

**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**  
**October 9, 2025 at 6:00 PM**

**1. CALL TO ORDER**

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

**2. APPROVAL OF MINUTES**

- a. September 10, 2025, Regular Meeting Minutes
- b. September 15, 2025, Special Called Meeting
- c. September 15, 2025, Executive Called Meeting
- d. September 25, 2025, Regular Meeting Minutes
- e. September 30, 2025, Continued Budget Hearing

**3. PUBLIC RECOGNITION/PRESENTATIONS**

- a. Swearing in Finance Director Chantel Pierre

**4. MAYOR/COMMISSIONER COMMUNITY REPORTS: MAYOR CORREA/COMMISSIONER CAMPBELL**

**5. CITY MANAGER AND ADMINISTRATIVE REPORTS**

- a. Auditor General's Financial Condition Assessment for the Years of 201/19 to 2022/23
- b. Traffic Study: Viking Manor

**6. PUBLIC COMMENTS**

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

**7. CONSENT AGENDA**

- a. **Lien release** - 1001 N. 16th Street - Gladys Silva
- b. **Lien release** - 113 West Oak Hill Drive - Jesse Ream
- c. **Appoint Jeffery Mrwik** - Firefighters Pension Board
- d. **Adopt Resolution 2025-R-138** Authorizing Execution of a Public Transportation Grant Agreement (PTGA) with the Florida Department of Transportation for the Design & Construction of the Transient Aircraft Parking Apron (North Terminal Area) at Palatka Municipal Airport.
- e. **Adopt Resolution 2025-R-139** Authorizing Execution of FAA Grant Agreement No. 3-12-0061-040-2025 for Design of the Transient Aircraft Parking Apron (North Terminal Area) at Palatka Municipal

Airport.

- f. **ADOPT RESOLUTION 2025-R-140** granting a special events permit to The Community Affairs and Recreation Department for the Winter Jam Series to be held on the following dates: 11/07/2025, 12/12/2025 and 01/16/2026.
- g. **ADOPT RESOLUTION 2025-R-141** granting a special events permit to The Community Affairs and Recreation Department for the Riverside Fall Harvest Festival, which will be held 11/22/2025.
- h. **ADOPT RESOLUTION 2025-R-142** granting a special events permit to Captain Tobby Williams of the Palatka Police Department for the 2025 Fall Fest/Pink walk, which will be held on 10/18/2025.
- i. **ADOPT RESOLUTION 2025-R-148** A RESOLUTION OF THE CITY OF PALATKA, AUTHORIZING THE MEMORANDUM OF UNDERSTANDING FOR THE USE, OCCUPANCY AND MANAGEMENT OF THE LARIMER ARTS CENTER BY THE RIVER CITY PLAYERS; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR SCRIVENER'S ERRORS
- j. **Adopt Resolution 2025-R-143** Approving the Submission of the FY 2026 FAA Pre-Application for Taxiway E Phase 1 Construction at Palatka Municipal Airport
- k. **Adopt Resolution 2025-R-144** Approving the Submission of the FY 2026 FAA Pre-Application for the Transient Aircraft Parking Apron Construction at Palatka Municipal Airport
- l. **Adopt Resolution 2025-R-145** Authorizing the City Manager to sign and send a letter to the Florida Department of Transportation (FDOT) in support of the Rural Economic Initiative Development (REDI) Project Funding Waiver continuance.
- m. **Adopt Resolution 2025-R-146** Authorizing Execution of Work Order 2025-76 with Passero Associates, LLC for Design and Grants Administration Services for the Expansion of the Transient Aircraft Parking Apron (North Terminal Area) at the Palatka Municipal Airport – 100% Grant Funded.
- n. **ADOPT RESOLUTION 2025-R-147** granting a special events permit to Sam Deputy of DPE for Boo on the Ave, which will be held 10/31/2025.
- o. **AWOS Repair: Adopt Resolution 2025-R-149** Authorizing the City Manager to use Airport Surplus Dollars in the amount not-to-exceed \$50,000 for the repair of the Automated Weather Observing System (AWOS) located at the Palatka Municipal Airport.

## 8. REGULAR BUSINESS

- a. Recess for 10 minutes at 7:30 PM.
- b. Audit Selection Committee
- c. Budget Discussion for the Next Fiscal Year & Approval of Calendar

## 9. PUBLIC HEARINGS

- a. Request to Annex, Amend and Rezone 136 Corbett Rd.(City Property)
  - i) **Second Reading: ADOPT ORDINANCE NO. 2025-46** 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 10-10-26-0000-0210-0001, LOCATED AT 136 CORBETT ROAD, PALATKA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
  - ii) **Second Reading: ADOPT ORDINANCE NO. 2025-48** 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 FOLLOWING PROPERTY:136 CORBETT ROAD, PALATKA, FL 32177, PT OF NE1/4 OF SE1/4 OR744, P108 (LIFT STATION) PARCEL NO. 10-10-

26-0000-0210-0001, PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

b. Request to Annex, Amend and Rezone 625 S SR 19

- i) **ADOPT ORDINANCE NO. 2025-49** 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 11-10-26-0000-0470-0021, THAT PT OF S1/2 OF S1/2OF, NW1/4EAST OF SR19 OR424 P1126+OR426 P1999 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, 625 S STATE RD 19 # UNIT 1, PALATKA, FLORIDA 32177, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.
- ii) **ADOPT ORDINANCE NO. 2025-51** 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, INTENSIVE (C-4) AND RESIDENTIAL, TWO-FAMILY (R-2) TO CITY OF PALATKA INTENSIVE COMMERCIAL (C-2), THAT PT OF S1/2 OF S1/2OF, NW1/4EAST OF SR19 OR424 P1126+OR426 P1999 THAT LIES OUTSIDE OF THE CITY LIMITS OF PALATKA, PARCEL 11-10-26-0000-0470-0021, CONTIGUOUS TO THE BOUNDARIES OF THE CITY OF PALATKA, FOR THE PROPERTY LOCATED AT 625 SOUTH STATE ROAD 19 # UNIT 1, PALATKA, FLORIDA 32177; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

c. **Second Reading: 300 N HWY 17 Annexation, and Rezone**

- i) **Second Reading: ORDINANCE 2025-52** 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 37-09-26-0000-0060-0140, STINWILL SUBURBAN FARMS MB2, P39 PT OF LOT 14 OR475 P812, (SUBJECT TO EASE OR384 P1341, N'LY OF CENTER LINE OF, DRAINAGE EASEMENT) (SUBJECT TO, EASEMENT OR785 P201), (MAP SHEET 37E), 300 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) **Second Reading: Ordinance 2025-54** AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA PROVIDING THAT THE OFFICIAL ZONING MAP OF THE CITY OF PALATKA, FLORIDA BE AMENDED FROM PUTNAM COUNTY INDUSTRIAL, HEAVY (IH) TO CITY OF PALATKA INDUSTRIAL (M-1), STINWILL SUBURBAN FARMS MB2, P39 PT OF LOT 14 OR475 P812, (SUBJECT TO EASE OR384 P1341, N'LY OF CENTER LINE OF, DRAINAGE EASEMENT) (SUBJECT TO, EASEMENT OR785 P201), (MAP SHEET 37E) FOR THE PROPERTY LOCATED AT 300 NORTH HIGHWAY17 PALATKA, FLORIDA 32177, PARCEL 37-09-26-0000-0060-0140; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE.

d. **First reading: ADOPT ORDINANCE - 2025-58**, AN ORDINANCE BY THE COMMISSION OF THE CITY OF PALATKA, FLORIDA, CREATING SECTION 46-8 IN CHAPTER 46 CODE OF ORDINANCES OF PALATKA, FLORIDA TO BE KNOWN AS THE PALATKA SEXUAL OFFENDER AND SEXUAL PREDATOR ACT, PROVIDING FINDINGS, INTENT, DEFINITIONS, AND RESIDENCY REQUIREMENTS; AUTHORIZING COLLECTION OF REGISTRATION FEES; PROHIBITING PRESENCE, LOITERING, OR PROWLING WITHIN CHILD SAFETY ZONES WITH EXCEPTIONS; RESTRICTING PARTICIPATION IN HALLOWEEN ACTIVITIES WITH AN EXCEPTION; PROHIBITING COHABITATION OF OFFENDERS; ESTABLISHING ACCOUNTABILITY FOR PROPERTY OWNERS, LANDLORDS, AND LESSORS; REQUIRING NOTICE FOR TEMPORARY EMERGENCY SHELTERS; PROVIDING PENALTIES FOR VIOLATIONS; PROVIDING FOR APPLICABILITY AND SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

10. **ADJOURN**

|                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Upcoming Events</b><br>Historic Preservation Meeting October 2, 2025 4 p.m.<br>Planning Board Meeting October 7, 2026 4 p.m.<br>Regular Commission Meeting October 9, 2025 6 p.m.<br>Regular Commission Meeting October 23, 2025 6 p.m. | <b>Board Vacancies</b><br>Airport Advisory Board - 5 vacancies<br>Board of Zoning Appeals - 3 vacancies<br>Firefighters Pension Board - 1 vacancy<br>Planning Board - 2 vacancies<br>Tree Committee - 1 vacancy<br>Library Board - 6 vacancies |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|