

ROBERTA M. CORREA
MAYOR - COMMISSIONER

ANNIE H. DAVIS
COMMISSIONER

JUSTIN R. CAMPBELL, SR.
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



MARCIA G. CARTY, CPA, CGFO
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC
CITY CLERK

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT

CHANTELL PIERRE
FINANCE DIRECTOR

AGENDA
CITY COMMISSION MEETING
February 12, 2026 at 6:00 PM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. January 22, 2026 Minutes

3. PUBLIC RECOGNITION/PRESENTATIONS

- a. Approve Proclamation: African American Black History Month - Accepting: Newtown Museum and Cultural Center
- b. Virginia Jones: City of Palatka - New Hires

4. CITY MANAGER AND ADMINISTRATIVE REPORTS

- a. Legislative Update - Becker & Poliakoff
- b. Interconnectivity - TEAM PALATKA
- c. EMERGENCY WEATHER SHELTER UPDATE
- d. City Manager Report

5. PUBLIC COMMENTS

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

6. CONSENT AGENDA

- a. ADOPT RESOLUTION 2026-R-10 granting a special events permit to the Rodeheaver Boys Ranch for the 11th annual Bass Fishing Tournament to be held on 03/21/2026.
- b. ADOPT RESOLUTION 2026-R-11 granting a special events permit to Develop Palatka Inc for the St. Patricks Day Parade to be held on 03/21/2026.
- c. ADOPT RESOLUTION 2026-R-12 granting a special events permit to Dreams Come True of Jacksonville for the 7th annual Dreams Come True Bass Tournament to be held on 03/07/2026.
- d. ADOPT RESOLUTION 2026-R-19 Traffic Light Maintenance
- e. ADOPT RESOLUTION 2026-R-22 Extending the lobbying contract with Becker Poliakoff for 2026 legislative session
- f. ADOPT RESOLUTION 2026-R-20 Authorizing the Fire Department to accept the FM Global Grant

Award, funds in the amount of \$5000.00 for the purchase of new IPADS for the use of fire pre-planning.

- g. **ADOPT RESOLUTION 2026-R-23 Reallocate \$539K of FDOT funding for the Taxiway E project**
- h. **ADOPT RESOLUTION 2026-R-24 Price Martin Facility Hardening — Propose Scope Changes**
- i. **Reinstate Edie Wilson to the Planning Board**
- j. **Appoint Mark Turnbow to the Historic Preservation Board**
- k. **Release of Lien - 2119 Oak Street**

7. REGULAR BUSINESS

- a. **Recess for 10 minutes at 7:30 PM.**
- b. **Discussion/Direction: Staff-Elected Officials Relations Policy**
- c. **City Manager Evaluation**

8. PUBLIC HEARINGS

- a. **Second Reading: Rezone Ordinance 2026-08 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM CITY OF PALATKA AIRPORT DISTRICT (AP-1) TO CITY OF PALATKA LIGHT INDUSTRIAL DISTRICT (M-1) FOR THE FOLLOWING PROPERTY: PT OF SW1/4 SEC 3 + PT OF SE1/4 SEC 4 OR1184 P307, PARCEL 03-10-26-0000-0010-0060, LOCATED AT 0 PRC WAY, PALATKA, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.**
- b. **Request to Annex, Amend the Future Land Use Map and Rezone 500 Browning Av. & 201 N HWY 17**
 - i) **ORDINANCE NO. 2026-09**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050, BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, 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. 2026-10**
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) AND URBAN SERVICE TO CITY OF PALATKA COMMERCIAL (COM) FOR THE FOLLOWING PROPERTIES: 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177, BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
 - iii) **ORDINANCE NO. 2026-11**
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) AND RESIDENTIAL MIX (R-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050 , CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTIES LOCATED AT 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

- c. Request to Annex, Amend Future Land Use Map and Rezone 3129 Reid St.
 - i) **ORDINANCE NO. 2026-12**
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 01-10-26-8650-0060-0100, SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD), 3129 REID STREET, 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. 2026-13**
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: 3129 REID STREET, PALATKA, FLORIDA 32177, SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD); 3129 REID STREET, PARCEL 01-10-26-8650-0060-0100, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE
 - iii) **ORDINANCE NO. 2026-14**
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, NEIGHBORHOOD (C-1) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), SIMPKINS OF SIMPKINS MB2 P3 I, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD)_FOR THE PROPERTY LOCATED AT 3129 REID STREET, PALATKA, FLORIDA 32177, PARCEL O 1-10-26-8650-0060-0100; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
- d. First Reading: Ordinance 2026-15 **AN ORDINANCE OF THE CITY PALATKA ADOPTING; A PREAPPROVED EXTERIOR COLOR PALATTE FOR PROPERTIES LOCATED WITHIN DESIGNATED HISTORIC DISTRICTS; ADOPTING HISTORICALLY APPROPRIATE COLORS ORGANIZED BY ARCHITECTURAL STYLE AND PERIOD; PROVIDING FOR ADMINISTRATION, INTERPRETATION, AND ENFORCEMENT BY THE CITY OF PALATKA HISTORIC PRESERVATION BOARD AND PLANNING DEPARTMENT; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.**
- e. First Reading: Ordinance 2026-16 General Employee Pension Ordinance **AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING CHAPTER 2, DIVISION 4 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED GENERAL EMPLOYEES RETIREMENT; AMENDING SECTION 2-173 – FORMS OF PAYMENT OF PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REVISING CHAPTER 2, DIVISION 6 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED FIREFIGHTERS' RETIREMENT PLAN; AMENDING SECTION 2-243 – FORMS OF PAYMENT OF A PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REVISING CHAPTER 2, SECTION 7 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED POLICE OFFICERS' RETIREMENT PLAN;**

AMENDING SECTION 2-250.200 – FORMS OF PAYMENT OF A PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AUTHORITY TO CODIFY; AND PROVIDING AN EFFECTIVE DATE.

- f. First reading: Ordinance No. 2026-17 **AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; REVISING SECTION 54-32 OF THE CITY CODE TO REDUCE THE NUMBER OF PLANNING BOARD MEMBERS FROM NINE TO FIVE AND ONE ALTERNATE; ESTABLISHING ATTENDANCE REQUIREMENTS; PROVIDING FOR SEVERABILITY, SCRIVENER’S ERRORS, AND AN EFFECTIVE DATE.**

9. COMMISSIONER COMMENTS

10. ADJOURN

Upcoming Events February February 18, at 4:00 p.m. Audit Committee Meeting; February 26, at 5:00 p.m. CRA; February 26, at 6:00 p.m. Regular Commission Meeting. March March 3, 4:00 p.m. Planning Board Meeting, March 5, 4:00 p.m. Historic Preservation Board. March 12, Regular Commission Meeting; March 17, 1:30 Code Compliance/Special Magistrate; March 26 at 4:00 p.m. CRA, March 26 at 6:00 p.m. Regular Commission Meeting.	Board Vacancies Airport Advisory Board - 5 vacancies Board of Zoning Appeals - 3 vacancies Planning Board - 1 vacancy Tree Committee - 1 vacancy Library Board - 1 vacancy
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CHANTEL PIERRE
FINANCE DIRECTOR



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

Commission Meeting
January 22, 2026
Minutes

Invocation

Invocation was led by Commissioner Davis

Pledge of Allegiance

The pledge of Allegiance was led by Commissioner Borom

Roll Call

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

Approval Of Minutes

January 8, 2026

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

PUBLIC RECOGNITION/PRESENTATIONS

Employee of the Month

The employee of the month went to Jessica Cruz from the Community Affairs Department.

Laura Pavlus - Chamber of Commerce

Chamber of Commerce President, Laura Pavlus, gave an update on things that the Chamber has been doing as an organization. She mentioned the second annual Taste of Putnam event. She also explained they just finished second cohort for leadership program and looking forward to the third cohort to bring more leadership in the community.

Ms. Pavlus mentioned the Lagasse project, which is adjacent to the airport, and explained she has been working on the project with them for over a year. She explained they are still finishing up on the Civil and Site plan. Ms. Pavlus stated the civil portion of the case will see whether they operate in the city or county.

Commissioner Jones asked about Project Polly and asked Ms. Pavlus to elaborate more on it. Ms. Pavlus stated it is a PVC Manufacturing company and explained the site they are looking at is right next to Amoco at the back end of the business park. She also stated it has all the infrastructure, and it is shovel ready, so they labeled it as a perfect spot.

4. CITY MANAGER AND ADMINISTRATIVE REPORTS

Financial Report - December 2025

Ms. Pierre presented the financial report to the Commission. She noted that a written summary report was provided along with the monthly financials and the individual departmental summaries. Ms. Pierre stated that she is closely monitoring the Airport, Utility, Golf Course, and Sanitation departments, all of which have been currently at the 25% expenditure mark since October.

City Manager Report

Ms. Carty reported that staff is working diligently on the expansion of the Moody Road lift station, which will include two new complete pumps and is expected to extend the station's service life by at least 30 years. She also noted that staff is working with the Florida Regional Council, which will be applying for the EPA Brownfield Assessment Coalition Grant. Ms. Carty explained that the IT phone system is now fully operational, and staff training will be increased moving forward. She added that staff is currently working on the AWS and the airfield painting project, which should be completed soon. Ms. Carty also provided an update on recently filled positions and stated that she hopes to have a Legislative Aide in place by the end of the week.

PUBLIC COMMENTS

Robbie Couch complained about a public records request he sent in about the Oak Hill Cemetery.

City Clerk Karen Hayes apologized to Mr. Robbie for not getting back to him and stated the department I sent it to is working on it and she apologized for the delay.

CONSENT AGENDA

Adopt Resolution 2026-R-13, Adopt Resolution 2026-R-8, Adopt Resolution 2026-R-14, Adopt Resolution 2026-R-17, Adopt Resolution 2026-R-18, Adopt Resolution 2026-R-16.

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

7. REGULAR BUSINESS

DISCUSSION/DIRECTION: Policy for Transferring Sick Pay

Human Resource Manager Virginia Jones discussed the sick leave policy and the process for transferring hours to assist a co-worker who is placed on sick leave.

Commissioner Campbell suggested moving toward a more tech-savvy, paperless process. Ms. Jones stated that once the policy is approved, it will be activated through ADP, allowing employees to access the form electronically.

Commissioner Jones asked about the hours for the employee to donate. He feels it is a little high and he knows the importance of having sick time. Commissioner Jones stated if an employee wants to give 8 hours to another employee, they should be able to do that and there not be any restrictions. Ms. Jones explained the reason why the cap was on the policy and stressed that it is there to protect the employees who do not have a lot of sick time accumulated.

Vote: Commissioner Davis moved to accept the recommended sick leave transfer policy. Commissioner Campbell seconded the motion which passed 4-1 with Commissioner Jones dissenting.

PUBLIC HEARINGS

Second Reading: Ordinance 2025-19

Vote: Commissioner Davis moved to approve Ordinance 2025-19. Commissioner Borom seconded the motion which passed unanimously.

Second Reading: Request to Annex, Amend and Rezone 902 S. State Rd 19, ORDINANCE NO. 2026-01, ORDINANCE NO. 2026-03

Vote: Commissioner Campbell moved to approve Ordinance 2026-01 and Ordinance 2026-03. Commissioner Davis seconded the motion which passed unanimously.

Second Reading: Request to Annex, Amend and Rezone 106 COMFORT ROAD ORDINANCE NO. 2026-04, ORDINANCE NO. 2026-06

Commissioner Borom moved to approve Ordinance 2026-04 and Ordinance 2026-04. Commissioner Campbell seconded the motion which passed unanimously.

Adopt Ordinance 2026-07 and Amend Future land use map and Rezone

Commissioner Borom moved to approve Ordinance 2026-07. Commissioner Campbell seconded the motion which passed unanimously.

James Troiano gave a brief overview about the property.

Public Comment

Allegra Kitchens stated she is happy about this Ordinance and is glad the Commission is changing the zoning.

Adopt Ordinance 2026-08

Commissioner Campbell moved to approve Ordinance 2026-08. Commissioner Borom seconded the motion which passed unanimously.

COMMISSIONER COMMENTS

Commissioner Campbell stated that he was pleased to see how quickly the meeting had progressed, as he planned to spend the remainder of the day celebrating his daughter's first birthday. He thanked the County for the recent joint meeting and suggested reviewing the County's system to determine what improvements may benefit the City of Palatka, noting that their system appears to operate more smoothly. Commissioner Campbell also mentioned that Mr. Shawn held two community meetings that were either poorly attended or not attended at all. He requested that the City Manager coordinate with Mr. Shawn and Ms. Gretta to issue a public announcement regarding the water. He further noted that several older policies need to be brought forward for review and discussion.

Commissioner Borom stated that the city should remain mindful of the positions being filled, as numerous bills are currently moving through the House that may impact staffing. He also recommended establishing an additional communication point for public records requests. While the initial acknowledgment is appropriate, he suggested that if a request will take more than 72 hours, the requester should receive an update.

Commissioner Davis reported that she attended Rural County Days and found the event more effective than expected. She thanked Attorney West for keeping the Commission informed about potential legislation in Tallahassee. She also expressed appreciation for the City's lobbyists and noted that they are working in alignment with the City's schedule.

ADJOURN

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

CITY OF PALATKA



PROCLAMATION

WHEREAS, African American History Month affords special opportunity to become more knowledgeable about African American heritage, and to honor the many African American leaders who have contributed to the progress of our nation; and

WHEREAS, such knowledge can strengthen the insight of all our citizens regarding the issues of human rights, the great strides that have been made in the crusade to eliminate the barriers of equality for minority groups, and the continuing struggle against discrimination and poverty;

WHEREAS, the story of African Americans is a story of resilience and perseverance; and

WHEREAS, it traces a people who refused to accept the circumstances under which they arrived on these shores, and it chronicles the generations who fought for an America that truly reflects the ideals enshrined in our founding documents; and

WHEREAS, it is the narrative of African American slaves who shepherded others among the path to freedom; of preachers who spoke out against the rules of Jim Crow; of young African Americans who sat-in at lunch counters; of ordinary men and women who took extraordinary risks to change our Nation for the better; of African American women who were courageous visionaries and led the fight to end slavery; of tenacious activists who fought to expand basic civil rights to all Americans; of literary giants who gave voice to their communities; and of artists whose harmonies and brush strokes captured hardships and aspirations; and

WHEREAS, the achievements of African Americans are not limited to those recorded and retold in our history books as their impact is felt in communities where they are quiet heroes who care for their families, in boardrooms where they are leaders of industry, in laboratories where they are discovering new technologies, and in classrooms where they are preparing the next generation for the world they will inherit.

NOW THEREFORE, I, Roberta Correa, Mayor of the City of Palatka, Florida, together with the members of the Palatka City Commission, do hereby endorse the month of February 2026 as

AFRICAN AMERICAN HISTORY MONTH

in the City of Palatka, and urge all citizens to join together in making this period of rededication to the principles of justice and equality for all people and to pay tribute to the contributions of past generations and reaffirm our commitment to keeping the American dream alive for the next generation.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Palatka to be affixed this 12th day of February, in the Year of Our Lord Two Thousand and Twenty-Six.

CITY OF PALATKA

By: _____
Mayor: Roberta Correa

Attest: _____
City Clerk: Karen Hayes, FCPC

Date filed with the City Clerk: 02/13/2025

Virgina Jones: City of Palatka - New Hires
New Hires

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	New Hires - 1-4-26
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Police Officer

Paul Adams

Water Plant Operator

Shannon Alford

Recreation Technici

Liliana Rodriguez

Police Officer

Johannes Vosloo

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

The 2026 Legislative Session commenced on Tuesday, January 13, with legislators gathering in Tallahassee to pass legislation and a balanced state budget. In his opening remarks, President Albritton outlined his commitment to Rural Florida by again pursuing his priority entitled Rural Renaissance. The bill passed the Senate in 2025 but did not make it in the House. The proposal (SB 250) includes a series of efforts aimed at bolstering health care, education, transportation, and economic development in rural areas. In the House, Speaker Perez briefly touched on an array of topics ranging from taxes to the economy to affordability and insurance to the costs of “public benefits.” His main efforts leading up to the start of the session have been putting forth a number of proposals to lower property taxes.

Bills introduced include subjects such as agriculture, construction, education, government operations, healthcare, housing, insurance, justice, regulations, and taxes.

PROJECT ANALYSIS

Staff Recommendation

Review the presentation memo submitted by the city's lobbyist, Becker & Poliakoff. The presenter will indicate if the commissioners should support or not.

ATTACHMENTS

1.	Palatka Legislative Update (Wks 1-4)
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MEMORANDUM

TO: Mayor Robbi Correa
Commissioner Annie Henderson Davis, Group 1
Commissioner Justin Campbell, Group 2
Commissioner Will Jones, Group 3
Commissioner Rufus Borom, Group 4
City Manager Marcia Carty

FROM: Yolanda Cash Jackson, Shareholder
LaToya S. Sheals, Senior Government Relations Consultant
Jileah Wilder, Government Relations Consultant

DATE: February 7, 2026

RE: **2026 Legislative Update (Weeks 1-4)**

Appropriations

Budget Chairs have started to get their proposed budgets together and have contacted members to discuss priorities. In previous years, Budget Chairs released their proposed Budgets in Week 4 of the legislative session however, this past week it was shared that budget proposals will not be released until next week, Week 5, or possibly the week after, Week 6. We have communicated with your sponsors to ensure prioritization of projects. As we continue to move through the process, we will continue to communicate with the sponsors regarding the projects for the City.

Bills of Interest

“Property Tax Elimination”

The Florida House of Representatives presented eight (8) proposals relating to the elimination of Property Taxes. All eight proposals passed out of their first committee of reference, House Select Committee on Property Taxes. Four proposals have moved forward and were heard in two committees of reference and are now waiting to be heard in their final committee, Ways and Means. Three proposals, **HJR 209 by Representative Busatta, HJR 203 by Representative Miller, and HJR 213 by Representative Griffiths** have passed all committees of reference. The next stop for these three bills would be the House floor.

Property Insurance Relief Homestead Exemption Non-School Property Tax

HJR 209 by Representative Busatta proposes an amendment to Article VII, Section 6 of the Florida Constitution to provide an alternative second homestead exemption that is \$200,000 more than the existing \$25,000 second homestead exemption that applies to the assessed value between \$50,000 and \$75,000. This is only for homestead properties that have comprehensive homeowners insurance and applies to the assessed value of homestead property between \$25,000 and \$250,000, for all ad valorem taxes other than school taxes. This bill also proposes a new section of the Florida Constitution to prohibit local governments from reducing funding for services provided by law enforcement, firefighters, and first responders below a specified base year. HJR passed its final committee of reference, Ways and Means Committee by a vote of 10-5. HJR 209 was recently heard in the Revenue Estimating Impact Conference.

Phased Out Elimination of Non-School Property Tax for Homesteads

HJR 203 by Representative Miller proposes an amendment to the Florida Constitution to increase the second homestead exemption for ad valorem taxes that currently applies to the assessed value of homestead properties between \$50,000 and \$75,000, by adding \$100,000 per year to this exemption for ten years. Beginning in 2037, the entire assessed value of homestead properties would be exempt from all ad valorem taxes other than school taxes. The Joint Resolution also proposes a new section of the Florida Constitution prohibiting local governments from reducing funding for services provided by law enforcement, firefighters, and first responders below a specified base year. HJR 203 passed its final committee of reference, Ways and Means Committee by a vote of 10-6. HJR 203 was recently heard in the Revenue Estimating Impact Conference.

Modification of Limitations on Property Assessment Increases

HJR 213 by Representative Griffiths is a joint resolution that proposes an amendment to the Article VII, Section 4 of the Florida Constitution to provide that changes in the assessed valuation of individual parcels of real property may only occur once every three years. These changes only apply to ad valorem taxes levied by counties, cities, and special districts. The amendment specifically changes the existing limitation on the annual increase of three (3) percent for homestead properties to apply every third year instead of each year. For non-homestead property, the limitation is increased to 15 percent every third year, instead of 10 percent each year. This resolution is subject to approval by 60 percent of voters during the 2026 general election, the proposed amendment will take effect on January 1, 2027. The joint resolution is not subject to the Governor's veto powers. HJR 213 passed its final committee, House Ways and Means, with a vote of 11 Yeas and 4 Nays. It is the third property tax proposal that has passed all committees and has been placed on the calendar for 2nd reading. HJR 213 was recently heard in the Revenue Estimating Impact Conference.

The proposed bills mentioned above are House proposals. Currently, the Senate has not released a proposal related to Property Taxes however, some members have released their own proposals for review:

Homestead Property Exemption for Persons Age 65 or Older

SJR 270 by Senator Bernard creates a uniform homestead exemption covering all ad valorem taxes except school district levies, applicable to owners age sixty-five or older who have held and lived in the property for at least five years and whose household income does not exceed \$350,000. This bill was referred to three committees of reference and has not been heard.

SB 272 Bernard Homestead Exemption for Persons 65 and Older

SB 272 by Senator Bernard reduces the permanent residency requirement from 25 years to 5 years for seniors seeking exemption. It raises the household income threshold from \$20,000 to \$350,000, adjusted annually for cost of living. The bill grants full exemption from ad valorem taxes, excluding school district levies, for qualifying seniors. Lastly, the bill revises disabled veterans' exemptions to exclude those who qualify under the new full homestead exemption. This bill was referred to three committees of reference and has not been heard.

SB 276 Bernard Homestead Property Tax Benefits for Long-term Owners and Permanent Residents

SB 276 by Senator Bernard creates a new homestead exemption (s.196.078) for taxpayers who have held legal or beneficial title and used the property as a permanent residence for 30 years or more, granting a 50% reduction in assessed value (excluding school taxes). The bill sets a new assessment limitation for homestead properties owned and used continuously as a permanent residence for 20 years or more, freezing the assessed value determined in the 20th year of ownership and residency. Lastly the bill authorizes the property appraiser to track and verify eligibility based on aggregated periods of ownership and residency and permits the Department of Revenue to issue emergency rules for administration. This bill was referred to three committees of reference and has not been heard.

Housing

SB 48 by Senator Gaetz requires local governments to adopt an ordinance to allow accessory dwelling units (ADUs) in single-family residential zones with minimal restrictions as a means to provide new affordable housing measures. Under current law, local governments are authorized, but not required, to enact such ordinance. This bill expressly allows local governments to regulate the permitting, construction, and use of ADUs, with specified exceptions. In addition, this bill allows certain land donated to a local government for affordable housing to be used to provide affordable housing to military families receiving the basic allowance for housing, and directs the Office of Program Policy Analysis and Government Accountability to evaluate the potential for tiny homes. SB 48 favorably passed its three committees of reference and is ready for the Senate floor, however, it has not been scheduled yet. This bill is set to take effect on July 1, 2026. Its House companion, **HB 313 by Representative Nix**, was referred to four committees of reference and favorably passed out of its first. Currently, it has not moved to its next committee.

Homestead Exemptions

SB 110 by Senator Arrington amends s. 196.041, F.S. to provide that the owner who holds a bona-fide lease of 98 years or more in a homestead residential parcel or condominium parcel has legal or beneficial and equitable title to said property for homestead exemption purposes. Having been heard in the Revenue Estimating Conference, it was determined that SB 110 will not affect local government revenue. SB 110 passed two committees of reference and is now headed to its final committee, Senate Rules. Currently, it has not been scheduled to be heard. A similar bill, **HB 227 by Representative Maney**, favorably passed two committees of reference and is now in its final committee, House State Affairs. It is scheduled to be heard on **Tuesday, February 10, 2026, at 9:00 am.**

Local Business Taxes

SB 122 by Senator Truenow repeals ch. 205, F.S., titled “Local Business Taxes, but maintains the authority for municipalities that currently impose local business taxes measured by gross receipts to continue such levies. The bill allows municipalities that levy such taxes to revise the definition of the term “merchant,” but will not be allowed to revise the tax rate. In addition, the bill eliminates numerous references to local business taxes in other statutes, removing regulatory and licensing requirements tied to such taxes. SB 122 passed its first committee of reference and is now in its second committee, Senate Finance and Tax. Currently, it is not scheduled to be heard. A similar bill, **HB 103 by Representative Botana** passed its three committees of reference after being temporarily postponed in its final committee, House State Affairs. It is now ready for the House floor and has been placed on the calendar for 2nd reading. The bill was also discussed at the Revenue Estimating Conference on Friday, February 6, 2026.

Land Use Regulations for Local Governments Affected by Natural Disasters

SB 840 by Senator DiCeglie amends provisions in SB 180, that passed in the 2025 legislative session, regarding restrictions on local government power to regulate land use following hurricanes. SB 840 narrows the geographic area subject to SB 180's restrictions and revises them to clarify the circumstances in which they will be enforced. The bill shortens the timeline that specified counties may enact new land use restrictions and moves the expiration date from 2028 to 2026. In addition, the bill reduces the number of impacted local governments by redefining the term to include only counties located partially or entirely within 50 miles, instead of 100 miles, of the track of a hurricane listed in a federal major disaster declaration. Also, the bill prohibits enforcing something that would delay hurricane-related repairs or reconstruction, requiring those repairs to comply with regulations following the hurricane, or imposing new procedures that extend approval timelines. Lastly, the bill permits local governments to request proof of hurricane damage but removes prior provisions for relief against them. SB 840 passed the Judiciary Committee by a vote of 9-0 and now moves to the Senate Rules Committee and has not been heard. **HB 1465 by Representative Andrade** was referred to three committees and has yet to be heard.

Land Use Regulations

SB 218 by Senator Gaetz amends the undesignated section of law created by Section 28 of chapter 2025-190, Laws of Florida, (CS/CS/SB 180 (2025)) to reduce the areas of the state to

which the land use regulation restrictions of that section apply. SB 218 states that all cities and municipalities in the state of Florida have been subject to the 3-year prohibition on proposing or adopting certain moratoriums and placed more restrictive plan amendments and land development regulations. The bill defines the term “impacted local government” to refer to areas designated as eligible for individual and public assistance in the federal disaster declarations for Hurricane Debby, Helene, and Milton; applies their restrictions to these impacted local governments. SB 218 passed the Senate Community Affairs Committee with a vote of 8-0 and now heads to the Senate Judiciary Committee but has not been scheduled to be heard. Its House companion, **HB 217 by Representative Abbott**, has not been heard in any of its committees.

Land Use and Development Regulations

HB 399 by Representative Borrero makes changes concerning land use and development regulations. SB 399 requires application fees for development permits and orders. The bill also requires each local government’s comprehensive plan and land development regulations to include factors for assessing compatibility of residential uses, as well as, establishing requirements for examining an application for development for compatibility. The bill requires the Office of Program Policy Analysis and Government Accountability to conduct a study to identify the effect of removing the Urban Development Boundary in Miami-Dade County and other counties. HB 399 passed the House Intergovernmental Affairs Subcommittee with a vote 10-3 and now heads to the House Housing, Agriculture, & Tourism Subcommittee. Its Senate companion, **SB 208 by Senator McClain**, has passed two of its committees and is now waiting to be heard in its last committee, Senate Rules, but has not been scheduled.

Department of Commerce

SB 998 by Senator Yarborough consolidates the Florida Small Cities Community Development Block Grant Program under the Department of Commerce, revises definitions and requirements for rural communities, and strengthens enforcement of E-Verify and unauthorized alien employment provisions. The bill provides an exemption from land being reverted to the Board of Trustees of the Internal Improvement Trust Fund if the land conveyance is less than the appraised value for government agencies. The bill revises the definition of rural community. The bill repeals provisions that establish and govern the Florida Small Cities Community Development Block Grant Program. The bill requires employers to use the E-Verify system to maintain E-Verify results showing each employee is authorized to work. SB 998 passed the Commerce and Tourism Committee by a vote of 6-4 and now heads to the Senate Appropriations Committee on Transportation, Tourism, and Economic Development.

Special District Funding

SB 214 by Senator McClain and **HB 273 by Representative Johnson** expand the eligibility of special districts for financial assistance in rural communities. The bill allows state agencies to pay invoices directly to certain special districts under financial hardship provisions when these districts are located within a rural county. In addition, the bill adds special districts to the statutory definition of the term rural community. This enables them to receive benefits and programming offered to rural counties. SB 214 passed the Appropriations Committee on

Transportation, Tourism, and Economic Development by a vote 14-0 and now heads to Senate Fiscal Party but has not been scheduled to be heard. **HB 273** passed the House Housing, Agriculture, & Tourism Subcommittee by a vote of 15-0 and now heads to the House State Affairs Committee but has not been scheduled to be heard.

Data Centers

SB 484 by Senator Avila revises Florida law regarding the regulation of large-scale data centers and certain large electricity users. The bill specifies that agencies may not enter into non-disclosure agreements or other contracts restricting the agency from disclosing information about a potential data center development to members of the public. The bill maintains the authority of local governments to exercise the powers and responsibilities for comprehensive planning and land development regulation granted by law with respect to large load customers. The bill requires the Public Service Commission to develop minimum large load tariff requirements for public electric utilities. The tariff requirements must reasonably ensure that large load customers pay for their own cost of service and that the general body of rate payers do not bear the risk of non-payment of such cost. The bill prohibits public electric utilities from providing service to large load facilities owned or controlled by foreign countries of concern. The bill establishes a distinct large-scale data center consumptive use permit, permit requirements, and application process. Large-scale data centers seeking consumptive use permits may see an increase in costs relating to the application process and additional permitting requirements authorized by this bill. SB 484 passed the Senate Community Affairs Committee by a vote of 8-0 and now moves to its final committee Senate Rules and has not been scheduled to be heard.

Provision of Municipal Utility Service to Owners Outside the Municipal Limits

SB 1014 by Senator Mayfield prohibits municipal water and wastewater utilities from declining to extend water or wastewater service to a property outside of the corresponding municipality's corporate limits solely based on the owner of such property's refusal to allow the property to be annexed by the municipality. In addition, the bill creates a procedure and requirements to determine when such utilities must extend service to a customer outside the municipality's corporate limits. There are two amendments that were filed that provide definitions and prohibit a municipal utility from refusing water or wastewater service outside its city boundaries solely due to annexation refusal. SB 1014 has passed its first committee, Senate Regulated Industries, by a vote 8-0 and is now scheduled to be heard in its second committee Senate Community Affairs on Tuesday, February 10, 2026, at 3:00 pm.

Utility Services

SB 1724 by Senator Martin mandates that any new or extended agreement for retail electric, water, or sewer services be in writing and includes joint public meetings within every jurisdiction served. It requires rates, fees, and charges for water or sewer services to comply with the revised statutory limitations and public hearing requirements. Lastly, the bill obligates to hold annual public meetings to solicit customer feedback on utility-related matters. SB 1724 passed its first committee, Senate Regulated Industries by a vote of 8-0 and is now scheduled to

be heard in its second committee, Senate Community Affairs, on Tuesday, February 10, 2026, at 3:00 pm.

Waste Facilities

SB 1196 by Senator Sharief and HB 1089 by Representative Bartleman prohibit local governments and the Department of Environmental Protection from issuing construction permits for certain new solid waste disposal and waste-to-energy facilities near long authorized water impoundments. An amendment was filed on, **SB 1196**, that provides that the bill's two-mile siting prohibition for new ash-producing or waste-to-energy solid waste disposal facilities does not apply to any parcel located in a county with a population of less than 1.7 million according to the most recent decennial census. Its House companion, **HB 1089**, also filed an amendment that reduced the distance the prohibition created by the bill applies to from two miles to one mile. It removed the reference to "as measured from the stack" for the point of reference for such distance. Lastly, the amendment exempts parcel located in a county with a population of less than 1.7 million, according to the United States 2020 decennial census, from the bill's provisions. Both bills passed in their first committees of reference and are now headed to their second committees, SB 1196, Senate Community Affairs, and HB 1089, House Intergovernmental Affairs Subcommittee.

Sincerely,



STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

Collaboration among city leadership is essential for effective governance and problem-solving. Currently, the city is fostering an environment where department heads and leaders feel comfortable sharing ideas, concerns, and feedback. This is how a diverse group becomes one or, in summary, TEAM Palatka!!

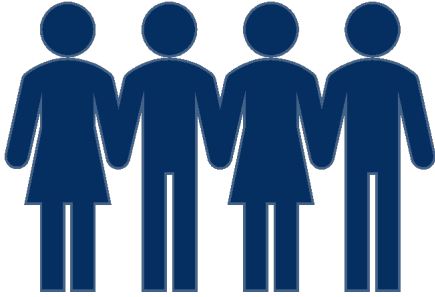
PROJECT ANALYSIS

Staff Recommendation

Please review the attachment which was shared with "Team Palatka", as we continue to improve our effectiveness, communication and relations with each other.

ATTACHMENTS

1.	TEAM PALATKA-Interconnectivity
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④ How City Staff Work Impacts
Commission–Manager–Constituent
Relationships

④ Presented by Annie Davis, City
Commissioner



TEAM PALATKA: INTECONNECTIVIT Y

Commission (As a Whole)

- Establish vision and policy
- Adopt ordinances, resolutions, and budgets
- Hire, evaluate and support the city manager
- Represent the community's priorities and values

City Manager (City's Operational Manager)

- Chief executive officer of the city
- Implements Commission policy
- Directs and supervises city staff
- Primary point of contact for constituent service delivery

WHO IS TEAM PALATKA?

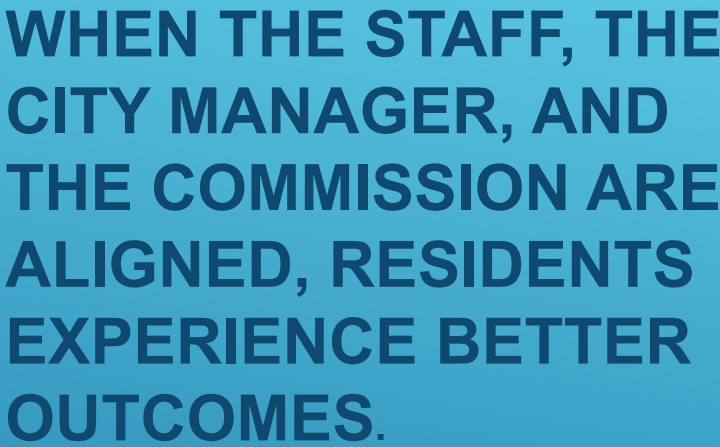
City Attorney: legal counsel to Commission and Manager, and ensures actions comply with law and ethics

City Clerk: official record keeper; supports transparency and public access

Public Information Officer (PIO): Coordinates accurate and timely public messaging, amplifies staff accomplishments, and helps manage issues before they escalate

City Staff (The Face of the City): deliver services, provide expertise and accurate reporting, identify issues and propose solutions, uphold professionalism in every interaction

WHO IS TEAM PALATKA?



INTERCONNECTIVITY : HOW IT ALL WORKS



- ④ Every role matters
- ④ Empowered individuals create strong teams
- ④ Clear roles + transparency = public trust
- ④ **Together, we serve Palatka with excellence**

**WE ARE TEAM
PALATKA!!!!**

EMERGENCY WEATHER SHELTER UPDATE

Shelter Date or Dates– 01/28/2026 -02/02/2026

Title of Item / Subject –Emergency Weather Shelter

Department / Division – Community Affairs and Recreation

Prepared By – Jessica Cruz

Reviewed By – Community Affairs Director

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	Emergency Weather Shelter Operations Summary (1)
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Emergency Weather Shelter Operations Summary

City of Palatka, Florida

January 28 – February 2, 2026

- The City of Palatka activated an overnight emergency weather shelter to provide safe, warm accommodations during inclement weather.
- Shelter operations were staffed by Community Affairs staff with support from the Palatka Police Department, the Sheriff's office and one to two volunteers per night.
- City leadership, including the Mayor, City Manager, and several City Commissioners, were present at various times during shelter operations.

Services Provided

- Cots for sleeping
- Jackets and blankets
- Food and beverages
- Transportation upon exit coordinated through Ride Solution, as needed

Notable Incident

- On January 31, 2026, at approximately 3:00 a.m., a female guest experienced a panic attack. (Incident report completed)
- Staff responded promptly, and the guest was transported by ambulance.
- No additional medical incidents were reported.
- On February 1, 2026, shelter hours were extended due to continued weather conditions.
- Shelter remained open until approximately 8:30 a.m., providing an additional 1.5 hours of shelter.
-

Community Support

- Community members donated food, water, blankets, clothing, hats, gloves, and other essential items.
- Walmart provided donated items that supported shelter operations.
- Ride Solution assisted with transportation needs for guests upon exit.

Staff Hours, Extended Operations, and Costs

- Total staff hours worked: 99.5 hours
- Staff compensation rate: \$45 per hour per staff person
- Total staff cost: \$4,477.50

Supplies and Operational Expenses

- Community Affairs purchased additional operational supplies to support shelter operations.
- Total cost of supplies: \$170

Open to Questions:

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

Each commission meeting, the City Manager reports on items of importance which the Commissioners should be aware of and may eventually have to make decisions. This report discusses items such as floating dock replacement, legislative activity, recruitment efforts, DOGE response, and Finance Department restructuring.

PROJECT ANALYSIS

Staff Recommendation

Review the report and provide any direction deemed necessary.

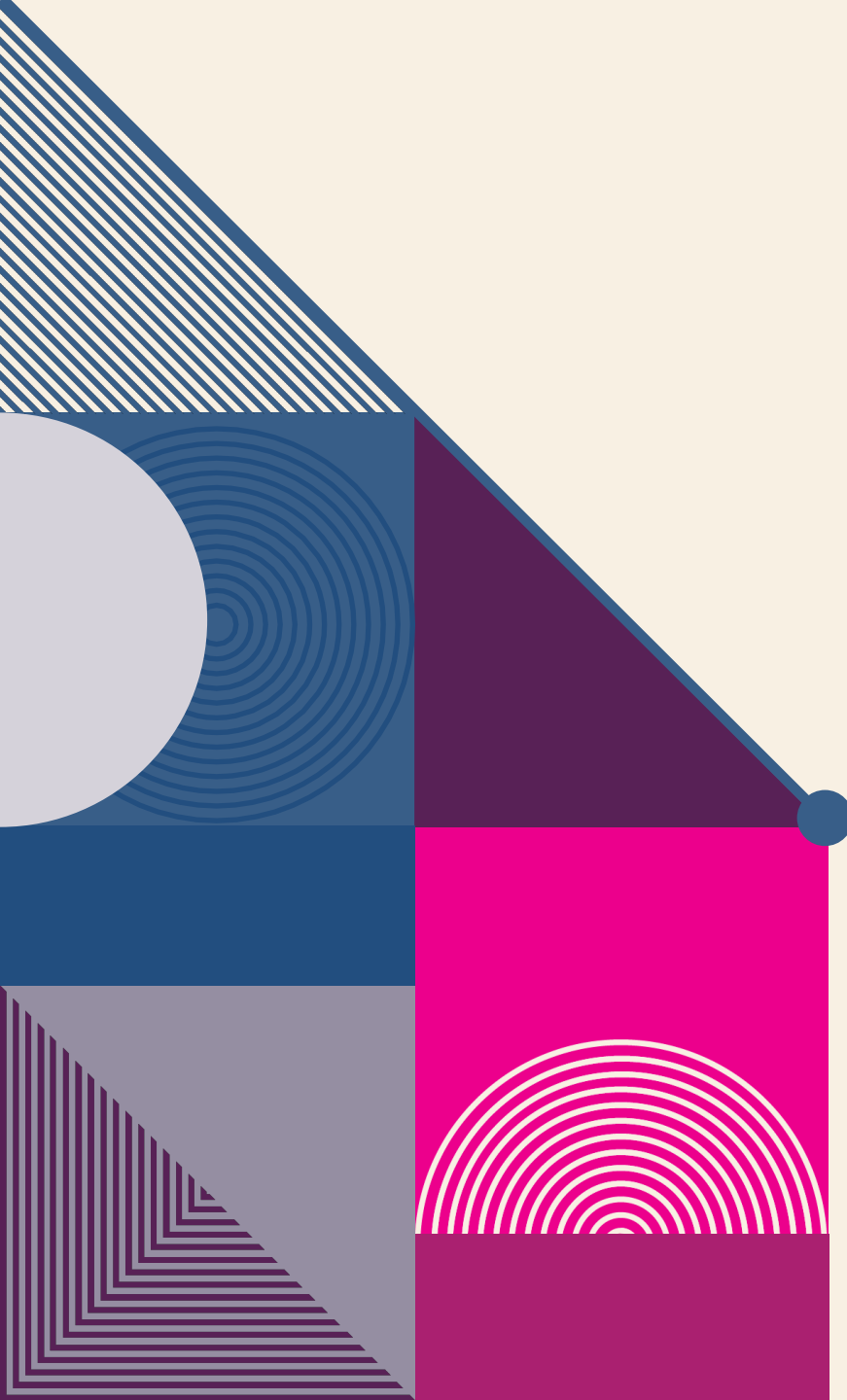
ATTACHMENTS

1.	CITY MANAGER REPORT 02-06-26r
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CITY MANAGER REPORT

FEBRUARY 12, 2026



ITEMS

- I. Floating Dock Update
- II. Legislative Update
- III. Recruitment Update
- IV. DOGE & Finance Department Restructuring
- V. Final Thoughts for Commissioner Consideration

I. FLOATING DOCK UPDATE

1. Public Works and a contractor have been working diligently
2. In September 2025, the application was submitted, and the DEP Army Corps gave authorization to replace the floating dock and conduct other repairs.
3. The contractor has ordered the parts to complete the replacement of the dock, and the estimated completion date is in April 2026.
4. The City has kept both the County administration and the Chamber informed of our progress, because of the festivals and events scheduled to have a positive economic impact, increasing tourism and revenues to the businesses in the city.

II. LEGISLATIVE UPDATE



- Attended the Rural County Day – met with other municipalities and Senator Corey Simon, related to helping more young people enter the workforce, as well as increasing Career and Technology Education (CTE) programs in Palatka. The goal is to enhance rural Florida thriving in education, commerce, and healthcare, the theme of the \$217.9 million “Rural Renaissance” bill.
- January 26-28, attended the FLC Legislative Action days, and met with Representative Sapp, Senator Leek, other lawmakers and FLC President Holly Smith. The goal of networking with fellow city leaders, speaking with state legislators while advocating for the City of Palatka was achieved.



III. RECRUITMENT OF CRITICAL POSITIONS

Human Resources Director, 8 applicants

Assistant City Manager, 7 applicants

Commissioner Legislative Aide, 44 applicants (12 interviewed)

Public Works Engineer, 2 applicants (1 interviewed)

General Services Director, TBD

IV. DOGE & FINANCE DEPT RESTRUCTURING

Fiscal Year	FY21	FY22	FY23	FY24	FY25	Change FY21 to FY25
County population	10,556	10,594	10,730	10,867	10,985	429
Total Revenues	\$ 38,581,003.70	\$ 37,003,393.08	\$ 42,062,455.51	\$ 53,480,132.14	\$ 39,625,045.02	\$ 1,044,041
Total Budget (As adopted)	\$ 44,705,017.00	\$ 57,247,873.00	\$ 69,604,669.00	\$ 71,255,483.00	\$ 78,295,072.81	\$ 33,590,056
Total Expenditures (Actual)	\$ 25,997,406.67	\$ 43,513,665.99	\$ 38,164,973.31	\$ 36,983,597.74	\$ 35,751,452.74	\$ 9,754,046

IV. DOGE AND FINANCE DEPARTMENT RESTRUCTURING

- Over the past 10 years, the City's financial operations have expanded significantly:
 - Original Budget grew by 242.4% (from \$22,174,946 to \$75,924,388).
 - Final Approved Budget grew by 206.6% (from \$25,502,123 to \$78,194,747).
 - Workforce increased by 29.5% (from 149 to 193 employees).
 - Total Payroll Costs rose by 82.5% (from \$8,390,335 to \$15,309,817), \$7 million increase.
 - 60 projects – 40 grant-funded and 20 city-funded

FINAL THOUGHTS FOR COMMISSIONERS' CONSIDERATION

Highlights over past five years:

1. Revenues has increased \$1 million
2. Expenses have increased \$9.7 million, due to grants increase.
3. Budget has increased, primarily due to grant, by \$33 million.
4. Finance department responsibilities have increased in complexity and volume.
5. Must proceed carefully with high priced administrative positions and determine if the same objectives can be met alternatively at a lower cost.

City Manager Recommendations:

- Add a Financial Specialist II to the Finance Department
- Reduce City Manager's administrative support budget (includes Assistant City Manager and .5 Administrative Assistant)
- Consider filling the General Services Director position instead of ACM
- Continue risk and fiscal assessments
- Commence the Operational Audit for further improvements

ADOPT RESOLUTION 2026-R-10 granting a special events permit to the Rodeheaver Boys Ranch for the 11th annual Bass Fishing Tournament to be held on 03/21/2026.

Event Date or Dates– March 21, 2026

Agenda Item Number – 2026-R-10

Title of Item / Subject – RBR 11th Annual Bass Fishing Tournament

Department / Division – Rodeheaver Boys Ranch

Prepared By – Krista Purcell

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: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The only request is for 4 garbage containers.

BACKGROUND

Annual fishing tournament to support non-profit Rodeheaver Boys Ranch.

PROJECT ANALYSIS

Krista Purcell has submitted an event application for the Rodeheaver Boys Ranch for the 11th annual Bass Fishing Tournament to be held on March 21st 2026.

Staff Recommendation

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

ATTACHMENTS

1.	Rodeheaver application 2026
2.	10. Resolution 2026-R-10 Rodeheaver resolution

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: Krista Purcell
 Address: 380 Boys Ranch Rd. Email: KPurcell@rodeheaverfoundation.org
Palatka, FL 32177 Phone: 386-983-0658
2. Secondary Contact: Joy Poupard
 Address: 386 Boys Ranch Rd Email: Joy.Poupard@rbr.org
Palatka FL 32177 Phone: 386-328-1281
3. Event Sponsor/Organization: Rodeheaver Boys Ranch
 Attach a certificate of Tax Exemption if applicable.
4. Name of Event: RBR 11th annual Bass Fishing Tournament
5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):
11th Annual Bass Fishing Tournament
supporting a non-profit, Rodeheaver Boys
Ranch. We average 120-140 boaters,
have a weigh-in event, raffle, +
1 food truck.
6. Event Location (911 Address): Palatka Riverfront Park (docks by marina)
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 _____
 from _____ to _____

*no Road
closures needed

8. Onsite representatives during the event:

Name: Krista Purcell

Cell Phone: 386-983-0658

Name: Joy Poupard

Cell Phone: 904-576-0718

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

Date(s) of Event: Hours: Amplified Sound: NO Alcohol: NO

Attendance 10 for Setup

Setup: the Friday afternoon before.

3/21/26 to to to to to

Event:

3/21/26 to 6AM - 3pm to to to

to to to to to

to to to to to

to to to to to

to to to to to

to to to to to

to to to to to

Breakdown: same day 4pm - 5pm

3/21/26 to to to to to

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

120 boaters

11. Number and type of auxiliary vehicles/ equipment:

120 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.

NO

Include date and time:

to to to to to

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

NO

14. Number of staff/ volunteer:

Uniform identification: RBR Shirts

10-15 Staff

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 damage 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.

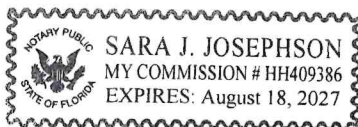
Krista Purcell
Signature of Applicant

April 30th 2025
Date

State of Florida County of Putnam

The foregoing application is acknowledged before me this 30th day of April, 2025, by Krista Purcell, who is personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL



Sara J. Josephson
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.

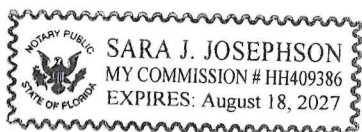
Krista Purcell Riverfront park
Signature of Applicant Name of Facility being used

Krista Purcell March 21, 2026
Print Name of Applicant Date of Use

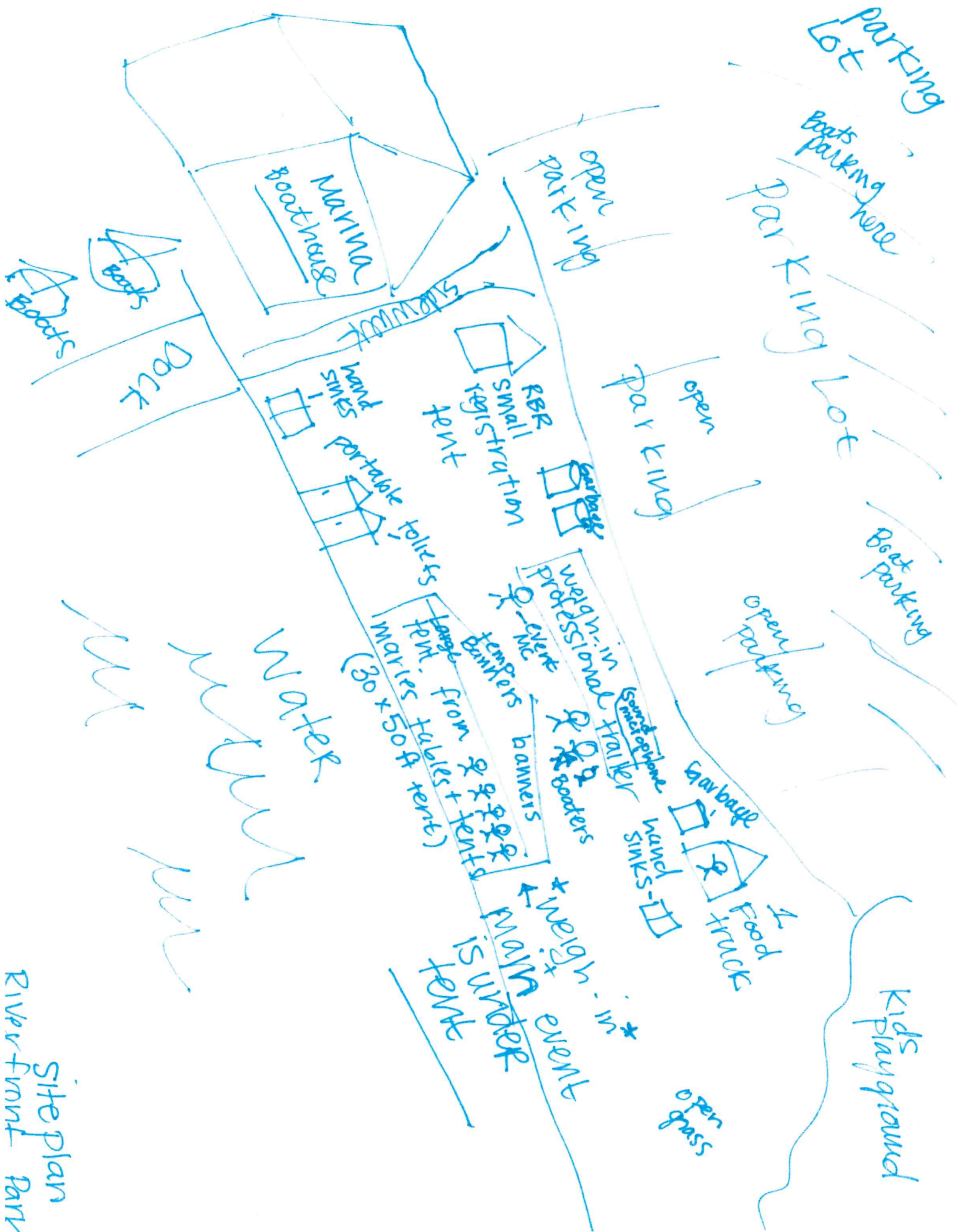
State of Florida County of Putnam

The foregoing application is acknowledged before me this 30th day of April, 2025, by Krista Purcell, who is personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL



Sara J. Josephson
Signature of Notary Public, State of FL



Site Plan
Riverfront Park

Boathouse Riverfront Park





Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

85-8012672096C-6	05/31/2024	05/31/2029	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

RODEHEAVER BOYS RANCH INC
380 BOYS RANCH RD
PALATKA FL 32177-9491

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

RESOLUTION NO. 2026-R-10

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA,
GRANTING A SPECIAL EVENTS PERMIT TO RODEHEAVER BOYS
RANCH FOR THEIR 11TH ANNUAL RODEHEAVER BOYS RANCH
FISHING TOURNAMENT TO BE HELD ON MARCH 31ST 2026.
SETTING FORTH THE PROVISIONS OF THE PERMIT; AND
GRANTING PERMISSION; AND PROVIDING FOR SCRIVENER'S
ERRORS**

WHEREAS, Krista Purcell with Rodeheaver Boys Ranch has made an application to the City of Palatka for a special event permit for the 11th annual Bass Fishing Tournament.

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 Rodeheaver Boys Ranch for the 11th annual Bass Fishing Tournament with the following provisions and stipulations:

- a.** A Class "B" Special Events Permit is hereby granted for the event to be held March 21st, 2026, during the hours provided in the application.
- 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 12th day of February 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

ADOPT RESOLUTION 2026-R-11 granting a special events permit to Develop Palatka Inc for the St. Patricks Day Parade to be held on 03/21/2026.

Event Date or Dates–03/17/2026 @5:30 pm

Agenda Item Number – 2026-R-11

Title of Item / Subject – St. Patrick's Day Parade

Department / Division – Develop Palatka Inc.

Prepared By – Sam Deputy

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: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

The request is for rolling patrol for the parade from the Riverfront to 11th street.

BACKGROUND

Parade

PROJECT ANALYSIS

Sam Deputy with DPI has submitted an application for the St. Patrick's Day Parade, which will be held on 03/17/2026 down St. Johns Ave.

Staff Recommendation

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

ATTACHMENTS

1.	St. Patrick's Day Parade 2026 application
2.	11. Resolution 2026-R-11 St. Patricks Day 2026 resolution

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: Sam Deputy
 Address: 623 St. Johns Ave Email: _____
Palatka Phone: _____
2. Secondary Contact: _____
 Address: _____ Email: _____
 Phone: _____
3. Event Sponsor/Organization: Develope Palatka Inc
 Attach a certificate of Tax Exemption if applicable.
4. Name of Event: St. Patricks Parade
5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):
- Parade -
6. Event Location (911 Address): _____
7. Road Closures: ex. St. Johns Avenue from First Street to Second Street
St Johns Ave from River Front to 11th
 _____ from _____ to _____
 _____ from _____ to _____
 _____ from _____ to _____
 _____ from _____ to _____
 _____ from _____ to _____
 _____ from _____ to _____
 _____ from _____ to _____
 _____ from _____ to _____

8. Onsite representatives during the event:

Name: _____

Cell Phone: _____

Name: _____

Cell Phone: _____

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

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

Setup:

____/____/____ :__ to __: :__ to __: :__ to __:

Event:

3/12/26 5:30 to 6:00

____ to ____ :__ to __: :__ to __: _____

____/____/____ :__ to __: :__ to __: :__ to __: _____

____/____/____ :__ to __: :__ to __: :__ to __: _____

____/____/____ :__ to __: :__ to __: :__ to __: _____

____/____/____ :__ to __: :__ to __: :__ to __: _____

____/____/____ :__ to __: :__ to __: :__ to __: _____

____/____/____ :__ to __: :__ to __: :__ to __: _____

Breakdown:

____/____/____ :__ to __: :__ to __: :__ to __:

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

1,000

11. Number and type of auxiliary vehicles/ equipment:

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

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

Include date and time:

____/____/____ :__ to __: :__ to __:

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

14. Number of staff/ volunteer: 5

Uniform identification: Badges / Hats

REQUIRED ATTACHMENTS

- ☒ Site Plan (see checklist) *Coming*
- 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**

(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.



Signature of Applicant

9-3-25

Date

State of _____ County of _____

The foregoing application is acknowledged before me this _____ day of _____, 20____, by _____, who is personally known to me, or who has/have produced _____ as identification.

NOTARY SEAL

Signature of Notary Public, State of _____

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.

Sam Deputy _____
Signature of Applicant Name of Facility being used

Sam Deputy _____
Print Name of Applicant Date of Use

State of Florida County of Putnam

The foregoing application is acknowledged before me this 3rd day of Sept, 2025, by
Sam Deputy, who is personally known to me, or who has/have produced
_____ as identification.

NOTARY SEAL



[Signature] _____
Signature of Notary Public, State of FL

RESOLUTION NO. 2026-R-11

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING A SPECIAL EVENTS PERMIT TO SAM DEPUTY FOR THE ST. PATRICKS DAY PARADE TO WHICH WILL BE HELD ON MARCH 17, 2026, SETTING FORTH THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION OF ROLLING PATROL FROM THE ST. JOHNS RIVERFRONT TO 11TH STREET; AND PROVIDING FOR SCRIVENER'S ERRORS

WHEREAS Sam Deputy has made an application to the City of Palatka for a special events permit for the St. Patrick's Day Parade.

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 St. Patrick's Day Parade is hereby granted to Sam Deputy with the following provisions and stipulations:

- a.** A Class "C" Special Events Permit is hereby granted for the event to be held on March 17th, 2026, during the hours provided in the application
- b.** Rolling Patrol from the St. Johns Riverfront to 11th street on the time provided on 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 12th day of February 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

ADOPT RESOLUTION 2026-R-12 granting a special events permit to Dreams Come True of Jacksonville for the 7th annual Dreams Come True Bass Tournament to be held on 03/07/2026.

Event Date or Dates– March 7th 2026

Agenda Item Number – 2026-R-12

Title of Item / Subject – Dreams Come True Fishing Tournament

Department / Division – Dreams Come True of Jacksonville

Prepared By – Mike Spurlock / Andrea Sircusa

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: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Requesting 10 garbage containers

BACKGROUND

7th Annual Fishing Tournament

PROJECT ANALYSIS

Mike Spurlock of the Dreams Come True of Jacksonville has submitted an event application for the annual Dreams Come True Fishing Tournament to be held on March 7th 2026.

Staff Recommendation

Recommended Motion / Action – The Staff Recommendation is that the application be approved, and the resolution be adopted.

ATTACHMENTS

1.	Dreams come true Bass application
2.	12. Resolution 2026-R-12 Dreams Come True 2026 resolution



Date Received: _____

Permit Classification: _____

APPLICATION FOR SPECIAL EVENT

1. Primary Contact: Mike Spurlock
Address: 11007 Altmans Way Email: jms81367@gmail.com
Glen St. Mary, FL 32040 Phone: (904) 304-0997
2. Secondary Contact: Andrea Siracusa | Dreams Come True
Address: 6803 Southpoint Pkwy Email: andrea@dreamscometrue.org
Jacksonville, FL 32216 Phone: (904) 402-1414
3. Event Sponsor/Organization: Dreams Come True of Jacksonville
Attach a certificate of Tax Exemption if applicable.
4. Name of Event: 7th Annual Dreams Come True Bass Tournament
5. Description of Event (event activities, such as concerts, street dances, races, contests/competitions, regattas, arts/crafts displays, still motion picture production, etc.):

Fishing tournament followed by afternoon weigh-in

6. Event Location (911 Address): Palatka City Docks - 319 River Street
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 _____
____ from _____ to _____

8. Onsite representatives during the event:

Name: Mike Spurlock

Cell Phone: 904-304-0997

Name: Andrea Siracusa

Cell Phone: 904-402-1414

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

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

Setup:

3/6/26 3:00 to 6:00 pm to pm to to

Event:

3/7/26 3:30 to 6:00 2:00 to 6:00 to
AM PM PM PM

 / / to to to

 / / to to to

 / / to to to

 / / to to to

 / / to to to

 / / to to to

Breakdown:

3/7/26 6:00 to 7:00 pm to pm to to

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

200 Boats - 450 people (Anglers, volunteers
spectators)

11. Number and type of auxiliary vehicles/ equipment:

200 Watercraft Aircraft 3 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.

14. Number of staff/ volunteer: 40 Uniform identification:

REQUIRED ATTACHMENTS

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

SPECIAL EVENTS FEES

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

15. ARTICLE IV SPECIAL EVENT ORDINANCE: FEES

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Andrea Siracusa
Signature of Applicant

3-19-25
Date

State of Florida County of Duval

The foregoing application is acknowledged before me this 19 day of March, 2025, by Andrea Siracusa, who is personally known to me, or who has/have produced driver's license as identification.

NOTARY SEAL



KELSEY HENDRICKS
Commission # HH 165915
Expires August 17, 2025
Bonded Thru Budget Notary Services

Kelsey Hendricks
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 GFIC. 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.

Andrea Siracusa
Signature of Applicant

Palatka City Docks
Name of Facility being used

Andrea A. Siracusa
Print Name of Applicant

3-7-26
Date of Use

State of Florida County of Duval

The foregoing application is acknowledged before me this 19 day of March, 2025, by Andrea Siracusa, who is personally known to me, or who has/have produced drivers license as identification.

NOTARY SEAL



KELSEY HENDRICKS
Commission # HH 165915
Expires August 17, 2025
Bonded Thru Budget Notary Services

Kelsey Hendricks
Signature of Notary Public, State of FL

RESOLUTION NO. 2026-R-12

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, GRANTING
A SPECIAL EVENTS PERMIT TO DREAMS COME TRUE OF
JACKSONVILLE FOR THE 7TH ANNUAL DREAMS COME TRUE BASS
TOURNAMENT TO BE HELD MARCH 7TH, 2026. SETTING FORTH
THE PROVISIONS OF THE PERMIT; AND GRANTING PERMISSION;
AND PROVIDING FOR SCRIVENER’S ERRORS**

WHEREAS, Mike Spurlock with Dreams Come True of Jacksonville has made an application to the City of Palatka for a special event permit for the 7th annual Dreams Come True Bass Tournament.

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 Dreams Come Ture of Jacksonville for the 7th annual Dreams Come True Bass Tournament with the following provisions and stipulations:

- a.** A Class “B” Special Events Permit is hereby granted for the event to be held March 7th, 2026, during the hours provided in the application.
- b.** No Road closures.
- c.** 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 12th day of February 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

ADOPT RESOLUTION 2026-R-19 Traffic Light Maintenance
Resolution 2026-R-19 — 25/26 State Highway Traffic Signal Maintenance and Compensation Agreement (ARV57)

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Approval of the 2025/26 State Highway Traffic Signal Maintenance and Compensation Agreement (ARV57) with the Florida Department of Transportation (FDOT).

BACKGROUND

The City of Palatka (“Maintaining Agency”) first entered into a State Highway Traffic Signal Maintenance and Compensation Agreement (ARV57) with the Florida Department of Transportation (FDOT) on September 30, 2022. This agreement outlines the responsibilities and compensation structure for the maintenance of traffic signals located on State roadways within the City.

FDOT requires the City to execute the updated 2025/26 State Highway Traffic Signal Maintenance and Compensation Agreement, attached as Exhibit “A,” in order to continue participation in the program.

The total maintenance reimbursement for Fiscal Year 2025/26 is \$78,536.00.

PROJECT ANALYSIS

Execution of the annual agreement ensures continued funding from FDOT for traffic signal maintenance performed by the City. The agreement outlines the scope of work, reporting requirements, and reimbursement schedule. Approval of this resolution allows the City to maintain compliance with FDOT standards and secure the allocated funding for FY 25/26.

The resolution also authorizes the correction of any typographical or scrivener errors that do not alter the intent of the agreement or the resolution.

Staff Recommendation

Staff recommends approval of Resolution 2026-R-19, authorizing execution of the 2025/26 State Highway Traffic Signal Maintenance and Compensation Agreement (ARV57) with FDOT

and permitting correction of scrivener's errors as needed.

ATTACHMENTS

1.	Traffic Signal
2.	19. Resolution 2026-R-19 AUTHORIZING THE EXECUTION OF THE 2025-26 STATE HIGHWAY TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT WITH THE FLORIDA

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**AMENDMENT TO THE TRAFFIC SIGNAL MAINTENANCE
AND COMPENSATION AGREEMENT**

750-010-24a
TRAFFIC OPERATIONS
04/23
Page 1 of 1

CONTRACT NO. ARV57
FINANCIAL PROJECT NO. 41353318811
F.E.I.D. NO. F596000401002
AMENDMENT NO. _____

THIS AMENDMENT TO THE TRAFFIC SIGNAL AND MAINTENANCE AGREEMENT ("Amendment") is made and entered into on this _____ day of _____, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION ("Department"), an agency of the State of Florida, and City of Palatka, ("Maintaining Agency").

RECITALS

WHEREAS, the Department and the Maintaining Agency on _____ entered into a Traffic Signal Maintenance and Compensation Agreement ("Agreement").

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

1. Exhibit A is amended, superseded and replaced in its entirety with the new Exhibit A that is attached to this Amendment.

IN WITNESS WHEREOF, the undersigned parties have executed this Amendment on the day, month and year set forth above.

City of Palatka, Florida
(Maintaining Agency)

By: _____
(Authorized Signature)

Print/Type Name: _____

Title: _____

**STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION**

By: _____
(Authorized Signature)

Print/Type Name: James Hannigan

Title: District Traffic Operations Engineer

Legal Review: _____

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

TSO-010-22
TRAFFIC OPERATIONS
0423
Exhibit A Page 1 of 2

EXHIBIT A
Reimbursement for Maintenance and Operation FY 2026

CITY OF PALATKA

Intersection Location	Traffic Signals (TS)	Traffic Signal - Interconnected & monitored (IMTS)	Intersection Control Beacon (ICB)	Pedestrian Flashing Beacon (PFB)	Emergency Fire Dept. Signal (FDS)	Speed Activated Warning Display (SAWD)	Illuminated Street Name Signs (ISNS)	Blank Out Sign (BOS)	Traffic Warning Beacon (TWB)	Probe Data Detection System (PDOS)	Uninterruptible Power Supplies (UPS)	Connected Automated Vehicle Devices (CAVD)	Pedestrian Hybrid Beacon (PHB)	Arterial Dynamic Message Sign (ADMS)	Passive Pedestrian Detection (PPD)	Traffic Monitoring Camera (TMC)	In-Roadway Warning Lights (IRWL)	Compensation Amount (using Unit Rates from Exhibit B)
SR15/20/100, (US17) REID ST. at 7TH ST.		\$5,892																\$5,892
SR15/20/100, (US17) REID ST. at 4TH ST.		\$5,892																\$5,892
SR15/20/100, (US17) REID ST. at 3RD ST.		\$5,892																\$5,892
SR15/20/100, (US17) REID ST. at 2ND ST.		\$5,892																\$5,892
SR15/20/100, (US17) REID ST. at MOSELEY AVE./20TH ST.		\$5,892																\$5,892
SR15/20/100, (US17) REID ST. at 19TH ST.		\$5,892																\$5,892
SR15/20/100, (US17) REID ST. at 11TH ST.		\$5,892																\$5,892
SR15/20/100, (US17) REID ST. at SR20, 9TH ST.		\$5,892									\$131							\$6,023
SR19 at ST. JOHNS AVE.		\$5,892																\$5,892
SR20, (CRILL AVE.) at PALM AVE.		\$5,892																\$5,892

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT

750-016-22
TRAFFIC OPERATIONS
04/23
Exhibit A Page 2 of 2

EXHIBIT A
Reimbursement for Maintenance and Operation FY 2026

CITY OF PALATKA																		
Intersection Location	Traffic Signals (TS)	Traffic Signal - Interconnected & monitored (IMTS)	Intersection Control Beacon (ICB)	Pedestrian Flashing Beacon (PFB)	Emergency Fire Dept. Signal (FDS)	Speed Activated Warning Display (SAWD)	Illuminated Street Name Signs (ISNS)	Blank Out Sign (BOS)	Traffic Warning Beacon (TWB)	Probe Data Detection System (PDDS)	Uninterruptible Power Supplies (UPS)	Connected Automated Vehicle Devices (CAVD)	Pedestrian Hybrid Beacon (PHB)	Arterial Dynamic Message Sign (ADMS)	Passive Pedestrian Detection (PPD)	Traffic Monitoring Camera (TMC)	In-Roadway Warning Lights (IRWL)	Compensation Amount (using Unit Rates from Exhibit B)
SR20, (CRILL AVE.) at ST. JOHNS AVE.		\$5,892																\$5,892
SR20, (CRILL AVE.) at 20TH ST. (MOSELEY AVE.)		\$5,892																\$5,892
SR20, (CRILL AVE.) at CR311 (HUSSON AVE.)		\$5,892																\$5,892
SR20, CRILL AVE. at S. 13TH ST.			\$1,005															\$1,005
SR20, CRILL AVE. at 18th St./ W. H. BEASLEY MIDDLE SCHOOL				\$804														\$804
Total Lump Sum Amount*																		\$78,536.00

* Amount paid shall be the Total Lump Sum (minus any retainage or forfeiture).

I certify that the above Traffic Signals and Devices will be maintained and operated in accordance with the requirements of the Traffic Signal Maintenance and Compensation Agreement. For satisfactory completion of all services detailed in this Agreement for this time period, the Department will pay the Maintaining Agency a Total Lump Sum (minus any retainage or forfeiture) of \$78,536.00

Maintaining Agency _____ Date _____

District Traffic Operations Engineer _____ Date _____

RESOLUTION NO. 2026-R-19

**A RESOLUTION OF THE CITY OF PALATKA, FLORIDA,
AUTHORIZING THE EXECUTION OF THE 25-26 STATE HIGHWAY
TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION
AGREEMENT WITH THE FLORIDA DEPARTMENT OF
TRANSPORTATION; AND PROVIDING FOR SCRIVENER'S ERRORS**

WHEREAS, the City of Palatka, hereinafter referred to as the “Maintaining Agency,” first entered into a State Highway Traffic Signal Maintenance and Compensation Agreement (ARV57) with the State of Florida Department of Transportation, hereinafter referred to as “the FDOT,” on September 30 2022; and

WHEREAS, the FDOT finds it is necessary for the “Maintaining Agency” to execute and deliver to the FDOT the Agreement identified as “2025/26 State Highway Traffic Signal Maintenance and Compensation Agreement (ARV57) hereinafter referred to as Exhibit “A,” as attached hereto; and

WHEREAS, the total maintenance reimbursement for FY 25/26 is \$78,536.00 and

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

1. that the Mayor and the City Clerk are hereby authorized to execute and attest, on behalf of the City of Palatka, Florida, Exhibit A attached hereto and incorporated herein, to the Florida Department of Transportation (FDOT);
2. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener’s errors, which do not affect the intent of this resolution. A corrected copy shall be posted in the public record by the City Clerk.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 12th day of February 2026

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

**ADOPT RESOLUTION 2026-R-22 Extending the lobbying contract with Becker Poliakoff for
2026 legislative session
Extend the lobbying agreement with Becker & Poliakoff**

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Extend the lobbying agreement with Becker & Poliakoff for the 2026 legislative session.

BACKGROUND

The City Commission of the City of Palatka, Florida ("City"), previously selected Becker & Poliakoff, P.A. ("Becker") to provide professional lobbying and legislative consulting services pursuant to Request for Qualifications (RFQ) No. 2021-18. The City and Becker entered into a Lobbying Consultant Services Agreement on September 23, 2024, providing for state legislative services. The Agreement was for an initial two year term and an additional two (2) one (1) year renewal options. The contract expired in September 2025 and the 2026 legislative session is underway.

PROJECT ANALYSIS

Becker has provided lobbying and legislative consulting services to the City in support of the City's state legislative priorities, including legislative advocacy, agency coordination, and funding assistance. The City Commission finds that it is in the best interest of the City to extend the Lobbying Consultant Services Agreement with Becker to ensure continuity of representation before the Florida Legislature, the Office of the Governor, and relevant state agencies.

Staff Recommendation

Adopt the resolution.

ATTACHMENTS

1.	22. Resolution 2026-R-22 Becker & Poliakoff Lobbyist renewal
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RESOLUTION NO. 2026-R-22

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, APPROVING AND AUTHORIZING THE EXTENSION OF THE CITY'S LOBBYING CONSULTANT SERVICES AGREEMENT WITH BECKER & POLIAKOFF, P.A.; AUTHORIZING THE CITY MANAGER TO EXECUTE THE RENEWAL AGREEMENT; PROVIDING FOR SCRIVENOR'S ERRS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Palatka, Florida ("City"), previously selected Becker & Poliakoff, P.A. ("Becker") to provide professional lobbying and legislative consulting services pursuant to Request for Qualifications (RFQ) No. 2021-18; and

WHEREAS, the City and Becker entered into a Lobbying Consultant Services Agreement on September 23, 2024, providing for state legislative services. The Agreement was for an initial two year term and an additional two (2) one (1) year renewal options; and

WHEREAS, Becker has provided lobbying and legislative consulting services to the City in support of the City's state legislative priorities, including legislative advocacy, agency coordination, and funding assistance; and

WHEREAS, the City Commission finds that it is in the best interest of the City to extend the Lobbying Consultant Services Agreement with Becker to ensure continuity of representation before the Florida Legislature, the Office of the Governor, and relevant state agencies; and

WHEREAS, the City Commission desires to authorize the City Manager to execute the renewal agreement for an additional one year term in substantially the form attached to this Resolution.

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

Section 1. Approval of Contract Extension.
The City Commission hereby approves the one-year extension of the Lobbying Consultant Services Agreement between the City of Palatka and Becker & Poliakoff, P.A., for the period of February 26, 2026, through February 26, 2027, at a total cost of \$60,000.00, subject to budgetary appropriation.

Section 2. Authorization.
The City Manager is hereby authorized and directed to execute the renewal agreement, and any non-substantive amendments or administrative documents necessary to implement the extension, in substantially the form attached hereto.

Section 3. Implementation.
The City Manager and City Attorney are authorized to take all actions necessary to implement this Resolution.

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

PASSED by the City Commission of the City of Palatka, Florida, this 12th day of February, 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.



January 8, 2026

Chief Christopher Taylor
City Of Palatka/Palatka Fire Department
500 N. Moody Road
Palatka, Florida 32177

Dear Chief Taylor,

Congratulations! Your application for the FM Fire Service Grant stood out among the many submissions we received. We are pleased to award your department \$5,000 to support your pre-incident planning efforts within your community.

We hope this funding strengthens your initiatives and helps you better prepare for emergency incidents, ultimately enhancing safety and resilience in your area.

Award checks will be mailed shortly to the address provided. To help you share this achievement, we've included a prepared news release that you may use to generate media interest.

For nearly 50 years, FM has partnered with fire departments and related agencies worldwide, awarding millions of dollars in funding. Guided by our shared belief that most property loss is preventable—not inevitable—we remain committed to reducing the frequency and severity of fire incidents together.

Once again, congratulations on receiving this grant from FM, one of the world's largest commercial property insurers.

If you have any questions regarding your award, please feel free to email me.

Best wishes for continued success in your pre-incident planning endeavors.

A handwritten signature in black ink, reading 'Michael Spaziani'.

Michael Spaziani
Assistant Vice President, Manager - Fire Service Programs

0000000002-55 CPLD UX 00726-104 UB - A0271202
CITY OF PALATKA/PALATKA FIRE DEPT
500 N. MOODY ROAD
PALATKA FLORIDA 32177

DATE:	January 7, 2026
CHECK NUMBER:	2291482
AMOUNT PAID:	\$5,000.00
ACCOUNT NUMBER:	XXXXXX8352
TRACE NUMBER:	00000000076553978
VENDOR ID:	1
VENDOR NAME:	City Of Palatka/Palatka Fire Dept



Date	Invoice Number	Description	Gross Amount	Discount	Net Amount
01/07/2026	Fire Grant Check	Payment	\$5,000.00	\$0.00	\$5,000.00
		Totals	\$5,000.00	\$0.00	\$5,000.00

PLEASE DETACH BEFORE DEPOSITING CHECK

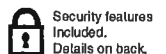
FM GLOBAL FOUNDATION
JOHNSTON RI 02919

CHECK
NUMBER: 2291482
January 7, 2026

$$\frac{1-2}{210}$$

PAY TO THE ORDER OF: CITY OF PALATKA/PALATKA FIRE DEPT
500 N. MOODY ROAD
PALATKA FLORIDA 32177

AMOUNT
\$5,000.00



Five Thousand And 00/100 Dollars

Fire Grant Check

JPMorgan Chase Bank NA, New York NY

Denise A. Hebert

Authorized Signatures

RESOLUTION NO. 2026-R-20

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, AUTHORIZING THE PALATKA FIRE DEPARTMENT TO ACCEPT THE 2025 FM GLOBAL FIRE PREVENTION GRANT IN THE AMOUNT OF \$5000.00, THE FM GLOBAL GRANT/AWARD IS INTENDED TO BE UTILIZED FOR IPADS FOR PRE-FIRE PLANNING AND FIRE INSPECTION ACTIVITIES.; PROVIDING FOR SCRIVENER’S ERRORS

WHEREAS, In January 2026, the FM Global Grant Program announced the Palatka Fire Department was accepted to receive a grant for funds in the amount of \$5000.00 to purchase IPADS to be used by fire personnel from the City of Palatka Fire Department; and

WHEREAS, the City of Palatka Fire Department has determined that a need exists to acquire through purchase such equipment for the prevention of fires and firefighter injuries through pre-fire planning and fire inspection activities; and

WHEREAS the Palatka City Commission deems it reasonable and in the best interest of fire personnel to authorize the Palatka Fire Department to accept for said 2025 FM Global Fire Prevention Grant for the purpose of fire safety.

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

- 1. The Palatka Fire Department is hereby authorized to accept the 2025 FM Global Fire Prevention Grant Program - funds to be used to purchase the said IPADS for Fire Department personnel, and to authorize the City Manager to sign said grant as required.
- 2. That the revenues and expenditures of the City of Palatka General Fund 001 Budget for the Fiscal Year 2025-2026 are amended as follows:

PASSED by the City Commission of the City of Palatka, Florida, this 12th day of February , 2026.

Revenues:

Revenue Number	Description	Last Approved	Recc. Amendments	As Amended
001-00-366-0-2550	FM Global Fire Prevention Grant	\$0	\$5,000	\$5,000
Total Revenues Amended:		\$0	\$5,000	\$5,000

Expenditures:

Expenditures Number	Description	Last Approved	Recc. Amendments	As Amended
001-08-522-3-5140	Fire Code Enforcement	\$8,000	\$5,000	\$13,000
Total Expenditures Amended:		\$8,000	\$5,000	\$13,000

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

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

ADOPT RESOLUTION 2026-R-23 Reallocate \$539K of FDOT funding for the Taxiway E project
Request to notify Florida Department of Transportation (FDOT) and reallocate FDOT Grant Funds at the Palatka Municipal Airport from hangar improvements and current TWY E project to support the new TWY “E” project.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Staff respectfully requests that the City Commission adopt Resolution 2026-R-23, formally requesting reallocation of grant funds at the Palatka Municipal Airport and to notify the Florida Department of Transportation (FDOT) of the City’s interest to request repurposing of the current grant funds to support the new Taxiway “E” project.

BACKGROUND

The City of Palatka received a \$500,000 grant from the Florida Department of Transportation (FDOT) for hangar improvements at the Palatka Municipal Airport. In 2025, during the Legislative session, the funding model changed for rural general aviation airports as it relates to the Rural Economic Development Initiative (REDI). The REDI program allowed rural general aviation airports to be eligible for 100% funding on grant projects. With the new change, rural general aviation airports are no longer eligible for the REDI program and are required to provide matching funds for grant dollars. The match varies; however, for this particular request, the matching funds would be a 50% match.

Based on the current climate, the recommendation from the consultants was to postpone the hangar improvement and request that the funds for the hangar improvements grant and grant dollars (remaining balance) from the current Taxiway “E” project be repurposed to the new Taxiway “E” project which will create a 100% FDOT funding with no City matching funds requirement.

PROJECT ANALYSIS

The City of Palatka received a \$500,000 grant from the Florida Department of Transportation (FDOT) for hangar improvements at the Palatka Municipal Airport. In 2025, during the Legislative session, the funding model changed for rural general aviation airports as it relates to the Rural Economic Development Initiative (REDI). The REDI program allowed rural general aviation airports to be eligible for 100% funding on grant projects. With the new change, rural general aviation airports are no longer eligible for the REDI program and are required to provide matching funds for grant dollars which creates a heavy financial burden on rural

general aviation airports (including the Palatka Municipal Airport).

Staff Recommendation

Staff recommends that the City Commission adopt Resolution 2026-R-23 to:

- Notify FDOT of the City’s intent to postpone the hangar improvements project and to request that the grant funds in the amount of \$500,000 for hangar improvements project be repurposed to support the new Taxiway “E” project.
 - Request that the remaining balance in the amount of \$39,315 of the current FDOT grant Taxiway “E” be repurposed to support the new Taxiway “E” project.
- The reallocated funds in the amount of \$539,315 will be used for Taxiway “E” at 100% FDOT funding share with no City matching funds required. This action ensures that available funding can still be utilized to support ongoing or proposed improvements, maximizing the benefit to the City and its aviation infrastructure

ATTACHMENTS

1.	23. Resolution 2026-R-23 Funding Reallocation \$539K
----	--

RESOLUTION NO. 2026-R-23

A RESOLUTION OF THE CITY OF PALATKA, FLORIDA, TO FORMALLY REQUEST REALLOCATION OF GRANT FUNDS AT THE PALATKA MUNICIPAL AIRPORT, TO NOTIFY THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) OF THE CITY'S INTEREST TO REQUEST REPURPOSING OF THE CURRENT GRANT FUNDS FOR HANGAR IMPROVEMENTS AND CURRENT TAXIWAY E PROJECT TO SUPPORT THE NEW TAXIWAY E PROJECT; AND PROVIDING FOR SCRIVENER'S ERRORS.

WHEREAS, the City of Palatka received a grant from the Florida Department of Transportation (FDOT) in the amount of \$500,000 to provide improvements to hangar facilities; and has a remaining balance of \$39,315 of 5% matching FDOT funding from the current 95% FAA funded Taxiway (TWY) "E" project at the Palatka Municipal Airport; and

WHEREAS, the funding model for rural general aviation airport grant funding landscape has changed since the 2025 Legislative session, which has directly impacted the 100% funding of projects through the Rural Economic Development Initiative (REDI) at rural general aviation airports throughout the State of Florida under FDOT guidelines and now requires hangar projects to be funded with 50% City matching funds; and

WHEREAS, due to this funding shift the consultant recommends that the City formally postpone the hangar improvement project and requests that the funds for FDOT grant FM#441842-3 (PALATKA APT HANGAR IMPROVEMENTS PFL0013542) in the amount of \$500,000 and the balance of FDOT grant FM#441842-5 (PALATKA APT CONST TWY "E" PFL0013790 in the amount of \$39,315 be repurposed to the new project for TWY E; and

WHEREAS, the reallocated funds in the amount of \$539, 315 can be used for TWY "E" at 100% FDOT funding share with no City matching funds required; and

WHEREAS, it is in the best interest of the City of Palatka to postpone the hangar improvement project FDOT grant FM#441842-3 (PALATKA APT HANGAR IMPROVEMENTS PFL0013542) and seek to reallocate its funds and the remaining funds of FDOT grant FM#441842-5 (PALATKA APT CONST TWY "E" PFL0013790 to support the TWY "E" project at the Palatka Municipal Airport.

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

1. The City of Palatka hereby formally postpones the hangar improvement project at the Palatka Municipal Airport.
2. The City Manager or designee is authorized to notify the Florida Department of Transportation (FDOT) of the City's intent to postpone the hangar improvement project and to request that the grant funds for hangar improvement project and remaining grant funds in the Taxiway "E" project be repurposed to support the new TWY "E" project.
3. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this resolution. 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 12th day of February 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

ADOPT RESOLUTION 2026-R-24 Price Martin Facility Hardening — Propose Scope Changes
Approve Resolution 2026-R-24 Price Martin Facility Hardening — Propose Scope Changes —
\$199,085.00

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Approval of the proposed scope changes in the amount of \$199,085.00.

BACKGROUND

This request is to replace two existing air-conditioning units that were determined to be unrepairable. The total cost includes the purchase of the new units, installation, and removal of the old equipment.

PROJECT ANALYSIS

For the Price Martin City Match, staff is requesting a budget transfer as follows:

- Transfer \$100,000 from 101-18-519-6-6480
- Transfer \$100,000 from 101-18-519-6-6483
- Move both amounts into 101-18-519-6-6450

This will provide a total of \$200,000 for the project.

Staff Recommendation

Staff recommends approval of Resolution 2026-R-24 and the proposed scope changes.

ATTACHMENTS

1.	24. Resolution 2026-R-24 Price Martin Center
----	--

RESOLUTION 2026-R-24

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, APPROVING PROPOSED SCOPE CHANGES FOR THE PRICE MARTIN FACILITY HARDENING PROJECT AND AUTHORIZING THE NECESSARY BUDGET TRANSFERS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palatka is undertaking the Price Martin Facility Hardening Project to improve the reliability and resilience of City facilities; and

WHEREAS, two existing air-conditioning units at the Price Martin facility have been deemed unrepairable and require replacement; and

WHEREAS, the proposed scope change includes the purchase, installation, and removal of the units at a total cost of \$199,085.00; and

WHEREAS, staff recommends transferring \$100,000 from account 101-18-519-6-6480 and \$100,000 from account 101-18-519-6-6483 into account 101-18-519-6-6450 to provide sufficient funding for the project; and

WHEREAS, the City Commission finds it in the best interest of the city to approve the proposed scope changes and authorize the associated budget transfers.

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

Section 1. The City Commission hereby approves the proposed scope changes for the Price Martin Facility Hardening Project in the amount of \$199,085.00.

Section 2. The City Commission authorizes the budget transfers of \$100,000 from account 101-18-519-6-6480 and \$100,000 from account 101-18-519-6-6483 to account 101-18-519-6-6450, for a total of \$200,000.

Section 3. The City Manager or designee, without public hearing, is authorized to correct any typographical scrivener's errors, which do not affect the intent of this resolution. A corrected copy shall be posted in the public record by the City Clerk.

Section 4. This Resolution shall take effect immediately upon its passage.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 12th day of February, 2026.

CITY OF PALATKA, FLORIDA

By: _____
Its Mayor: **Roberta Correa**

ATTEST:

CITY CLERK: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

CITY ATTORNEY: Jane West, ESQ

ROBERTA M. CORREA
MAYOR-COMMISSIONER

ANNIE HENDERSON-DAVIS
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



CITY of **Palatka**
FLORIDA

MARCIA CARTY, CPA CGFO
CITY MANAGER

JANE WEST, ESQ.
CITY ATTORNEY

KAREN HAYES, MMC, FCPC
CITY CLERK

CHANTEL PIERRE, CPA
FINANCE DIRECTOR

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT.

CITY OF PALATKA BOARD/COMMITTEE APPLICATION

I, Edie M Wilson (print full name), wish to apply for ☐ appointment or ☐ reappointment (check one) to the following Board/Committee (check one):

- | | |
|--|--|
| ☐ Airport Advisory Board | ☐ Palatka Housing Authority |
| ☐ Board of Zoning Appeals | ☒ Planning Board |
| ☐ Charter Review Committee (advisory) | ☐ Police Officers' Pension Board |
| ☐ Community Redevelopment Agency (advisory) | ☐ Putnam County Better Place Plan Oversight Committee |
| ☐ Firefighters Pension Board | ☐ Putnam County Library Board |
| ☐ General Employees' Pension Board | ☐ Tax Increment Advisory Committee (advisory) |
| ☐ Historic Preservation Board | ☐ Tree Committee (advisory) |
| ☐ Palatka Gas Authority | |

Residential address: 225 Hiawatha Ct - East Palatka 32131

Business name and address: _____

Phone: 904-759-5363

E-mail: ediew51@comcast.net

(City residents or business/property owners will be given preference when board/committee member residency is not specified by statute or city ordinance)

PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet[s] if necessary)

Retired from Caldwell Banker, Ben Bates, Inc
Health

WHAT GOVERNMENT BOARDS HAVE YOU SERVED ON IN THE PAST OR CURRENTLY?

City Planning Bd

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

PHONE: 386-329-0100

www.palatka-fl.gov

FAX: 386-329-0106

OTHER COMMENTS OR INFORMATION:

In accord with F.S. 760.80(4) Please indicate the following:

Applicant's race: _____

Ethnicity: _____

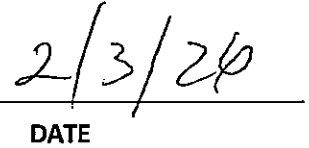
Gender: _____

Physical disability, if any: _____

AGREEMENT: *I hereby certify that all the information contained herein is true to the best of my knowledge. I hereby agree and understand that this document, once submitted, is an official/public record of the City of Palatka. I understand that the Palatka City Commission may require an interview at a publicly held meeting to consider my application. I understand that, if appointed, I will serve in a volunteer capacity on this board/committee. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam County Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term. I understand that per the Florida Constitution I cannot serve on more than one board/committee, unless the board/committee's responsibilities are strictly advisory.*



SIGNATURE OF APPLICANT



DATE

ROBERTA M. CORREA
MAYOR-COMMISSIONER

TAMMIE McCASKILL
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



CITY of *Palatka*
FLORIDA

JONATHAN C. GRIFFITH
INTERIM CITY MANAGER

VALERIA BLAND THOMAS, ESQ.
INTERIM CITY ATTORNEY

SUNNI L. KRANTZ, CMC
CITY CLERK

MARCIA G. CARTY, CPA
FINANCE DIRECTOR

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT.

Regular meeting 2nd and 4th Thursdays each month at 6:00 p.m.

CITY OF PALATKA BOARD/COMMITTEE APPLICATION

I, Mark TURNBOW (print full name), wish to apply for ☒ appointment or
☐ reappointment (check one) to the following Board/Committee (check one):

- | | |
|--|--|
| ☐ Airport Advisory Board | ☐ Planning Board |
| ☐ Board of Zoning Appeals | ☐ Police Officers' Pension Board |
| ☐ Community Redevelopment Agency (advisory) | ☐ Putnam County Better Place Plan Oversight Committee |
| ☐ Firefighters Pension Board | ☐ Putnam County Library Board |
| ☐ General Employees' Pension Board | ☐ Tax Increment Advisory Committee (advisory) |
| ☒ Historic Preservation Board | ☐ Tree Committee (advisory) |
| ☐ Palatka Gas Authority | |
| ☐ Palatka Housing Authority | |

Residential address: _____

Business name and address: _____

Phone: _____

E-mail: _____

PLEASE SEE ATTACHED

(City residents or business/property owners will be given preference when board/committee member residency is not specified by statute or city ordinance)

PROFESSIONAL QUALIFICATIONS (include occupation - attach additional sheet[s] if necessary)

WHAT GOVERNMENT BOARDS HAVE YOU SERVED ON IN THE PAST OR CURRENTLY?

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

PHONE: 386-329-0100

www.palatka-fl.gov

FAX: 386-329-0106

OTHER COMMENTS OR INFORMATION:

In accord with F.S. 760.80(4) Please indicate the following:

Applicant's race: _____

Ethnicity: _____

Gender: _____

Physical disability, if any: _____

AGREEMENT: *I hereby certify that all the information contained herein is true to the best of my knowledge. I hereby agree and understand that this document, once submitted, is an official/public record of the City of Palatka. I understand that the Palatka City Commission may require an interview at a publicly held meeting to consider my application. I understand that, if appointed, I will serve in a volunteer capacity on this board/committee. I also understand that, if appointed, the State of Florida may require me to file a financial disclosure with the Putnam County Supervisor of Elections within thirty (30) days of my appointment, and each year thereafter, covering my term. I understand that per the Florida Constitution I cannot serve on more than one board/committee, unless the board/committee's responsibilities are strictly advisory.*



1-7-26

SIGNATURE OF APPLICANT

DATE

Mark Turnbow

Appointment / Historic Preservation Board

811 Laurel Street (South Historic District)

REDM.Global

386.627.3312

sloop42@hotmail.com

36 years of hands on preservation. I hold multiple real estate educational designations. (CCIM, CIPS, CRB). Licensed Florida Broker. Notary. Bonded. Fluent in mapping, land usage, etc. My current focus is on federal and international assets, liquidation and leases.

I have not served on any Government Boards. Although, I held an advisory position on The Bluegrass Trust for Historic Preservation and assisted the City of Lexington, KY with GIS implementation.

Other comments: I owned and managed (with partners) a successful brokerage for many years. Our main focus was the restoration of downtown / core properties, besides the brokerage and property management. We had 15 people on a construction crew, 30 +/- agents and office staff. We were given a few awards for our efforts.

I believe I could make a positive contribution to the City of Palatka.

White

Caucasian

Male

None (Naval Veteran)

Signature  Date 1.7.24

Release of Lien - 2119 Oak Street
Release of Lien

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Release the lien on 2119 Oak Street.

BACKGROUND

The Lien in question is from Case # 2024-042 and recorded the Finding of Fact, Conclusions of Law. The Order was in the name of Isiah Ash Jr.

The address of Property is 2119 Oak Street. This property has an official lien with no fees attached, the property was closed after being deemed in compliance.

The Lien is for Facts of Finding only, no fines or fees have been attached to this case.

The closing date of this property is set for closing with Aaron of Coop Title Company.

PROJECT ANALYSIS

Staff Recommendation

Release the lien.

ATTACHMENTS

1.	Release of Lien 2119 Oak Street
2.	Paula Griffin - 2119 Oak Street

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

RELEASE OF LIEN

THE CITY OF PALATKA, a political subdivision of the State of Florida, hereby releases that obligation imposed by Code Enforcement Lien, recorded at Official Record Book 1774, Page 1301 on September 5, 2024 arising out of code violations at 2119 Oak Street, Palatka, Florida 32177, legal description: CONWAYS OF ROGEROS ADD MB2 P29 BLK 3 LOT 5. Case No: 2024-042.

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

Description of Property being released:

Address: 2119 Oak Street, Palatka, Florida 32177

Parcel No.: 12-10-26-1550-0030-0050

Owner: GRIFFIN TONYA + MIRACLE + TRENTON ASH (Tenants in Common)

DATED THIS ____ day of February, 2026.

CITY OF PALATKA

BY: _____
ROBERTA M. CORREA
Mayor

ATTEST:

City Clerk



To: Tonya Griffin + Miracle = Trento Ash, Property Owner
From: Christy Lowe, Code Compliance Coordinator
Date: February 3, 2026
Location: 201 N. 2nd Street Palatka, Florida 32177
Case #: Compliant No. 2024-042

Ms. Griffin, Miracle and Trento Ash, the lien in question is in processing to have the Official Lien Removed, the instrument Number: 202454023482 Book: 1774 Page 1301 1 of 1 Date 09/05/2024 time 2:02 p.m. Matt Reynolds Clerk of Courts, Putnam County, Florida. The Lien in question is from case # 2024-042 and recorded the Finding of Fact, Conclusions of Law and Order was in the name of Isiah Ash Jr.

Summary – Case # 2024-042 address of Property is 2119 Oak Street, this property has an official lien with no fees attached, the property case compliant was closed in compliance, this Lien is affecting Parcel # 12-10-26-1550-0030-0050 2119 Oak Street Palatka, Florida 32177. The Lien is in the name of Isiah Ash Jr. property owner at time the case began.

The history of this case, is the Lien is for Facts of Finding only, no fines or fees have been attached to this case, this case originated by Officer Green who is no longer with the City of Palatka In April of 2025 the new property owner called and stated the subjects who were currently living in the residence, advised a code officer had come out, which at that time it was myself Christy Lowe, I was doing a neighborhood walk, speaking with property owners. The renters advised they had spoken with an officer a few years ago and then again in 2024 his name was Officer Green, who is no longer employed with the City of Palatka.

I left my card and telephone number, and the property owner had the violations corrected the same business day as we spoke. I am asking that the lien for Finding of Facts, Conclusion of Law and Order be released.

The closing date of this property is set for Closing this week we hope this letter will assist in the sale/closing of this property without interference, once we get the official lien release from the City Attorney, we will forward the document to Tonya Griffin, Miracle Ash, Trento Ash, Jeff Trimble and Aaron with Coop Title Company.

Christy Lowe
Code Compliance Coordinator
386-329-0100 ext.2081

Lorenzo Aghemo
Planning and Code Compliance Director
City of Palatka
386-329-0100 ext.2085

Cc: Marcia Carty, City Manager
Jane West, Esq. City Attorney
Karen Hayes, City Clerk
Cymone Mirabel, City Manager Assistant
Jeff Trimble, Relator
Aaron, Coop Title Company
File

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Review the proposed Staff -Elected Officials policy for adoption so that clear direction is outlined for all employees.

BACKGROUND

The City of Palatka currently does not have a formal policy outlining appropriate interactions between City staff and elected officials. This proposed policy establishes clear expectations, roles, and standards of conduct to promote professional, respectful, and effective working relationships. The policy also identifies procedures and potential disciplinary actions in the event of noncompliance.

PROJECT ANALYSIS

Staff Recommendation

Staff recommends adoption of the proposed policy establishing guidelines for interactions between City staff and elected officials, including standards of conduct, email interactions and applicable disciplinary actions, to promote professionalism, transparency, clarity, and accountability within the City of Palatka.

ATTACHMENTS

1.	Staff Elected Officials Relations Policy
----	--

City of Palatka

Administrative Policy

Staff-Elected Officials Relations

I. Purpose

The purpose of this policy is to establish clear expectations for professional, transparent, and lawful interactions between City staff and elected officials. This policy supports the City Manager form of government and is consistent with best practices promoted by the International City/County Management Association (ICMA).

This policy is intended to:

- Preserve the City Manager's administrative authority
- Promote transparency and accountability in communications
- Reduce legal, operational, and personnel risks
- Maintain a respectful and effective workplace

II. Scope

This policy applies to all City of Palatka employees, including full-time, part-time, temporary, and contractual staff, and governs all forms of communication with elected officials, including email, text messages, and other electronic correspondence.

III. Governance Structure and Authority

A. City Commission

The City Commission acts only as a collective body to establish policy, adopt ordinances and resolutions, and provide direction to the City Manager. Individual Commissioners do not have authority to direct City staff or influence administrative operations outside of official Commission action or as authorized by law.

B. City Manager

The City Manager is the Chief Administrative Officer of the City of Palatka and is responsible for the administration and supervision of all City departments and personnel. All City staff are accountable to the City Manager or their designee.

C. City Staff

City staff are responsible for implementing City policies and conducting City business in a professional, non-political manner. Staff shall provide accurate, factual information in support of City operations.

IV. Communication Protocols

A. Requests for Information

Requests from elected officials for information, documents, research, or staff assistance shall be directed to the City Manager, unless otherwise authorized by the City Manager to a designee.

Staff shall not respond to individual requests in a manner that bypasses the City Manager, disrupts operations, or creates conflicting direction.

V. Email Communications and Use of BCC

A. Prohibition on BCC'ing Elected Officials

City staff shall not blind copy (BCC) elected officials on internal or external email communications without the express knowledge and approval of the City Manager or his/her designee.

B. Basis for Restriction

The use of BCC in communications involving elected officials undermines transparency, creates confusion regarding authority and direction, interferes with the City Manager's ability to supervise staff, increases the risk of public records and open meetings concerns, and has caused operational and supervisory issues within City administration.

C. Required Email Practices

When communication with an elected official is appropriate, the City Manager or appropriate department director must be included as a visible recipient (TO or CC). Communications shall be limited to factual, professional, and non-political information. Staff shall not engage in side communications, parallel discussions, or undisclosed correspondence with individual Commissioners.

D. Exceptions

Exceptions to this section may be approved by the City Manager for legal matters coordinated with the City Attorney, emergency situations, or communications expressly authorized by the City Manager.

VI. Sunshine Law Compliance

All communications between City staff and elected officials are subject to Florida's public records and open meetings requirements. Staff shall conduct communications in a manner that avoids undisclosed, serial, or indirect communications that could circumvent transparency or create the appearance of private deliberations. The use of blind carbon copy (BCC), informal messaging, or parallel communications with individual Commissioners is restricted by this policy to ensure compliance, transparency, and public trust.

VII. Professional Conduct Expectations

Elected officials shall not publicly or privately reprimand City staff. Concerns regarding staff performance shall be addressed through the City Manager. City staff while on duty shall remain politically neutral and while off duty shall not engage in advocacy while wearing attire representing the City of Palatka. All interactions shall be conducted with professionalism, respect, and courtesy.

VIII. Compliance and Enforcement

Failure by City staff to comply with this policy will result in corrective action in accordance with the City of Palatka Personnel Progressive Discipline Policy.

Group 1

Disciplinary process:

- 1st offense: Documented verbal warning.
- 2nd offense: Documented written warning.
- 3rd offense: Three-day suspension.
- 4th offense: Termination of employment.

IX. Acknowledgment

All City employees shall receive a copy of this policy and acknowledge their understanding and compliance as a condition of employment.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Present the compiled summary of the city manager's evaluations performed by the elected officials

BACKGROUND

The adopted process of the City Commission was to present the compiled evaluations for presentation on the first Commission meeting of the anniversary month of the City Manager

PROJECT ANALYSIS

Staff Recommendation

Presenting all the compiled information of the City Manager's evaluation while calculating the overall percentage of each evaluated category and overall totals.

ATTACHMENTS

1.	City Manager Performance Eval - HR
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**CITY OF PALATKA
CITY MANAGER PERFORMANCE EVALUATION FORM**

A. Providing Information

The City Manager provides information which is:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Detailed and reliable	2	3	
Explained in a thorough manner and includes alternatives or recommendations	3	2	
Timely	2	2	1
Helpful in preventing trivial administrative matters from being reviewed by the Council	3	2	
Helpful and adequate to assist City Council in making sound decisions	3	2	

The City Manager:

Provides members of City Council with the opportunity to set long-term organizational goals and to establish the future direction of City policy	2	2	
Keeps City Council informed, in a timely manner, of the things Council wants to know	2	3	
Keeps City Council well informed with concise written and oral communications	2	3	
Provides City Council members with information on an equal basis	3	2	
Informs the City Council of administrative developments	3	1	1
Follows up in a timely manner on City Council requests for information or action	4	1	
	54%	43%	4%

B. Providing Advice

The City Manager:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Has adequate knowledge of municipal affairs, including the City's laws and ordinances	2	3	
Considers alternatives before making recommendations	4	1	
Plans ahead, anticipates needs and recognizes potential problems	3	2	
Has a good sense of timing in bringing issues to the Council for action	3	2	
	60%	40%	0%

SECTION II: INTERNAL ADMINISTRATION

A. Implementation of Council Policies

The City Manager is effective in the following areas:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Carrying out Council directives	3	1	1
Assigning work so that it is performed efficiently and effectively	3	2	
Paying sufficient attention to detail to avoid error or things "slipping through the cracks"	4	1	
Analyzing problems or issues and identify causes, reasons, and implications	2	3	
Accurately interpreting the direction given by Council	4		1
Carrying out the directives of Council as a whole rather than those of any one Council member, but recognizes the concerns of the minority	2	2	1
Supporting the actions of the City Council after a decision is made	2	3	
Assuming responsibility for staff performance	2	3	
Providing members of City Council with periodic status reports on projects or tasks which may overlap months or years in implementation	2	2	1
Ensuring that the management staff maintains normal service delivery operations as well as the flexibility to manage emergency situations	1	4	
	50%	42%	8%

B. Financial Management

Are you satisfied with the City Manager's:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Approach to budget preparation and review	3		2
Use of standard financial management procedures to meet Council's policy guidelines		2	2
Implementation of Council's policy regarding the expenditure of budgeted funds	3	1	1
Cost control through economical use of labor, materials and equipment	2	2	1
Information on the financial status of City government	1	2	1
Use of available funds and his ability to operate the City efficiently and effectively	3	1	1
Knowledge of financial matters	1	2	2
Information pertaining to long or short-term financing for capital projects or equipment purchases	1	2	1
Information on opportunities for federal and state grant funding	2	1	1
	39%	32%	29%

C. Personnel Management

The City Manager is:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Successful in guiding people as a team toward common objectives	3	2	
Effective in selecting qualified and highly competent staff members	3	2	
Effective in maintaining professional relationships with Department Directors	1	3	
Effective in assuring that staff members make a positive impression on citizens	3	2	

The City Manager:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Ensures that the City's personnel policies and practices are administered by City Department Directors and management staff in an equitable manner	2	3	
Develop and motivate employees so that they are increasingly effective	4	1	
Addresses disciplinary problems and takes action when warranted	4	1	
Monitors performance of employees and initiate corrective action as needed	3	2	
	59%	41%	0%

SECTION III: EXTERNAL RELATIONS**A. Citizen Relations**

The City Manager:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Makes a positive impression on citizens and is he respected in the City of Palatka	2	2	
Has appropriate visibility or identity in the community	1	3	
Assists the Council in resolving problems at the administrative level to avoid unnecessary Council action	1	4	
Is willing to meet with members of the community and discuss issues of concern		5	
Is skillful with the news media, avoiding political positions and partisanship	3	1	1
Provides information to the public in a timely fashion on matters which will cause public reaction	3	1	1
Represents Council positions and policies accurately and effectively	3	2	
Thinks and acts in a manner reflecting an attitude that client (Council, staff or citizens) perceptions and satisfactions are important	2	3	
Responds completely and in a timely manner to citizen complaints	2	2	1
	40%	53%	7%

B. Intergovernmental Relations

The City Manager is:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Effective representing the City's interests in dealing with other agencies	1	2	
Participative in enough intergovernmental activity to have an impact on behalf of the City	3	2	
Cooperative with the county, state and federal governments		5	
	31%	69%	0%

SECTION IV: PERSONAL ACCOMPLISHMENTS

A. Communications

With regard to communications, the City Manager is:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Easy to talk to and a good listener	1	4	
Thoughtful, clear and to the point	1	4	
Sensitive to the concerns of others	2	2	
Candid and forthright in discussing City business matters with members of City Council	1	3	
	28%	72%	0%

B. Management Style

The City Manager:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Demonstrates interest and enthusiasm in performing his duties		5	
Commands respect and good performance from staff	4	1	
Shows initiative and creativity in dealing with issues, problems and unusual situations	1	4	
Is open to new ideas and suggestions for change	1	3	
Works well under pressure	2	3	
Consistently puts aside personal views and implements Council policy and direction	2	3	
Displays the ability to resolve the numerous conflicts inherent in municipal government	3	1	
Responds well to a changing world and local conditions; is adaptive		4	
Is accessible to City Council members	1	3	1
Conforms to the high standards of the profession; follows the "ICMA Code of Ethics	2	2	
Exhibits a commitment to continuing education in order to encourage his professional development		5	
Is receptive to constructive criticism and advice	1	3	1
	30%	66%	4%

C. Job Effectiveness

The City Manager:

	<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
Demonstrates interest and enthusiasm about the Council's Vision for the City	1	1	
Gives his staff the tools necessary to provide efficient, responsive City services	4		
Coordinates the implementation of City goals and objectives	1	2	
Supports policies that will promote annexation and growth in the City of Palatka	1	2	
Creates a positive atmosphere for successful economic development in the City	2	2	
Supports responsible infrastructure expansion and maintenance		4	
Emphasizes the need for employee training and technological improvements	2	2	
	46%	54%	0%

Total Overall Score

<u>Needs Improvement</u>	<u>Meets Expectations</u>	<u>Exceeds Expectations</u>
45%	49%	6%

SECTION V: NARRATIVE RESPONSES

ACHIEVEMENTS FROM THIS PAST YEAR:

What were the Manager's most notable accomplishments during the past year?

- The City Manager had several notable accomplishments during the past year, including, but Limited to:
Completed formal trainings required to support her role as city manager and engaged mentors for added support
Increased public information that sheds a positive impact on the city by hiring an exceptional Public Information Officer
Cleared backlog of outstanding grants that were at risk of expiring and stabilized the city's grants process.
Successfully completed several stalled projects, increasing public confidence in the city

Updated all city parks and equipment generating increased access and use for city residents and positively impacting surrounding neighborhoods

Streamlined city department reporting structure resulting in more effective and efficient operations (i.e., Code Enforcement, Parks, etc.)

2 Completion of the lead project.

Over the past year, the City Manager has demonstrated strong fiscal oversight and organizational leadership by conducting a comprehensive review of the City's grant portfolio. This included identifying the status of active, pending, and under-utilized grant funds and evaluating where projects stood in relation to their funding timelines and compliance requirements.

As a result of this review, she implemented strategic processes to ensure grant dollars are fully leveraged and that funded projects move forward in a timely and accountable manner. These strategies included clarifying internal responsibilities, aligning departmental timelines with grant conditions, and establishing better tracking and reporting mechanisms.

Through these efforts, the City is now in a stronger position to maximize available funding, avoid the risk of losing grant dollars, and accelerate the completion of critical projects that benefit the residents of Palatka. This work has helped restore momentum to stalled initiatives and has improved overall coordination

3 between financial planning and project implementation

Completion of the federal lead and copper pipe assessment before or by the due date. Completion of data preparation for a positive third-party financial audit.

4 The ability to function as the Finance Department Manager and City Manager for several months.

Which of the Manager's qualities were most instrumental in fulfilling the role of City Manager this past year?

1 Collaborative, open to feedback, a "can do" attitude, innovative, personable, problem solver, and results oriented.

2 The CM was able to maintain the City's Functions after taking the role on, while performing additional role.

The City Manager's go-getter attitude was one of the most instrumental qualities in successfully fulfilling the responsibilities of the role this past year. She consistently demonstrated initiative, urgency, and a results-driven approach to addressing the City's challenges rather than allowing issues to linger or stall.

4 Ms. Carty's enthusiasm for and interest in a positive future for Palatka.

PERFORMANCE OBJECTIVES FOR COMING YEAR:

What does the Manager do that you would like him to continue?

1 Using innovative changes for operational effectiveness
Transferring her successful experience in other cities to address the city's unhoused population.
Continue working towards city manager certification and continuing education training.
Keeping her pulse on city staff to ensure the staff is supported and successful in their positions.

2 Work Ethic
Positive attitude in the midst of trials.

3 The City Manager's practice of providing weekly department updates is something that should absolutely continue. These updates create transparency, keep the City Commission informed, and ensure alignment across departments.

4 Maintain a positive attitude.
Continue to seek educational opportunities, peer and mentor interactions.

Is there anything that the Manager does that you would like him to do differently?

1 Identify root causes of systemic and on-going issues and address them timely. One example is negative employee relations as a result of ineffective Human Resources management.

Increase effective and respectful management of staff in a manner to create a collaborative working environment in which staff feels valued, respected, and empowered.

Develop and/or strengthen collaborative and productive relationships with intergovernmental agencies, the Chamber of Commerce, and other related entities and stakeholders whose work and influence impact the City of Palatka and surrounding communities.

2 When presenting items for consideration, the CM should provide data-driven, and comprehensive analysis including pros, cons of various alternatives and long-term consequences, in addition to sound recommendations.

3 One area where the Manager could improve is ensuring there is clear direction and a shared understanding of the City Commission's intent at the time of discussion and voting. It is important that when items are deliberated and voted on, both the Manager and the Commission leave the meeting with a precise understanding of what action is expected and how it should be carried out.
Establishing this clarity at the moment decisions are made will allow staff to move forward immediately, rather than having to return to the Commission later for clarification on matters that were already discussed. This will improve efficiency, reduce delays, and ensure that the Commission's priorities are implemented accurately and in a timely manner.

4 Demonstrate positive role model behavior.
Raise the professional standard for all employees.

In what areas should the Manager focus his attention in this coming year?

1 Executive Leadership through formal training and continued mentorship.
Human Resources – fill the gaps required to successfully support the city's needs
Increase your presence at city events, community events, churches, organization events, etc.
Increase confidence in your role as city manager.

2 Noted areas of improvement
Allowing individuals to be able to complete their statement without interrupting the thought/statement (Active listening)

In the coming year, the Manager should place a strong emphasis on organizational stability and employee retention. A stable workforce is essential to maintaining consistent service delivery, institutional knowledge, and overall operational effectiveness.

Focusing on employee morale, professional development, clear communication, and fair workplace practices will help reduce turnover and strengthen the City's internal culture. By investing in the people who keep the City running, the Manager can build a more resilient organization and ensure the City of Palatka is well-positioned to meet both current and future challenges.

Improve employee morale and employee retention.

Encourage the development of succession planning for every department and position.

Fill key positions such as the Assistant City Manager, Grants Administrator, HR position, etc.

Do you have any other general comments to share with the City Manager?

- 1 Overall, you have provided great support for our city since you stepped up to serve in an interim position at a critical time. You and your team have completed projects that were outstanding, filled critical positions, and have a positive attitude that bodes well for you and the city. You are agreeable and willing to shift, pivot, and collaborate – sometimes to a fault. Overall, your departments have indicated that morale has increased, especially in our police and fire departments. The city is positioned for positive growth. I believe your position is key to the success. Take the opportunity to shift your focus from supervisory to executive.
- 2 Promote job autonomy with direct reports and hold staff accountable.
Delegate responsibilities.

Section I

Comments:

- 1.Overall, you met expectations in several core communication areas. The areas indicated above would strengthen your working relationships and enhance overall governance. A more proactive, timely, and transparent communication approach with the council regarding administrative developments would be beneficial. There have been instances where issues were first brought to the council’s attention in public or after they had escalated, when an earlier notification could have allowed guidance, course correction, or support at the onset. In addition, clearly explaining the rationale behind your decisions, while acknowledging alternative options presented by staff and/or commissioners, builds trust and demonstrates that decisions are made collaboratively rather than in isolation.
- 2.Generally, Ms. Carty does a good job in sharing information with the City Commissioners although it does appear at times that direction is taken from specific commissioners versus the majority.
- 3.City Manager needs improvement and additional training on all areas checked to include planning ahead with follow-ups on time.

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Section II

Comments:

1.Your role requires balancing oversight with empowerment, and there are opportunities to strengthen effectiveness in this area. Improvement is needed in assigning and delegating work clearly and consistently, as well as accurately interpreting and executing directions provided by the Council. Providing clearer guidance and alignment will help ensure staff efforts are focused on shared priorities and common objectives. Additional growth opportunities include more actively directing, supporting, and motivating employees so they feel valued, respected, and equipped to perform effectively. Fostering a collaborative work environment – particularly among staff who work in close proximity – is essential. Ensuring that the workplace is not perceived as hostile and that communication remains respectful and productive will improve morale and performance. Addressing disciplinary issues in a timely and appropriate manner, and taking action when warranted, is also an important responsibility of your role. At the same time, greater trust in staff to carry out their assigned duties, once expectations are clearly set, will support accountability and operational efficiency. Ongoing professional development and mentoring will support this opportunity.

2.Personnel management is the skill that needs the greatest improvement for Ms. Carty. Overall Ms. Carty should strive to improve employee morale, trust the expertise of the leadership team, and encourage them to work independently.

3. City Manager needs to improve in timing discipline when appropriate. Move Swift and Fairly. Adhere to policy and be able to terminate when a liability exists. (When policy dictates)

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Section III
Comments:

1. There is an opportunity for improvement with citizens and intergovernmental partners. While supervisory and internal operational responsibilities receive appropriate attention, greater emphasis is needed on fulfilling the role of the city’s chief executive representative. Strengthening skills in working with the news media, providing timely and accurate information to the public, and consistently representing the Council’s adopted policies and positions would enhance public trust and alignment. Additionally, more active engagement with intergovernmental departments and external agencies – along with increased participation in regional and intergovernmental activities – would better advance the city’s interests and visibility. Increased executive-level presence, community visibility, and strategic external engagement will help ensure the city is effectively represented and positioned in both public and intergovernmental settings.

2. Ms. Carty has made herself present and available in the community.

3

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Section IV
Comments:

1.Overall, you consistently meet expectations related to personal accomplishments and professional conduct. You are receptive to constructive criticism and advice, handle feedback professionally, and make yourself available to meetings with the Council members and others as needed. There are opportunities for improvement in demonstrating sensitivity to the concerns of others, particularly staff. At times, staff concerns appear to be dismissed in favor of a “just do your job” approach, which has contributed to higher than desired turnover. The turnover has negatively impacted continuity, delayed deliverables in key departments, and can undermine your ability to command respect and sustain strong performance across the organization. Additional opportunities exist to more actively support staff development by emphasizing employee training and advancing the technological improvements needed. These investments would strengthen operational effectiveness and morale. Finally, when representing the city’s interests, there is opportunity to take a more definitive and assertive stance. Efforts to be agreeable and accommodating – both verbally and through non-verbal communication, can sometimes dilute the clarity of the city’s position. Greater decisiveness will enhance leadership presence and strengthen external and internal confidence. This feedback is offered to support continued professional growth and strengthen your effectiveness as the city’s chief executive.

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Second Reading: Rezone Ordinance 2026-08 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM CITY OF PALATKA AIRPORT DISTRICT (AP-1) TO CITY OF PALATKA LIGHT INDUSTRIAL DISTRICT (M-1) FOR THE FOLLOWING PROPERTY: PT OF SW1/4 SEC 3 + PT OF SE1/4 SEC 4 OR1184 P307, PARCEL 03-10-26-0000-0010-0060, LOCATED AT 0 PRC WAY, PALATKA, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

This request is for the rezoning of a 5.68 acre parcel located on 0 PRC Way. While reviewing this application, staff found inconsistency between the future land use designation and the zoning district. In order to correct the inconsistency, staff is also proposing a future land use amendment. The recommendation for the amendment of the Future Land Use Map is to change from City of Palatka (PBG-1) Public Building and Ground, to City of Palatka (IND) Industrial and to change the existing zoning from City of Palatka (AP-1) Airport Zoning District to (M-1) Light Industrial Zoning District.

BACKGROUND

The property lies in close proximity to the Palatka Municipal Airport and was originally given a future land use designation of Other Public Facilities (OPF), and a Light Industrial (M1) zoning district. In 2011 the city adopted Ordinance No. 11-48 amending the future land use designation to Public Buildings and Grounds (PB), and Ordinance No. 11-49 rezoning the parcel to Airport (AP-1). The problem with these amendments is that pursuant to Sec. 94-111, the adopted zoning district of AP-1 is not consistent with the adopted future land use of PB as shown in the consistency table below.(Please see staff report)

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

Staff recommends **APPROVAL** of the request to rezone property from Airport (AP-1) to Light Industrial Zoning District (M-1).

ATTACHMENTS

1.	Business Impact ORD 2026-08
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2.	8. Ordinance 26-08 Rezone (2)
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Business Impact Estimate

“Ordinance 2026-08 Rezone of PARCEL

03-10-26-0000-0010-0060 More specifically:

ORDINANCE NO. 2026-08

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM CITY OF PALATKA AIRPORT DISTRICT (AP-1) TO CITY OF PALATKA LIGHT INDUSTRIAL DISTRICT (M-1) FOR THE FOLLOWING PROPERTY: PT OF SW1/4 SEC 3 + PT OF SE1/4 SEC 4 OR1184 P307, PARCEL 03-10-26-0000-0010-0060, LOCATED AT 0 PRC WAY, PALATKA, FLORIDA; 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.

- ☐ 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. 2026-08

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM CITY OF PALATKA AIRPORT DISTRICT (AP-1) TO CITY OF PALATKA LIGHT INDUSTRIAL DISTRICT (M-1) FOR THE FOLLOWING PROPERTY: PT OF SW1/4 SEC 3 + PT OF SE1/4 SEC 4 OR1184 P307, PARCEL 03-10-26-0000-0010-0060, LOCATED AT 0 PRC WAY, PALATKA, FLORIDA; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, application has been made by the Beck/Sloan Properties Inc., 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 January 6, 2026, and two public hearings before the City Commission of the City of Palatka on January 22, 2026, and February 12, 2026, and

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

WHEREAS, the City Planning Board conducted a public hearing on January 6, 2026 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 22, 2026, and

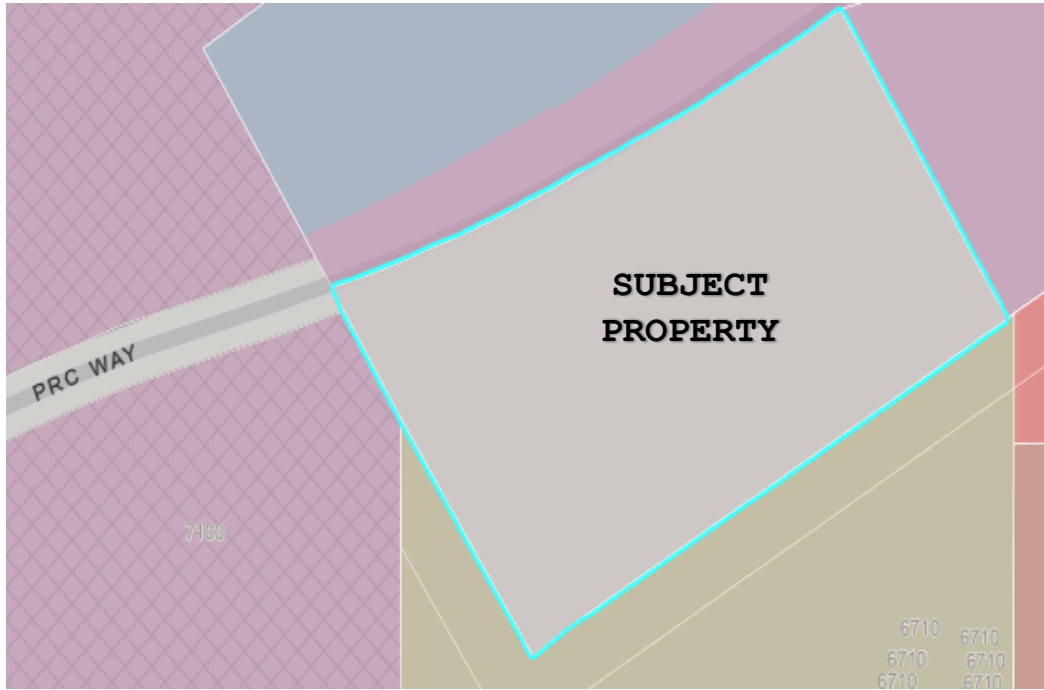
NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF PALATKA, FLORIDA:

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 Airport (AP-1) to Light Industrial Zoning District (M-1).

DESCRIPTION OF PROPERTY:

PT OF SW1/4 SEC 3 + PT OF SE1/4 SEC 4 OR1184 P307, PARCEL 03-10-26-0000-0010-0060, LOCATED AT 0 PRC WAY, PALATKA, FLORIDA



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.

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 22nd day of January 2026.

PASSED AND ADOPTED on the second reading by the City Commission of the City of Palatka, Florida, this 12th day of February 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

Request to Annex, Amend the Future Land Use Map and Rezone 500 Browning Av. & 201 N HWY 17

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex two parcels, approximately 4.16-acres, 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 both Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2).

BACKGROUND

The application involves two parcels, totaling approximately 4.16-acres and is located at 500 Browning Av. and 201 North Highway 17. The goal is to establish a Recreational Vehicle parking facility. The property currently is vacant. 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 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.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex the approximately 4.16-acre property into the City be approved.
2. Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM) be approved.
3. Staff recommends approval of the request to rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2) be approved.

ATTACHMENTS

1.	PB 24-11 500 Browning Av & 201 N HWY 17 Staff Report
2.	Boundary Survey
3.	App & Receipt
4.	Property Disclosure
5.	2023 Water availability
6.	201 N Hwy 17 Water and Sewer Availability
7.	Bay St. vacated
8.	Taxes parcels combined
9.	Deed
10.	500 Browning Av & 201 N HWY 17 Ariel

**Case PB 24-11 Annex, Amend Future Land Use Map and Rezone
Parcel Nos.:01-10-26-0250-0200-0000 & 01-10-26-0250-0220-0050
Address: 500 Browning Av. & 201 North Hwy 17 Palatka, FL 32177
Applicants: Perry D. Lewis**

STAFF REPORT

DATE: December 16, 2025
TO: City of Palatka Planning Board
FROM: STAFF

APPLICATION REQUEST

Request to annex two parcels, approximately 4.16-acres, 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 both Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-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 involves two parcels, totaling approximately 4.16-acres and is located at 500 Browning Av. and 201 North Highway 17. The goal is to establish a Recreational Vehicle parking facility. The property currently is vacant. 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.

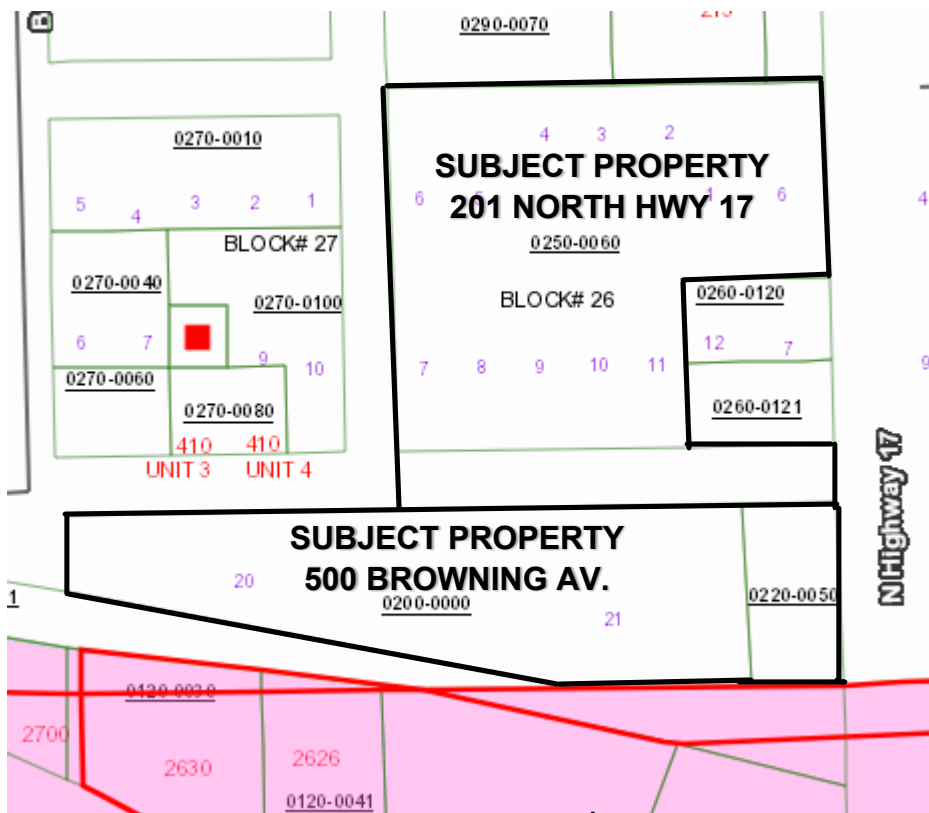


Figure 1: Subject site with City boundaries shown.

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

	Actual Use	FLUM	ZONING
Property Existing	Vacant	Putnam County Commercial (CR) And Urban Service (US)	Putnam County Commercial Retail (C-2) and Residential Mix (R-2)
Property Proposed	Recreational Vehicle parking facility.	City of Palatka Commercial (COM)	City of Palatka Intensive Commercial (C-2)
North	Residential	County Commercial (CR)	County Commercial Retail (C-2) & Residential Mixed (R-2)
South	Family Dollar & Sunoco	City Commercial (COM)	City Intensive Commercial (C-2)
East	Smokey Mountain Cabinets	County Commercial (CR)	County Commercial Retail (C-2) & Commercial General (C-3)
West	Residential	County Urban Service (US)	County Residential Mixed (R-2)

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 South of the parcels.

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 Has the capacity to serve 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

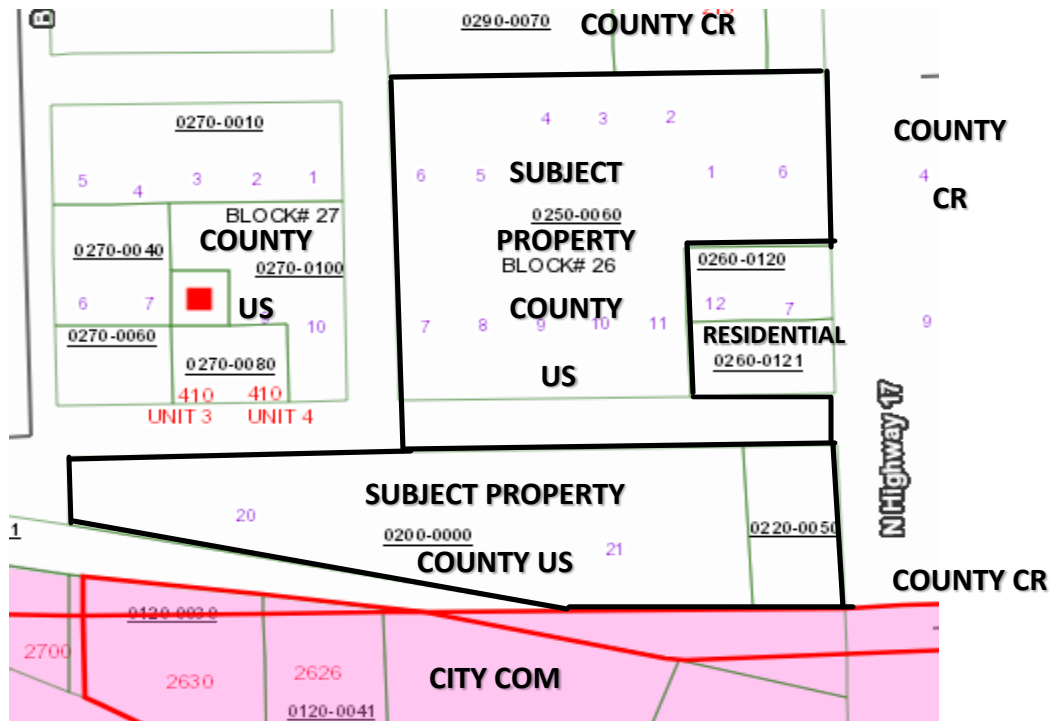


Figure 2: Current Future Land Use

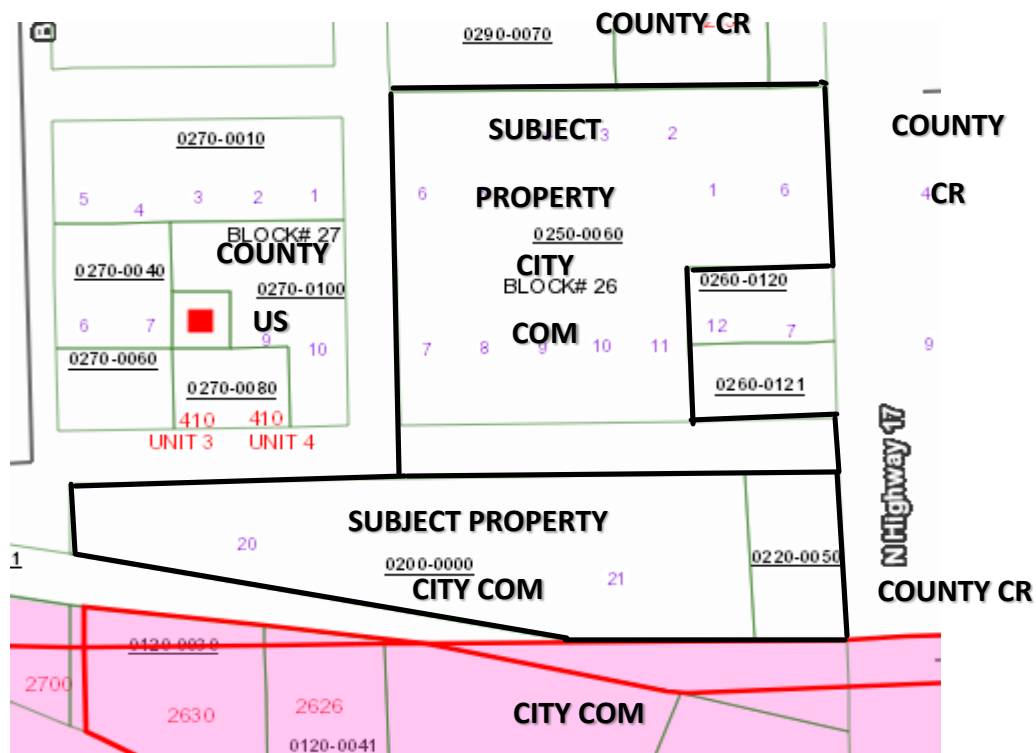


Figure 3: Proposed Future Land Use

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: The applicant proposes to continue the neighboring use of Commercial facilities. The land proposed for the amendment is consistent with the comprehensive plan.

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 South has water connections. This annexation would be contiguous, as it borders City limits to the South. The use of this parcel will be Commercial related. The subject parcel is located within an urbanized area with a mix of commercial and residential uses.

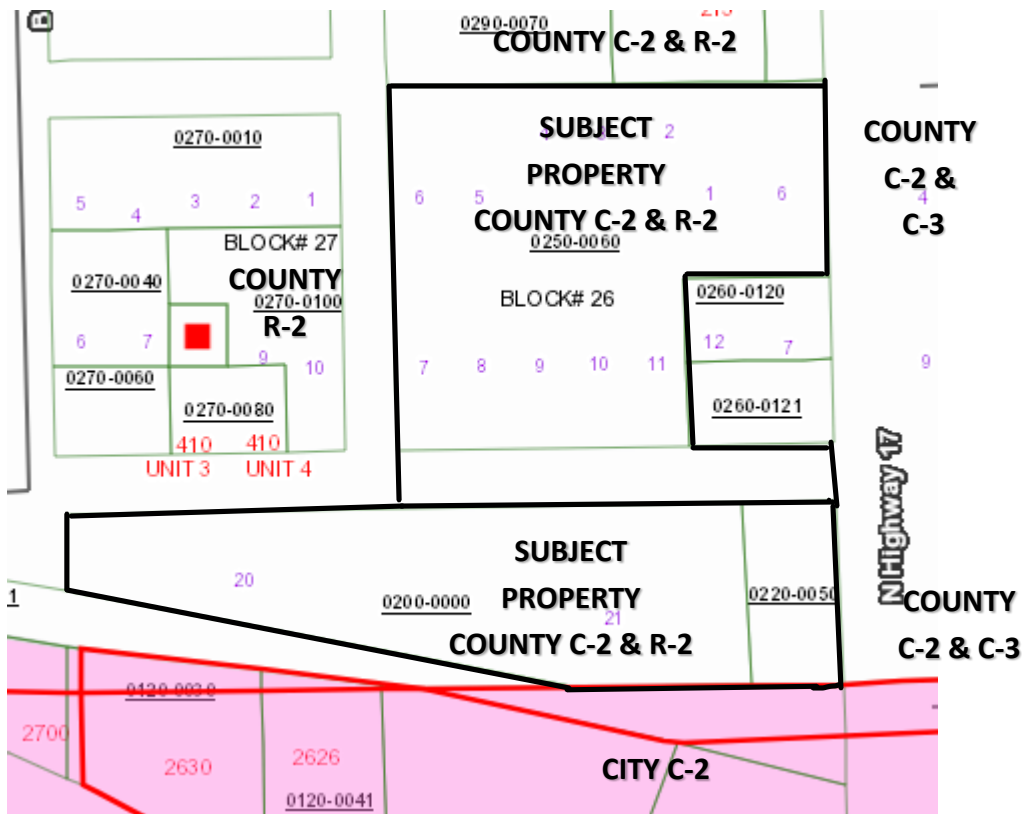


Figure 4: Current Zoning

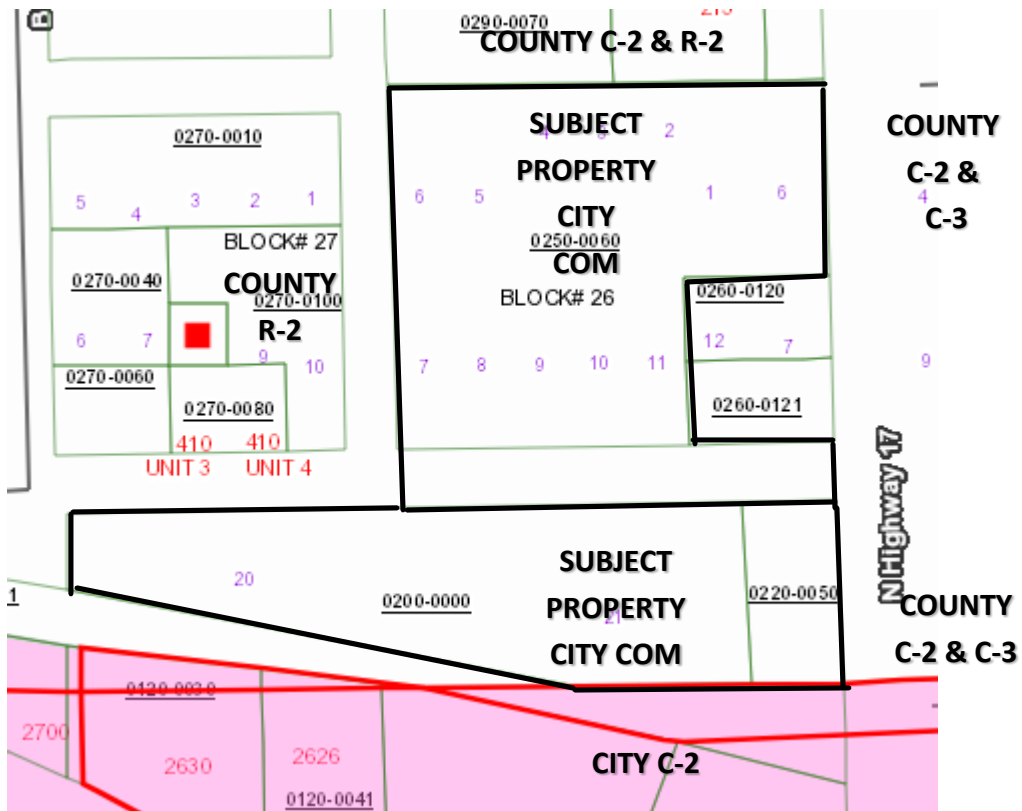


Figure: Proposed Zoning

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 Commercial Retail (C-2), 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 commercial, and residential 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 of a recreational vehicle parking facilities. There is already commercial uses surrounding the parcel and 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 recreational vehicle parking facility 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 mixed development of commercial and residential. Amending the property zoning to City of Palatka Commercial (COM) 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 commercial and residential. 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 mixed 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 4.16-acre property into the City be approved and;
2. Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM) be approved and;
3. Staff recommends approval of the request to rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2) be approved.



PLANNING DEPARTMENT
201 N 2ND STREET
PALATKA, FL 32177
386.329.0100 EXT. 327

ANNEXATION, AMENDMENT TO FLUM AND REZONING APPLICATION

Renee
386 329 0100

* Follow up after Road close
DATE RECEIVED: 10-4-24
APP NUMBER: PB -
HEARING DATE:

Application Requirements

This application must be completed and submitted with application fee and ALL required attachments.
(Checks payable to the City of Palatka)

- | | |
|--|---|
| ☒ Application Fee \$1440.00 (\$1600.00 Adv.) | ☒ Copy of Recorded Deed (3) |
| ☒ Survey | ☐ Legal Description |
| ☒ Site Plan (for planned development) | ☐ Project Narrative |
| ☒ Letter of Authorization | ☐ Supplementary Information |
| ☐ Project Narrative | ☐ Site Map |

Property Information

- Property Address: 500 Browning Ave / 211 N. Hwy 17 Palatka FL.
- Parcel Number: 01-10-26-0250-200-0000 / 01-10-26-0250-0250-0060
- Lot size/acreage: (3 parcels) — Plus —> 01-10-26-0250-0220-0050
- Current Property Use: Undeveloped
- Current Future Land Use Map Designation: Wooded
- Proposed Future Land Use Map Designation (if applicable):
- Proposed Use: RV Parking (not storage)
- Current Zoning Designation: C-2, R-2 Requested Zoning Designation: C-2
- Square footage of any proposed structures: office / Garage; and two (2) Business Buildings. Number & types of structures on property: 2 (two) three (3)

Applicant Information

(Submit proof of authorization to act as agent with your application)

Owner Name(s): PERRY D. Lewis
Mailing Address: 6 CARRY COURT Palm Coast FL 32137
Phone Number(s): 386562 8718 Email: Pelew77@yahoo.com

Agent/Contractor (Submit proof of authorization to act as agent with your application)

Name(s):
Mailing Address:
Phone Number(s): Email:

To Be Notarized

Name (Print Name): Peter Willott
Signature: [Signature] Date: Oct. 4, 2024

STATE OF Florida County of Putnam

Before me this day personally appeared Perry Lewis who executed the foregoing application and acknowledged to and before me executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 4 day of Oct. A.D. 2024.

(Notary Seal)



PETER WILLOTT
Notary Public
State of Florida
Comm# MH349690
Expires 1/12/2027

Notary Public

My commission expires: 11/12/2027 State of FLa. at Large
Type of Identification Produced: D/L

For Official Use Only

Date Submitted: _____ FLUM Designation: _____
Received By: _____ Preliminary Review by: _____
Confirmed Current Zoning: _____ Date Legal Ad Ran: _____
(Allowable) Requested Zoning: _____ Sign(s) Posted Date: _____
Surrounding property owner's notices sent: _____

Attachments Reviewed:

- ☐ Copy of Recorded Deed
- ☐ Legal Description
- ☐ Survey
- ☐ Letter of Authorization
- ☐ Application Fee

City of Palatka
201 N 2ND ST
PALATKA FL 32177-3735
(386) 329-0100
CASH RECEIPT

Date: 02/01/2024 OPER ID: MBROWN RECEIPT NO:D017027

RECEIVED FROM: 500 BROWNING AV & 211 N HWY 17

AMOUNT RECEIVED: 1,600.00 TYPE: CA CASH
CHANGE DUE: 0.00
TOTAL RECEIVED: 1,600.00

DISTRIBUTION:		DESCRIPTION / FOR
AMOUNT	ACCOUNT NUMBER	
1,440.00		500 BROWNING AV & 211 REZONING APP & ADVERTISING
160.00		500 BROWNING AV & 211 ADVERTISING

DISCLOSURE OF OWNERSHIP INTERESTS - PROPERTY

(TO BE COMPLETED AND EXECUTED BY THE PROPERTY OWNER(S) FOR EACH APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT OR DEVELOPMENT ORDER)

TO: CITY OF PALATKA PLANNING DIRECTOR, OR HIS OR HER OFFICIALLY DESIGNATED REPRESENTATIVE

STATE OF FLORIDA CITY
OF PALATKA

BEFORE ME, the undersigned authority, this day personally appeared Perry D. Lewis, hereinafter referred to as "Affiant," who being by me first duly sworn, under oath, deposes and states as follows:

1. Affiant is the ☐ individual or ☒ owner {position - e.g., president, partner, trustee} of _____ [name and type of entity - e.g., ABC Corporation, XYZ Limited Partnership] that holds an ownership interest in real property legally described on the attached Exhibit "A" (the "Property"). The Property is the subject of an application for Comprehensive Plan amendment, Rezoning or Development Order approval with the City of Palatka.
2. Affiant's address is: 60 CARRY COURT
PALE COAST FL
32137
3. Attached hereto as Exhibit "B" is a complete listing of the names and addresses of every person or entity having a five percent or greater interest in the Property. Disclosure does not apply to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.
4. Affiant acknowledges that this Affidavit is given to comply with the City of Palatka policy, and will be relied upon by the City of Palatka in its review of application for Comprehensive Plan amendment, Rezoning or Development Order approval affecting the Property. Affiant further acknowledges that he or she is authorized to execute this Disclosure of Ownership Interests on behalf of any and all individuals or entities holding a five percent or greater interest in the Property.
5. Affiant further acknowledges that he or she shall by affidavit amend this disclosure to reflect any changes to ownership interests in the Property that may occur before the date of final public hearing on the application for Comprehensive Plan amendment, Rezoning or Development Order approval.
6. Affiant further states that Affiant is familiar with the nature of an oath and with the penalties provided by the laws of the State of Florida for falsely swearing to statements under oath.

7. Under penalty of perjury, Affiant declares that Affiant has examined this Affidavit and to the best of Affiant's knowledge and belief, it is true, correct, and complete.

FURTHER AFFIANT SAYETH NAUGHT.

_____, Affiant
(Print Affiant Name)

NOTARY PUBLIC INFORMATION:

**STATE OF FLORIDA CITY
OF PALATKA**

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization, this 5th day of Dec, 2025 by Perry Lewis (name of person acknowledging). He/she is personally known to me or has produced FI DL (type of identification) as identification and did/did not take an oath (circle correct response).

Melissa Dreyer
(Name - type, stamp or print clearly)

[Signature]
(Signature)

My Commission Expires on: 8/4/2026



EXHIBIT "A"

PROPERTY

EXHIBIT "B"

DISCLOSURE OF OWNERSHIP INTERESTS - PROPERTY

Affiant must identify all entities and individuals owning five percent or more ownership interest in the Property. Affiant must identify individual owners. For example, if Affiant is an officer of a corporation or partnership that is wholly or partially owned by another entity, such as a corporation, Affiant must identify the other entity, its address, and the individual owners of the other entity. Disclosure does not apply to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

Name

Address

Perry D. Lewis 6 CARRY Ct PC FL 32137
 211 N. Hwy 17 500 Browning Ave
 01-10-26 0250-0200-0000
 01-10-26 02500250 0060

201 N Hwy 17 01 10 26 0250 0920-0050
 PDL

A portion of West Bay Street in Palatka FL
 vacated Putnam County Dec 10, 2024.

Perry Lewis
 (Signature)

Perry Lewis
 (Name in print)

(Name of company, if applicable)

6 CARRY Court
 (Address, City, State, Zip)
PALM COAST FL 32137

Palm Coast FL 32137
 (Title)
 (Address, City, State, Zip)

NOTARY PUBLIC INFORMATION

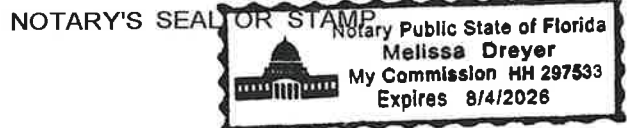
STATE OF FLORIDA/ CITY
OF PALATKA

The foregoing instrument was sworn to and subscribed before me by means of () physical presence or
 [] online notarization, this 2nd day of Dec, 2025, by Perry Lewis
 (name of person making statement). He/she is personally known to me or has produced
FL DL (type of identification) as identification.

Melissa Dreyer
 (Name in print)

Melissa Dreyer
 (Signature)

My Commission Expires on 8/4/2026



City of Palatka Public Works
Utilities Division

To: Lewis Perry

From: Rhett McCamey, Water & Sewer Superintendent

Date: August 10, 2023

RE: 211 N Hwy 17 & 500 Browning Ave. / Water & Sewer availability

The property would need to be annexed into the City to connect to City Utilities.

Water is available from an 8" water main which crosses U.S. 17 on the south side of the old railroad bed.

This would require you to hire a Civil Engineer to design the project and permit the project with DEP and DOT. And would require an underground utility contractor to extend an 8" water main down the west side of U.S. 17 approximately, 450 feet to provide potable water and fire protection. The approximate cost of an 8" x 8" tap is \$4,000.00. The estimated approximate cost for 450' of 8" pipe and installation is \$75.00 per foot = \$33,750.00. Fire hydrant assembly \$7,500.00.

The total cost is approximately \$45,250.00 plus engineering, permitting, sidewalk replacement, grass replacement, etc....

Sewer is available from a 6" gravity main which crosses U.S. 17 on the south side of the old railroad bed. The sewer main is too shallow to extend gravity sewer north on 17. A 4" force main could be extended out of it to serve the property.

This would require you to hire a Civil Engineer to design the project and permit the project with DEP and DOT. And would require an underground utility contractor to extend a 4" force main down the west side of U.S. 17 approximately, 450 feet, The estimated approximate cost of a 4" manhole core is \$2,500.00. The approximate cost for 450' of 4" pipe and installation is \$45.00 per foot = \$20,500.00. The total cost is approximately \$22,750.00 plus engineering and permitting sidewalk replacement, grass replacement, etc.

A private sewer lift station would be needed on the property to pump the sewage into the force main.

Water and sewer service tap fees and impact fees would also be charged according to the size of the meter and the number of fixtures to set the water meter service to the property.

Thank you,
Rhett

McCamey, W & S Superintendent

1010 Ocean Street
Palatka, FL 32177
Tel. (386) 329-0109
Fax (386) 385-5275



To: Lewis Perry

From: Eli Higginbotham, Water & Sewer Superintendent

Date: December 2, 2025

Ref: 201 N Hwy 17

Water is available at this location from an 8-inch water main which crosses Hwy 17 on the south side of the old railroad bed.

This would require you to hire an engineer to design and permit the project with FDEP and FDOT. This would require you to hire an underground utility contractor to install and extend an 8-inch water main approximately 100-125 feet to provide potable water and fire protection.

Sewer is available from a 6-inch gravity sewer main which crosses Hwy 17 on the south side of the old railroad bed. The sewer main is too shallow to extend gravity sewer. A 4-inch force main would need to be extended to the sewer main from the property.

This would require you to hire an engineer to design and permit the project with FDEP and FDOT. This would require you to hire an underground utility contractor to install and extend a 4-inch force main down the west side of Hwy 17 approximately 100-125 feet and core the manhole. A private sewer lift station would be needed on the property to pump the sewerage into the force main. The Engineer would determine the size of the wet well and pumps you need.

Water and sewer service fees and taps fees would be charged according to the size of and number of meters needed and the number of fixtures. The expense of the extension, sidewalk replacement, grass replacement, and the hiring of the engineer to design it and the utility contractor to install it are yours.

The property is contiguous to the city limits and annexation into the city is required to connect to city utilities.

You should contact Lorenzo Aghemo, the City Planning Director, about starting annexation.

205 N 2nd Street. (386) 329- 0100, Email LAGHEMO@PALATKA-FL.GOV

Thank you,

Eli Higginbotham, W & S Superintendent

COPY

Inst: 202554002749 Date: 02/03/2025 Time: 2:43PM By: CH, DC,
Matt Reynolds, Putnam, County Page 1 of 3 B: 1795 P: 973

RESOLUTION NO. 2024- 142

**AUTHORIZING THE ADVERTISEMENT FOR VACATING A PORTION OF A STREET
IN THE BAILEYVILLE SUBDIVISION AND PROVIDING AN EFFECTIVE PUBLIC
HEARING DATE**

WHEREAS, the Board of County Commissioners received an application from property owner Perry Lewis to vacate a portion of West Bay Street in Palatka, Florida as shown on the plat of Baileyville Subdivision recorded in Map Book 2, Page 11 of the Public Records of Putnam County, Florida; and

WHEREAS, the Board of County Commissioners wishes to adopt a resolution declaring that, at a definite time and place, a public hearing will be held to consider the matter,

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY
COMMISSIONERS OF PUTNAM COUNTY, FLORIDA:**

1. The Board hereby authorizes the advertisement of a notice of public hearing as described in Exhibit "A" attached hereto, to be published in a newspaper of general circulation within Putnam County not less than two weeks prior to the date of such hearing.

DULY ADOPTED in regular session, this 10th day of December, A.D., 2024.

**BOARD OF COUNTY COMMISSIONERS
PUTNAM COUNTY, FLORIDA**

SEAL



ATTEST:


Matt Reynolds, Clerk of Courts

By: 
Leota Wilkinson, Chairwoman

STATE OF FLORIDA

County of Putnam

The undersigned personally appeared before me, a Notary Public for the State of Florida, and deposes that the Palatka Daily News is a daily newspaper of general circulation, printed in the English language and published in the City of Palatka in said County and State; and that the attached order, notice, publication and/or advertisement:

NOTICE OF PUBLIC HEARING FOR C

Was published in said newspaper 1 time with said being made on the following dates:

12/28/2024

Affiant further says that the newspaper or website complies with all legal requirements for publication in chapter 50, Florida Statutes.

The Palatka Daily News has been continuously published as a daily newspaper, and has been entered as second class matter at the post office at the City of Palatka, Putnam County, Florida, each for a period of more than one year next preceding the date of the first publication of the above described order, notice and/or advertisement.

Debra Whitaker

Sworn to and subscribed to before me this 28th day of December, 2024 by Debra Whitaker, Administrative Assistant, of the Palatka Daily News, a Florida corporation, on behalf of the corporation.

Jeannette Eveland

Jeannette Eveland, Notary Public

My commission expires: April 30, 2025

Notary Seal
Seal of Office:



☒ Personally known to me, or
☐ Produced identification:
☒ Did take an oath

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING FOR CLOSING A PORTION OF A STREET IN THE BAILEYVILLE SUBDIVISION IN PALATKA

TO WHOM IT MAY CONCERN:

You will please take notice that the Board of County Commissioners of Putnam County, Florida will at 9:05 A.M., or as soon thereafter as possible, on the 14th day of January, 2025, in the County Commissioner Meeting Room located in the Governmental Complex, 2509 Crill Avenue, Suite 100, Palatka, Florida, consider and determine whether or not the County will vacate, abandon, discontinue, renounce and disclaim any right of the County and the public to a portion of West Bay Street in the Baileyville Subdivision in Palatka, Putnam County, Florida, more particularly described as follows:

That portion of Bay Street located between Block 21 and Lots 7 through 11, Block 26, as shown on the plat of Baileyville recorded in Map Book 2, Page 11 of the Public Records of Putnam County, Florida.

Persons interested may appear and be heard at the time and place specified above.

Dated this 26th day of December, 2024.

BOARD OF COUNTY COMMISSIONERS
PUTNAM COUNTY, FLORIDA

By: James Stout, Executive Director of Public Works

Legal No. 00107482
12/28/24

EXHIBIT "A"

NOTICE OF PUBLIC HEARING FOR CLOSING A PORTION OF A STREET IN THE BAILEYVILLE SUBDIVISION IN PALATKA

TO WHOM IT MAY CONCERN:

You will please take notice that the Board of County Commissioners of Putnam County, Florida will at 9:05 A.M. or as soon thereafter as possible, on the 14th day of January, 2025, in the County Commissioner Meeting Room located in the Governmental Complex, 2509 Crill Avenue, Suite 100, Palatka, Florida, consider and determine whether or not the County will vacate, abandon, discontinue, renounce and disclaim any right of the County and the public to a portion of West Bay Street in the Baileyville Subdivision in Palatka, Putnam County, Florida, more particularly described as follows:

That portion of Bay Street located between Block 21 and Lots 7 through 11, Block 26, as shown on the plat of Baileyville recorded in Map Book 2, Page 11 of the Public Records of Putnam County, Florida.

Persons interested may appear and be heard at the time and place specified above.

Dated this _____ day of _____, 2024.

BOARD OF COUNTY COMMISSIONERS
PUTNAM COUNTY, FLORIDA

By: James Stout, Executive Director of Public Works

Parcels Combined
by County.

Parcel owner mailing	01-10-26-0250-0220-0050 (VID 938)		LEWIS PERRY 6 CARRY CT PALM COAST FL 32137		Parcel Sales Data								
					Book	Page	Instrument	Sale Date	QSCD	Price			
Parcel description					1738	0890	WD	2023-12-28	00 V	10,000			
					0872	0573	TXD	2001-10-17	01 V	5,780			
					0398	1159	WD	1980-12-01	V	100			
					0398	0303	WD	1980-12-01	V	100			
Present Parcel					Outbuildings and Extra Features								
	Exemption	Amount	Remainder	Owner %	Applied To	Line	Code	Units	Length	Width	Sq Ft	Rate	Value
					Total: 0								

Parcels Combined by County.

Putnam County Property Appraiser 2026 Interim Tax Roll 01-10-26-0250-0200-0000 (VID 935) 500 BROWNING AV PALATKA 32177

Parcel Owner Mailing		01-10-26-0250-0200-0000 (VID 935)		Parcel Sales Data		QSCD		Price	
LEWIS PERRY D		1703		0494		WD		2023-03-14	
6 CARRY CT		1413		1708		FIQT		2015-07-06	
PALM COAST FL 32137		1403		0131		TXD		2015-03-11	
\$ Bay 5		1199		0618		AFFD		2008-07-15	
500 BROWNING AV PALATKA 32177		1197		0173		LOA		2008-06-23	
BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20 + 21 (EX OR314 P1996)		1194		0142		ORD		2008-05-22	
+ PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003									
Parcel Description		Outbuildings and Extra Features							
		Line	Code	Units	Length	Width	Sq Ft	Rate	Value
		Total: 0							
Current Parcel									
Exemption		Amount	Remainder	Owner %	Applied To				
Improvement Value		0	Use Code	00000					
BXF Value		0	Improvements	0					
Land Value		33,000	Location	Putnam County					
Market Value		33,000	Total Acres	1.55					
List Value CU		0	Zoning	R-2					
List Value CU		0	FLUM	US					
Market Adjusted		33,000							
Parcel Value Breakdown									
King District		Assessed	Minus(-)	Taxable					
County General		Limited	Exemptions	Value					
Re MSTU		26,930	0	26,930					
Johns River WMD		26,930	0	26,930					
School		33,000	0	33,000					
Sights		JRW	2003-05-13	JRW	2001-07-25				
Ranges		Jedw01	2025-08-19	apet26	2025-04-11				
Description		Primary Improvement							
Age		Dep Rate	Title Year	Substructure	Cabinet & Mill				
Type		Year Built	Title No.	Floor System	Floor Finish				
If Base Rate		Est Yr Built	Model	Exterior Walls	Interior Finish				
As Sq Ft		Est Yr Built	AP No or Tag	Height (Feet)	Paint & Decor				
Good		Obs Cond	Length	Party Wall %	Plumbing Fix				
Quality		Replace Cost	Width	Sub Frame	Bath Tile				
		Dep Rep Cost	Lot #	Roof Framing	Heating & Air				
		Functional Obs	Attachments	Roof Cover	Electrical				
		Economic Obs	Account	Bed / Bath	Comments				
		Total Replacement Cost:							



Prepared by:
Cindy Brown
Land Title of America, Inc.
2495 US Highway 1 South
Saint Augustine, FL 32086
File Number: 23-317-CB

Inst: 202354005805 Date: 03/17/2023 Time: 12:54PM Doc Stamp-
Deed: 1120.00 By: MB, DC, Matt Reynolds, Putnam, County Page
1 of 2 B: 1703 P: 494

Parcel ID: 01-10-26-0250-0200-0000
and 01-10-26-0250-0250-0060

Warranty Deed

This Indenture made this 14th day of March, 2023 BETWEEN Christopher E. Dolney, P.A., a Florida Corporation, GRANTOR*, whose post office address is 15 Emerald Lane, Suite A, Palm Coast, FL 32164, and Perry D. Lewis, a married man, GRANTEE*, whose post office address is 6 Carry Court, Palm Coast, FL 32137.

Witnesseth, that said Grantor, for and in consideration of the sum of TEN AND 00/100'S (\$10.00) Dollars and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the grantee and grantee's heirs forever the following described land located in the County of Putnam, State of Florida, to-wit:

Parcel 1:

Blocks 20 and 21, Map of Baileyville - Bailey and Merrills Subdivision, according to the plat thereof as recorded in Plat Book 2, Page 11, in the Office of the Clerk of the Circuit Court, Putnam County, Florida, less and except lands described in Official Records Book 314, Page 1996.

Parcel 2:

Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, and 11, Block 26, Map of Baileyville - Bailey and Merrills Subdivision, according to the plat thereof as recorded in Plat Book 2, Page 11, of the Public Records of Putnam County, Florida.

And;

Lot 6, Block 25, Map of Baileyville - Bailey and Merrills Subdivision, according to the plat thereof as recorded in Plat Book 2, Page 11, of the Public Records of Putnam County, Florida.

And;

That portion of Holly Avenue as shown on the Map of Baileyville - Bailey and Merrills Subdivision, according to the plat thereof as recorded in Plat Book 2, Page 11, of the Public Records of Putnam County, Florida. Per roadway closure order as described in Official Records Book 139, Page 489, of said Putnam County, Florida.

And;

Warranty Deed

File No.: 23-317-CB

Page 1 of 2

The Southerly 1/2 of Lake Street as shown on the Map of Baileyville - Bailey and Merrills Subdivision, according to the plat thereof as recorded in Plat Book 2, Page 11, of the Public Records of Putnam County, Florida. Per roadway closure order as described in Official Records Book 549, Page 1020, of said Putnam County, Florida.

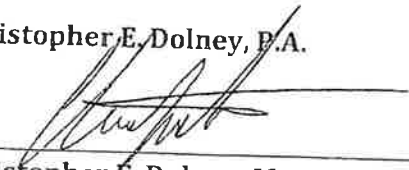
Subject to Covenants, Restrictions, Easements and Reservations of record, if any; However, this reference does not operate to reimpose same; Subject to Zoning Ordinances that may affect subject property; Subject to Taxes for the year 2023 and Subsequent Years.

and said grantor does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

*Singular and plural are interchangeable, as context requires.

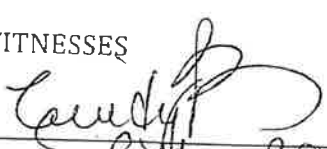
In Witness Whereof, **Grantor**, has hereunto set grantor's hand and seal this day and year first above written.

Christopher E. Dolney, P.A.

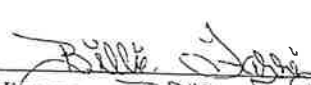


Christopher E. Dolney, Manager

WITNESSES

Witness: 

Cindy Brower

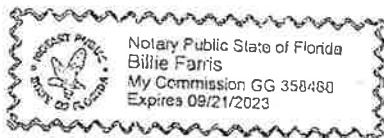
Witness: 

Billie Farris

State of Florida
County of Saint Johns

THE FOREGOING INSTRUMENT was acknowledged before me by means of ☒ physical presence or ☐ online notarization on **March 14, 2023** by **Christopher E. Dolney,, Manager of Christopher E. Dolney, P.A., a Florida corporation** who is or are personally known to me or has or have produced Driver's License(s) as identification.

[Seal]





Notary Public: **Billie Farris**
My commission expires: **9-21-2023**



ORDINANCE NO. 2026-09

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050, BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, 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: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex two parcels, approximately 4.16-acres, 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 both Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2).

BACKGROUND

The application involves two parcels, totaling approximately 4.16-acres and is located at 500 Browning Av. and 201 North Highway 17. The goal is to establish a Recreational Vehicle parking facility. The property currently is vacant. 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 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.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex the approximately 4.16-acre property into the City be approved.

2. Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM) be approved.
3. Staff recommends approval of the request to rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2) be approved.

ATTACHMENTS

1.	9. ORD 26-09 500 Browning Av ANNEXATION PB24-11
2.	ORD 2026-09 Business Impact

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

ORDINANCE NO. 2026-09

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT PROPERTY IDENTIFIED AS PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050, BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a 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: Perry Lewis 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 January 6th, 2026, and recommended approval of this annexation to the City Commission, and

WHEREAS, the City Commission of the City of Palatka conducted public hearings on February 12th, 2026, and February 26th, 2026, and

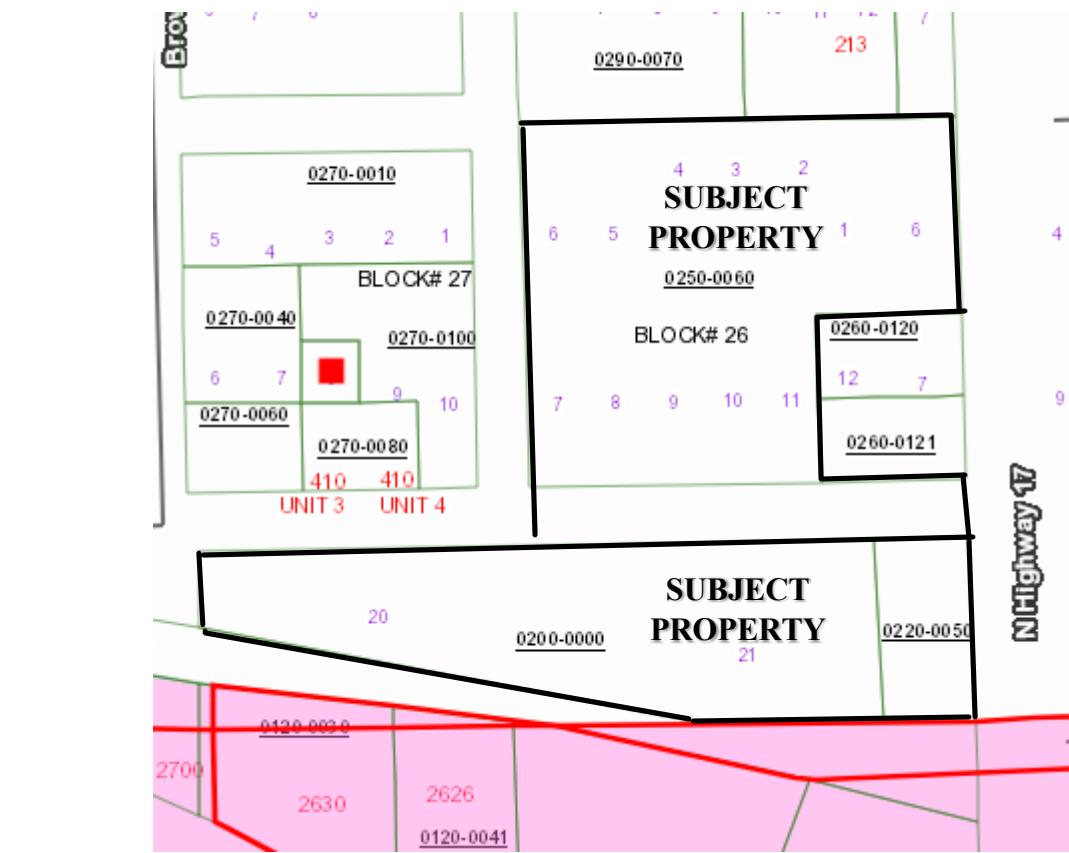
WHEREAS the City Commission of the City of Palatka finds that it is in the best interest of the people of the City of Palatka, Florida, that said lands be annexed and become a part of the City of Palatka; and

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 PROPERTIES:

BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE



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 12th day of February 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 26th day of February 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

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.

“ORDINANCE NO. 2026-09 Annexation of PARCEL **01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050** 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 PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050, BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, 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:

¹ See Section 166.041(4)(c), Florida Statutes.

- a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
- b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): The 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. 2026-10

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) AND URBAN SERVICE TO CITY OF PALATKA COMMERCIAL (COM) FOR THE FOLLOWING PROPERTIES: 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177, BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex two parcels, approximately 4.16-acres, 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 both Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2).

BACKGROUND

The application involves two parcels, totaling approximately 4.16-acres and is located at 500 Browning Av. and 201 North Highway 17. The goal is to establish a Recreational Vehicle parking facility. The property currently is vacant. 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 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.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex the approximately 4.16-acre

property into the City be approved.

2. Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM) be approved.
3. Staff recommends approval of the request to rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2) be approved.

ATTACHMENTS

1.	10. Ord 26-10 500 Browning Av FLUM PB 24-11
2.	ORD 2026-10 Business Impact

ORDINANCE NO. 2026-10

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) AND URBAN SERVICE TO CITY OF PALATKA COMMERCIAL (COM) FOR THE FOLLOWING PROPERTIES: 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177, BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an application has been made by Perry Lewis, 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 January 6th, 2026, 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 February 12th, 2026, and

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

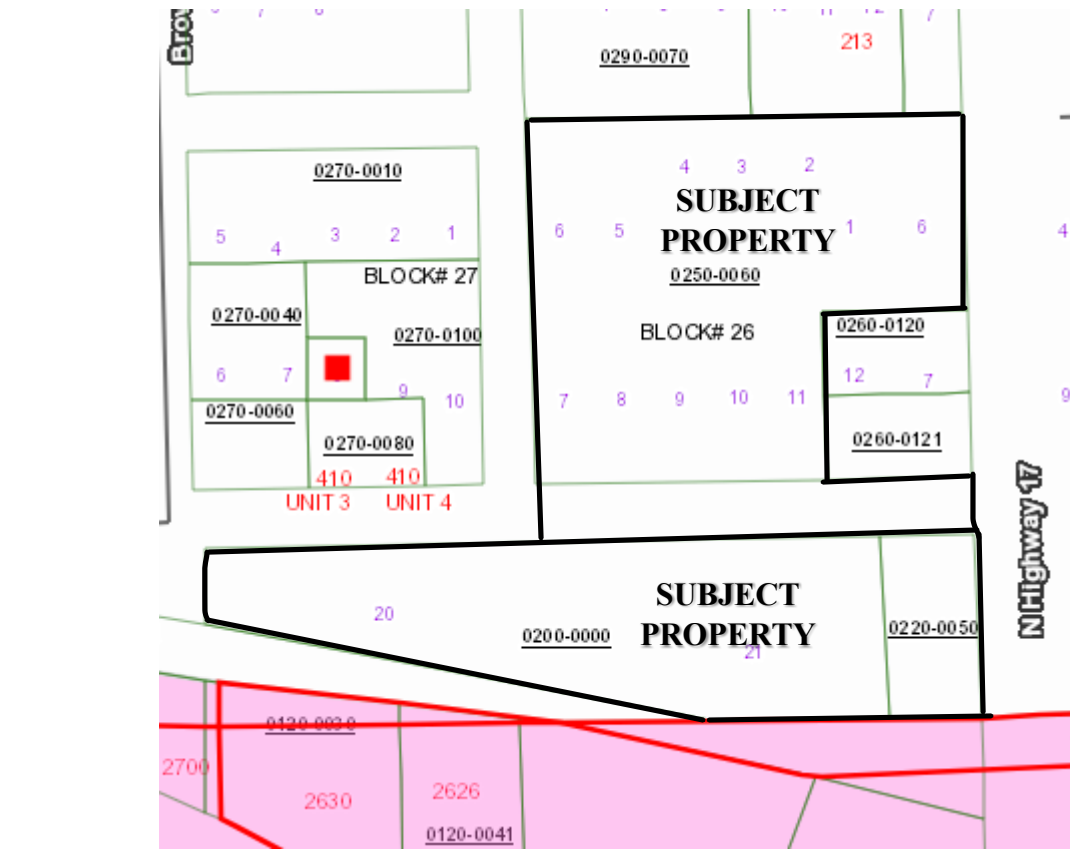
Section 1. Adopted Small Scale Amendment

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 parcels 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 Numbers</u>	<u>Acreage</u>	<u>Current Future Land Use</u>	<u>Amended Future Land Use</u>
01-10-26-0250-0200-0000 01-10-26-0250-0220-0050	4.16	Putnam County Commercial (CR) Urban Service (US)	City of Palatka Commercial (COM)

BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE



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. 2026-09 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 12th day of February 2026.

CITY OF PALATKA, FLORIDA

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

Business Impact Estimate

ORDINANCE NO. 2026-10 Future Land Use Amendment of PARCEL **01-10-26-0250-0200-0000** AND **01-10-26-0250-0220-0050** More specifically:

ORDINANCE NO. 2026-10

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) AND URBAN SERVICE TO CITY OF PALATKA COMMERCIAL (COM) FOR THE FOLLOWING PROPERTIES: 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177, BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050, 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;

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. 2026-11

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) AND RESIDENTIAL MIX (R-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050 , CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTIES LOCATED AT 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex two parcels, approximately 4.16-acres, 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 both Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2).

BACKGROUND

The application involves two parcels, totaling approximately 4.16-acres and is located at 500 Browning Av. and 201 North Highway 17. The goal is to establish a Recreational Vehicle parking facility. The property currently is vacant. 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 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.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex the approximately 4.16-acre

property into the City be approved.

2. Staff recommends approval of the request to amend the Future Land Use Map from Putnam County Commercial (CR) and Urban Service (US) to City of Palatka Commercial (COM) be approved.
3. Staff recommends approval of the request to rezone from Putnam County Commercial Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2) be approved.

ATTACHMENTS

1.	11. Ord 26-11 500 Browning Av Rezoning PB 24-11 (1)
2.	ORD 2026-11 Business Impact

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

ORDINANCE NO. 2026-11

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) AND RESIDENTIAL MIX (R-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050 , CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTIES LOCATED AT 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an application has been made by Perry Lewis, 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 January 6th, 2026, and two public hearings before the City Commission of the City of Palatka on February 12th, 2026, and February 26th, 2026, and

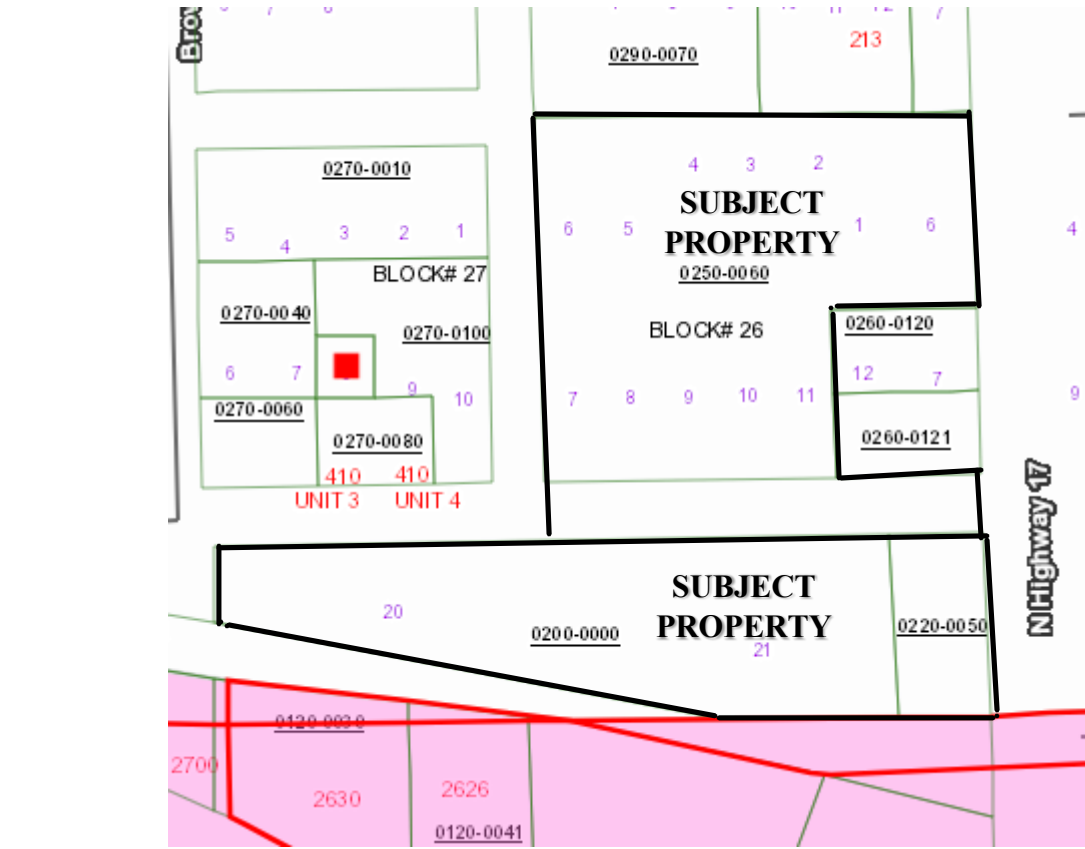
WHEREAS, the City Commission of the City of Palatka has determined that said amendment should be adopted.

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 properties from the present zoning classification of Putnam County Commercial, Retail (C-2) and Residential Mix (R-2) to City of Palatka Intensive Commercial (C-2) classification.

DESCRIPTION OF PROPERTIES:

BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE



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. 2026-10 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 203-309, 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 12th day of February 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 26th day of February 2026.

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

Business Impact Estimate

Proposed ordinance's title/reference: **"ORDINANCE NO. 2026-11 Rezone of PARCEL 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050** 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) AND RESIDENTIAL MIX (R-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), BAILEYVILLE S/D MB2 P11 ALL OF BLKS 20+21 (EX OR314P1996) +PT OF CLOSED BAY ST OR1795 P970 RESO 2025-003 AND BAILEYVILLE S/D MB2 P11 BLK22 LOTS 5 6 (EX HWY) +THAT PART OF CLOSED HOLLY AVE, THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCELS 01-10-26-0250-0200-0000 AND 01-10-26-0250-0220-0050 , CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTIES LOCATED AT 500 BROWNING AVENUE AND 201 NORTH HIGHWAY 17, PALATKA, FLORIDA 32177; 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.

- ☐ 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.

Request to Annex, Amend Future Land Use Map and Rezone 3129 Reid St.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex one parcel, approximately 0.69 acres, into the City of Palatka to connect to the City's water service system, for the purpose of developing a car dealership; amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial, Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2).

BACKGROUND

The application is for approx. 0.69 acres parcel located at 3129 Reid Street. The parcel is vacant. The intent of the applicant is to develop a car dealership on the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex approximately 0.69-acre property into the City be approved and;
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) be approved and;
3. Staff recommends approval of the request to rezone from Putnam County Commercial Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2) be approved.

ATTACHMENTS

1.	PB 25-32 3129 Reid St Staff Report
2.	Boundary Survey
3.	Annex App & Fee
4.	FLU and Rezone
5.	Deed

6.	LOA
7.	Property Disclosure
8.	Water Avail.

Case PB 25-32 Annex, Amend Future Land Use Map and Rezone

Parcel No.: 01-10-26-8650-0060-0100

Address: 3129 Reid Street, Approx. 0.69-Acres

Applicants: Miguel & Dayna Dejuk

STAFF REPORT

DATE: December 22, 2025

TO: City of Palatka Planning Board

FROM: STAFF

APPLICATION REQUEST

Request to annex one parcel, approximately 0.69 acres, into the City of Palatka to connect to the City's water service system, for the purpose of developing a car dealership; amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial, Neighborhood (C-1) 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 approx. 0.69 acres parcel located at 3129 Reid Street. The parcel is vacant. The intent of the applicant is to develop a car dealership on the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

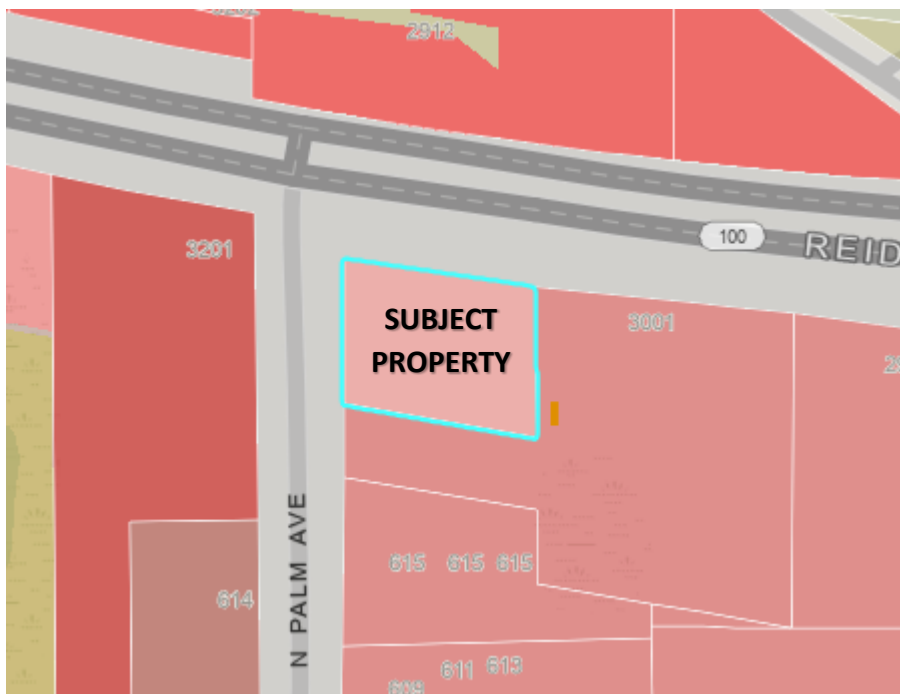


Figure 1: Subject site with City boundaries shown.

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

	Actual Use	FLUM	ZONING
Property Existing	Vacant	Putnam County Commercial (CR)	Putnam County Commercial, Neighborhood (C-1)
Property Proposed	Car Dealership	City of Palatka Commercial (COM)	City of Palatka Intensive Commercial, (C-2)
North	Ricks Tires	County Commercial (CR)	County Commercial, Retail (C-2)
South	Dave's Tops & Trim truck accessories.	City Commercial (COM)	City Commercial Intensive (C-2)
East	Napa Auto Parts	City Commercial (COM)	City Intensive Commercial, (C-2)
West	VFW	City Commercial (COM) & Urban Service (US)	City Intensive Commercial, (C-2) & Central Commercial (C-3)

PROJECT ANALYSIS

Annexation Analysis

Florida Statute 171.044 references voluntary annexation standards 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, West, and South 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 it does not create an enclave or pocket.

Connection to Water and Sewer: Water is available to the site in question. The applicant desires to connect to the City water system. The system has sufficient capacity to service this parcel and 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

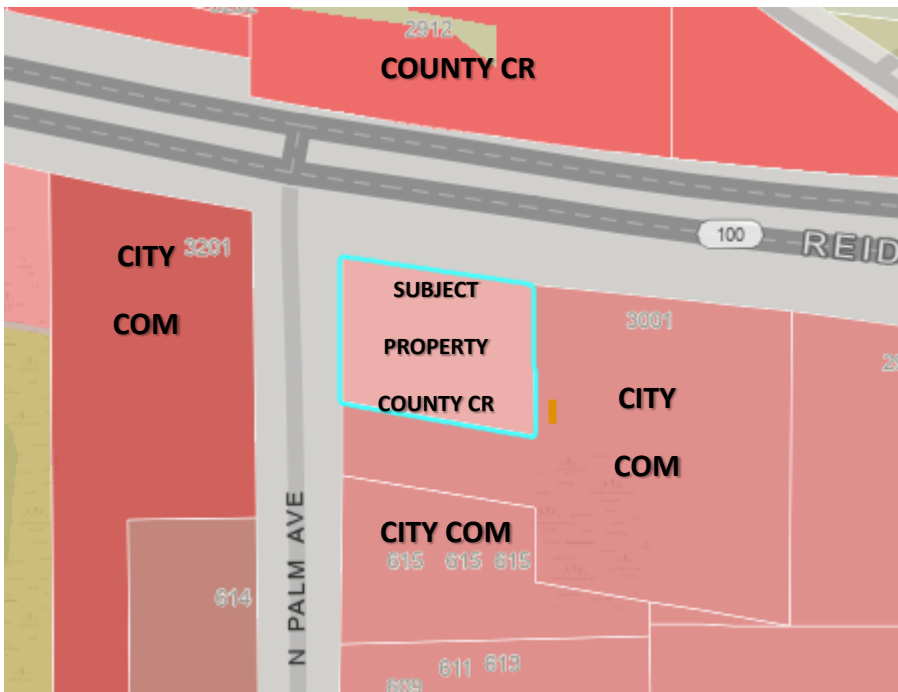


Figure 2: Current Future Land Use

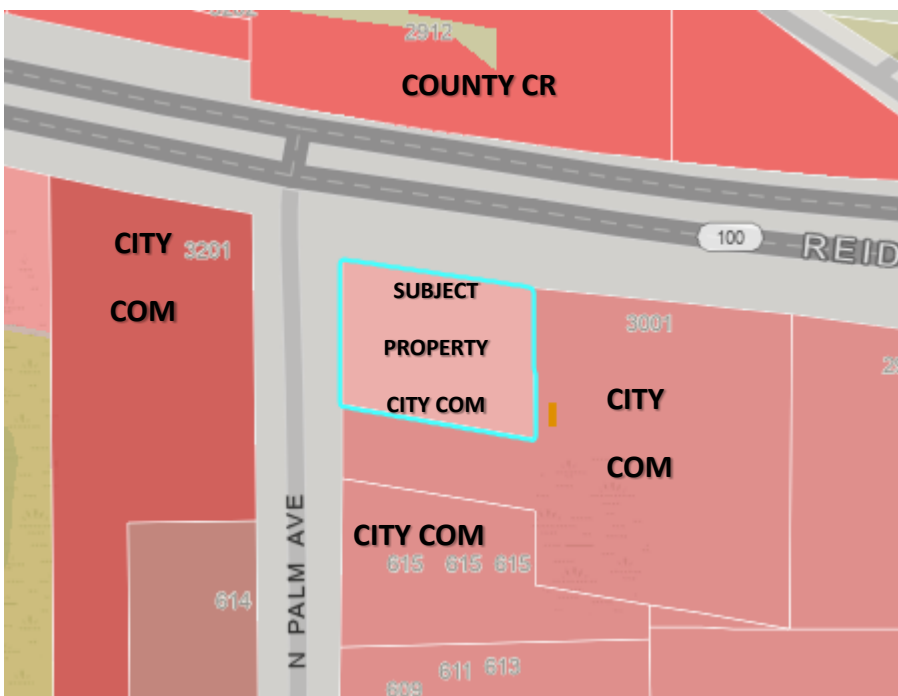


Figure 3: Proposed Future Land Use

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: The 0.69 acres to be designated Commercial (COM) is consistent with the Comprehensive Plan.

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. The property is located within a completely developed commercialized area with urban services. The future use of this parcel would be automotive related.

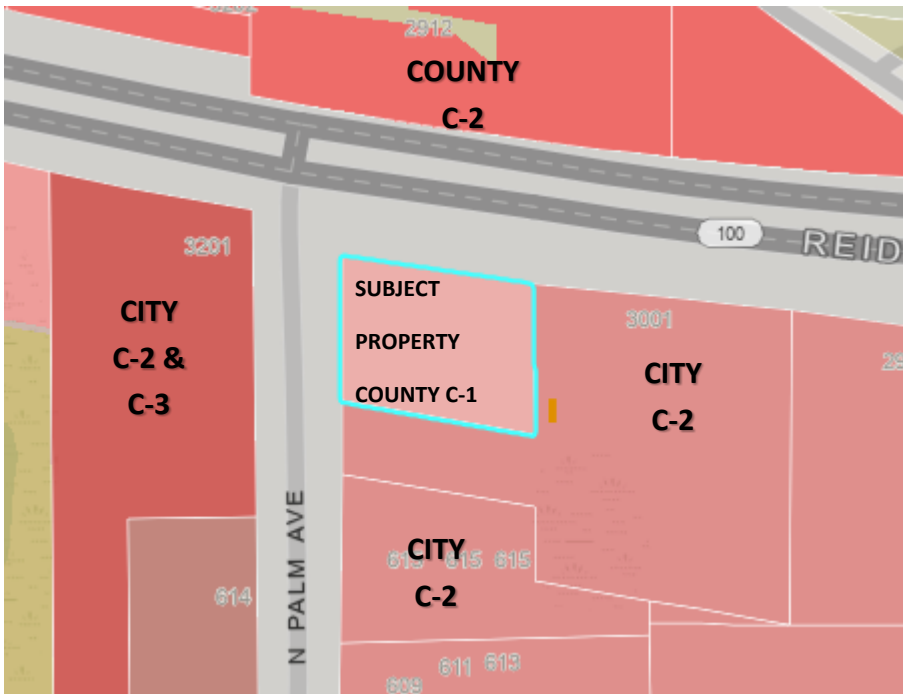


Figure 4: Current Zoning

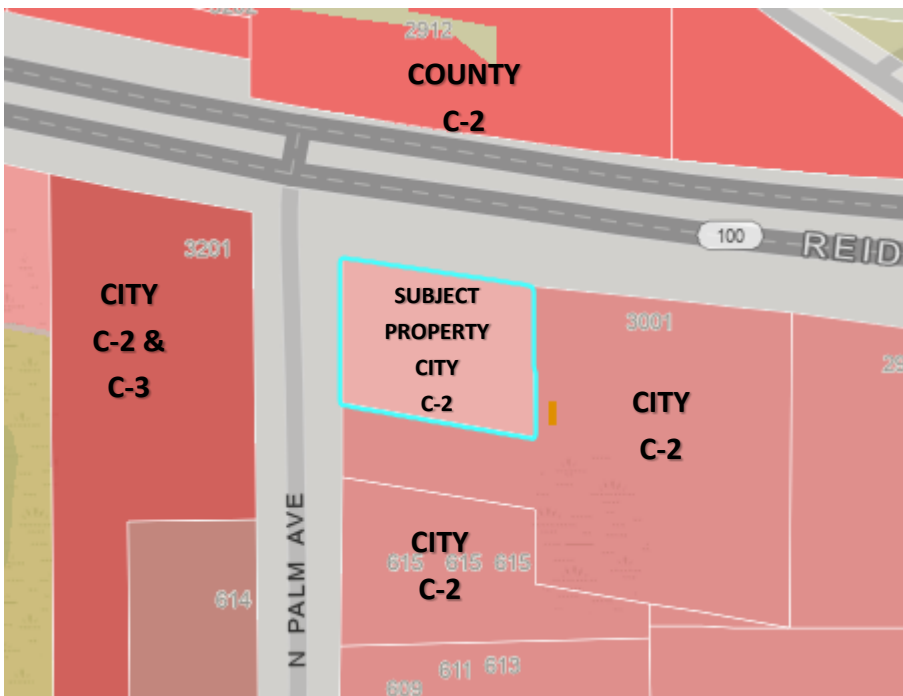


Figure 5; Proposed Zoning

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: The subject property currently has a Putnam County Commercial, Neighborhood (C-1) land use classification. The proposed rezoning to Intensive Commercial (C-2) will be consistent with the proposed Commercial (COM) future land use designation and conforms with the Comprehensive Plan.
- b. *The existing land use pattern.*
Response: The existing land use pattern in this area is mainly commercial land 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 rezoning will extend the adjacent Intensive Commercial (C-2) district and will not create an isolated district.
- 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 proposed for an automotive dealership use which is adjoining properties already developed in automotive needs. 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 developed commercial. Amending the property zoning to City of Palatka Intensive, Commercial (C-2) will keep proposed conditions within the same uses.
- f. *Whether changed or changing conditions make the passage of the proposed amendment necessary.*
Response: The annexation of the parcel triggers the need to designate a future land use and zoning district. 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 a long-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. The rezoning will not significantly increase traffic congestion.
- 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 in the immediate surroundings.

- 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.

- 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 obtain water services from the City in order to develop a automobile dealership. The property has a proposed use of commercial, this 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 approximately 0.69-acre property into the City be approved and;
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) be approved and;
3. Staff recommends approval of the request to rezone from Putnam County Commercial Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2) be approved.

CONTAINING 0.7± ACRES

REID STREET
(STATE ROAD NO. 100)
N81°33'W 200.0' (REC)

OFFICIAL RECORDS BOOK 1001, PAGE 473

The following real property and premises, situate in the County of Putnam, State of Florida,
to wit:

Subject to the easement for state road right of way over the Northerly 100 feet of said property as measured at right angles from the center line of State Road #100, by deed recorded in Deed Book 138, page 102, of said public records.

LESS AND EXCEPT that portion of above described property lying within the following described boundaries:

BEGIN at a point on the Easterly Right of Way Line of Palm Avenue, Section 76637, said point being 20 feet Southerly of the intersection of the Easterly Right of Way line of said Palm Avenue and the Southerly Right of Way line of State Road 100, Section 76110; thence run Northerly along said Easterly Right of Way line of Palm Avenue, a distance of 20 feet; thence run Easterly along the Southerly Right of Way line of said State Road 100 a distance of 15 feet; thence run Southwesterly, in a straight line, to the Point of Beginning of this described Parcel.

CERTIFIED TO: DEJUK MIGUEL G + DAYANA H/W LIFE ESTAT

LEGEND

(REC) = RECORD
(ACT) = ACTUAL
R/W = RIGHT OF WAY
EP = EDGE OF PAVEMENT
-OHU- = OVERHEAD UTILITY
-X- = FENCE

 = UTILITY POLE
 = SET 5/8" IRON ROD "PSM 6543"
UNLESS NOTED OTHERWISE

GENERAL NOTES

1. BEARINGS SHOWN HEREON ARE BASED ON THE EASTERLY RIGHT OF WAY LINE OF PALM AVENUE AS S01°41'30"E PER OFFICIAL RECORDS BOOK 733, PAGE 1147.
2. FIELD DATE: DECEMBER 13, 2025.
3. 1" = 20'
4. LANDS SHOWN HEREON ARE NOT IN A FEMA FLOOD ZONE PER FANAL 12107C0193C FOR PUTNAM COUNTY FLORIDA EFFECTIVE FEBRUARY 2, 2012.

UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER, THIS DRAWING, SKETCH, PLAT OR MAP IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT VALID. (CHAPTER 61G17-6, FLORIDA ADMINISTRATIVE CODE)

120 RAINTREE WOODS TRAIL
PALATKA, FLORIDA 32177
PHONE (386) 546-6555
EMAIL: 12SPEAKSOF@GMAIL.COM

STEPHEN SPEAKS, P.S.M. CERT. NO. 6543



RECEIVED

NOV 18 2025

ANNEXATION APPLICATION

PB 25-32

DATE RECEIVED: _____
APP NUMBER: PB - _____
HEARING DATE: _____

Application Requirements

This application must be completed and submitted with an application fee and ALL required attachments. **Advertising fees to be paid by the applicant. Property Disclosure form required.**
(Checks payable to the City of Palatka)

Annexation: \$700.00

- | | |
|--|--|
| ☐ Application Fee | ☐ Site Map |
| ☐ Copy of Recorded Deed | ☐ Project Narrative |
| ☐ Legal Description | ☐ Site Plan (for planned development) |
| ☐ Letter of Authorization | ☐ Supplementary Information |
| ☐ Survey | |

Property Information

- Property Address: 31791 Reid St.
- Parcel Number: 01-10-24-7650-0060-0100
- Parcel Dimensions: _____
- Current Property Use: Vacant
- Current Future Land Use Map Designation: City: Palatka County: Putnam
- Proposed Future Land Use Map Designation (if applicable): City: Palatka County: Putnam
- Proposed Use: Car Dealership C2 Commercial
- Current Zoning Designation: C1 Requested Zoning Designation: C2
- Square footage of any proposed structures _____ Number & types of structures on property _____

Applicant Information

(Submit proof of authorization to act as agent with your application)

Owner Name(s): Miguel Detjuk & Dayana Detjuk
Mailing Address: 800 Teagler Dr. #210 Palatka, FL 32977
Phone Number(s): 386-205-9557 Email: mdetjuk@msn.com

Agent/Contractor (Submit proof of authorization to act as agent with your application)

Name(s): Jason Wesley Alan Davis Jr.
Mailing Address: 303 Porpoise Point Drive St. Augustine FL 32084
Phone Number(s): 386-205-0557 Email: conquistadorlandscaping@gmail.com

To Be Notarized

Name (Print Name): Miguel Dejok

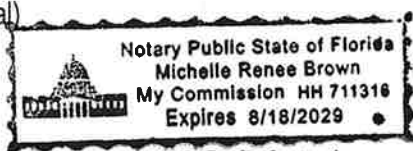
Signature: [Signature] Date: 11/18/25

STATE OF Florida County of Putnam

Before me this day personally appeared Miguel Dejok who executed the foregoing application and acknowledged to and before me executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 18 day of November A.D. 2025

(Notary Seal)



[Signature]

Notary Public

My commission expires: 8-18-2029 State of FL at Large.

Type of Identification Produced: Drivers License

For Official Use Only

Date Submitted: _____

FLUM Designation: _____

Received By: _____

Preliminary Review by: _____

Confirmed Current Zoning: _____

Date Legal Ad Ran: _____

(Allowable) Requested Zoning: _____

Sign(s) Posted Date: _____

Surrounding property owner's notices sent: _____

Attachments Reviewed:

- ☐ Copy of Recorded Deed
- ☐ Legal Description
- ☐ Survey
- ☐ Letter of Authorization
- ☐ Application Fee

City of Palatka
201 N 2ND ST
PALATKA FL 32177-3735
(386) 329-0100
CASH RECEIPT

Date: 11/18/2025 OPER ID: AROMERO RECEIPT NO: F001054
RECEIVED FROM: 3129 REID ST.

AMOUNT RECEIVED:	700.00	TYPE: CK	CHECK: 31604
AMOUNT RECEIVED:	2,000.00	TYPE: CK	CHECK: 31605
CHANGE DUE:	0.00		
TOTAL RECEIVED:	2,700.00		

DISTRIBUTION:		
AMOUNT	ACCOUNT NUMBER	DESCRIPTION / FOR
2,700.00		3129 REID ST. ANNEX, FLUM AND REZONE APP FEE



RECEIVED

NOV 18 2025

FLU AMENDMENT REZONING APPLICATION

PB 25-32

DATE RECEIVED: _____
APP NUMBER: PB - _____
HEARING DATE: _____

Application Requirements

This application must be completed and submitted with an application fee and all required attachments. **Advertising fees are to be paid by the applicant. Property Disclosure form required.**

- ☒ Small scale amendment, less than 50 acres with concurrent rezoning. **\$2,000**
☐ Large scale amendment, 50 acres or greater with concurrent rezoning. **\$2,500**
(Checks payable to the City of Palatka)

- | | |
|--|--|
| ☐ Application Fee | ☐ Site Map |
| ☐ Copy of Recorded Deed | ☐ Project Narrative |
| ☐ Legal Description | ☐ Site Plan (for planned development) |
| ☐ Letter of Authorization | ☐ Supplementary Information |
| ☐ Survey | |

Property Information

- Property Address: 3129 Reid Street
- Parcel Number: 01-10-26-8650-0060-0100
- Parcel Dimensions: _____
- Current Property Use: VACANT
- Current Future Land Use Map Designation: City: Palatka County: Putnam
- Proposed Future Land Use Map Designation (if applicable): City: Palatka County: Putnam
- Proposed Use: CAR DEALERSHIP C2 COMMERCIAL
- Current Zoning Designation: C1 Requested Zoning Designation: C2
- Square footage of any proposed structures _____ Number & types of structures on property _____

Applicant Information

(Submit proof of authorization to act as agent with your application)

Owner Name(s): Miguel Detjuk & Dayana Detjuk
Mailing Address: 800 Eagler Dr. Ste 210 Palatka FL 32177
Phone Number(s): 354-205-9557 Email: mdejuk@msn.com

Agent/Contractor (Submit proof of authorization to act as agent with your application)

Name(s): Jason Wesley Alan Davis Jr.

Mailing Address: 303 Porpoise Point Dr. St. Augustine FL 32084

Phone Number(s): 386-205-9557 Email: conquistadorlandscaping@gmail.com

To Be Notarized

Name (Print Name): Miguel Dejuk

Signature: [Signature] Date: 11/18/25

STATE OF FL County of Putnam

Before me this day personally appeared Miguel Dejuk who executed the foregoing application and acknowledged to and before me executed this document for the purposes therein expressed.

WITNESS my hand and official seal, this 18 day of November A.D. 2025

(Notary Seal)



[Signature]
Notary Public

My commission expires: 8/18/2029 State of FL at Large.
Type of Identification Produced: Drivers License

For Official Use Only

Date Submitted: _____ FLUM Designation: _____

Received By: _____ Preliminary Review by: _____

Confirmed Current Zoning: _____ Date Legal Ad Ran: _____

(Allowable) Requested Zoning: _____ Sign(s) Posted Date: _____

Surrounding property owner's notices sent: _____

Attachments Reviewed:

- ☐ Copy of Recorded Deed
- ☐ Legal Description
- ☐ Survey
- ☐ Letter of Authorization
- ☐ Application Fee

This instrument was prepared by:
JOHN D. MUSSOLINE, P.A.
Attorney at Law
415A St. Johns Avenue
Palatka, Florida 32177

LADY BIRD DEED

Stamps: \$.70

Recording: \$ 52.50

Extra Names \$5.00

Total: \$ 58.20

Inst: 201654000811 Date: 01/19/2016 Time: 11:09AM Doc Stamp:
Deed: 0.70 By: MR. DC, Tim Smith, Putnam, County Page 1 of 6
B: 1430 P: 109

SPACE ABOVE THIS LINE FOR RECORDING DATA

THIS LADY BIRD DEED,

(The terms "grantor" and "grantee" herein shall be construed to include all genders and singular or plural as the context indicates.)

Made this 14th day of January, 2016, Between

Miguel G. Dejuk and Dayana Dejuk, husband and wife,
of 120 Big Oak Lane, East Palatka, Florida 32131,
GRANTOR,

AND

Miguel G. Dejuk, Jr., Jose Alberto Dejuk, Anna Maria Dejuk, Diana Maria Dejuk, Marianna Dejuk, Fabiana Maria Dejuk and Jorue Antonio Dejuk,
whose post-office address is 120 Big Oak Lane, East Palatka, Florida 32131, **GRANTEE,**

Witnesseth: That said grantor, for and in consideration of the sum of Ten Dollars, and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said grantee, and grantee's heirs, successors and assigns forever, the following described land, situate, lying and being in Putnam County, Florida, to-wit:

Parcel One: Apartment Unit B-132, of the HIAWATHA, a Condominium, according to the Declaration of Condominium recorded in Official Records Book 414, pages 1591 through 1632, public records of Putnam County, Florida. Parcel I.D. No. 38-10-27-3640-0020-1320

Parcel Two: Unit 210 of PALATKA MEDICAL CENTER CONDOMINIUM, a Condominium, according to the Declaration thereof, recorded in O.R. Book 652, Page 1407 of the Public Records of Putnam County, Florida, together with an undivided interest in the common elements designated in the Declaration of Condominium to be appurtenant to such unit. Parcel I.D. No. 10-10-26-6960-0000-2100

Parcel Three: Unit D-147 of the HIAWATHA, a Condominium, according to Declaration of Condominium recorded in O.R. Book 414, Pages 1591-1632, public records of Putnam County, Florida. Parcel I.D. No. 38-10-27-3640-0040-1470

Parcel Four: Unit 200 of PALATKA MEDICAL CENTER CONDOMINIUM, a Condominium, according to the Declaration thereof, recorded in O.R. Book 652, Page 1407 of the public records of Putnam County, Florida, together with an undivided interest in the common elements designated in the Declaration of Condominium to be appurtenant to such unit. Parcel I.D. No. 10-10-26-6960-0000-2000

Parcel Five: The East 1/2 of the Southeast 1/4 of the Southeast 1/4 of Section 34, Township 10 South, Range 23 East, Putnam County, Florida.
TOGETHER WITH a right of ingress and egress over that certain easement described in O.R. Book 319, Page 290 of the Public Records of Putnam County, Florida.
Subject to that certain easement across the South 20 feet of subject property as recorded in O.R. Book 730, page 379 of the Public Records of Putnam County, Florida.
Also subject to that certain easement granted to Clay Electric Co-op as recorded in O.R. Book 306, Page 1584 of the Public Records of Putnam County, Florida. Parcel I.D. No. 34-10-23-0000-0060-0000

Parcel Six: See Schedule "A" attached hereto and made a part hereof. Parcel I.D. No. 37-09-27-0000-0960-0030

Parcel Seven: Units 220 and 230 of PALATKA MEDICAL CENTER CONDOMINIUM, a Condominium, according to the Declaration thereof, recorded in O.R. Book 652, Page 1407 of the Public Records of Putnam County, Florida, together with an undivided interest in the common elements designated in the Declaration of Condominium to be appurtenant to such unit.
Parcel I.D. No. 10-10-26-6960-0000-2200 & 2300

Parcel Eight: All of Lot #2 "Buena Vista" Subdivision of part of John Huertas Grant, Section 48, Township 9 South, Range 27 East, all according to Plat thereof filed for record in the office of the Clerk of the Circuit Court of Putnam County, Florida and recorded in Plat Book #1, pages 85 and 86; EXCEPT that portion of the lot that lies North of the North right of way line of State Road #14 (St. Augustine to Palatka Road) as shown on the aforesaid map, which was sold to Edward A. Carter by deed recorded on page 463 of Book 144; and EXCEPT that portion of the lot that lies South of the North right of way line of the FEC Railroad. Parcel I.D. No. 48-09-27-1000-0000-0020

Parcel Nine: BEGINNING at the Southeast corner of land owned by Adline Woods, the said POINT OF BEGINNING being on the South line of the John Huertas Grant, Section 48, Township 9 South of Range 27 East; thence run South 70 degrees West, six chains and six links along the said Grant line to post; thence North 20 degrees West fifteen chains and sixty-eight links to the telephone line; thence North fifty-five and three-fourths degrees East along the said telephone line, six chains and thirty-six links; thence South twenty degrees East twenty chains and twenty-eight links, to POINT OF BEGINNING; BEING a part and parcel of the said John Huertas Grant, Section Forty-eight (48), Township Nine (9) South of Range Twenty-seven (27) East. EXCEPTING therefrom those lands described in Deed Book 184, Page 219 of the Public Records of Putnam County, Florida. SUBJECT to POWERLINE EASEMENT. Being the same lands as described in Deed Book 183, Page 428 of the Public Records of Putnam County, Florida. LESS AND EXCEPT any part lying in the Right of Way of State Road 207. Parcel I.D. No. 48-09-27-0000-0040-0000

Parcel Ten: Lots 16, 17 and 18, Block 6 of ORANGE MILLS, being a part of Gem City Imp Co.'s as surveyed by C.A. Lehardy, County Surveyor of Putnam County, as recorded in Map Book 1, page 145 of the Public Records of Putnam County, Florida. Parcel I.D. No. 48-09-27-6786-0060-0110

Parcel Eleven: All that part of the following described land which lies between the North line of State Road #100 (formerly #28) and the South Right-of-Way line of the G.S. & F. Railroad Company, in and of the following described tract: Beginning at a point on the North line of the NW 1/4 of the NE 1/4 of Section 2, Township 10 South, Range 26 East 6.80 chains West of the Northeast corner of said quarter section, run thence West 3.40 chains to a point; run thence South 47.44 chains to a point; run thence East 3.40 chains to a point; thence run North 47.44 chains to the POINT OF BEGINNING, subject always to the certain Easement Right-of-Way described in Deed Book 229, Page 504, Public Records of Putnam County, Florida, EXCEPT those lands described in that Final Judgment in the case Putnam County vs. R.B. Barber, recorded in the minutes of the Circuit Court Book 16, Page 156, and Official Records Book 77, Page 112, Public Records of Putnam County, Florida. Parcel I.D. No. 02-10-26-0000-0030-0000

Parcel Twelve: See Exhibit "B" attached hereto and made a part hereof. Parcel I.D. No. 02-10-26-0000-0050-0000

Parcel Thirteen: Part of Block 17 according to Map of Baileyville recorded in Map Book 2, Page 11, and part of J.J. Simpkin's Subdivision as recorded in Map Book 2, Page 31, and part of Myrtle Street as shown on said Plat of Baileyville, and part of an unnamed street in J.J. Simpkin's Subdivision adjoining said Myrtle Street immediately to the South of said Myrtle Street, said streets being closed and abandoned, and more particularly described as follows: From the centerline of State Road No. 100, as now located, at a point where the Easterly line of Palm Avenue as extended to the North intersects said centerline, (for reference to said East Line see Deed Book 228, Page 456), run thence S 1° 07' E, along the Easterly line of said Palm Avenue, a distance of 167.25 feet; thence run S 1°32' E, along the Easterly line of said Palm Avenue, a distance of 84.17 feet; thence run S 81°33'10" E a distance of 200.0 feet; thence run N 1°20'50" W a distance of 150.0 feet; thence run N 1°07' W a distance of 101.42 feet to the centerline of said State Road No. 100; thence run N 81°33' W, along the centerline of State Road No. 100, a distance of 200.0 feet to the point of beginning. All references are to the public records of Putnam County, Florida. SUBJECT to the easement for state road right of way over the Northerly 100 feet of said property as measured at right angles from the centerline of State Road #100, by deed recorded in Deed Book 138, page 102, of said public records. LESS AND EXCEPT that portion of above described property lying within the following described boundaries: BEGIN at a point on the Easterly Right of Way Line of Palm Avenue, Section 76637, said point being 20 feet Southerly of the intersection of the Easterly Right of Way line of said Palm Avenue and the Southerly right of Way line of State Road 100, section 76110; thence run Northerly along said Easterly Right of Way line of Palm Avenue, a distance of 20 feet; thence run Easterly along the Southerly Right of Way line of said State Road 100 a distance of 15 feet; thence run Southwesterly, in a straight line, to the Point of Beginning of this described parcel. Parcel I.D. No. 01-10-26-8650-0060-0100

Parcel Fourteen: Lots 11 and 12, Block 3, Lake Lucy Manor according to map or plat thereof recorded in Map Book 4, page 79 of the public records of Putnam County, Florida. Parcel I.D. No. 05-10-24-4928-0030-0110

Parcel Fifteen: Block 1, Lot 4, San Mateo Estates, Unit 1, according to the map or plat thereof as recorded in Map Book 4, Page 26, of the public records of Putnam County, Florida. Parcel I.D. No. 31-10-27-8270-0010-0040

Parcel Sixteen: Part of the NW 1/4 of the NW 1/4 of Section 2, Township 10 South, Range 26 East, and being more particularly described as follows: Commencing at the intersection of the West line of said Section 2 with the Northerly right-of-way line of State Road 100; thence run South 69°28'30" East along said Northerly right-of-way line 267.74 feet to the POINT OF BEGINNING; thence (1) continue South 69°28'30" East along said right-of-way line 350 feet; thence (2) run North 20°31'30" East, perpendicular to said right-of-way line 47.93 feet to the Southerly right-of-way line of the Georgia Southern and Florida Railroad right-of-way; thence (3) run North 69°28'30" West along the Southerly line of said railroad right-of-way 350 feet; thence (4) run South 20°31'30" West 47.93 feet to the POINT OF BEGINNING. Parcel I.D. No. 02-10-26-0000-0400-0011

Parcel Seventeen: Part of the NW 1/4 of the NW 1/4 of Section 2, Township 10 South, Range 26 East, and being more particularly described as follows: Commencing at the intersection of the West line of said Section 2 with the Northerly right-of-way line of State Road #100, run thence S 69°28'30" E along said Northerly right-of-way line 617.74 ft. to the point of beginning; thence (1) continue S 69°28'30" E along said right-of-way line 358.91 ft., thence (2) run N 20°31'30" E, perpendicular to said right-of-way line, 47.93 ft. to the Southerly right-of-way line of the Georgia Southern and Florida Railroad right-of-way, thence (3) run N 69°28'30" W along the Southerly line of said railroad right-of-way 358.91 ft., thence (4) run S 20°31'30" W 47.93 ft. to point of beginning. Parcel I.D. Nos. 02-10-26-0000-0400-0030 & 0031

Parcel Eighteen: COOPER LAKE HILLS S/D, BLOCK 8, LOTS 30 & 31, as recorded in Map Book 4, Page 46, of the public records of Putnam County, Florida. Parcel I.D. No. 18-10-24-1650-0080-0300

Parcel Nineteen: The Southeast 1/4 of the Southeast 1/4 of Section 10, Township 10 South, Range 26 East, Putnam County, Florida, lying Easterly of State Road No. 19; LESS any portion thereof lying within the lands described in Official Records Book 81, Page 288 of the Public Records of Putnam County, Florida. Parcel I.D. No. 10-10-26-0000-0220-0000 & 0030 and I.D. No. 10-10-26-0000-0230-0000

Parcel Twenty: That part lying on the Westerly side of the county graded road of the following described land: From the North West corner of Lot sold by E. W. Millican and J. H. Millican, to the African Methodist Episcopal Church, run South 45 deg. East 3 chains and 16 1/2 lengths to a point which is the point of beginning; (1) run South 45 deg. West 3 chains and 16 1/2 lengths; (2) thence run South 45 deg. East 3 chains and 16 1/2 lengths to a point; (3) thence run East to the West right-of-way line of Putnam County Boulevard; (4) thence run North to the point of beginning and to close, being a part of Section 48, Township 9 South, Range 27 East. All references are to the Public Records of Putnam County, Florida. Parcel I.D. No. 48-09-27-0000-0150-0000

Parcel Twenty One: Part of Lots 3 and 4, BUENA VISTA SUBDIVISION, according to plat thereof recorded in Map Book 1, Pages 85 and 86 of the public records of Putnam County, Florida, more particularly described as follows: All that part of said Lots 3 and 4 lying South of the Old Palatka to Hastings Brick Road and North to right of way of Florida East Coast Railway. Parcel I.D. No. 48-09-27-1000-0000-0031

Parcel Twenty Two: A tract of land situated in the NW 1/4 of the SW 1/4 of Section 11, Township 10 South, Range 26 East, being more particularly described as follows:
Commencing at the Southwest corner of the NW 1/4 of the SW 1/4 of Section 11, Township 10 South, Range 26 East and run thence Northerly along the West line of said NW 1/4 of the SW 1/4, a distance of 415.0 feet. Thence Easterly, parallel with the South line of the NW 1/4 of the SW 1/4 of Section 11, a distance of 219.82 feet to the point of beginning of this description. From point of beginning (1) continue Easterly, parallel with said South line, a distance of 200.0 feet to the Northwestern right-of-way of State Road #19. Return to the point of beginning and (2) run thence Northerly, parallel with the West line of the NW 1/4 of the SW 1/4 of Section 11, a distance of 75 feet. (3) Thence Easterly, parallel with said South line, a distance of 241.07 feet to the Westerly right-of-way of State Road #19, being on the arc of a curve, concave to the Northwest, having a radius of 2764.93 feet and a central angle of 33°42'.

(4) Thence Southwesterly, along said curve and said Northwesterly right-of-way, an arc distance of 85.36 feet to the Easterly end of call (1) and to close. SUBJECT TO drainage easement over the West 15 feet as described in O.R. Book 452, Page 1738 of the public records of Putnam County, Florida and TOGETHER WITH drainage easement described in O.R. Book 537, Page 13 of said public records. Parcel I.D. No. 11-10-26-0000-0575-0000

Parcel Twenty Three: All of Lot 17, of the Re-subdivision of FAIRWAY PARK and FAIRWEATHER SUBDIVISIONS, as per plat thereof recorded in Plat Book 4, page 20 of the public records of Putnam County, Florida, EXCEPT the part thereof recorded in O.R. Book 67, page 617, conveyed to Guy Sapp, et ux, of said public records. Parcel I.D. No. 13-10-26-2400-0000-0170

RESERVING, HOWEVER, and subject to a LIFE ESTATE in the Grantors, without any liability for waste, with full power and authority in the Grantors while they remain living to reconvey the property described herein to themselves and/or to sell, convey, mortgage, lease or otherwise manage and dispose of said property, in fee simple, with or without consideration, and without joinder of the Grantees, and with full power and authority to retain any and all proceeds generated thereby.

and said grantor does hereby fully warrant the title to said land, and will defend the same against the lawful claims of all persons whomsoever.

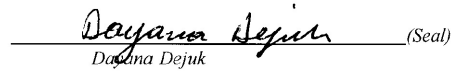
In Witness Whereof, Grantor has hereunto set grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:


John D. Missoline


Patsy V. Glisson

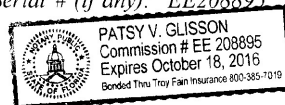

Miguel G. Dejuk (Seal)


Dayana Dejuk (Seal)

STATE OF FLORIDA
COUNTY OF PUTNAM

I HEREBY CERTIFY that the foregoing instrument was acknowledged before me this 14th day of January, 2016, by **Miguel G. Dejuk and Dayana Dejuk, husband and wife**, to me personally known and who executed the foregoing instrument under oath.


Notary Public - Patsy V. Glisson
Serial # (if any): EE208895



SCHEDULE "A"

A tract of land situated in the Pedro Cocifacio Grant, Section 37, Township 9 South, Range 27 East, being a part of lands described in Deed Book 212, page 370 of the public records of Putnam County, Florida and being more particularly described as follows: Commencing at a concrete monument at the Southeasterly end of Call #3 of lands described in Deed Book 212, page 370 of the public records of Putnam County, Florida, said point being on the Northwestern right-of-way of the Palatka-Federal Point brick road, and run thence N 45 deg. 35 min. W, along the Northeasterly boundary of said lands, a distance of 998.89 feet to a concrete monument. Thence run S 77 deg. 38 min. West, a distance of 297.79 feet to a concrete monument at the Southeasterly corner of lands described in O.R. Book 283, page 405 of said public records and the Point of Beginning of this description. From point of beginning (1) run thence N 12 deg. 22 min. W, along the Easterly line of said lands, a distance of 280.0 feet, more or less to the waters of the St. Johns River, passing through a concrete monument set at a distance of 252.0 feet. Return to the point of beginning and (2) run thence S 12 deg. 22 min. E, on a Southerly projection of call (1), a distance of 260.8 feet. (3) Thence run N 77 deg. 38 min. E, a distance of 468.48 feet, more or less, to a concrete monument on the Northeasterly boundary of lands described in Deed Book 212, page 370 of said public records at a distance of N 45 deg. 35 min. W, a distance of 687.16 feet from the Southeasterly end of Call #3 of said lands. (4) Thence run N 45 deg. 35 min. W, along said Northeasterly boundary, a distance of 620.23 feet, more or less, to the waters of the St. Johns River, passing through a concrete monument set at a distance of 618.26 feet. (5) Thence Westerly, meandering said waters, a distance of 130.0 feet, more or less, to the Northerly end of Call (1) and to close.

TOGETHER WITH an easement for roadway and utility purposes, 50.0 feet in width, the Northerly and Northeasterly lines of which are described as follows: Beginning at the Southwesterly corner of the above described lands and (1) run thence N 77 deg. 38 min. E, a distance of 468.48 feet, more or less, to a concrete monument on the Northeasterly boundary of lands described in Deed Book 212, page 370 of said public records. (2) Thence run S 45 deg. 35 min. E, along said Northeasterly boundary, a distance of 687.16 feet to a concrete monument on the Northwestern right-of-way of the Palatka Federal Point brick road and the termination of this easement.

Exhibit "B"

Parts of Government Lots 3 and 4 of the Survey by C.A. Lehardy in a subdivision of the West 1/2 of the Northeast 1/4 of Section 2, Township 10 South, Range 26 East Putnam County Florida, more particularly described as follows.

From the Southeasterly Corner of that certain Parcel of Realty described Deed Book 157, Page 406, Thence run Northerly along the Easterly Line of that certain Realty described in the aforementioned Deed Book 157, Page 406 to the Northern Line of Georgia Southern Railroad Railway Company (Or its successors in interest) Right-of-Way for the POINT OF BEGINNING (POB) of this description: Thence (1) Continue North along the Easterly Line of that certain Realty described in a aforementioned Deed Book 157, Page 406, for a distance of 25 Feet to a point: Thence (2) Run Southerly and parallel to the Georgia Southern Railway Right-of-Way to the Right-of-Way of State Road 19 to a Point: Thence (3) Run Southerly along the Western Right-of-Way of State Road 19 to the Northerly Right-of-Way of the Georgia Sothern Railroad Company Right-of-Way to a Point: Thence (4) Run Northwesterly along the Right-of-Way to the POB and close. Provided always that if the above is described Parcel of Realty shall ever be used for the purposes other than a Public-Way for INGRESS and EGRESS, this conveyance shall become null and void and the Fee-Title hereby conveyed shall revert to the Party of the First Part, Her Heirs, Legal Representatives or Assigns.

All of Lot 4 lying North of the North Right-of Way Line of State Road 100, TOGETHER WITH the 108 foot wide strip used for as a railroad line described in Deed Book 18 Page 89 of the Public Records of the County.

LESS AND EXCEPT the Out Parcel described in Official Records Book 317, Page 815 and Official Records Book 374, Page 208. All references above are to the Public Records of Putnam County, Florida.

LETTER OF AUTHORIZATION

I Miguel Dejok (Owner's Name) do hereby give permission to Doniusteyalandevide in order to act on my behalf as my agent in all aspects to obtain the application and documents required for the property located at: Property Address: 3129 Reid St palatka fl 3177

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

Owner's Name (Print Name): Miguel Dejok
Signature: [Signature] Date: 11/18/25

STATE OF FLORIDA
COUNTY OF Putnam
The foregoing instrument was acknowledged before me this 18 day of November, 2025 by Miguel Dejok.



[Signature]
Signature of Notary Public-State of Florida

Personally Known _____ OR Produced Identification ✓
Type of Identification Produced Drivers License

DISCLOSURE OF OWNERSHIP INTERESTS - PROPERTY

(TO BE COMPLETED AND EXECUTED BY THE PROPERTY OWNER(S) FOR EACH APPLICATION FOR COMPREHENSIVE PLAN AMENDMENT OR DEVELOPMENT ORDER)

TO: CITY OF PALATKA PLANNING DIRECTOR, OR HIS OR HER OFFICIALLY DESIGNATED REPRESENTATIVE

STATE OF FLORIDA CITY
OF PALATKA

BEFORE ME, the undersigned authority, this day personally appeared _____, hereinafter referred to as "Affiant," who being by me first duly sworn, under oath, deposes and states as follows:

1. Affiant is the O individual or O MISUEL DEJUK {position -
e.g., president, partner, trustee} of 3129 RED ST [name
and type of entity - e.g., ABC Corporation, XYZ Limited Partnership] that holds an
ownership interest in real property legally described on the attached Exhibit "A" (the
"Property"). The Property is the subject of an application for Comprehensive Plan
amendment, Rezoning or Development Order approval with the City of Palatka.
2. Affiant's address is: 120 BIG OAK LN
EAST PALATKA FL 32131
3. Attached hereto as Exhibit "B" is a complete listing of the names and addresses of every
person or entity having a five percent or greater interest in the Property. Disclosure
does not apply to an individual's or entity's interest in any entity registered with the
Federal Securities Exchange Commission or registered pursuant to Chapter 517,
Florida Statutes, whose interest is for sale to the general public.
4. Affiant acknowledges that this Affidavit is given to comply with the City of Palatka policy,
and will be relied upon by the City of Palatka in its review of application for Comprehensive
Plan amendment, Rezoning or Development Order approval affecting the Property. Affiant
further acknowledges that he or she is authorized to execute this Disclosure of Ownership
Interests on behalf of any and all individuals or entities holding a five percent or greater
interest in the Property.
5. Affiant further acknowledges that he or she shall by affidavit amend this disclosure to reflect
any changes to ownership interests in the Property that may occur before the date of
final public hearing on the application for Comprehensive Plan amendment, Rezoning or
Development Order approval.
6. Affiant further states that Affiant is familiar with the nature of an oath and with the penalties
provided by the laws of the State of Florida for falsely swearing to statements under oath.

7. Under penalty of perjury, Affiant declares that Affiant has examined this Affidavit and to the best of Affiant's knowledge and belief, it is true, correct, and complete.

FURTHER AFFIANT SAYETH NAUGHT.

Miguel Defek
[Signature], Affiant
(Print Affiant Name)

NOTARY PUBLIC INFORMATION:

STATE OF FLORIDA CITY
OF PALATKA

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this 18 day of November, 2028 by Miguel Defek (name of person acknowledging). He/she is personally known to me or has produced FL Drivers Licence (type of identification) as identification and did/did not take an oath (circle correct response).

Michelle Renee Brown
(Name - type, stamp or print clearly)

[Signature]
(Signature)

My Commission Expires on 8-18-2029



EXHIBIT "A"

PROPERTY

EXHIBIT "B"

DISCLOSURE OF OWNERSHIP INTERESTS - PROPERTY

Affiant must identify all entities and individuals owning five percent or more ownership interest in the Property. Affiant must identify individual owners. For example, if Affiant is an officer of a corporation or partnership that is wholly or partially owned by another entity, such as a corporation, Affiant must identify the other entity, its address, and the individual owners of the other entity. Disclosure does not apply to an individual's or entity's interest in any entity registered with the Federal Securities Exchange Commission or registered pursuant to Chapter 517, Florida Statutes, whose interest is for sale to the general public.

Name

Address

Miguel Defek	3129 Reid St.
Dayana Defek	3129 Reid St.

Miguel Defek
(Signature)

8007 Reid St. Palatka, FL 32177
(Address, City, State, Zip)

Miguel Defek
(Name in print)

(Title)

(Name of company, if applicable)

(Address, City, State, Zip)

NOTARY PUBLIC INFORMATION

STATE OF FLORIDA/ CITY
OF PALATKA

The foregoing instrument was sworn to and subscribed before me by means of (☒) physical presence or
(☐) online notarization, this November day of 18, 2025, by Miguel Defek

(name of person making statement). He/she is personally known to me or has produced
Driver's License (type of identification) as identification.

Michelle Renee Brown
(Name in print)

Michelle Renee Brown
(Signature)

My Commission Expires on 8-18-2029

NOTARY'S



Application for Determination of Water and Sewer Availability

This application must be **typed or printed in black ink** and submitted to:

City of Palatka
Water & Sewer Utilities Dept.
1010 Ocean St.
Palatka, FL 32177

Date Received: _____

TO BE COMPLETED BY APPLICANT

1. Date: <u>10/29/25</u>	2. Property Address: <u>3129 Reis St.</u>
3. Parcel Number: _____	4. Current Property Use: <u>VACANT</u>
5. Type of Service Requested (check one) ☐ Water ☐ Sewer ☒ Water & Sewer	6. Reason(s) for Request: <u>for car dealership office</u> <u>C2 Commercial.</u>
7. Owner(s) of Record: <u>Michael De Turk & Dayana De Turk</u> Owner Address: <u>120 Big Oak Lane, East Palatka, FL 32131</u> Phone Number: <u>386-205-9557</u> Email Address: <u>oldcity1565@gmail.com</u> Owner(s) signature: <u><i>[Signature]</i></u> Date: <u>11/18/25</u>	

FOR OFFICIAL USE ONLY

1. Date Submitted:	2. Received By:	3. Preliminary review by:	4. Work Order assigned:
5. Water & Sewer (check) ☒ Water Available ☐ Sewer Available ☐ Extension Required (see map) ☐ Costs		6. Comments from Water & Sewer: <u>Water is available from a 6-inch water main on both the north and west side of the property. Sewer is not available. This property is contiguous with the city limits and will need to be annexed to use city utilities. You will need to start the annexation process and go thru the City Planning Department for construction from the start.</u>	
7. Date forwarded to B & Z: (if connection is going to be made) _____	8. Date BZ Received from Water/Sewer: _____	9. B & Z comments: _____ _____	

ORDINANCE NO. 2026-12

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 01-10-26-8650-0060-0100, SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD), 3129 REID STREET, 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: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex one parcel, approximately 0.69 acres, into the City of Palatka to connect to the City's water service system, for the purpose of developing a car dealership; amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial, Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2).

BACKGROUND

The application is for approx. 0.69 acres parcel located at 3129 Reid Street. The parcel is vacant. The intent of the applicant is to develop a car dealership on the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex approximately 0.69-acre property into the City be approved and;
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) be approved and;
3. Staff recommends approval of the request to rezone from Putnam County Commercial Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2) be approved.

ATTACHMENTS

1.	12. ORD 26-12 ANNEXATION PB25-32 3129 Reid St
2.	ORD 2026-12 Business Impact

ORDINANCE NO. 2026-12

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 01-10-26-8650-0060-0100, SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD), 3129 REID STREET, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a 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: Miguel and Dayna Dejuk, 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 January 6th, 2026, and recommended approval of this annexation to the City Commission, and

WHEREAS, the City Commission of the City of Palatka conducted public hearings on February 12th, 2026, and February 26th, 2026, and

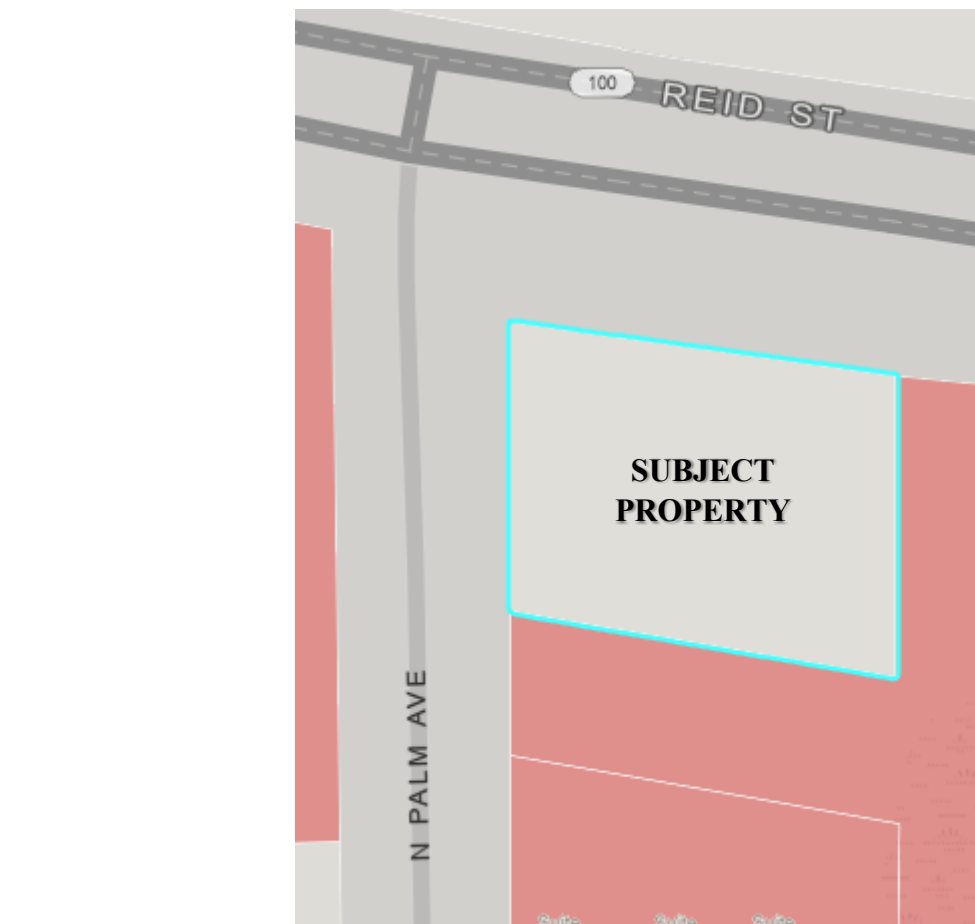
WHEREAS the City Commission of the City of Palatka finds that it is in the best interest of the people of the City of Palatka, Florida, that said lands be annexed and become a part of the City of Palatka; and

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:

SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD)



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 12th day of February 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 26th day of February 2026.

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

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.

ORDINANCE NO. 2026-12 Annexation of PARCEL 01-10-26-8650-0060-0100 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 01-10-26-8650-0060-0100, SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BAILEYVILLE OR79 P5(EX OR, 156 P334 RD), 3129 REID STREET, 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;
 - 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. 2026-13

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: 3129 REID STREET, PALATKA, FLORIDA 32177, SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD); 3129 REID STREET, PARCEL 01-10-26-8650-0060-0100, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex one parcel, approximately 0.69 acres, into the City of Palatka to connect to the City's water service system, for the purpose of developing a car dealership; amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial, Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2).

BACKGROUND

The application is for approx. 0.69 acres parcel located at 3129 Reid Street. The parcel is vacant. The intent of the applicant is to develop a car dealership on the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex approximately 0.69-acre property into the City be approved and;
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) be approved and;
3. Staff recommends approval of the request to rezone from Putnam County Commercial

Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2) be approved.

ATTACHMENTS

1.	13. Ord 26-13 FLUM PB 25-32 3129 Reid St
2.	ORD 2026-13 Business Impact

ORDINANCE NO. 2026-13

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: 3129 REID STREET, PALATKA, FLORIDA 32177, SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD); 3129 REID STREET, PARCEL 01-10-26-8650-0060-0100, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an application has been made by Miguel and Dayna Dejuk, 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 January 6th, 2026, 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 February 12th, 2026, and

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

Section 1. Adopted Small Scale Amendment

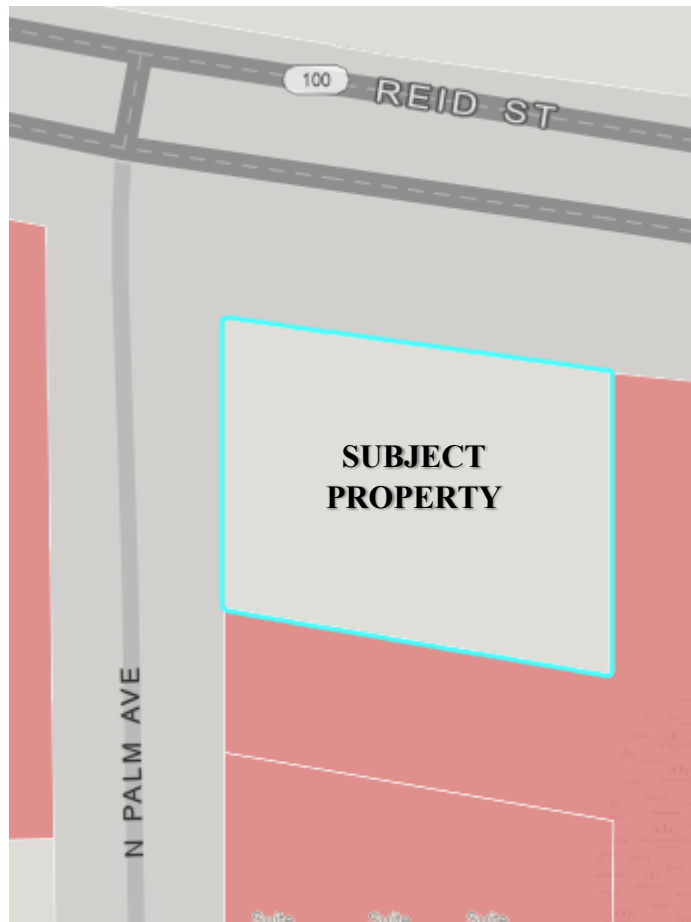
That the Future Land Use Map of the adopted Comprehensive Plan of the City of Palatka is hereby amended to provide that the Future Land Use of the parcel of land listed in Table 1 below shall be changed as designated and that the Future Land Use Map shall be amended to show the changes.

**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>
01-10-26-8650-0060-0100	.69	Putnam County Commercial (CR)	City of Palatka Commercial (COM)

DESCRIPTION OF PROPERTY:

SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD)



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. 2026-12 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 12th day of February 2026.

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

Business Impact Estimate

ORDINANCE NO. 2026-13 Future Land Use Amendment of PARCEL **01-10-26-8650-0060-0100**
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: 3129 REID STREET, PALATKA, FLORIDA 32177, SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD); 3129 REID STREET, PARCEL 01-10-26-8650-0060-0100, 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. 2026-14

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, NEIGHBORHOOD (C-1) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), SIMPKINS OF SIMPKINS MB2 P3 I, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD)_FOR THE PROPERTY LOCATED AT 3129 REID STREET, PALATKA, FLORIDA 32177, PARCEL O 1-10-26-8650-0060-0100; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Request to annex one parcel, approximately 0.69 acres, into the City of Palatka to connect to the City's water service system, for the purpose of developing a car dealership; amend the Future Land Use Map from Putnam County Commercial (CR) to City of Palatka Commercial (COM), and rezone from Putnam County Commercial, Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2).

BACKGROUND

The application is for approx. 0.69 acres parcel located at 3129 Reid Street. The parcel is vacant. The intent of the applicant is to develop a car dealership on the property. The proposed annexation will allow connection to the City's water system. This parcel is contiguous to the City boundaries.

PROJECT ANALYSIS

Refer to Staff Report

Staff Recommendation

1. Staff recommends approval of the request to annex approximately 0.69-acre property into the City be approved and;
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) be approved and;
3. Staff recommends approval of the request to rezone from Putnam County Commercial Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2) be approved.

ATTACHMENTS

1.	14. Ord 26-14 Zoning PB 25-32 3129 Reid St
2.	ORD 2026-14 Business Impact

ORDINANCE NO. 2026-14

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, NEIGHBORHOOD (C-1) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD)_FOR THE PROPERTY LOCATED AT 3129 REID STREET, PALATKA, FLORIDA 32177, PARCEL 01-10-26-8650-0060-0100; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER’S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, an application has been made by Miguel and Dayna Dejuk for certain amendment to the Official Zoning Map of the City of Palatka, Florida, and

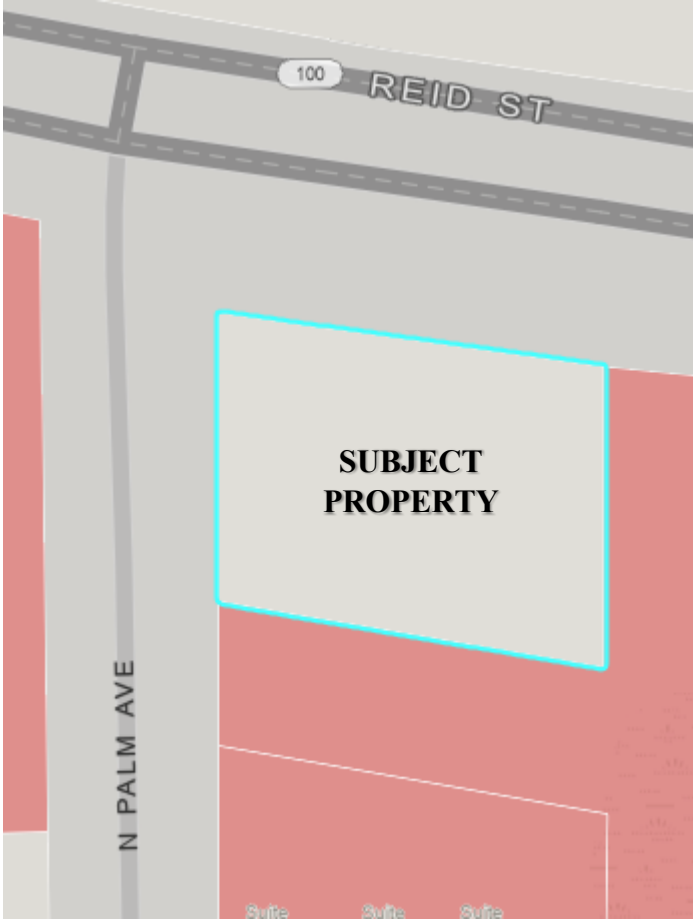
WHEREAS, all the necessary procedural steps have been accomplished, including a public hearing before the Planning Board of the City of Palatka on January 8th, 2026, and two public hearings before the City Commission of the City of Palatka on February 12th, 2026, and February 26th, 2026, and

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 Neighborhood (C-1) to City of Palatka Intensive Commercial (C-2) classification.

DESCRIPTION OF PROPERTY: SIMPKINS OF SIMPKINS MB2 P31, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD)_FOR THE PROPERTY LOCATED AT 3129 REID STREET, PALATKA, FLORIDA 32177, PARCEL 01-10-26-8650-0060-0100.



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. 2026-13 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 12th day of February 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka on this 26th day of February 2026.

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

Business Impact Estimate

ORDINANCE NO. 2026-14 Rezone of PARCEL 1-I0-26-8650-0060-0100

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, NEIGHBORHOOD (C-1) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), SIMPKINS OF SIMPKINS MB2 P3 I, PT OF BLK 6+PT OF BLK 17, OF BALEYVILLE OR79 P5(EX OR, 156 P334 RD) FOR THE PROPERTY LOCATED AT 3129 REID STREET, PALATKA, FLORIDA 32177, PARCEL O 1-I0-26-8650-0060-0100; 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.

- ☐ 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.

First Reading: Ordinance 2026-15 AN ORDINANCE OF THE CITY PALATKA ADOPTING; A PREAPPROVED EXTERIOR COLOR PALATTE FOR PROPERTIES LOCATED WITHIN DESIGNATED HISTORIC DISTRICTS; ADOPTING HISTORICALLY APPROPRIATE COLORS ORGANIZED BY ARCHITECTURAL STYLE AND PERIOD; PROVIDING FOR ADMINISTRATION, INTERPRETATION, AND ENFORCEMENT BY THE CITY OF PALATKA HISTORIC PRESERVATION BOARD AND PLANNING DEPARTMENT; PROVIDING FOR SEVERABILITY, SCRIVENER’S ERRORS, AND AN EFFECTIVE DATE.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Adopt the ordinance.

BACKGROUND

The City of Palatka contains designated historic districts and individual historic properties that reflect the City’s architectural, cultural, and historical heritage. The preservation of historic character includes the regulation of exterior building colors to ensure visual compatibility, architectural integrity, and historically appropriate appearance. Historically accurate exterior color palettes are an established best practice in historic preservation and are commonly organized by architectural style and construction period.

The color options for residential buildings in the City’s historic districts seek to replicate the color scheme from the following historic periods that existed since the City’s incorporation in 1853: The Victorian period, spanning from 1840-1900; the Colonial and Classical Revival period, spanning from 1890-1930; Bungalow, spanning from 1890-1940; Craftsman, spanning from 1910-1940; and Post-War Romanticism, spanning from 1945-1970.

PROJECT ANALYSIS

A comprehensive, pre-approved exterior color palette derived from historically documented color traditions of Northeast Florida and similar historic communities, in order to promote predictability, efficiency, and high-quality preservation outcomes.

The City Commission finds that the adoption of a standardized historic color palette will assist property owners, designers, and reviewing boards while maintaining appropriate design discretion.

Staff Recommendation

Adopt the ordinance.

ATTACHMENTS

1.	15. Ordinance 2026-15 Color palatte
2.	Business Impact Statement - Historic Color Palette

ORDINANCE NO. 2026-15

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; ADOPTING A PRE-APPROVED EXTERIOR COLOR PALETTE FOR PROPERTIES LOCATED WITHIN DESIGNATED HISTORIC DISTRICTS; ADOPTING HISTORICALLY APPROPRIATE COLORS ORGANIZED BY ARCHITECTURAL STYLE AND PERIOD; PROVIDING FOR ADMINISTRATION, INTERPRETATION, AND ENFORCEMENT BY THE CITY OF PALATKA HISTORIC PRESERVATION BOARD AND PLANNING DEPARTMENT; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

WHEREAS, The City of Palatka contains designated historic districts and individual historic properties that reflect the City's architectural, cultural, and historical heritage; and

WHEREAS, The preservation of historic character includes the regulation of exterior building colors to ensure visual compatibility, architectural integrity, and historically appropriate appearance; and

WHEREAS, Historically accurate exterior color palettes are an established best practice in historic preservation and are commonly organized by architectural style and construction period; and

WHEREAS, The City of Palatka was incorporated in 1853. The color options for residential buildings in the City's historic districts seek to replicate the color scheme from the following historic periods that existed since the City's incorporation: The Victorian period, spanning from 1840-1900; the Colonial and Classical Revival period, spanning from 1890-1930; Bungalow, spanning from 1890-1940; Craftsman, spanning from 1910-1940; and Post-War Romanticism, spanning from 1945-1970; and

WHEREAS, The City Commission desires to adopt a comprehensive, pre-approved exterior color palette derived from historically documented color traditions of Northeast Florida and similar historic communities, in order to promote predictability, efficiency, and high-quality preservation outcomes; and

WHEREAS, The City Commission finds that the adoption of a standardized historic color palette will assist property owners, designers, and reviewing boards while maintaining appropriate design discretion;

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

SECTION 1. ADOPTION OF HISTORIC COLOR PALETTE.

The City hereby adopts a Historic Exterior Color Palette for use within designated historic districts and for individually designated historic properties.

- A. The adopted palette shall consist of exterior paint colors that are historically appropriate and organized by:
1. Architectural style; and
 2. Approximate construction period.
- B. The Historic Exterior Color Palette is adopted by reference and shall be maintained as an official City document on file with the Planning Department and Historic Preservation Board. The palette may be incorporated as an appendix, exhibit, or administrative manual, as determined by the City Manager or designee.

SECTION 2. APPLICABILITY.

- A. This ordinance shall apply to all exterior color changes requiring a Certificate of Appropriateness or other historic review approval, including but not limited to:
1. Principal structures;
 2. Accessory structures visible from the public right-of-way; and
 3. Architectural features such as siding, masonry, trim, shutters, doors, porches, railings, and decorative elements.
- B. This ordinance shall apply only to properties located within locally designated historic districts and to individually designated historic landmarks.

SECTION 3. ADMINISTRATION AND INTERPRETATION.

- A. The Historic Exterior Color Palette shall be administered by the City of Palatka Historic Preservation Board (HPB).
- B. Exterior colors selected from the adopted palette shall be deemed presumptively appropriate and may be approved administratively, provided that:
1. The colors correspond to the architectural style and period of the structure; and
 2. The proposed placement of body, trim, and accent colors is historically consistent.
- C. The HPB or Planning Department may require:
1. Physical paint samples;
 2. Manufacturer specifications or color codes; and
 3. Identification of proposed body, trim, and accent applications.
- D. Final authority to determine appropriate color placement and combinations remains with the HPB.

SECTION 4. ALTERNATIVE COLORS AND EXCEPTIONS.

- A. Exterior colors not included in the adopted palette may be approved by the HPB upon a finding that:
1. The proposed color is supported by historic documentation specific to the structure; or
 2. The proposed color is substantially similar in hue, value, and chroma to a color contained within the adopted palette.
- B. Approval of alternative colors shall require issuance of a Certificate of Appropriateness supported by written findings.

SECTION 5. MAINTENANCE AND UPDATES.

- The City Manager or designee is authorized to:
1. Maintain and reproduce the Historic Exterior Color Palette; and

2. Make non-substantive updates, clarifications, or formatting changes, provided that such updates do not materially alter the historic intent or scope of the palette.
Substantive amendments to the palette shall require approval by the City Commission.

SECTION 6. CONFLICTS.

All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 7. SEVERABILITY.

If any provision of this ordinance is held invalid, such invalidity shall not affect the other provisions.

SECTION 8. MUNICIPAL CODE.

A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

SECTION 9. 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 10. EFFECTIVE DATE.

This ordinance shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this ____ day of _____, 2026.

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

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: "Historic Color Palette" More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; ADOPTING A PRE-APPROVED EXTERIOR COLOR PALETTE FOR PROPERTIES LOCATED WITHIN DESIGNATED HISTORIC DISTRICTS; ADOPTING HISTORICALLY APPROPRIATE COLORS ORGANIZED BY ARCHITECTURAL STYLE AND PERIOD; PROVIDING FOR ADMINISTRATION, INTERPRETATION, AND ENFORCEMENT BY THE CITY OF PALATKA HISTORIC PRESERVATION BOARD AND PLANNING DEPARTMENT; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state 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:

¹ See Section 166.041(4)(c), Florida Statutes.

- a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
- b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
- c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
- d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare): The purpose of the ordinances is to preserve the historic character of exterior building colors to ensure architectural integrity and historically appropriate appearances. Overall, this will provide guidance to property owners and it will promote predictability in the COA permitting process.

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.
 None.

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):

First Reading: Ordinance 2026-16 General Employee Pension Ordinance AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING CHAPTER 2, DIVISION 4 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED GENERAL EMPLOYEES RETIREMENT; AMENDING SECTION 2-173 – FORMS OF PAYMENT OF PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REVISING CHAPTER 2, DIVISION 6 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED FIREFIGHTERS’ RETIREMENT PLAN; AMENDING SECTION 2-243 – FORMS OF PAYMENT OF A PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REVISING CHAPTER 2, SECTION 7 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED POLICE OFFICERS’ RETIREMENT PLAN; AMENDING SECTION 2-250.200 – FORMS OF PAYMENT OF A PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AUTHORITY TO CODIFY; AND PROVIDING AN EFFECTIVE DATE.

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

BACKGROUND

PROJECT ANALYSIS

Staff Recommendation

ATTACHMENTS

1.	16. Ordinance 2026-16 Palatka PLOP ORDINANCE - 4903-5194-0674.2
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ORDINANCE NO. 2026-16

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, REVISING CHAPTER 2, DIVISION 4 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED GENERAL EMPLOYEES RETIREMENT; AMENDING SECTION 2-173 – FORMS OF PAYMENT OF PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REVISING CHAPTER 2, DIVISION 6 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED FIREFIGHTERS' RETIREMENT PLAN; AMENDING SECTION 2-243 – FORMS OF PAYMENT OF A PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REVISING CHAPTER 2, SECTION 7 OF THE CODE OF ORDINANCES OF THE CITY OF PALATKA, FLORIDA, ENTITLED POLICE OFFICERS' RETIREMENT PLAN; AMENDING SECTION 2-250.200 – FORMS OF PAYMENT OF A PENSION; CREATING LUMP SUM BENEFIT OPTIONS; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING AUTHORITY TO CODIFY; AND PROVIDING AN EFFECTIVE DATE.

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

Section 1. Section 2-173 of Chapter 2 of the City of Palatka City Code is hereby amended by adding sections (5) as follows:

Section 2-173 –Forms of Payment of Pension.

* * * * *

(5) For members who do not participate in the DROP pursuant to section 2-212, the member may elect a percentage of benefit in a lump sum as follows:

- a. Five (5) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining ninety-five (95) percent paid under the normal or optional form of payment as per this section.
- b. Ten (10) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining ninety (90) percent paid under the normal or optional form of payment as per this section.
- c. Fifteen (15) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining eighty-five (85) percent paid under the normal or optional form of payment as per this section.
- d. Twenty (20) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining eighty (80) percent paid under the normal or optional form of payment as per this section.

Section 2. Section 2-243 of Chapter 2 of the City of Palatka City Code is hereby amended to

read as follows:

Section 2-243 – Forms of Payment of a Pension.

* * * * *

Form of payment SL—Straight life pension. The retired member is paid a pension for life under form of payment SL. The amount of pension shall be determined in accordance with section 2-240.

Form of payment A—Life payments with full continuation to survivor beneficiary. The retired member is paid a reduced pension for life under form of payment A. Upon the death of the retired member during the lifetime of the named survivor beneficiary, the named survivor beneficiary is paid the full amount of reduced pension until death.

Form of payment B—Life payments with continuation to survivor beneficiary. The retired member is paid a reduced pension for life under form of payment B. Upon the death of the retired member during the lifetime of the named survivor beneficiary, the named survivor beneficiary is paid 75, 66 $\frac{2}{3}$ or 50 percent of the amount of reduced pension benefits until death.

Form of payment C—Life payments with period certain guarantee. The retired member is paid a reduced pension for life under form of payment C. Upon the death of the retired member during the guaranteed period, the named survivor beneficiary is paid the full amount of the reduced pension for the remainder of the guaranteed period. The guaranteed period shall be 120 months. The actuarial present value of the remaining guaranteed payments shall be paid to the legal representative of the retired member or the named survivor beneficiary, whoever survives the longer, if both the retired member and the named survivor beneficiary die during the guaranteed periods.

Partial Lump Sum Option - For members who do not participate in the DROP pursuant to section 2-250.139, the member may elect a percentage of benefit in a lump sum as follows:

- a. Five (5) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining ninety-five (95) percent paid under the normal or optional form of payment as per this section and section 2-242.
- b. Ten (10) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining ninety (90) percent paid under the normal or optional form of payment as per this section and section 2-242.
- c. Fifteen (15) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining eighty-five (85) percent paid under the normal or optional form of payment as per this section and section 2-242.
- d. Twenty (20) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining eighty (80) percent paid under the normal or optional form of payment as per this section and section 2-242.

Section 3. Section 2-250.200 of Chapter 2 of the City of Palatka City Code is hereby amended to read as follows:

Section 2-250.200 – Forms of Payment of a Pension.

* * * * *

Form of payment SL—Straight life pension. The retired member is paid a pension for life under form of payment SL. The amount of pension shall be determined in accordance with section 2-250.185.

Form of payment A—Life payments with full continuation to survivor beneficiary. The retired member is paid a reduced pension for life under form of payment A. Upon the death of the retired member during the lifetime of the named survivor beneficiary, the named survivor beneficiary is paid the full amount of reduced pension until death.

Form of payment B—Life payments with continuation to survivor beneficiary. The retired member is paid a reduced pension for life under form of payment B. Upon the death of the retired member during the lifetime of the named survivor beneficiary, the named survivor beneficiary is paid 75, 66⅔ or 50 percent of the amount of reduced pension benefits until death.

Form of payment C—Life payments with period certain guarantee. The retired member is paid a reduced pension for life under form of payment C. Upon the death of the retired member during the guaranteed period, the named survivor beneficiary is paid the full amount of the reduced pension for the remainder of the guaranteed period. The guaranteed period shall be 120 months. The actuarial present value of the remaining guaranteed payments shall be paid to the legal representative of the retired member or the named survivor beneficiary, whoever survives the longer, if both the retired member and the named survivor beneficiary die during the guaranteed periods.

Partial Lump Sum Option - For members who do not participate in the DROP pursuant to section 2-250.375, the member may elect a percentage of benefit in a lump sum as follows:

- a. Five (5) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining ninety-five (95) percent paid under the normal or optional form of payment as per this section and section 2-250.195.
- b. Ten (10) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining ninety (90) percent paid under the normal or optional form of payment as per this section and section 2-250.195.
- c. Fifteen (15) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining eighty-five (85) percent paid under the normal or optional form of payment as per this section and section 2-250.195.
- d. Twenty (20) percent of the total actuarial equivalent value of the benefit paid as a lump sum with the remaining eighty (80) percent paid under the normal or optional form of payment as per this section.

Section 4. Conflicts. In any case in which a provision of this Ordinance is found to be in conflict with a provision of any other ordinance of this City, the provision that establishes the higher standards for promotion and protection of the health and safety of the people shall prevail.

Section 5. Severability. If any section, subsection, sentence, clause, or provisions of this

Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

Section 6. **Repeal.** All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 7. **Effective Date.** This Ordinance shall be deemed to be effective upon its adoption.

PASSED on first reading by the City Commission of the City of Palatka, Florida, on the 12th day of February, A.D. 2026.

PASSED AND ADOPTED on second reading by the City Commission of the City of Palatka, Florida, on the 26th day of February, A.D. 2026.

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.

First reading: Ordinance No. 2026-17 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; REVISING SECTION 54-32 OF THE CITY CODE TO REDUCE THE NUMBER OF PLANNING BOARD MEMBERS FROM NINE TO FIVE AND ONE ALTERNATE; ESTABLISHING ATTENDANCE REQUIREMENTS; PROVIDING FOR SEVERABILITY, SCRIVENER’S ERRORS, AND AN EFFECTIVE DATE.

Revisions to Section 54-32 of the City Code regarding Planning Board members

STAFF REPORT

DATE: February 12, 2026
TO: City of Palatka City Commission
FROM: City Staff

APPLICATION REQUEST

Reduce the number of Planning Board members and establish alternates and an attendance requirement.

BACKGROUND

The City of Palatka Planning Board currently consists of nine voting members. The Planning Board makes critical decisions for the City on matters such as comprehensive plan amendments, rezonings, annexations, conditional use permits and variances. To establish quorum to vote on any matter before it, a majority of the Planning Board members must be in attendance. This requires a minimum of five members. The quorum threshold is proving to be a high bar for attendance. Failure to establish a quorum means that important projects and city business gets unnecessarily delayed, adding to bureaucratic red tape. Reducing the number of Planning Board members will address this issue. In addition, the ordinance seeks to establish two alternate board members who can fill a member's place in the event of an absence, thus ensuring that city business continues. The ordinance also establishes an attendance policy.

PROJECT ANALYSIS

Staff Recommendation

Adopt the ordinance.

ATTACHMENTS

1.	Business Impact Statement - Planning Board Membership
2.	17. Ordinance 2026-17 Planning Board members

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: "PLANNING BOARD MEMBERSHIP"
More specifically:

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; REVISING SECTION 54-32 OF THE CITY CODE TO REDUCE THE NUMBER OF PLANNING BOARD MEMBERS FROM NINE TO FIVE AND ONE ALTERNATE; ESTABLISHING ATTENDANCE REQUIREMENTS; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City of Palatka is of the view that a business impact estimate is not required by state 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

¹ See Section 166.041(4)(c), Florida Statutes.

d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):
Reduces the number of Planning Board members so that quorum can be more easily achieved.

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.
None

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):

ORDINANCE NO. 2026-17

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA; REVISING SECTION 54-32 OF THE CITY CODE TO REDUCE THE NUMBER OF PLANNING BOARD MEMBERS FROM NINE TO FIVE AND ONE ALTERNATE; ESTABLISHING ATTENDANCE REQUIREMENTS; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS, AND AN EFFECTIVE DATE.

WHEREAS, The City of Palatka Planning Board currently consists of nine voting members; and

WHEREAS, The Planning Board makes critical decisions for the City on matters such as comprehensive plan amendments, rezonings, annexations, conditional use permits and variances. To establish quorum to vote on any matter before it, a majority of the Planning Board members must be in attendance. This requires a minimum of five members, proving to be a high bar for attendance; and

WHEREAS, Currently, the Code does not have an alternate Planning Board member nor does it have any attendance requirements. This ordinance seeks to rectify all these issues by reducing the number of Planning Board members, establishing two alternate board members and establishing attendance requirements.

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

SECTION 1. REVISION OF SECTION 54-31 - MEMBERSHIP.

The city planning board shall consist of five voting members and two alternates appointed by the city commission. Should any member have three consecutive absences, unexcused by the chairperson, from regularly scheduled meetings, the chairperson or Planning Director shall notify the city commission in writing and requires that the replacement process take place. A copy of this notification shall also be forwarded to the absent member. The attendance requirements do not apply to the alternate board members.

SECTION 2. CONFLICTS.

All ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION 3. SEVERABILITY.

If any provision of this ordinance is held invalid, such invalidity shall not affect the other provisions.

SECTION 4. MUNICIPAL CODE.

A copy of this Ordinance shall be furnished to the Municipal Code Corporation for insertion in the Code of Ordinances for the City of Palatka, Florida.

SECTION 5. 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 6. EFFECTIVE DATE.

This ordinance shall take effect immediately upon adoption.

PASSED AND ADOPTED by the City Commission of the City of Palatka, Florida, this 26th day of February 2026.

By: _____
Mayor: Roberta Correa

ATTEST:

City Clerk: Karen Hayes, FCPC

APPROVED AS TO FORM AND CORRECTNESS:

City Attorney: Jane West ESQ.