

**CITY OF PALMETTO  
CITY COMMISSION MEETING  
AND CRA BOARD MEETING  
December 1, 2014  
7:00 PM**

Elected Officials Present

Shirley Groover Bryant, Mayor  
Jonathan Davis, Vice Mayor, Commissioner-at-Large 1  
Tamara Cornwell, Commissioner-at-Large 2  
Harold Smith, Commissioner, Ward 1  
Tambra Varnadore, Commissioner, Ward 2  
Brian Williams, Commissioner, Ward 3

Staff Present

Mark Barnebey, City Attorney  
Jeff Burton, CRA Director  
Jim Freeman, City Clerk  
Allen Tusing, Public Works Director  
Rick Wells, Chief of Police  
Debra Woithe, City Planner  
Amber Foley, Assistant City Clerk

Mayor Bryant called the meeting to order at 7:03 p.m., followed by a moment of silence and the Pledge of Allegiance.

All persons intending to address the City Commission were duly sworn.

RECOGNITION: Mayor Bryant recognized the three Palmetto High JROTC teams that are going off to the State Finals.

RECOGNITION: Mayor Bryant stated that there were two employees eligible for Employee of the Year; Matt Misco and Cheryl Miller. A ballot was given to each City employee to vote between the two. Matt Misco received the most votes and was awarded Employee of the Year. Mr. Misco thanked all his colleagues, stating that if it was not for them, he would not be able to do his job as efficiently as he does.

1. CITY COMMISSION AGENDA APPROVAL

**Motion: Commissioner Davis moved, Commissioner Williams seconded, and the motion carried 5-0 to approve the December 1, 2014.**

2. PUBLIC COMMENT

None.

3. CONSENT AGENDA APPROVAL

A. Mayor's Office

1. Reappointment of Ray Dielman and Patricia Persson to the General Employees' Pension Board

B. Clerk's Office

1. Minutes: October 20, 2014 and November 17, 2014
2. Historical Park AMENDED Special Function Permit for Christmas in the Park
3. Blalock Walters Legal Bills
4. Surplus Property

**Motion: Commissioner Cornwell moved, Commissioner Davis seconded, and the motion carried 5-0 to approve the December 1, 2014 Consent Agenda.**

#### 4. PUBLIC HEARING CONDITIONAL USE PERMIT 2014-04 GATEWAY SIGN

Ms. Woithe explained that this is a request by the City of Palmetto for a monument style City gateway sign with an Electronic Message Center (EMC). The sign is 16 feet wide and 9 feet high with a 42 sq. ft. electronic message surface area. The sign will be located at 302 8<sup>th</sup> Avenue West. The vacant parcel is owned by the City and is within the Downtown Waterfront area.

Grant Vosberg, Robson Corporation, stated that the display change time of 16 seconds will be efficient; there are on average 12 cars that travel past the sign every 10-13 seconds.

Staff recommends approval of Conditional Use Permit with the following conditions:

1. Brightness shall be similar to internally illuminated signs in the area. Brightness will be automatically adjusted to ambient light conditions. Brightness shall not exceed 5,000 lumens in the daytime and 1,500 lumens at night.
2. The display shall not change more frequently than 16 seconds.
3. The transition from one image to another shall not flash or scroll.
4. The sign will not be used to play video (it will be static, non-motion)
5. No sound shall be emitted from the sign.
6. The sign shall be made available for public messages related to emergencies.
7. The EMC portion of the sign shall conform to EMC sign code adopted by the City of Palmetto in the future.

Mayor Bryant opened the public hearing.

Commissioner Varnadore questioned what will happen to the current banner system once the electronic sign is built. Mr. Burton stated that once policies are written for the sign, i.e. management, putting messages onto sign, etc., than that question can be addressed and answered by Commission. Mayor Bryant requested the policies be written and approved by Commission before the completion of the sign.

Mayor Bryant closed the public hearing after hearing no further public comment.

**Motion: Commissioner Cornwell moved, Commissioner Davis seconded, and the motion carried 4-1 to approve Conditional Use Permit 2014-04 with the conditions as recommended by staff. Commissioner Varnadore voted no.**

#### 5. OCTOBER 2014 CHECK REGISTER (Informational Only)

*Mayor Bryant recessed the City Commission meeting to open the December 1, 2014 CRA Board Meeting at 7:35 p.m.*

*Mayor Bryant reconvened the City Commission meeting at 9:09 p.m.*

#### 6. ASR WELL UPDATE

Mr. Tusing informed Commission that a pre-test was performed on the ultra-violet (UV) filter and it went well. Today was the first day of online testing for the UV; Florida Department of Environmental protection was notified and should be visiting during this month.

#### 7. DEPARTMENT HEADS' COMMENTS

Mr. Freeman—Manatee County recently passed a rate increase for water wholesale customers; 5 percent this year, 4 percent next year. He will confirm the exact percentages once the meeting minutes are made available for review.

#### 8. MAYOR'S REPORT

Mayor Bryant handed out a list of appointments to outside organizations that require City representation. She asked each Commissioner to review the list and rank their top three so that she can have the appointment on the agenda for approval at the next Commission meeting.

Mayor Bryant met with Manatee County regarding the installation of the new chiller system in downtown Bradenton. They provided her with a map showing estimated dates of various roads that will be closed during the installation process.

#### 9. COMMISSIONERS' COMMENTS

Commissioner Smith—has been diligently reading the agenda and learning about items that are on-going in the City.

Commissioner Varnadore—gave Commissioner Smith advice on providing feedback and opinions on agenda items. She understands how overwhelming it can be when first starting on the Commission; she encouraged him to “jump right in”.

Commissioner Varnadore expressed her displeasure in the traffic over the Green Bridge, specifically during morning and evening rush hour traffic. She asked Mayor and staff to reach out to Florida Department of Transportation to enquire about ideas on how to provide the City with relief.

Commissioner Williams—informed Chief Wells that in the mornings the intersections of 8<sup>th</sup> Avenue and 7<sup>th</sup> Street and 8<sup>th</sup> Avenue and 5<sup>th</sup> Street become blocked by the southbound traffic. He asked if officers could keep an eye on that and issue warnings appropriately.

He stated that he would like to see the City start working on updating the Zoning Code.

Mayor Bryant adjourned the meeting at 9:30 p.m.

Minutes approved: December 15, 2014

*James R. Freeman*

James R. Freeman  
City Clerk