

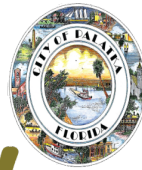
TERRILL L. HILL  
MAYOR-COMMISSIONER

TAMMIE McCASKILL  
COMMISSIONER

WILL JONES  
COMMISSIONER

JUSTIN R. CAMPBELL  
COMMISSIONER

RUFUS J. BOROM  
COMMISSIONER



DONALD E. HOLMES  
CITY MANAGER

JASON L. SHAW, SR  
CHIEF, POLICE DEPT.

CHRIS TAYLOR  
CHIEF, FIRE DEPT.

VALERIA BLAND THOMAS, ESQ.  
CITY ATTORNEY

SUNNI L. KRANTZ  
CITY CLERK

Regular meeting 2<sup>nd</sup> and 4<sup>th</sup> Thursdays each month at 6:00 p.m.

## AGENDA CITY OF PALATKA November 10, 2022

### 1. CALL TO ORDER

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

### 2. APPROVAL OF MINUTES

- a. October 27, 2022

### 3. PUBLIC RECOGNITION/PRESENTATIONS:

- a. **RECOGNITION** - Fire Department Staff Promotions/ Pinning Ceremony  
Captain Kenneth Reed  
Lieutenant David Zimmer  
Engineer Matthew House  
Engineer Jared Bradley  
Engineer Marcus Wilson

- b. **IN THE SPOTLIGHT** - Employee of the Month

- c. **STUDENTS OF THE MONTH - November, 2022 -**

Browning-Pearce Elementary School	TBD
Children's Reading Center Charter School	Hailey Smith
Hillcrest Academy	Wyatt McNeill
James A. Long Elementary School	Ja'Quan Mack
Kelley Smith Elementary School	Jason Wisham
Mellon Learning Center Pre – K	Quayvivan Merchant
Mellon Learning Center K – 12	Piper Thompson
Moseley Elementary School	Rylan Mackie
Palatka Jr./Sr. High School	TBD
Peniel Baptist Academy	TBD
Putnam Academy of Arts & Sciences	Tiana Massey-Henderson

- d. **PROCLAMATION** - National Hospice and Palliative Care Month – November 2022 – Haven

- e. **PROCLAMATION** - Veterans Day

- f. **PROCLAMATION** - Holiday Season 2022

- g. **PRESENTATION** - First Responders Program - Baptist MD Anderson Cancer Center

#### **4. PUBLIC COMMENTS - (Speakers limited to three minutes - no action taken on items)**

#### **5. CONSENT AGENDA:**

- \* **a. ADOPT RESOLUTION 2022-R-193** authorizing the City Manager to execute short-term/intermittent lease agreements of City of Palatka facilities and spaces
- \* **b. ADOPT RESOLUTION 2022-R-194** awarding RFQ 2022-21 CDBG MIT Three Areas of Flooding Engineering to Hanson Professional Services
- \* **c. ADOPT RESOLUTION 2022-R-195** authorizing the Mayor or City Manager to execute State Highway Lighting Maintenance, and Compensation Work Order **Contract No. ASO41** referencing State Highway Lighting Maintenance, and Compensation Agreement **No. AN582**. The 2022/23 total contract amount is \$44,460.37.
- \* **d. ADOPT RESOLUTION 2022-R-196** to authorize the submittal of FAA grant application for planning and design phase services for Taxiway E and infrastructure development to support future aircraft hangar construction for \$256,900 (FAA Share 90% - \$231,210.00 and City Match Share 10% - \$25,690.00)
- \* **e. ADOPT RESOLUTION 2022-R-197** amending the General Fund Budget to carryforward unspent balances for Raftelis Contract, Employee Wellness Program, and the Bronson Mulholland Repairs
- \* **f. ADOPT RESOLUTION 2022-R-198** authorizing execution of Change Order No 2 with TB Landmark for field changes within the Downtown Potable Project in an amount of \$46,131.32 for a total contract amount of \$3,104,314.74
- \* **g. ADOPT Resolution 2022-R-199** authorizing a no cost Change Order No 1 with TB Landmark for the Palm to Moseley potable water project extending the contract time until November 13, 2022 for substantial completion and December 10, 2022 for final completion
- \* **h. ADOPT RESOLUTION 2022-R-200** granting a special event permit to the Community Affairs Department for Jingle Jam, December 17, 2022
- \* **i. ADOPT RESOLUTION 2022-R-201** granting a special event permit for Snow Day, December 27, 2022 - Positively Putnam
- \* **j. ADOPT RESOLUTION 2022-R-202** authorizing the reduction of the lien and granting a Release of Lien assessed to 1520 Dunham Street upon payment
- \* **k. ADOPT RESOLUTION 2022-R-203** authorizing the Palatka Police Department to purchase license plate reader cameras

#### **REGULAR BUSINESS**

- \***6. ADOPT RESOLUTION 2022-R-204** authorizing a Contract Extension with RQ Music, LLC for the production of the 2023 Blue Crab Festival
- \***7. ADOPT RESOLUTION 2022-R-205** authorizing an extension of the performance period of the contract with DB Civil for South 14th and South 15th Street Drainage for 30 additional days
- \***8. a. ADOPT RESOLUTION 2022-R-206** authorizing Hot Mix Asphalt Project scope adjustments with Florida Trucking proposed Change Order No 1 in the amount of \$33,122.80 for a total project cost of \$218,858.58
  - b. DISCUSSION/DIRECTION** about Madison Street resurfacing
- \***9. ADOPT RESOLUTION 2022-R-207** authorizing the Palatka Public Works Department to proceed with reserving a production slot for the purchase of a Commercial Front End Loading Truck to replace Unit No. 25 under the City of Palatka Solid Waste Division in FY 22-23 for delivery when available
- \***10. SCHEDULE WORKSHOPS:**
  - a.** Discussion concerning contract with the Professional Firefighters of Palatka and concerning Personnel Policy to include discussion concerning longevity policy
  - b.** Discussion of Strategic Plan and Business Incubator Recommendations
- \***11. UPDATE:** RFP 2022-20 Grant Writing and Administration

#### **12. CITY MANAGER AND ADMINISTRATIVE REPORTS**

### **13. COMMISSIONER COMMENTS**

### **14. ADJOURN**

\*Attachment \*\*Separate Cover

NOTICES: ANY PERSON WISHING TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND FOR SUCH PURPOSE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, AT THE APPLICANT'S EXPENSE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FS 286.0105

PERSONS WITH DISABILITIES REQUIRING ACCOMMODATIONS IN ORDER TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE CITY CLERKS OFFICE AT 329-0100 AT LEAST 24 HOURS IN ADVANCE TO REQUEST ACCOMMODATIONS.

#### **Upcoming Events:**

Nov. 24 -25 - City Offices Closed  
Dec. 8 - Commission Mtg. 6 PM  
Dec. 12 - CRA Mtg. 5 PM  
Dec. 23 - 26 - City Offices Closed

#### **Board Vacancies:**

Planning Board - 2 vacancies  
Zoning Board of Appeals - 3 vacancies