

ROBERTA M. CORREA
MAYOR - COMMISSIONER

TAMMIE McCASKILL
COMMISSIONER

JUSTIN R. CAMPBELL
COMMISSIONER

WILL JONES
COMMISSIONER

RUFUS J. BOROM
COMMISSIONER



MARCIA G. CARTY, CPA, CGFO
INTERIM CITY MANAGER
FINANCE DIRECTOR

JANE WEST, ESQ.
CITY ATTORNEY

SUNNI L. KRANTZ, CMC
CITY CLERK

JASON L. SHAW, SR
CHIEF, POLICE DEPT.

CHRIS TAYLOR
CHIEF, FIRE DEPT

AGENDA
CITY COMMISSION MEETING
December 12, 2024 at 6:00 PM

1. CALL TO ORDER

- a. Invocation
- b. Pledge of Allegiance led by Commissioner McCaskill
- c. Roll Call

2. APPROVAL OF MINUTES

- a. November 14, 2024

3. PUBLIC RECOGNITION/PRESENTATIONS

- a. PRESENTATION - Jenkins Community Center "Newtown Museum and Cultural Center of Palatka"
- b. IN THE SPOTLIGHT - Employee of the Month
- c. PRESENTATION - Police Department

4. CITY MANAGER AND ADMINISTRATIVE REPORTS

- a. UPDATE - City Manager Search
- b. UPDATE - Airport Land Swap
- c. UPDATE - Former Employee Investigation
- d. UPDATE - Team Building

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. ACCEPTANCE of the resignation of Caitlin Owens from the Planning Board
- b. REAPPOINT - Ed Killebrew and Earl Wallace to the Planning Board for 3-year terms
- c. RATIFICATION of Putnam County's appointment of County Commissioner Walton Pellicer to the CRA governing board
- d. ADOPT RESOLUTION 2024-R-256 revising Appendix 11 (Break Policy) of the Personnel Policy

- e. ADOPT RESOLUTION 2024-R-257 revising Section 11 (Termination Policy) of the Personnel Policy
- f. ADOPT RESOLUTION 2024-R-246 authorizing the submission of the SJRWMD Fee Reduction Application Form for Permit Applications
- g. ADOPT RESOLUTION 2024-R-247 authorizing the execution of Change Order No. 1 with Halifax Paving, Inc. for the Palatka Airport West Taxi Lane & Fueling Apron Project (reduction in the amount of \$16,302)
- h. ADOPT RESOLUTION 2024-R-248 approving a shortlist of firms for RFQ 2024-07 Continuing Engineering, Architecture, and Landscape Architecture Services and Authorizing Contracting Actions and authorizing contract execution
- i. ADOPT RESOLUTION 2024-R-254 authorizing an extension to pay the reduced code enforcement lien (604 Bronson Street)
- j. ADOPT RESOLUTION 2024-R-249 granting a special events permit to Fishing with Jim Austin Tournament Trail February 14 - 15, 2025 at the Palatka Riverfront
- k. ADOPT RESOLUTION 2024-R-250 granting a special events permit to Fishers of Men National Tournament Trail Florida North Division for Fishers of Men Florida North Team Trail 2025 Bass Fishing Tournament January 18, 2025 at the City Docks
- l. ADOPT RESOLUTION 2024-R-251 authorizing execution of FEMA Subaward Agreement Z4854 for DR 4828 Hurricane Helene for reimbursement to the City for FEMA obligated Hurricane expenses for debris removal and emergency protective measures in an estimated amount \$358,269.46
- m. ADOPT RESOLUTION 2024-R-252 authorizing execution of FEMA Subaward Agreement Z4902 for DR 4834 Hurricane Milton for reimbursement to the City for FEMA obligated Hurricane expenses (unknown amount)
- n. ADOPT RESOLUTION 2024-R-253 authorizing the award of a contract for engineering services with North Florida Professional Services for the City of Palatka Safe Streets Action Plan Initiative
- o. ADOPT RESOLUTION 2024-R-255 authorizing the Award of ITB 2024-24 and the execution of a Contract with ER Rooter, Inc. in an amount not to exceed \$135,270 for the Construction of the Hank Bryan Park Restrooms
- p. ADOPT RESOLUTION 2024-R-262 authorizing the single/sole source purchase with Power & Pumps for parts and equipment for lift station #29 (Winn-Dixie) to address capacity needs in an amount not to exceed \$40,510.51 using FY 24-25 capital funds
- q. ADOPT RESOLUTION 2024-R-260 approve settlement in City of Palatka v. Khrobostova, 314 Emmett St.
- r. ADOPT RESOLUTION 2024-R-259 - Release of Lien for 518 N. 10th Street, Palatka (Rachel Douglas-Jones)

7. REGULAR BUSINESS

- a. Recess for 10 minutes at 7:30 PM.
- b. REPORT Supervisor of Elections - Official Election Results
- c. DISCUSSION/DIRECTION - American Rescue Plan Act (ARPA) funds
 - i) Putnam County Caring Coalition, Inc. request for funding to maintain public toilets and staff temporary space
- d. DISCUSSION/DIRECTION - Re: Interim City Manager
- e. REQUEST - Episcopal Children's Services request for \$3,000 for grant match for school readiness program.

- f. REQUEST - Blue Crab Productions' request for sponsorship for New Year's Celebration, December 31, 2024
RESOLUTION 2024-R-261
- g. DISCUSSION/DIRECTION - Lease Agreements at Jenkins Community Center

8. PUBLIC HEARINGS

- a. ORDINANCE 2024-15 establishing the McLaury Cove Townhome Community Planned Unit Development Parcel Nos.:10-10-26-0000-0130-0010; 10-10-26-0000-0200-0060 (first reading)
- b. ORDINANCE 2024-16 rezoning 110 South State Rd. 19 Rezone from General Commercial (C-1) to Intensive Commercial (C-2) Parcel No.:11-10-26-0000-0143-0020 Applicant: Pellicer Trust (first reading)

9. COMMISSIONER COMMENTS

10. ADJOURN

Upcoming Events	Board Vacancies
January 1, 2025 City Offices Closed - New Year's Day	Historic Preservation Board - 1 vacancy
January 6, 2025 Palatka City Commission Meeting 7:30 PM (Inauguration)	Zoning Board of Appeals - 3 vacancies
January 9, 2025 Palatka City Commission Meeting 6:00 PM	Police Officers' Pension Board - 1 vacancy
January 17, 2025 Arbor Day	Putnam County Library Board - 1 City appointment vacancy
January 20, 2025 City Offices Closed - Martin Luther King Jr. Day	Putnam County Better Place Plan Oversight Committee - 1 City appointment
January 23, 2025 Palatka City Commission Meeting 6:00 PM	Palatka Gas Authority 2 in January 2025
	Firefighters Pension Board 1 in January 2025