

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

AGENDA
CITY COMMISSION MEETING
August 28, 2025 at 6:00 PM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. July 10, 2025, Workshop Minutes
- b. July 24, 2025, Regular Meeting Minutes

3. PUBLIC RECOGNITION/PRESENTATIONS

- a. IN THE SPOTLIGHT - Employee of the Month
- b. Retaining Retention Wall/River Street

4. PUBLIC COMMENTS

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

5. CITY MANAGER AND ADMINISTRATIVE REPORTS

- a. Financial Report - July 2025
- b. City Manager Report
- c. Funding guideline for special events

6. DISCUSSION/DIRECTION

- a. Creating a Safer Community

7. CONSENT AGENDA

- a. **Adopt Resolution 2025-R-101** Replacement of failing irrigation components at the Golf Course, Requesting \$381,029 for the replacement of the failing controls and system for the golf course irrigation components. This item was approved this fiscal year 2025 as one of our capital improvement projects.
- b. **ADOPT RESOLUTION - 2025-R-98** Davis Easement and Grant of Right of First Refusal to the City of Palatka
- c. **ADOPT RESOLUTION 2025-R-113** Authorizing a piggyback contract for the City of Palatka's

Vulnerability Assessment grant

- d. **ADOPT RESOLUTION 2025-R-102** Ratifying the CRA's Recommendations from the August 11, 2025 Meeting Regarding the Award of the Building Improvement Grant for the Fiscal Year 2025/2026 Cycle, in the Amount of \$105,500.00 for the Central Business District and \$53,250.00 for the South Historic District.
- e. **ADOPT RESOLUTION 2025-R-105** granting a special events permit to the Hallway Lounge for the Stop the Violence Block Party to be held on 09/27/2026.
- f. **Adopt Resolution 2025-R-107** Approving Change Order No. 1 to Ferreira Construction Company for Lift Station #16 Improvements (ITB 2024-20), Increasing the Contract Amount by \$243,865.88 for a Revised Total of \$1,930,545.88.
- g. **Adopt Resolution 2025-R-108** Awarding ITB 2025-07 (CDBG COVID Mitigation Grant Sidewalk Improvements) to DB Civil Construction, LLC in the Amount of \$1,445,129.00, Contingent Upon the Approval of the Bidding Process by Florida Commerce – 100% Grant Funded
- h. **Adopt Resolution 2025-R-109** Approving Work Order No. 3 under the Master Consulting Services Agreement with Hanson Professional Services Inc. for Post Design Services (Bid Administration, Construction Administration, and Construction Observation) for the CDBG COVID Sidewalks Project in the Lump Sum Amount of \$105,239.25 – 100% Grant Funded
- i. **Adopt Resolution 2025-R-110** Approving the Locally Funded Agreement (LFA) with FDOT for the Reid Street Project (Financial Project No. 210026-2-52-01) and Authorizing the City's Local Funds Contribution of \$189,371.00, to be Wired to FDOT by October 1, 2025.
- j. **ADOPT RESOLUTION 2025-R-111** authorizing an increase to Passero Associates work order #24-69R in an amount not to exceed \$5,000 for a total contract amount of \$39,800 for the construction administration of the Airport Obstruction and Tree Removal Project.
- k. **ADOPT RESOLUTION 2025-R-112** authorizing Passero Associates work order #25-67F in an amount not to exceed \$95,000 for the final design and bidding for Phase 1 of the Taxiway "E" project at Kay Larkin Airport. 100% grant funded.
- l. **Lien Reduction** - 102 N. 19th Street - Kirat LLC, Gorpreet Singh - In compliance
- m. **Lien Reduction** - 1122 Bronson Street - John Kastner - Foreclosure settlement
- n. **Lien Reduction** - 911 N. 14th Street - Empty Acres, LLC, Curtis Burnside - In compliance
- o. **Lien Reduction** - 1019 Washington Street - Allison Collins - In compliance
- p. **Partial Lien Reduction** - Marco Buitron - Lien attaching to property in Interlachen
- q. **Lien Reduction** - 417 N. 3rd Street - John Wadman - No fines. In compliance
- r. **Lien Reduction** - Reynaldo Nieves - Lien attaching to property in Interlachen
- s. **Lien Reduction** - 2109 Geary Avenue - Keith Gibson - In compliance
- t. **Administrative Leave Policy**

8. REGULAR BUSINESS

- a. Recess for 10 minutes at 7:30 PM.
- b. Splash Pad Feasibility Study

9. PUBLIC HEARINGS

- a. **Second Reading:** ORDINANCE 2025-23 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 COMMERCIAL, NEIGHBORHOOD DISTRICT (C-1A) TO CITY OF PALATKA SINGLE FAMILY (R-1) FOR THE FOLLOWING

PROPERTY LOCATED AT 2405 PRESIDENT STREET PALATKA FLORIDA 32177, PARCEL 12-10-26-0820-0010-0030 PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

- b. **Second Reading:** ORDINANCE NO. 2025-25 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 MULTIPLE-FAMILY RESIDENTIAL (R-3) TO CITY OF PALATKA CONSERVATION (CON) FOR THE FOLLOWING PROPERTY: DICKS MAP OF PALATKA MB2 P46, BLK 146 ALL OF BLK (EX DIV A, OF LOT 8 BK243 29 OR34 P432, OR171 P495, EX ESMT OR1443 P854, EX ESMT DOT OR1444 P1911) PARCEL 42-10-27-6850-1460-0083
- c. **Second Reading:** ORDINANCE NO. 2025-27 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 MULTIPLE-FAMILY RESIDENTIAL (R-3) TO CITY OF PALATKA CONSERVATION (CON) FOR THE FOLLOWING PROPERTY: DICKS MAP OF PALATKA MB2 P46, BLK 146 DIV A OF LOT 8 PARCEL 42-10-27-6850-1460-0081
- d. **Second Reading:** ORDINANCE NO. 2025-29 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 MULTIPLE-FAMILY RESIDENTIAL (R-3) TO CITY OF PALATKA PUBLIC BUILDINGS AND GROUNDS (PBG-1) FOR THE FOLLOWING PROPERTY: DICKS MAP OF PALATKA MB2 P46, ALL OF BLK 151 (TURNING LANE-, HWY 20 ONTO OSCEOLA ST) & ADJ, CLOSED FORWARD ST BK243 P291 PARCEL 42-10-27-6850-1510-0000.
- e. **Second Reading:** Kelly Smith School Road Annexation and Rezoning 16-10-26-0000-0240-0013
 - i) **ORDINANCE NO. 2025-31**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IDENTIFIED AS PARCEL 16-10-26-0000-0240-0013 , S1/2 OF NE1/4 OF NW1/4 OR1715 P589, KELLEY SMITH SCHOOL ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA.
 - ii) **ORDINANCE NO. 2025-33**
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 AGRICULTURAL (AG) TO CITY OF PALATKA PUBLIC BUILDINGS AND GROUNDS (PBG-1), FOR THE PROPERTY LOCATED AT KELLEY SMITH SCHOOL ROAD PALATKA, FLORIDA 32177, PARCEL 16-10-26-0000-0240-0013
- f. **Second Reading:** Annexation and Zoning for Parcel number 16-10-26-0000-0200-0000
 - i) **ORDINANCE NO. 2025-34**
AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IDENTIFIED AS PARCEL 16-10-26-0000-0200-0000, E1/2 OF S1/2 OF N1/2 OF NE, 1/4 OF NW1/4, SE1/4 OF NE, 1/4 OF NW1/4(EX OR462 P716 OR468 P472 OR469, P1985 OR543 P658) 221 ROUND LAKE ROAD, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA.
 - ii) **ORDINANCE NO. 2025-36**
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 UNINCORPORATED AGRICULTURAL ESTATE (AE) TO CITY OF PALATKA PUBLIC BUILDINGS AND GROUNDS (PBG-1), FOR THE PROPERTY LOCATED AT 221 ROUND LAKE ROAD PALATKA, FLORIDA 32177, PARCEL 16-10-26-0000-0200-0000
- g. **Second Reading:** Moody Road Annexation and Zoning for parcel number 02-10-26-0000-0420-0000
 - i) **ORDINANCE NO. 2025-37**

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IDENTIFIED AS PARCEL 02-10-26-0000-0420-0000, LOCATED AT 0 MOODY ROAD, PALATKA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA

ii) **ORDINANCE NO. 25-39**

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 LIGHT INDUSTRIAL (IL) TO CITY OF PALATKA MULTIPLE-FAMILY RESIDENTIAL WITH A PLANNED UNIT DEVELOPMENT OVERLAY (R-3/PUD) FOR THE FOLLOWING PROPERTY: 0 MOODY ROAD, PALATKA, FL 32177, PT OF S1/2 OF NW1/4 OR287 P201, OR347 P432(EX OR292 P918 OR604, P730 OR613 P1789 OR962 P12) PARCEL 02-10-26-0000-0420-0000

h. **First Reading:** Airport--Chapter 7

- i) AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING CHAPTER 7 OF THE MUNICIPAL CODE OF THE CITY OF PALATKA, FLORIDA PERTAINING TO THE AIRPORT, ESTABLISHING THE JURISDICTIONAL AND TERRITORIAL LIMITS, RULES AND REGULATIONS AND THE AIRPORT ADVISORY BOARD, PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND SCRIVENER'S ERRORS.

i. **First Reading:** Annexation, Future Land Use Map, Rezone 2409 President

i) **ORDINANCE NO. 2025-40**

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IDENTIFIED AS PARCEL 12-10-26-0820-0010-0050, BROOKS S/D OF HUSSONS ADD, MB2 P37 BLK A LOTS 5 6 + W'LY, 100 FT OF LOTS 7 8 9, 2409 PRESIDENT 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. 2025-41**

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 URBAN SERVICE (US) TO CITY OF PALATKA RESIDENTIAL LOW (RL) FOR THE FOLLOWING PROPERTY: 2409 PRESIDENT STREET, PALATKA, FLORIDA 32177, BROOKS S/D OF HUSSONS ADD, MB2 P37 BLK A LOTS 5 6 + W'LY, 100 FT OF LOTS 7 8 9, 2409 , PARCEL 12-10-26-0820-0010-0050, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; AND PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

iii) **ORDINANCE NO. 2025-42**

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, GENERAL LIGHT (C-2) TO CITY OF PALATKA SINGLE-FAMILY RESIDENTIAL (R-1), FOR THE PROPERTY LOCATED AT 2409 PRESIDENT STREET PALATKA, FLORIDA 32177, PARCEL 12-10-26-0820-0010-0050; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

j. **First Reading:** Annexation, Future Land Use Map, Rezone: 2706 Cecille Ave

i) **ORDINANCE NO. 2025-43**

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA ANNEXING INTO THE CORPORATE LIMITS OF THE CITY OF PALATKA, FLORIDA CERTAIN ADJACENT TERRITORY IDENTIFIED AS PARCEL 12-10-26-4030-0040-0406, LOCATED AT 2706 CECILLE AVENUE, PALATKA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

ii) **ORDINANCE NO. 25-44**

AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, PROVIDING THAT THE FUTURE LAND USE MAP OF THE ADOPTED COMPREHENSIVE PLAN BE AMENDED WITH RESPECT TO THE FOLLOWING PARCEL OF LAND (LESS THAN 50 ACRES IN SIZE) FROM PUTNAM COUNTY URBAN SERVICES (US) TO CITY OF PALATKA RESIDENTIAL LOW (RL) FOR THE FOLLOWING PROPERTY: PARCEL NO. 12-10-26-4030-0040-0406 2706 CECILLE AVENUE PALATKA, FLORIDA 32177, HUSSONS ADD TO PALATKA HEIGHTS, MB1 P18 BLK 4 PT OF LOT 4, OR21 P510 (EX OR198 P703 RD), PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

iii) **ORDINANCE NO. 2025-45**

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 RESIDENTIAL (R-1A) TO CITY OF PALATKA RESIDENTIAL SINGLE-FAMILY (R-1A) FOR THE FOLLOWING PROPERTY: 2706 CECILLE AVENUE, PALATKA, FL 32177, HUSSONS ADD TO PALATKA HEIGHTS, MB1 P18 BLK 4 PT OF LOT 4, OR21 P510 (EX OR198 P703 RD) PARCEL NO. 12-10-26-4030-0040-0406, PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

10. COMMISSIONER COMMENTS

11. ADJOURN

Upcoming Events September 2, 2025, Planning Board Meeting September 4, 2025, Historic Preservation Board September 9, 2025, Charter Review Committee September 10, 2025, First Budget Hearing Regular Commission Meeting September 25, 2025, Second Budget Reading Regular Commission Meeting	Board Vacancies Airport Advisory Board - 5 vacancies Board of Zoning Appeals - 3 vacancies Firefighters Pension Board - 1 vacancy Planning Board - 1 vacancies Tree Committee - 1 vacancy Library Board - 6 vacancies
---	--