

**MINUTES**  
**CITY COMMISSION MEETING**  
**SEPTEMBER 11, 2023**  
**7:00 P.M.**

This Commission Meeting was conducted utilizing Communications Media Technology. Some Staff members were present in the Commission Chambers while others were present via the Zoom application.

**ELECTED OFFICIALS PRESENT IN CHAMBERS:**

Shirley Groover Bryant, Mayor  
Sheldon Jones, Vice- Mayor, Commissioner-at-Large 1  
Tamara Cornwell, Commissioner-at-Large 2  
Sunshine Mathews, Commissioner, Ward 2  
Harold Smith, Commissioner, Ward 1  
Brian Williams, Commissioner, Ward 3

**STAFF PRESENT IN CHAMBERS:**

Mark Barnebey, City Attorney  
Jim Freeman, City Clerk  
Edward Johnson, Interim CRA Director  
Mohammed Rayan, Public Works Director  
Scott Tyler, Chief of Police  
Cassi Bailey, Assistant City Clerk  
Penny Johnston, Executive Assistant  
Cheryl Miller, Finance Director  
Kera Hill, Development Services Supervisor

**STAFF PRESENT ELECTRONICALLY:**

Todd Williams, Information Technology (IT) Consultant

1. Mayor Bryant called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance, and Reverend Glen Graczyk from St. Mary's Episcopal Church, gave the prayer for tonight's meeting.

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

2. **CITY COMMISSION AGENDA APPROVAL**

**MOTION:**

**Commissioner Cornwell moved, Commissioner Jones seconded, and the motion carried 5-0 to approve the April 4, 2022 City Commission Agenda with the addition of 2 proclamations and item 6a. Multi-Cultural festival.**

**PROCLAMATION FOR SUICIDE PREVENTION DAY**

Commissioner Jones presented Giselle Stolper and Mark Smith from Centerstone, along with Captain Waiters, the Suicide Prevention Proclamation. September 23<sup>rd</sup>, 2023 was deemed Suicide Prevention Day in Palmetto, FL.

PROCLAMATION FOR 9/11-PATRIOTS DAY

Commissioner Mathews presented the Proclamation for Patriot's Day in honor of September 11, 2001. Mr. Rayan accepted the Proclamation.

3. PUBLIC COMMENT

None

4. CONSENT AGENDA

- a. Minutes: 08/07/2023
- b. Lincoln Park Concession Building and Pedestrian Bridge
- c. Sanctuary Cove Commercial Plat
- d. Sanctuary Cove Minor GDP Amendment for Culvers
- e. Special Function Permit- MLK Parade
- f. Special Function Permit- Riverside Bed & Breakfast Weddings
- g. Special Function Permit- Palmetto Market
- h. Special Function Permit- The Great Tailgate
- i. Special Function Permit- Fall Festival
- j. Special Function Permit- Operation Reach 2023
- k. Special Function Permit- "I do" BBQ

**MOTION:**                      **Commissioner Cornwell moved, Commissioner Jones seconded, and the motion carried 5-0 to approve the Consent Agenda as presented by staff for items a, e, h, i, k.**

Item 4b. was pulled for discussion. Commissioner Jones questioned the diagram showing the soccer field at Lincoln Park. Kurtis Peltó, Project Engineer, clarified that the diagram was showing a storm pipe, which is under ground.

Mr. Barnebey reminded the project engineers that this is a revision to public property owned by the City. This will need to be approved by the Commission before it gets built. The bridge, concession stand, and utilities are the only thing being discussed today. Mr. Freeman clarified that the motion reads, City Staff recommends the City Commission approve the final site plan/ construction plan for the concession building and pedestrian bridge at Lincoln Park as submitted. Mr. Barnebey agreed that would satisfy what he had said was needed.

**MOTION:**                      **Commissioner Jones moved to approve item 4b., Commissioner Cornwell seconded, and the motion carried 5-0.**

Item 4c. was pulled for discussion. Commissioner Cornwell asked for clarification on the reverse road as presented in the attachment. Ms. Hill pulled up the attachment from the Agenda and showed the connection they're trying to utilize. Commissioner Williams asked if the townhomes at Sanctuary Cove were going to be built. Ms. Hill stated that her understanding was that Taylor Morrison withdrew their request, but the overall GDP is still valid.

**MOTION: Commissioner Cornwell moved to approve item 4c.,  
Commissioner Jones seconded, and the motion carried 5-0.**

Item 4d. was pulled for discussion. Commissioner Williams questioned the traffic conceptals for the proposed Culver's, and the island where they order. The two-lane road in the parking lot was questioned. This is a GDP plan, therefore, 100% of the details aren't listed like they would be in construction drawings. Discussions continued regarding the parking and traffic pattern. Bill Connerly, Engineer for the project, further explained.

**MOTION: Commissioner Cornwell moved to approve item 4d.,  
Commissioner Williams seconded, and the motion carried 5-0.**

Items 4f. & 4g. were pulled for discussion. Commissioner Cornwell questioned the event dates for Nov 11<sup>th</sup>. Chief Tyler responded that they are fine with the events being proposed. Mr. Freeman clarified that the Palmetto Market and Veteran's Day Parade are coordinating for the date in question.

**MOTION: Commissioner Cornwell moved to approve items 4.f & 4g.,  
Commissioner Jones seconded, and the motion carried 5-0.**

Item 4j. was pulled for discussion. Commissioner Williams questioned the drive thru capability for food pick up. The road closures and traffic pattern were discussed.

**MOTION: Commissioner Williams moved to approve item 4j.,  
Commissioner Jones seconded, and the motion carried 5-0.**

**5. PUBLIC HEARING- TENTATIVE MILLAGE AND TENTATIVE FISCAL YEAR 2024 BUDGET**  
**(J.FREEMAN)**

**Mayor Bryant opened the Public Hearing to discuss the tentative millage rate and tentative FY 2024 budget at 7:46 pm.**

Mayor Bryant discussed the following:

- The percentage increase/decrease in proposed tentative millage over rolled back rate.
- The specific purposes for which the ad valorem revenues are being increased/decreased.
- The proposed tentative budget.

**Mayor Bryant closed the Public Hearing after Public Comment at 7:48 pm.**

- a. Resolution 2023-12 FY 2024 TENTATIVE MILLAGE (Resolution was read in its entirety)**

**MOTION: Commissioner Cornwell moved, Commissioner Williams seconded, and the motion carried 5-0 to adopt Resolution 2023-12. (TIME OF VOTE @ 7:50 pm)**

**b.** Resolution 2023-13 FY 2024 Tentative Budget (Resolution was read in its entirety)

**MOTION: Commissioner Williams moved, Commissioner Cornwell seconded**

Commissioner Jones pulled for discussion. He didn't agree with the unfunded Assistant Public Works Director position. He doesn't think Public Works needs three high paying supervisor positions. Mr. Rayan answered that there is no intention to hire anyone right now. Their intention is to build the department back up. Mr. Freeman asked Ms. Miller for clarification. The position was previously unfunded but they're bringing it back as funded for this year. Discussions continued between Mr. Rayan, Commissioner Jones and Mayor Bryant regarding the plan for their department.

**the motion carried 5-0 to adopt Resolution 2023-13. (TIME OF VOTE @ 8:04 pm)**

Mayor Bryant recessed the City Commission Meeting to open the September 11, 2023 CRA Board Meeting at 8:04 pm.

Mayor Bryant reconvened the meeting at 8:16 pm.

#### STANDING AGENDA ITEMS:

##### 6. Traffic Update

Mr. Rayan reported that for the 7<sup>th</sup> street extension project, the US 301 west entrance to the Palmetto Trace apartments, will be closed September 19<sup>th</sup> for approximately 30 days. Traffic won't be permitted to make a left turn at the flashing light. They've already notified schools and emergency services. There are also message boards notifying the public.

For the roundabout construction at US 41 and 23<sup>rd</sup> Street, traffic has been diverted to the center lanes.

##### 6a. Multi-Cultural Festival

Commissioner Cornwell recapped the discussion from the Workshop earlier today and from August 21<sup>st</sup>. She wanted to specifically address the multi-cultural festival and come to a resolution. She

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noted that they needed to decide whether or not to host the festivals. She noted that there is an organization, Downtown Mainstreet, who is in the beginning stages of potentially taking over these events. They haven't solidified their plans. She wanted to decide how to proceed with this year's events.

Commissioner Jones believed it was clear from previous discussions that the City will pay the CRA staff to run the event for this year. Then they can move forward in the future. He also questioned if they wanted to keep the location of the event at Sutton park or move it over to Lincoln Park this year. Commissioner Cornwell believed staff can make that determination.

Commissioner Smith opined they should move it to Lincoln Park so the kids can use the splash area. He also believed the CRA staff should run it and the City will pay for it. They can decide on the logistics with the 4<sup>th</sup> of July event later. He also noted that the money the City receives from the hotel should be split equally between the two events.

Commissioner Williams questioned who was going to find and hire the bands. Mr. Barnebey discussed the logistics of having the CRA staff, who are City employees, running the event. Discussions continued regarding the proposal of the CRA staff running the event and who from the City would supervise them. Commissioner Williams also questioned the funding from the City and the CRA. Mr. Johnson clarified that the only funding coming from the CRA would be for dissemination of CRA activities. Commissioner Williams is not in favor of this path.

Commissioner Smith noted that money from the CRA could be used as a way to reach out to the community.

Mayor Bryant believed there is time before the July 4<sup>th</sup> event to consider using other organizations to operate the event.

Commissioner Jones opined that the Mainstreet program could use the Multi-Cultural event to volunteer at and use it as a tool to better equip themselves going forward.

Commissioner Williams reiterated that he wanted to make sure that they're not going to have any problems with the way they're proposing to run this.

Commissioner Mathews agreed with Commissioner Williams that she wanted these events to happen, but she didn't think they have a solid approval to move forward with this plan.

Commissioner Cornwell asked Mr. Freeman for clarification on the total allocated funds.

Mr. Barnebey clarified his recommendation moving forward. Mr. Freeman clarified the proposed motion as, the CRA Staff, who are City employees, will be running the Multi-Cultural event. The City will fund the event. The City or a designated contractor will oversee the CRA staff while in this capacity.

**MOTION:**                    **Commissioner Cornwell moved, Commissioner Williams seconded, and the motion carried 5-0 to have the City offer a Multi-Cultural festival using City employees that are current CRA staff with a budget of \$50,000.**

**COMMENTS:**

**7.     DEPARTMENT HEADS' COMMENTS**

Mr. Barnebey recapped the Riviera Dunes Apartment project up to this point. Pursuant to the statute, as of September 14<sup>th</sup>, the Special Magistrate's recommendation will be rejected. At an upcoming meeting, the Commission will need to decide, with some specificity, the allowable uses on that property.

Commissioner Cornwell asked if the developer knew that they had until September 14<sup>th</sup> to submit a revision to their plan. Mr. Barnebey confirmed that they did.

Commissioner Williams and Mr. Barnebey had further discussion regarding the denial process and the steps moving forward.

Mayor Bryant asked for the timeframe for completing the two roundabouts. Mr. Rayan answered that the 7<sup>th</sup> Street extension and roundabout should be completed between now and the end of the year. The roundabout at US 41 and 23<sup>rd</sup> Street should be completed in March or April of 2024. Ward 1 phase 3 was also discussed, which once started should be an 18–24-month project.

Commissioner Jones asked Mr. Rayan to look into 9<sup>th</sup> Street West, behind Baker's Auto Body. That area was recently paved, but the other side of the street has several potholes. Mr. Rayan will look into it.

Commissioner Williams asked if Mr. Rayan could inquire about the lighting at the new roundabout on US 41 and 23<sup>rd</sup> Street. Chief Tyler and Mr. Rayan will reach out to the project manager at FDOT.

Mr. Rayan thanked Major Porter for his and the Sheriff's office help with recent Public Works projects.

Mr. Freeman reported that the next meeting will be on September 25<sup>th</sup> for the final budget hearing. Mayor Bryant asked Mr. Freeman when the \$10,000 from the new Convention Center Hotel would be available. Mr. Freeman believed it was once they open in approximately January 2024. He will double check.

Chief Tyler thanked the Commissioners that attended the Grand Opening of the new Police Department. He invited the Commissioners that couldn't attend to get with him to schedule a tour.

8. MAYOR'S REPORT

Mayor Bryant mentioned that the houses that were built with the Habitat for Humanity project also didn't have porches or garages. This topic was previously discussed at the Workshop meeting. Mr. Barnebey answered that they are not required to have porches. They are only required to have two parking spaces. He opined that they may want to look at changing the code.

Commissioner Cornwell reiterated that the intention was to make sure if someone had a residence, they had a garage. Mr. Barnebey read from the current code. Discussions continued regarding the need for a future Workshop to discuss the possibility of changing the code.

9. COMMISSIONERS' COMMENTS

No additional comments.

Mayor Bryant adjourned the meeting at 9:11 pm.

MINUTES APPROVED: OCTOBER 9, 2023

***JAMES R. FREEMAN***

JAMES R. FREEMAN  
CITY CLERK