the end of each day we can have the containers placed in a designated area to make it easier for city employees to locate them.

Parading/Marching Route:

No Parade will be held

Event Headquarters:

Event Headquarters will be held at our large trailer.

Number and Location of temporary signs/banners:

We have about 5 freestanding banners and around 10 hanging banners that will hang on our equipment. Most will be located on or near the trailer area.

RESOLUTION NO. 2026-R-03

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING
A SPECIAL EVENTS PERMIT TO SUNSHINE STATE BASS NATION
DBA FLORIDA BASS FOR FBN JR/SR HIGH SCHOOL SERIES TO BE
HELD ON JANUARY 24TH AND 25TH 2026. SETTING FORTH THE
PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION; AND
PROVIDING FOR SCRIVENER’S ERRORS**

WHEREAS, Daniel Tillis of Sunshine State Bass Nation DBA Florida Bass Nation has made an application to the City of Palatka for a special event permit for the FBN JR./SR High School Series fishing tournament to be held 01/24/2026 and 01/25/2026.

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 is hereby granted to Daniel Tillis of Sunshine State Bass Nation DBA Florida Bass Nation for the FBN JR./SR High School Series fishing tournament with the following provisions and stipulations:

- a. A Class “B” Special Events Permit is hereby granted**
- b. No Road closures.**

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 8th day of January 2026.

CITY OF PALATKA, FLORIDA

**By: _____
Its Mayor**

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

ADOPT RESOLUTION 2026-R-04 granting a special events permit to Tunnel to Towers Foundation for the Tunnel to Towers 5K run/walk to be held on 04/04/2026.

Event Date or Dates– 04/04/2026

Agenda Item Number – 2026-R-04

Title of Item / Subject – Tunnel to Towers Foundation 5K run/walk

Department / Division – Tunnel to Towers Foundation

Prepared By – Tyson Regier

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: January 8, 2026

TO: City of Palatka City Commission

FROM: City Staff

APPLICATION REQUEST

Tunnel to Towers Foundation is requesting road closures and 2 officers.

BACKGROUND

Symbolizing Stephen Siller's final footsteps from the foot of the battery Tunnel to the Twin Towers and paying homage to the 343 FDNY firefighters, 71 law enforcement officers and thousands of civilians who lost their lives on 09/11/2001.

PROJECT ANALYSIS

Tyson Regier has submitted an application for the Tunnel to Towers 5k run/walk to be held on 04/04/2026.

Staff Recommendation

The Staff Recommendation is that the application be approved, and the resolution be adopted.

ATTACHMENTS

1.	Tunnel to Towers application
2.	4. Resolution 2026-R-04 Tunnel to Towers resolution

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: 1SG (R) Regier, Tyson

Address: 302 Mellon Road

Palatka, FL 32177

Email: PalatkaRun@t2t.org / tregier@my.putnamschools.org

Phone: 315-405-5778

2. Secondary Contact: COL (R) Johnson, Gray

Address: 302 Mellon Road

Palatka, FL 32177

Email: gjohnson@my.putnamschools.org

Phone: _____

3. Event Sponsor/Organization: Tunnel to Towers Foundation

Attach a certificate of Tax Exemption if applicable.

4. Name of Event: Tunnel to Towers Palatka 5K Run & Walk

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

Symbolizing Stephen Siller's final footsteps from the foot of the Battery Tunnel to the Twin Towers and paying homage to the 343 FDNY firefighters, 71 law enforcement officers, and thousands of civilians who lost their lives on September 11, 2001.

2 officers @ mulholland

cones @ capital city

supplying their own garbage containers

6. Event Location (911 Address): Bronson Mulholland House, 100 Madison St. Palatka FL 32177

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

1st Street

from Madison Street

to Reid Street

Reid St. (west bound)

from 1st Street

to Masters Road

capt Isaiah Mitchell

from _____

to _____

Mjr Karen Arnette

from _____

to _____

capt Brylie Lyons

from _____

to _____

from _____

to _____

from _____

to _____

from _____

to _____

from _____

to _____

8. Onsite representatives during the event:

Name: 1SG (R) Regier, Tyson

Cell Phone: 315-405-5778

Name: COL (R) Johnson, Gray

Cell Phone: _____

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

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

Setup:

04 /04/ 26 0700 to 1200 :_:_ to _:_ N/A to _:_

Event:

04 /04/ 26 0900 to 1000 0800 to 1100 N/A to _:_ 100

/ / / :_:_ to _:_ :_:_ to _:_ N/A to _:_ _____

/ / / :_:_ to _:_ :_:_ to _:_ N/A to _:_ _____

/ / / :_:_ to _:_ :_:_ to _:_ N/A to _:_ _____

/ / / :_:_ to _:_ :_:_ to _:_ N/A to _:_ _____

/ / / :_:_ to _:_ :_:_ to _:_ N/A to _:_ _____

/ / / :_:_ to _:_ :_:_ to _:_ N/A to _:_ _____

Breakdown:

04 /04/ 26 1000 to 1200 :_:_ to _:_ :_:_ to _:_

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

Run registration and tickets

11. Number and type of auxiliary vehicles/ equipment:

_____ Watercraft _____ Aircraft X 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.

No pyrotechnics

Include date and time:

/ / / :_:_ to _:_ :_:_ to _:_

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

Personal vehicals for set up and local fire and EMS vehicals

14. Number of staff/ volunteer: 25

Uniform identification: Army JROTC Uniforms

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.

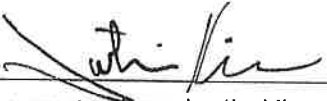
(d) Nothing in this section shall be construed to effect in any way the city's rights, privileges and immunities as set forth in F.S. § 768.28.

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

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

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

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


Signature of Applicant Justin Kiernan, VP Internal Affairs

11/17/2025
Date

State of New York County of Richmond

The foregoing application is acknowledged before me this 17 day of November, 2025, by Justin Kiernan, who is personally known to me, ~~or who has/have produced~~ as identification.

NOTARY SEAL

JENNINE MILLER
NOTARY PUBLIC, STATE OF NEW YORK
NO. 01MI6227709
QUALIFIED IN RICHMOND COUNTY
MY COMMISSION EXPIRES SEPTEMBER 7, 2026


Signature of Notary Public, State of New York

APPLICATION APPROVED

Special Events Coordinator

Date

Chief of Police

Date

Special Events Vendor Requirements

1. A 12 foot clear area must be maintained in front of each vendor site. This clear area will allow for the passage of emergency response vehicles. Assure there is at least a 12 foot clearance for emergency vehicles to be able to pass. All streets must remain open at all times. Make sure an apparatus can have a straight path and not have to zig zag around tents. Barricades can be used to close traffic, but no permanent blockages such as tents, vehicles, concession trailers, pools, etc.
2. Temporary vendor tents and/or canopies of 200 square feet or less and without food preparation are exempt from fire retardant requirements. Tent stakes, guide ropes, etc. will be clearly marked with a visible warning, i.e. flag, barricade tape, or protective cap. Protect from injuries by making sure there is some highly visible tape or protection cover over tent stakes.
3. Temporary electrical cords and hoses will not cross any street and where crossing sidewalks, will be protected and pose no trip hazard. All electric will be 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 NFPA 96. If they want to cook meats inside a concession trailer, they must have a hood and suppression system. No exceptions.
5. The Department of Business and Professional Regulation will inspect all vendors prior to opening for business. Event staff will coordinate the overall inspection time.

Exceptions:

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

Vendor RV Camping

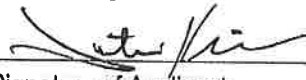
1. Temporary camping with motor homes, 5th wheels, and travel trailers is permitted in coordination with the event staff. No tent camping is allowed.
2. Under NO circumstances will any gray or black water be dumped, except into a proper disposal facility (At this time, the City of Palatka does not have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

City of Palatka
Indemnification & Hold Harmless Agreement

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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.


Signature of Applicant

Bronson Mulholland House
Name of Facility being used

Justin Kiernan
Print Name of Applicant

04-04-2026
Date of Use

State of New York County of Richmond

The foregoing application is acknowledged before me this 17 day of November, 2025, by Justin Kiernan, who is personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

JENNINE MILLER
NOTARY PUBLIC, STATE OF NEW YORK
NO. 01M6227709
QUALIFIED IN RICHMOND COUNTY
MY COMMISSION EXPIRES SEPTEMBER 7, 2026


Signature of Notary Public, State of New York

City of Palatka Community Affairs Dept.
Jingle Jam 2025,
River-Front Palatka, Fl

Last name, First Name: (Please Print): ALLEN MATTHIS

Legal Business Name:(As it appears on your booth): Wicked Tips Foodservice L.L.C (Wicked Dawgs)

Address: 2139 President St

City: Palatka State: FL Zip: 32177

Email: Allenmatthis1211@gmail.com

Phone# of attendant on day of festival: 781-417-0368

Your phone# if different: _____

Business website if applicable: _____

TELL US ABOUT YOUR BOOTH:

Interactive X Entertainment _____ Organization/Non-Profit _____

(Please describe): Food Cart/Trailer We offer 1/2lb Sausage with fresh Pepper and Onion & Hot dogs at an affordable price.

Please list any information that may set your booth apart from similar vendors. This will help us avoid duplications as well as avoiding placing like vendors in the same area. Attach additional pages if needed. Please list ALL item categories. Only listed items will be allowed to be displayed, promoted, or sold at the event. This is a **ONE DAY** event with Setup on Saturday, December 20th 2-4pm and event is from 4pm-8:00 pm.

Event fee for ALL Vendors must be received with Event Application. We Accept: PERSONAL or BUSINESS CHECKS and CASHIERS CHECKS. Booth Space is 10x10 for vendor display/work area. Exceeding this will require the purchase of additional space.

Make Payments out to:

City of Palatka

205 N 2nd Street, Palatka, Fl 32178

City of Palatka Community Affairs Dept.
Jingle Jam 2025,
River-Front Palatka, Fl

BOOTHS AVAILABLE / FEES:

___ \$0 for organizations/non-profits not selling goods or services

___ \$50 for vendors selling items

☒ \$100 Food Trucks (food trucks will be inspected prior to event)

I, the undersigned, have read and agreed to all terms and conditions set forth in the City of Palatka's Jingle Jam 2025 Vendor Application and Rules. I further agree to hold harmless City of Palatka, Putnam County, and its commission, their clients, affiliated organizations or entities, directors, employees, duly appointed representatives and volunteers of any and all liability, demands, claims, and responsibility of any injury, damages, or loss sustained by exhibitors, guests, or any other participants before, during or after the City of Palatka's Jingle Jam 2025 as a result of participating in the City's Event, and/or as a result of displaying my work, equipment, or materials. I understand that the event management reserves the right to remove anything that does not meet the standards set forth in the applications. I understand that there is no refund or rain checks due to inclement weather. I agree and accept the responsibility to pay taxes for any sales made during the event. In consideration of acceptance of my application, I agree to accept all decisions made by City of Palatka event staff.

Signature: _____

Printed Name: Allen Matthis

Date: 12/9/25

**City of Palatka Community Affairs Dept.
Jingle Jam 2025,
River-Front Palatka, Fl**

- Payments are due as soon as possible and no later than 12/21/2025. Arrangements for payment the day of need to be mentioned beforehand. All vendors must pay prior to setup with no exceptions.
Payments can be mailed or dropped off at: 205 N 2nd Street, Palatka, FL 32177
- Please provide as much information as you can to show your differences from the next "like" vendor. Photos are suggested.
- Spaces are 10x10. Any additional space needed will result in a change for a second 10x10 space.
- Setup is Saturday 12/20 from 2pm-4:00 pm. All vehicles need to be removed from the event area by 3:45 pm.
- Be respectful to your event neighbors as well as those businesses around you. Please call 386-312-9845 and leave a message if you encounter ANY issues. We will take care of these promptly. Your experience as a vendor is important to us. Don't hesitate to call if you need something.
- Please keep your area clean throughout the entire event. Put your trash in boxes and bags; you can put trash in the dumpsters marked for vendor's during or after the event.
- You are responsible for your space at all times.
- City, County, Event & Event Staff are not responsible for any damages to product or equipment. During the show and/or travel to and from the event.
- Booths are to be taken down by 8:20 pm for all vendors' event ends at 8:30pm. If you are experiencing health issues and need to leave early, please let us know at 386-213-9845
- If you do not abide by these rules and regulations. You will be asked to leave, and your application fees will not be refunded. Your request to participate in future events hosted by the City of Palatka will be denied in the future.
- Please Set up your booth, tent or food truck to reflect Christmas. Thank you

Jessica Cruz

City Of Palatka Community Affairs

Administrative Assistant II & Special Events Coordinator

1900 Napoleon St , Palatka Fl 32177

office:386-329-0100 Ext 331

Cell: 386-213-0948

Community Recreation Programs | Palatka, FL - Official Website (palatka-fl.gov)

parking
 @ Putnam school
 county school
 district

Tent @ start
 & finish
 w/ water provided

Capital
 city
 Bank





FACT SHEET

OUR MISSION

On September 11, 2001, FDNY firefighter Stephen Siller laid down his life to save others when America was attacked. For over 20 years, the Tunnel to Towers Foundation has honored Stephen's legacy **by supporting the heroes who continue to risk life and limb in the line of duty.**

To date, Tunnel to Towers has delivered over 1,500 mortgage-free homes to our nation's heroes and committed over \$1 billion across all of our programs.

This year, the Foundation is delivering **over 200 mortgage-free homes** to catastrophically injured veterans and first responders, as well as Gold Star families and families of fallen first responders who leave behind young children. We are also committed to eradicating veteran homelessness and helping America to Never Forget September 11, 2001.

ACCOUNTABILITY & TRANSPARENCY

IN 2024



93%

of Fundraising Dollars
Went Directly to Programs

5.5% **1.5%**

Fundraising Management & General

Tunnel to Towers is committed to practicing sound fiscal management, organizational efficiency and program integrity.

The Foundation keeps fundraising and administrative costs to a minimum, with only a small percentage of funds allocated to overhead expenses.

In 2024, the Foundation's program service percentage on average was 93% — 93 cents out of every dollar went directly to our programs and services.

For ten years running, the Foundation has achieved the highest rating, four stars, from Charity Navigator, the nation's largest and most-utilized evaluator of charities.

IN THE LINE OF DUTY PROGRAMS

To honor the lives lost on September 11, 2001, the Tunnel to Towers Foundation developed the **In the Line of Duty Program, which provides mortgage-free homes** to our nation's catastrophically injured veterans and first responders, as well as Gold Star families and families of fallen first responders who leave behind young children.

★ SMART HOME PROGRAM

The Foundation builds specially-adapted, mortgage-free smart homes that help our most catastrophically injured veterans and first responders to reclaim their day-to-day independence.

★ FALLEN FIRST RESPONDER HOME PROGRAM

The Foundation pays off the mortgages for the families of law enforcement officers and firefighters who are killed in the line of duty or pass away from 9/11-related illnesses, and leave behind young children.

★ GOLD STAR FAMILY HOME PROGRAM

The Foundation honors the legacy of those who have made the ultimate sacrifice while serving our country by providing the surviving spouses and young children with mortgage-free homes or paying off their mortgages.

HOMELESS VETERAN PROGRAM

In 2022, the Tunnel to Towers Foundation launched a new national campaign to eradicate homelessness in the veteran community. This program provides a stable home and a wide range of needed services to diagnose and solve the root causes of veteran homelessness, addressing a veteran's specific emotional, financial, and physical needs.

Since the program's inception, Tunnel to Towers has provided over 10,000 of America's homeless veterans with housing assistance and services. The Foundation believes no veteran should be living on the streets of the country they signed up to protect.

NEVER FORGET PROGRAMS

The Tunnel to Towers Foundation made a promise to "NEVER FORGET" those lost on 9/11 and the continued impact the attacks have on America and its first responders.

To keep that promise, the Foundation engages people in events across America and is educating future generations. The Foundation launched the Tunnel to Towers 9/11 Institute™ in 2022.

The Institute comprises 9/11 Curriculum, the "Discovering Heroes®" Book series, a 9/11 Speakers Bureau, the 9/11 NEVER FORGET Mobile Exhibit and Russell F. Siller Memorial Scholarships.

The Tunnel to Towers 9/11 Institute™ Curriculum Units are unique and age appropriate for all K-12 students. Our 9/11 Curriculum is in use in all 50 states and Puerto Rico.

RESOLUTION NO. 2026-R-04

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO TYSON REGIER FOR TUNNEL TO TOWERS PALATKA 5K RUN & WALK WHICH WILL BE HELD ON APRIL 4TH 2026 AND PROVIDING FOR SCRIVENER’S ERRORS

WHEREAS Tyson Regier is requesting a rolling patrol through the designed map which starts at the Mullholland grassy area to the east side of the bridge to Capital City Bank, which is where the turnaround point is. The walk is scheduled to begin at 10 am and ends at 11am.

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

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

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

Section 1: That Special Events Permit for the Tunnel to Towers Palatka 5k run and walk is hereby granted to Tyson Regier with the following provisions and stipulations:

- a.** A Class “A” Special Events Permit is hereby granted for the event to be held on 04/04/2026, during the hours provided in the application
- b.** Patrol from Madison St. to the bride and across the bridge to Capital City bank and back to the starting point.

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 8TH day of January 2026.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

ADOPT RESOLUTION 2026-R-5 granting a special events permit to Legacy Community Network for Mardi Gras in the Gem City to be held on 09/04/2026 and 09/05/2026 on the hours provided on the application.

Event Date or Dates– 09/04/2026 and 09/05/2026

Agenda Item Number – 2026-R-5

Title of Item / Subject – Mardi-Gras in the Gem City

Department / Division – Legacy Community Network

Prepared By – Lashonda Grice and Isaac Brinson

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: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Lashonda Grice and Isaac Brinson are requesting road closures, permits for amplified sound and alcohol.

BACKGROUND

This event will have entertainment, vendors, a street and boat parade, a kids zone, and live performers.

PROJECT ANALYSIS

Lashonda Grice and Isaac Brinson have submitted an event application for Mardi-Gras in the Gem City to be held on dates and times shown on application in the downtown area of Palatka.

Staff Recommendation

Having a Mardi Gras event in a small town can bring the community together while creating a fun and welcoming atmosphere for everyone. It helps boost local businesses by attracting visitors and increasing sales for shops and restaurants. The event also encourages creativity through parades, costumes, and music, while teaching people about cultural traditions. Overall, a small-town Mardi Gras can build town pride, support the local economy, and become a meaningful tradition that people look forward to each year. The Staff Recommendation is that the application be approved, and the resolution be adopted.

ATTACHMENTS

1.	MardiGras 2026 application
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2.	5. Resolution 2026-R-05 Mardi_Gras_2026 resolution
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Meet again in ~~May~~ ^{June} 2026



Date Received: 9/10/25

Permit Classification: B

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: Isaac Brinson
Address: 3420 Park St Email: isaac.brinson@gmail.com
Palatka, FL 32177 Phone: 386 916 3598
2. Secondary Contact: Lashonda Grace
Address: 129 N Beech St Email: Shondagrice@yahoo.com
Palatka, FL 32177 Phone: 386 916 1241
3. Event Sponsor/Organization: Legacy Community Network
Attach a certificate of Tax Exemption if applicable.
4. Name of Event: Mardi Gras in The Gem City
5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):

Alcohol
corn
days

Friday, Sept. 4, 2026 5pm-10pm
Festival to include live entertainment
Vendors and boat parade.
Saturday, Sept. 5, 2026 11am-10pm
Festival to include street parade, live
entertainment & vendors. Kids zone

6. Event Location (911 Address): _____

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

<u>St. Johns Ave</u>	from	<u>11th St</u>	to	<u>10th St</u>
<u>St. Johns Ave</u>	from	<u>10th St</u>	to	<u>9th St</u>
<u>St. Johns Ave</u>	from	<u>9th St</u>	to	<u>8th St</u>
<u>St. Johns Ave</u>	from	<u>8th St</u>	to	<u>7th St</u>
<u>St. Johns Ave</u>	from	<u>7th St</u>	to	<u>6th St</u>
<u>St. Johns Ave</u>	from	<u>6th St</u>	to	<u>5th St</u>
<u>St. Johns Ave</u>	from	<u>5th St</u>	to	<u>4th St</u>
<u>St. Johns Ave</u>	from	<u>4th St</u>	to	<u>3rd St</u>
<u>St. Johns Ave</u>	from	<u>3rd St</u>	to	<u>2nd St</u>

Hard
barricades

8. Onsite representatives during the event:

Name: Isaac Brinson

Cell Phone: 386 916 3598

Name: Lashonda Grice

Cell Phone: 386 916 1241

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

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

Setup:

9/4/24 11:00 to 4:00 5:00 to 10:00 5:00 to 10:00 300
9/5/24 9:00 to 11:00 11:00 to 10:00 12:00 to 10:00 500

Event:

9/4/24 11:00 to 4:00 9:00 to 10:00 5:00 to 10:00 300
9/5/24 9:00 to 11:00 11:00 to 10:00 12:00 to 10:00 500

 / / : to : : to : : to :
 / / : to : : to : : to :
 / / : to : : to : : to :
 / / : to : : to : : to :
 / / : to : : to : : to :

boat
Parade
@ 5pm
friday
night

Saturday
Parade
@ 11 am

Breakdown:

9/5/24 10:00 to 11:30 10:00 to 11:30 10:00 to 11:30

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

Friday 300

Saturday 500

11. Number and type of auxiliary vehicles/ equipment:

 Watercraft Aircraft 1 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.

no

Include date and time:

 / / : to : : to :

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

1 golf cart will be used

14. Number of staff/ volunteer: 10

Uniform identification: Legacy Network - T Shirt
khaki shorts

ANTI-HUMAN TRAFFICKING AFFIDAVIT

I, Isaac Brinson, on behalf of
Legacy Network LLC

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

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

Isaac Brinson
Signature

9/10/25
Date

Isaac Brinson
Print Name

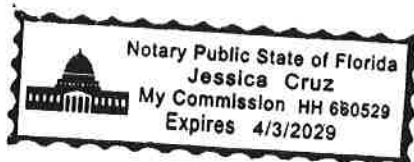
President
Title – must be an officer or a
Representative of the nongovernmental entity

STATE OF FLORIDA
COUNTY OF PUTNAM

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this 10th day of Sept 2025, by Isaac Brinson, to me personally known to be the person described in and who executed the foregoing instrument, or who produced appropriate identification, and acknowledged before me the execution of same.

[Signature]
Notary Public

My commission expires:



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

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

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

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

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

Isaac Binson

Signature of Applicant

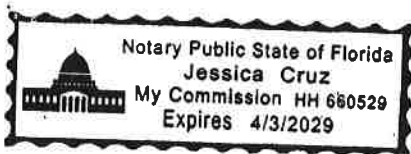
9/10/25

Date

State of Florida County of Putnam

The foregoing application is acknowledged before me this 10th day of Sept., 2025, by Isaac Binson, who is personally known to me, or who has/have produced divers license as identification.

NOTARY SEAL



[Signature]
Signature of Notary Public, State of FL

APPLICATION APPROVED

Special Events Coordinator

Date

Chief of Police

Date

City of Palatka
Indemnification & Hold Harmless Agreement

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

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

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

Isaac Brinson

Signature of Applicant

Name of Facility being used

Isaac Brinson

Print Name of Applicant

Date of Use

State of Florida County of Putnam

The foregoing application is acknowledged before me this 10th day of Sept, 2025, by Isaac Brinson, who is personally known to me, or who has/have produced Drivers license as identification.

NOTARY SEAL



[Signature]
Signature of Notary Public, State of FL

* Sponsors

* Wants to partner

* wants city to cover city cost

* ~~Masq Ball Friday before~~

Here's a comprehensive guide to help you plan "Mardi Gras on the River," broken down into key phases:

Set monthly meeting to re-engage.

Phase 1: Conceptualization & Initial Planning (Now - 9-12 Months Out)

This is where you solidify your vision and lay the groundwork.

1. Define Your Vision & Goals:

- a. **Core Theme:** "Mardi Gras on the River" – What does that mean for Palatka? Is it a family-friendly cultural celebration? A music festival? A focus on the river itself (boat parade, decorated docks)?
- b. **Atmosphere:** Festive, colorful, lively, community-oriented.
- c. **Target Audience:** Locals, families, tourists?
- d. **Key Objectives:**
 - i. How many attendees do you hope to attract? (Crucial for permits!)
 - ii. What is the desired economic impact on local businesses?
 - iii. What kind of community engagement do you envision? (e.g., local school participation, non-profit involvement).
 - iv. Is there a charitable component? (Like "Mardi Gras for a Cause").
- e. **Unique Selling Proposition:** What makes "Mardi Gras on the River" different from other Palatka festivals? (e.g., emphasis on water activities, specific cultural elements).

2. Form a Core Planning Committee:

- a. You'll need dedicated individuals for different areas: Logistics, Sponsorships, Marketing, Volunteer Coordination, Entertainment, Vendors, Permits/Safety.
- b. Consider involving representatives from local government, the Chamber of Commerce, and established event organizers in Palatka.

3. Preliminary Budget & Fundraising Strategy:

- a. **Estimate Expenses:** Venue rental (if applicable), permits, insurance, marketing, entertainment, security, sanitation, rentals (tents, tables, chairs), volunteer support, power, water, restrooms, waste management, first aid.
- b. **Identify Revenue Streams:** Sponsorships (as we discussed!), vendor fees, merchandise sales, potential ticket sales (if applicable), grants.
- c. **Contingency Fund:** Always budget an extra 10-15% for unforeseen costs.

4. Date Selection (Crucial for Palatka):

- a. **Avoid Conflicts:** Palatka has the **Blue Crab Festival** (Memorial Day Weekend) and the **Florida Azalea Festival** (February). You absolutely want to avoid these major dates.
- b. **Weather:** Consider Florida weather. February-April or late October-November generally offer pleasant temperatures. Summer (June-September) is hot and humid with daily rain chances.
- c. **Mardi Gras Season:** Traditional Mardi Gras is in late winter/early spring (February/March). Aligning with this season conceptually could be good, but check the Palatka event calendar carefully.
- d. **Weekend Preference:** Saturdays are generally best for public attendance. Consider a Friday evening kickoff or a two-day event.

5. Venue Selection:

- a. **Palatka Riverfront Park/City Dock Area:** This is your prime location given the "on the River" theme. It offers a covered stage, kayak launch, boat and fishing piers, and walking trails. The St. Johns River Center is also nearby and can be rented.
- b. **Considerations:**
 - i. **Capacity:** Can it handle your projected attendance?
 - ii. **Infrastructure:** Access to power, water, restrooms.
 - iii. **Logistics:** Ease of setup/teardown, vendor access, parking.
 - iv. **River Access:** How will you incorporate the river? (Boat parade, viewing areas).

Phase 2: Official Approvals & Detailed Planning (6-9 Months Out)

This is where you make it official and drill down into specifics.

1. Permits and Approvals (Critical!):

- a. **City of Palatka Special Event Permit:** This is *mandatory*.
 - i. Contact the **City's Special Events Coordinator at (386) 329-0100 ext. 331** immediately.
 - ii. Understand the **event classification (Class A, B, or C)** based on expected attendance.
 - 1. **Class A:** 1,000+ attendees (requires City Commission approval).
 - 2. **Class B:** 101-999 attendees.

3. **Class C:** 100 or fewer attendees.

- iii. Review the "Special Events Definitions" on the Palatka city website for full details and requirements.
- iv. Be prepared for requirements concerning: Police, Fire Department, EMS, Public Works, Sanitation, Road Closures (if needed), Noise Ordinances (especially for amplified sound), Alcohol Sales (separate permits needed).
- b. **Coast Guard (for Boat Parade):** If you plan a boat parade, you will need to contact the U.S. Coast Guard for potential permits, safety zones, and regulations on the St. Johns River. This is not optional for marine events.
- c. **Insurance:** You will need comprehensive event liability insurance. The city will likely require proof of this.

2. **Budget Refinement:**

- a. Get concrete quotes from all potential vendors.
- b. Factor in all permit fees and insurance costs.

3. **Marketing & Branding Development:**

- a. **Event Name & Logo:** "Mardi Gras on the River" is a great start! Develop a festive logo.
- b. **Website/Social Media:** Create an event website and dedicated social media pages (Facebook, Instagram, perhaps TikTok for short, engaging videos).
- c. **Marketing Plan:**
 - i. **Launch Date:** Announce the event once permits are confirmed.
 - ii. **Content Calendar:** Plan regular posts, sneak peeks, sponsor spotlights, vendor call-outs, performer announcements.
 - iii. **Local Media Outreach:** Contact local newspapers (e.g., Palatka Daily News), radio stations, and online community calendars.
 - iv. **Promotional Materials:** Design flyers, posters, banners.

4. **Vendor & Entertainment Outreach:**

- a. **Food Vendors:** Look for local food trucks and caterers. Emphasize "Mardi Gras" themed food (Cajun, Creole) but also local favorites.
- b. **Art & Craft Vendors:** Encourage local artisans.
- c. **Entertainment:**
 - i. **Music:** Live bands (jazz, blues, local cover bands, maybe a New Orleans-style brass band!).
 - ii. **Performers:** Face painters, balloon artists, street performers (jugglers, stilt walkers) for a carnival feel.
 - iii. **Children's Activities:** Bounce houses, games, craft stations.

5. **Volunteer Recruitment Plan:**

- a. Identify key roles: setup/teardown, vendor support, information booth, crowd control, waste management, artist liaison, VIP area support.
- b. Develop a volunteer registration process and clear job descriptions.

Phase 3: Execution & Final Details (3-6 Months Out)

This is crunch time for finalizing logistics and ramping up promotion.

1. Sponsorship Activation:

- a. Follow up with potential sponsors using the proposals we developed.
- b. Secure commitments and fulfill sponsorship benefits as outlined.

2. Vendor Management:

- a. Finalize contracts with all approved vendors.
- b. Provide detailed instructions on setup, hours, power, and waste disposal.

3. Entertainment & Schedule Finalization:

- a. Confirm all performers, set times, and stage requirements.
- b. Create a detailed event schedule/timeline.

4. Logistics & Site Plan:

- a. **Layout:** Map out vendor booths, stage, restrooms, first aid, entry/exit points, security checkpoints, parking.
- b. **Rentals:** Confirm all tent, table, chair, generator, lighting, and sound equipment rentals.
- c. **Safety Plan:** Develop an emergency plan, including first aid stations and evacuation routes. Coordinate with local police and fire.
- d. **Waste Management:** Plan for trash and recycling bins, and regular emptying.

5. Volunteer Training:

- a. Hold orientation and training sessions for all volunteers.
- b. Provide clear roles, responsibilities, and emergency procedures.

6. Publicity Blitz:

- a. Intensify social media promotion.
- b. Send out press releases with final details.
- c. Distribute flyers and posters widely.
- d. Run local radio ads.

Phase 4: Event Day & Post-Event (Event Day - 1 Month After)

The big day and wrapping things up.

1. Event Day Management:

- a. **Setup:** Oversee all setup, ensuring everything is in place and safe.
- b. **Team Briefing:** Hold a final briefing with staff and volunteers.
- c. **On-site Coordination:** Have a strong leadership team for troubleshooting and decision-making.
- d. **Security & Safety:** Maintain a visible presence of security and first aid.
- e. **Vendor Support:** Ensure vendors have what they need.
- f. **Audience Experience:** Monitor crowd flow, restroom cleanliness, and overall atmosphere.

2. Post-Event Follow-up:

- a. **Tear-down & Cleanup:** Efficiently and safely dismantle the event space.
- b. **Thank You's:** Send personalized thank-you notes to all sponsors, volunteers, vendors, performers, and city officials.
- c. **Feedback Collection:** Survey attendees, vendors, and volunteers to gather feedback.
- d. **Debrief Meeting:** Hold a meeting with your planning committee to discuss successes, challenges, and lessons learned for future events.
- e. **Financial Reconciliation:** Finalize all financial records and pay outstanding invoices.
- f. **Impact Report:** Create a report summarizing attendance, media reach, community impact, and financial outcomes. Share this with sponsors and stakeholders.

Key Considerations for Palatka

- **Community Buy-in:** Engage local community groups, schools, and non-profits early on. Their involvement can significantly boost attendance and volunteer numbers.
- **Local Flavor:** While it's "Mardi Gras," ensure it also has a distinct "Palatka" feel. Highlight local businesses, artists, and the unique beauty of the St. Johns River.
- **Accessibility:** Ensure the event is accessible to people with disabilities.
- **Environmental Impact:** Plan for waste reduction, recycling, and responsible riverfront practices.

By following these steps and maintaining strong communication with the City of Palatka and local stakeholders, you can make "Mardi Gras on the River" a fantastic and memorable new tradition for Palatka! Good luck with your planning!

* Cornhole tournament
? * ~~Spades tournament?~~

Mardi Gras on the St. Johns River Potential Schedule

Friday

Best dressed
Contest!

The festivities will be at the riverfront from 5 p.m. to 10 p.m. to include the following:

- On stage performances & DJ
- Food Vendors
- Arts & Crafts Vendors
- Company Vendors
- Bounce Houses
- Carnival Rides

* Boat Parade Friday night
5pm

Saturday

* until 11 pm or latest hour?

The festivities would start at 11 a.m. with a Mardi Gras Parade, starting at 11th Street and St. Johns going to the riverfront. The festivities at the riverfront will conclude at 10 p.m. and will include the following:

- On stage performances & DJ
- Food Vendors
- Arts & Crafts Vendors
- Company Vendors
- Bounce Houses
- Carnival Rides
- Foam Party

* Parade @ 10:00 AM

* Face painting

It is our intention to communicate with the local downtown businesses and bars, asking them to be open during the event hours. (Not Happening)

Finding
Bar tenders

RESOLUTION NO. 2026-R-5

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO LEGACY COMMUNITY NETWORK FOR MARDI-GRAS IN GEM CITY TO BE HELD ON SEPTEMBER 4TH AND 5TH 2026; SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION FOR ROAD CLOSURES AND ALCOHOL; AND PROVIDING FOR SCRIVENER’S ERRORS

WHEREAS, Lasonda Grice and Isaac Brinson of Legacy Community Network have submitted an event application for Mardi-Gras in the Gem City to be held on dates and times shown on application in the downtown area of Palatka.

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 is hereby granted Lasonda Grice and Isaac Brinson of Legacy Community Network with the following provisions and stipulations:

- a.** A Class “A” Special Events Permit is hereby granted for the event to be held on September 4th and 5th 2026 during the hours provided in the application.
- b.** Road closures and Alcohol 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 8th day of January 2026

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

ADOPT RESOLUTION 2026-R-06 granting a special events permit for the Annual Martin Luther King Jr. Legacy Walk and Festival to be held on 01/19/2026.

Event Date or Dates– January 19th 2026

Agenda Item Number – 2026-R-06

Title of Item / Subject –Annual Martin Luther King Jr. Legacy Walk and Festival

Department / Division – African American Cultural Arts Council Inc.

Prepared By – Lalita Thomas

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: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The African American Cultural Arts Council Inc. group is requesting permits for road closures and amplified sound.

BACKGROUND

The Legacy walk highlights the unity of all citizens who participate in a wholesome manner. The festival seeks to promote African American community skills, gifts, and talent through song, dance or spoken words.

PROJECT ANALYSIS

Lalita Thomas of The African American Cultural Arts Council Inc. has submitted an event application for the Annual Martin Luther King, Jr. Legacy Walk and Festival to be held on January 19th 2026. This event will be held on the Northside of Palatka.

Staff Recommendation

Celebrating Martin Luther King Jr. honors Dr. King's leadership in the fight for civil rights, equality, and justice for all people. It reminds us of the progress made through peaceful activism while encouraging reflection on the work that still needs to be done. The celebration promotes unity, service, and respect, inspiring individuals and communities to stand against discrimination and work toward a more fair and inclusive society. The Staff Recommendation is that the application be approved, and the resolution be adopted.

ATTACHMENTS

1.	MIK Day 2026 application
2.	6. Resolution 2026-R-06 Martin Luther King Walk_Festival 2026 resolution (1)



Date Received: 12/29/25

Permit Classification: _____

APPLICATION FOR SPECIAL EVENT

1. Primary

Contact: Lalita Thomas

Address: 2406 Leigh Terrace

Email: aacacing@gmail.com

Palatka, Florida 32177

Phone: 386-546-0011

2. Secondary Contact:

Justin Campbell

Address: 1417 Olive St

Email: aacacinc@gmail.com

Palatka, Florida 32177

Phone: 386-972-8678

3. Event Sponsor/Organization:

African American Cultural Arts Council, Inc., Palatka, Florida

Attach a certificate of Tax Exemption if applicable.

4. Name of Event:

Annual Martin Luther King, Jr, Legacy Walk & Festival

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

The Legacy Walk highlights the unity of all citizens who participate in a wholesome manner.

The festival seeks to promote the black community's skills, gifts, and talents through song, dance, or spoken word.

The festival showcases local artists, entertainers, musicians, proprietors, and community organizations who demonstrate the continuing vision of Dr. King through their contributions.

6. Event Location (911 Address):

Booker Park - Lefty Turner Field - 701 N 10th St, Palatka, FL 32177

7.

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

North 10th St from Dunham Street to Eagle Street

_____ from _____ to _____

_____	from _____	to _____

_____	from _____	to _____

_____	from _____	to _____

_____	from _____	to _____

_____	from _____	to _____

_____	from _____	to _____

8. Onsite representatives during the event:

Name: Lalita Thomas
386-546-0011

Cell Phone:

Name: Justin Campbell
386-972-8678

Cell Phone:

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

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

Setup:

1 / 19 / 25 8 : 00 a to 1 : 30 a 11 : 00 a to 3 : 00 p : to :

Event:

1 / 19 / 25 11 : 00 a to 3 : 00 p : to : : to : 250 ppl

/ / : to : : to : : to :

/ / : to : : to : : to :

/ / : to : : to : : to :

/ / : to : : to : : to :

/ / : to : : to : : to :

/ / : to : : to : : to :

: to : :

Breakdown:

1 /19 /25 3 :00p to 5 :00p __:__ to __:__ __:__ to __:__

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

250 ppl

11. Number and type of auxiliary vehicles/ equipment:

____ Watercraft ____ Aircraft X ____ 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.

N/A

Include date and time:

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

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

14. Number of staff/ volunteer: 10 Uniform identification:
T-Shirt & Badge

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 # 83-2685213

☐ Nonprofit articles of incorporation, charter and mission statement

☐ Consent letter (event property): property owners on which special event location is held if not city owned

☐ Fire resistive rating certificates (tents, fabrics, etc.)

☐ Example of special event vendor permits provided

- ☐ Special event certificate of insurance- city as "additional insured" (if carnival, aircraft or watercraft rides are planned,
need certificates from those vendors)

List certificates required:

-
- ☐ Alcohol liability certificate of insurance- city as "additional insured"
 - ☐ Alcohol license (copy)
 - ☐ Signed Conditions and Agreement Form

SPECIAL EVENTS FEES

All Special Event Application submittals must include deposit fee before dates can be secured. Submission of a Special Event

Application **does not** guarantee authorization for the event in question. Each application will require review by the Special Event Review Committee, where specific requirements, conditions and/or modifications, and additional fees (security, waste, etc.) may be applied.

15. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES

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

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

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

THIS FORM IS INTENDED FOR RESERVATION PURPOSES ONLY AND DOES NOT CONSTITUTE PERMISSION FOR USES DISALLOWED UNDER PALATKA'S MUNICIPAL CODE. PERMISSION GRANTED FOR USE OF PUBLIC PROPERTY

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

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

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

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

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

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

- (a) Prior to the issuance of a special event permit the applicant(s) shall execute an indemnification form which provides that the applicant(s) agrees to hold harmless and indemnify the city, its officers, agents and employees against any loss, damage, or expense (including all costs and reasonable attorney's fees) suffered by the city for:
 - (1) Any breach of the terms of the permit or any inaccuracy in or breach of any representation, warranty, or covenant made by the applicant(s) to the city as an inducement to the granting of the permit.
 - (2) Any claims, suits, actions, damages or cause of actions for any personal injury, loss of life or damages to personal or real property sustained by reason of, result of, or by presence of the applicant on public property by applicant's agents, employees, invitee and/or any other persons.
- (b) At least seven days prior to the first day of any special event, the applicant shall furnish to the special events coordinator proof of liability insurance protection, in an amount of not less than \$1,000,000.00 per person for bodily injury or death, \$2,000,000.00 per occurrence for bodily injury or death and \$500,000.00 per occurrence for property damage, naming the city as "additional insured".
- (c) If alcoholic beverages are to be dispensed, served, sold or distributed at an outdoor event, the applicant(s) shall in addition provide liquor liability insurance in the amount of \$500,000.00 which shall name the city as additional insured.
- (d) Nothing in this section shall be construed to effect in any way the city's rights, privileges and immunities as set forth in F.S. § 768.28.

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

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

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

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



12/29/25

Signature of Applicant

Date

State of Florida County of Putnam

The foregoing application is acknowledged before me this 31st day of December, 2025, by Justin Campbell, who is personally known to me, or who has/have produced Drivers License as identification.

NOTARY SEAL





Signature of Notary Public, State of Florida

APPLICATION APPROVED

Special Events Coordinator

Date

Chief of Police

Date

Special Events Vendor Requirements

1. A 12 foot clear area must be maintained in front of each vendor site. This clear area will allow for the passage of emergency response vehicles. **Assure there is at least a 12 foot clearance for emergency vehicles to be able to pass. All streets must remain open at all times. Make sure an apparatus can have a straight path and not have to zig zag around tents. Barricades can be used to close traffic, but no permanent blockages such as tents, vehicles, concession trailers, pools, etc.**
2. Temporary vendor tents and/or canopies of 200 square feet or less and without food preparation are exempt from fire retardant requirements. Tent stakes, guide ropes, etc. will be clearly marked with a visible warning, i.e. flag, barricade tape, or protective cap. **Protect from injuries by making sure there is some highly visible tape or protection cover over tent stakes.**
3. Temporary electrical cords and hoses will not cross any street and where crossing sidewalks, will be protected and pose no trip hazard. All electric will be 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.

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

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

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

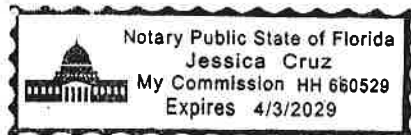
NONE Signature of Applicant Name of
 Facility being used
Lalita Thomas 11/19/26
 Print Name of Applicant Date of Use

State of Florida County of Putnam

The foregoing application is acknowledged before me this 31st day of Dec, 2025, by Justin Campbell, who is

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

NOTARY SEAL





Signature of Notary Public, State of Florida

RESOLUTION NO. 2026-R-06

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING
APPROVAL OF THE STRATEGIC PLAN FOR THE CITY OF PALATKA;
SETTING FORTH THE PROVISIONS OF AND GRANTING APPROVAL;
AND PROVIDING FOR SCRIVENER’S ERRORS**

WHEREAS Community Affairs and Recreation has submitted a proposed Strategic Plan for the Future of Palatka.

WHEREAS, the City of Palatka’s Community Affairs Director has reviewed the submitted the proposal.

WHEREAS, the Palatka City Commission finds that the approval of the Strategic Plan for the future is Palatka, as stipulated and described herein, is in the best interest of all departments, the City of Palatka and its citizens.

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

Section 1: Community Affairs has submitted a proposed Strategic Plan for the Future of the City of Palatka

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 8th day of January 2026

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY



Building Our Future, Together

The City of Palatka Community Affairs
Strategic Plan 2026-2029





Our Vision for a More Connected Community

Over the next four years, the Community Affairs division will focus our energy and resources on building a Palatka that is more vibrant, equitable, and engaged. This plan is our roadmap to creating thriving public spaces, empowering our youth, preserving our unique heritage, and ensuring every resident feels connected to their neighborhood and their city.

Four Pillars Driving Our Progress

Our strategy is delivered through four dedicated teams, each with a clear focus on enhancing community life.



Robert H. Jenkins Community & Recreation Center (RHJCC)

The hub for youth development and accessible community programming.



Parks & Recreation

Curating modern, equitable, and engaging green spaces and athletics.



Community Affairs

Strengthening neighborhood identity and improving public communication.



Newtown African American Museum

Preserving and celebrating our rich local history.



Pillar 1

Robert H. Jenkins Center – A Hub for All Ages

Expand Youth Development & Leadership

Launch the Elite Youth Leadership Club and a new after-school tutoring lab.

20%

Increase in youth program participation.

Strengthen Facility Programming & Accessibility

Introduce 3 new adult programs (fitness, pickleball, health) and expand evening hours.

≥ 85%

Community satisfaction score.

Enhance Building Safety & Functionality

Upgrade exterior lighting and improve all accessibility features to exceed ADA standards.

15%

Annual reduction in safety incidents.



Pillar 2

Parks & Recreation – Activating Our Public Spaces

Modernize Recreation & Athletics

Expand the “Baby Ballers” program to include soccer, T-ball, and golf.

15%

Increase in youth sports enrollment.

Improve Park Infrastructure & Equity

Develop a Recreation Equity Map to identify and upgrade at least **three parks** in underserved zones.



+3

Parks targeted for upgrades.

Expand Community Engagement & Events

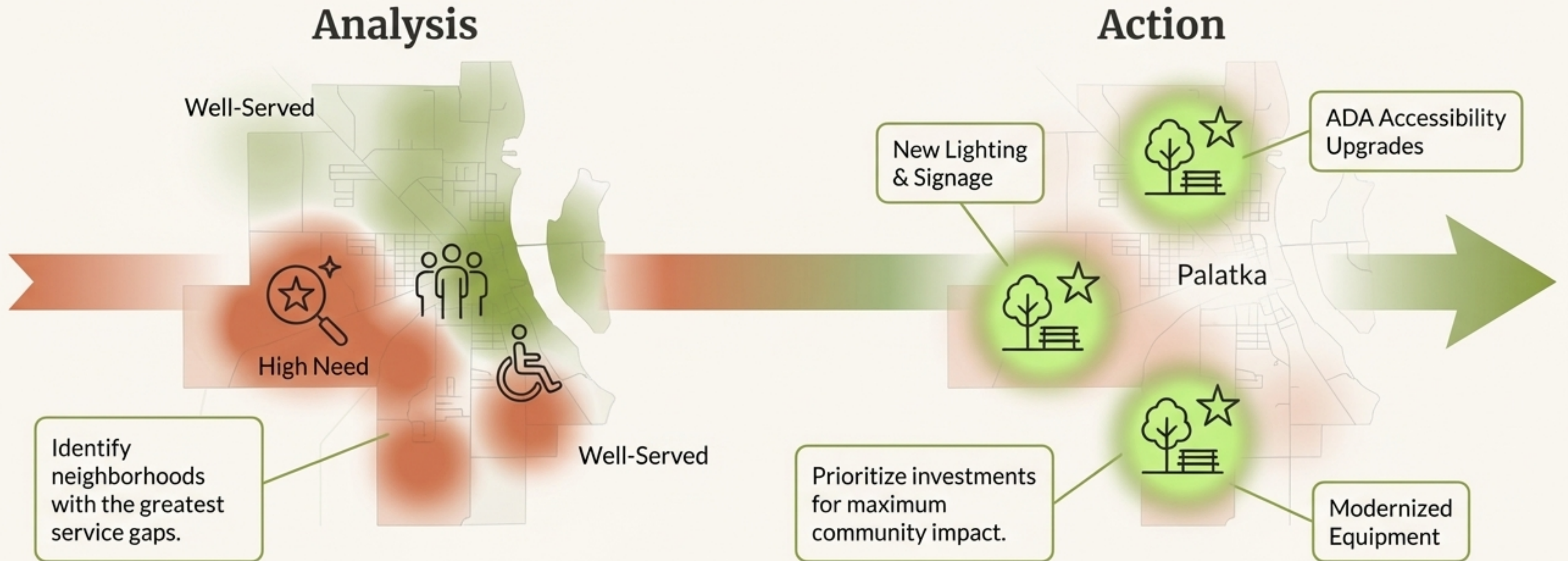
Enhance marketing and business sponsorships for major city events.

10%

Increase in attendance at key events.

A Data-Driven Approach to Park Equity

To ensure all residents have access to high-quality recreation, we will develop a Recreation Equity Map. This GIS-based tool will analyze neighborhood demographics, existing park conditions, and accessibility to identify areas with the greatest need, guiding our investment priorities for a fairer park system.





Pillar 3

Community Affairs – Fostering Stronger Neighborhoods

Strengthen Neighborhood Revitalization

Facilitate **four** annual Neighborhood Rebranding sessions in Northside, Midtown, and South Historic areas.



Rebranding sessions per year.

Improve Public Communication & Transparency

Produce a quarterly “Community Update” report and promote the GoGov app for service requests.

25%

Increase in GoGov app and website utilization.

Boost Cultural & Heritage Engagement

Launch a “Heritage Month Series” with historical tours, lectures, and cultural celebrations.



Form new heritage partnerships.



Pillar 4

Newtown Museum – Preserving Our Heritage, Inspiring Our Future

Goal: Preserve & Promote African American History

Develop new rotating exhibits on education, local pioneers, and civil rights.

20%

Increase in museum visitation.

Goal: Expand Educational Programming

Launch a Youth Heritage Scholar Program and an annual lecture series.



Launch Youth Heritage Scholar Program.

Goal: Strengthen Museum Operations & Sustainability

Establish a museum advisory committee and launch a community champions donor program.

30%

Increase in annual donations and grant funding.

Our Promise of Accountability



A plan is only as good as its execution. We are committed to a transparent and rigorous process of implementation, measurement, and continuous improvement to ensure we meet our goals and deliver real value to the residents of Palatka.

Measuring What Matters: Our Performance Dashboard



Participation & Engagement

Total Program Enrollment
Event Attendance Trends

85%+

Community Survey
Satisfaction Rating



Operational Efficiency

Work Order Completion
Rates
Budget Utilization

Growth in Grant
Acquisition



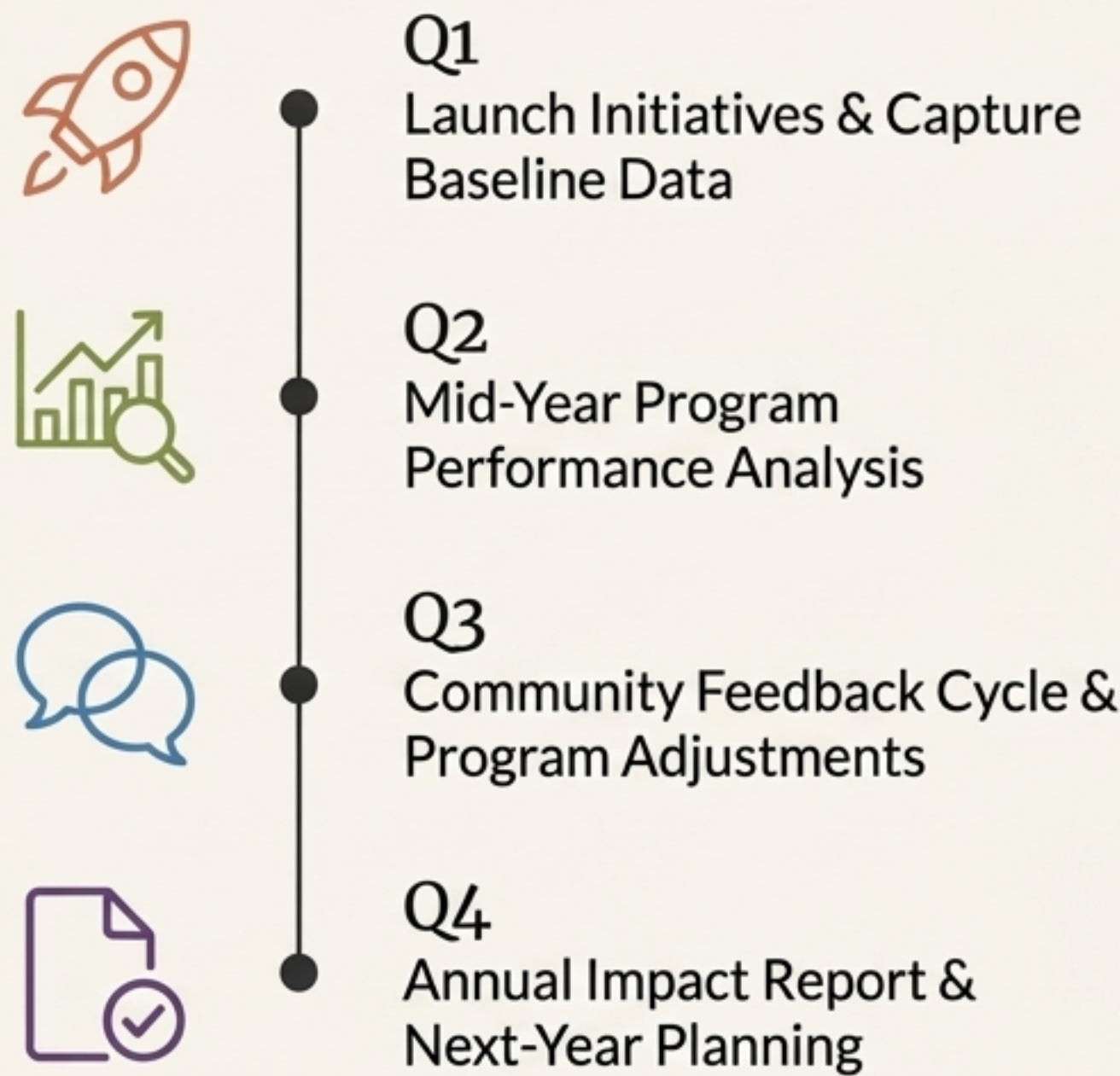
Equity & Access

Improved Service in
Targeted Neighborhoods
Youth Participation by
Geographic Area

Parks & Facilities
Compliance with
Accessibility Standards

A Cycle of Action and Improvement

The Annual Rhythm



Our Reporting Structure

Frequency	Report
Monthly	Internal reports on attendance, revenues, and maintenance.
Quarterly	Briefings to the City Manager with progress charts.
Annually	A Strategic Progress Report shared with the City Commission and the public.



A More Vibrant Palatka, Built Together.

Through safer parks, empowered youth, stronger neighborhoods, and a celebrated heritage, this plan is our commitment to the future of our city.

Community Affairs Division
1900 Napoleon Street
Palatka, Florida 32177
[City Website URL]

Palatka Community Affairs: 2026-2029 Strategic Vision

A 4-year strategic plan for improving Palatka's community centers, parks, neighborhoods, and cultural institutions, focusing on enhancing quality of life through strategic improvements in recreation, neighborhood revitalization, cultural preservation, and operational excellence.

Enhancing Community Hubs & Programs

Expanding Youth Leadership & Development

Launching an Elite Youth Leadership Club and aiming to increase program participation by 20%.

Modernizing Parks with a Focus on Equity

Developing a "Recreation Equity Map" to upgrade parks in the most underserved neighborhoods.

Revitalizing Key Neighborhoods

Facilitating rebranding sessions and Neighborhood Improvement Teams (NIT) across the city.

Recreation Equity Map

Strengthening Neighborhoods & Heritage

Preserving and Promoting Local History

Cataloging all artifacts and increasing visitation at the Newtown African American Museum by 20%.

Introducing New Programs for All Ages

Adding new adult fitness leagues and expanding popular youth sports like "Baby Ballers".

Improving Public Communication & Transparency

Aiming to increase resident use of the GoGov service request app by 25%.

Measuring Our Success

A Framework for Accountability

A quarterly evaluation schedule and annual impact reports will track progress against key goals.

Main Key Performance Indicators (KPIs) for Success



RESOLUTION NO. 2026-R-07

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING
APPROVAL OF THE STRATEGIC PLAN FOR THE CITY OF PALATKA;
SETTING FORTH THE PROVISIONS OF AND GRANTING APPROVAL;
AND PROVIDING FOR SCRIVENER’S ERRORS**

WHEREAS Community Affairs and Recreation has submitted a proposed Strategic Plan for the Future of Palatka.

WHEREAS, the City of Palatka’s Community Affairs Director has reviewed the submitted the proposal.

WHEREAS, the Palatka City Commission finds that the approval of the Strategic Plan for the future is Palatka, as stipulated and described herein, is in the best interest of all departments, the City of Palatka and its citizens.

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

Section 1: Community Affairs has submitted a proposed Strategic Plan for the Future of the City of Palatka

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 8th day of January 2026

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor

ATTEST:

CITY CLERK

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY

Second 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.

Smoke Free Parks

STAFF REPORT

DATE: January 8, 2026
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 law¹ 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):

Request to Annex, Amend and Rezone 902 S. State Rd 19

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

This is a request to annex an approximately 1.09-acres parcel, into the City of Palatka for the purpose of connecting to the city's water and sewer system; amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial, Retail (C-2) to City of Palatka Intensive Commercial (C-2).

Public notice included legal advertisement in the Palatka Daily News, property posting, and mailed notices to property owners within 150 feet of the subject property.

BACKGROUND

The application is for a 1.09-acre parcel located at 902 South State Road 19, next to Caliber Car Wash. The property is developed with a commercial plaza housing several stores. The applicant wishes to connect to the City's water and sewer facilities which are available nearby. The parcel is located within an existing County enclave, and this annexation will reduce the extent of the enclave consistent with Florida Statute 171.031. The parcel is adjacent to the City boundaries.

The City Planning Board conducted a public hearing on December 2nd, 2025, and recommended approval of this annexation, FLUM and Rezoning to the City Commission.

PROJECT ANALYSIS

Refer to Staff report

Staff Recommendation

1. Staff recommends approval of the request to annex the approximately 1.09-acre property into the City.
2. Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM).
3. Staff recommends approval of the request to rezone from Putnam County Commercial, Retail (C-2) to City of Palatka Intensive Commercial (C-2).

ATTACHMENTS

1.	PB 25-24 902 S SR 19 Annex Staff Report
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Case PB 25-24 Annex, Amend Future Land Use Map and Rezone

Parcel No.: 11-10-26-0000-0574-0012

Address: 902 South State Rd. 19, Approx. 1.09-Acres

Applicants: E Group Holdings & Property LLC

STAFF REPORT

DATE: November 21st, 2025

TO: City of Palatka Planning Board

FROM: STAFF

APPLICATION REQUEST

This is a request to annex an approximately 1.09-acres parcel, into the City of Palatka for the purpose of connecting to the city's water and sewer system; amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial, Retail (C-2) to City of Palatka Intensive Commercial (C-2).

Public notice included legal advertisement in the Palatka Daily News, property posting, and mailed notices to property owners within 150 feet of the subject property.

Background

The application is for a 1.09-acres parcel located at 902 South State Road 19, next to Caliber Car Wash. The property is developed with a commercial plaza housing several stores. The applicant wishes to connect to the City's water and sewer facilities which are available nearby. The parcel is located within an existing County enclave, and this annexation will reduce the extent of the enclave consistent with Florida Statute 171.031. The parcel is adjacent to the City boundaries.

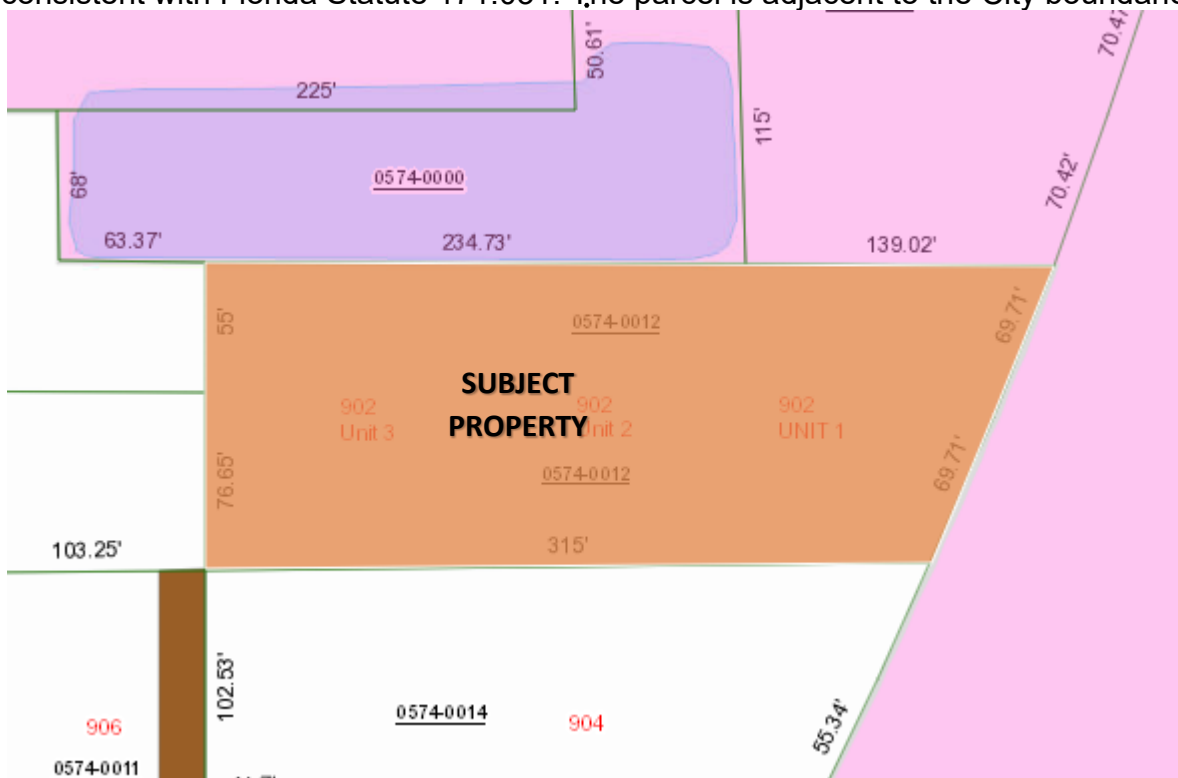


Figure 1: Subject site with City boundaries shown.

Table 1: Current and Proposed Future Land Use Map and Zoning designations

	Actual Use	FLUM	ZONING
Property Existing	Plaza with shops and restaurant.	Putnam County Commercial (CR)	Putnam County Commercial, Retail (C-2)
Property Proposed	Existing plaza is to remain.	City of Palatka Commercial (COM)	City of Palatka Intensive Commercial (C-2)
North	Caliber Car Wash	City of Palatka Commercial (COM)	City of Palatka Intensive Commercial (C-2)
South	Mobile Home Depot	Putnam County Commercial (CR)	Putnam County Commercial Retail (C-2)
East	Winn Dixie	City of Palatka Commercial (COM)	City of Palatka Commercial, Intensive (C-2)
West	Safe Pet Rescue	Putnam County Commercial (CR)	Putnam County Commercial General (C-3)

PROJECT ANALYSIS**Annexation Analysis**

Florida Statute 171.044 set forth voluntary annexation requirements and mandates that property proposed for annexation must meet two tests. First, properties must be contiguous to the annexing municipality and second, properties must also be “reasonably compact”.

Contiguous: F.S. 171.031 provides a definition for contiguous and requires that boundaries of properties proposed for annexation must be coterminous with a part of the municipality’s boundary. As shown previously, in **Figure 1:** Subject site, the property is contiguous to the City limits to the North and East of the parcel.

Compactness: The statute provides a definition for compactness that requires an annexation to be for properties in a single area and precludes any action that would create or increase enclaves, pockets, or finger areas in serpentine patterns. Annexing this property meets the standard of compactness and reduces the area of an enclave.

Connection to Water and Sewer: Water and sewer are available to the site in question. The applicant desires to connect to the City water & sewer system. The system is adequate to handle the annexation of the site.

Comprehensive Plan Public Facilities Element 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.

Future Land Use Change Analysis

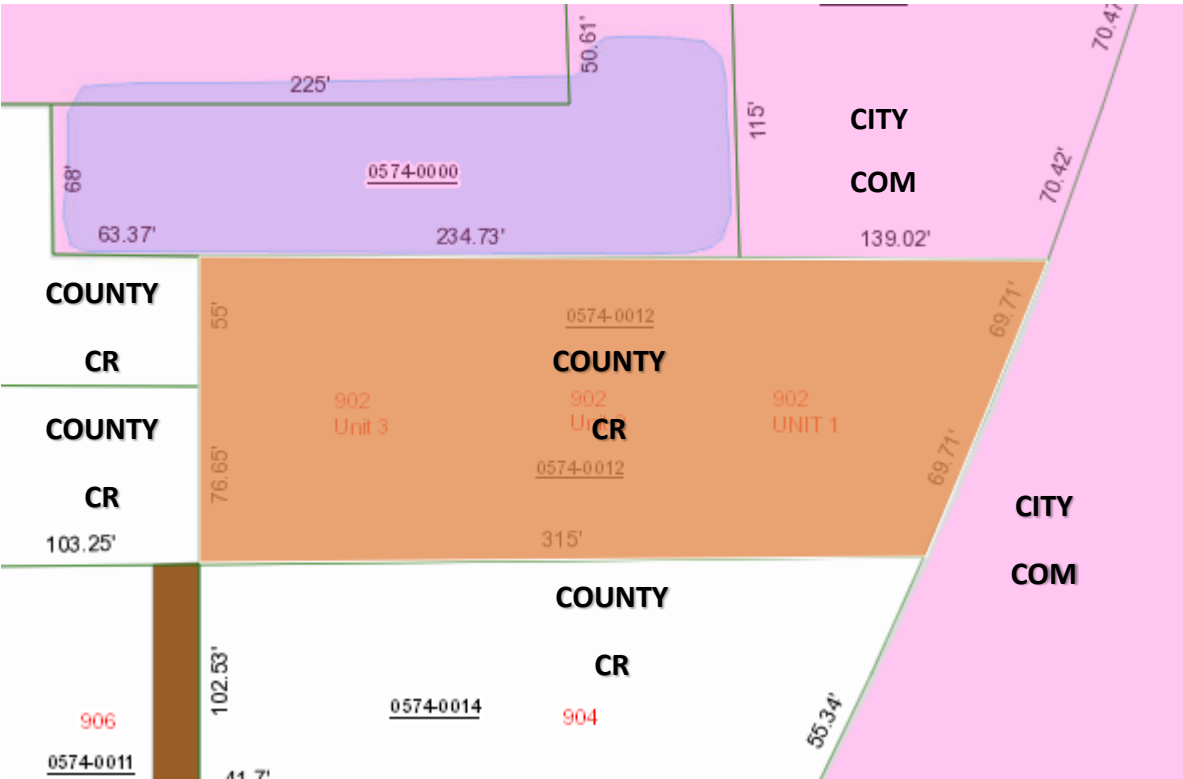


Figure 2: Current Future Land Use

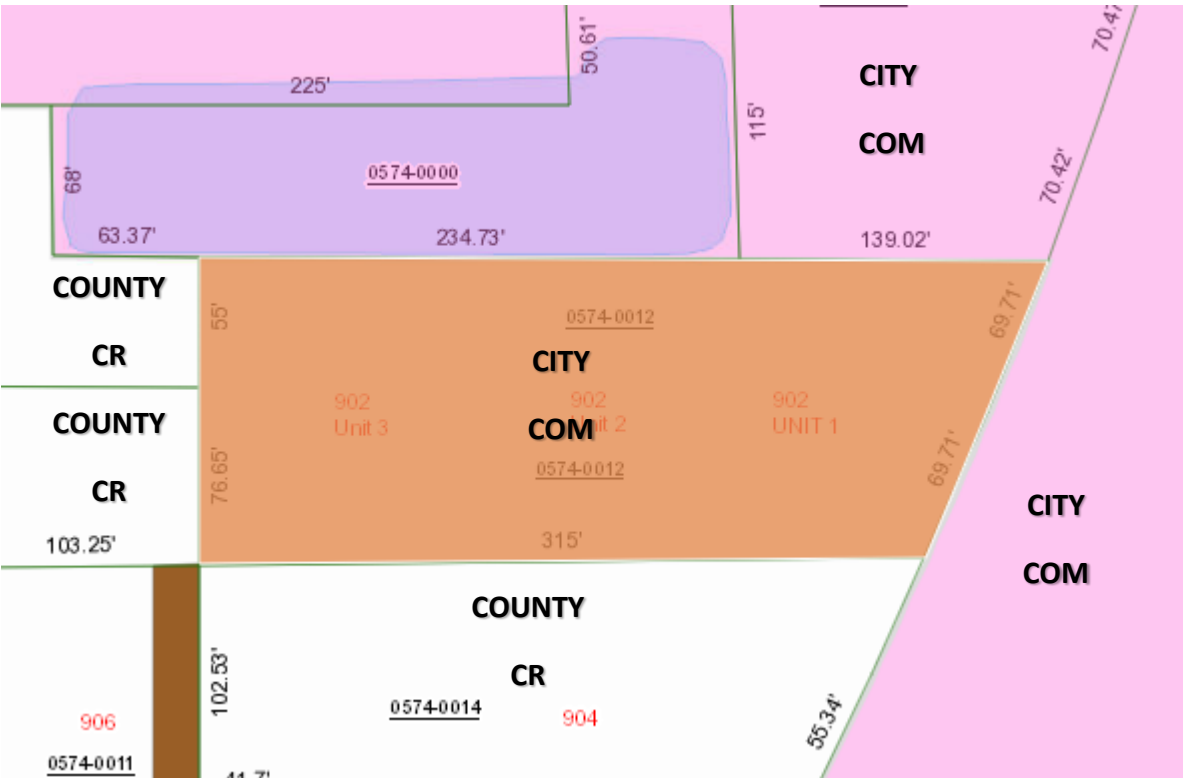


Figure 3: Proposed Future Land Use

Future Land Use Change Analysis

Provide analysis of the suitability of the plan amendment for its proposed use considering the character of the undeveloped land, soils, topography, natural resources, and historic resources on site.

Response: Staff is not aware of any soil or topography conditions that would present major problems for additional future development of this property in accordance with all applicable land development regulations. Nor is staff aware of natural or historic resources on this developed site.

Provide analysis of the minimum amount of land needed as determined by the local government.

Response: The applicant proposes to continue the neighboring use of commercial facilities.

Demonstrate that amendment does not further urban sprawl, as determined through the following tests:

- Low-intensity, low-density, or single-use development or uses.
- Development in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.
- Radial, strip, isolated, or ribbon development patterns.
- Development that fails to adequately protect and conserve natural resources and agricultural activities
- Development that fails to maximize use of existing and future public facilities and services.
- Development patterns or timing that will require disproportional increases in cost of time, money and energy in providing facilities and services.
- Development that fails to provide a clear separation between rural and urban uses.
- Development that discourages or inhibits infill development and redevelopment.
- Development that fails to encourage a functional mix of uses.

Response: The annexation of this parcel would not contribute to urban sprawl and will not create an undo burden on the water system. Property to the North and East has water connections. This annexation would be contiguous, as it borders City limits to the North. The use of this parcel will be commercial related. The subject parcel is located within a commercial area.

Zoning Analysis

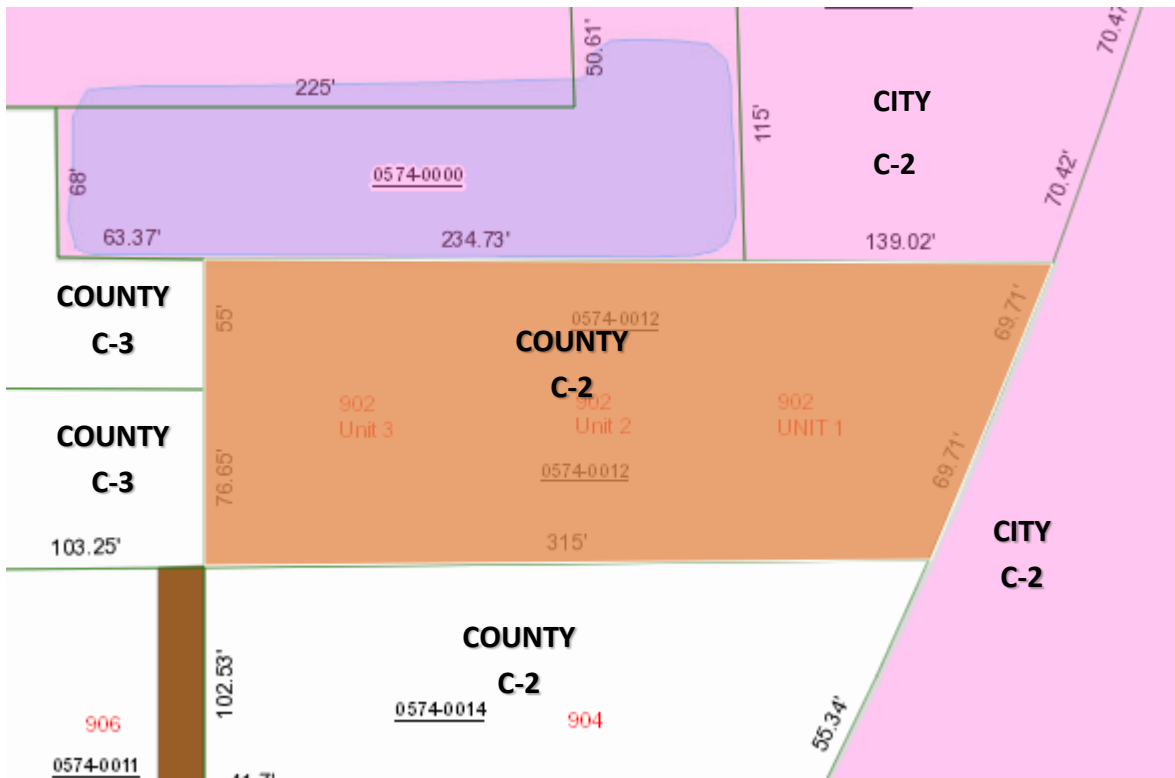


Figure 4: Current Zoning

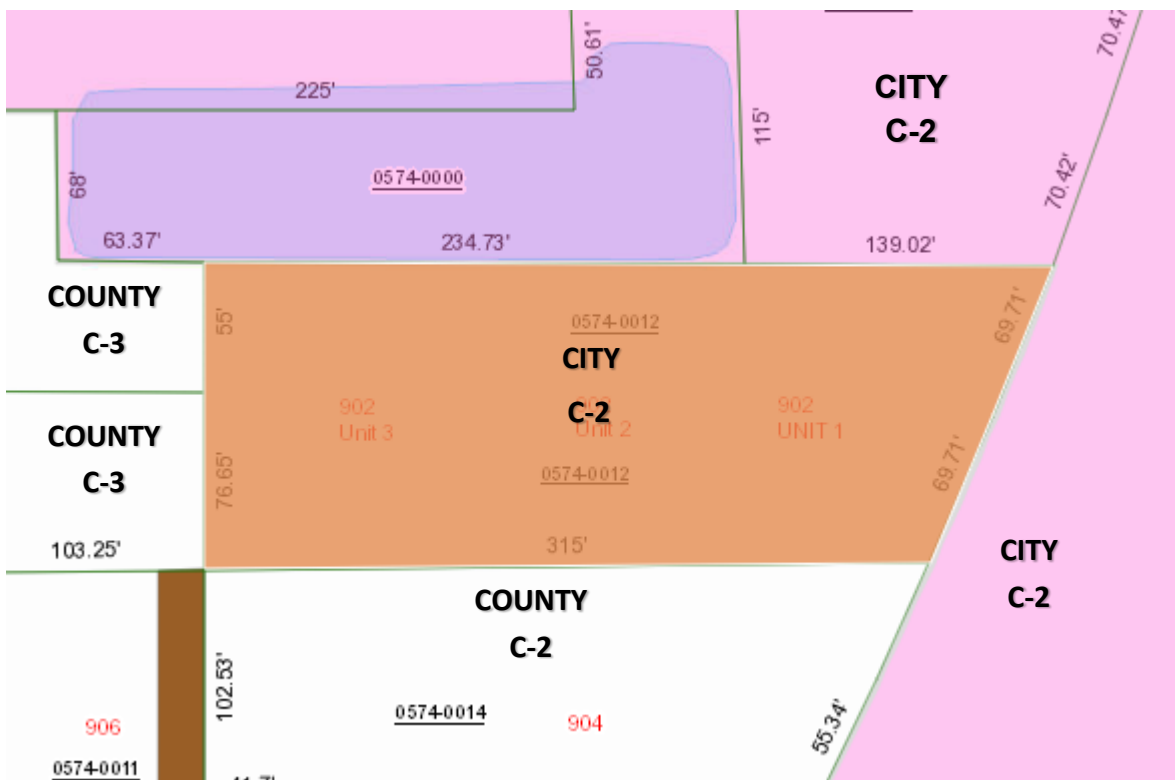


Figure: Proposed Zoning

Section 94-38(f)(1) requires that the report and recommendations of the Planning Board to the City Commission required by subsection 94-38(e) of this section shall show that the planning board has studied and considered the proposed change in relation to the following, where applicable:

- a. *Whether the proposed change is in conformity with the Comprehensive Plan:*
Response: When a property is annexed into the city, it is often given a similar Future Land Use and Zoning to what existed when in the County. The subject property currently has a Putnam County Commercial (CR) land use classification. The proposed rezoning conforms with the Comprehensive Plan.
- b. *The existing land use pattern.*
Response: The existing land use pattern in this area is commercial uses. The proposed land use will not alter existing land use patterns.
- c. *Possible creation of an isolated district unrelated to adjacent and nearby districts.*
Response: The parcel has an existing plaza with a restaurant and stores. There is already commercial uses surrounding the parcel, being annexed into the city will not alter the existing relationship of the surrounding area.
- d. *The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.*
Response: The subject property has an existing commercial plaza use which is adjoining commercial property already developed. There will be no increase in population or overtaxing of the load on public facilities.
- e. *Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.*
Response: Surrounding parcels are development of commercial. Amending the property zoning to City of Palatka Intensive Commercial will keep proposed conditions within the same uses.
- f. *Whether changed or changing conditions make the passage of the proposed amendment necessary.*
Response: The City endeavors to convert properties on well and septic systems to City water and sewer in order to reduce pollutants released into ground water and increase revenue to the City's water and sewer funds. Conditions in the area of the subject parcel will remain unchanged.
- g. *Whether the proposed change will adversely influence living conditions in the neighborhood.*
Response: The immediate neighborhood around the subject parcel is an established commercial area. Any existing living conditions will not change with approval.
- h. *Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.*
Response: The traffic patterns in the area are already established and will remain the same nor will it affect public safety. It is not anticipated to be a significant increase of existing daily trips.
- i. *Whether the proposed change will create a drainage problem.*

Response: There should be no impact on drainage in the area.

- j. *Whether the proposed change will seriously reduce light and air to adjacent areas.*

Response: No reduction in light and air to adjacent areas is expected.

- k. *Whether the proposed change will adversely affect property values in the adjacent areas.*

Response: There should be no impact on property values as it will be an expansion of an existing use.

- l. *Whether the proposed change will be a deterrent to the improvement of adjacent property in accord with existing regulations.*

Response: The proposed rezoning will not be a deterrent for the improvement of adjacent property.

- m. *Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.*

Response: The proposed rezoning will not grant a special privilege to the property owner.

- n. *Whether there are substantial reasons why the property cannot be used in accord with existing zoning.*

Response: The zoning classifications for the use in this area do not differ substantially. The reason for amending the existing zoning is due to the annexation of the parcel into the city limits and connecting it to City water and sewer facilities.

- o. *Whether the change suggested is out of scale with the needs of the neighborhood or the city.*

Response: The immediate area is commercial in nature. The zoning already exists and is a part of the neighborhood.

- p. *Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.*

Response: It is not impossible, but the purpose of this request is to annex into the city to obtain water & sewer services from the City. The property has a proposed commercial use and the proposed zoning is already established in this neighborhood.

- q. *The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.*

Response: Not applicable.

Staff Recommendation

1. Staff recommends approval of the request to annex the approximately 1.09-acre property into the City.
2. Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM).

3. Staff recommends approval of the request to rezone from Putnam County Commercial, Retail (C-2) to City of Palatka Intensive Commercial (C-2).

ORDINANCE NO. 2026-01

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 11-10-26-0000-0574-0012, THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, 902 S STATE RD 19 # UNIT 1, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	ORD 26-01 ANNEXATION PB25-24
2.	ORD 2026-01 Business impact

This instrument prepared by:
City of Palatka
201 N 2nd ST
Palatka, FL, 32177

ORDINANCE NO. 2026-01

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 11-10-26-0000-0574-0012, THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, 902 S STATE RD 19 # UNIT 1, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Petition has been filed before the City Commission of the City of Palatka, Florida, which Petition is on file in the office of the City Clerk, authorized to be signed by the freehold owner of the property sought to be annexed, to wit: E Group Holdings & Property LLC, and

WHEREAS, Chapter 171.044, Florida Statutes, permits the voluntary annexation of unincorporated areas lying adjacent and contiguous to the boundaries of the City of Palatka, and

WHEREAS, the City Planning Board conducted a public hearing on December 2nd, 2025, and recommended approval of this annexation to the City Commission, and

WHEREAS, the City Commission of the City of Palatka conducted public hearings on January 8th, 2026, and January 22nd, 2025, and

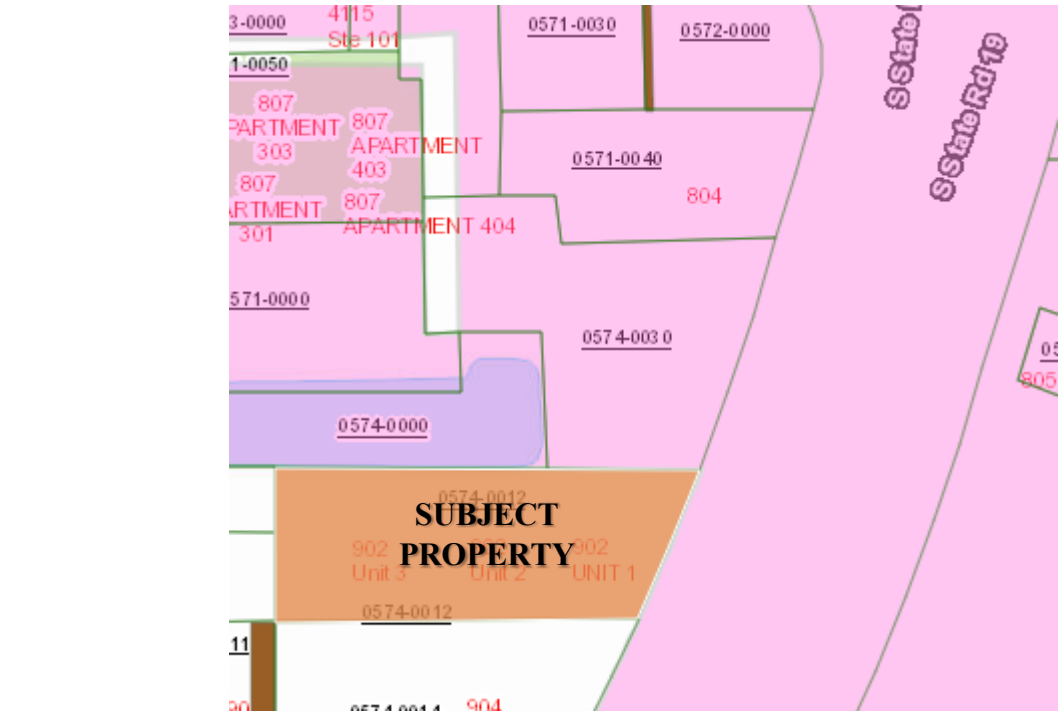
WHEREAS the City Commission of the City of Palatka finds that it is in the best interest of the people of the City of Palatka, Florida, that said lands be annexed and become a part of the City of Palatka; and

NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1. That the following described unincorporated lands lying adjacent and contiguous to the boundaries of the City of Palatka, Florida shall henceforth be deemed and held to be within the corporate limits of the City of Palatka, Florida said lands being described as follows:

DESCRIPTION OF PROPERTY:

THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA



Section 2. That a copy of this ordinance shall be sent to the Municipal Code Corporation for inclusion in the City’s Charter.

Section 3. This Ordinance shall become effective immediately upon its final passage by the City Commission.

Section 4. SCRIVENER’S ERROR. 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.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 25th day of September 2025.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 9th day of October 2025.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

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: "Ordinance 2026-01 Annexation of
PARCEL 11-10-26-0000-0574-0012 More specifically:

**AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE
CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN
ADJACENT PROPERTY IDENTIFIED AS PARCEL 11-10-26-0000-0574-0012, THAT
PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY
LIMITS OF PALATKA, 902 S STATE RD 19 # UNIT 1, PALATKA, FLORIDA 32177,
CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA;
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 law¹ 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 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.

ORDINANCE NO. 2026-02

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY COMMERCIAL (CR) TO CITY OF PALATKA COMMERCIAL (COM) FOR THE FOLLOWING PROPERTY: 902 SOUTH STATE ROAD 19 # UNIT 1, PALATKA PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	Ord 26-02 FLUM PB 25-24
2.	ORD 2026-02 Business impact

ORDINANCE NO. 2026-02

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY COMMERCIAL (CR) TO CITY OF PALATKA COMMERCIAL (COM) FOR THE FOLLOWING PROPERTY: 902 SOUTH STATE ROAD 19 # UNIT 1, PALATKA PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by E Group Holdings & Property LLC, for certain amendment to the Comprehensive Plan Future Land Use Map of the City of Palatka, Florida, and

WHEREAS, Section 163.3187, Florida Statutes, provides for small-scale amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(2), Florida Statutes, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the City Planning Board conducted a public hearing on December 2nd, 2025, and recommended approval of this amendment to the City Commission, and

WHEREAS, the City Commission of the City of Palatka conducted a public hearing on January 8th, 2026, and

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use of the parcel of land listed in Table 1 below shall be changed as designated and that the Future Land Use Map shall be amended to show the changes.

**TABLE 1
ADOPTED SMALL SCALE AMENDMENT**

<u>Parcel Number</u>	<u>Acreage</u>	<u>Current Future Land Use</u>	<u>Amended Future Land Use</u>
11-10-26-0000-0574-0012	1.09	Putnam County Commercial (CR)	City of Palatka Commercial (COM)

**DESCRIPTION OF PROPERTY:
THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA**

Business Impact Estimate

Proposed ordinance's title/reference: "Ordinance 2026-02 Future Land Use
Amendment of PARCEL **11-10-26-0000-0574-0012** More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY COMMERCIAL (CR) TO CITY OF PALATKA COMMERCIAL (COM) FOR THE FOLLOWING PROPERTY: 902 SOUTH STATE ROAD 19 # UNIT 1, PALATKA PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND 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 law¹ 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.

ORDINANCE NO. 2026-03

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY COMMERCIAL, RETAIL (C-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTY LOCATED AT 902 SOUTH STATE ROAD 19 # UNIT 1, PALATKA, FLORIDA 32177; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	Ord 26-03 Rezoning PB 25-24
2.	ORD 2026-03

City of Palatka
201 N 2nd ST
Palatka, FL., 32177

ORDINANCE NO. 2026-03

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY COMMERCIAL, RETAIL (C-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTY LOCATED AT 902 SOUTH STATE ROAD 19 # UNIT 1, PALATKA, FLORIDA 32177; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by E Group Holdings & Property LLC, for certain amendment to the Official Zoning Map of the City of Palatka, Florida, and

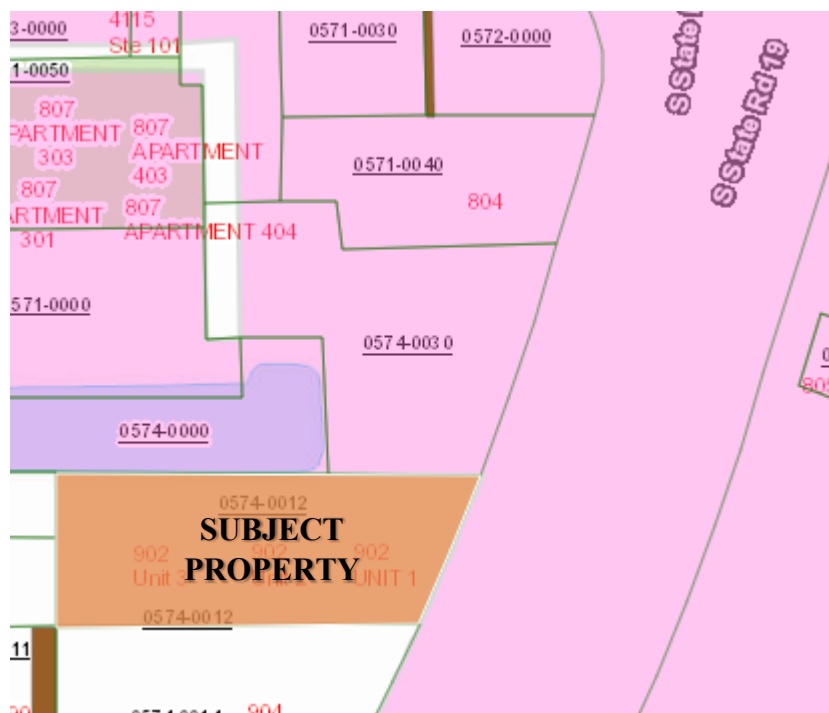
WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on December 2nd, 2025, and two public hearings before the City Commission of the City of Palatka on January 8th, 2026, and January 22nd, 2026, and

WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted.

**NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA,
FLORIDA:**

Section 1. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from the present zoning classification of Putnam County Commercial, Retail (C-2) to City of Palatka Intensive Commercial (C-2) classification.

**DESCRIPTION OF PROPERTY: THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES
OUTSIDE OF THE CITY LIMITS OF PALATKA
PARCEL 11-10-26-0000-0574-0012**



Section 2. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 3. This Ordinance shall become effective immediately upon its final passage by the City Commission, however, the rezoning shall not become effective until the amendment to the City of Palatka Comprehensive Plan adopted by Ordinance No. 2024-08 becomes effective as provided therein.

Section 4. SCRIVENER’S ERROR. 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 5. This ordinance is exempt from provisions of the statute, Chapter 2023-309, Laws of Florida, codified as Section 166.041(4) Florida Statutes.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 8th day of January 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 22nd day of January 2026.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

Business Impact Estimate

Proposed ordinance's title/reference: "Ordinance 2026-03 Rezone of PARCEL

11-10-26-0000-0574-0012 More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY COMMERCIAL, RETAIL (C-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), THAT PT OF NW1/4 OF SW1/4 OR492, P846 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0574-0012, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTY LOCATED AT 902 SOUTH STATE ROAD 19 # UNIT 1, PALATKA, FLORIDA 32177; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

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 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
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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.

Request to Annex, Amend and Rezone 106 COMFORT ROAD

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex a 3.66-acres parcel into the City of Palatka for the purpose of connecting to the city's water and sewer system; amend the Future Land Use Map from Putnam County Industrial (IN) to City of Palatka Industrial (IN), and rezone from Putnam County Industrial Heavy (IH) to City of Palatka Light Industrial (M-1).

Public notice included legal advertisement in the Palatka Daily News, property posting, and mailed notices to property owners within 150 feet of the subject property.

BACKGROUND

The application is for a 3.66-acres parcel located at 106 Comfort Rd., next to Stinwill Suburban Farms and Aza Rural Health Care complex. The goal of the applicant is to establish two metal structures for industrial use, one is 11,900 sq. ft. and the second one is 1,600 sq. ft.. The property currently has a concrete driveway, and the land is cleared. The applicant wishes to connect to the City's water and sewer facilities which are available nearby. The parcel is adjacent to the City boundaries.

The City Planning Board conducted a public hearing on December 2nd, 2025, and recommended approval of this Annexation, FLUM and Rezoning to the City Commission.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex the approximately 3.66-acre property into the City.
2. Staff recommends the request to amend the Future Land Use Map from Putnam County Industrial (IN) to City of Palatka Industrial (IN) be approved.
3. Staff recommends approval of the request to rezone from Putnam County Industrial Heavy (IH) to City of Palatka Light Industrial (M-1).

ATTACHMENTS

1.	PB 25-25 106 Comfort Rd. Staff Report
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Case PB 25-25 Annex, Amend Future Land Use Map and Rezone

Parcel No.: 37-09-26-0000-0230-0010

Address: 106 Comfort Rd., Approx. 3.66-Acres

Applicants: Whitley Automotive Restoration LLC

STAFF REPORT

DATE: November 21, 2025

TO: City of Palatka Planning Board

FROM: STAFF

APPLICATION REQUEST

Request to annex a 3.66-acres parcel into the City of Palatka for the purpose of connecting to the city's water and sewer system; amend the Future Land Use Map from Putnam County Industrial (IN) to City of Palatka Industrial (IN), and rezone from Putnam County Industrial Heavy (IH) to City of Palatka Light Industrial (M-1).

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Background

The application is for a 3.66-acres parcel located at 106 Comfort Rd., next to Stinwill Suburban Farms and Aza Rural Health Care complex. The goal of the applicant is to establish two metal structures for industrial use, one is 11,900 sq. ft. and the second one is 1,600 sq. ft.. The property currently has a concrete driveway, and the land is cleared. The applicant wishes to connect to the City's water and sewer facilities which are available nearby. The parcel is adjacent to the City boundaries.

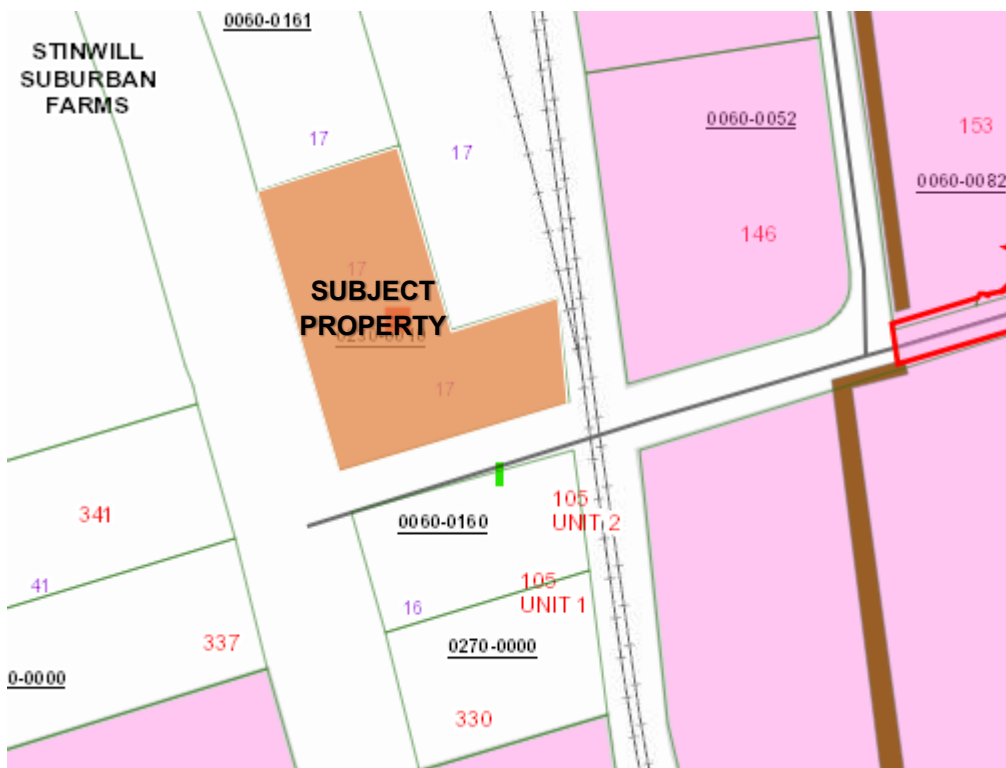


Figure 1: Subject site with City boundaries shown.

Table 1: Current and Proposed Future Land Use Map and Zoning designations

	Actual Use	FLUM	ZONING
Property Existing	Vacant with a driveway.	Putnam County Industrial (IN)	Putnam County Industrial, Heavy (IH)
Property Proposed	Construction of 2 metal buildings.	City of Palatka Industrial (IN)	City of Palatka Light Industrial (M-1)
North	Stinwill Suburban Farms	Putnam County Industrial (IN)	County Industrial Heavy (IH)
South	Crystal Cove Marine Services	Putnam County Industrial (IN)	County Industrial Heavy (IH)
East	Aza Rural Health Complex	City of Palatka Commercial (COM)	City of Palatka Commercial, Neighborhood (C-1A)
West	Powder Coating of Gainesville & Holbrook Manufacturing	Putnam County Urban Service (US)	Putnam County Industrial Heavy (IH)

PROJECT ANALYSIS**Annexation Analysis**

Florida Statute 171.044 references voluntary annexation requirements and requires that property proposed for annexation must meet two tests. First, properties must be contiguous to the annexing municipality and second, properties must also be “reasonably compact”.

Contiguous: F.S. 171.031 provides a definition for contiguous and requires that boundaries of properties proposed for annexation must be coterminous with a part of the municipality’s boundary. As shown previously, in **Figure 1:** Subject site, the property is contiguous to the City limits to the East of the parcel.

Compactness: The statute provides a definition for compactness that requires an annexation to be for properties in a single area and precludes any action that would create or increase enclaves, pockets, or finger areas in serpentine patterns. Annexing this property meets the standard of compactness because it does not create an enclave or pocket.

Connection to Water and Sewer: Water and sewer are available to the site in question. The applicant desires to connect to the City water & sewer system. The system is adequate to handle the annexation of the site.

Comprehensive Plan Public Facilities Element 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.

Future Land Use Change Analysis

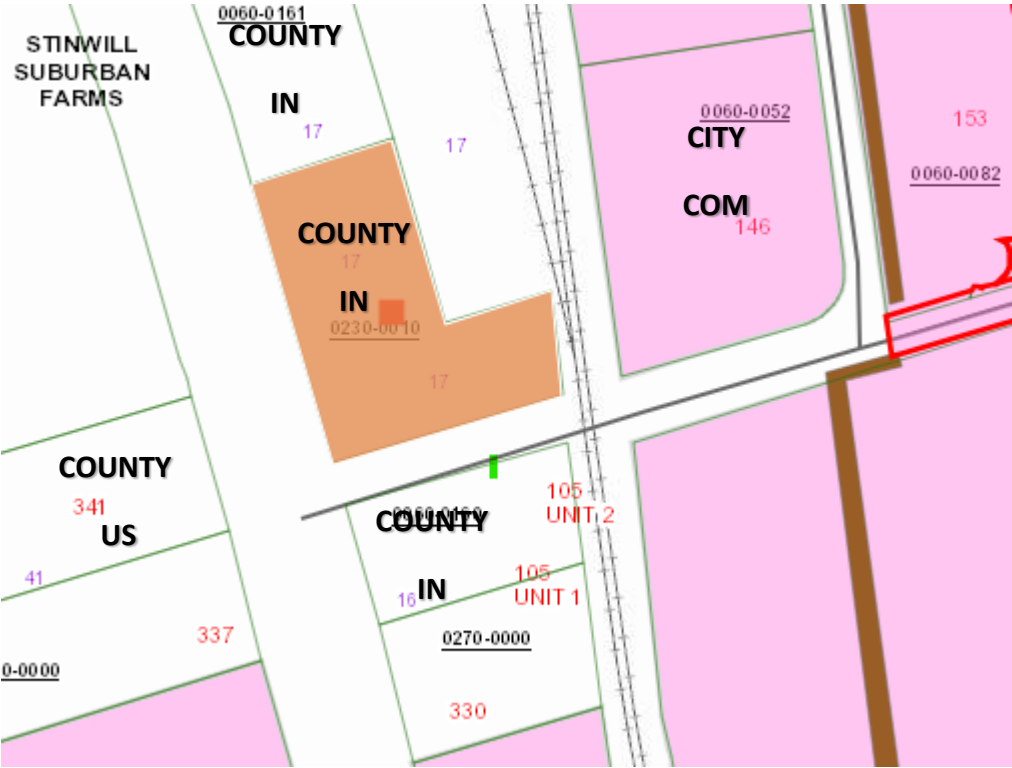


Figure 2: Current Future Land Use

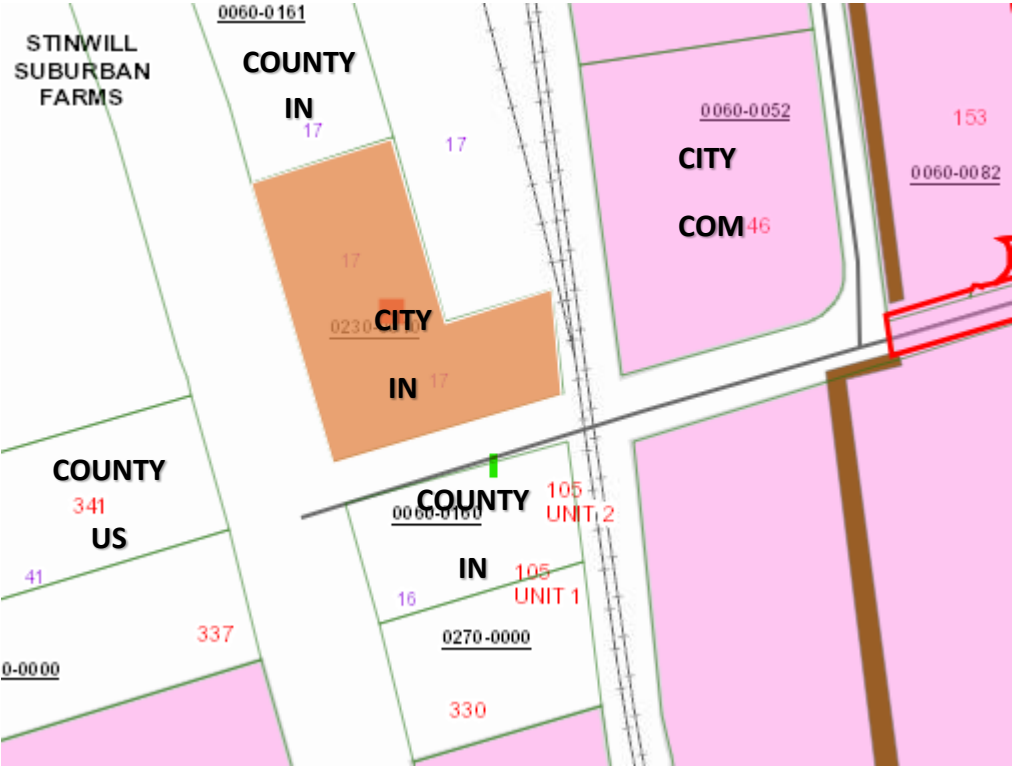


Figure 3: Proposed Future Land Use

Provide analysis of the suitability of the plan amendment for its proposed use considering the character of the undeveloped land, soils, topography, natural resources, and historic resources on site.

Response: Staff is not aware of any soil or topography conditions that would present major problems for additional future development of this property in accordance with all applicable land development regulations. Nor is staff aware of natural or historic resources on this developed site.

Provide analysis of the minimum amount of land needed as determined by the local government.

Response: There is no minimum amount of land needed for industrial use in the Comprehensive Plan but, the applicant proposes to continue the neighboring use of industrial facilities.

Demonstrate that amendment does not further urban sprawl, as determined through the following tests:

- Low-intensity, low-density, or single-use development or uses.
- Development in rural areas at substantial distances from existing urban areas while not using undeveloped lands that are available and suitable for development.
- Radial, strip, isolated, or ribbon development patterns.
- Development that fails to adequately protect and conserve natural resources and agricultural activities
- Development that fails to maximize use of existing and future public facilities and services.
- Development patterns or timing that will require disproportional increases in cost of time, money and energy in providing facilities and services.
- Development that fails to provide a clear separation between rural and urban uses.
- Development that discourages or inhibits infill development and redevelopment.
- Development that fails to encourage a functional mix of uses.

Response: The annexation of this parcel would not contribute to urban sprawl and will not create an undo burden on the water system. Property to the East has water connections. This annexation would be contiguous, as it borders City limits to the East. The use of this parcel will be industrial related. The subject parcel is located within a mostly urbanized area.

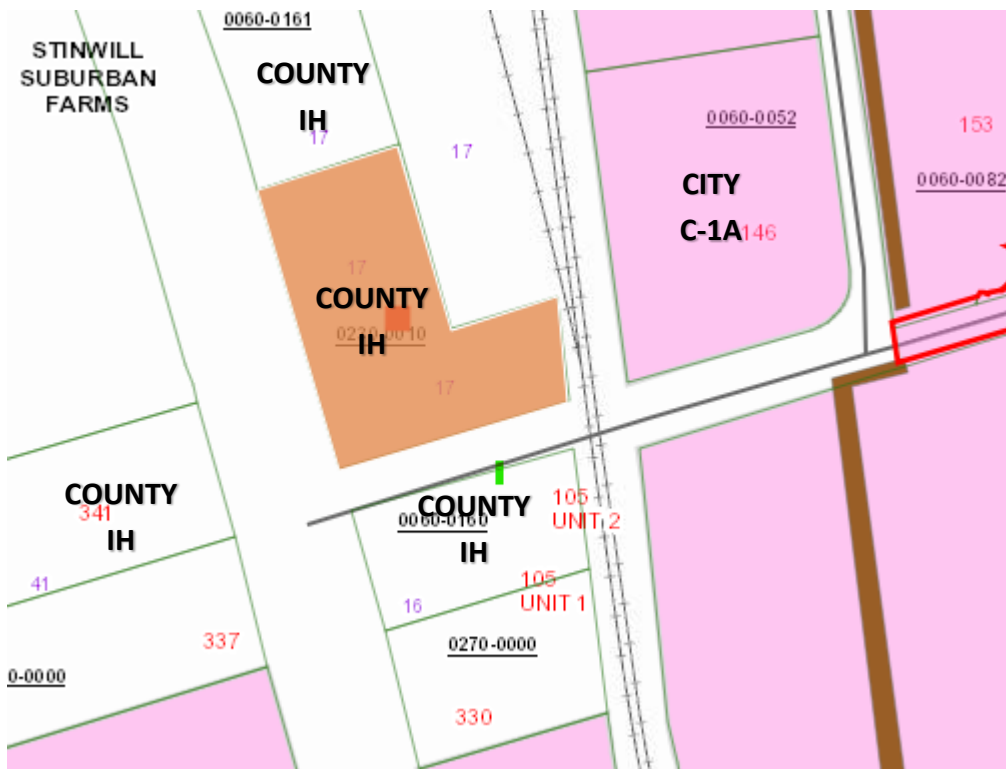


Figure: Current Zoning

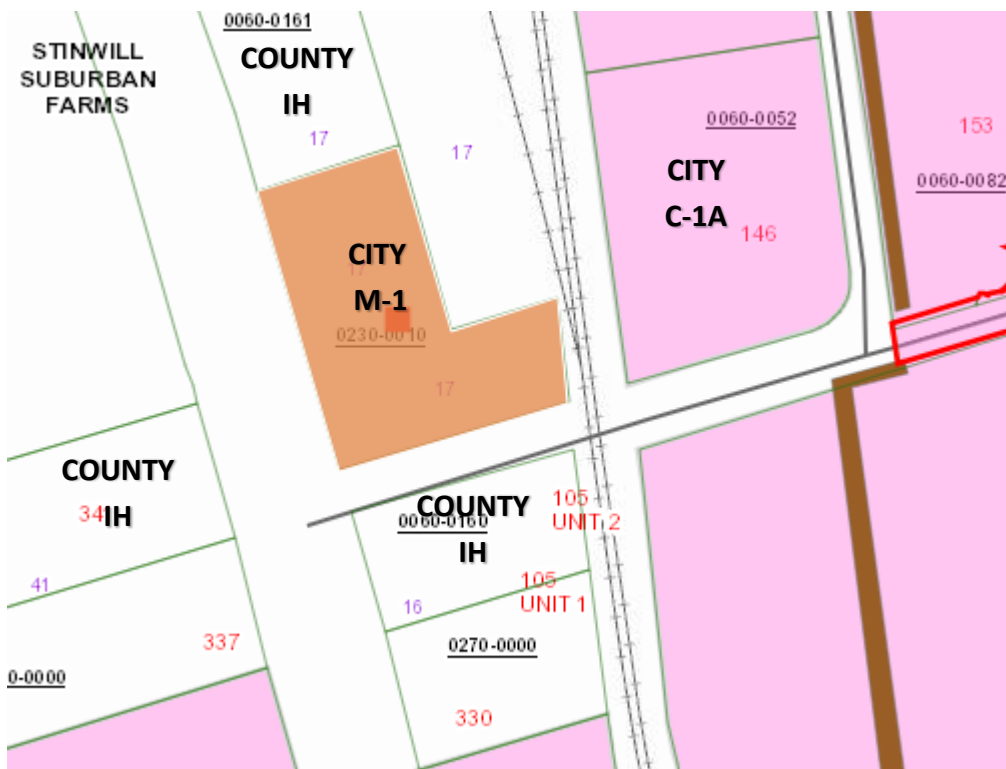


Figure: Proposed Zoning

Zoning Analysis

Section 94-38(f)(1) requires that the report and recommendations of the Planning Board to the City Commission required by subsection 94-38(e) of this section shall show that the planning board has studied and considered the proposed change in relation to the following, where applicable:

- a. *Whether the proposed change is in conformity with the Comprehensive Plan:*
Response: When a property is annexed into the city, it is often given a similar Future Land Use and Zoning to what existed when in the County. The subject property currently has a Putnam County Industrial, Heavy (IH) land use classification. The proposed rezoning conforms with the Comprehensive Plan.
- b. *The existing land use pattern.*
Response: The existing land use pattern in this area is a mix of industrial and commercial uses. The proposed land use will not alter existing land use patterns.
- c. *Possible creation of an isolated district unrelated to adjacent and nearby districts.*
Response: The parcel is vacant with plans for two metal buildings. There is already industrial uses surrounding the parcel, being annexed into the city will not alter the existing relationship of the surrounding area.
- d. *The population density pattern and possible increase or overtaxing of the load on public facilities such as schools, utilities, streets, etc.*
Response: The subject property is vacant with a proposed metal buildings use which is adjoining industrial property already developed. There will be no increase in population or overtaxing of the load on public facilities.
- e. *Whether existing district boundaries are illogically drawn in relation to existing conditions on the property proposed for change.*
Response: Surrounding parcels are mixed development of industrial and commercial. Amending the property zoning to City of Palatka Light Industrial (M-1) will keep proposed conditions within the same uses.
- f. *Whether changed or changing conditions make the passage of the proposed amendment necessary.*
Response: The City endeavors to convert properties on well and septic systems to City water and sewer in order to reduce pollutants released into ground water and increase revenue to the City's water and sewer funds. Conditions in the area of the subject parcel will remain unchanged.
- g. *Whether the proposed change will adversely influence living conditions in the neighborhood.*
Response: The immediate neighborhood around the subject parcel is established industrial and commercial. Any existing living conditions will not change with approval.
- h. *Whether the proposed change will create or excessively increase traffic congestion or otherwise affect public safety.*
Response: The traffic patterns in the area are already established and will remain the same nor will it affect public safety. It is not anticipated to be a significant increase of existing daily trips.
- i. *Whether the proposed change will create a drainage problem.*

Response: There should be no impact on drainage in the area.

- j. *Whether the proposed change will seriously reduce light and air to adjacent areas.*

Response: No reduction in light and air to adjacent areas is expected.

- k. *Whether the proposed change will adversely affect property values in the adjacent areas.*

Response: There should be no impact on property values as it will be an expansion of an existing use.

- l. *Whether the proposed change will be a deterrent to the improvement of adjacent property in accord with existing regulations.*

Response: The proposed rezoning will not be a deterrent for the improvement of adjacent property.

- m. *Whether the proposed change will constitute a grant of special privilege to an individual owner as contrasted with the public welfare.*

Response: The proposed rezoning will not grant a special privilege to the property owner.

- n. *Whether there are substantial reasons why the property cannot be used in accord with existing zoning.*

Response: The zoning classifications for the use in this area do not differ substantially. The reason for amending the existing zoning is due to the annexation of the parcel into the city limits and connecting it to City water and sewer facilities.

- o. *Whether the change suggested is out of scale with the needs of the neighborhood or the city.*

Response: The immediate area is industrial in nature. The zoning already exists and is a part of the neighborhood.

- p. *Whether it is impossible to find other adequate sites in the city for the proposed use in districts already permitting such use.*

Response: It is not impossible, but the purpose of this request is to annex into the city to obtain water & sewer services from the City. The property has a proposed industrial use and the proposed zoning is already established in this neighborhood.

- q. *The recommendation of the historical review board for any change to the boundaries of an HD zoning district or any change to a district underlying an HD zoning district.*

Response: Not applicable.

Staff Recommendation

1. Staff recommends approval of the request to annex the approximately 3.66-acre property into the City.
2. Staff recommends the request to amend the Future Land Use Map from Putnam County Industrial (IN) to City of Palatka Industrial (IN) be approved.
3. Staff recommends approval of the request to rezone from Putnam County Industrial Heavy (IH) to City of Palatka Light Industrial (M-1).

ORDINANCE NO. 2026-04

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 37-09-26-0000-0230-0010, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699 (MAP SHEET 37E), 106 COMFORT ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	ORD 26-04 ANNEXATION PB25-25 106 Comfort Rd.
2.	ORD 2026-04 Business impact

This instrument prepared by:
City of Palatka
201 N 2nd ST
Palatka, FL, 32177

ORDINANCE NO. 2026-04

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 37-09-26-0000-0230-0010, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699 (MAP SHEET 37E), 106 COMFORT ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Petition has been filed before the City Commission of the City of Palatka, Florida, which Petition is on file in the office of the City Clerk, authorized to be signed by the freehold owner of the property sought to be annexed, to wit: Whitley Automotive Restoration LLC, and

WHEREAS, Chapter 171.044, Florida Statutes, permits the voluntary annexation of unincorporated areas lying adjacent and contiguous to the boundaries of the City of Palatka, and

WHEREAS, the City Planning Board conducted a public hearing on December 2nd, 2025, and recommended approval of this annexation to the City Commission, and

WHEREAS, the City Commission of the City of Palatka conducted public hearings on January 8th, 2026, and January 22nd, 2026, and

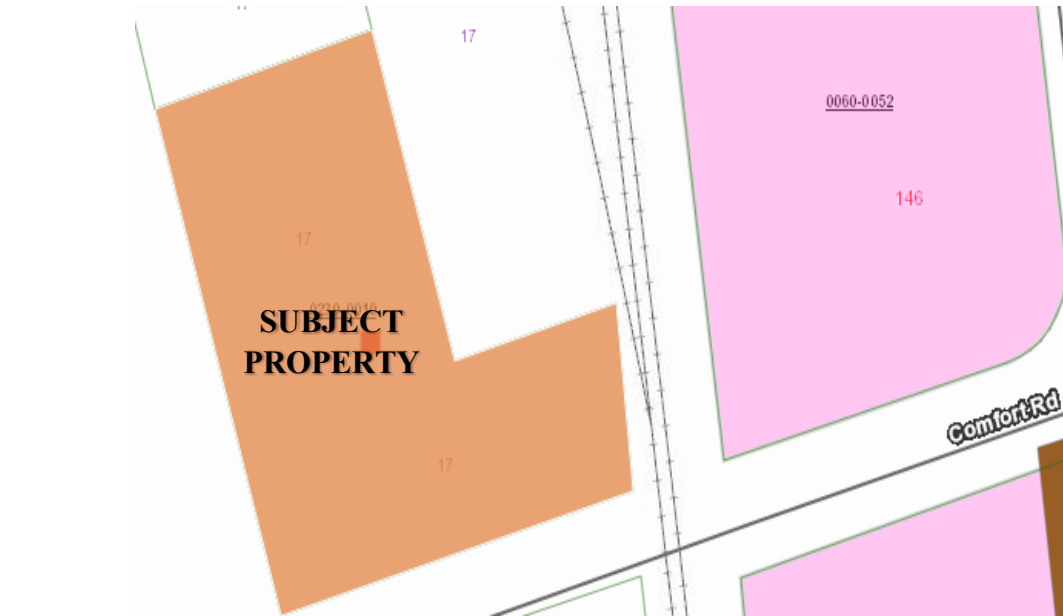
WHEREAS the City Commission of the City of Palatka finds that it is in the best interest of the people of the City of Palatka, Florida, that said lands be annexed and become a part of the City of Palatka; and

NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1. That the following described unincorporated lands lying adjacent and contiguous to the boundaries of the City of Palatka, Florida shall henceforth be deemed and held to be within the corporate limits of the City of Palatka, Florida said lands being described as follows:

DESCRIPTION OF PROPERTY:

STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699 (MAP SHEET 37E); 106 COMFORT ROAD, PARCEL: 37-09-26-0000-0230-0010



Section 2. That a copy of this ordinance shall be sent to the Municipal Code Corporation for inclusion in the City’s Charter.

Section 3. This Ordinance shall become effective immediately upon its final passage by the City Commission.

Section 4. SCRIVENER’S ERROR. 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.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 8th day of January 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 22nd day of January 2026.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

Business Impact Estimate

Proposed ordinance's title/reference: "Ordinance 2026-04 Annexation of PARCEL

37-09-26-0000-0230-0010 More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCEL 37-09-26-0000-0230-0010, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699 (MAP SHEET 37E), 106 COMFORT ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

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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
 - 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.

ORDINANCE NO. 2026-05

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY INDUSTRIAL (IN) TO CITY OF PALATKA INDUSTRIAL (IN) FOR THE FOLLOWING PROPERTY: 106 COMFORT ROAD, PALATKA, FLORIDA 32177, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699, (MAP SHEET 37E); 106 COMFORT ROAD, PARCEL 37-09-26-0000-0230-0010, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	Ord 26-05 FLUM PB 25-25 106 Comfort Rd.
2.	ORD 2026-05 Business impact

ORDINANCE NO. 2026-05

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY INDUSTRIAL (IN) TO CITY OF PALATKA INDUSTRIAL (IN) FOR THE FOLLOWING PROPERTY: 106 COMFORT ROAD, PALATKA, FLORIDA 32177, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699, (MAP SHEET 37E); 106 COMFORT ROAD, PARCEL 37-09-26-0000-0230-0010, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by Whitley Automotive Restoration LLC, for certain amendment to the Comprehensive Plan Future Land Use Map of the City of Palatka, Florida, and

WHEREAS, Section 163.3187, Florida Statutes, provides for small-scale amendment of an adopted comprehensive plan, and

WHEREAS, Section 163.3187(2), Florida Statutes, provides that small scale development amendments require only one public hearing before the governing board, which shall be an adoption hearing, and

WHEREAS, the City Planning Board conducted a public hearing on December 2nd, 2025, and recommended approval of this amendment to the City Commission, and

WHEREAS, the City Commission of the City of Palatka conducted a public hearing on January 8th 2026, and

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

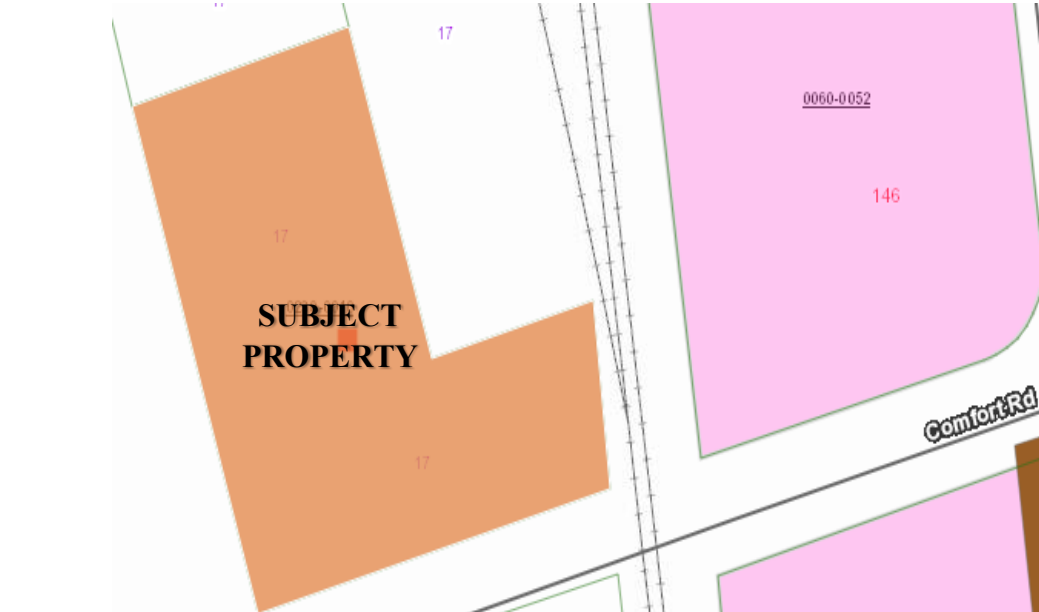
Section 1. Adopted Small Scale Amendment

That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use of the parcel of land listed in Table 1 below shall be changed as designated and that the Future Land Use Map shall be amended to show the changes.

**TABLE 1
ADOPTED SMALL SCALE AMENDMENT**

<u>Parcel Number</u>	<u>Acreage</u>	<u>Current Future Land Use</u>	<u>Amended Future Land Use</u>
37-09-26-0000-0230-0010	3.66	Putnam County Industrial (IN)	City of Palatka Industrial (IN)

**DESCRIPTION OF PROPERTY:
STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699, (MAP SHEET 37E); PARCEL 37-09-26-0000-0230-0010, CONTIGUOUS TO THE BOUNDRIES OF THE CITY OF PALATKA**



Section 2. 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, shall remain in full force and effect.

Section 3. Should any section, subsection, sentence, clause, phrase or portion of this Ordinance be held invalid or unconstitutional by any Court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and shall not affect the validity of the remaining portion.

Section 4. This Ordinance shall not become effective until the annexation adopted by Ordinance No. 2026-04 becomes effective; however, the effective date of this amendment to the City of Palatka Comprehensive Plan, if not timely challenged, shall be 31 days after adoption. If challenged within 30 days after adoption, this amendment shall become effective on the date the State land planning agency or the Administration Commission issues a final order determining this amendment to be in compliance with Chapter 163, Florida Statutes. No development orders, development permits, or land uses dependent on this amendment may be issued or commenced before this amendment has become effective.

Section 5. SCRIVENER'S ERROR. 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.

PASSED AND ADOPTED by the City Commission of the City of Palatka on this 8th day of January 2026.

CITY OF PALATKA

By: _____
Its Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

Business Impact Estimate

Proposed ordinance's title/reference: "Ordinance 2026-05 Future Land Use
Amendment of PARCEL

37-09-26-0000-0230-0010 More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY INDUSTRIAL (IN) TO CITY OF PALATKA INDUSTRIAL (IN) FOR THE FOLLOWING PROPERTY: 106 COMFORT ROAD, PALATKA, FLORIDA 32177, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 P1699, (MAP SHEET 37E); 106 COMFORT ROAD, PARCEL 37-09-26-0000-0230-0010, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND 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 law¹ 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): 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.

ORDINANCE NO. 2026-06

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY INDUSTRIAL, HEAVY (IH) TO CITY OF PALATKA LIGHT INDUSTRIAL (M-1), STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 PI699 (MAP SHEET 37E), FOR THE PROPERTY LOCATED AT 106 COMFORT ROAD PALATKA, FLORIDA 32177, PARCEL 37-09-26-0000-0230-0010; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: January 8, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	Ord 26-06 Zoning PB 25-25 106 Comfort Rd.
2.	ORD 2026-06 Business impact

This instrument prepared by:
City of Palatka
201 N 2nd ST
Palatka, FL, 32177

ORDINANCE NO. 2026-06

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY INDUSTRIAL, HEAVY (IH) TO CITY OF PALATKA LIGHT INDUSTRIAL (M-1), STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 PI699 (MAP SHEET 37E), FOR THE PROPERTY LOCATED AT 106 COMFORT ROAD PALATKA, FLORIDA 32177, PARCEL 37-09-26-0000-0230-0010; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by Whitley Automotive Restoration LLC, for certain amendment to the Official Zoning Map of the City of Palatka, Florida, and

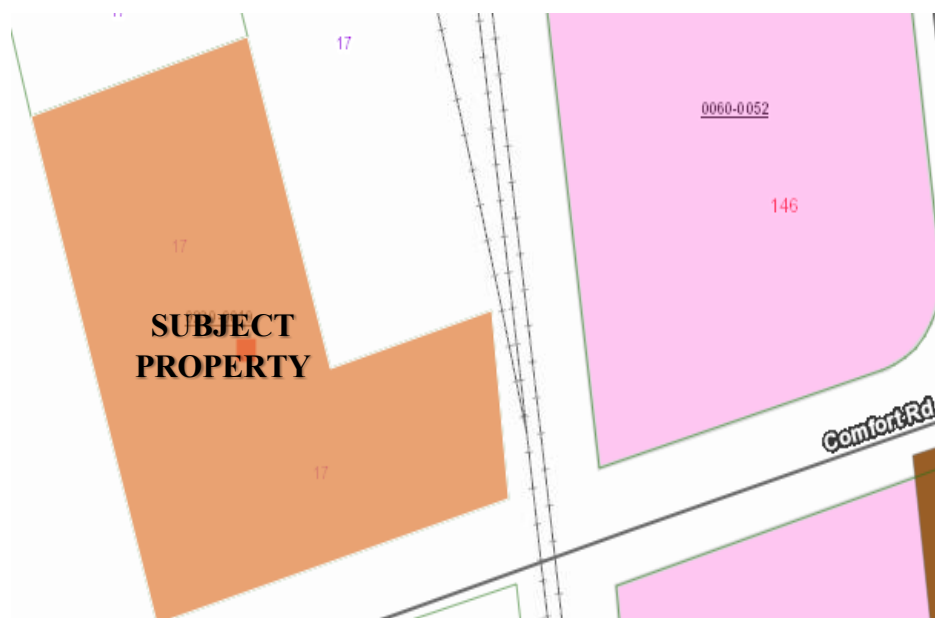
WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on December 2nd, 2025, and two public hearings before the City Commission of the City of Palatka on January 8th, 2026, and January 22nd, 2026, and

WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

Section 1. The Official Zoning Map of the City of Palatka, Florida is hereby amended by rezoning the hereinafter described property from the present zoning classification of Putnam County Industrial, Heavy (IH) to City of Palatka Light Industrial (M-1) classification.

DESCRIPTION OF PROPERTY: STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 PI699 (MAP SHEET 37E), FOR THE PROPERTY LOCATED AT 106 COMFORT ROAD PALATKA, FLORIDA 32177, PARCEL 37-09-26-0000-0230-0010



Section 2. To the extent of any conflict between the terms of this ordinance and the terms of any ordinance previously passed or adopted, the terms of this ordinance shall supersede and prevail.

Section 3. This Ordinance shall become effective immediately upon its final passage by the City Commission, however, the rezoning shall not become effective until the amendment to the City of Palatka Comprehensive Plan adopted by Ordinance No. 2024-08 becomes effective as provided therein.

Section 4. SCRIVENER’S ERROR. 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 5. This ordinance is exempt from provisions of the statute, Chapter 2023-309, Laws of Florida, codified as Section 166.041(4) Florida Statutes.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 8th day of January 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 22nd day of January 2026.

CITY OF PALATKA

BY: _____
Its Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney

Business Impact Estimate

Proposed ordinance's title/reference: "Ordinance 2026-06 Rezoning of PARCEL

37-09-26-0000-0230-0010 More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY INDUSTRIAL, HEAVY (IH) TO CITY OF PALATKA LIGHT INDUSTRIAL (M-1), STINWILL SUBURBAN FARMS MB2, P39 PT OF LOTS 16 + 17 OR487 PI699 (MAP SHEET 37E), FOR THE PROPERTY LOCATED AT 106 COMFORT ROAD PALATKA, FLORIDA 32177, PARCEL 37-09-26-0000-0230-0010; 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 law¹ 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 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;
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 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
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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:

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(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

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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.