

MINUTES
CITY COMMISSION MEETING
NOVEMBER 06, 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

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 Father Teo Useche from Holy Cross Catholic 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 Williams moved, Commissioner Cornwell seconded, and the motion carried 5-0 to approve the November 6, 2023 City Commission Agenda.

3. PUBLIC COMMENT

No public comment.

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4. CONSENT AGENDA

- a. Minutes: 10/09/2023 & 10/23/2023
- b. Surplus Property- Waste Water Treatment Plant Generator
- c. FY 2023 West Coast Inland Navigational District (WCIND) Subrecipient Agreement
- d. Resolution 2023-23 – FY 2023 Statewide Mutual Aid Agreement 2023
- e. Resolution 2023-24 – FY 2023 Year End Budget Amendment
- f. Legal Invoices

MOTION:

Commissioner Williams moved, Commissioner Cornwell seconded, and the motion carried 5-0 to approve the Consent Agenda as presented by staff.

Mayor Bryant recessed the City Commission Meeting to open the November 6, 2023 CRA Board Meeting at 7:05 pm.

Mayor Bryant reconvened the meeting at 7:42 pm.

STANDING AGENDA ITEMS:

5. Traffic Update

There was not a traffic update.

COMMENTS:

6. DEPARTMENT HEADS' COMMENTS

Mr. Rayan provided updates on the following projects:

- The roundabout on US 41 at 23rd Street-traffic patterns have changed from the outside North bound lane to the median, to continue progress on the roundabout.
- The 7th Street extension roundabout was completed on time and under budget.
- An email was received from the Department of Transportation, DOT, regarding the upcoming activation of the signal at US 301 at 7th Street and posting signage for the public to be made aware.
- He has spoken with FPL and the contractor for the 7th street extension visiting the idea of installing streetlights around the roundabout on Haben Blvd. There have been two accidents at the roundabout that damaged the fence. The materials are on order and then they will be installed to fix the damage.

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Commissioner Williams had a resident from Riviera Dunes reach out to him and ask when the grass would be installed in that area. Mr. Rayan responded that it was scheduled for tomorrow.

Mr. Freeman reported that the RFP for the 4-acre parcel south of the new Police Department received zero responses. He asked for direction from the Commission. He recommended readvertising for a shorter period of time, a 60-day window, and to potentially enlist a realtor to help advertise.

Commissioner Cornwell asked if one entity is interested, was that fine. Mr. Freeman answered that as long as they follow the City's procedures and Ordinances, they could move forward with one entity if that was all that responded. Mr. Freeman further explained the process. Commissioner Cornwell expressed that she was fine with putting it out for 60 days and would be fine with using a realtor.

Commissioner Williams asked if they would have to put out a RFP to get a realtor. Mr. Freeman responded that he would have to look into that. Commissioner Williams then asked where the RFP was advertised. Mr. Freeman listed some of the examples of where they had advertised but noted that he didn't have a comprehensive list in front of him. Commissioner Williams stated that he was fine with 60 days, and he would prefer to have a realtor at this point.

Commissioner Jones recommended putting out the RFP for a shorter time, and then if there is no interest, contacting a realtor for assistance.

Commissioner Mathews was in favor of 60 days and using a realtor.

Commissioner Smith asked again where the RFP was advertised. Mr. Freeman repeated what he had previously stated. Commissioner Smith asked if they had any signs up. Mr. Freeman confirmed there are two large signs at the corner of 7th Street and 10th Avenue and 8th Street and 10th Avenue on the property. Commissioner Smith asked how much a realtor would charge. Mr. Freeman believed it was usually around 6% but wasn't positive.

Commissioner Jones asked if he sent out the RFP to the contractors. Mr. Freeman responded yes; it was sent out to anyone that had expressed an interest in the past.

MOTION:

Commissioner Williams moved to re-advertise the old Palmetto Elementary site for 60 days, and after that if we don't have a sale with the RFP out, we will follow proper procedures for obtaining a realtor. Commissioner Cornwell seconded, and the motion carried 5-0.

Mr. Barnebey noted that he had someone that may be interested. He also expressed that the Comprehensive Plan has had changes since it was put out for RFP and may be more enticing to developers moving forward.

Mr. Freeman also shared that the next meeting is scheduled for November 20th but there weren't many items slated to be on the agenda.

MOTION: Commissioner Cornwell moved to cancel the November 20th meeting, Commissioner Williams seconded, and the motion carried 5-0.

Mr. Barnebey reported that he met with Ms. Green, regarding the Masonic Lodge property and she confirmed that her family didn't have an interest in the property. The ownership has been in with the Jacksonville group since 1957.

Commissioner Jones agreed that the Jacksonville lodge owned the property. Mr. Barnebey reiterated that the City wanted the property cleaned up to prevent a safety hazard. This topic will be brought back for further discussion.

7. MAYOR'S REPORT

Mayor Bryant reported that they had the groundbreaking for the HCA Blake Emergency Center on Tuesday. It was a wonderful event with extensive media coverage. There was an Economic Development Corporation, EDC, article featuring the City of Palmetto and the Marina. She also noted that she is now a Honorary Black Belt recipient.

8. COMMISSIONERS' COMMENTS

Commissioner Jones asked Chief Tyler about a couple of events that had happened recently with the Police Department. He asked that they be given a heads up when something major occurs in the City. Chief Tyler responded that there was an ongoing investigation and there was nothing else he could say at that time.

Commissioner Cornwell thanked the Chief and Mr. Rayan for their prompt responses in helping her recently.

Commissioner Williams asked where they stand on the P3 parking lot project. Mr. Johnson responded that we're making headway, and it should be completed this month.

Commissioner Williams then asked where they stand with the Old Police Department. Mr. Freeman answered that it will be coming back to the Commission for surplus. They will be recommending demolishing the building. Commissioner Williams recommended not letting anyone in the building in the meantime. Chief Tyler shared that they've left the electricity on to help prevent further mold growth. The police officers will be doing tactical training there next month, then they will be out of the building for good.

Mr. Barnebey noted that when they approved the Heartland project, there is a parking lot on the western end of the property as well as the trail extension that will remain with the City. Commissioner Williams then asked for an update on the Heartland project.

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Mr. Barnebey answered that the DEP hasn't signed off on the completion of the remediation yet. They are planning on bringing back an incentive for that property, in the near future.

Commissioner Williams went on to note that there is a "No Parking" sign on CRA property, yet he sees people parking there. Chief Tyler urged them to call the police when they see this happening.

Commissioner Williams asked for the status on the Riverside Property contract. Mr. Barnebey reported that there was confusion with the Developer, and they are working to clear up some of those issues. They should have something to bring to the next CRA meeting in December.

Commissioner Williams felt as though the 10-day timeframe to post agendas before a meeting needed to change.

MOTION: Commissioner Williams moved to having the agendas in the Commissions possession from 10 days to 5 days. Commissioner Cornwell seconded.

Commissioner Jones expressed that the 10 days gives the Commission ample time to study materials. It also gives the public time to look at the agendas. He strongly disagreed with changing the timeframe.

Commissioner Williams asked how many times any of the Commissioners have called staff for clarification on the agenda in 5 days or 10 days.

Commissioner Smith said it was up to the staff whether it should be 5 or 10 days.

The motion carried 3-2. (Commissioner Jones and Smith voted no)

It was clarified that the Agenda will be published on the Monday before a meeting. It will be 5 working days, and 7 calendar days.

Todd Williams clarified that the email was sent to Mr. Smith on the CRA's email account on October 11th from Mr. Johnson. This was discussed during the CRA Board Meeting. This is not an email address that the Commissioners receive anymore.

Commissioner Smith brought up the Multi-Cultural festival and Commissioner Jones stated that he reached out to one of the promoters. He sent information about a particular band.

Mayor Bryant and Commissioner Jones are going to sit down tomorrow to discuss the budget for this event. She opined that this should not be consuming this much time in the meetings. There are more important issues to discuss. For example, they need to be working on the FDOT projects.

Mayor Bryant adjourned the meeting at 8:36 pm.

MINUTES APPROVED: DECEMBER 4, 2023

JAMES R. FREEMAN

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CITY CLERK