

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
December 11, 2025 at 6:00 PM

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES

- a. November 13, 2025
- b. November 24, 2025

3. PUBLIC RECOGNITION/PRESENTATIONS

- a. IN THE SPOTLIGHT - Department of the Quarter
- b. Plaque - NSFA Flag Football - Commissioner Campbell

4. CITY MANAGER AND ADMINISTRATIVE REPORTS

- a. Affordable Housing Grant - Home Repairs Task Presentation by St Johns Housing Partnership.
- b. Affordable Housing Grant - Downpayment Assistance Task Presentation by Azcarate Consulting
- c. 2026 Legislative Preview
- d. Financial Report - October 2025
- e. Police Department Staff Study

5. COMMISSIONER BOROM, COMMISSIONER DAVIS, COMMISSIONER JONES REPORTS.

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-165 granting a special events permit to the Community Affairs and Recreation Department for the Annual Jingle Jam event which will be held 12/20/2025.
- b. ADOPT RESOLUTION 2025-R-170 Appointing the President of Downtown Palatka, Inc. to the Community Redevelopment Agency Board
- c. ADOPT RESOLUTION 2025-R-172 Approving a wellfield protection property exchange with Teresa Davis
- d. ADOPT RESOLUTION 2025-R-173 Awarding Contract to Eide Bailly LLP for RFP 2025-03 - Operational

Audit

- e. ADOPT RESOLUTION 2025-R-175 Accepting \$5,000 from the Woman's Club of Palatka, Inc. to the Palatka Fire Department for the Purchase of Firefighter Hoods.
- f. ADOPT RESOLUTION NO. 2025-R-177 Supporting and endorsing the nomination of Saint Mary's Episcopal Church for listing in the National Register of Historic Places.
- g. ADOPT RESOLUTION 2025-R-178 – Termination of Runway 9-27 Extension Feasibility Study and Request to Repurpose FDOT Grant Funds.
- h. ADOPT RESOLUTION 2025-R-179 to award contract to MAER Construction for St Johns Avenue Streetscape Improvements (ITB-2025-11) FOR \$1,368,085.20. (71% GRANT / 29% CRA FUNDS).
- i. ADOPT RESOLUTION 2025-R-180 to Award Contract to Matthews DCCM for CEI Services for the St. Johns Streetscape Project in the Amount of \$85,000 – 100% Grant Funded.
- j. ADOPT RESOLUTION 2025-R-181 Ratifying the City's appropriation request for planning, design, and construction of the runway 9-27 extension at the Palatka Municipal Airport.
- k. ADOPT RESOLUTION 2025-R-182 Adopting Putnam County's LMS Plan
- l. ADOPT RESOLUTION 2025-R-183 Authorizing the purchase of replacement Meter MIUs for the water distribution system, from Neptune-Ferguson Waterworks for the amount of \$224,665. This money is already budgeted in the Water/Sewer Capital Improvements.
- m. ADOPT RESOLUTION 2025-R-184 Granting Approval of Purchase and Installation of a Neptune V5 LoRaWAN Gateway at Brown's Landing in the amount of \$60,110.45
- n. ADOPT RESOLUTION 2025-R-185 Authorization to Purchase Parts and Fittings for the repair and maintenance of the water distribution system through Fortiline in the amount \$58,947.40.
- o. ADOPT RESOLUTION 2025-R-186 Authorizing the Purchase of a New Way Cobra Magnum 25-yard read loader refuse truck for the sanitation department from Southern Sewer for the amount of \$272,512.00.
- p. ADOPT RESOLUTION 2025-R-188 Approving Change Orders No. 1 and No. 2 to Thomas May Construction Company for the Public Works Building at 10 Kay Larkin in the Total Amount of \$140,383.66. The costs for these change orders will be covered by the project's existing approved funds.
- q. ADOPT RESOLUTION 2025-R-189 Awarding Brother Marine Construction the River Front Park Floating Dock Project for the sum of \$163,741.00
- r. ADOPT RESOLUTION 2025-R-190: Authorizing the execution of a Florida Commerce Grant Agreement to support the redevelopment of the Port Consolidated Site. (\$75,000 100% Grant Funded)
- s. Release of Lien - Renell Miller - 319 N. 7th Street
- t. Release of Lien - Kathleen Lahey - 2011 Country Club Terrace
- u. Release of Lien - Tyler Rebecca Lynn - 1000 Mosley Avenue
- v. Appoint Mr. Crowley to the Library Board

8. REGULAR BUSINESS

- a. Recess for 10 minutes at 7:30 PM.
- b. DISCUSSION/DIRECTION: Zoom attendance at City Commission and CRA meetings
- c. DISCUSSION/DIRECTION: Commissioner performance evaluation of City Manager
- d. DISCUSSION/DIRECTION - Pre-agenda meeting: Mayor/Commissioner attendance

9. PUBLIC HEARINGS

- a. **Second Reading: Ordinance 2025-60**, Certified Recovery Residences Ordinance - 2025-60 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING PROCEDURES FOR REVIEW AND APPROVAL OF CERTIFIED RECOVERY RESIDENCES; PROVIDING FOR A PROCESS FOR REASONABLE ACCOMMODATION FROM LAND USE REGULATIONS; PROVIDING APPLICATION REQUIREMENTS, REVIEW PROCEDURES, AND TIMEFRAMES; PROVIDING FOR CONSISTENCY WITH FEDERAL LAW; PROVIDING FOR REVOCATION FOR CAUSE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; AND PROVIDING AN EFFECTIVE DATE. [Jane West, Esq.]
- b. **Second Reading:** Ordinance 2025-61 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, VACATING AND ABANDONING THAT PORTION OF LAUREL STREET LOCATED BETWEEN S. 10TH STREET AND S. 11TH STREET AND ADJACENT TO PARCEL 42-10-27-6850-1600-0010, WITHIN THE CITY OF PALATKA, ACCORDING TO THAT COPY ON DICK'S MAP OF PALATKA ON FILE AT THE CIRCUIT CLERK OF COURT OF PUTNAM COUNTY, FLORIDA; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR SCRIVENER'S ERRORS. [Jane West, Esq.]
- c. **First Reading:** Ordinance 2025-19 AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF PALATKA, FLORIDA, ESTABLISHING REGULATIONS FOR SHORT-TERM VACATION RENTALS; PROVIDING FOR DEFINITIONS, REGISTRATION, INSPECTION, AND BUSINESS TAX RECEIPT REQUIREMENTS; PROVIDING FOR PENALTIES; PROVIDING FOR SCRIVENER'S ERRORS; SEVERABILITY; AND AN EFFECTIVE DATE. [Jane West, Esq.]
- d. **First Reading:** Ordinance 2025-20: AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CODE OF ORDINANCES TO PROHIBIT SMOKING AND VAPING IN ALL CITY PARKS; PROVIDING FOR DEFINITIONS; PROVIDING FOR ENFORCEMENT AND PENALTIES; PROVIDING FOR SIGNAGE; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; SCRIVENER'S ERRORS AND PROVIDING AN EFFECTIVE DATE. [Jane West, Esq.]
- e. **Transmittal Hearing:** ORDINANCE 2025-21 AN ORDINANCE OF THE CITY OF PALATKA, FLORIDA, AMENDING THE CITY'S COMPREHENSIVE PLAN PURSUANT TO SECTION 163.3191, FLORIDA STATUTES; AMENDING AND UPDATING THE FUTURE LAND USE ELEMENT, TRANSPORTATION ELEMENT, HOUSING ELEMENT, PUBLIC FACILITIES ELEMENT, CONSERVATION ELEMENT, RECREATION AND OPEN SPACE ELEMENT, INTERGOVERNMENTAL ELEMENT, CAPITAL IMPROVEMENT ELEMENT, PROPERTY RIGHTS ELEMENT, HISTORIC PRESERVATION ELEMENT, ECONOMIC DEVELOPMENT ELEMENT; AUTHORIZING TRANSMITTAL TO THE FLORIDA DEPARTMENT OF COMMERCE; PROVIDING LEGISLATIVE FINDINGS; PROVIDING FOR SCRIVENERS'S ERRORS; PROVIDING FOR CODIFICATION, SEVERABILITY AND AN EFFECTIVE DATE. [Mr. Aghemo]

10. COMMISSIONER COMMENTS

11. ADJOURN

Upcoming Events December 24-25, 2025 City Hall is Closed HAPPY HOLIDAYS!	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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