

TERRILL L. HILL  
MAYOR-COMMISSIONER

TAMMIE McCASKILL  
COMMISSIONER

WILL JONES  
COMMISSIONER

JUSTIN R. CAMPBELL  
COMMISSIONER

RUFUS J. BOROM  
COMMISSIONER

DONALD E. HOLMES  
CITY MANAGER

JEFF RAWLS  
BOCC REPRESENTATIVE

VALERIA BLAND THOMAS,  
ESQ.  
CITY ATTORNEY

LAUREN SHANK  
FINANCE DIRECTOR



Regular meeting 2<sup>nd</sup> Monday bimonthly each even month at 5:00 PM

**MINUTES  
CRA WORKSHOP  
July 15, 2022  
Budget Workshop 9:00 AM**

The minutes of the proceedings of a special called workshop of the Community Redevelopment Agency held on July 15, 2022, at Palatka City Hall, 201 N. 2nd St., Palatka, FL 32177. The meeting begins at 17 minutes 21 seconds on the YouTube recording: <https://www.youtube.com/watch?v=o-K1fwxIAkc> In accord with the State of Florida's retention schedule, this link will expire after two years.

**I. CALL TO ORDER** at 9:04 AM by Mayor Hill

- i. Invocation** led by Chaplain Mulberry
- ii. Pledge of Allegiance** led by Commissioner Borom
- iii. Roll Call**

Mayor Terrill L. Hill – Present  
Commissioner Tammie McCaskill – Present  
Commissioner Will Jones – Present via telecommunications technology  
Commissioner Justin Campbell – Present  
Commissioner Rufus Borom – Present  
County Commissioner Jeff Rawls - Present via telecommunications technology  
Also present: Sunni Krantz, Interim City Clerk; Lauren Shank, Finance Director; Jason Shaw, Police Chief; Makenna Ancheta, Intern; Chad Branford, Deputy Fire Chief; Eddie Cutwright, Community Affairs Director; Cheryl Roach, Bernard Meehan, Jeremy Alexander Also present via telecommunications technology: Don Holmes, City Manager; Valeria Bland Thomas, City Attorney; Alonzo Mulberry, Chaplain; Lisa Walsh, Planning Director; Sunshine Neely, Planner

**II. PUBLIC COMMENTS - (Speakers limited to three minutes - no action taken on items)**

The floor was opened to public comment and hearing none, the floor was closed to public comment.

**III. AGENDA ITEMS**

- \*1. PRESENTATION & DISCUSSION – Overview of Fiscal Year 2021-2022 and Discussion of Fiscal Year 2022-2023**

Ms. Shank provided an overview of the proposed Tax Increment Fund (TIF) budget. Agency discussion with Ms. Shank commenced. The carry over balance is \$1,080,421.

Ms. Shank spoke regarding carrying over two art projects, and two recruitment grant projects.

The agency discussed the downtown TIF budget with Ms. Shank. The Downtown TIF paid for Christmas lights last year. Mayor Hill spoke regarding murals in town that need touched up. Commissioner Rawls asked to budget the public art line at \$25,000, to include touch ups of current murals. Ms. Shank advised we have \$50,000 proposed in the Building Improvement Grant line. In the transfers categories, Ms. Shank proposed additional funding for fireworks for the 4th of July. She advised 4th of July public donations cover the VIP catering, kids zone, portalets. Mayor Hill asked if we can bring fireworks line up to \$20,000 to see if we can squeeze in a 2nd fireworks activity in off season. Mr. Cutwright suggested fireworks during Jingle Jam. Commissioner Borom suggested Juneteenth for fireworks. Discussion commenced between the Agency and Mr. Holmes concerning securing donations for fireworks and other events. Some organizations prefer to donate a lump sum, while some organization wish to donate to a single event that meets certain criteria of the organization.

The floor was opened to public comment -

Mr. Jeremy Alexander 134 Timber Ln., Palatka, FL 32177 - advised Georgia Pacific has set objectives that donation funds must be focused on. The economy can change quickly, he cautioned after a 6-month period, we may want to reach back out concerning donations to organizations that may have initially not donated. He expressed a corporate sponsor may want to donate a lump sum but also sponsor a specific event depending on the economy.

Ms. Shank's presentation resumed. Ms. Shank advised the St. Johns Streetscape to increase from \$107,000 to \$500,000.00. Commissioner Rawls asked how we will be mitigating costs as construction costs increase moving forward? Mayor Hill advised we have dialed back scope of projects in the past.

Ms. Tucker spoke concerning the noticed public meeting CRA Staff held with residents of the TIF districts on July 7th. For the central district, the residents suggestions were to look into the Laurel Street drainage, sidewalk improvements, a partnership with code enforcement, better maintenance of trash cans, and making areas destination sites, such as doing weekend events or utilizing the amphitheater. Ms. Tucker advised the Laurel area was included in the COVID sidewalk grant. Commissioner Rawls asked if the City has any plans concerning assisting with the drainage from the general fund. Discussion commenced. Ms. Tucker advised there is no capital projects currently scheduled for Laurel Street. The old broken storm drainage tops need to be fixed throughout the districts.

Ms. Shank provided an overview of the South Historic TIF. The South district residents requested sidewalk repair during the meeting with CRA Staff. Discussion commenced. Mayor Hill advised a majority of sidewalk patchwork/repair was done in house last year, larger projects were done through bid. In the South Historic district, the cost estimate is \$50,000 to do half of the sidewalk replacement, and this is planned on for going out to bid. This is budgeted under "capital outlay". Ms. Tucker advised the residents of the South Historic district at the meeting with Staff also requested gas street lights and traffic calming on River Street, levelling of bricks at Kirkland and River, a wider bike path, sewer cover improvements, reinstalling granite curbs, intersection of 5 points at laurel, Kirkland, and 7th becoming a focal point, beautification program for private lawns, making specific areas destination sites and more weekend events, and CRA partnership with Code Enforcement. In the proposed budget, we focused on sidewalk improvements and sewage covers. Mayor Hill asked that \$15,000 be careved out of capital outlay for something else other than sidewalks, if needed.

Ms. Shank provided an overview of the North TIF District. No money this year has been spent on sidewalk repairs, so we carried over that funding and increased to \$50,000 total, so that some road areas can be repaired with hot mix asphalt. Mayor Hill suggested we put sidewalk

repair at \$15,000 and put the other \$35,000 towards road repair. Agency discussion continued. Ms. Shank indicated some of the concerns we have heard from the North district this fiscal year has been sidewalk and road repair, no residents from the north historic district attended the recent CRA Staff meeting. Mayor Hill advised the priority should be the safety of the roadways in the North district.

**IV. ADJOURN** at 10:09 AM

ANY PERSON WSHING TO APPEAL ANY DECISION MADE BY THE COMMUNITY REDEVELOPMENT AGENCY WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FS 286.0105. PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN OROER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY CLERKS OFFICE AT 329-0100 AT LEAST 24 HOURS IN ADVANCE TO REOUEST ACCOMMODATIONS.