

MINUTES
CITY COMMISSION MEETING
DECEMBER 1, 2025
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:

Dan West, Mayor
Brian Williams, Vice-Mayor/ Commissioner Ward 3 (Not Present)
Tamara Cornwell, Commissioner-at-Large 2
Sunshine Joiner, Commissioner, Ward 2
Harold Smith, Commissioner Ward 1
Scott Whitaker, Commissioner-at-Large 1

STAFF PRESENT IN CHAMBERS:

Jim Freeman, City Clerk
Marisa Powers, City Attorney
Mohammed Rayan, Public Works Director
Scott Tyler, Chief of Police
Rowena Young-Gopie, CRA Director
Cassi Bailey, Deputy City Clerk

STAFF PRESENT ELECTRONICALLY:

Todd Williams, Information Technology (IT) Consultant

1. Mayor West called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance, and Commissioner Joiner 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 Joiner moved, Commissioner Cornwell seconded, and the motion carried 4-0 to approve the December 1, 2025 City Commission Agenda.**

3. PUBLIC COMMENT

Karon Dixon spoke on small businesses, storefront grants, and code enforcement violations.

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4. CONSENT AGENDA

- a. Minutes: 10/6/2025
- b. Special Function Permit: Beer Sales @ 2026 River Regatta
- c. Special Function Permit: 2026 DeSoto Children's Parade & Party in the Park
- d. Resolution 2025-29 Sanitary Sewer Pipelining Project
- e. Resolution 2025-30 Budget Amendment for Carry-Forward Encumbrances
- f. CCNA Bridge Contract
- g. City Legal Invoices

MOTION: Commissioner Joiner moved, Commissioner Whitaker seconded, and the motion carried 4-0 to approve the Consent Agenda as presented by staff.

5. UNSOLICITED PROPOSAL-PURCHASE AND SALE AGREEMENT BETWEEN CITY OF PALMETTO AND NORTH RIVER FIRE DISTRICT FOR 1101 10TH STREET WEST PARCEL ID 2707100059 (OLD PD SITE)

Mr. Freeman introduced this item. The North River Fire Department, NRRFD, Board approved the sale on their end.

Commissioner Whitaker asked how long before they would move forward with the development of the new administration building on the property. Fire Chief Sicking spoke. It takes about a year to design. They anticipate breaking ground around March.

MOTION: Commissioner Joiner moved, Commissioner Cornwell seconded, and the motion carried 4-0 to declare the City owned real property located at 1101 10th Street West , Parcel ID 2707100059(Former Palmetto Police site) as surplus property and authorize the Mayor to execute the Vacant Land Contract purchase contract between North River Fire District and the City of Palmetto for \$1,000,000.

Mr. Freeman noted the change to the title block, removing "Amending Appendix B of Zoning Code".

6. FIRST READING: ORDINANCE 2025-12 AMENDING THE CODE OF ORDINANCES, CHAPTER 28, ARTICLE III.-STOPPING, STANDING, AND PARKING.

AN ORDINANCE OF THE CITY OF PALMETTO, FLORIDA, ~~AMENDING APPENDIX B OF ZONING CODE~~, AMENDING CHAPTER 28, ARTICLE III OF THE CODE OF ORDINANCES; DELETING SECTION 28-74 RELATING TO JOINT USE OF SPACES AND FACILITIES; AMENDING SECTION 28-78 RELATING TO OFF STREET PARKING AND JOINT USE OF PARKING FACILITIES FOR MIXED USE DEVELOPMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

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MOTION: **Commissioner Joiner moved, Commissioner Cornwell seconded, and the motion carried 4-0 to approve the first reading of Ordinance 2025-12, amending language to Chapter 28, Article III of the code of Ordinances and direct staff to advertise the ordinance for public hearings.**

Mayor West recessed the City Commission Meeting to open the December 1, 2025 CRA Board Meeting at 7:14 pm.

Mayor West reconvened the City Commission Meeting at 7:26 pm.

COMMENTS:

7. DEPARTMENT HEADS' COMMENTS

Mr. Rayan noted that the contractor is making progress on the paving for the Ward 1, Phase III project. The stormwater portion of the project is about 90% finished. They are waiting on the lift station to arrive for the sanitary sewer piping. In addition to that, they continue to work on the sidewalks and the curbs throughout the area. Mr. Rayan also noted that they are in the early phases of working with Kimley Horn to discuss rates, scope and designs. They are waiting to hear from CVS regarding the sliver of property needed for the turning lanes at 10th Street and 8th Avenue. FDOT is reviewing the permits needed, as well. At the next workshop Wade Trim will be present to discuss the agreement needed between the City and the State to move forward with the funds awarded to the City. Mr. Rayan asked for a motion to send FDOT the map showing the proposed route for the Palmetto Trails, which was discussed at the 4:30 pm Workshop.

MOTION: **Commissioner Cornwell moved, Commissioner Joiner seconded, and the motion carried 4-0 to authorize Mr. Rayan to forward the proposed map to FDOT as discussed at the Workshop.**

Mr. Freeman is hoping to get Ms. Xtavia Bailey to come to the next Workshop to provide an update on the Multi-Cultural event. He also noted that they may bring the parking study Ordinance to a Workshop to have further discussion before the public hearing.

8. MAYOR'S REPORT

Thank you to the community for all they did around the Thanksgiving holiday.

Mayor West hoped everyone likes the new holiday lights, some poles were missing voltage, but they should all be working now.

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On December 6th there will be movie in the park, featuring Santa Clause. Saturday will be Wreaths Across America. On December 11th there will be Employee Appreciation at Veterans Hall for City employees.

9. COMMISSIONERS' COMMENTS

Commissioner Cornwell said she really liked the holiday lights, especially the seahorses.

Commissioner Joiner and Commissioner Whitaker echoed they loved the lights.

Commissioner Whitaker also noted the importance of safety for our code enforcement officers, local businesses and our new sign code ordinance. Mr. Rayan said he would follow up with Ms. Dixon and Code Enforcement tomorrow to discuss this further.

Mayor West adjourned the meeting at 7:39 pm.

MINUTES APPROVED: FEBRUARY 23, 2026

JAMES R. FREEMAN

JAMES R. FREEMAN
CITY CLERK