

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

CHANTEL PIERRE
FINANCE DIRECTOR

AGENDA
CITY COMMISSION MEETING
October 23, 2025 at 6:00 PM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. October 9, 2025 Minutes

3. PUBLIC RECOGNITION/PRESENTATIONS

- a. IN THE SPOTLIGHT - Employee of the Month
- b. New Hires
- c. World Interact Week - Proclamation
- d. Florida City Week - "My Favorite Spot" City of Palatka Photography Contest results

4. MAYOR/COMMISSIONER COMMUNITY REPORTS: COMMISSIONER BOROM/COMMISSIONER JONES/COMMISSIONER DAVIS

5. CITY MANAGER AND ADMINISTRATIVE REPORTS

- a. Public Information Officer update
- b. Financial Report for September 2025
- c. City Manager Report

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. **ADOPT RESOLUTION 2025-R-150** Recognizing Florida City Week
- b. **ADOPT RESOLUTION 2025-R-153** granting a special events permit to Sam Deputy of DPE/DPI, for the annual Christmas parade which will be held on November 28th, 2025.
- c. **ADOPT RESOLUTION 2025-R-154** Granting a special events permit to Gerald Donnelly for the annual Veterans Day Parade which will be held 11/11/2025.
- d. **ADOPT RESOLUTION 2025-R-155** Awarding Contract to Synergy Construction & Maintenance for RFP 2025-02 – Construction of Single-Family Affordable Home (3 Bed / 2 Bath) (100% grant funded).

- e. **ADOPT RESOLUTION 2025-R-156** Awarding a Contract to Plus Point Construction for Tilghman House Repairs (ITB-2025-10) in the Amount of \$224,900.
- f. **ADOPT RESOLUTION 2025-R-157** Awarding Contract to ER Rooter Inc. for River Street Retaining Wall Replacement (ITB-2025-09) in the Amount of \$220,800.00
- g. **ADOPT RESOLUTION 2025-R-152** Approving the financing for the ladder truck
- h. **Set Trick or Treat, date and time for October 31, 2025, from 6:00 p.m. to 8:00 p.m.**

8. REGULAR BUSINESS

- a. Recess for 10 minutes at 7:30 PM.
- b. Traffic Study: Viking Manor Prices for Speed Tables

9. DISCUSSION/DIRECTION

- a. Approval of 30-day notice letter to the City Manager.
- b. HR Department

10. PUBLIC HEARINGS

- a. **Second 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.
- b. **First Reading: ADOPT Ordinance 2025-57 Administrative Approval of Plats** AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING MUNICIPAL CODE CHAPTER 74, SECTION 12 TO REQUIRE DEVELOPERS TO FURNISH THE CITY WITH A SURETY BOND FOR THEIR IMPROVEMENTS UPON A PLAT OR SUBDIVISION AND AMENDING CHAPTER 74, SECTIONS 7-9 AUTHORIZING THE ADMINISTRATIVE APPROVAL OF PLATS IN CONFORMANCE WITH STATE LAW SB 784, AUTHORIZING THE EXECUTION AND RECODIFICATION THEREOF; PROVIDING FOR SEVERABILITY, SCRIVENER'S ERRORS AND AN EFFECTIVE DATE.
- c. **First Reading: ADOPT Ordinance 2025-59** AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING A MUNICIPAL CIVIL INFRACTION PROCESS FOR VIOLATIONS OF CITY ORDINANCES; PROVIDING FOR THE APPOINTMENT AND AUTHORITY OF A SPECIAL MAGISTRATE,, IDENTIFYING THE LOCAL OFFICIALS AUTHORIZED TO ISSUE CITATIONS OF VIOLATIONS OF MUNICIPAL CIVIL INFRACTIONS, PROVIDING PROCEDURES FOR ENFORCEMENT, HEARINGS AND PENALTIES, AND CREATING SECTION 46-8 ARTICLE I, CHAPTER 46 OF THE MUNICIPAL CODE OF THE CITY OF PALATKA, FLORIDA. PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND SCRIVENER'S ERRORS.

11. ADJOURN

Upcoming Events	Board Vacancies
Historic Preservation Meeting November 6, 2025 4 p.m.	Airport Advisory Board - 5 vacancies
Planning Board Meeting November 4, 2026 4 p.m.	Board of Zoning Appeals - 3 vacancies
Regular Commission Meeting November 13, 2025 6 p.m.	Planning Board - 1 vacancy
Special Magistrate November 18, 2025 1:30 p.m.	Tree Committee - 1 vacancy
	Library Board - 1 vacancy

